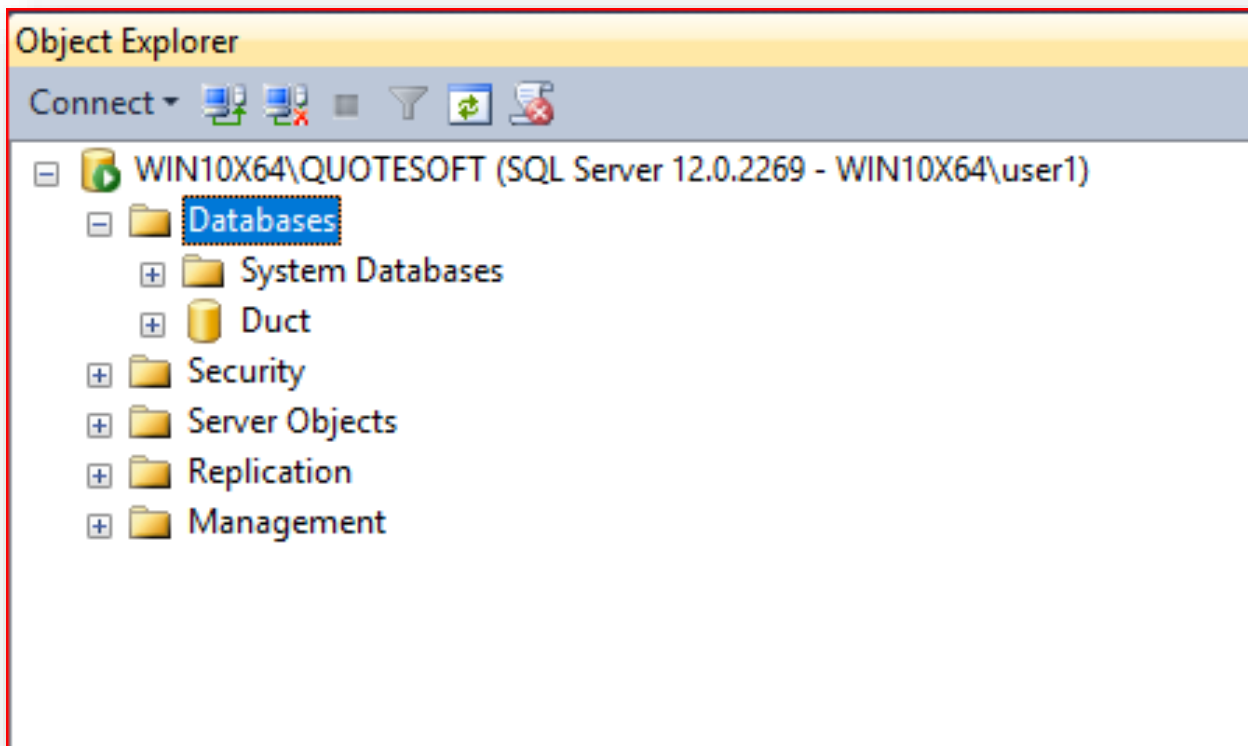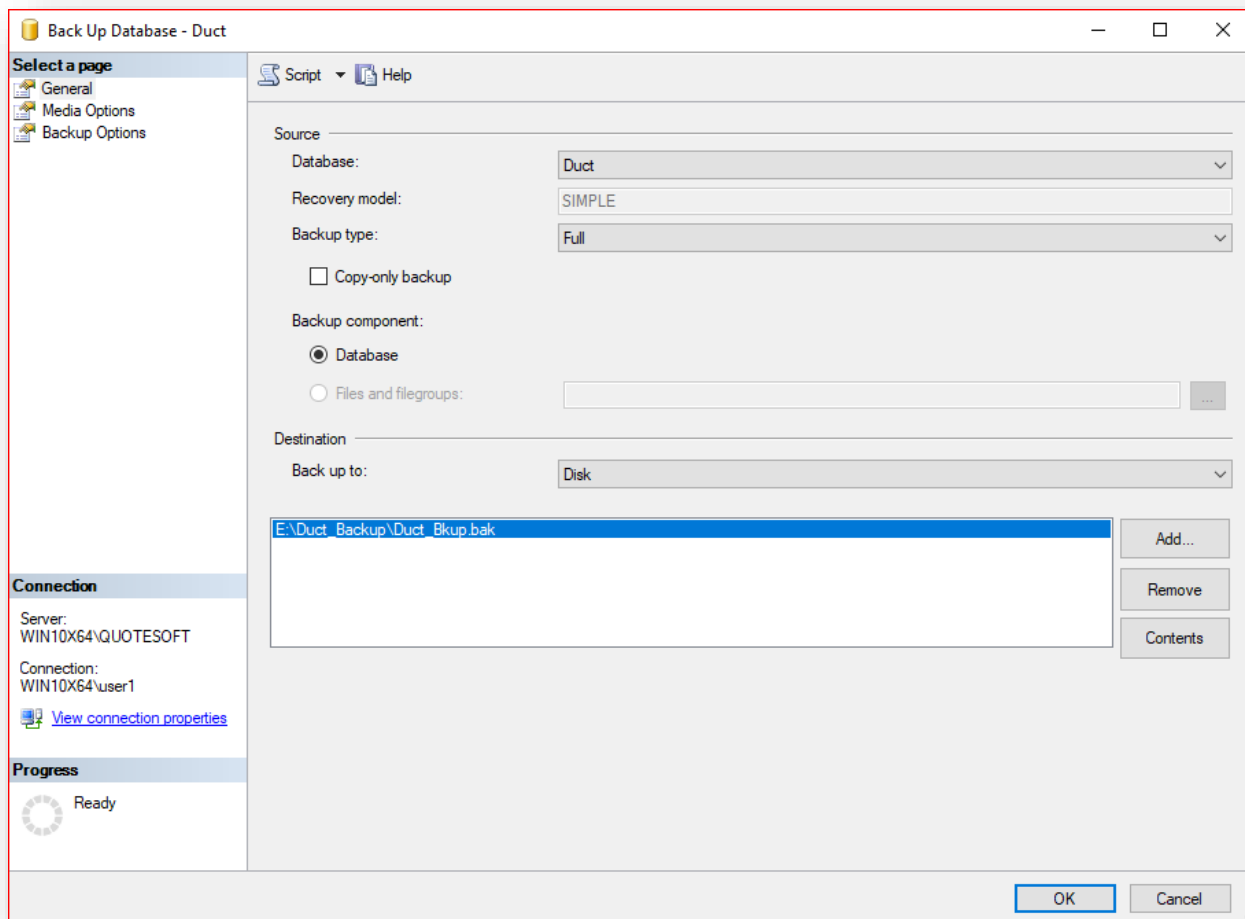# Quotesoft "Duct Server" Backup and Restoration

