



PCGENESIS TECHNICAL SYSTEM OPERATIONS GUIDE

5/28/2020

Section B: PCGenesis Backup /
Reorganization / Restore

***[Topic 3: Adhoc Backup/Restore for
PCGenesis Data, V1.1]***

Revision History

Date	Version	Description	Author
5/28/2020	1.1	20.02.00 – Add restore option for SECONDY and PCGenesisDBY.BAK. Delete information for <i>Windows Server 2008</i> .	D. Ochala
08/08/2019	1.0	19.02.00 – Create new document.	D. Ochala

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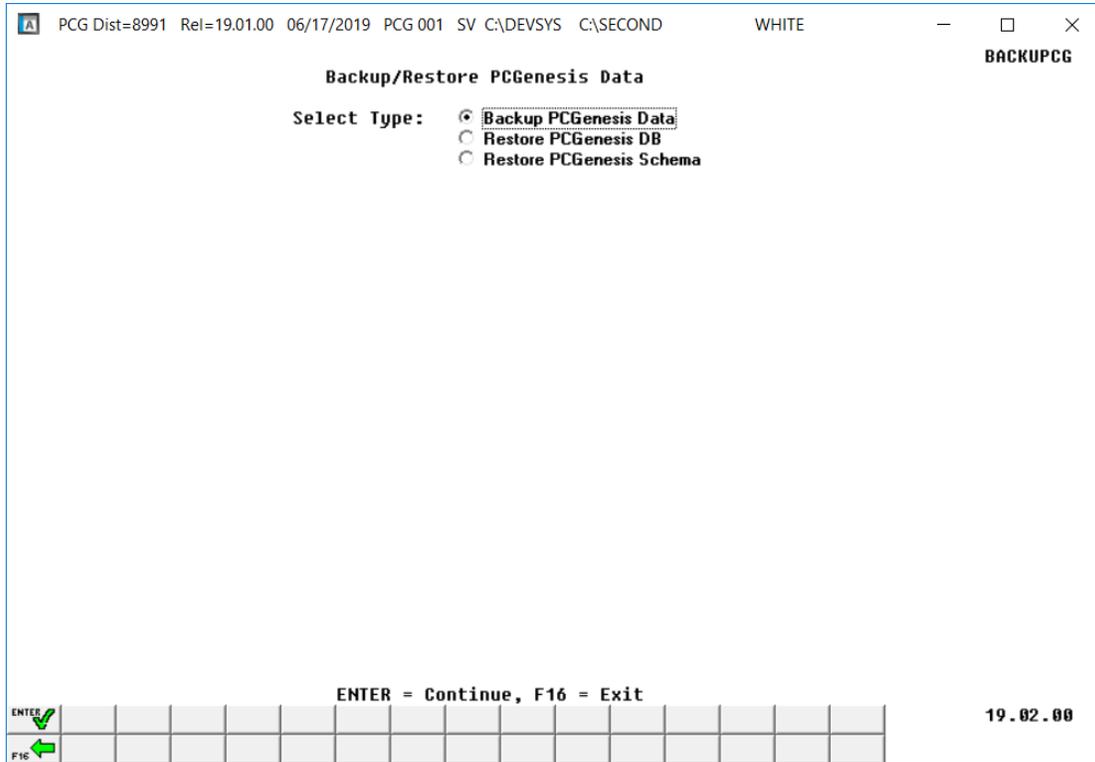
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Overview

The menu option *Backup / Restore PCGenesis Data* is available on the *PCGenesis System Utilities Menu*. This option has three functions that will:

1. Create an adhoc backup of both the *K:\SECOND* VISION files and the SQL Server database tables.
2. Restore a *PCGenesisDBx.bak* database.
3. Restore the database tables for *PCG_D_DB*, or *PCG_Q_DB*, or *PCG_SANDBOXQ*.



Backup/Restore PCGenesis Data Screen

PCGenesis data is split between files contained in the directory *K:\SECOND* and the *SQL Server* database tables located in *K:\PCGSQLdb*. It is very important to coordinate the *K:\SECOND* directory backup with the *PCGenesisDBx.bak* database backup. **One component cannot be backed up and/or restored without the other component, and they must be maintained together.**

The PCGenesis **production** database files are in the following location for *Windows Server 2012 or 2016 or 2019*:

- K:\PCGSQldb\MSSQL13.SQLEXPRESSPCG\MSSQL\DATA\PCGenesisDB.mdf
- K:\PCGSQldb\MSSQL13.SQLEXPRESSPCG\MSSQL\DATA\PCGenesisDB_log.ldf

The full database **backup** files are in the following location for *Windows Server 2012 or 2016 or 2019*:

- K:\PCGSQldb\MSSQL13.SQLEXPRESSPCG\MSSQL\BACKUP\PCGenesisDBx.bak

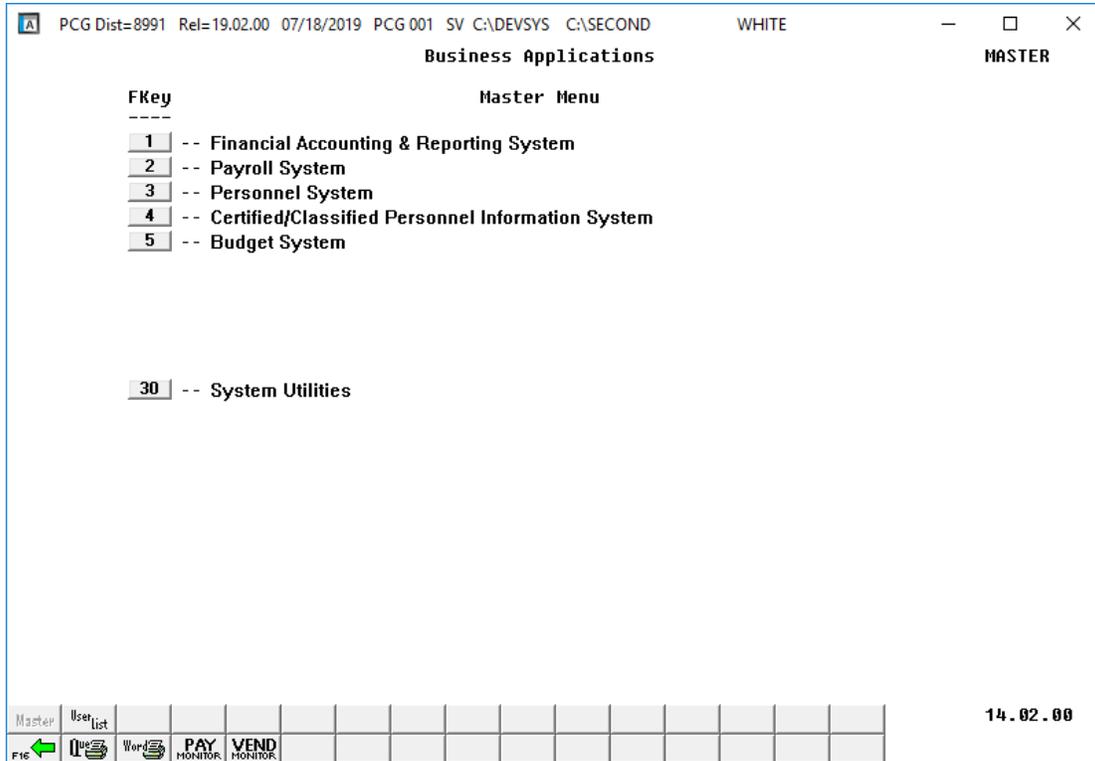
SECONDX and PCGenesisDBX.BAK: The *SECONDX* directory is a backup of *SECOND* that is made during the nightly reorganization (Reorg) process. If a restore of *SECOND* is needed from the previous day, *SECONDX* should be used.

The nightly reorganization process also creates a backup of the PCGenesis database. This backup is available in the following directory and should be restored at the same time as *SECONDX*:

