SQL Server 2000 Automatic Maintenance and Scheduled Jobs for TriTeq Database
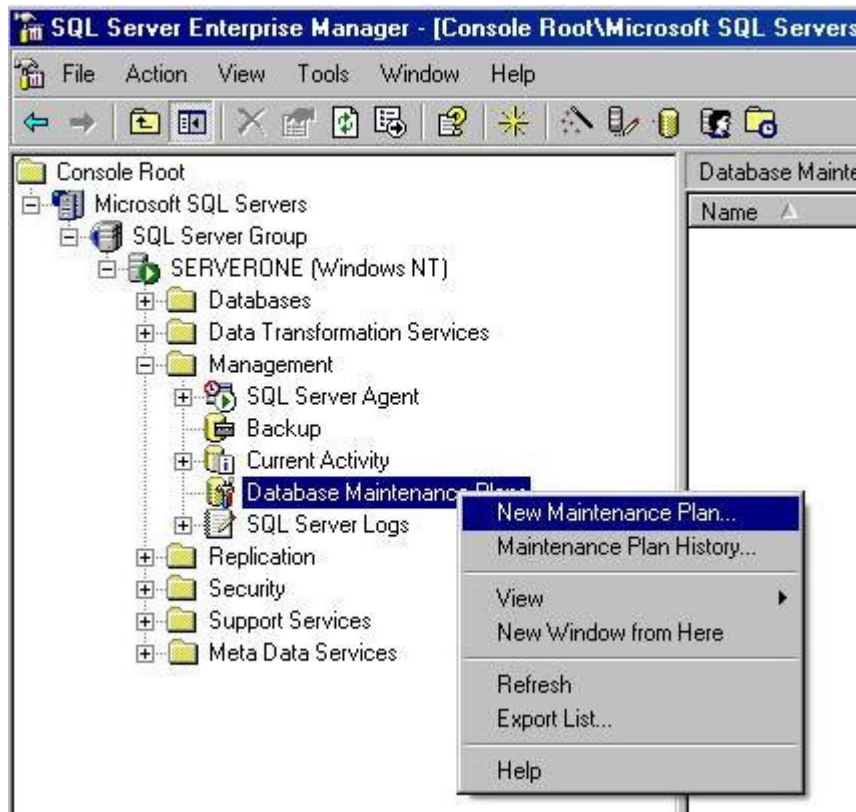
1. Purpose
Create automatic procedures that will periodically perform the following tasks:
- Shrink Database.
- Backup Database.
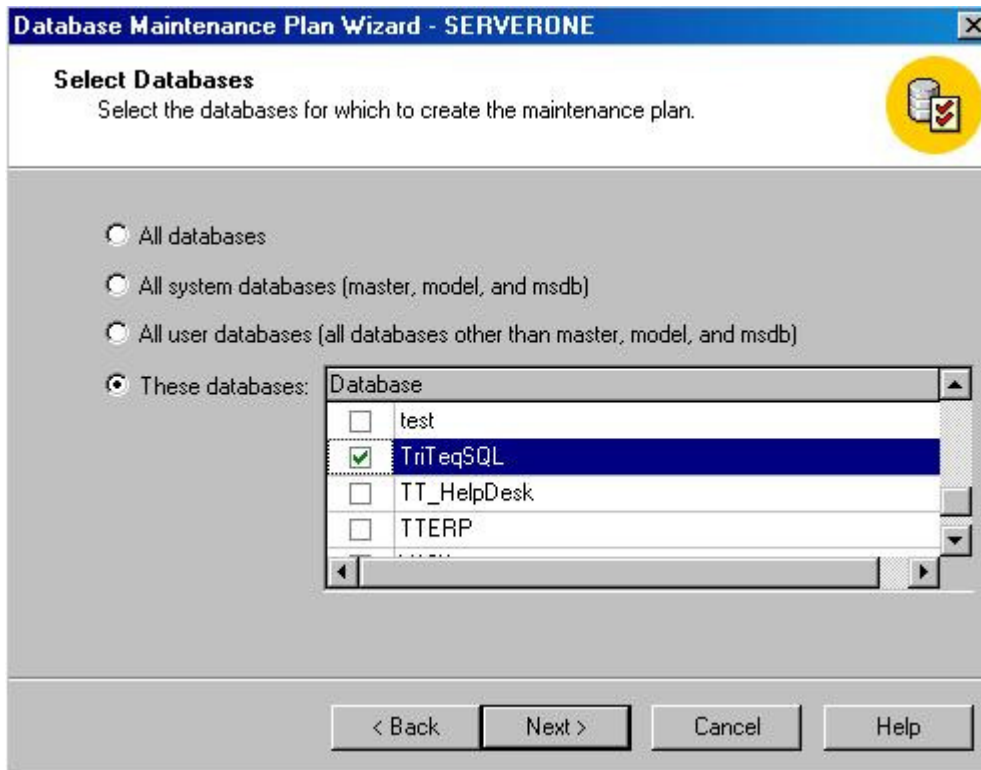- Remove old events that are no longer relevant from audit and refresh key tables.

