

# PC2AUDIX Database Management Tools

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## Overview

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PC2AUDIX data management tools help you to: back up data (retrieved from the voice mail system) from your PC to diskette; restore files from diskette; and delete files from your PC. Managing your data is important for several reasons:

- Periodically backing up data files protects you if your fixed disk drive becomes damaged. Backed up files can then be restored from diskette to your PC.
- Periodically deleting data from your PC frees up space for new data. As system traffic data files (hourly, daily, and monthly) become larger, it takes longer for PC2AUDIX to find the records needed to generate reports. Deleting old data makes file access quicker for PC2AUDIX. You may wish to archive data before deleting it.
- Archiving retrieved data onto diskette allows you to later restore it to make historical comparisons of data several months or even years in the future.

## File Naming Conventions

Data files created by PC2AUDIX are named according to the type of data they contain:

load_hr.dbf	hourly system load traffic data
load_day.dbf	daily system load traffic data
feat_hr.dbf	hourly system feature traffic data
feat_day.dbf	daily system feature traffic data
tr_nethr.dbf	hourly system network load traffic data
tr_netda.dbf	daily system network load traffic data
spfeathr.dbf	hourly system special features traffic data
spfeatda.dbf	daily system special features traffic data
comm_hr.dbf	hourly system community traffic data
comm_day.dbf	daily system community traffic data
tr_remdbf	daily system remote messages traffic data
tr_remmo.dbf	monthly system remote messages traffic data
smmmyy.dbf	monthly subscriber traffic data for the specified month and year
sdmddy.dbf	daily subscriber data for the specified date
billmmyy.dbf	monthly billing data for the specified month
subdata.dbf	PC2AUDIX subscriber directory database records
rsubdata.dbf	PC2AUDIX remote subscriber directory database records

## Initiating Data Management Functions

The data management portion of PC2AUDIX has two menu levels. The top menu, the Data Management Options menu, gives you access to the Data Backup, Data Deletion, and Restore Data submenus. These three submenus allow you to backup, delete, or restore several types of PC2AUDIX data files.

Perform the following steps to initiate file backup, deletion, or restoration:

1. Call the PC2AUDIX software by entering **pc2audix** at the DOS prompt.
2. At the PC2AUDIX Root Menu, select 7) Data Management.

The following menu appears.

```
DATA MANAGEMENT OPTIONS

1> Backup Data to Diskette
2> Delete Data From Fixed Disk
3> Restore Data from Diskette

STATUS: Selection? _
F7 PREU FORM      F9 ROOT FORM      F10 HELP
```

3. Enter **1**, **2**, or **3** to select the desired option. Each data management option is described in a corresponding section in this chapter.

## **Backing Up Retrieved Data**

The Data Backup subhuman provides backup for seven types of data. This option copies retrieved voice mail data from your PC to diskette. Backing up data files is very important so that you can restore these files if your fixed disk becomes damaged.

To back up data, perform the following:

1. At the Data Management Options menu, select 1) Backup Data to Diskette.

The following screen appears. Notice that the screen provides data ranges indicating the oldest and most recent data.

AUDIX Data Backup		
	OLDEST DATA	MOST RECENT DATA
1> Hourly System Traffic Data	01/01/70 hour 0	01/01/70 hour 0
2> Daily System Traffic Data	01/01/70	01/01/70
3> Monthly System Traffic Data	01/70	01/70
4> Monthly Subscriber Traffic Data	01/70	01/70
5> Daily Subscriber Traffic Data	01/01/70	01/01/70
6> Monthly Billing Data	01/70	01/70
7> Subscriber Site Data		

Selection? \_

STATUS: F7 **PREU FORM** F9 **ROOT FORM** F10 **HELP**

2. Select the type of data that you wish to back up. This brings up a corresponding backup screen, which is described in detail in this section.

### ⇒ NOTE:

If you have a lot of hourly traffic records, you may need several diskettes. Be sure to label the backup diskette(s) with the dates of the oldest and most recent traffic data. The AUDIX Data Backup menu displays this information.

## Back Up Hourly System Traffic Data

This option backs up retrieved hourly traffic data, including feature, load, network load, community, and special features records for all dates.

Perform the following steps to back up hourly system traffic data:

1. At the AUDIX Data Backup menu, select 1) Hourly System Traffic Data.

The Hourly System Traffic Data Backup screen appears (This backup screen consists only of four function key labels.)

2. Press **F8** (CHANGE/RUN) to start the backup.

PC2AUDIX displays the backup filename, database size, instructions to insert a diskette, and a prompt for formatting the diskette.