K:\PCGSQldb\MSSQL13.SQLEXPRESSPCG\MSSQL\BACKUP\PCGenesisDBX.BAK

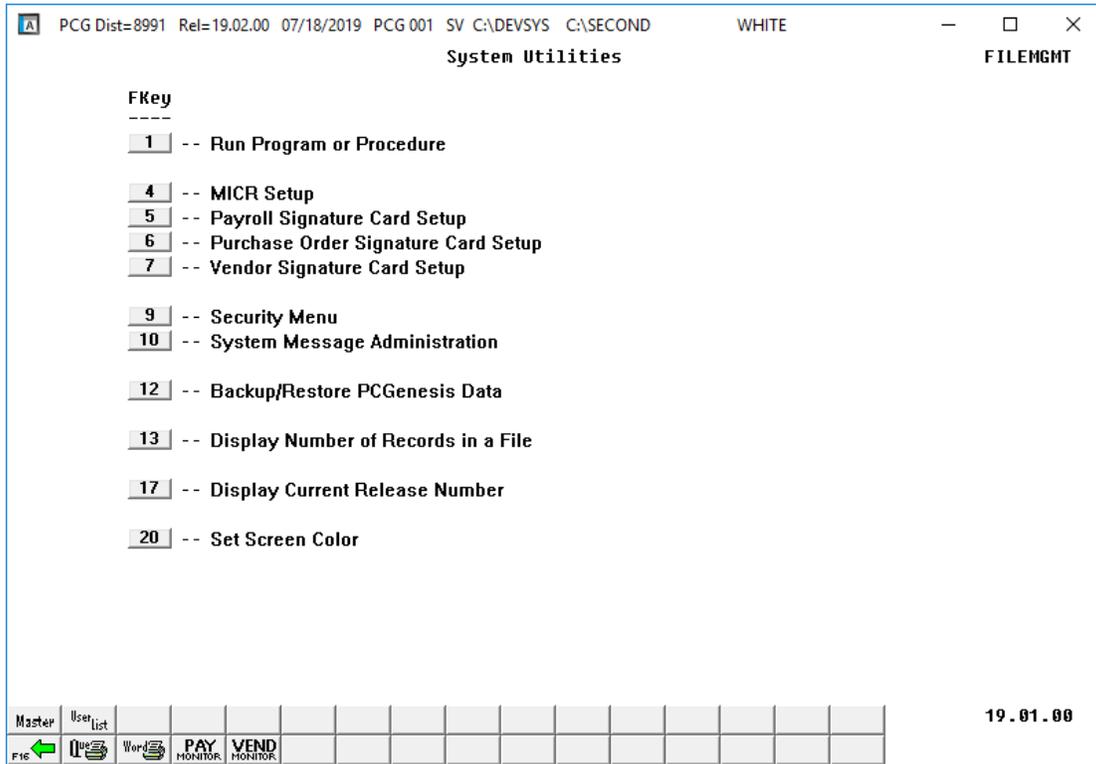
Procedure A: Backup PCGenesis Data

Backup PCGenesis Data: The *Backup PCGenesis Data* function allows the PCGenesis administrator to create an adhoc backup of both the **K:\SECOND** directories and files and the **PCGenesisDB** database tables. The PCGenesis administrator must enter a letter between **A** thru **K** (inclusive). This will create a database backup with the name **PCGenesisDBx.bak** where **x** is the selected letter **A** thru **K**. At the same time it will create a backup of the **K:\SECOND** directory called **K:\SECONDX**, where **x** is the selected letter **A** thru **K**. This feature will facilitate creating backups of the PCGenesis data that may be needed when the PCGenesis help desk requests a copy of the school district data to be sent to the Ga DOE.



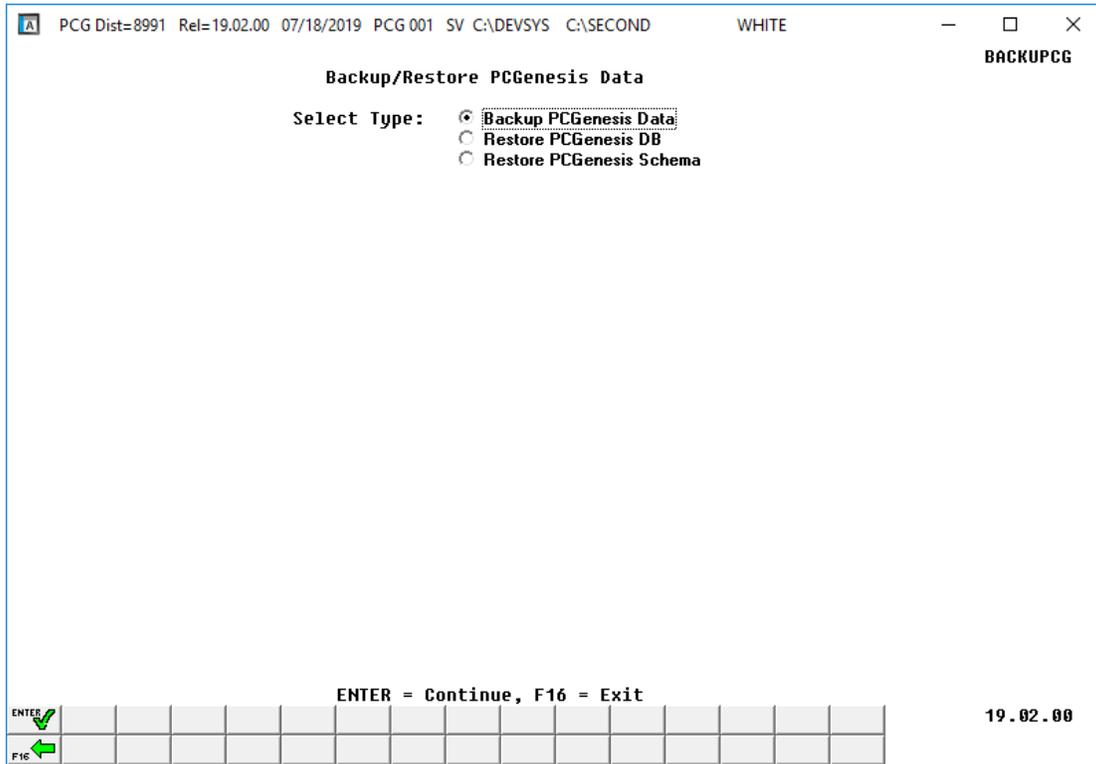
Step	Action
1	From the <i>Business Applications Master Menu</i> , select 30 (F30 – System Utilities).

The following screen displays:



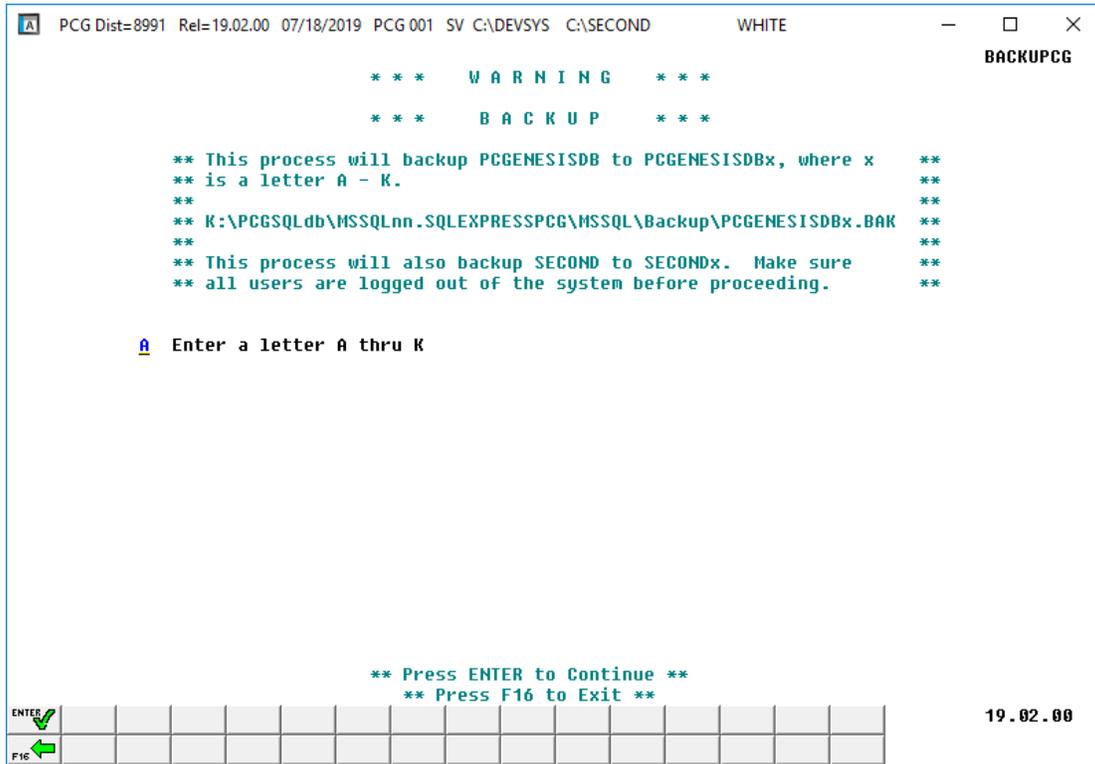
Step	Action
2	Select 12 (F12 – Backup/Restore PCGenesis Data).

The following screen displays:



Step	Action
3	Select the radio button  to the left of Backup PCGenesis Data .

The following screen displays:



Step	Action
4	<p>Enter a letter between A thru K (inclusive).</p> <p>A database backup with the name <i>PCGenesisDBx.bak</i> where <i>x</i> is the selected letter A thru K will be created. At the same time, a backup of the K:\SECOND directory will be created called K:\SECONDx, where <i>x</i> is the selected letter A thru K.</p> <p>The full database backup files are in the following location for <i>Windows Server 2012 or 2016 or 2019</i>:</p> <ul style="list-style-type: none"> K:\PCGSQLdb\MSSQL13.SQLEXPRESSPCG\MSSQL\BACKUP\PCGenesisDBx.bak <p>The <i>Backup PCGenesis Data</i> function facilitates creating an adhoc backup of both the K:\SECOND directories and files and the PCGenesisDB database tables.</p>
5	<p>Select  (Enter) twice.</p>