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.
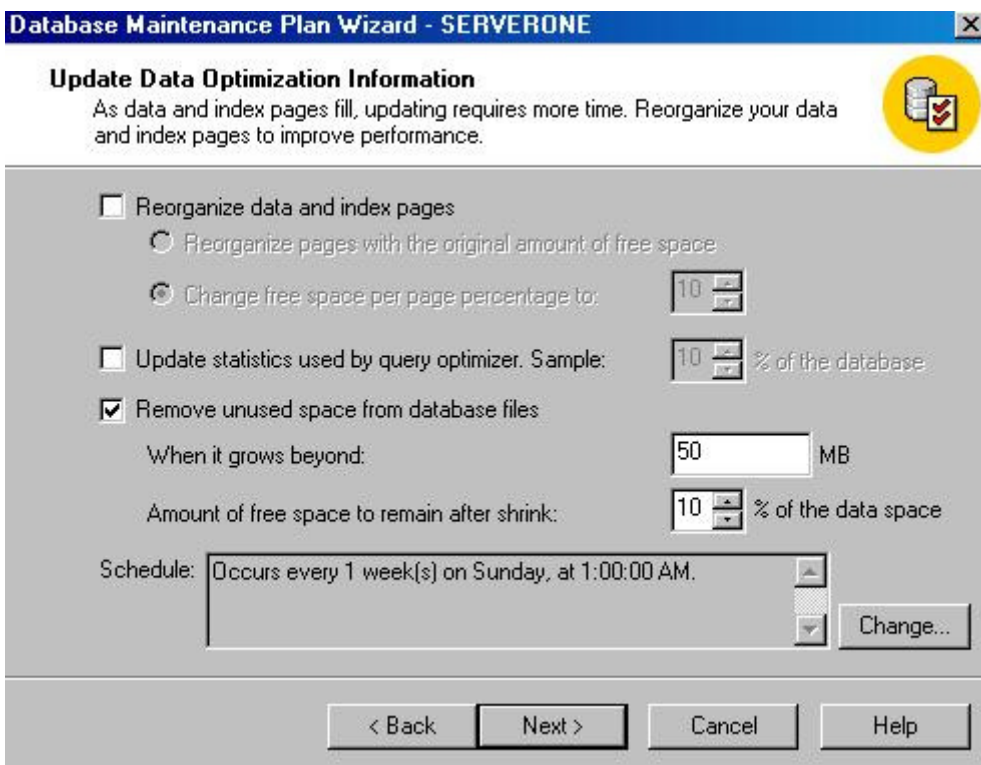
Click *Next* to go to next screen.
Select *Remove unused space from database files*. Accept default value.
Select the schedule that you will need for your shrinking database to be prior to your server backup.

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
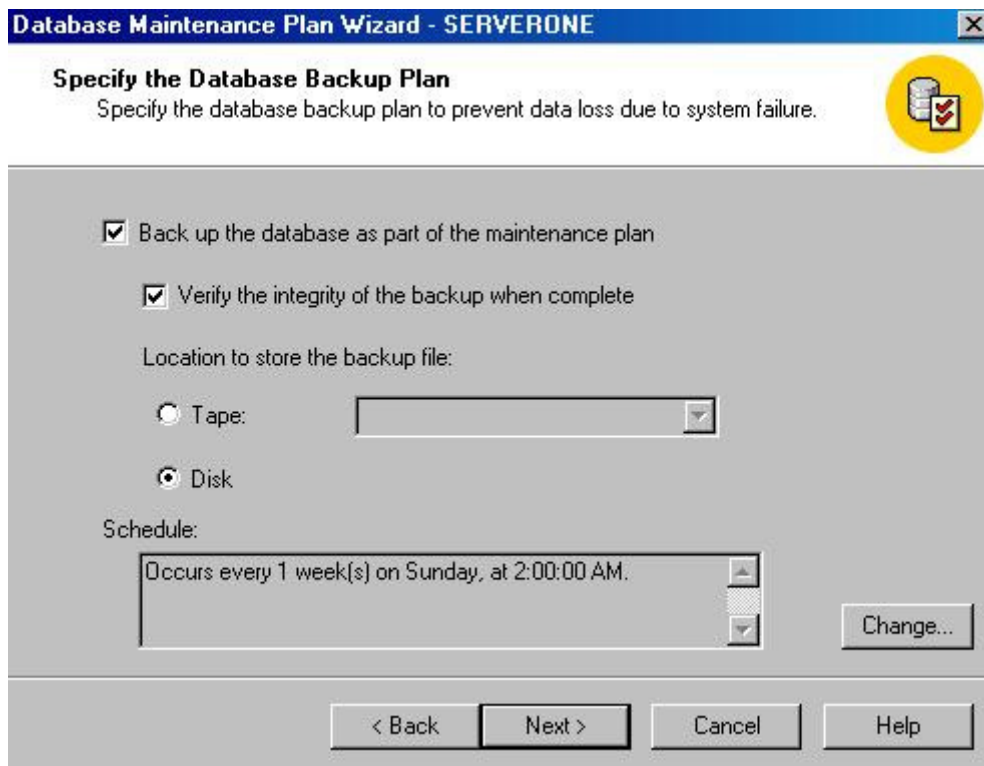   ☐ Attempt to repair any minor problems
    ○ Exclude indexes