DATABASE BACKUP:

1) Launch "Microsoft SQL Management Studio" from your start menu.
2) Connect to the appropriate instance of the Microsoft SQL Server Database Engine (MachineName\QUOTESOFT).
3) In Object Explorer, click the server name to expand the server tree.
4) Expand **Databases**, and depending on the database, either select a user database or expand **System Databases** and select a system database.
5) Right-click the database, point to **Tasks**, and then click **Back Up**. The **Back Up Database** dialog box appears.

Quotesoft "Duct Server" Backup and Restoration

6) In the `Database` list box, verify the database name. You can optionally select a different database from the list.
7) In the **Backup type** list box, select **Full**.
8) Add a destination folder and file name for the backup
9) Click "OK" to perform the backup.
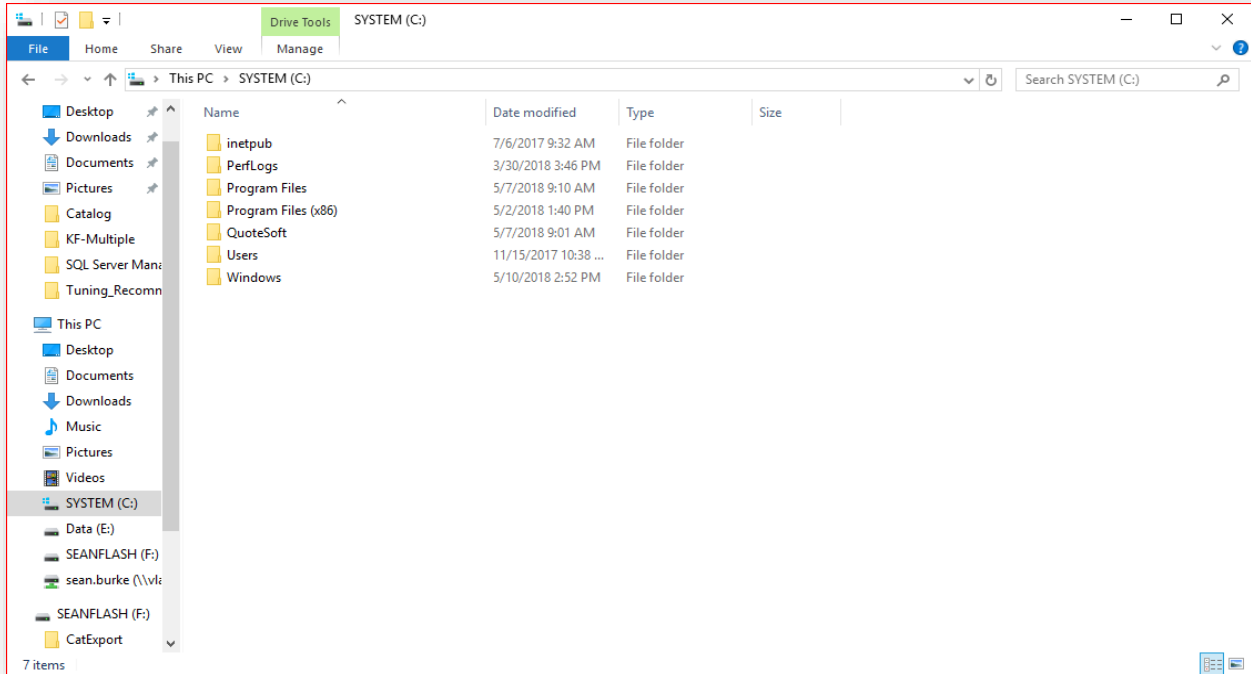10) If desired, move the new backup file to another location/device for safe keeping.

For more information on backing up a SQL database:

https://docs.microsoft.com/en-us/previous-versions/sql/sql-server-2005/ms187510(v%3dsql.90)

