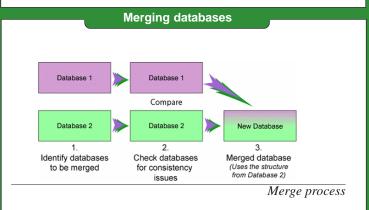
Merge

Getting Help

Access the I-Suite website at: http://isuite.nwcg.gov
Contact the I-Suite Helpdesk at: (866) 224-7677



Tips for merging databases

- 1. When two databases are merged together, the original databases remain unchanged and attached to the I-Suite application.
- 2. In most cases, select the smaller of the two databases as **Database 1**.
- If you want to merge incidents that are within the same database, you must create a New Blank
 Database and merge the existing database into the new blank database. Make sure to select the new blank database as Database 1 and the existing database as Database 2.

Prior to merging databases

- 1. When merging databases that have multiple incidents with multiple accounting codes, please contact the Help Desk for assistance.
- **2.** Create a backup copy of both databases prior to merging the databases together.
- **3.** Make sure that all I-Suite applications are closed, except the one in which you are merging the databases.
- **4.** Make sure you are merging the databases on the server computer.
- 5. Make sure all Cost Accruals are Finalized and Exported before merging the databases.

WARNING: If the Cost Accruals have not be Finalized and Exported before merging the databases, the Cost Accruals may not be accurate the next time you perform a Cost Accrual Extract.

To merge two databases

- 1. From the **Modules** menu, select the **Database Admin** option.
- 2. If needed, click the **Attach** button to attach the databases that you plan to merge.
- **3.** Click the **Merge** button on the Database Admin window.

Merging databases

4. When the Welcome to I-Suite Merge window displays, click the Merge two I-Suite databases into a single database option. Then click the Next button.

-Suite Merge Utility 11	.01.00
	Welcome to I-Suite Merge With this application you can merge two I-Suite databases into a single database. The databases being merged must be attached to the server. Select one of the following options:
Help	Cancel < Back Next > Einish

5. From the **Database 1** drop-down list, select the first database to include in the merge. Then enter the database's **Password**. Click the **Next** button to continue.

I-Suite Merge Utilit	y 11.01.00 Select Database 1 to Merge Database 1 and Database 2 will be merged into a new database. The Database 2 lookup tables will be used in case of duplicates or differences. A report will be generated to document these differences. Database 1 and Database 2 must be attached to perform a merge. Select a database for Database 1, type the password for Database 1 and Press Next to continue.
* Database 1 * Password	
Help	Cancel < <u>B</u> ack <u>N</u> ext > Einish

6. From the **Database 2** drop-down list select the second database to include in the merge. Then enter the database's **Password**. Click the **Next** button to continue.

I-Suite Merge Utilii	y 11.01.00 Select Database 2 to Merge Database 1 and Database 2 will be merged into a new database. The Database 2 lookup tables will be used in case of duplicates or differences. A report will be generated to document these differences. Database 1 and Database 2 must be attached to perform a merge. Select a database for Database 2, type the password for Database 2 and Press Next to continue.
* Database 2 * Password	
Help	Cancel < Back Next > Enish

Merge

Merging databases

 Enter a name for the new, merged database in the New Database box. Then enter a Password for the merged database. Enter the password a second time in the Confirm Password box to ensure it was entered correctly.

	Name Database to create Database 1 and Database 2 will be merged into a new database. The Database 2 lookup tables will be used in case of duplicates or differences. A report will be generated to document these differences. Type the name for the new merged database, type the password to be assigned to the new database, retype the password to confirm and press Next to continue.
* New Database	mergedDB
* Password	****
* Confirm Password	*****
The path for the new	, database is : C:\Program Files\ISuitev11alpha2\Database\

If there are open connections to one of the databases, a warning displays. Click the **Yes** button to close the connections and continue with the process. If you want to cancel the process, click the **No** button.

8. On the **Ready to Check Databases** window, click the **Check Databases** button.

I-Suite Merge Ut	ility 11.01.00
	Ready to Check Databases
2	This step will check the databases to ensure they are the correct structure and identify consistency problems between the databases. This step must be done before completing the merge. Press Check Databases to begin.
Progress Done	
- Inspecting LU tai	
- Inspecting LU tat	
	ble: L_SupplyCatalog ble: L_SupplyHazardous
	ble: L SupplyLocations
	ble: L_SupplyReferenceData
Consistency check	
Please wait	·
Warning, There	are differences between databases, press Next to view them 👽
<	
L	
Help	Cancel < Back Next > Finish

- **9.** Complete one of the following based on the merge results:
 - a. If the message Warning, there are differences between databases, press Next to view them displays, click the Next button. This allows you to review, print and analyze the differences.

Generally, you do not need to perform any manual editing, because differences are handled through the merge process.

When merging a prior year database to a current year database, it is common to see differences, because of changes made to the standard database. To maintain the integrity of your data, make sure you print off the list of differences to analyze later. Merging databases

- **b.** If the message **Done, no differences found Press Next to complete the merge** displays, click the **Next** button.
- **10.** When the **Ready to Complete the merging process** window displays, click the **Merge** button.

I-Suite Merge Ut	ility 11.01.00	
	Ready to complete the merging process The final step is to merge the databases. Press the Merge button when ready.	Merge
Progress 0 % Press Merge to sta	rt the final merging process.	
<		۲
Help	Cancel < Back	> Einish

- 11. Once the merge is complete, click the Next button.
- 12. When the question Are there any incidents that need to be combined into a single incident? displays, click No to keep all of the incidents separate and proceed to step 13. Click Yes to select the incidents to combine in the merged database.
 - a. If you selected Yes to combine incidents, the Select incidents to Combine window displays. In the Incidents Available frame, select the incidents to combine, and then click the > button. To combine all incidents into one, click the >> button.

I-Suite Merge Uti	lity 11.01.00	
		ents to Combine ou wish to combine into a single incident.
	cidents vailable	Incidents to Combine
FROG RIVER		> >> <
Help	Cancel	<back next=""> Einish</back>

b. Once all of the Incidents you want to combine are listed in the **Incidents to combine** frame, click the **Next** button.

Merge



Merging databases

c. In the Incidents to combine frame on the Select Combined Incidents Name window, click the incident into which the other incidents will be merged. The name of the selected incident displays in the Combined Incident Name field. Click the Next button.

I-Suite Merge Util	ity 11.01.00	
		Dined Incident Name
	nts to bine	Combined Incident Name
FROG RIVER		
Help	Cancel	< <u>B</u> ack <u>N</u> ext > ⊟nish

- d. If there are Resources that are potentially duplicate in the merged incident, a **Potential Duplicate Resources Report** displays. You can print, preview or export this report. After viewing the report, close it to continue with the merge process.
- 13. On the Merge Process Completed window, you can either click the Finish button to complete the merge process or click the Combine Other Incidents button if you need to merge additional incidents together. When you click the Combine Other Incidents button, repeat steps 12 a-d to merge the additional incidents together.

	Merge Process Completed
	Combine Other Incidents
20	Database 1: 2010_Training.mdf
1 3 4	Database 2: Avalon.mdf
	New database: mergedDB.mdf
	Press Finish to exit.
	NOTE: The ISuite user accounts from Database 1 and Database 2 have been merged into the new database. All users from Database 1 have been deactivated. Use the User Management tool to reactivate users needed.