

Compact and Repair the WinVis Database

Note 0702

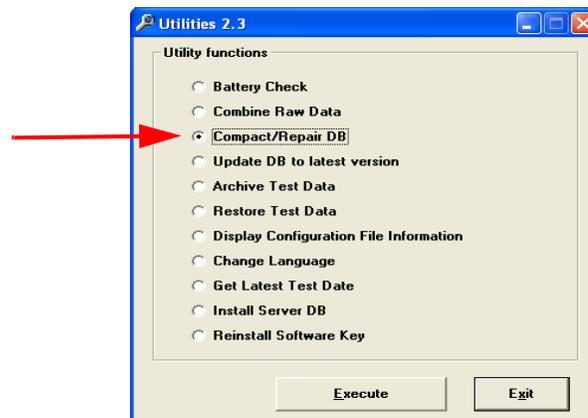
Description

It is recommended that you compact and repair your Access™ database often to keep it working at optimum performance and keep it from corrupting. The WinVis software will prompt you to do this on a regular basis, but depending on your testing schedule, it may need to be done as often as once a week.

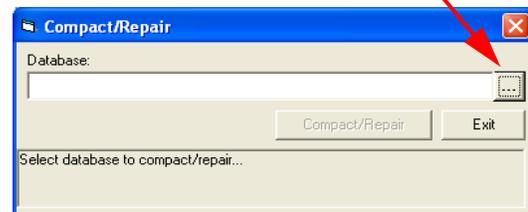
Procedure

Note: If you are running a Network Version of the WinVis software, it is recommended that you download the database to your local drive (C:) and perform the operation there, then upload it back to the place it resides on the network drive.

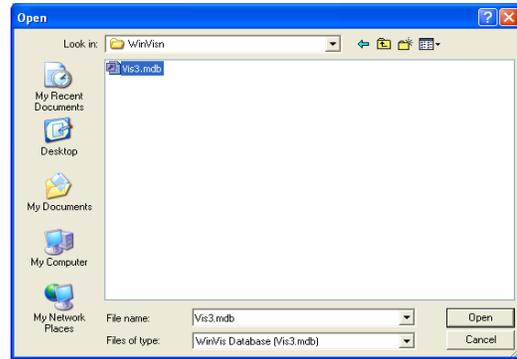
1. Open WinVis Utilities. If you have a desktop shortcut to Utilities, double-click on it. If you do not have a shortcut, select Start, All Programs, WinVis, Utility.
2. The Utilities 2.3 window appears. Select Compact/Repair DB and click **Execute**.



3. The Compact/Repair window appears. Click ... to select the database to repair.



- The Open window appears. The location of the last database opened appears as the default. To locate a different database, browse to the location of the database to be repaired. Highlight the database file (Vis3.mdb, SrVis3.mdb, or FtVis3.mdb depending on the version of the software and computer being used).



- Click **Open**.

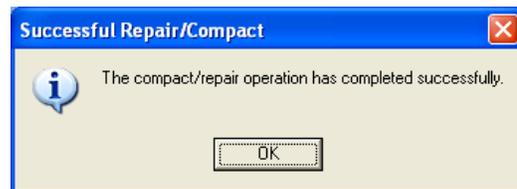
- The Compact/Repair window reappears with the database location shown in the Database text box. Click **Compact/Repair**.



- If a previous repair has been done, the cr.mdb Found window appears. Click **Yes**.



- When the procedure is finished, the Successful Repair/Compact window appears. Click **OK**.



- Click **Exit** on the Utilities 2.3 window, or repeat steps 2 through 9 to repair another database.