

# SQL Server 2000 Automatic Maintenance and Scheduled Jobs for TriTeq Database

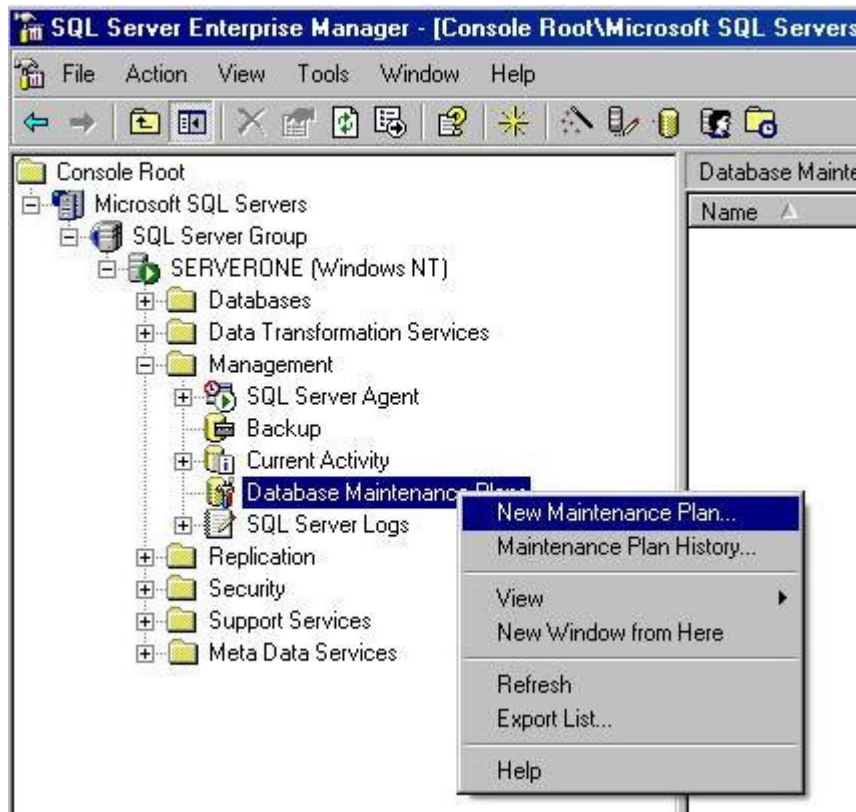
## 1. Purpose

Create automatic procedures that will periodically perform the following tasks:

- Shrink Database.
- Backup Database.
- Remove old events that are no longer relevant from audit and refresh key tables.

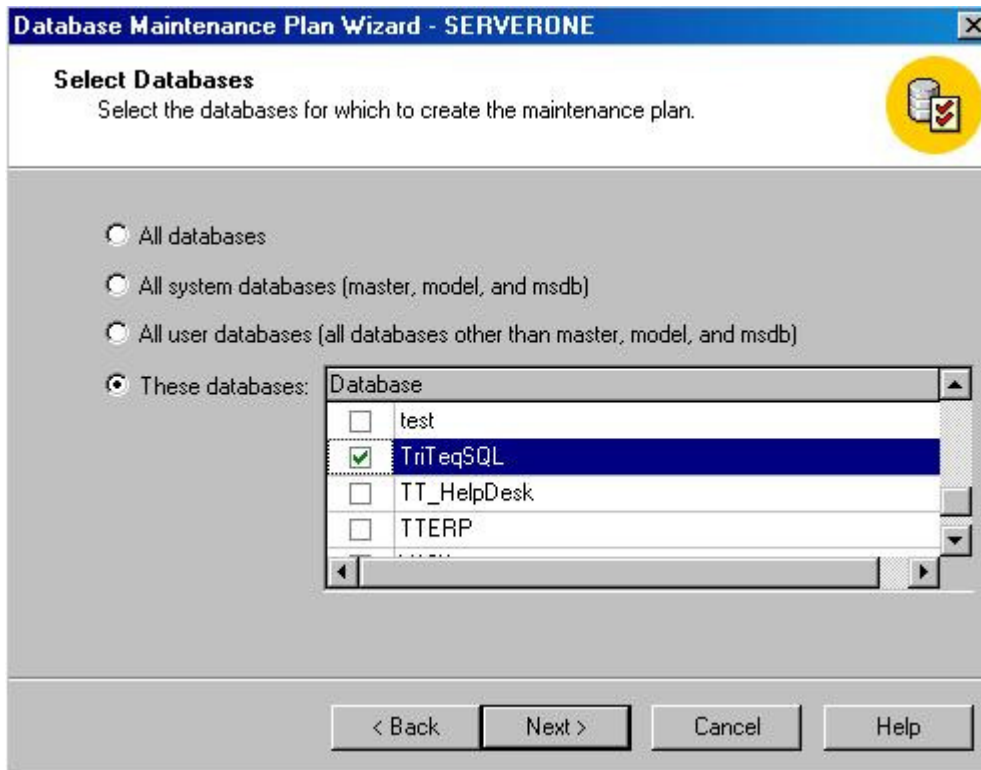
## 2. Maintenance plan

Start your SQL Server Manager software and expand Management folder.



Right click on *Database Maintenance Plan* and select *New Maintenance Plan*. Click *Next* on the welcome screen.

Select the database you need to define the maintenance plan.