The following screen displays briefly:

```

C:\WINDOWS\system32\cmd.exe
C:\SECOND\SANDBOX\DEDCTL
C:\SECOND\SANDBOX\DEDS
C:\SECOND\SANDBOX\GROSSDAT
C:\SECOND\SANDBOX\PAYROLL
C:\SECOND\SANDBOX\PAYSTAT
C:\SECOND\SANDBOX\PDeduct
C:\SECOND\SANDBOX\PERS
C:\SECOND\SANDBOX\TAXES
C:\SECOND\SANDBOXQ\ANNUITY
C:\SECOND\SANDBOXQ\CPIFILE
C:\SECOND\SANDBOXQ\DATEFL
C:\SECOND\SANDBOXQ\DEDCTL
C:\SECOND\SANDBOXQ\DEDS
C:\SECOND\SANDBOXQ\GROSSDAT
C:\SECOND\SANDBOXQ\PAYROLL
C:\SECOND\SANDBOXQ\PAYSTAT
C:\SECOND\SANDBOXQ\PDeduct
C:\SECOND\SANDBOXQ\PERS
C:\SECOND\SANDBOXQ\TAXES
C:\SECOND\TRANDATA\TRANSACT
C:\SECOND\TRANDATA\transact.xfd
2155 File(s) copied

C:\ACUCBL\AcuGT\bin>ECHO OFF
*****
*
*      BACKUP OF C:\ SECOND TO SECONDA COMPLETED *
*
*****

```

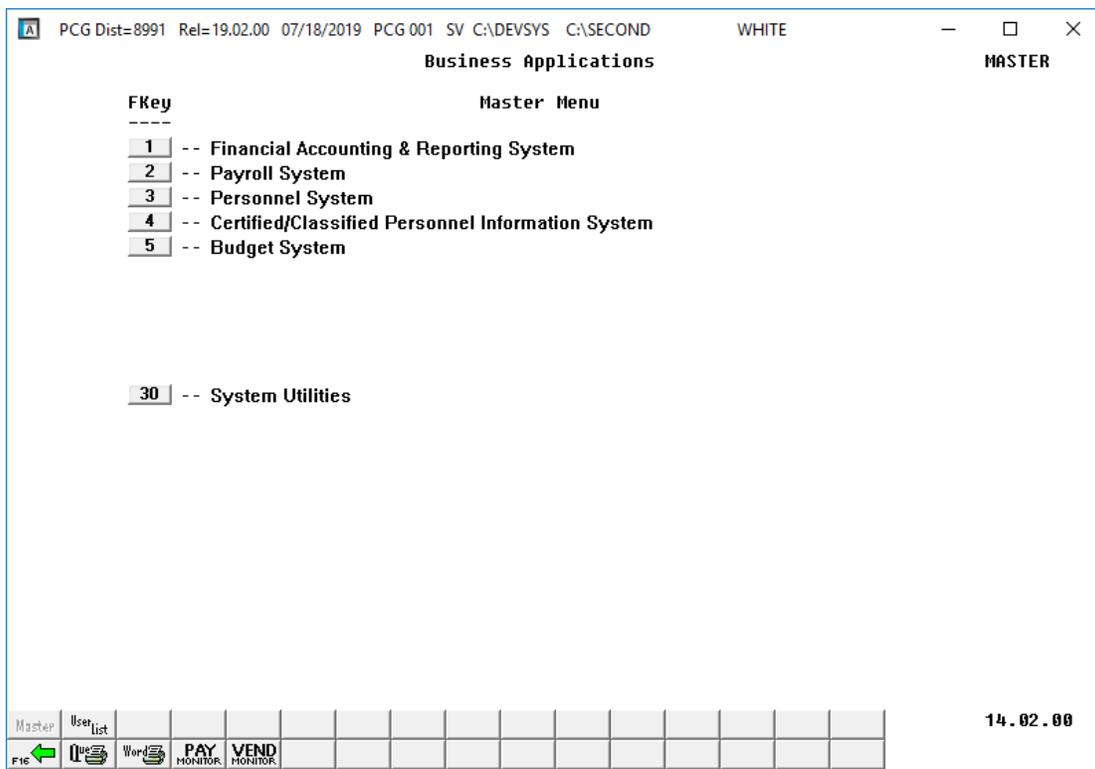
Step	Action
6	If the black DOS window does not go away, carefully read the message displayed. Call the help desk for assistance if an error is reported.

Step	Action
7	If the backup request <u>failed</u> , resolve the conflict and restart the procedure starting at <i>Step 1</i> .
8	If the backup request was successful, select  (F16 - Exit) or select  (Master) to return to the <i>Business Applications Master Menu</i> .
9	Check the K: drive to ensure that the K:\SECONDb directory was created (where x is the selected letter A thru K).
10	<p>Check that the database backup was created. Check that PCGenesisDBx.bak was created in the appropriate directory as defined below (where x is the selected letter A thru K).</p> <p>The full database backup files are in the following location for <i>Windows Server 2012 or 2016 or 2019</i>:</p> <ul style="list-style-type: none"> • K:\PCGSQldb\MSSQL13.SQLEXPRESSPCG\MSSQL\BACKUP\PCGenesisDBx.bak
11	<p>Review the PCG_Backup_LOG table, the PCG_Backup_LOG_Message table, and the PCG_Runtime_Errors table in the PCG_Master database. Make sure the backup operation status displays ‘<i>Successful</i>’.</p> <p>Review <i>Appendix A: Summary of Database Components</i> in this document for information about the backup log and message tables.</p>

Procedure B: Restore PCGenesisDB Database Tables

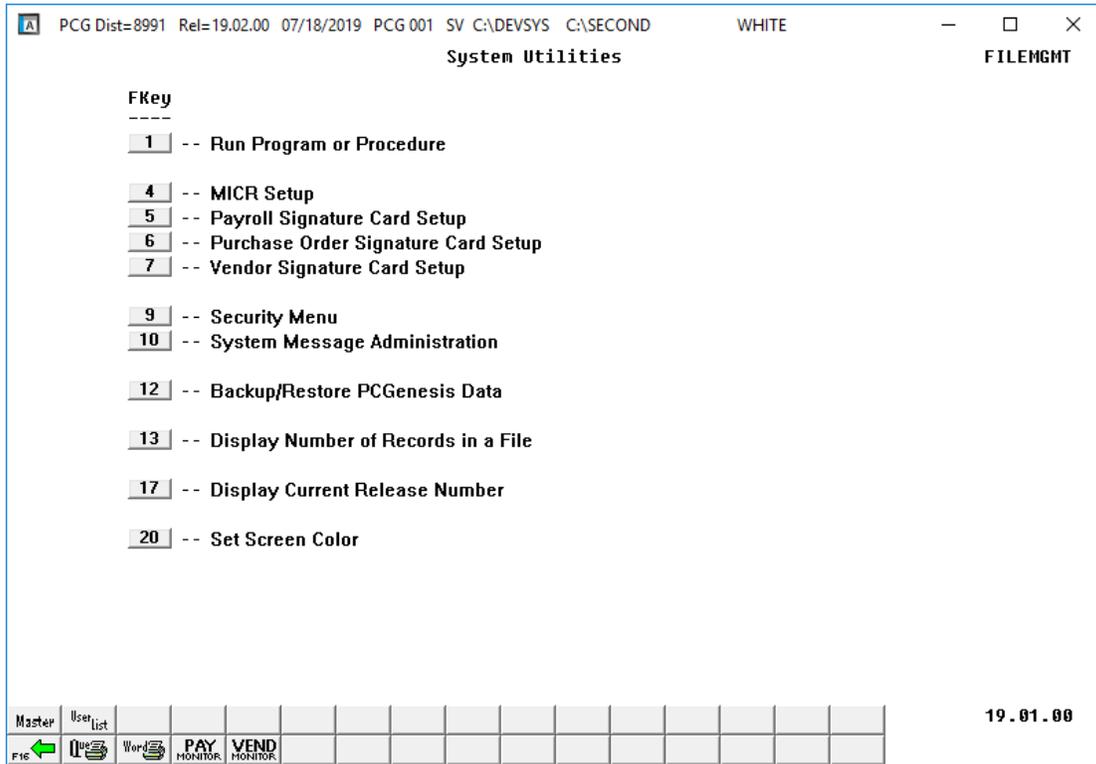
Restore PCGenesis DB: The *Restore PCGenesis DB* function allows the PCGenesis administrator to restore a copy of the *PCGenesisDBx.bak* database tables back to production, where *x* is the selected letter between **A** thru **L**, or **Q** or **X** or **Y**. The restore database function requires the PCGenesis administrator to contact the Ga DOE help desk to obtain the necessary password for gaining access to the function. Once the password has been entered, the PCGenesis administrator must enter a letter **A** thru **K**, or **Q** or **X**. This will process will restore *PCGenesisDBx.bak*, back to production (**PCGenesisDB**).