☐ 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
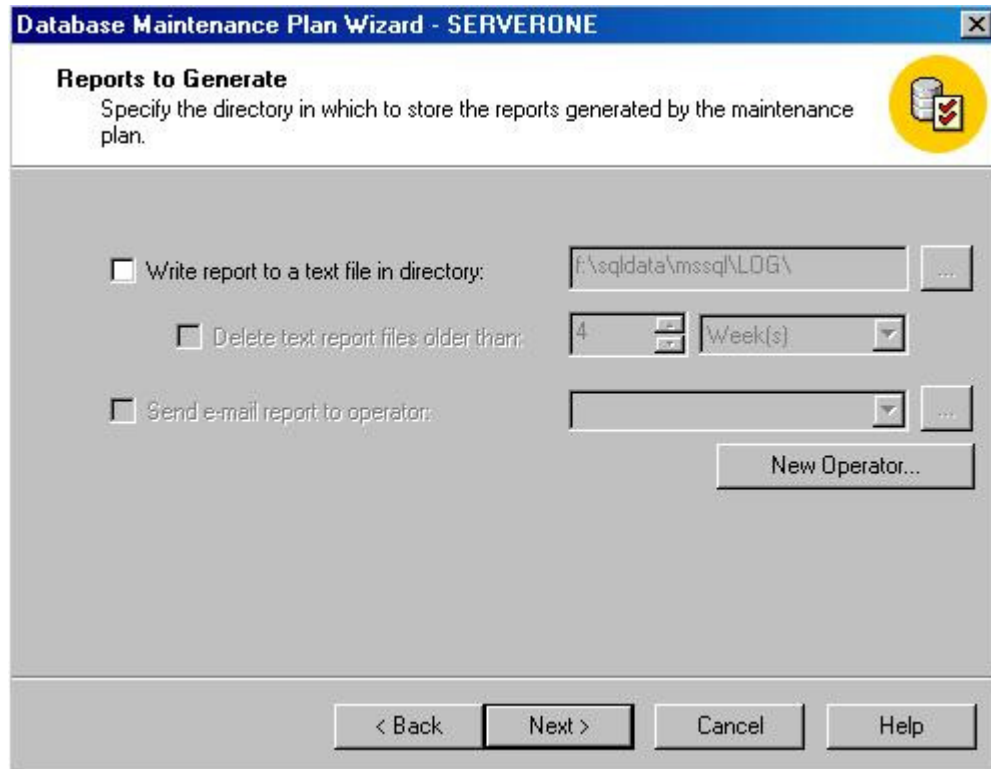
    Location to store the backup file:
    ○ Tape:
    ⦿ Disk

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.

Click on *Next* to go to next screen.

