



The **Summit SafeGuard** ensures your data is safe!

- ✓ Will help avoid file corruption
- ✓ Give early warnings of corruption in Summit data files and other Microsoft Access files

## SUMMIT SAFEGUARD

One of your most important assets is the precious information you have spent years compiling, but how safe is it?

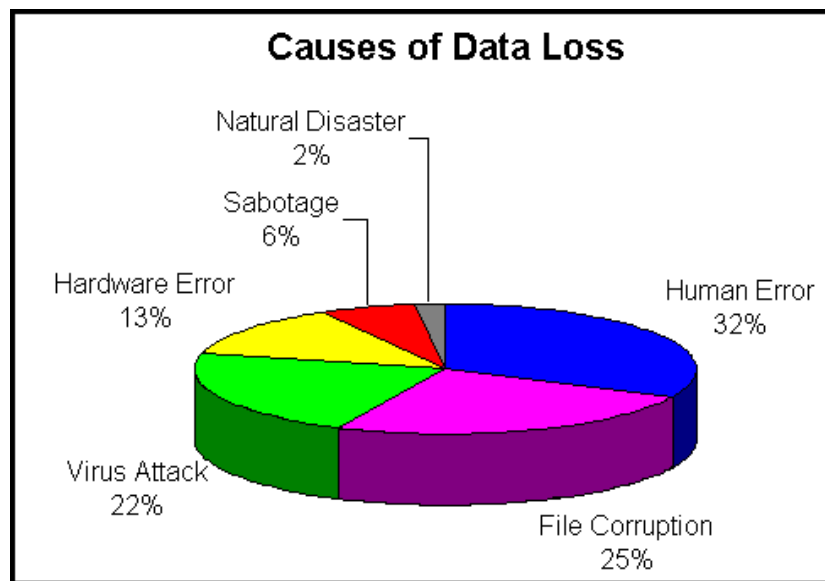
### DO YOU:

- **ALWAYS** compact and repair all your updated Summit data files every day?
- **ALWAYS** compact and repair all your Summit data files immediately after any system or network problem or failure?
- **ONLY** backup your Summit data files after making sure that they have compacted cleanly?
- **ALWAYS** backup your Summit data files any day that you have changed the information in them?

If you can answer **YES** to all of the above questions, or you wouldn't really mind re-entering a day's work, a week's work, or maybe a few months or even years work, then read no further. If, however, you would like to safeguard this asset, read on.

### WHY USE SUMMIT SAFEGUARD?

In a perfect world data loss would never take place - in the real world, this is what happens:



The data lost could be a PowerPoint presentation, a Word document, a FoxPro file, a Summit data file, or another Microsoft Access data file. The best ways to protect from loss of information are good computer housekeeping practices and a backup regime that incorporates rotating media and off-site storage.

Summit SafeGuard helps avoid file corruption, and gives early warnings of corruption, in Summit data files and other Microsoft Access files.

### Perfect for:

- ✓ Compacting Summit data files
- ✓ Compacting other Microsoft Access files

Summit SafeGuard was specifically designed to address the following problems:

### **1. Summit data files (or other Microsoft Access files) are not compacted as often as they should be**

Of course not! It's difficult, inconvenient and time consuming, particularly in a multi-user environment, to go round the office making sure no one has the file open before the file can be compacted.

Unfortunately, this means that data files just keep getting larger and more fragmented, which in turn makes the files more likely to become corrupted. Often it's not apparent the file has a corruption. It continues to be used, running the risk of graduating from having a file with a minor, relatively easy to fix corruption, to a severely corrupted file with a complete, irretrievable loss of all information. We know of people who have lost over two year's work!

#### ***How Summit SafeGuard helps:***

- Runs stand-alone, unattended, at a nominated time every day after everyone has gone home
- Compacts every day the files you designate - with a full report of what's happened
- Takes away the worry if all your Summit data files are being compacted on a regular basis

### **2. If an already corrupt file is compacted, it can be further damaged**

People can go for weeks or months with a file containing a corruption without knowing it, if they never go to the record containing the actual corruption. If they then compact the file, the compact/repair function can truncate data, rendering the file completely unrecoverable, even by specialist data recovery companies.

#### ***How Summit SafeGuard helps:***

- Runs a safeguarded compact of each file
- Ensures that there has been no data loss and no internal compact errors have occurred

If a file is too corrupted for Summit SafeGuard to compact, the fact that no data has been lost means that specialist data recovery companies have a much better chance of recovering data. You will know of any corruptions in time to get them fixed, before the data files become unrecoverable.

### **3. People don't know if they are backing up corrupt data files**

When you run your normal backups, you have no way of knowing if you are backing up corrupted data files. You may end up with no backup copies of your data file as you can cycle through your full backup media sets before detecting the corruption.

#### ***How Summit SafeGuard helps:***

- Makes alternative backup copies of successfully compacted files over a weekly rotation
- Ensures that corrective action is taken prior to the next backup by highlighting problem files on a daily basis
- Set backup timing to start after Summit SafeGuard has completed its compact and backup cycle, resulting in a clean, backed up, data file

### **4. Hardware Fails**

Your file server may crash and data on it may be unrecoverable. If your nightly tape backup is also run from the file server, it may be difficult to recover your data files from tape.

#### ***How Summit SafeGuard helps:***

- Keep alternative backup copies in any folder on your hard drive or network, not just on your file server.
- Quickly rename and use one of these files.

### **IMPORTANT NOTE**

For Summit SafeGuard to be operational, you must have either MS Access 2000, 2002, 2003 or 2007 installed on your computer.



**For further information, contact:** [info@meetingready.com](mailto:info@meetingready.com)

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