This process does NOT restore **K:\SECONdx** back to **K:\SECOND**. The **K:\SECONdx** directory must be restored manually with the assistance of the Ga DOE help desk. **The restore process cannot be reversed, so extreme caution is warranted.**



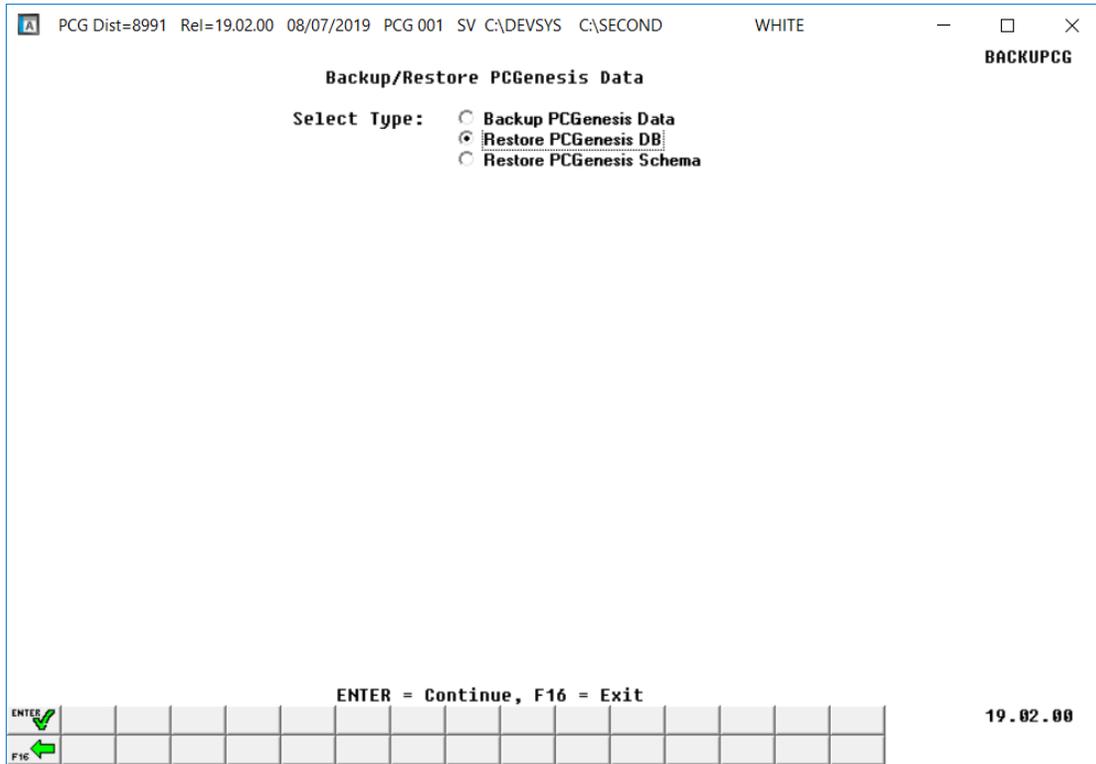
Step	Action
1	From the <i>Business Applications Master Menu</i> , select 30 (F30 – System Utilities).

The following screen displays:



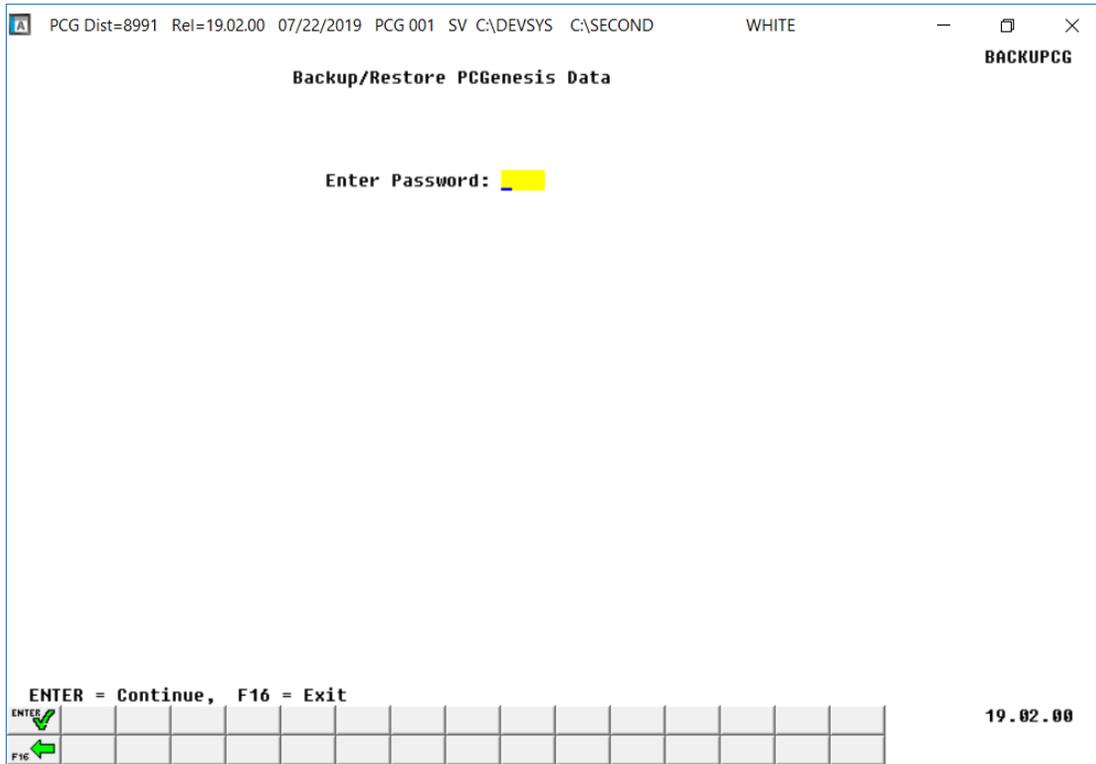
Step	Action
2	Select 12 (F12 – Backup/Restore PCGenesis Data).

The following screen displays:



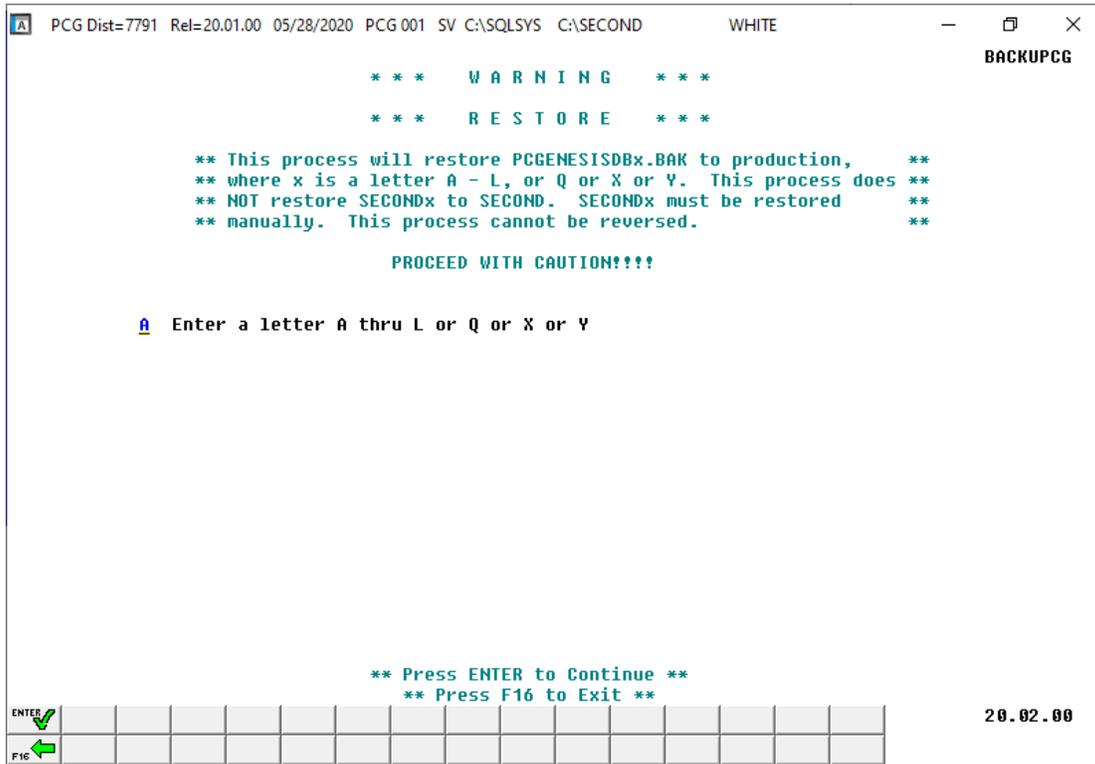
Step	Action
3	Select the radio button  to the left of Restore PCGenesis DB .

The following screen displays:



Step	Action
4	<p>Enter the Password.</p> <p>The restore database function requires the PCGenesis administrator to contact the Ga DOE help desk to obtain the necessary password for gaining access to the function.</p>

The following screen displays:



Step	Action
5	<p>Enter a letter between A thru L (inclusive) or Q or X or Y.</p> <p>A database backup with the name <i>PCGenesisDBx.bak</i> (where <i>x</i> is the selected letter A thru L or Q or X or Y) will be restored. The backup database <i>PCGenesisDBx.bak</i>, will be restored back to production (PCGenesisDB).</p> <p>The backup will be restored to the full database production files located in the following location for <i>Windows Server 2012 or 2016 or 2019</i>:</p> <ul style="list-style-type: none"> • K:\PCGSQLdb\MSSQL13.SQLEXPRESSPCG\MSSQL\DATA\PCGenesisDB.mdf • K:\PCGSQLdb\MSSQL13.SQLEXPRESSPCG\MSSQL\DATA\PCGenesisDB_log.ldf <p>The <i>Restore PCGenesis Data</i> function does <u>NOT</u> restore K:\SECONDx back to K:\SECOND. The K:\SECONDx directory must be restored <u>manually</u> with the assistance of the Ga DOE help desk.</p> <p>The restore process cannot be reversed, so extreme caution is warranted.</p>
6	<p>Select  (Enter) twice.</p>

For a successful restore request, the following screen displays:

```

C:\WINDOWS\system32\cmd.exe
Release 19.02.00
Restore Type      = G
UserId           = PCG
UserIDLONG       = PCGWHITE
PCG Server ID    = DOE-DOCHALA-W10
:SETENV
IF PCG.==. GOTO :LOGIN
SET UCT-USERID=PCG
SET PCGUSER=PCG
UCT-USERID=PCG
PCGOS=2K
PCGTYPE=SV
PCGUSER=PCG
:CONTINUE01
IF PCGWHITE.==. GOTO :INVALID
IF DOE-DOCHALA-W10.==. GOTO :INVALID

C:\SYSTEM\BACKUP>ECHO OFF
set MYVARHOSTNAME=DOE-DOCHALA-W10
DOE-DOCHALA-W10\SQLEXPRESSPCG
Changed database context to 'PCG_Master'.
RESTORE DATABASE PCGenesisDB FROM DISK='C:\PCGSQLdb\MSSQL13.SQLEXPRESSPCG\MSSQL\BACKUP\PCGenesisDBG.BAK';
Processed 656 pages for database 'PCGenesisDB', file 'PCGenesisDB' on file 1.
Processed 2 pages for database 'PCGenesisDB', file 'PCGenesisDB_log' on file 1.
RESTORE DATABASE successfully processed 658 pages in 0.076 seconds (67.639 MB/sec).

-----
Successful                               39
"successful restore."
Press any key to continue . . .

