



# Ocularis Configuration Database Backup Guide

Version 6.1 SP1

November 2021

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## Revision History

Revision	Purpose for Change	Date
00	GA	November 2021

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## 2 Introduction

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Regardless of the Ocularis model, the Ocularis Base component uses a Microsoft SQL Server Express database to store configuration and authentication resources used by Ocularis.

This SQL database for the Ocularis Base software should not be confused with the databases used to store live and recorded video and audio data.

### 2.1 Purpose

The purpose of this document is to identify the procedures on how to backup Ocularis configuration and migrate the data to a new SQL server instance if necessary. The latest supported version of SQL Server is SQL Server 2019

### 2.2 Target Audience

The target audience for this document is surveillance system administrators and/or database administrators who are responsible for data integrity and system maintenance.

## 3 Backup of Ocularis Base Configuration Data using the Backup/Import Tool (Recommended)

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The following procedure backs up the data in the SQL Server database used with Ocularis Base. Use this procedure when you:

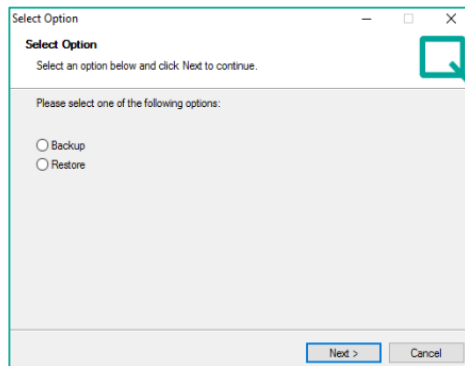
- need to switch the hardware used for Ocularis Base
- need to recover after reinstalling the operating system
- desire to make a system backup

This procedure may be used to backup Ocularis Base data with any Ocularis model. Please note that it will only back up configuration information from Ocularis Base.

### 3.1 Summary of Steps

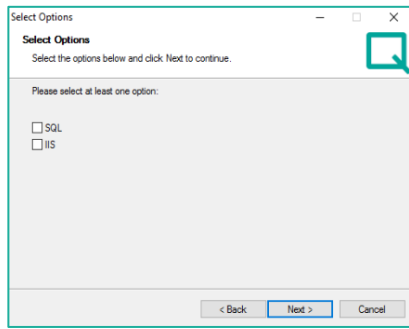
The new tool dramatically improves the process of backing up and migrating the Ocularis Base configuration without the need to be an expert in using SQL Management Studio.

1. Download the “Ocularis Base Transfer Tool” from the Qognify.com website
2. Launch the tool
3. Select “Backup” or “Restore”

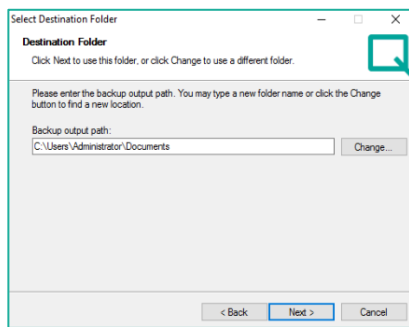


4. If creating a configuration backup, here are the options:
  - a. Select SQL (Ocularis configuration) and or IIS (Maps, Bookmarks, Assets)

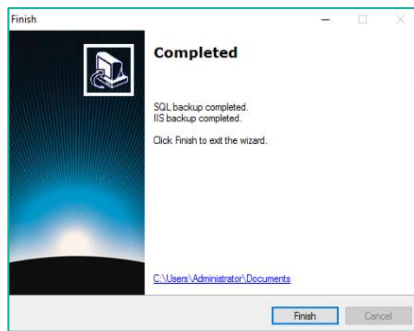




b. Next, select where to back up the data:

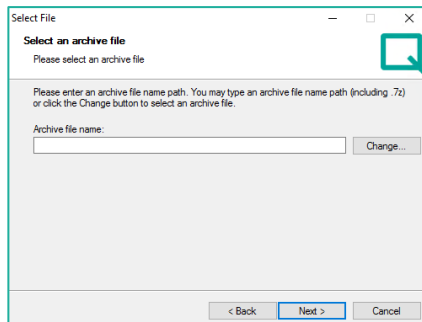


c. The tool will get to work gathering all the data. The application will let you know when it is done.

