

# Contents

- 01 Introduction
- 01 Manual Backup
- 02 Scheduled Backup
- 02 External Backup



*Scheduling a regular backup in OpenBase*

## Introduction

As with any computer data, it is essential to back up your LightSpeed data regularly, so you can rest easy, knowing that you have another copy of your database that you can restore if necessary. Luckily, LightSpeed and the OpenBase SQL database make it easy to perform frequent backups.

## Manual Backup

To manually back up your database, go to **Tools > Utilities > Backup Database**. This will save a copy in **Macintosh HD > Library > OpenBase > Backup**, named `xsilva_db_YYYY-MM-DD_HH-MM.tgz`.

## Scheduled Backup

### To schedule a regular backup:

1. Go to **Apple Menu > System Preferences > OpenBase > Backup**.
2. Make sure *Enable Incremental Backups* is selected.
3. Keep the directory path for the backup as **/Users/Shared/OpenBase/Backup**.

Each hour, a file will be updated at the above path.



If you want to change your directory path for the backup to a different location, or if you plan to use Retrospect to back up your data, please contact **Xsilva Support at (514) 907-1801**. It is not necessary to create an ASCII dump of the data.

## External Backup

Your backed up database should then be backed up to a volume different than the original. Burning the backed up database to CD, or copying it to an external hard drive or USB drive, will insure that in the event of a hard drive failure on your server, your LightSpeed database will remain intact as of the last backed up copy.

**IMPORTANT: Do not attempt to back up your *live* database externally, only the *backup*.**

Please contact Xsilva Support for instructions on restoring your database from a backup.