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

Click *Next* on the screen *Reports to Generate.*
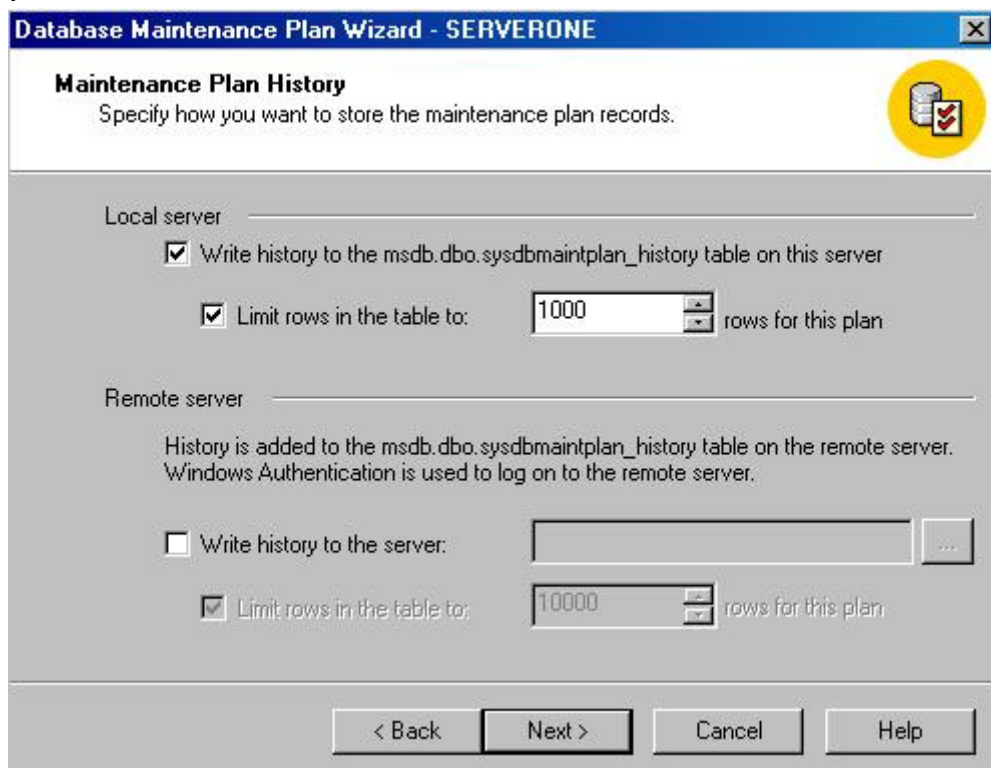
Click *Next* on the screen *Maintenance Plan History*
.