3. Enter **y** if you want to format the diskette, otherwise enter **n**.

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4. Press any key to continue, at the prompt. PC2AUDIX copies the displayed file to the diskette.

When the file has been backed up, the previous message reappears with information about the next hourly traffic file to back up and prompts you to press any key to continue.

5. If the diskette fills up, insert another diskette at the prompt.

When all data files are backed up, a message appears on the Status line indicating that the backup completed successfully.

After you have made a backup copy, you can use the Delete Data From Fixed Disk option to delete old (unneeded) records.

### **Back Up Daily System Traffic Data**

This option backs up retrieved daily traffic data, including daily traffic feature, traffic load, traffic network load, traffic community, traffic remote messages, and traffic special features records for all dates.

Perform the following steps to back up daily system traffic data:

1. At the AUDIX Data Backup menu, select 2) Daily System Traffic Data.

The Daily System Traffic Data Backup screen appears. (This backup screen consists of four function key labels.)

2. Press **F8** (CHANGE/RUN) to start the backup.

PC2AUDIX displays the backup filename, database size, instructions to insert a diskette, and a prompt for formatting the diskette.

3. Enter **y** to format the diskette, otherwise enter **n**.

4. Press any key to continue, at the prompt. PC2AUDIX copies the displayed file to the diskette.

When the file has been backed up, the previous message reappears with information about the next daily traffic file to back up and the prompt to press any key to continue.

5. If the diskette fills up, insert another diskette at the prompt.

When all daily system traffic files are backed up, a message appears on the Status line indicating that the backup completed successfully.

After you have made a backup copy, you can use the Delete Data From Fixed Disk option to delete old (unneeded) records.

## **Back Up Monthly System Traffic Data**

This option backs up retrieved monthly traffic data, including monthly traffic remote messages records.

Perform the following steps to back up monthly system traffic data:

1. At the AUDIX Data Backup menu, select 3) Monthly System Traffic Data.

The Monthly System Traffic Data Backup screen appears. (This backup screen consists only of the four function key labels.)

2. Press **F8** (CHANGE/RUN) to start the backup.

PC2AUDIX displays the backup filename, database size, instructions to insert a diskette, and a prompt for formatting the diskette.

3. Enter **y** to format the diskette, otherwise enter **n**.

4. Press any key to continue, at the prompt. PC2AUDIX copies the displayed file to the diskette.

5. If the diskette fills up, insert another diskette at the prompt.

When all monthly system traffic files are backed up, a message appears on the Status line indicating that the backup completed successfully.

After you have made a backup copy, you can use the Delete Data From Fixed Disk option to delete old (unneeded) records.

## **Back Up Monthly Subscriber Traffic Data**

This option backs up retrieved monthly subscriber traffic data. This monthly subscriber traffic data is used by PC2AUDIX to calculate monthly bills. It is wise to keep backup copies of this data.

Backup copies are made for one month's worth of data at a time. If you have a more than 4,000 subscribers, you may need more than one 360 KB diskette for each month of data.

Perform the following steps to back up monthly subscriber traffic data:

1. At the AUDIX Data Backup menu, select 4) Monthly Subscriber Traffic Data.

The following screen appears:

**Monthly Subscriber Traffic Data Backup**

**Data in PC2AUDIX data base:**

Oldest Data: 01/70 <MM/YY>  
 Latest Data: 01/70 <MM/YY>

**Data to be Backed Up To Disk A:**

Date of data: 1/70 <MM/YY>

**STATUS:**  
 F7 **PREV FORM**      F8 **CHANGE/RUN**      F9 **ROOT FORM**      F10 **HELP**

The default month in the Date of Data field is the month of the oldest monthly subscriber traffic data that was found.

2. Enter a different month for which to back up monthly subscriber data, or use the default months.
3. Press **F8** (CHANGE/RUN).  
 PC2AUDIX displays the backup filename, database size, instructions to insert a diskette, and a prompt for formatting the diskette.
4. Enter **y** to format the diskette, otherwise enter **n**.
5. Press any key to continue, at the prompt. PC2AUDIX copies the displayed file to the diskette.
6. If the diskette fills up, insert another diskette at the prompt.  
 When the specified data has been backed up, a message appears on the Status line indicating that the backup completed successfully.
7. Enter a different month for which to back up monthly subscriber traffic data, and press **F8** (CHANGE/RUN) to back up data for that month.

After you have made a backup copy, you can use the Delete Data From Fixed Disk option to delete old (unneeded) records.