**Database Maintenance Plan Wizard - SERVERONE**

**Select Databases**  
Select the databases for which to create the maintenance plan.

☐ All databases

☐ All system databases (master, model, and msdb)

☐ All user databases (all databases other than master, model, and msdb)

☒ These databases:

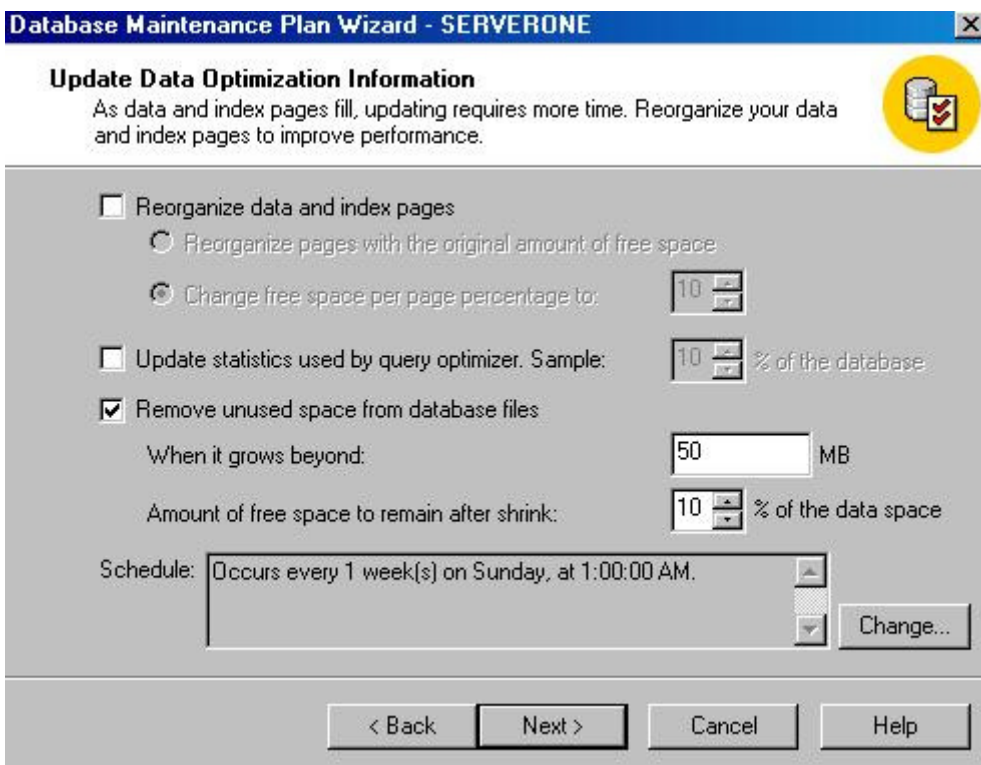
	Database
<input type="checkbox"/>	test
<input checked="" type="checkbox"/>	TriTeqSQL
<input type="checkbox"/>	TT_HelpDesk
<input type="checkbox"/>	TTERP

< Back   Next >   Cancel   Help

Click *Next* to go to next screen.

Select *Remove unused space from database files*. Accept default value.

Select the schedule that you will need for your shrinking database to be prior to your server backup.



**Database Maintenance Plan Wizard - SERVERONE**

**Update Data Optimization Information**  
As data and index pages fill, updating requires more time. Reorganize your data and index pages to improve performance.

☐ Reorganize data and index pages

☐ Reorganize pages with the original amount of free space

☒ Change free space per page percentage to: 10 %

☐ Update statistics used by query optimizer. Sample: 10 % of the database

☒ Remove unused space from database files

When it grows beyond: 50 MB

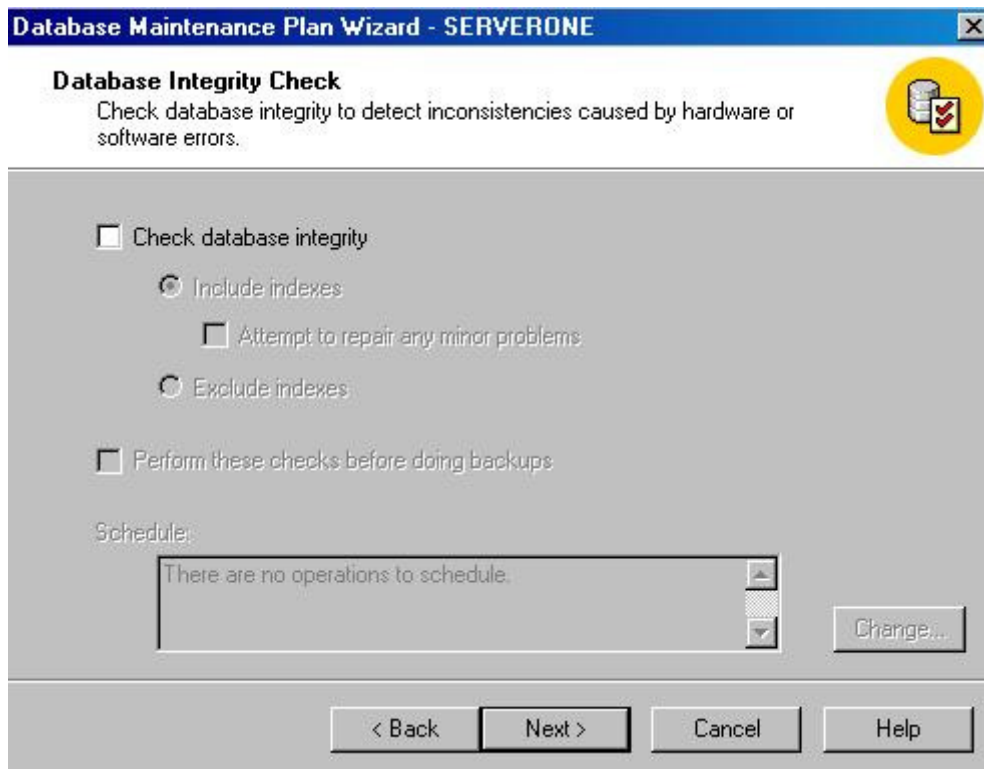
Amount of free space to remain after shrink: 10 % of the data space

Schedule: Occurs every 1 week(s) on Sunday, at 1:00:00 AM. Change...

< Back   Next >   Cancel   Help

Click on *Next* to go to next screen.

Click *Next* on *Database Integrity Check*.



