

A guide to Backup Spider

This guide has been written for the school's IT staff so its intended user is expected to have a high level of technical knowledge about the system they are performing this update on.

Before starting an update, or any changes to the Spider, you should always make sure that you have a backup copy of your current Spider, as well as the store procedures & user defined functions.

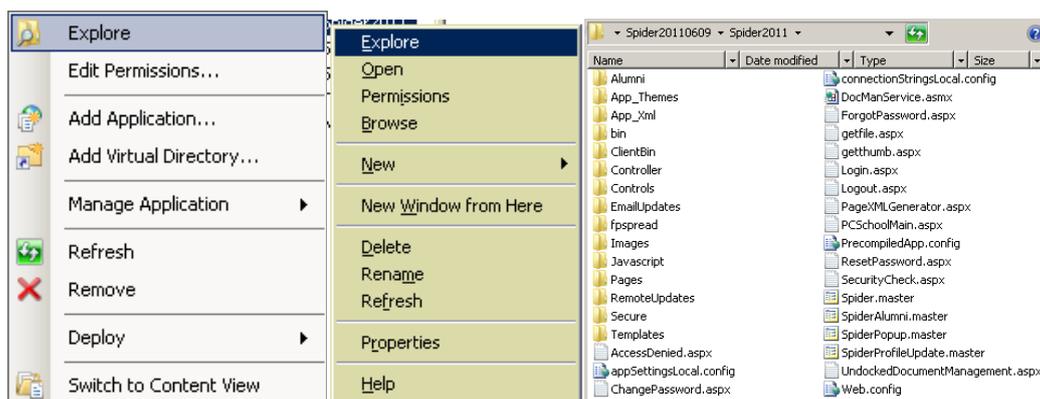
If you are not sure how to create an SQL backup of your data, please contact PCSchool for a guide of how to create an SQL backup.

Backing up you current Spider

To create a copy of your current spider, you need to find where current Spider files are. To find them, you need to open your "Internet Information Services" (IIS) Manager. You can normally open IIS by clicking on your Start icon then "Administrative Tools" and then selecting the IIS option. On some computers you will need to open the Control Panel and then open the Administrative Tools Panel to find IIS. If you can not find IIS in either of these locations, then you can try opening "Run" command and type in "inetmgr".



Once you have IIS open, find your current Spider and right click on it. Select the option that allows you to explore the files and folders, this will have different names in different versions of IIS. In some versions of IIS it will open a file explorer window, whilst in others it will display the files in IIS. If it displays the files in IIS, you can right click on one of the files and select the "Properties." This will show where to find the Spider files on your system. With most installs, this folder will be "C:\inetpub\wwwroot\Spider2011". Copy the folder to another location as this will be your backup of your current Spider should any issues arise.



Backing up your Store procedures and User defined functions

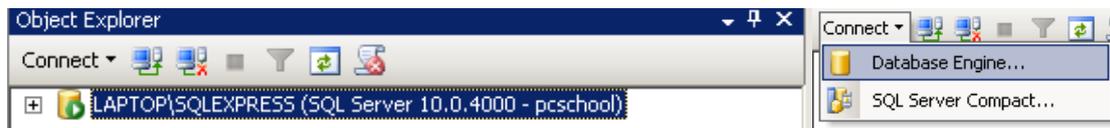
You should know the SQL database that your Spider is connected to and have login details. If you are not sure, you can check these details by opening the appSettingsLocal.config file in the Spider website folder with a text editor like notepad.

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<add key="Conn" value="Data Source=Laptop\SQLEXPRESS;Initial  
Catalog=PCSchool;Uid=pcschool,Pwd=pcschool;Packet Size=4096"/>
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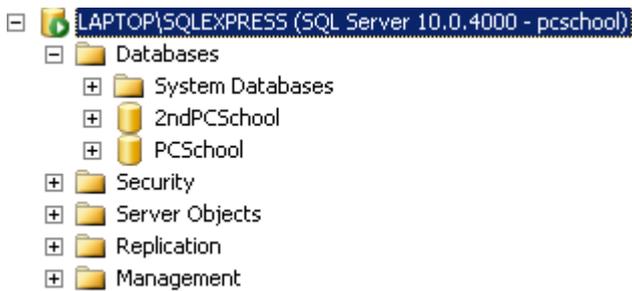
You use these details to login to “SQL Server Management Studio” which will normally be installed on your SQL server.



