CPMS Newsletter
"As the Wrench Turns"

"Saving your bacon"

Many years ago the Vice President of my company said, "Plan for the worst case and it will probably never happen. But, if you don't have a disaster plan then it will certainly occur."

While it is unlikely that your CPMS files will be lost, damaged, or not repairable, you need to always safeguard this valuable data resource. From the CPMS Help System:
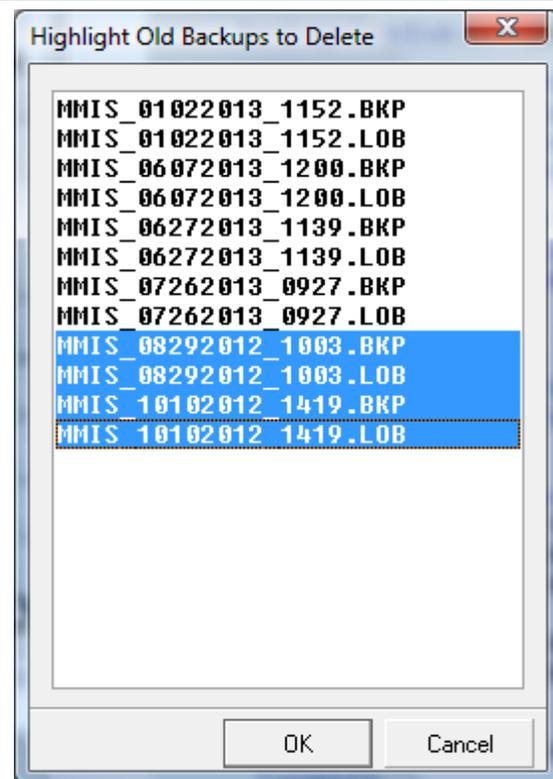
>>>

Backup
One of the most important aspects of your computer operation is to properly maintain data security and integrity. This can be accomplished by making sure your CPMS files are periodically backed up and stored in a safe place.

The CPMS data base files need to be saved as often as daily, depending upon the amount of changes made to the system. Consider the amount of time it will take to reenter all of the data entered since the last time you saved the CPMS files, as compared to the small amount of time it takes to backup your CPMS files.

>>>

Keep in mind that backing up your files only takes a minute and can be done with other users online.

INSIDE THIS ISSUE

Highlight Old Backups to Delete

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MMIS_01022013_1152.BKP
MMIS_01022013_1152.LOB
MMIS_06072013_1200.BKP
MMIS_06072013_1200.LOB
MMIS_06272013_1139.BKP
MMIS_06272013_1139.LOB
MMIS_07262013_0927.BKP
MMIS_07262013_0927.LOB
MMIS_08292012_1003.BKP
MMIS_08292012_1003.LOB
MMIS_10102012_1419.BKP
MMIS_10102012_1419.LOB
```

OK   Cancel

Recently, at one of our customers, we had a chance to go through the Backup and Restore procedures. We received the following email:

I have a problem accessing CPMS. During the weekend the power went out and now there is a dialog box that says:

-ERROR- Unable to open database file number 1. (1205)

Since most of our customers are accessing the CPMS data base on a server, if you lose power to your PC, it will rarely result in damage to the CPMS files. But, if a network server goes down and it was in the middle of writing data, it can certainly result in file damage. This is why many companies have battery backup (UPS) for their servers. Again, from the CPMS Help System:

>>>
Restore
This option will restore a backup you select from the \ARCHIVE directory. Remember that you are returning to a copy of your data base which is missing all of the changes you have made since the backup was done.

Restore does not replace your four data base files (MMIS.rb1,2,3,4) in your \MAINT folder, but instead puts them in the \ARCHIVE folder. This is in case the restore operation does not rebuild your data base successfully.

We suggest that you contact CPMS support prior to restoring. We can help you determine the best course of action.
>>>

What was the most important thing that Guadalupe Benitez did to safeguard her company's CPMS files? She had a backup copy from just before the files were damaged. Think of your backup files as bridges going back to working copies of your data. We recommend backing up your files at least once a week and keeping at least the last month's worth of backups. Some customers also make a backup at the end of each year in order to have a snapshot of your "yearend" data. Remember that when you backup, you can delete old backup files which are no longer needed. The backup file name is the timestamp of when it was created.

MMIS_01102012_1136.BKP

The backup file above was created on January 10, 2012, at 11:36am

Usually we can correct damaged files without the need to restore your last backup. But, if you are unable to open a data base as in this example, there is a good chance that a restore will be necessary.

Loading CPMS Updates

Some of our customers are not allowed to load CPMS updates. Others may not be comfortable using Windows Explore to navigating to the CPMS files folder on their server. From the CPMS Help System:
>>>
Load CPMS Update
Program updates for CPMS are distributed via email or you can download them off of the CPMS web site. The Zip file update is in the format of "UpdateNNN.zip" where NNN is the version number. For example, Update429.zip would be extracted into your CPMS data files directory (default is \Maint).

PROCEDURE

Make sure and review the list of changes included with every update.

Backup your four CPMS data files. You can do this in CPMS while other users are online. Go to Other Utilities, Data Base Maintenance, Backup CPMS Files. Also save the CPMS.prc file (suggest in the \Archive folder).

With no one in CPMS, unzip the update file into your CPMS files folder where your four files are located (the default is \Maint).
NOTE: After clicking the UpdateNNN.zip file and choosing Extract, make sure you have selected the CPMS data files folder as your target.

Start CPMS and go to Supervisor, Other Utilities, Load CPMS Update and choose:
UpdateNNN.RMD

When complete, you will see a completion message and be returned to your desktop.

You can start CPMS again. Click on the About tab to see the current version number.
>>>

Keep in mind that there may be restrictions on your Windows network which make it difficult (or impossible) for you to load CPMS updates without Administrator privileges.

Recently, at one plant, we found that Windows allowed extracting to the local "C" drive but not to the \Maint folder on the server. The solution is to create a temporary folder on "C" and then copy the update files to the server \Maint folder.

And the Winner is...

Cindy Like, Lewis Bakeries, Vincennes, IN. The questions was, "When printing the Work History Summary report and then saving it as a PDF file, what would cause the grand total on the last page to be different? And, how would you make sure the total on the PDF report matches the report sent to the printer?"

And, from Cindy's email:
Here's what needs to be done to make sure that the PDF file matches the information on the screen. You need to look at all of the pages on the report on the screen then act like you're going to print the file out. When you get to the Print Dialog box, you will see that there's an option for printing to a PDF file. Make sure that is checked and that there is a file name in the File Name box. When you open up that file in Adobe Reader (in PDF format), the numbers on the PDF file should match what you saw on the screen.

CPMS Quiz

When pressing the F3 key, or double clicking your mouse on a screen column, a popup menu sometimes appears. Usually there is a hint which tells you what the popup menu will display. Sometimes the poup shows all the unique values for that column. For example, on the Master Schedule screen, if you double click on the Start Time, you will see all of the unique start times which have been entered. For $100, how would you get a popup menu of every PM Duty which contains the word "BEARING".

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