```

For a failed restore request, the following screen displays:

```

C:\WINDOWS\system32\cmd.exe
PCGUSER=PCG
:CONTINUE01
IF PCGWHITE.==. GOTO :INVALID
IF DOE-DOCHALA-W10.==. GOTO :INVALID

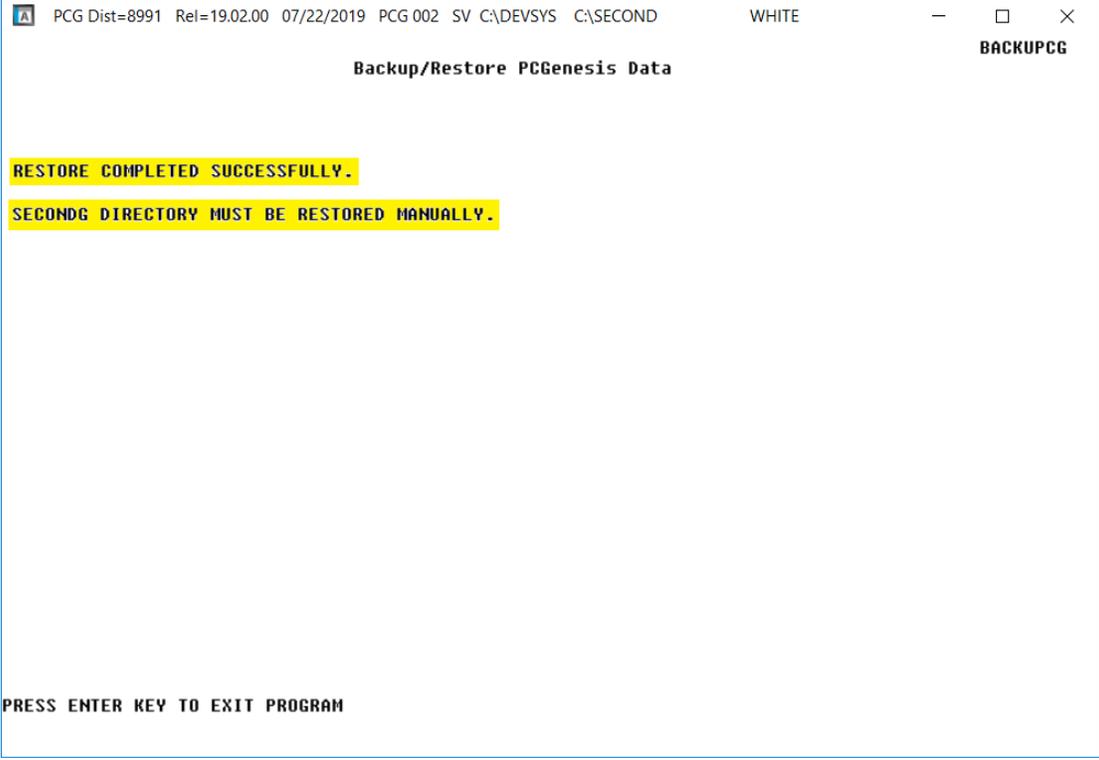
C:\SYSTEM\BACKUP>ECHO OFF
set MYVARHOSTNAME=DOE-DOCHALA-W10
DOE-DOCHALA-W10\SQLEXPRESSPCG
Changed database context to 'PCG_Master'.
RESTORE DATABASE PCGenesisDB FROM DISK='C:\PCGSQLdb\MSSQL13.SQLEXPRESSPCG\MSSQL\BACKUP\PCGenesisDBG.BAK';
Msg 3101, Level 16, State 1, Server DOE-DOCHALA-W10\SQLEXPRESSPCG, Line 1
Exclusive access could not be obtained because the database is in use.
Msg 3013, Level 16, State 1, Server DOE-DOCHALA-W10\SQLEXPRESSPCG, Line 1
RESTORE DATABASE is terminating abnormally.

-----
Failed                                   40
*****
* PROBLEM Restoring PCGenesisDB from backup file          *
* PCGenesisDBQ.BAK                                       *
*                                                         *
* runsqlscript_Restore_DB.bat-- FAILED                   *
*                                                         *
* DO NOT CONTINUE. PLEASE CAPTURE A SCREENSHOT           *
* OF THIS MESSAGE.                                       *
*                                                         *
* CALL THE PCGENESIS HELP DESK FOR ASSISTANCE.           *
*                                                         *
*****
Press any key to continue . . .

```

Step	Action
7	Carefully read the message displayed. If an error is displayed, the restore function was <u>not</u> successful. In that case, read the error message carefully, correct the problem, and start the procedure over again at <i>Step 1</i> .

For a successful restore request, the following screen displays:



The screenshot shows a window titled "Backup/Restore PCGenesis Data" with the following text:

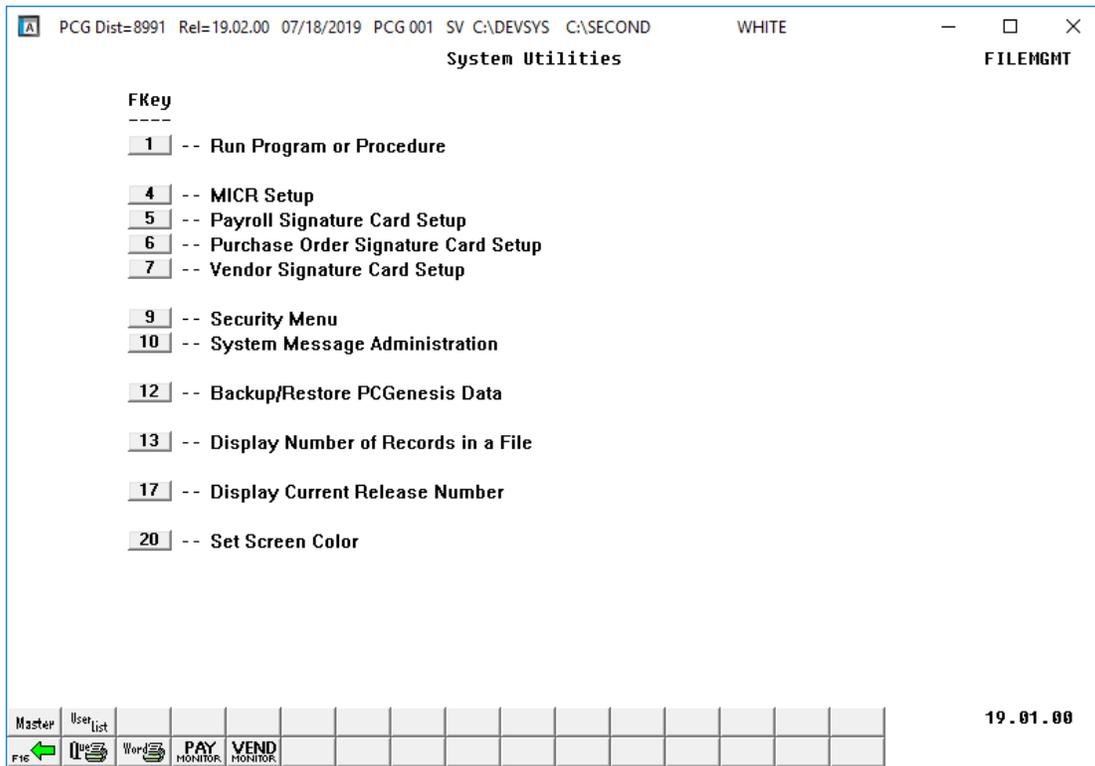
```
PCG Dist=8991 Rel=19.02.00 07/22/2019 PCG 002 SV C:\DEVSY S C:\SECOND WHITE
BACKUPCG
Backup/Restore PCGenesis Data
RESTORE COMPLETED SUCCESSFULLY.
SECONDG DIRECTORY MUST BE RESTORED MANUALLY.
PRESS ENTER KEY TO EXIT PROGRAM
```

For a failed restore request, the following screen displays:



Step	Action
8	<p>Carefully read the message displayed.</p> <p>If an error is displayed, the restore function was <u>not</u> successful. In that case, read the error message carefully, correct the problem, and start the procedure over again at <i>Step 1</i>.</p>

The following screen displays:



Step	Action
9	Select  (F16 - Exit) or select  (Master) to return to the <i>Business Applications Master Menu</i> .
10	This procedure does <u>NOT</u> restore K:\SECONDX back to K:\SECOND . The K:\SECONDX directory must be restored <u>manually</u> with the assistance of the Ga DOE help desk. The restore process cannot be reversed, so extreme caution is warranted.
11	The PCG administrator should log into PCGenesis to ensure that the expected data has been restored correctly. Once both the database tables and the K:\SECOND directories and files have been restored, verify that the PCGenesis data is correct.
12	Review the PCG_Restore_LOG table, the PCG_Restore_LOG_Message table, and the PCG_Runtime_Errors table in the PCG_Master database. Make sure the restore operation status displays 'Successful'. Review <i>Appendix A: Summary of Database Components</i> in this document for information about the restore log and message tables.

