Performing An Entire System Save

We recommend that an entire System Save be done at least every six months to save the following:

- Licensed Internal Code
- Operating System
- Security Data
- Device Configurations
- User Libraries
- All Documents and Folders
- All Directories

A System Save *does not* save the contents of job queues, output queues and data queues, and *does not* replace the daily data save. The daily backup should still be done.

When completed, the tapes containing the System Save should be *stored in a secure place off-site*, but readily available in case a system crash would require restoring from the tapes.

- Review all the steps below, and contact CDR support personnel if you have any questions. If DAC Connect is used, you must contact CDR to discuss stopping it before performing the System Save.

- The System Save can only be performed at the AS/400 System Console. Confirm whether a PC or an IBM workstation is used for the System Console at your site.

- Confirm the passwords used for signing on as QSECOFR. Two different passwords may be required if a PC Console is used.

- Initialize a tape cartridge (or two cartridges of the same density and format) with the capacity to sufficiently save the entire system.

To begin the System Save after tape initialization is done:

1. Verify that every user is signed off the AS/400. This includes all the IBM workstations, and any DAC sessions running on PCs. The system must be dedicated to the save process to complete successfully.

2. If the CV1COM batch job of DAC is used, it must be stopped.

3. If EDI is used, the **Interface Status** field of the Interface Control Panel screen must be *Inactive*.

4. Insert the first initialized tape in the tape drive.

5. **If a PC is used** for the AS/400 System Console:
   a) Start the Operations Console program.
   b) Sign on as QSECOFR when the DST Sign On window appears.
   c) Sign on as QSECOFR when the session appears.
   Note: The passwords for signing in above may be not be the same.

   If an IBM workstation is used for the AS/400 System Console, sign on as QSECOFR.

6. On the command line, type GO SAVE, press <Enter>, and press the <Page Down> key.

7. Select option #21 (Entire System).

8. Fill in the prompts as follows:
   - Tape device: *Name* (such as *TC* or *TAP01*).
   - Prompt for commands: *N*
   - Check for active files: *N*
   - Message queue delivery: *NOTIFY*
   - Start time: *CURRENT*
   - Vary off network servers: *NONE*

9. Press the <Page Down> key, and fill in the prompts as follows:
   - Unmount file systems: *N*
   - Print system information: *N*
   - Use system reply list: *N*

10. Press <Enter> key to begin the System Save and prepare to swap tapes if necessary. A message will appear at the bottom of the screen when the System Save is complete.

11. Use the following command to restart the system:
    PWRDWNSYS OPTION(*IMMED) RESTART(*YES)

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