

Description: Guide to configuring the system for automatic backup of a SQL database

OS Requirement: Win 2000, XP Pro, Server 2003, Vista, Server 2008, Windows 7

General Requirement: some understanding of SQL and Scripting

Introduction

This document explains the process to setup automatic backup procedures for a SQL Server database.

We can use two methods to carry out automatic scheduled backup jobs. Here we will present both methods. We can either schedule a backup job using Windows task-Scheduler or we can use ICONICS ScriptWorX2010 to run backup jobs at scheduled intervals.

Using Windows Task Scheduler

Below are the steps you will need to carry out to schedule the backup job.

1. First, create a folder where you want all your backups to be saved. i.e. C:\Backup
2. Create “FileName.sql” file, where the “FileName” is the file name you want to use and into this file insert the following lines:

```
BACKUP DATABASE [DatabaseName] TO DISK='file.bak'
```

3. This is the SQL command for the database backup. Where the DatabaseName is the name of the database you want to backup and file is the full path to the backup file. For example the command should look like this:

```
BACKUP DATABASE [AwxLogger]
TO DISK = 'C:\Backup\AlarmLoggerBackup.bak'
```

4. You should try to run this command in the SQL Management studio first and verify that it works properly before saving it.
5. Now, equipped with this information, we will discuss how to schedule the task bas on your operating system.

Windows XP and Windows 2003

1. Open the Scheduled Tasks window by going to Start → Accessories → System Tools → Scheduled Tasks
2. Double click on the “Add Scheduled Task”
3. Click on the “Next” button
4. Click on the “Browse” button and select your FileName.sql file and click on the “Finish” button



Figure 1 - Scheduled Task Wizard: Select Task to Perform

5. Give this task a name and select the recurrence pattern of the task. Click on “Next” to continue.



Figure 2 – Schedule Task Wizard: Setting up Recurrence Pattern

6. Configure the Start time and frequency for the task (Every day, Weekdays, Every, ...) and also the Start date and click “Next”



Figure 3 - Select When to Perform Task

7. Enter the user name and password and click “Next”



Figure 4 - Provide Credentials

8. Check the “Open advanced properties” checkbox and click “Finish”

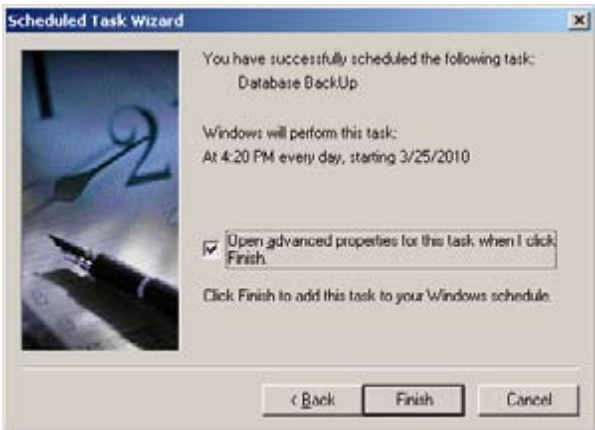


Figure 5 - Scheduled Task Wizard Summary

9. Insert the following in into the “Run” column field where the SQLServerName is name of the SQL server, Path to FileName.sql is the complete path for the FileName.sql file.
- ```
Sqlcmd -S SQLServerName -i "Path to FileName.sql"
```
10. The command should look something similar to the one shown in Figure 6