## Back Up Daily Subscriber Traffic Data

This option backs up retrieved daily subscriber traffic data. Backup copies are made for one day's worth of data at a time. If you have more than 4000 subscribers, you may need more than one 360 KB diskette for each day of data.

Perform the following steps to back up daily subscriber traffic data:

1. At the AUDIX Data Backup menu, select 5) Daily Subscriber Traffic Data.

The following screen appears:

**Daily Subscriber Traffic Data Backup**

**Data in PC2AUDIX data base:**

Oldest Data: 01/01/70 <MM/DD/YY>  
 Latest Data: 01/01/70 <MM/DD/YY>

**Data to be Backed Up To Disk A:**

Date of data: 01/01/70 <MM/DD/YY>

**STATUS:**  
 F7 **PREV FORM**      F8 **CHANGE/RUN**      F9 **ROOT FORM**      F10 **HELP**

The Date of Data field defaults to the date of the oldest daily subscriber traffic data.

2. Enter a different date for which to back up daily subscriber data, or use the default subscriber date.
3. Press **F8** (CHANGE/RUN).

PC2AUDIX displays the backup filename, database size, instructions to insert a diskette, and a prompt for formatting the diskette.

4. Enter **y** if you want to format the diskette, otherwise enter **n**.
5. Press any key to continue, at the prompt. PC2AUDIX copies the displayed file to the diskette.
6. If the diskette fills up, insert another diskette at the prompt.

When the specified data has been backed up, a message appears on the Status line indicating that the backup completed successfully.

7. Enter a different date for which to back up daily subscriber traffic data, and press **F8** (CHANGE/RUN) to back up data for that date.

After you have made a backup copy, you can use the Delete Data From Fixed Disk option to delete old (unneeded) records.

## Back Up Monthly Billing Data

This option backs up retrieved monthly billing data. It is wise to keep backup copies of billing data in case duplicate records are required in the future.

Billing data is created from Monthly Traffic Subscriber data using the Monthly Bill Calculation form. This file varies in size depending on how many billing conditions you selected on the Define Price Breakdown form and on how many subscribers are in your database.

Perform the following steps to back up monthly billing data:

1. At the AUDIX Data Backup menu, select 6) Monthly Billing Data.

The following screen appears:

**Monthly Billing Data Backup**

Data in PC2AUDIX data base:

Oldest Data: 01/70 <MM/YY>  
Latest Data: 01/70 <MM/YY>

Data to be Backed Up To Disk A:

Date of data: 1/70 <MM/YY>

STATUS:  
F7 PREU FORM      F8 CHANGE/RUN      F9 ROOT FORM      F10 HELP

The Date of Data field defaults to the month of the oldest monthly billing calculation data.

2. Enter a different month(s) to back up other monthly billing data, or use the default billing months.
3. Press **F8** (CHANGE/RUN).  
PC2AUDIX displays the backup filename, database size, instructions to insert a diskette, and a prompt for formatting the diskette.
4. Enter **y** to format the diskette, otherwise enter **n**.
5. Press any key to continue at the prompt. PC2AUDIX copies the displayed file to the diskette.

6. If the diskette fills up, insert another diskette at the prompt.

When all monthly billing data has been backed up for the specified month, a message appears on the STATUS line indicating that the backup completed successfully.

7. Enter a different month to back up monthly billing data and press **F8** (CHANGE/RUN) to back up data for that month.

After you have made a backup copy, you can use the Delete Data From Fixed Disk option to delete old (unneeded) records.

## **Back Up Subscriber Site Data**

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This option backs up PC2AUDIX subscriber information. This includes information contained in PC2AUDIX subscriber records but not in subscriber records in the voice mail database, such as room number, job title, and organization code. It is wise to keep backup copies of this data, especially since this data may not be available from another source.

If you have more than 4000 subscribers, you may need more than one 360 KB diskette. You should keep a current backup, plus one additional backup copy (the previous backup). Beyond two backup copies you can recycle the diskettes.

Perform the following steps to back up subscriber site data:

1. At the AUDIX Data Backup menu, select 7) Subscriber Site Data.

The Subscriber Site Data Backup screen appears. (This screen consists of four function key labels.)

2. Press **F8** (CHANGE/RUN) to start the backup procedure.

PC2AUDIX displays the backup filename, database size, instructions to insert a diskette, and a prompt for formatting the diskette.

3. Enter **y** if you want to format the diskette, otherwise enter **n**.

4. Press any key to continue, at the prompt. PC2AUDIX copies the displayed file to the diskette.

5. If the diskette fills up, insert another diskette at the prompt.

When all data has been backed up, a message appears on the Status line indicating that the backup completed successfully.