**Database Maintenance Plan Wizard - SERVERONE**

**Database Integrity Check**  
Check database integrity to detect inconsistencies caused by hardware or software errors.

☐ Check database integrity

☒ Include indexes

☐ Attempt to repair any minor problems

☐ Exclude indexes

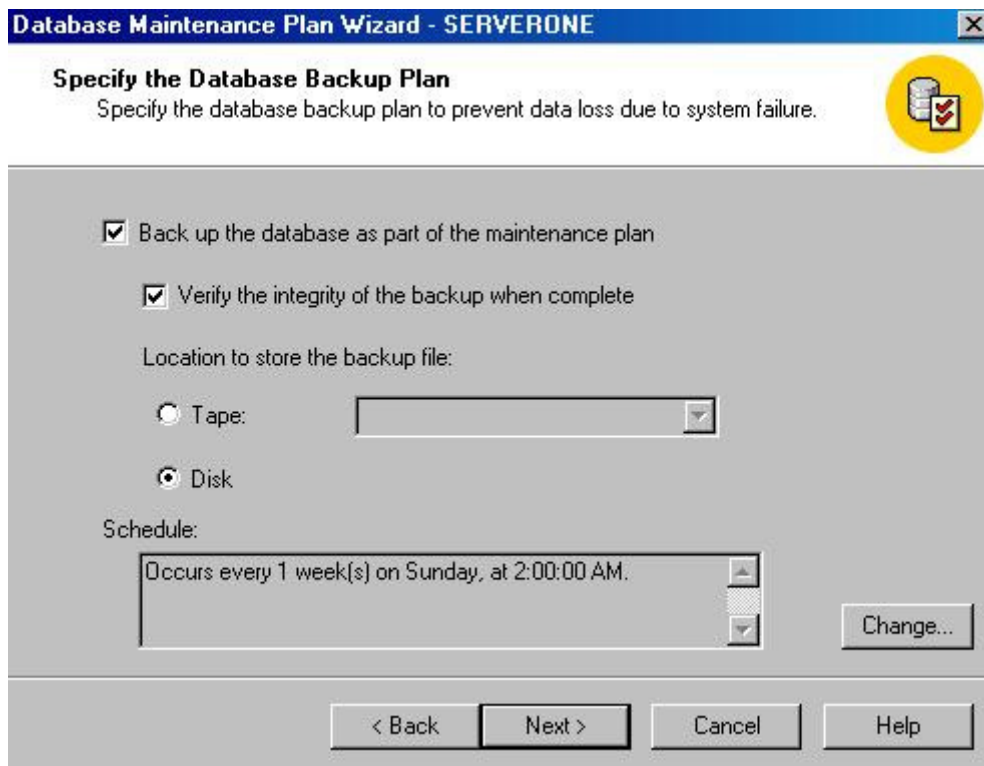
☐ Perform these checks before doing backups

Schedule:  
There are no operations to schedule.

Change...

< Back Next > Cancel Help

Select the schedule of database backup to be prior to your server backup.



**Database Maintenance Plan Wizard - SERVERONE**

**Specify the Database Backup Plan**  
Specify the database backup plan to prevent data loss due to system failure.

☒ Back up the database as part of the maintenance plan

☒ Verify the integrity of the backup when complete

Location to store the backup file:

☐ Tape: [ ]

☒ Disk

Schedule:  
Occurs every 1 week(s) on Sunday, at 2:00:00 AM.

Change...

< Back Next > Cancel Help

Click on *Next* to go to next screen. And click *Next* on *Database Integrity Check*.

Specify the location of your backup files and remove files that are older than 2 server backup cycles.

**Database Maintenance Plan Wizard - SERVERONE**

**Specify Backup Disk Directory**  
Specify the directory in which to store the backup file.

Directory in which to store the backup file:

- ☒ Use the default backup directory
- ☐ Use this directory:

☐ Create a subdirectory for each database

☒ Remove files older than:

Backup file extension:

< Back   Next >   Cancel   Help

Click on *Next* to go to next screen.

Click *Next* on the screen *Specify the Transaction Log Backup Plan*.

**Database Maintenance Plan Wizard - SERVERONE**

**Specify the Transaction Log Backup Plan**  
Specify the transaction log backup plan to prevent failures and operator errors.

☐ Back up the transaction log as part of the maintenance plan

☒ Verify the integrity of the backup when complete

Location to store the backup file:

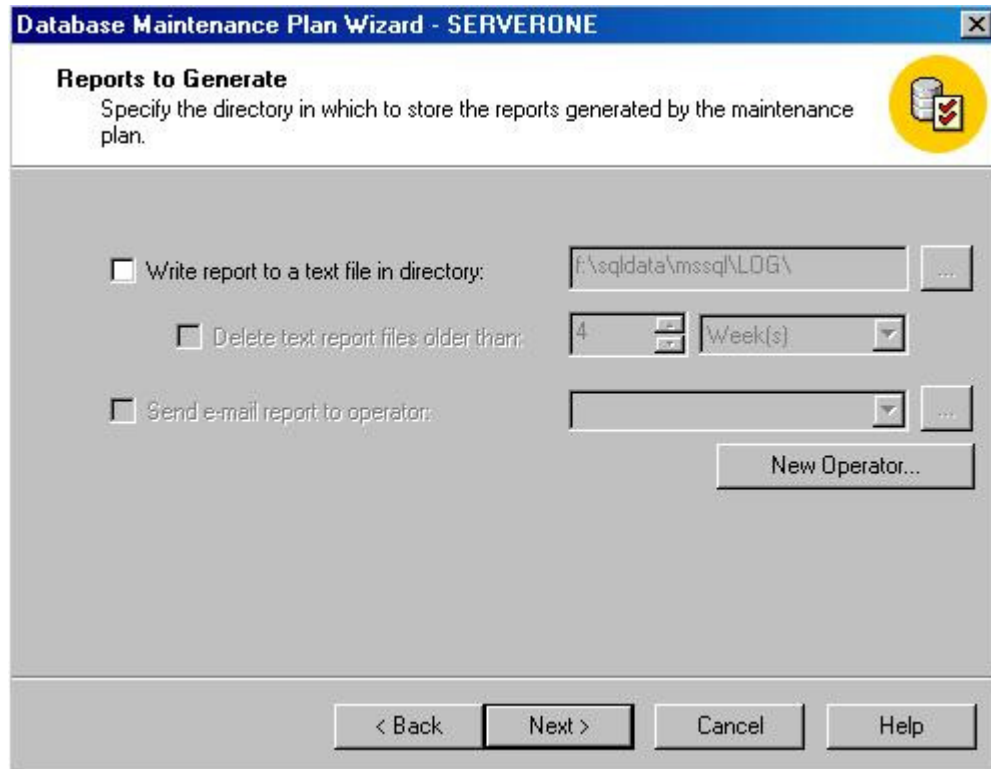
- ☐ Tape:
- ☒ Disk

Schedule:

Change...

