**GUIDE FOR BACKUP FILE AND TRANSFER TO S3**

1. **Download BRGuide.zip and extract it**
2. **In the folder, we have 2 files:**

* Diff\_backup.cmd for differential backup file
* Full\_backup.cmd for full backup file (for full backup not exists)
* Cp\_full\_backup.cmd for copy full backup file to S3

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1. **Copy FULL BACKUP file to S3.**

* **The format of backup file:** DATABASE\_YESTERDAY.BAK **Example:**CACHING\_20230922.BAK
* Open cp\_full\_backup.cmd with text editor:

In line 3, we need modify folder path of backup file.

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* **Example:** All backup in 2023-09-24 will be saved in E:\BACKUP\4Migrate\_AWS\23092023 –

We will set BACKUP\_DIR is = E:\BACKUP\4Migrate\_AWS – The date subpath is **automatically created**

* Save it and run cp\_full\_backup.cmd with command line:

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1. **Differential backup**

We will create differential backup and copy to S3 everyday. The file will be created after full backup is complete.

* The format of backup file: DIFF\_DATABASE\_YESTERDAY.BAK
  + **Example:** DIFF\_CACHING\_20230922.BAK
* Open diff\_backup.cmd with text editor:

We need define the value of variables:

* + DB\_NAME: the name of database
  + USER\_DB: the user of database
  + PASSWD\_DB: the password of database
  + BACKUP\_DIR: the path of differential backup file
    - Assume the differential backup file of **CACHING** database on 24-09-2023 will be saved in E:\BACKUP\4Migrate\_AWS\23092023\DIFF\_CAHING\_23092023.BAK
      * The date subpath will be **automatically created**
      * BACKUP\_DIR=E:\BACKUP\4Migrate\_AWS
* Save it and run diff\_backup.cmd with command line
  1. **Create job for automatically differential backup daily**
* **Create task for each database**
* Press **Windows ->** type “Task Scheduler”

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* In “Task Scheduler” windows, choose “Create Basic Task”

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In the first task, we need define **Name task, Description,** and click Next

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In Trigger Tab, choose **Daily** and set time to run job:

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* Example: the job will be run at 1:00AM everyday.

Next to **Action** tab, choose **Start a program** and click Next.

In **Start a program** tab, click **Browse** and choose **diff\_backup.cmd.**

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Next to **Finish** tab, we review the information of task and click Finish to create a daily task.

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