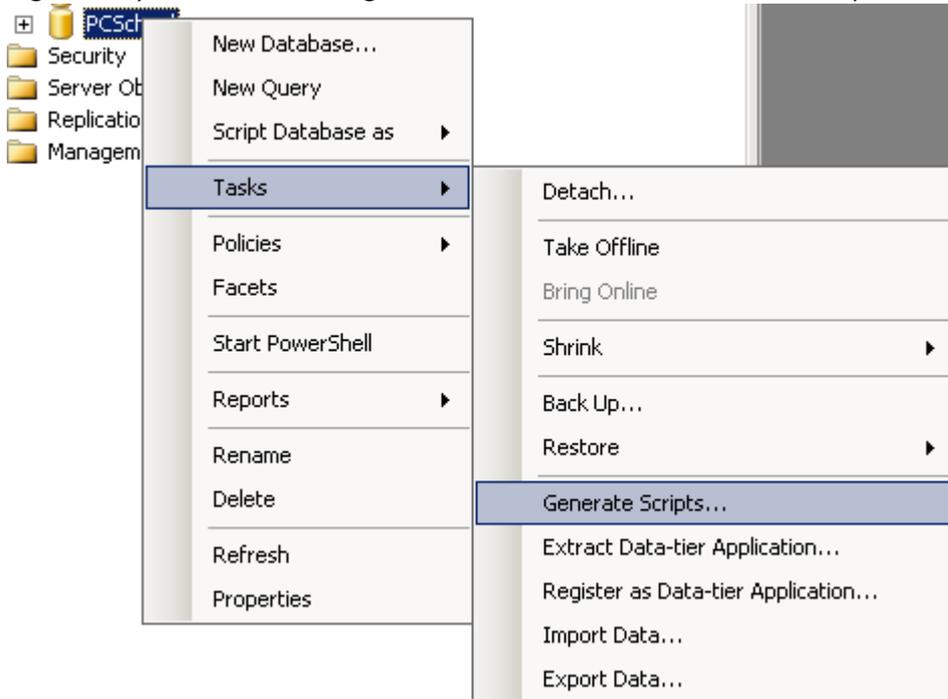
Once you are in SQL Management Studio you need to use the Object explorer. If this is not open by default, you can open it by going to the “View” button and selection “Object explorer.” If your Spider SQL Data Source is not listed in the object explorer, click the “Connect” drop down and select “Database engine.” Enter the login details for you Spider SQL Data Source.



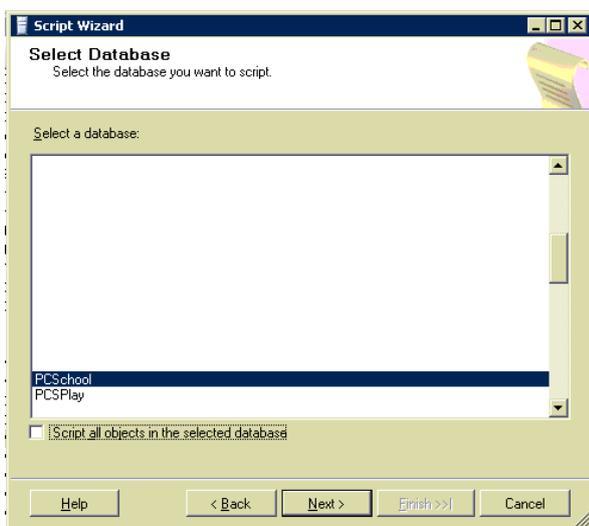
Expand the “Data Source” node and then the “Databases” node and find the database that your Spider is connected to. For most schools this is the PCSchool database. If this is not the PCSchool data base, then you will need to take a backup of the PCSchool data base Store procedures and User Defined functions as well as the backup for your Spider data base.