< Back   Next >   Cancel   Help

Click *Next* on the screen *Reports to Generate*.



**Database Maintenance Plan Wizard - SERVERONE**

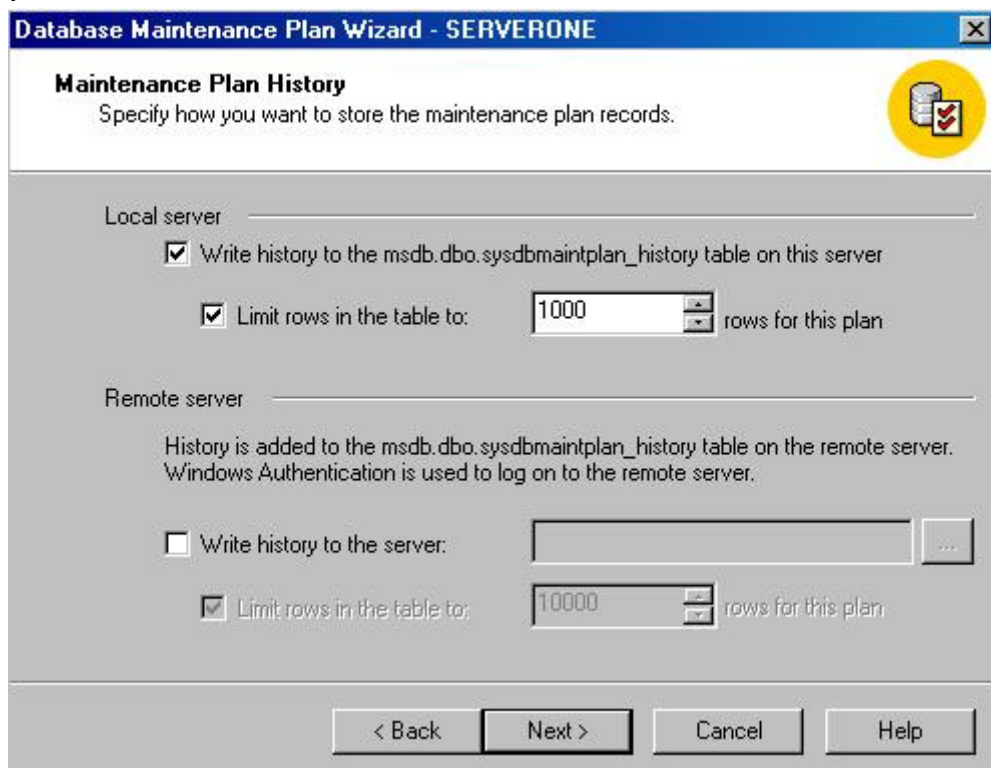
**Reports to Generate**  
Specify the directory in which to store the reports generated by the maintenance plan.

☐ Write report to a text file in directory:  ...

☐ Delete text report files older than:   ...

☐ Send e-mail report to operator:  ...

Click *Next* on the screen *Maintenance Plan History*



**Database Maintenance Plan Wizard - SERVERONE**

**Maintenance Plan History**  
Specify how you want to store the maintenance plan records.

Local server

☒ Write history to the msdb.dbo.sysdbmaintplan\_history table on this server

☒ Limit rows in the table to:  rows for this plan

Remote server

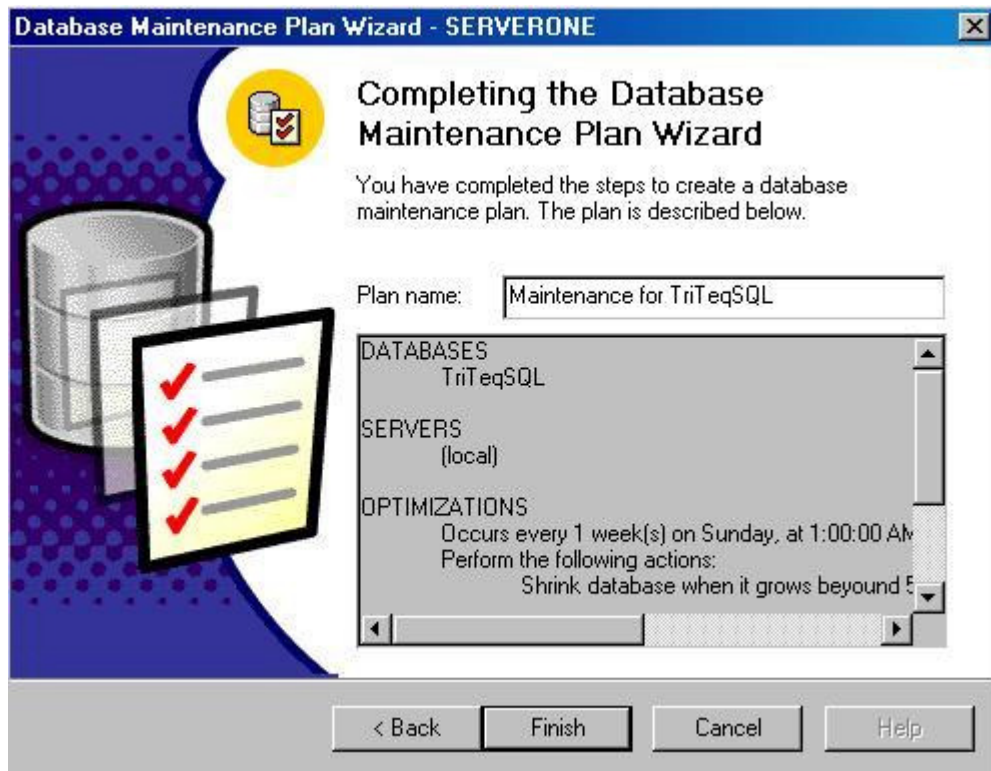
History is added to the msdb.dbo.sysdbmaintplan\_history table on the remote server.  
Windows Authentication is used to log on to the remote server.