After you have made a backup copy, you can use the Delete Data From Fixed Disk option to delete old (unneeded) records.

## Deleting Retrieved Data

The Data Deletion submenu provides deletion of six types of data files. This option deletes old or unneeded data (files and/or records) from your PC. *Make sure you have a valid backup copy before deleting essential data.* The voice mail system keeps a fixed amount of information about system and subscriber traffic. If you delete information from the PC, it may not be available from the voice mail machine if you wish to view that information again.



### CAUTION:

*With this option, you may not be able to reverse its effects if the information no longer exists on the voice mail system. You may want to have a backup copy of the data on diskette.*

Perform the following steps to delete retrieved data from your PC:

1. At the Data Management Options menu, select 2) Delete Data From Fixed Disk.

The following submenu appears:

**AUDIX Data Deletion**

	OLDEST DATA	MOST RECENT DATA
1> Hourly System Traffic Data	01/01/70 hour 0	01/01/70 hour 0
2> Daily System Traffic Data	01/01/70	01/01/70
3> Monthly System Traffic Data	01/70	01/70
4> Monthly Subscriber Traffic Data	01/70	01/70
5> Daily Subscriber Traffic Data	01/01/70	01/01/70
6> Monthly Billing Data	01/70	01/70

Selection? \_

**STATUS:**    F7 **PREU FORM**                      F9 **ROOT FORM**                      F10 **HELP**

2. Select the option corresponding to the type of data you want to delete. This section instructs you how to delete each data type.



### NOTE:

If you are out of space on your PC fixed disk, deleting subscriber data (options 4 or 5) reclaims the most space.

## Delete Hourly System Traffic Data

Perform the following steps to delete hourly system traffic data:

1. At the AUDIX Data Deletion menu, select 1) Hourly System Traffic Data.

The following screen appears:

```

Hourly System Traffic Data Deletion

Data in PC2AUDIX data base:
Oldest Data:      01/01/70 <MM/DD/YY> hour 0
Latest Data:     01/01/70 <MM/DD/YY> hour 0

Data to be Deleted on this PC:
Start Deletion:  01/01/70 <MM/DD/YY> hour 0
Stop Deletion:   01/01/70 <MM/DD/YY> hour 0

STATUS:
F7  PREU FORM      F8  CHANGE/RUN      F9  ROOT FORM      F10  HELP

```

The Oldest Data and Latest Data show what data is present on the PC. The start and stop deletion dates and times default to the date and time of the oldest hourly system traffic data record. You can change the start deletion date and time and leave a gap in the records, but this is not recommended.

2. If you wish, change the stop deletion date and hour, otherwise use the default dates.
3. Press **F8** (CHANGE/RUN).

PC2AUDIX prompts you, Do you want traffic files from <date/time> to <date/time> deleted?

4. Enter **y** to delete the specified data, otherwise enter **n**. If you enter **n**, you can enter different start and stop dates and times, or use a function key to exit without deleting data.

When the requested data has been deleted, a message appears on the Status line showing how many records were deleted.

5. To delete additional records, repeat step 2 through step 4.

## Delete Daily System Traffic Data

Perform the following steps to delete daily system traffic data:

1. At the AUDIX Data Deletion menu, select 2) Daily System Traffic Data.

The following screen appears:

```

Daily System Traffic Data Deletion

Data in PC2AUDIX data base:
Oldest Data:      01/01/70 <MM/DD/YY>
Latest Data:      01/01/70 <MM/DD/YY>

Data to be Deleted on this PC:
Start Deletion:   01/01/70 <MM/DD/YY>
Stop Deletion:    01/01/70 <MM/DD/YY>

STATUS:
F7  PREU FORM      F8  CHANGE/RUN      F9  ROOT FORM      F10  HELP

```

The Oldest Data and Latest Data show what data is present on your PC. The start and stop deletion dates default to the date of the oldest daily system traffic data record. You can modify the start deletion date and leave a gap in the records, but this is not recommended.

2. If you wish, change the stop deletion date, otherwise use the default date.
3. Press **F8** (CHANGE/RUN).

PC2AUDIX prompts you, Do you want traffic files from <date> to <date> deleted?

4. Enter **y** to delete the specified data, otherwise enter **n**. If you enter **n**, you can enter different start and stop dates and times, or use a function key to exit without deleting data.

When the requested data has been deleted, a message is displayed on the Status line showing how many records were deleted.

