

HLS Holiday Manager Software Help sheet

Software Backup - Network version

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Specialists in software, website and design solutions for the holiday letting industry

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Taking a backup of your data

It is crucial that your business critical information is backed up regularly to ensure you are protected against any unforeseen circumstances. Your backup should be onto a removable device, which is then removed from your business/computer location every evening. This will ensure that you have a separate up to date copy of your critical data in the unlikely event that something happens to your office computer.

The system stores data in two locations. For photographs, documents and physical files, the system will default to the location "C:/HPL_Files", however this can be changed to any accessible location via the software system settings. This is located in the General Settings section, at the bottom of the screen, titled "File Server Name".

Holiday Manager : System Settings				
Haliday Managar				
Holiday Manager				
Company Details General Settings Owner Prop	erty Holiday Maker Maintenanc	e Company Price Bai	nds Booking	Information Extras Invoice Type System Events
Email Settings				
SMTP Server	smtp.gmail.com	Username	hlssolu@gn	nail.com
SMTP Port	587	Password	******	
Email Address	hlssolu@gmail.com	Secured Email	V	Contraction of the second seco
				Test Email
Utility Provider	Туре	Title		SMS Setting
Description		Title		
Broadband		Mr		Current Provider
Council Tax		Mrs		Icetrak
Electricity		Ms		
Gas		Miss		
Sewage		Master		
Telephone		Sir		
Water				Contrast Description
				Setup Provider
File Server Nam	e			
C:\HPL_Files\	N			
	13			
		, CI	eate Provid	er CreateTitle <u>C</u> lose <u>S</u> ave

For your entered data and information, the software uses a Microsoft SQL database, which is installed automatically when the software is initially installed. Within the Microsoft SQL Server installation, you have several options to implement a regular backup routine. In addition to this, we have also created a utility, which enables you to take a manual backup at any time.

To take a backup, click on the Windows Start button, select "All programs" and locate the HLS Solutions option.

Greenshot HLS Solutions Holiday Manager	
Lools	-
1 Back	
Search programs and files	

Click on the HLS Solutions folder, followed by Tools. From this folder select the "Holiday Manager Database Configurator" program, which will open a new window:

G Holiday Manager : Database Configurator		
Please s		
	 Take a backup Restore from a backup Setup Database Upgrade Database Run Sql Query Configure Client 	
	Cancel	Next

The "Take a backup" is already selected by default, so simply clicking "Next" will start the backup process. You will need to enter the Server name and the SA (system administrator) password. This will have been supplied to you at the time of your installation.

G Holiday Manager : Database Configurator		
Please provide server details		
Server Name SA Password		
Cancel Ok		

The software will first check your current configuration:

loliday Manager : Database Configurator	
Holiday Manager Database Configurator	
Checking current configuration	

Before asking you to select a location and file name for your backup. By default the system will remember the previous location used to save your backup file:



When you are happy with your selections, click on "Save" to continue.

The message box will change to show the backup is proceeding:



Followed by a message to confirm this has completed successfully:

Holiday Manager : Database Configurator	
Holiday Manager Database Configurator	
Holiday Manager database backed up successfully.	Close

Your data is now safely backed up.