**Backup/Restore Instructions**

# SQL Server Backup Instructions:

* Connect to the SQL Server instance by opening SQL Server Management Studio.
* Click the database you want to backup with the right mouse button and select 'Tasks' -> 'Backup'.
* Select the Assignment01 database as the "Database" to be backed up in the "Backup Database" window.
* Specify the destination for the backup by selecting the "Disk" option and then clicking the "Add" button to specify the file path and make the file name as “SQL Server Management Studio Model.bak” for the backup file.
* Check “Copy-only”, choose “Full” for backup.
* Click the "OK" button to start the backup process.

# Backup instructions for Microsoft Access:

* Open Microsoft Access and open the database you want to back up.
* Click on the 'File' tab in the upper left corner of the Access window.
* Select "Save As" from the menu.
* Select “Backup” from advanced.
* Select the location where you want to save the backup file. Enter the name as “ApplicationDatabase.accdb”.
* Click “Save”.

# Restoring the SQL Server Database:

* Launch SQL Server Management Studio (SSMS) and connect to the SQL Server.
* Right-click on the "Databases" folder in the Object Explorer and choose "Restore Database."
* In the "General" tab, select the "Device" option under the "Source" section.
* Click the “add” button. Select the location of the backup file and click “Ok”.
* Choose the destination you want restore to.
* Click “Option” to uncheck “Take tail-log backup before restore”,
* Click “Verify backup media”, click “OK” to start the restore process.
* Once restored, you will also need to change the owner to your login username.

# Restoring the Microsoft Access:

* Create a new login with the name: group6User and the password: group6User.
* Change the database owner to this user.
* Create a new ODBC link by using the user shown above.
* Open the Access file and login with your server and the user shown above.
* Now you are ready to edit the database.