5. To delete additional records, repeat step 2 through step 4.

## Delete Monthly System Traffic Data

Perform the following steps to delete monthly system traffic data:

1. At the AUDIX Data Deletion menu, select 3) Monthly System Traffic Data.

The following screen appears:

**Monthly System Traffic Data Deletion**

Data in PC2AUDIX data base:

Oldest Data:        01/70 <MM/YY>  
Latest Data:        01/70 <MM/YY>

Data to be Deleted on this PC:

Start Deletion:    05/94        <MM/YY>  
Stop Deletion:     05/94        <MM/YY>

STATUS:  
F7 **PREV FORM**        F8 **CHANGE/RUN**        F9 **ROOT FORM**        F10 **HELP**

The Oldest Data and Latest Data show what data is present on your PC. The start and stop deletion months default to the month of the oldest monthly system traffic data record. You can change the start deletion month and leave a gap in the records, but this is not recommended.

2. If you wish, change the stop deletion month, otherwise use the default month.
3. Press **F8** (CHANGE/RUN).

PC2AUDIX prompts you, Do you want traffic files from <month> to <month> deleted?

4. Enter **y** to delete the specified data, otherwise enter **n**. If you enter **n**, you can enter different start and stop months, or use a function key to exit without deleting data.

When the requested data has been deleted, a message appears on the Status line showing how many records were deleted.

5. If you wish to delete additional data, repeat step 2 through step 4.

## Delete Monthly Subscriber Traffic Data

Perform the following steps to delete monthly subscriber traffic data:

1. At the AUDIX Data Deletion menu, select 4) Monthly Subscriber Traffic Data.

The following screen appears:

```

Monthly Subscriber Traffic Data Deletion

Data in PC2AUDIX data base:
  Oldest Data:  01/70 <MM/YY>
  Latest Data:  01/70 <MM/YY>

Data to be Deleted on this PC:
  Start Deletion:  1/70 <MM/YY>
  Stop Deletion:   1/70 <MM/YY>
  
```

STATUS:  
F7 **PREV FORM**      F8 **CHANGE/RUN**      F9 **ROOT FORM**      F10 **HELP**

The Oldest Data and Latest Data show what data is present on the PC. The start and stop deletion months default to the month of the oldest monthly subscriber traffic data record. You can change the start deletion month and leave a gap in the records, but this is not recommended.

2. If you wish, change the stop deletion month, otherwise use the default month.
3. Press **F8** (CHANGE/RUN) to delete the records you have specified. PC2AUDIX prompts you, Do you want traffic files from <month> to <month> deleted?
4. Enter **y** to delete the specified data, otherwise enter **n**. If you enter **n**, you can enter different start and stop months, or use a function key to exit without deleting data.
 

When the requested data has been deleted, a message appears on the Status line showing how many files were deleted.
5. If you wish to delete additional records, repeat step 2 through step 4.

## Delete Daily Subscriber Traffic Data

Perform the following steps to delete daily subscriber traffic data:

1. At the AUDIX Data Deletion menu, select 5) Daily Subscriber Traffic Data.

The following screen appears:

```

Daily Subscriber Traffic Data Deletion

Data in PC2AUDIX data base:
  Oldest Data:  01/01/70  <MM/DD/YY>
  Latest Data:  01/01/70  <MM/DD/YY>

Data to be Deleted on this PC:
  Start Deletion: 01/01/70  <MM/DD/YY>
  Stop Deletion:  01/01/70  <MM/DD/YY>

STATUS:
F7  PREU FORM      F8  CHANGE/RUN      F9  ROOT FORM      F10  HELP

```

The Oldest Data and Latest Data show what data is present on the PC. The start and stop deletion dates default to the date of the oldest daily subscriber traffic data record. You can change the start deletion date and leave a gap in the PC data records, but this is not recommended.

2. If you wish, change the stop deletion date, otherwise use the default dates.
3. Press **F8** (CHANGE/RUN).

PC2AUDIX prompts you, Do you want traffic files from <date> to <date> deleted?

4. Enter **y** to delete the specified data, otherwise enter **n**. If you enter **n**, you can enter different start and stop dates and times, or use a function key to exit without deleting data.

When the requested data has been deleted, a message appears on the Status line showing how many files were deleted.