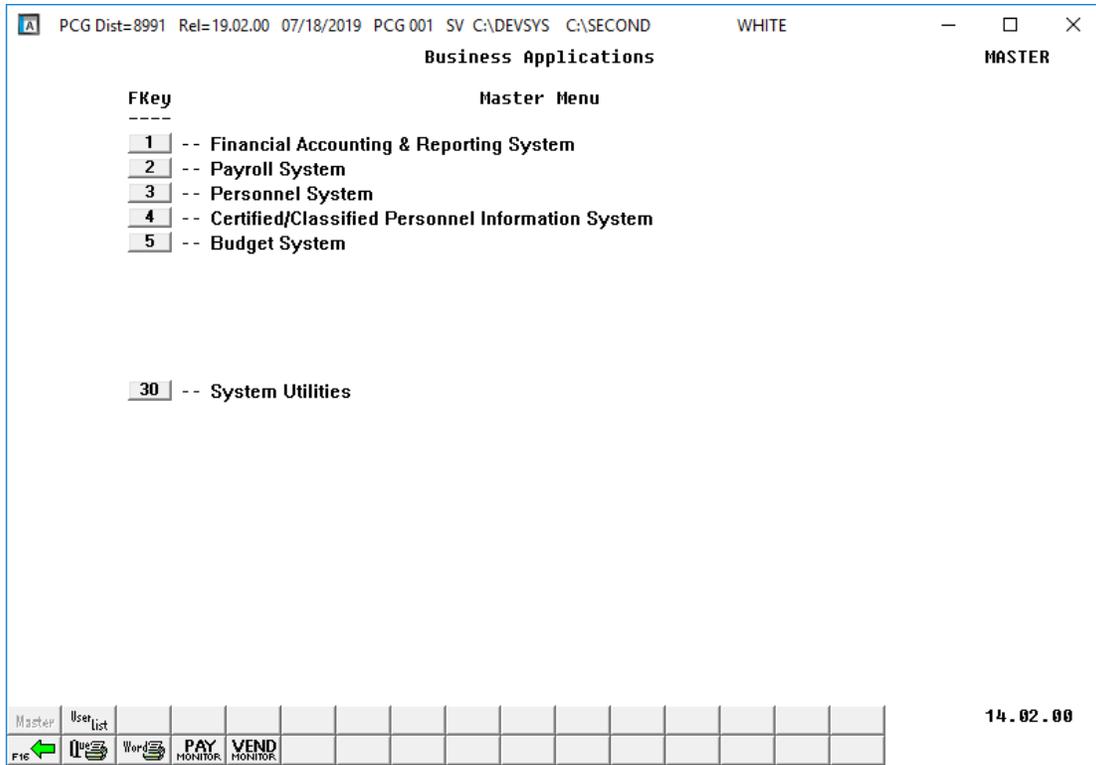
Procedure C: Restore PCGenesisDB Schema

Restore PCGenesis Schema: The *Restore PCGenesis Schema* function allows the PCGenesis administrator to restore a copy of **PCG_D_DB** tables, or **PCG_Q_DB** tables, or **PCG_SANDBOX** tables. This restore functions works in conjunction with restoring **K:\SECOND\FARDATAQ**, **K:\SECOND\PAYDATAQ**, **K:\SECOND\PAYDATAD**, or **K:\SECOND\SANDBOXQ**.

The restore schema function requires the PCGenesis administrator to contact the Ga DOE help desk to obtain the necessary password for gaining access to the function. Once the password has been entered, the PCGenesis administrator must enter either **FAR**, **PAY** or **SANDBOX** to determine which tables should be restored. The letter **D** or **Q** must also be entered. Together the two key words indicate which database tables should be restored. The table below indicates which tables will be restored based on the two key words entered.

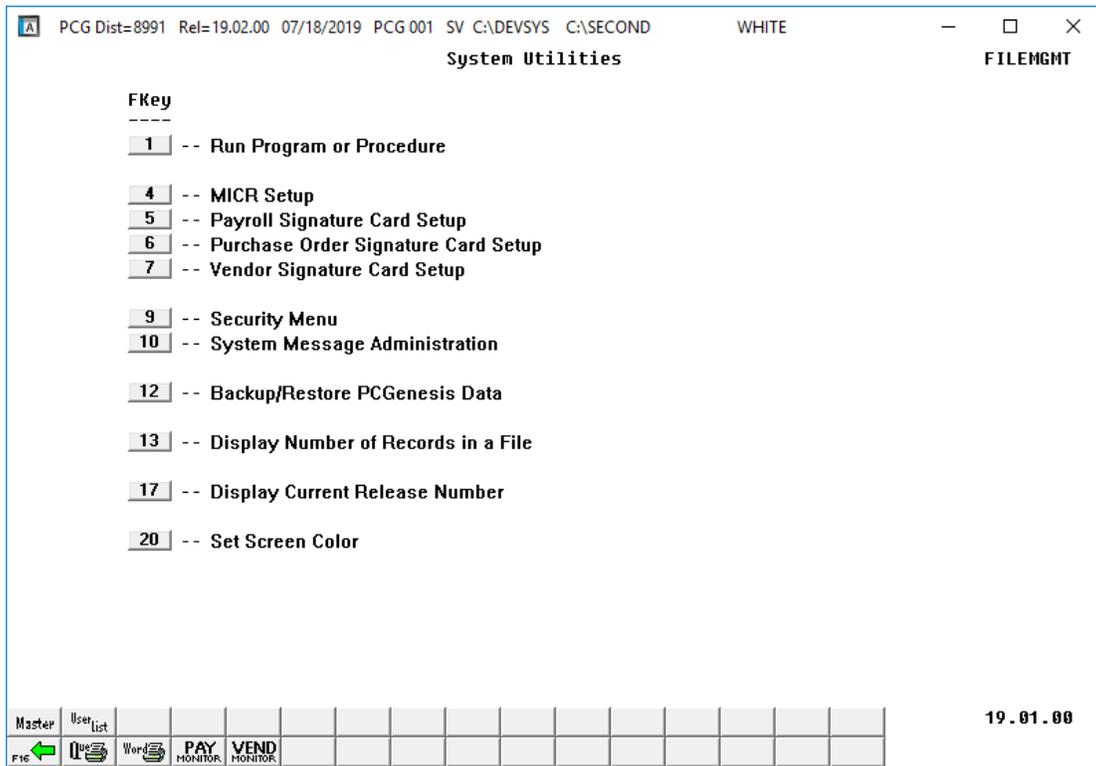
First Key Word Entry	Second Key Word Entry	Tables to be Restored
PAY	D	Restore PAYDATAD
PAY	Q	Restore PAYDATAQ
FAR	Q	Restore FARDATAQ
SANDBOX	Q	Restore SANDBOXQ

This process does NOT restore **K:\SECOND\PAYDATAD** or **K:\SECOND\PAYDATAQ** or **K:\SECOND\FARDATAQ** or **K:\SECOND\SANDBOXQ**. The **K:\SECOND** payroll, financial or budget directories must be restored manually with the assistance of the Ga DOE help desk. **The restore process cannot be reversed, so extreme caution is warranted.**



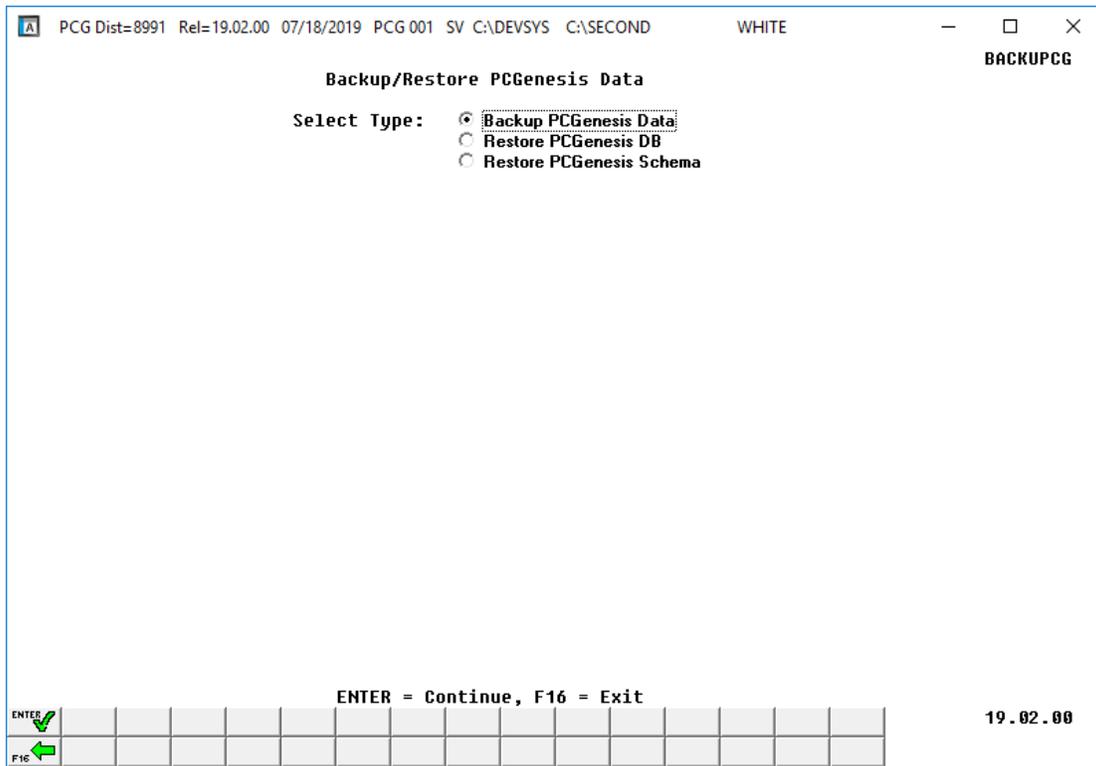
Step	Action
1	From the <i>Business Applications Master Menu</i> , select 30 (F30 – System Utilities).