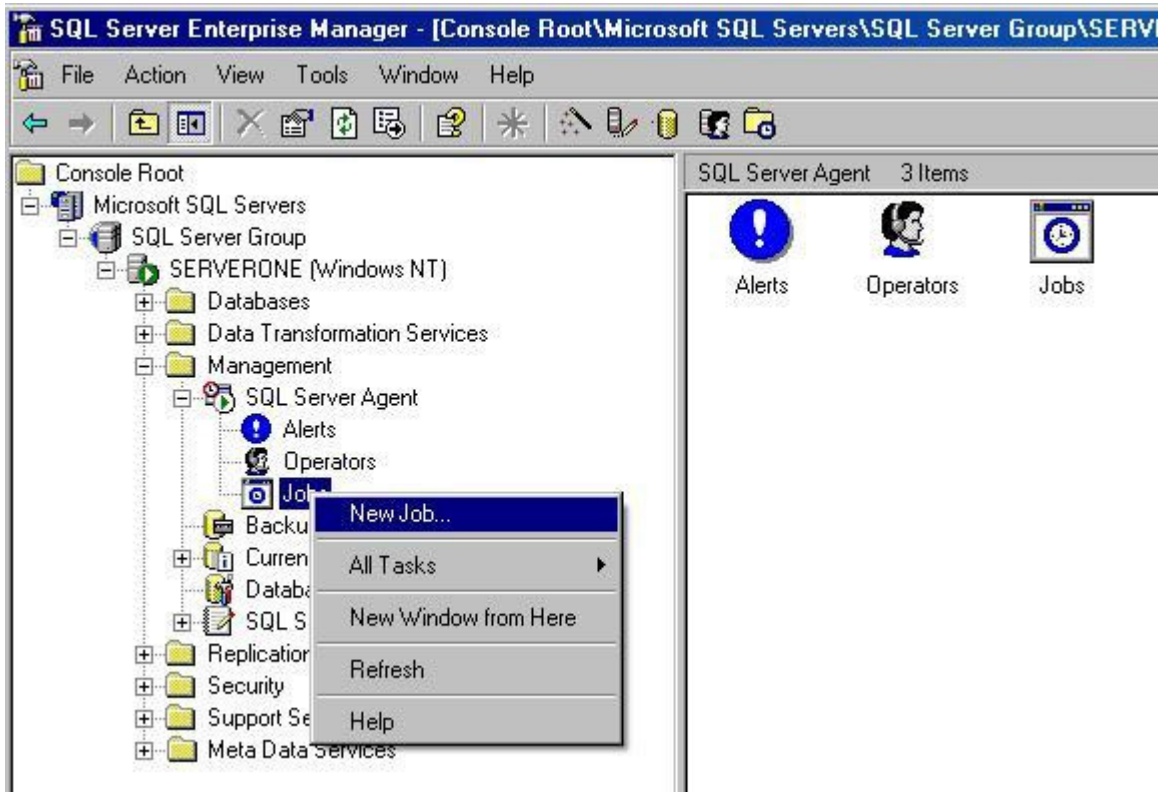Enter a Plan name for the database maintenance that you configured and click
on *Finish.*
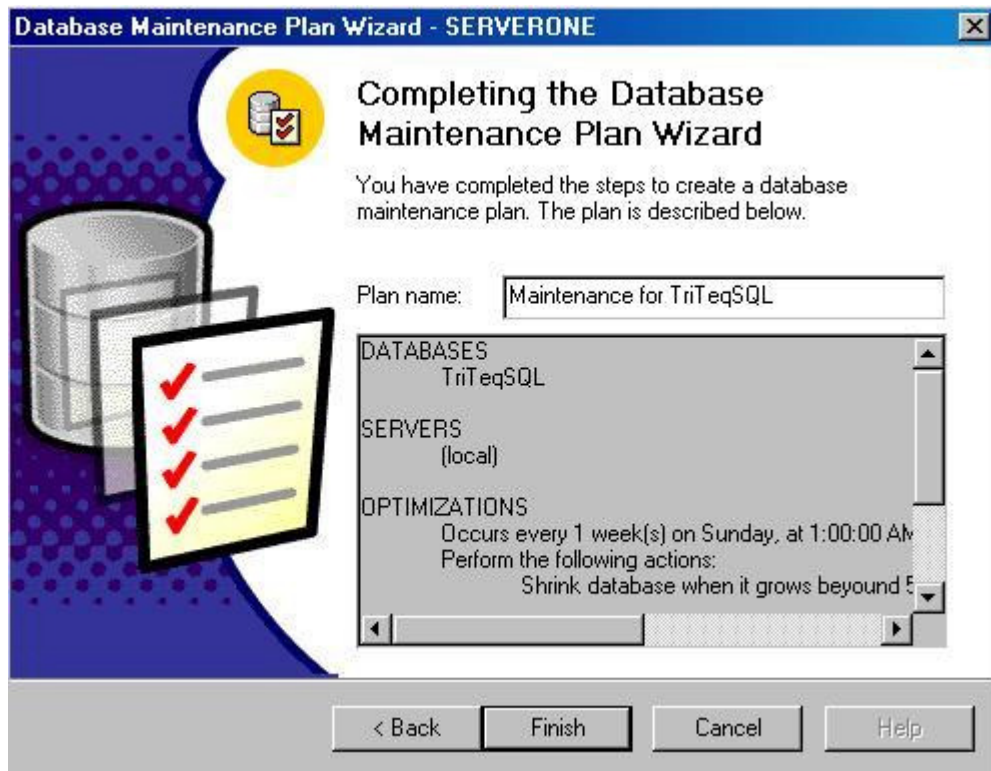