☐ Write history to the server:  ...

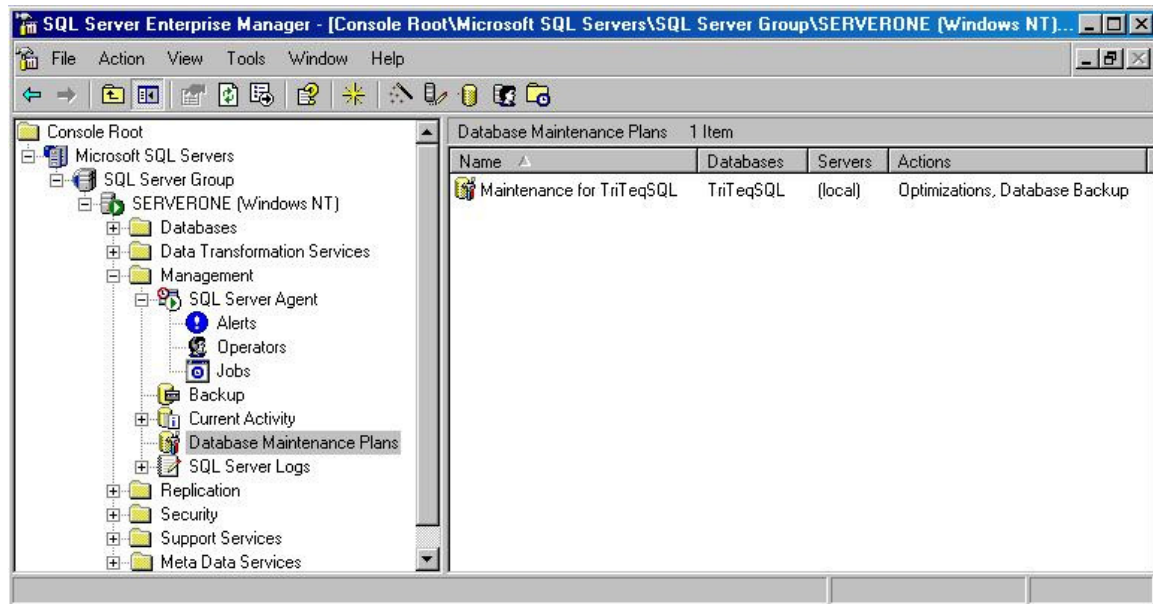
☒ Limit rows in the table to:  rows for this plan

Enter a Plan name for the database maintenance that you configured and click on *Finish*.



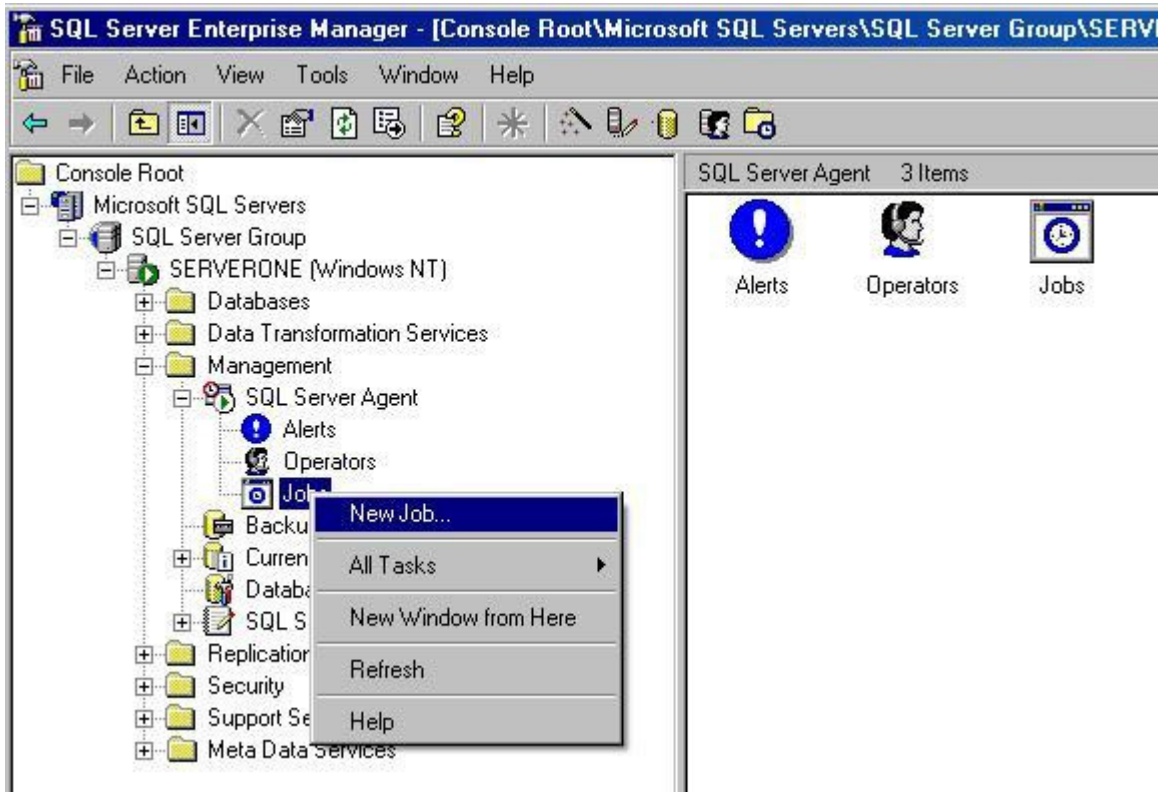


Verify proper maintenance plan is added to your list.

