

## Backup database bundle (Mac OS X based)

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CDM+ uses Openbase Database Server. Openbase stores your data in what they call Database bundles.

To find your database bundle, we need to do some preparatory work before we can backup the folder. So, lets start by opening CDM+ to the Login window.



Step 1 - Open Da	itabase utilities			
CDM+ File Edit				
Databas	se Utilities	<mark></mark> ሰ װ		
Update Convert	New Database CDM+ Pro 8.0 Datafile Pre-8.0 Datafile CDM+ Pro 8.1 Database	to CDM+		
Choose	Database Server			
		00	Login	
			CH MANAGEMENT SOF	
			Main CDM+ Pro Database Select a user to login as: Administrator Rev. Stubblefield Ruth Stokes Terry Terry-CDM+ Treasuret Enter your password: Chang	
		Quit CDM+		Log In

With CDM+ 8.1.1, your data is housed in a running application called OpenBase so you must stop your database before you can make a copy. You perform this in the Database Utilities window.

To stop your database, go to the File menu and select Database Utilities.

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## Step 2 - Stop your database

Database Server Admin	11	oase Utilities
Database		Details (3)
<ul> <li>On this computer</li> <li>Archive</li> <li>Main CDM+ Pro</li> </ul>		Name: cdmdata
<ul> <li>Kempsville Data</li> <li>linden bc data</li> <li>CDM+ Standard</li> </ul>	Database	Description: Main CDM+ Pro Database 🥖
<ul> <li>CDM+ Pro Data</li> <li>Backup Databas</li> </ul>		Auto-Start
<ul> <li>Good Shepherd</li> </ul>		Secure Connection
		Status: running Stop
		2
		Duplicate 🔟 Delete
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If you are working from the server, you will find your database under "On this computer." If you are on a client workstation, the database will be under "On the server."

In our example, our database is under "On the server."

- 1. Select the "Main CDM+ Database."
- 2. Look on the right side and you will see a Stop button. Click this button.



3. In order to backup your database, make a note of the "Name" of the database. The database in this example has the Name of cdmdata20.



In order to copy your database bundle, you must open your Finder. You get to the Databases folder by (1) opening the Macintosh Hard Drive, (2) select the Users folder, (2)double-click OpenBase folder, (3) select the Shared folder, (4) select the OpenBase folder, (5) select the Database folder, and then select the folder that corresponds to the Name found in the previous step. Our example, I will select cdmdata.db.



**Step 4 - Copy the database bundle** 



In the database folder, you will see folders that represent your database bundle. In our example, the cdmdata database has the complete file name of cdmdata.db.

You can copy this folder to an external data source such as CD, Flash Drive, External Hard Drive, etc.



## Step 5 - Start your database

Database	C Details
On this computer Archive	Name: cdmdata 🧳
<ul> <li>Main CDM+ Pro Database</li> <li>Kempsville Data</li> <li>linden bc data</li> </ul>	Description: Main CDM+ Pro Database 🧳
<ul> <li>CDM+ Standard Database</li> <li>CDM+ Pro Database</li> <li>Backup Database</li> </ul>	Auto-Start
Good Shepherd Database	Secure Connection
	Status: stopped Start
🖻 Refresh Database List 🛛 🗹	View by description Administer Other Serve

Open CDM+ up to the login window.

Open Database Utilities window (File menu and select Database Utilities). You will see your database under "On this computer." Highlight your database and on the right side of the window, put a check in the Auto-Start checkbox and click on the Start button.

When the database has restarted the dot beside database name will turn from red to green. Close the Database Utilities window.



## **Ready to Login**

000	Login	_
	CDM +	.1r5.08
	URCH MANAGEMENT SOFTWARE	
	Select a user to login as:	
	Administrator Rev. Stubblefield Ruth Stokes Terry Terry-CDM+ Treasuret	
	Enter your password: Change	
Quit CDM		In

After the update has been applied, the login screen will come up and you will be able to access your data from the new computer.