5. If you wish to delete additional records, repeat step 2 through step 4.

## Delete Monthly Billing Data

Perform the following steps to delete monthly billing information:

1. At the AUDIX Data Deletion menu, select 6) Monthly Billing Data.

The following screen appears:

```
Monthly Billing Data Deletion

Data in PC2AUDIX data base:

  Oldest Data:  01/70 <MM/YY>
  Latest Data:  01/70 <MM/YY>

Data to be Deleted on this PC:

  Start Deletion: 1/70 <MM/YY>
  Stop Deletion:  1/70 <MM/YY>

STATUS:
F7  PREU FORM      F8  CHANGE/RUN      F9  ROOT FORM      F10  HELP
```

The Oldest Data and Latest Data show what data is present on the PC. The start and stop deletion months default to the month of the oldest monthly billing calculation data record. You can change the start deletion month and leave a gap in the records, but this is not recommended.

2. If you wish, change the stop deletion month, otherwise use the default month.
3. Press **F8** (CHANGE/RUN).  
PC2AUDIX prompts you, Do you want billing data files from <month> to <month> deleted?
4. Enter **y** to delete the specified data, otherwise enter **n**. If you enter **n**, you can enter different start and stop dates and times, or use a function key to exit without deleting data.  
When the requested data has been deleted, a message appears on the Status line showing how many files were deleted.
5. If you wish to delete additional records, repeat step 2 through step 4.

## Restoring Retrieved Data

The Restore Data from Diskette submenu lets you restore seven types of data files. This option restores data from previous backups by copying backed up data from diskettes to your PC. Use this procedure if you have a fixed disk failure, or if you wish to inspect data that has been previously backed up and then deleted from your PC.

### ⇒ NOTE:

If you a large file has been stored on multiple disks, PC2AUDIX prompts you to insert the next diskette.

### ⚠ CAUTION:

*These restore procedures OVERWRITE current data on the fixed disk. If you are performing a restore operation to inspect old data, back up the current data first. Then, when you are through inspecting the old data you restored, restore the current data you backed up.*

Perform the following steps to restore data from diskette(s) to your PC:

1. At the Data Management Options menu, select 3) Restore Data from Diskette.

The following submenu appears.

```
Restore Data from Diskette

1) Hourly Data
2) Daily Data
3) Monthly Data
4) Subscriber Monthly Data
5) Subscriber Daily Data
6) Billing Data
7) Subscriber Site Data

Selection? _

STATUS: F7 PREU FORM F9 ROOT FORM F10 HELP
```

2. Select the option corresponding to the type of data you wish to restore. This section describes how to restore each data type.

### ⇒ NOTE:

If a single file is restored backed up to multiple diskettes, be sure to restore diskettes in the proper order (disk 1 first, then disk 2).

## Restore Hourly System Traffic Data

This option restores hourly system traffic data, including feature traffic, load traffic, network load traffic, community traffic, and special features traffic.

Perform the following steps to restore hourly system traffic data:

1. At the Restore Data from Diskette menu, select 1) Hourly Data.

The Restore Hourly System Traffic Data screen appears. (All restore screens consist of function key labels.)

2. Press **F8** (CHANGE/RUN) to start the restore.

The following messages appear:

**Restore Databases Matching <????\_hr.dbf> from Diskette 1.  
Is Backup Disk in drive A? (Y/N) \_**

<????\_hr.dbf> indicates that this restore will overwrite the indicated file.

3. Enter **y** if the correct diskette is inserted in your floppy drive, otherwise enter **n**. (If you enter **n**, the restore screen reappears with function key options to proceed or exit as before.)

For each hourly system traffic file, PC2AUDIX displays this prompts:  
Do you want to restore <????\_HR.DBF (Y/N)?

4. Enter **y** to continue restoring, otherwise enter **n**.

PC2AUDIX displays this prompt:

OVERWRITE C:<dir\_name><file\_name>.DBF (Y/N)?

5. Enter **y** to restore the file, otherwise enter **n** to skip restoring it.

When you have restored (or not restored) the displayed file, PC2AUDIX prompts you to restore the next hourly system traffic file in sequence.

6. Repeat steps 4 and 5 to restore other hourly system traffic files.

When all hourly system traffic files have been restored (or not restored), PC2AUDIX displays the number of files restored.

7. Press **F8** (CHANGE/RUN) to continue restoring hourly system traffic data files. Do this if you inadvertently chose not to restore a file in the previous steps or if you encountered a problem with the diskette and you need to retry the operation.

## Restore Daily System Traffic Data

Perform the following steps to restore daily system traffic data:

1. At the Restore Data from Diskette menu, select 2) Daily Data.

The Restore Daily System Traffic Data screen appears.

2. Press **F8** (CHANGE/RUN) to start the restore.

The following messages appear:

**Restore Databases Matching <????\_da.dbf> from Diskette 1.  
Is Backup Disk in drive A? (Y/N) \_**

<????\_da.dbf> indicates that this restore overwrites the indicated file.