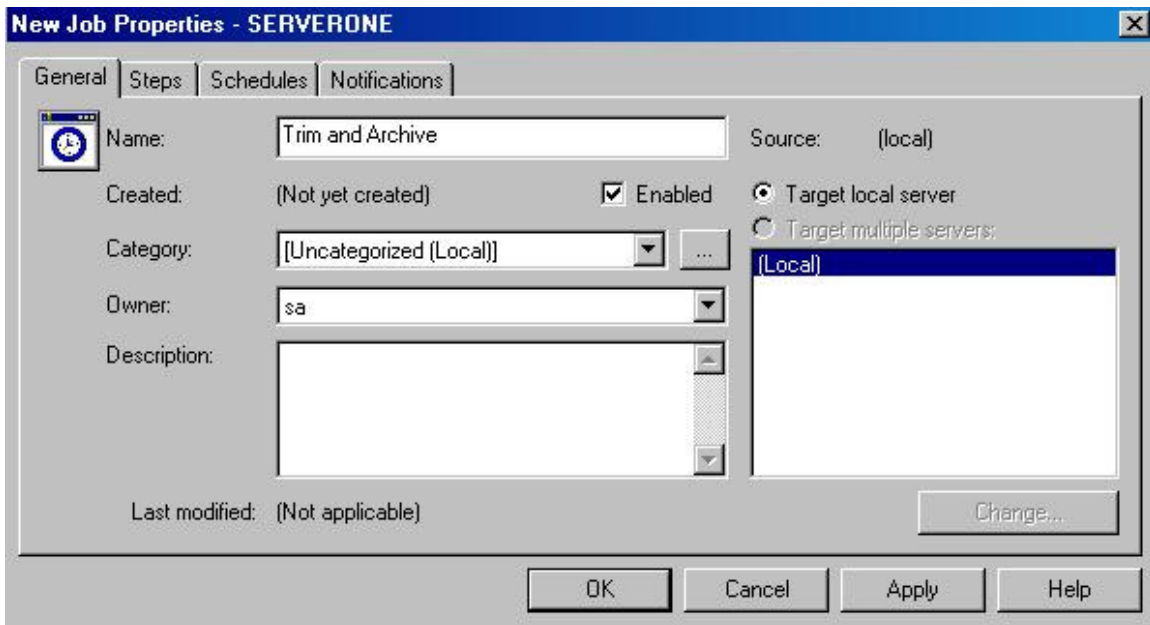


## 2. Scheduled Jobs

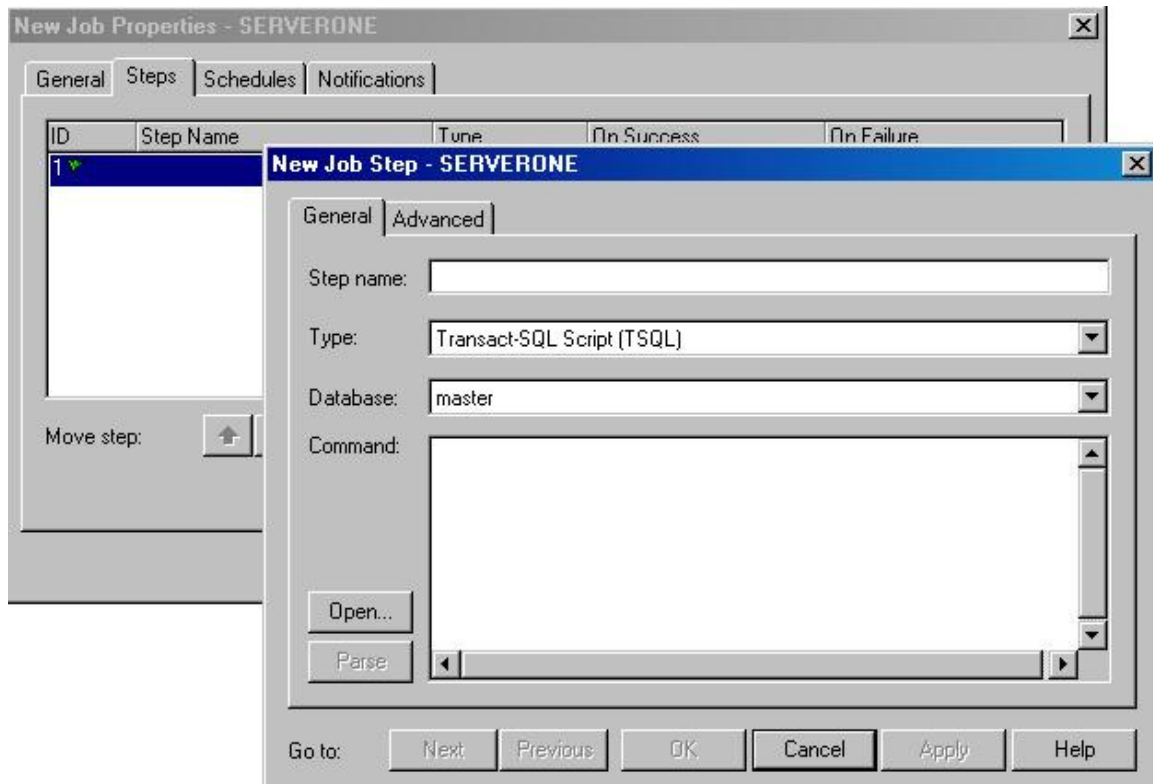
Expand your *SQL Server Agent* and right click on *Jobs*. Select *New Job*.



Enter a name for the new job.