The following screen displays:



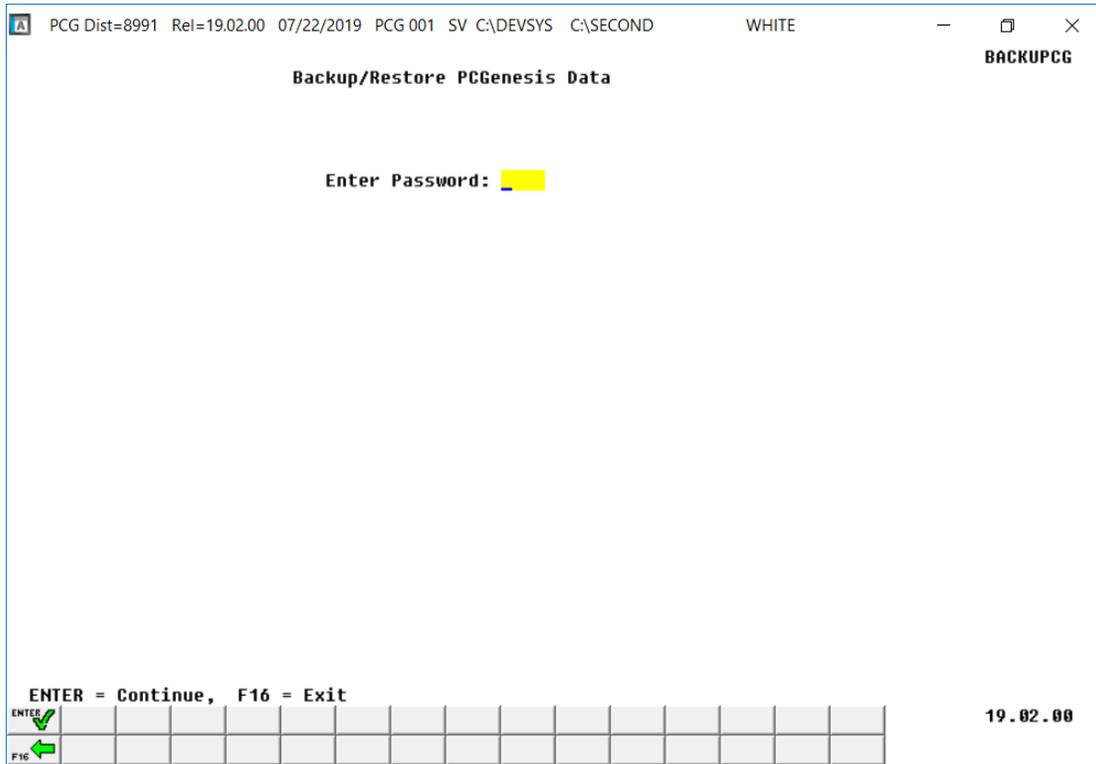
Step	Action
2	Select 12 (F12 – Backup/Restore PCGenesis Data).

The following screen displays:



Step	Action
3	Select the radio button  to the left of Restore PCGenesis Schema .

The following screen displays:



Step	Action
4	<p>Enter the Password.</p> <p>The restore database schema function requires the PCGenesis administrator to contact the Ga DOE help desk to obtain the necessary password for gaining access to the function.</p>

The following screen displays:

```

PCG Dist=8991  Rel=19.02.00  08/07/2019  PCG 004  SV C:\DEVSYS  C:\SECOND  WHITE  -  □  X
                                                                                   BACKUPCG
      * * *           W A R N I N G           * * *
      * * *   R E S T O R E   S C H E M A   * * *

** This process will restore one of the following databases **
** to production: PCG_Q_DB OR PCG_D_DB OR PCG_SANDBOX. **
** This process does NOT restore the directories PAYDATAQ, **
** PAYDATAD, FARDATAQ, or SANDBOXQ. These directories must **
** be restored manually. This process cannot be reversed. **

                P R O C E E D   W I T H   C A U T I O N ! ! ! !

PAY_____ Enter FAR, PAY, or SANDBOX

Q          Enter D or Q

** Press ENTER to Continue **
** Press F16 to Exit **

ENTER ✓
F16 ←

```

19.03.00

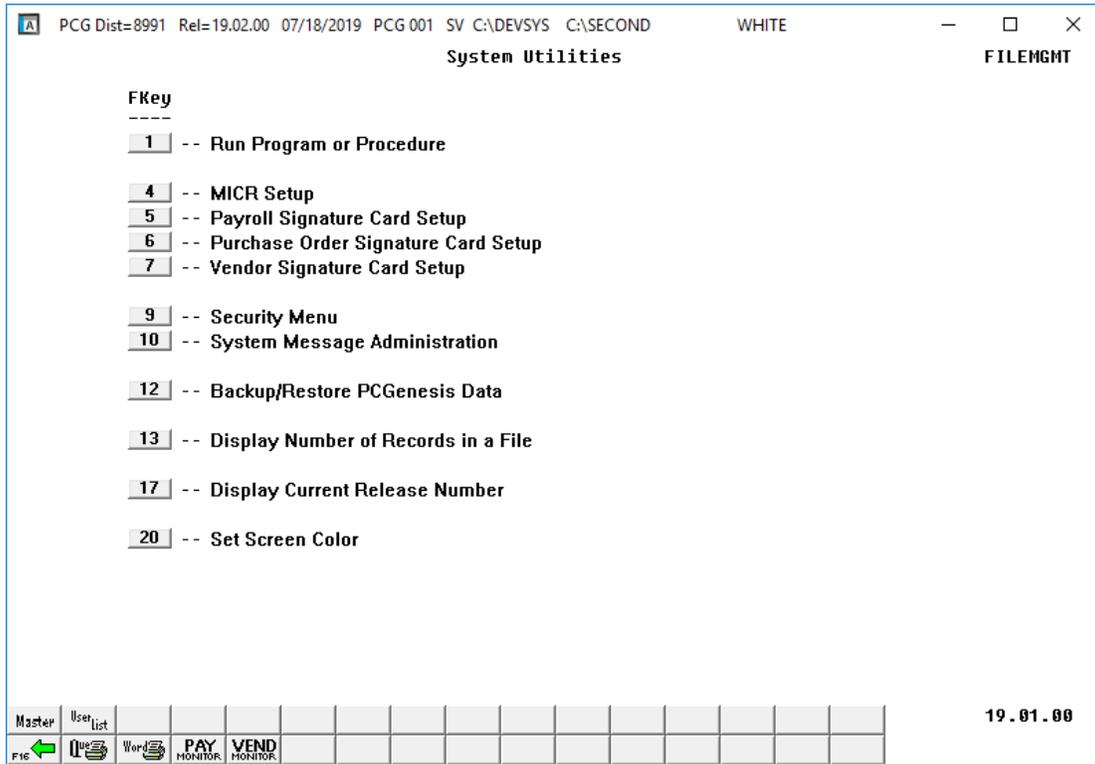
Step	Action															
5	<p>Enter either FAR, PAY or SANDBOX as the first key word entry.</p> <p>Enter D or Q for the second key word entry.</p> <p>Together the two key words indicate which database tables should be restored. The table below indicates which tables will be restored based on the two key words entered.</p> <table border="1" data-bbox="402 443 1422 800"> <thead> <tr> <th data-bbox="409 451 683 537">First Key Word Entry</th> <th data-bbox="683 451 1073 537">Second Key Word Entry</th> <th data-bbox="1073 451 1416 537">Tables to be Restored</th> </tr> </thead> <tbody> <tr> <td data-bbox="409 537 683 604">PAY</td> <td data-bbox="683 537 1073 604">D</td> <td data-bbox="1073 537 1416 604">Restore PAYDATAD</td> </tr> <tr> <td data-bbox="409 604 683 672">PAY</td> <td data-bbox="683 604 1073 672">Q</td> <td data-bbox="1073 604 1416 672">Restore PAYDATAQ</td> </tr> <tr> <td data-bbox="409 672 683 739">FAR</td> <td data-bbox="683 672 1073 739">Q</td> <td data-bbox="1073 672 1416 739">Restore FARDATAQ</td> </tr> <tr> <td data-bbox="409 739 683 800">SANDBOX</td> <td data-bbox="683 739 1073 800">Q</td> <td data-bbox="1073 739 1416 800">Restore SANDBOXQ</td> </tr> </tbody> </table> <p>This process does <u>NOT</u> restore the VISION file contained in the following directories:</p> <ul style="list-style-type: none"> • K:\SECOND\PAYDATAD • K:\SECOND\PAYDATAQ • K:\SECOND\FARDATAQ • K:\SECOND\SANDBOXQ <p>The K:\SECOND payroll, financial or budget directories must be restored manually with the assistance of the Ga DOE help desk.</p> <p>The restore process cannot be reversed, so extreme caution is warranted.</p>	First Key Word Entry	Second Key Word Entry	Tables to be Restored	PAY	D	Restore PAYDATAD	PAY	Q	Restore PAYDATAQ	FAR	Q	Restore FARDATAQ	SANDBOX	Q	Restore SANDBOXQ
First Key Word Entry	Second Key Word Entry	Tables to be Restored														
PAY	D	Restore PAYDATAD														
PAY	Q	Restore PAYDATAQ														
FAR	Q	Restore FARDATAQ														
SANDBOX	Q	Restore SANDBOXQ														
6	<p>Select  (Enter) twice.</p>															