Quotesoft "Duct Server" Backup and Restoration

BACKUP SERVER FILES

1 Using windows explorer, browse to the folder that the server was installed to. Default is: "C:\Quotesoft"

2. Copy the "Quotesoft" folder and all subfolders and files it contains to a safe location. (This is where job files, plans and artwork is stored)
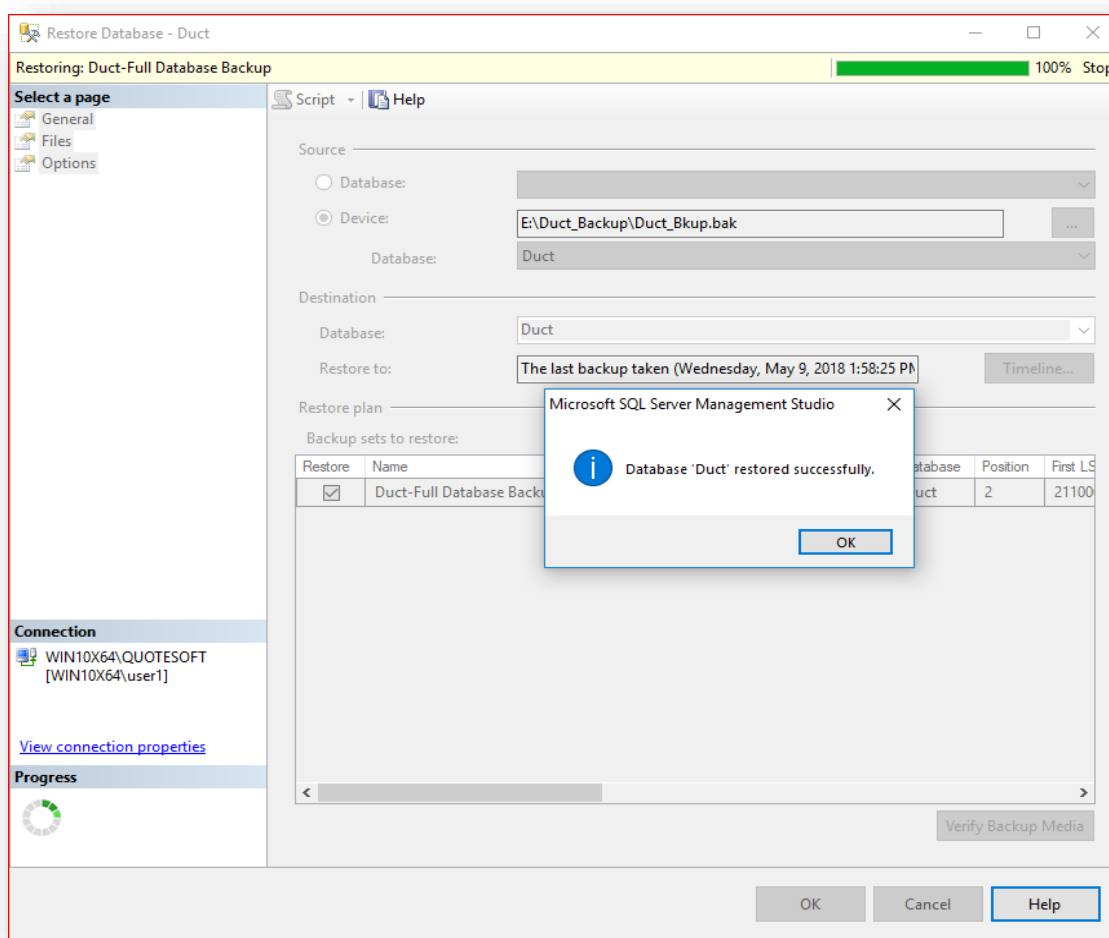
Quotesoft "Duct Server" Backup and Restoration

RESTORING DUCT

1. Install Duct on the system (Same version as what was backed up)

RESTORE THE DATABASE

1. Launch "Microsoft SQL Management Studio" from your start menu.
2. Connect to the appropriate instance of the Microsoft SQL Server Database Engine (MachineName\QUOTESOFT).
3. Right-click **DATABASES**, point to **Tasks**, and then click **Restore Database**. The **Restore Database** dialog box appears.
4. In the Restore Database Dialog box, Select "Device" then click the browse button to select your backup file.
5. Click "OK" to begin the restoration process.

For more information about restoring a SQL database:

https://docs.microsoft.com/en-us/previous-versions/sql/sql-server-2005/ms177429(v=sql.90)

Quotesoft "Duct Server" Backup and Restoration

RESTORE THE SERVER FILES

1. Using windows explorer, browse to the folder that the server was installed to. Default is:"C:\Quotesoft"
2. Overwrite the "Quotesoft" folder and all subfolders and files.
3. Workstation installer can be found in "..\Quotesoft\DuctServer\Programs\" if needed.