3. Enter **y** if the correct diskette is inserted in the floppy drive, otherwise enter **n**. (If you enter **n**, the restore screen reappears with function key options to proceed or exit as before.)

For each daily system traffic file, PC2AUDIX displays this prompts:

Do you want to restore <????\_DAY.DBF (Y/N)?

4. Enter **y** to continue restoring, otherwise enter **n**.

PC2AUDIX displays this prompt:

OVERWRITE C:<dir\_name><file\_name>.DBF (Y/N)?

5. Enter **y** to restore the file, otherwise enter **n** to skip restoring it.

When you have restored (or not restored) the displayed file, PC2AUDIX prompts you to restore the next daily system traffic file in sequence.

6. Repeat steps 4 and 5 to restore other daily system traffic files.

When all daily system traffic files have been restored (or not restored), PC2AUDIX displays the number of files restored.

7. Press **F8** (CHANGE/RUN) to continue restoring daily system traffic files. Do this if you inadvertently chose not to restore a file in the previous steps or if a problem was encountered with the diskette and you need to retry the operation.

## Restore Monthly System Traffic Data

Perform the following steps to restore monthly system traffic data:

1. At the Restore Data from Diskette menu, select 3) Monthly Data.

The Restore Monthly System Traffic Data screen appears.

2. Press **F8** (CHANGE/RUN) to start the restore.

The following messages appear:

**Restore Databases Matching <????\_mo.dbf> from Diskette 1.  
Is Backup Disk in drive A? (Y/N) \_**

<????\_mo.dbf> indicates that the restore overwrites the indicated file.

3. Enter **y** if the correct diskette is inserted in the floppy drive, otherwise enter **n**. (If you enter **n**, the restore screen reappears with function key options to proceed or exit as before.)

PC2AUDIX displays the prompt:

Do you want to restore TR\_REMMO.DBF (Y/N)?

4. Enter **y** to continue restoring, otherwise enter **n**.

PC2AUDIX displays the prompt:

OVERWRITE C:<dir\_name><file\_name>.DBF (Y/N)?

5. Enter **y** to restore the file, otherwise enter **n** to skip restoring it.

When you have restored (or not restored) the displayed file, PC2AUDIX prompts you to restore the next monthly system traffic file in sequence.

6. Repeat steps 4 and 5 to restore other monthly system traffic files.

When all monthly system traffic files have been restored (or not restored), PC2AUDIX displays the number of files restored.

7. Press **F8** (CHANGE/RUN) to continue restoring monthly system traffic files. Do this if you inadvertently chose not to restore the file in the previous steps or if a problem was encountered with the diskette and you need to retry the operation.

## Restore Monthly Subscriber Traffic Data

Perform the following steps to restore monthly subscriber traffic data:

1. At the Restore Data from Diskette menu, select 4) Subscriber Monthly Data.

The Restore Subscriber Monthly Traffic Data screen appears.

2. Press **F8** (CHANGE/RUN) to start the restore.

The following messages appear:

```
Restore Databases Matching <sm????.dbf> from Diskette 1.  
Is Backup Disk in drive A? (Y/N) _
```

<sm????.dbf> indicates that this restore overwrites the indicated file.

3. Enter **y** if the correct diskette is inserted in the floppy drive, otherwise enter **n**. (If you enter **n**, the restore screen reappears with function key options to proceed or exit as before.)

PC2AUDIX prompts you:

```
Do you want to restore SMmmmy.DBF (Y/N)?
```

The filename reflects the oldest month of subscriber traffic data found on the diskette.

4. Enter **y** to continue restoring, otherwise enter **n**.

PC2AUDIX displays the prompt:

```
OVERWRITE C:<dir_name><file_name> (Y/N)?
```

5. Enter **y** to restore the file, otherwise enter **n** to skip restoring it.

When you have restored (or not restored) the displayed file, PC2AUDIX prompts you to restore the next monthly subscriber traffic file in sequence.

6. Repeat steps 4 and 5 to restore other monthly subscriber traffic files.

When all monthly subscriber traffic files have been restored (or not restored), PC2AUDIX displays the number of files restored.

7. Press **F8** (CHANGE/RUN) to continue restoring monthly subscriber traffic files. Do this if you inadvertently chose not to restore a file in the previous steps or if a problem was encountered with the diskette and you need to retry the operation.

## Restore Daily Subscriber Traffic Data

Perform the following steps to restore daily subscriber traffic data:

1. At the Restore Data from Diskette menu, select 5) Subscriber Daily Data.

The Restore Subscriber Daily Traffic Data screen appears.