For a successful restore request, the following screen displays:



Step	Action
7	<p>Carefully read the message displayed.</p> <p>If an error is displayed, the restore function was <u>not</u> successful. In that case, read the error message carefully, correct the problem, and start the procedure over again at <i>Step 1</i>.</p>

The following screen displays:



Step	Action
8	Select  (F16 - Exit) or select  (Master) to return to the <i>Business Applications Master Menu</i> .
9	<p>This process does <u>NOT</u> restore the VISION file contained in the following directories:</p> <ul style="list-style-type: none"> • K:\SECOND\PAYDATAD • K:\SECOND\PAYDATAQ • K:\SECOND\FARDATAQ • K:\SECOND\SANDBOXQ <p>The K:\SECOND payroll, financial or budget directories must be restored manually with the assistance of the Ga DOE help desk.</p> <p>The restore process cannot be reversed, so extreme caution is warranted.</p>
10	The PCG administrator should log into PCGenesis to ensure that the expected data has been restored correctly. Once both the database tables and the K:\SECOND directories and files have been restored, verify that the PCGenesis data is correct.

Step	Action
11	<p>Review the PCG_Restore_LOG table, the PCG_Restore_LOG_Message table, and the PCG_Runtime_Errors table in the PCG_Master database. Make sure the restore operation status displays 'Successful'.</p> <p>Review <i>Appendix A: Summary of Database Components</i> in this document for information about the restore log and message tables.</p>

Appendix A: Summary of Database Components

SQL Server Databases and Tables for PCGenesis System			
1	PCGenesisDB - PCGenesis financial and payroll production data.		
		Table Name	Purpose
	1.1	Conversion_LOG	Conversion Log indicates successful or unsuccessful conversion of a VISION file to a SQL Server table.
	1.2	Conversion_LOG_Detail	Conversion Log Detail indicates the total number of rows imported for each database table.
	1.3	Conversion_LOG_Error	Conversion Error Log indicates any errors encountered during the conversion of a VISION file to a SQL Server table.
	1.4	FAR.Account	Stores the <u>budget</u> general ledger account codes for the PCGenesis system.
	1.5	FAR.AccountR	Stores the <u>revenue</u> general ledger account codes for the PCGenesis system.
	1.6	FAR.AccountG	Stores the general ledger <u>balance account</u> codes for the PCGenesis system.
	1.7	FAR.Bank_File	Stores the bank codes for the PCGenesis financial system.
	1.8	FAR.Facility	Stores the facility and building records for purchase order processing.
	1.9	FAR.Name_01_Fiscal_Year	Stores the 2-digit year description of the account number.
	1.10	FAR.Name_02_Fund	Stores the 3-digit fund description of the account number.
	1.11	FAR.Name_03_FY_flag	Stores the 1-digit fiscal year description of the account number. (Not used.)
	1.12	FAR.Name_04_Program	Stores the 4-digit program code description of the account number.
	1.13	FAR.Name_05_Function	Stores the 4-digit function code of the account number, for expense accounts.
	1.14	FAR.Name_06_Object	Stores the 5-digit object code description of the account number.
	1.15	FAR.Name_07_Fac_Bldg	Stores the 5-digit facility/building code description of the account number.
	1.16	FAR.Name_08_Additional	Stores the 6-digit additional code description of the account number.
	1.17	FAR.Name_09_Rev_Srce	Stores the 4-digit source code description of the account number, for revenue accounts.

SQL Server Databases and Tables for PCGenesis System - <i>continued</i>		
1	PCGenesisDB (<i>continued</i>) - PCGenesis financial and payroll production data.	
	Table Name	Purpose
1.18	FAR.Name_10_BLNC_SHEET	Stores the 4-digit balance sheet code description of the account number, for GL accounts.
1.19	FAR.Revenue_Source	Stores the Revenue Source records for the financial system revenue subsystem.
1.20	T_lookup.GA_County	Stores the County codes for Georgia counties.
2	PCG_Master - PCGenesis backup and restore logs.	
	Table Name	Purpose
2.1	PCG_Backup_LOG	Backup log indicates successful or unsuccessful completion of a PCGenesis backup operation.
2.2	PCG_Backup_LOG_Message	The system messages associated with the backup operation.
2.3	PCG_Information	Stores the location of the SQL Server database backup directory.
2.4	PCG_Restore_LOG	Restore log indicates successful or unsuccessful completion of a PCGenesis restore operation.
2.5	PCG_Restore_LOG_Message	The system messages associated with the restore operation. When a restore of D or Q tables has been requested, the <i>Log Message</i> table gives a list of each individual table restored during the operation.
2.6	PCG_Runtime_Errors	Stores PCGenesis runtime errors that occur during a backup or restore operation.

SQL Server Databases and Tables for PCGenesis System - <i>continued</i>		
3	PCG_Q_DB	
	The PCG_Q_DB database is a backup of PAYDATA that is made just before Calculate Payroll & Update YTD (Final) (F4) or is a backup of FARDATA that is made just before updating budget files with vendor check information (F5).	
	Table Name	Purpose
3.1	PAY.tablename	<p>PAYDATAQ and PCG_Q_DB database tables: The PAYDATAQ directory (inside of the SECOND directory) is a backup of PAYDATA that is made just before <i>Calculate Payroll & Update YTD (Final)</i> (F4).</p> <ul style="list-style-type: none"> Restore from PAYDATAQ if a problem occurs during check printing.
3.2	FAR.tablename	<p>FARDATAQ and PCG_Q_DB database tables: The FARDATAQ directory (inside of the SECOND directory) is a backup of FARDATA that is made just before updating budget files with vendor check information (F5).</p> <ul style="list-style-type: none"> Restore from FARDATAQ if a problem occurs with posting to budget files. Also restore from FARDATAQ if a problem occurs in financial data after posting but before the nightly backup is processed. FARDATAQ should not be restored if any interaction from payroll has occurred (posting payroll or processing an earnings history record gross data transfer). When both financial and payroll records are affected, all of SECOND should be restored.
3.3	dbo.Load_Log	The Load Log indicates successful or unsuccessful completion of a PCGenesis backup of PAYDATAQ or FARDATAQ and how many tables were loaded.
3.4	dbo.Load_Log_Detail	The Log Detail gives a list of each individual table loaded during the backup operation.

SQL Server Databases and Tables for PCGenesis System - <i>continued</i>		
4	PCG_D_DB	
	The PCG_D_DB database is a backup of PAYDATA that is made after printing payroll checks, but just before printing payroll direct deposits (F2, F3, F5).	
	Table Name	Purpose
4.1	PAY.tablename	<p>PAYDATAD and PCG_D_DB database tables: The PAYDATAD directory (inside of the SECOND directory) is a backup of PAYDATA that is made just after checks print (F5) and before direct deposits print.</p> <ul style="list-style-type: none"> Restore from PAYDATAD if a problem occurs during or after printing direct deposits but before posting to payroll earnings history (F13).
4.2	dbo.Load_Log	The Load Log indicates successful or unsuccessful completion of a PCGenesis backup of PAYDATAD and how many tables were loaded.
4.3	dbo.Load_Log_Detail	The Log Detail gives a list of each individual table loaded during the backup operation.
5	PCG_SANDBOX	
	The PCG_SANDBOX database is a backup of SANDBOX that is made just before creating the budget SANDBOX (F5, F1).	
	Table Name	Purpose
5.1	SAND.tablename	<p>SANDBOXQ and PCG_SANDBOX database tables: The SANDBOXQ directory (inside of the SECOND directory) is a backup of SANDBOX that is made just before a new <i>Budget SANDBOX</i> is created (F5, F1).</p> <ul style="list-style-type: none"> Restore from SANDBOXQ if it is desired to return to a prior iteration of the budget forecasting parameters.
5.2	dbo.Load_Log	The Load Log indicates successful or unsuccessful completion of a PCGenesis backup of SANDBOXQ and how many tables were loaded.
5.3	dbo.Load_Log_Detail	The Log Detail gives a list of each individual table loaded during the backup operation.
6	VQueueDB	
	The VQueueDB database contains the <i>VerraDyne Print Manager</i> associated tables.	