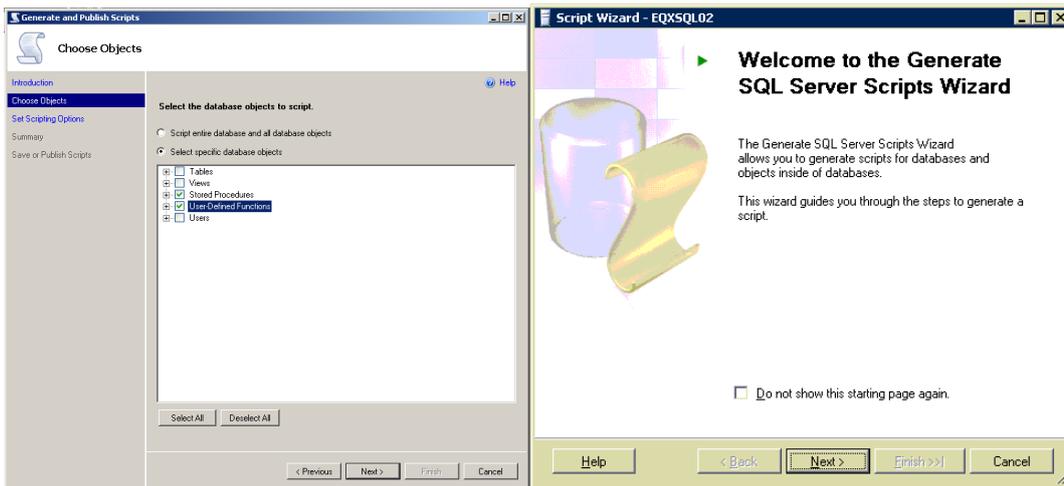
Right click your database and go to tasks and then select Generate Script.



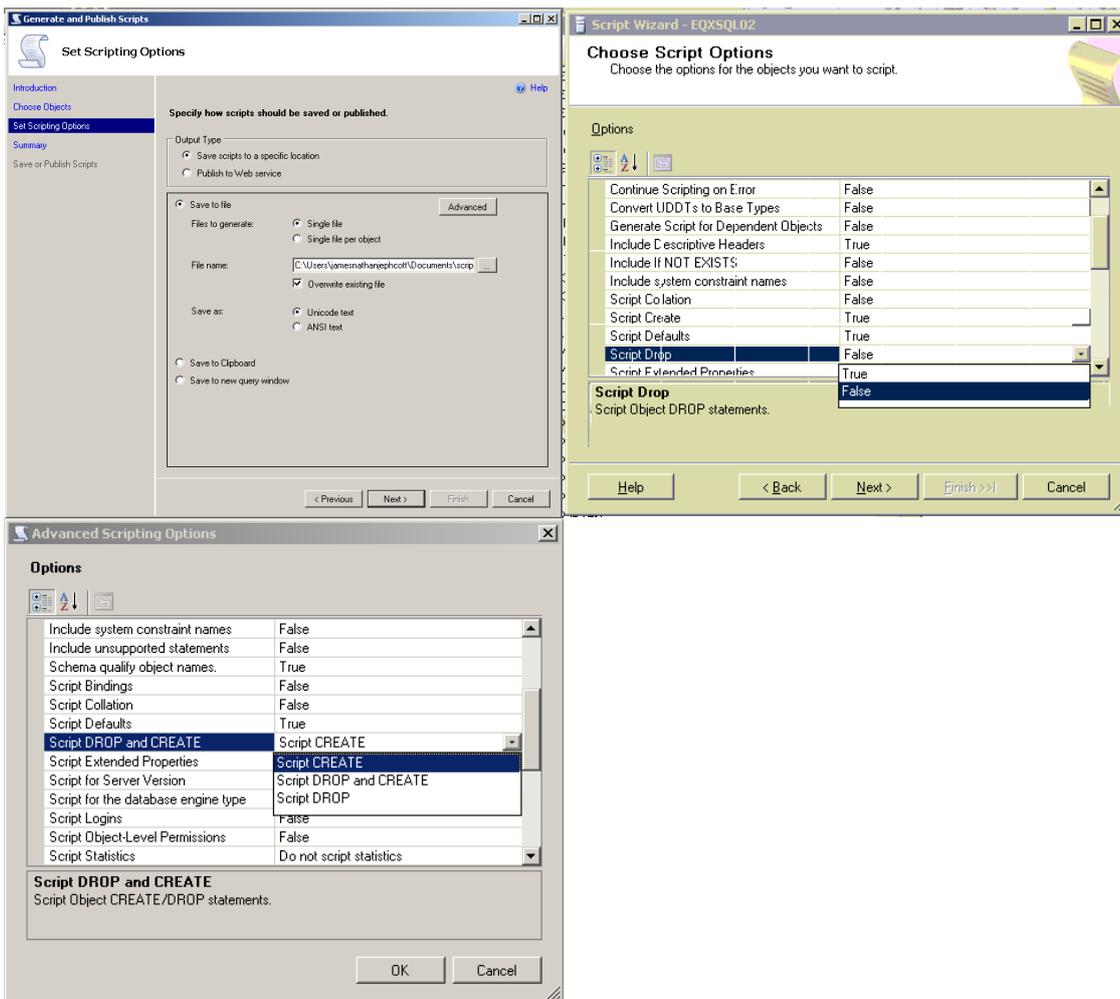
Depending on your version of SQL Management Studio you will get different options now. If you are asked to select a data base, you will need to select the database that you are backing up the store procedures and user functions for, then press next