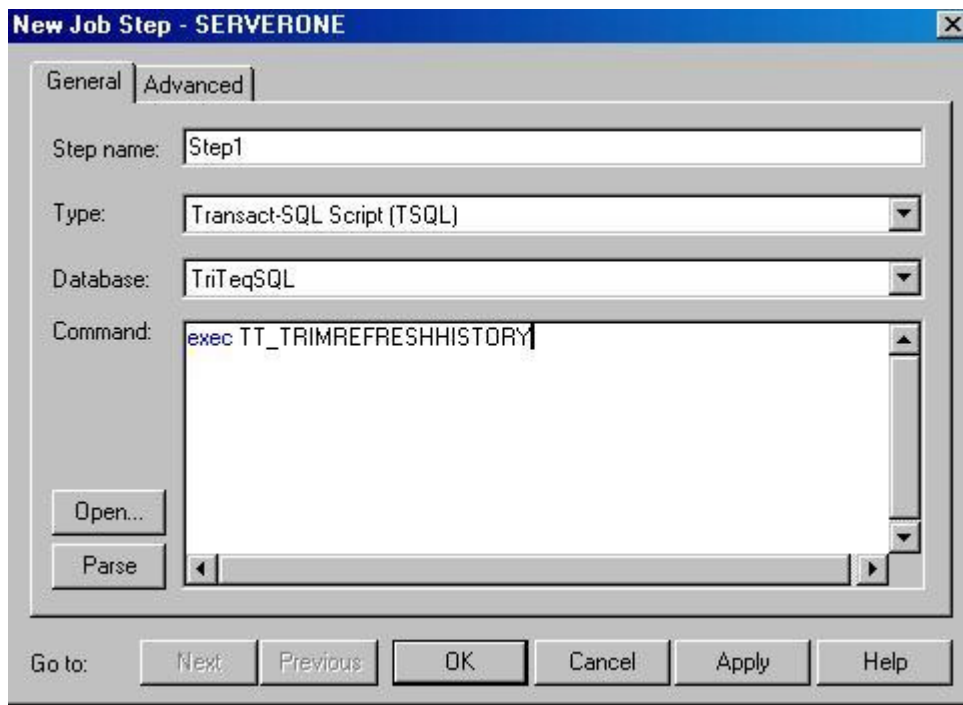


Next click on tab *Steps* and select *New*.



Name this step as Step1, select TriTeqSQL as database and enter as command the following line:

***exec TT\_TRIMREFRESHHISTORY***



Click on *Advanced* tab.



Select *Goto the next step* on both success and failure of this step.

The screenshot shows the 'New Job Step - SERVERONE' dialog box with the 'General' tab selected. The 'On success / failure flow' section has 'On success action' and 'On failure action' both set to 'Goto the next step'. The 'Retry attempts' is set to 0 and the 'Retry interval (minutes)' is set to 1. The 'Transact-SQL Script (TSQL) command options' section has an empty 'Output file' field, 'Append output to step history' is unchecked, 'Overwrite' is selected, and 'Run as user' is set to '(Self)'. The bottom buttons are 'Go to:', 'Next', 'Previous', 'OK', 'Cancel', 'Apply', and 'Help'.

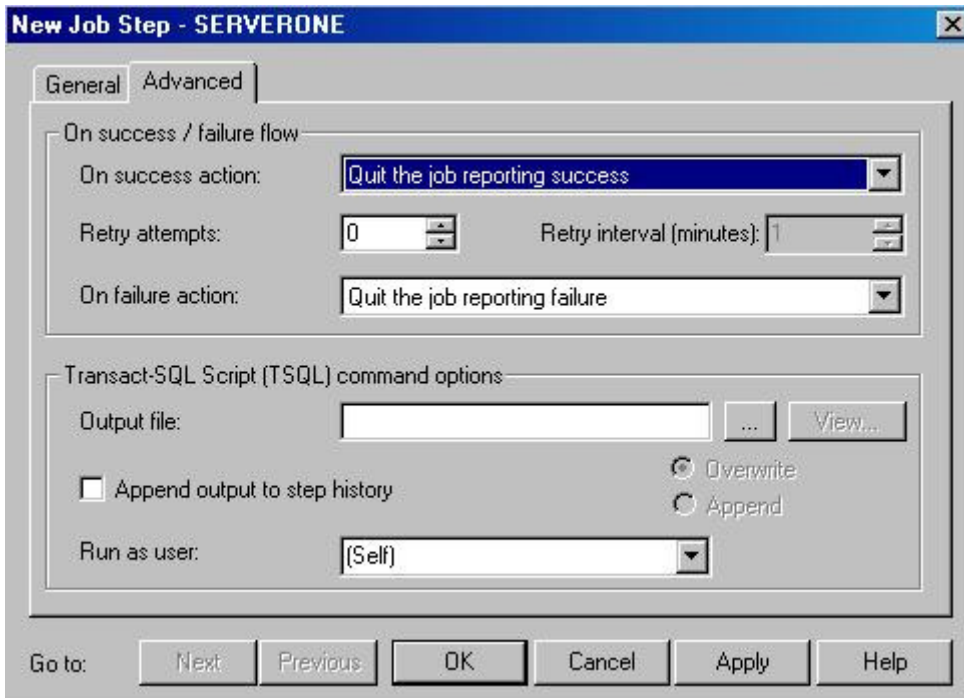
Click on *Apply* and *OK* to add step2.

The screenshot shows the 'New Job Step - SERVERONE' dialog box with the 'General' tab selected. The 'Step name' is 'Step2', the 'Type' is 'Transact-SQL Script (TSQL)', the 'Database' is 'TriTeqSQL', and the 'Command' is 'exec TT\_ArchiveTrails'. The bottom buttons are 'Go to:', 'Next', 'Previous', 'OK', 'Cancel', 'Apply', and 'Help'.

Enter Step2 as a new name, select the database from database list and type the following at the command line:

***exec TT\_ArchiveTrails***

From the Advanced tab select *Quit the job reporting success*, on success action, and *Quit the job reporting failure*, on failure action.



The 'New Job Step - SERVERONE' dialog box is shown with the 'Advanced' tab selected. The 'On success / failure flow' section contains the following settings:

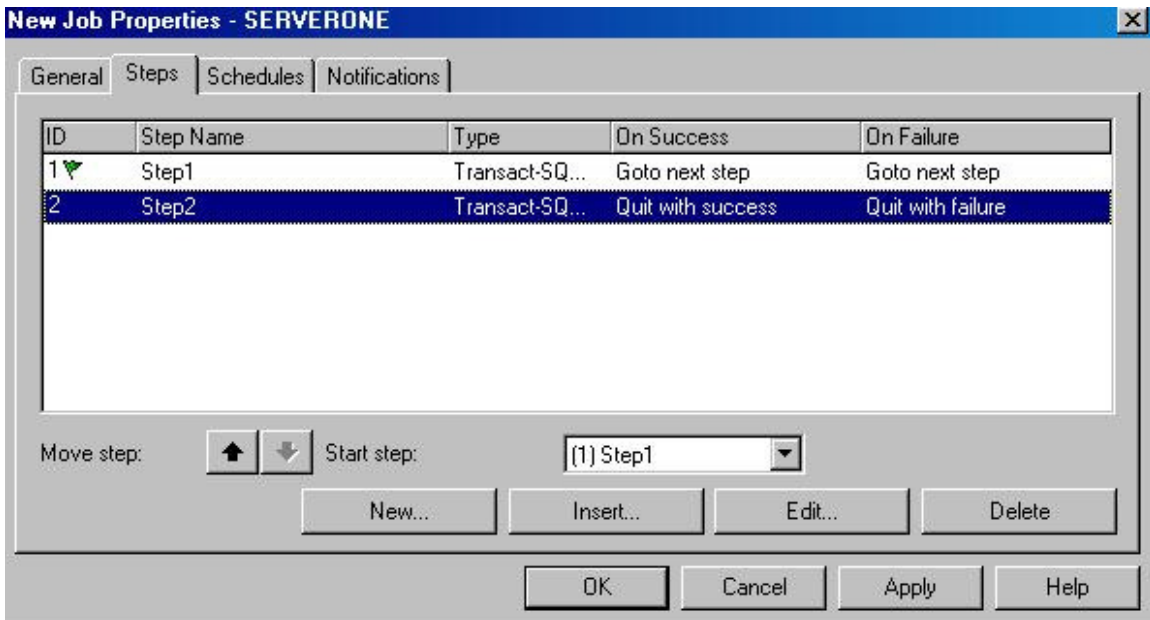
- On success action: *Quit the job reporting success*
- Retry attempts: 0
- Retry interval (minutes): 1
- On failure action: *Quit the job reporting failure*

The 'Transact-SQL Script (TSQL) command options' section includes:

- Output file: (empty text box) [View...]
- ☐ Append output to step history
- ☒ Overwrite
- ☐ Append
- Run as user: (Self)

At the bottom, there are buttons for 'Go to: Next Previous OK Cancel Apply Help'.

Click on *Apply* and *OK* to return to *New Job Properties* screen.



The 'New Job Properties - SERVERONE' dialog box is shown with the 'Steps' tab selected. It displays a table of job steps:

ID	Step Name	Type	On Success	On Failure
1	Step1	Transact-SQ...	Goto next step	Goto next step
2	Step2	Transact-SQ...	Quit with success	Quit with failure

Below the table, there are controls for moving steps (up/down arrows), a 'Start step' dropdown set to '(1) Step1', and buttons for 'New...', 'Insert...', 'Edit...', and 'Delete'. At the bottom are 'OK', 'Cancel', 'Apply', and 'Help' buttons.

Click on the Schedule tab to define your schedule (monthly recommended).

**New Job Properties - SERVERONE**

General Steps Schedules Notifications

Note: The current date/time on target server (Local) is 4/30/2006 1:20 PM

ID	Name	Enabled	Description
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New Schedule... New Alert... Edit... Delete

OK Cancel Apply Help

Click on *New Schedule*

Select a Name for this Job and a schedule (Monthly recommended).

**New Job Schedule - SERVERONE**

Name: TrimArchive ☒ Enabled

Schedule Type

☐ Start automatically when SQL Server Agent starts

☐ Start whenever the CPU(s) become idle

☐ One time On date: 4/30/2006 At time: 2:48:00 PM

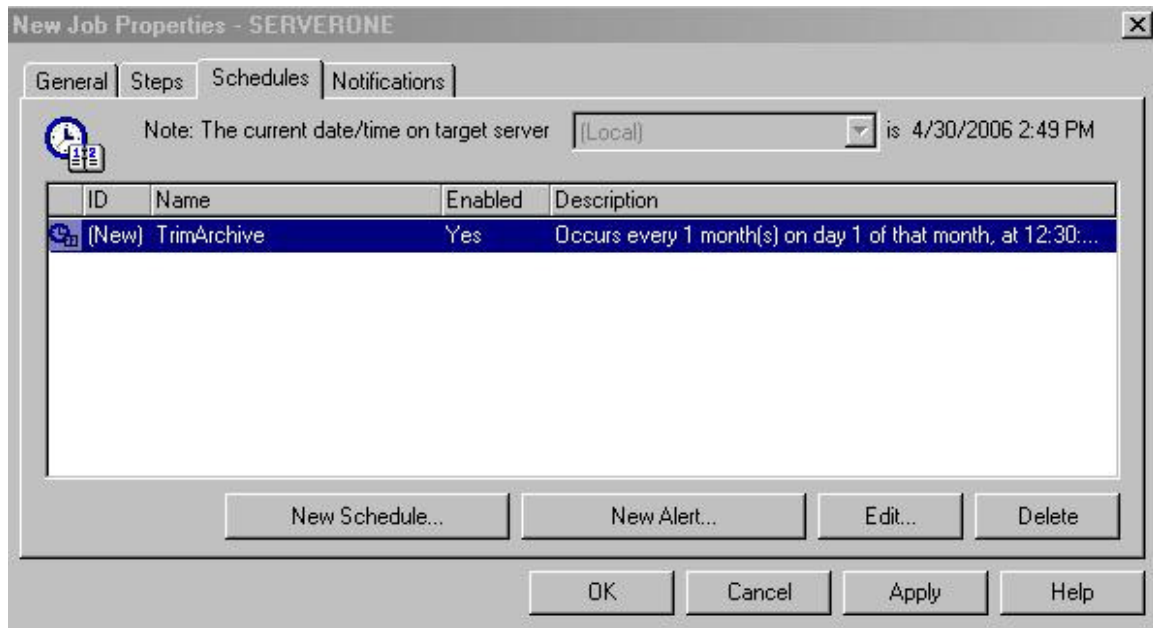
☒ Recurring

Occurs every 1 month(s) on day 1 of that month, at 12:30:00 AM.

Change...

OK Cancel Help

Click on *Apply* and *OK*.



Verify your job was added to the list of jobs in *SQL Server Agent*.