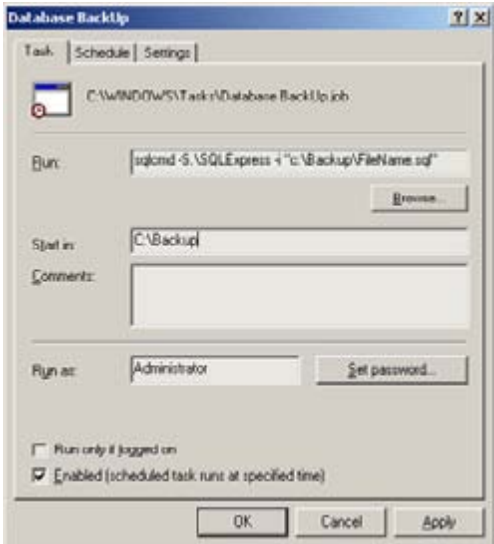


Figure 6 - Database Backup Command Properties

11. Now we have configure the Task for the database backup

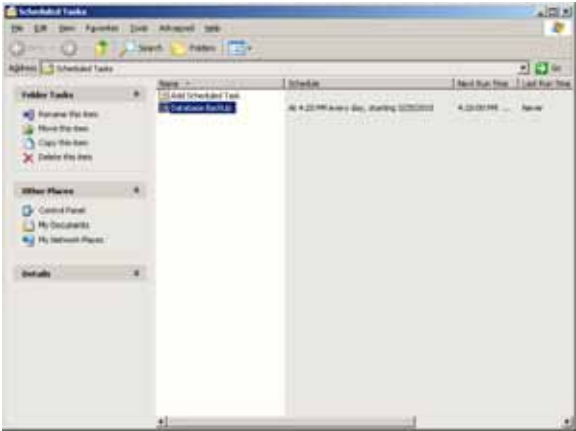


Figure 7 - New Scheduled Task

## Windows 7 and Windows Vista

1. Open Windows task Scheduler from Start → Accessories → System Tools → Task Scheduler or simply type in Task Scheduler in the start menu search box.
2. On the Task Scheduler, create a new task using the “Create Basic Task” wizard. Give the task a name.

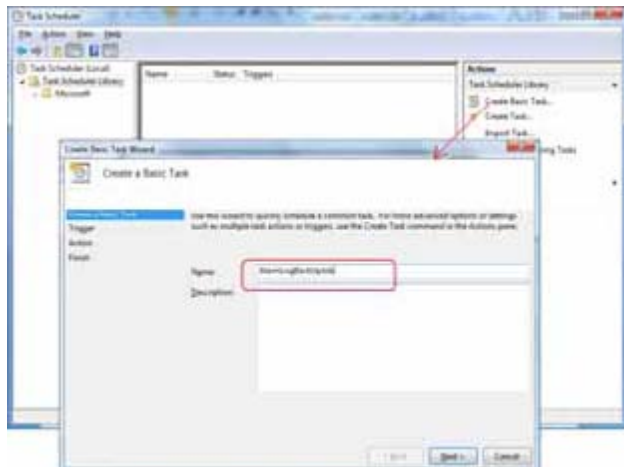


**Figure 8 - Creating a Basic Task**

3. Create the Schedule for your Task

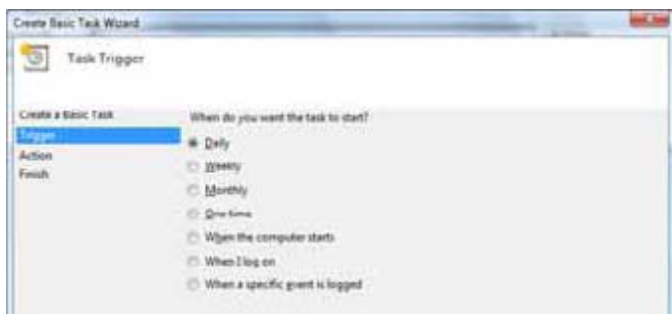


**Figure 9 - Setup a Trigger for the Task**

4. Configure when the trigger begins and the recurrence pattern

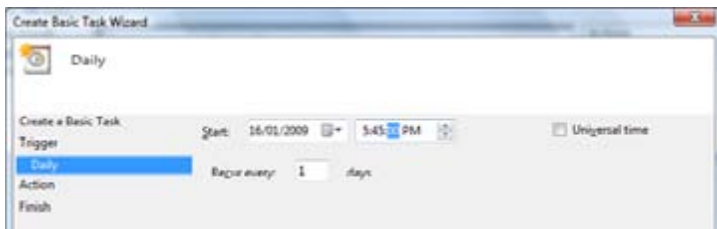


**Figure 10 - Setup the Recurrence Pattern**

Click next and select “Action” as “Start a program”

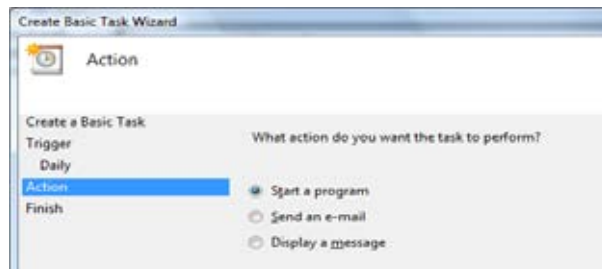


**Figure 11 - Create Task to Start a Program**

5. On Program name screen enter the name of your script to start. The line should be similar to the one in Figure 6.

```
sqlcmd -S\SQLEXPRESS -i "c:\Backup\FileName.sql"
or
sqlcmd -S Computer1 -i "c:\Backup\FileName.sql"
```