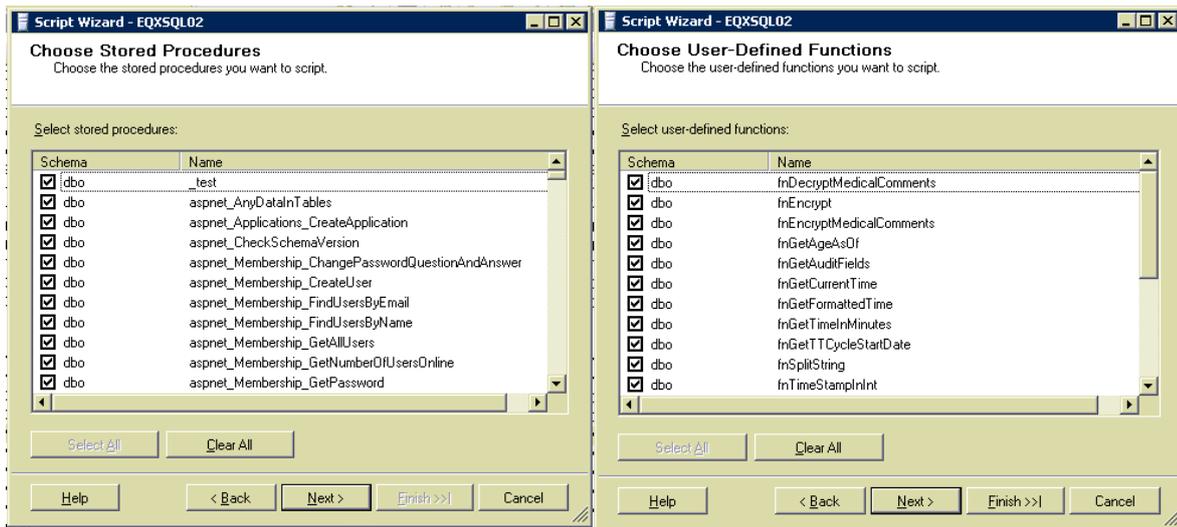
Depending on your version, you may be asked to select the object you want to generate a script for. If you get this option, select the Stored Procedures and the User-Defined Functions.



Next you will get a script options screen. Once again, depending on your version, you might need to click an Advanced button to see all the options. You then need to set it to generate Create and Drop scripts. In some versions this is done by setting a true or false value and in some versions you can select a Script DROP and CREATE option. (Some versions will not let you do both DROP and CREATE scripts. For these versions you will have to create the Drop and Create scripts separately)



Some versions might ask you to select the objects you want to create the scripts for. If you get this option, select all.



You should now get save options, a confirmation screen, a generating screen and finally a success screen once the script has been generated. You can save the script as a file or to a query window and then select to save it to a file.

Testing the Spider before updating

Before updating the Spider you should test your controls so you know if any problems you find after the update existed before the update. It is a good idea to take a screen shot of the controls so if you think there has been a change, you can check with the screen shots you have taken.