

# Health Centre IT Manager Guide

As the Health Centre IT Manager, you will be responsible for some maintenance of the new OpenMRS server which has been deployed at your facility. These servers run Ubuntu Server Edition which does not have a graphical user interface (GUI) so maintenance tasks are performed using the terminal (or command line).

## Accessing the server

The MOH staff who deployed the server will have set up an account on the server for you. The username is *hc-admin* and you will have set the password yourself so don't forget this. If the server has booted then you should see a login prompt:

```
Ubuntu 10.04 openmrsX tty1
openmrsX login: _
```

To login:

1. Enter your login (*hc-admin*) and press <ENTER>
2. Enter your password and press <ENTER>

You are logged into the server and will have a prompt like this where you can enter commands:

```
hc-admin@openmrsX:~$ _
```

Now you can perform maintenance tasks. When you are finished, you MUST logout using the logout command:

```
hc-admin@openmrsX:~$ logout
```

## Managing backups

Backups of the OpenMRS database every day at midnight and these are saved to */var/backups/OpenMRS*. However in case something should happen to the server or one of it's drives should fail, it is essential that these are copied off the server every week. When the server was deployed you should have been provided with an external hard drive.

Firstly connect the external hard drive to the computer. Then run:

```
~/sync_usb.sh
```

This will copy the database dumps to the USB device and unmount the device so that it can be safely removed. You should connect the hard drive to your own computer and verify that the backups have been copied to the hard drive.

## Other maintenance tasks

### Restarting Tomcat

It's possible for problems with OpenMRS modules to cause errors in Tomcat such as *OutOfMemory* memories. This can often be fixed by restarting Tomcat:

```
sudo /etc/init.d/tomcat6 restart
```

### Updating packages

To keep the server secure it is important to keep it's software packages updated. This requires reasonable internet connectivity.

```
sudo apt-get update  
sudo apt-get upgrade
```

## Reboot or shutdown server

Some package updates will require a server reboot:

```
sudo reboot
```

If physical maintenance of the server is required it can be completely shutdown:

```
sudo shutdown -h 0
```