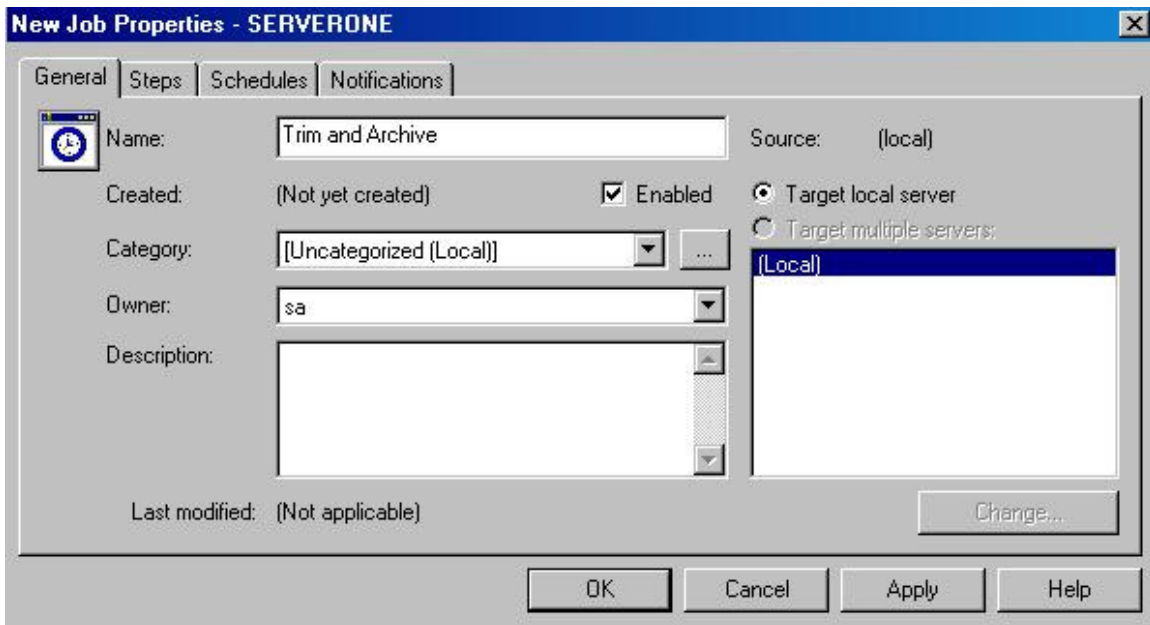Verify proper maintenance plan is added to your list.
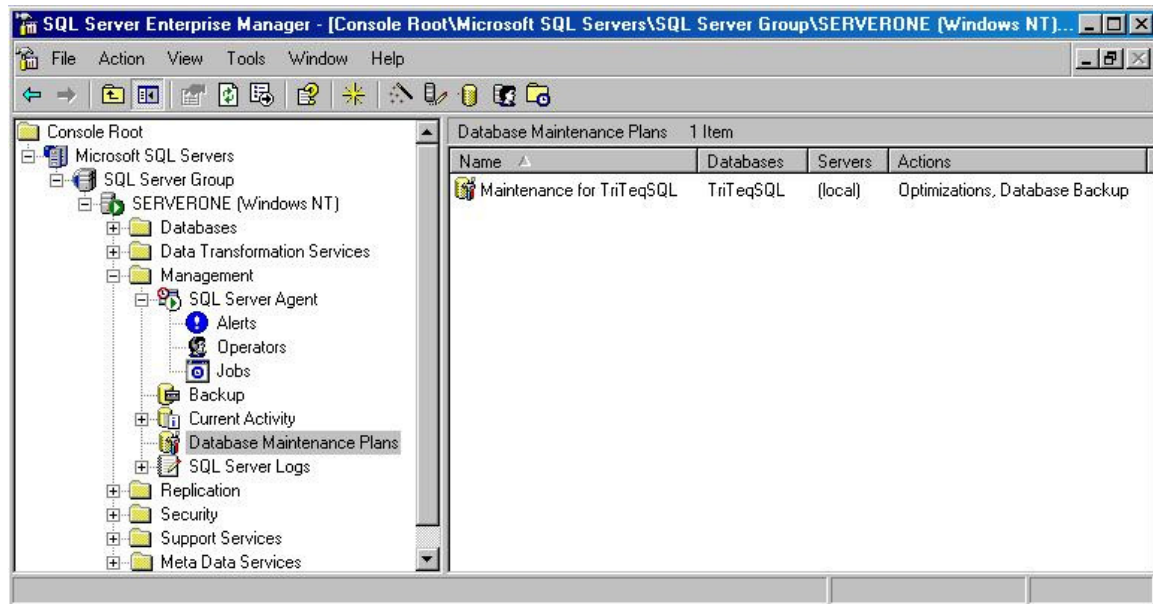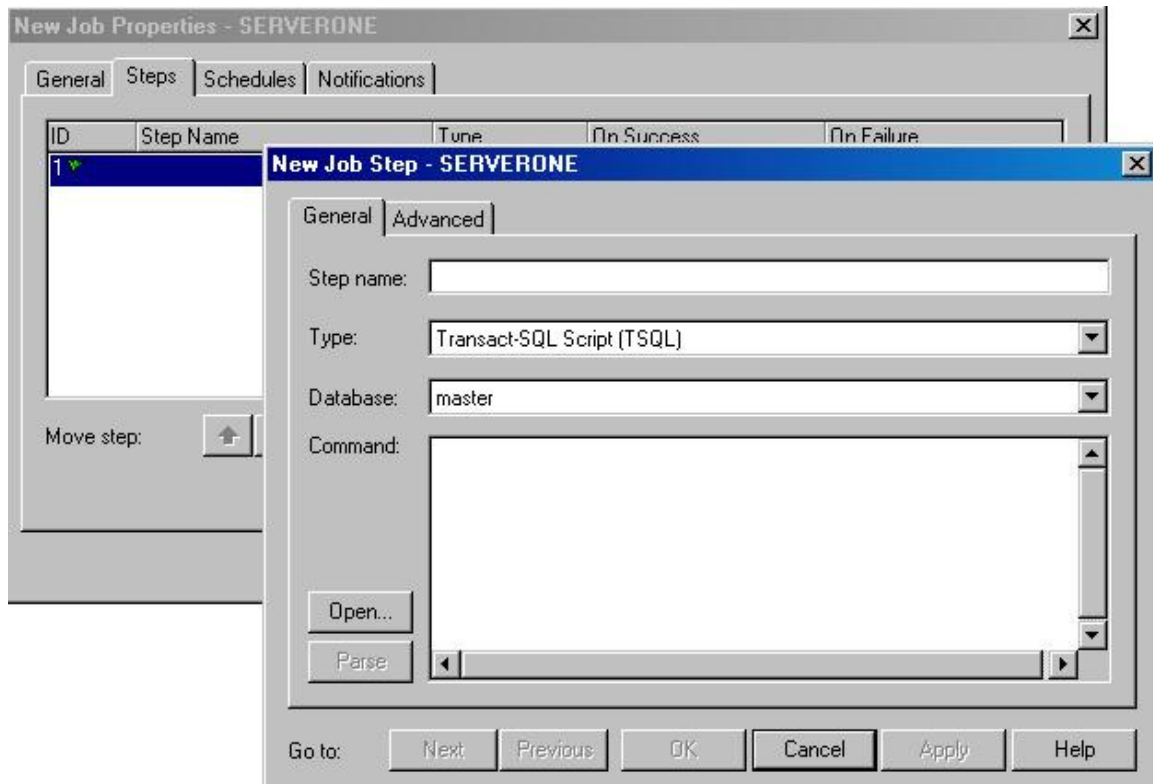
2. Scheduled Jobs