2. Press **F8** (CHANGE/RUN) to start the restore.

The following messages appear:

```
Restore Databases Matching <sd????.dbf> from Diskette 1.  
Is Backup Disk in drive A? (Y/N) _
```

<sd????.dbf> indicates that this restore overwrites the indicated file.

3. Enter **y** if the correct diskette is inserted in the floppy drive, otherwise enter **n**. (If you enter **n**, the Restore Daily Subscriber Traffic Data screen reappears with function key options to proceed or exit as before.)

PC2AUDIX prompts you:

```
Do you want to restore SDmmdyy.DBF (Y/N)?
```

4. Enter **y** to continue restoring, otherwise enter **n**.

PC2AUDIX displays the prompt:

```
OVERWRITE C:<dir_name>SDmmdyy.DBF (Y/N)?
```

5. Enter **y** to restore the file, otherwise enter **n** to skip restoring it.

When you have restored (or not restored) the displayed file, PC2AUDIX prompts you to restore the next daily subscriber traffic file in sequence.

6. Repeat steps 4 and 5 to restore other subscriber traffic files.

When all daily subscriber traffic files have been restored (or not restored), PC2AUDIX displays the number of files restored.

7. Press **F8** (CHANGE/RUN) to continue restoring daily subscriber traffic data files. Do this if you inadvertently chose to not restore a file in the previous steps or if a problem was encountered with the diskette and you need to retry the operation.

## Restore Monthly Billing Data

---

Perform the following steps to restore monthly billing data:

1. At the Restore Data from Diskette menu, select 6) Billing Data.

The Restore Billing Data screen appears.

2. Press **F8** (CHANGE/RUN) to start the restore.

The following messages appear:

```
Restore Databases Matching <bill????.dbf> from Diskette 1.  
Is Backup Disk in drive A? (Y/N) _
```

<bill????.dbf> indicates that this restore overwrites the indicated file.

3. Enter **y** if the correct diskette is inserted in the floppy drive, otherwise enter **n**. (If you enter **n**, the restore screen reappears with function key options to proceed or exit as before.)

PC2AUDIX prompts you:

```
Do you want to restore BILLmmmy.DBF (Y/N)?
```

The filename reflects the oldest month of billing data found on the diskette.

4. Enter **y** to continue restoring, otherwise enter **n**.

PC2AUDIX displays the prompt:

```
OVERWRITE C:<dir_name>BILLmmmy.DBF (Y/N)?
```

5. Enter **y** to restore the file, otherwise enter **n** to skip restoring it.

When you have restored (or not restored) the displayed file, PC2AUDIX prompts you to restore the next monthly billing file in sequence.

6. Repeat steps 4 and 5 to restore other monthly billing files.

When all monthly billing files have been restored (or not restored), PC2AUDIX displays the number of files restored.

7. Press **F8** (CHANGE/RUN) to continue restoring monthly billing files. Select this option if you inadvertently chose not to restore a file in the previous steps or if a problem was encountered with the diskette and you need to retry the operation.

## Restore Subscriber Site Data

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Perform the following steps to restore subscriber site data:

1. At the Restore Data from Diskette menu, select 7) Subscriber Site Data.

The Restore Subscriber Site Data screen appears.

2. Press **F8** (CHANGE/RUN) to start the restore.

The following messages appear:

```
Restore Databases Matching <subdata.dbf> from Diskette 1.  
Is Backup Disk in drive A? (Y/N) _
```

<subdata.dbf> indicates that this restore overwrites the indicated file.

3. Enter **y** if the correct diskette is inserted in the floppy drive, otherwise enter **n**. (If you enter **n**, the restore screen reappears with function key options to proceed or exit as before.)

PC2AUDIX prompts you:

```
Do you want to restore SUBDATA.DBF (Y/N)?
```

4. Enter **y** to continue restoring, otherwise enter **n**.

PC2AUDIX displays the prompt:

```
OVERWRITE C:<dir_name>SUBDATA.DBF (Y/N)?
```

5. Enter **y** to restore the file, otherwise enter **n** to skip restoring it.

When you have restored (or not restored) the displayed file, PC2AUDIX prompts you to restore the next subscriber site file (**RSUBDATA.DBF**).

6. Enter **y** to restore the file, or enter **n** to skip restoring it.

When both files have been restored (or not restored), PC2AUDIX displays the restore screen, as before.

**10** PC2AUDIX Database Management Tools  
*Restoring Retrieved Data*

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