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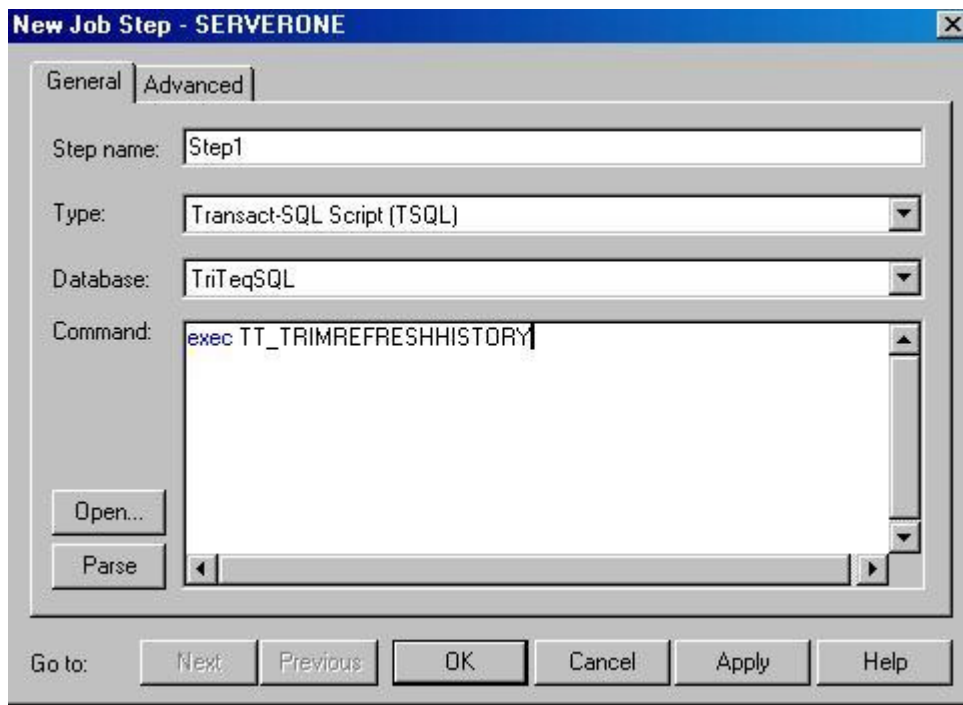

Enter a name for the new job.

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.
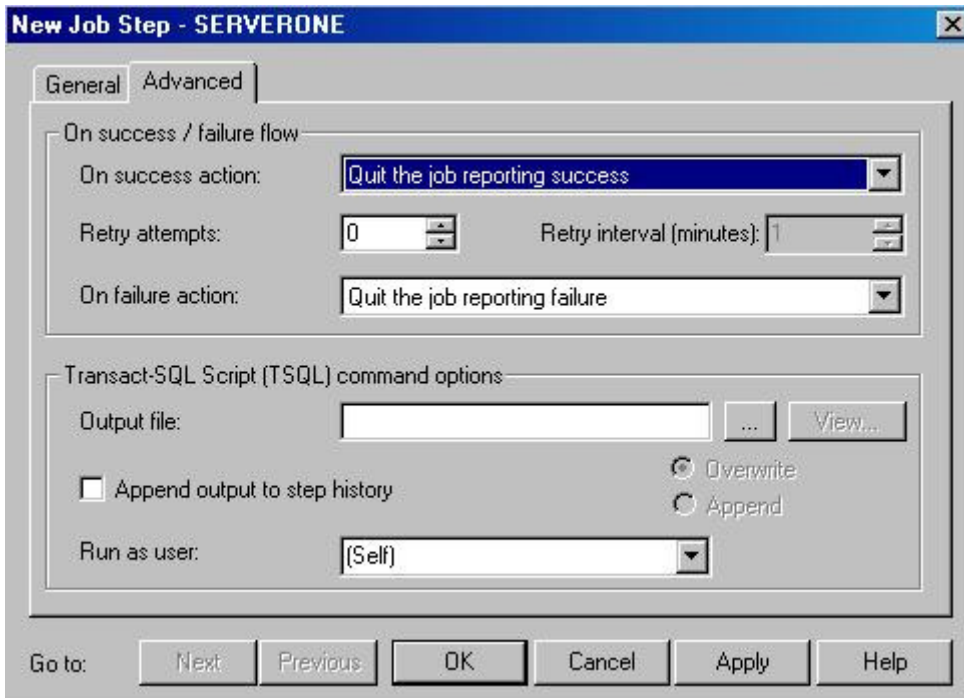
Click on *Apply and OK t*o add step2.

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.

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

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

Click on *New Schedule*

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

Click on *Apply* and *OK.*
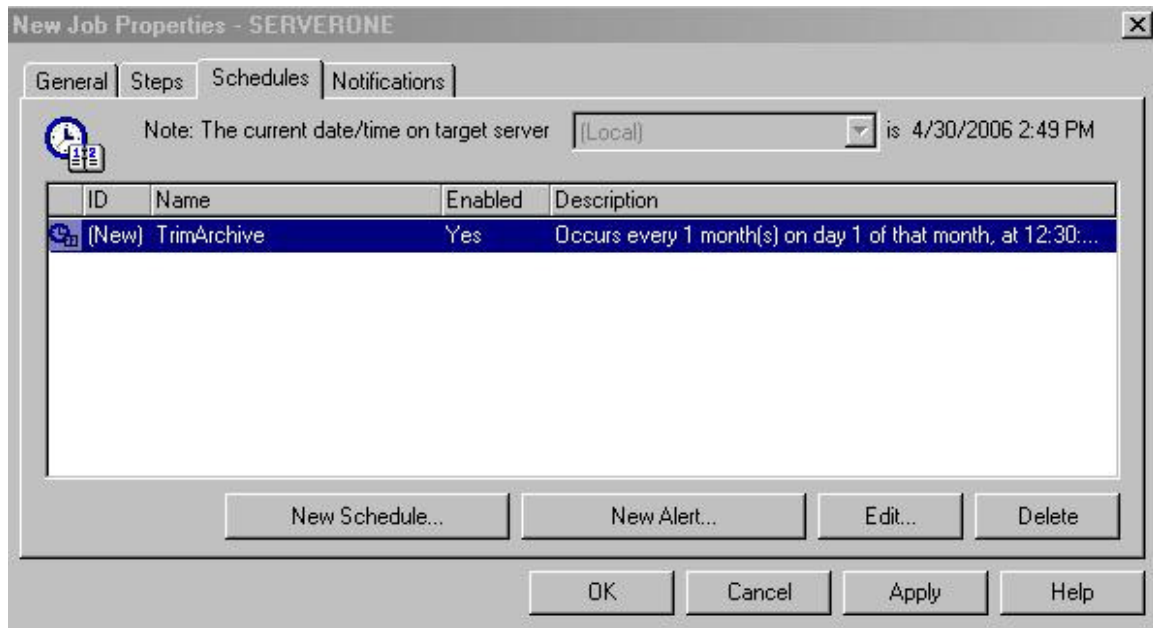
Verify your job was added to the list of jobs in *SQL Server Agent.*