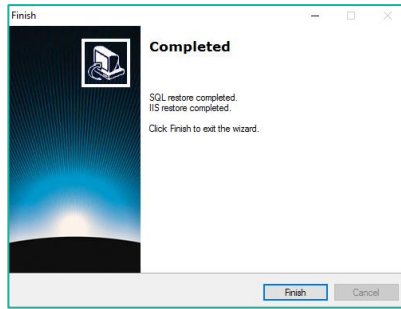


5. If restoring a configuration, here are the steps:

a. Select the archive file ( a 7-Zip file) created by the tool:



- b. Once done restoring, the application will show the following:



## 4 Backup of Ocularis Base Configuration Data Using Manual Process (Not Recommended)

---

The following procedure backs up the data in the SQL Server database used with Ocularis Base. Use this procedure when you:

- need to switch the hardware used for Ocularis Base
- need to recover after reinstalling the operating system
- desire to make a system backup

This procedure may be used to backup Ocularis Base data with any Ocularis model. Please note that it will only back up configuration information from Ocularis Base.

### 4.1 Summary of Steps

1. Backup Ocularis Service Folders (only if using maps, icons, and bookmarks)
2. Backup the Ocularis Base SQL Database.

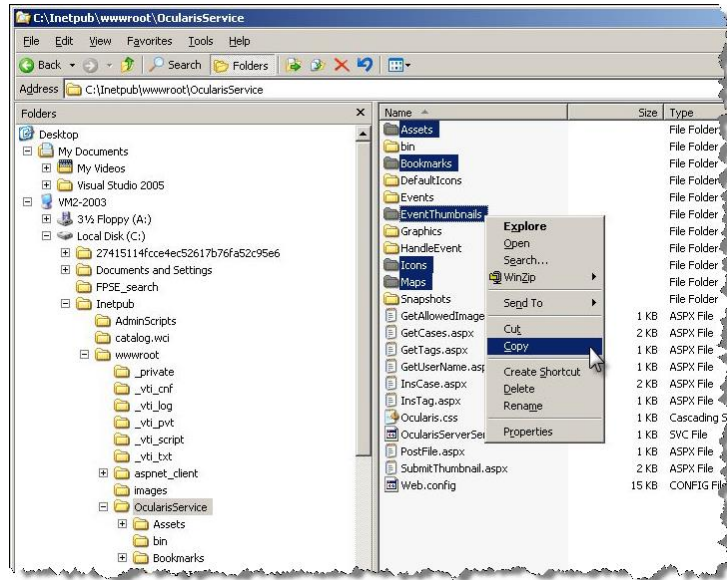
If you intend to migrate the database to another machine:

- a. Install Ocularis Base
- b. Restore the Ocularis Service Folders
- c. Restore the Ocularis Base SQL Database
- d. Modify the Security Settings in the SQL Database

### 4.2 Backup Ocularis Service Folders

(Move to next step if you don't wish to backup maps, icons, and bookmarks)

Figure 1 Backup Service Folders



Back up the existing Ocularis Service folders. These folders store resources used in Ocularis and are found in the following directory on the Ocularis Base Server machine:

C:\inetpub\wwwroot\OcularisService

Folders to back up include:

- Assets
- Bookmarks<sup>1</sup>
- EventThumbnails
- Icons
- Maps

Copy these folders to an external source such as a thumb drive or network share.

<sup>1</sup> This is the default location for Bookmarks. During the Ocularis Base installation this location may have been changed by the system administrator

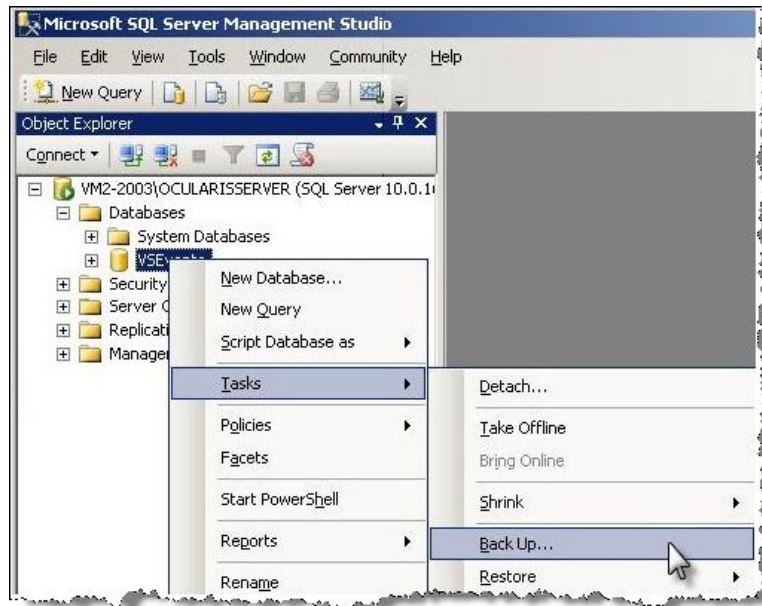
## 4.3 Backup the Ocularis Base SQL Database

Use this procedure to back up the database used to store Ocularis Base configuration data.

### 4.3.1 To Backup Ocularis Base SQL Database

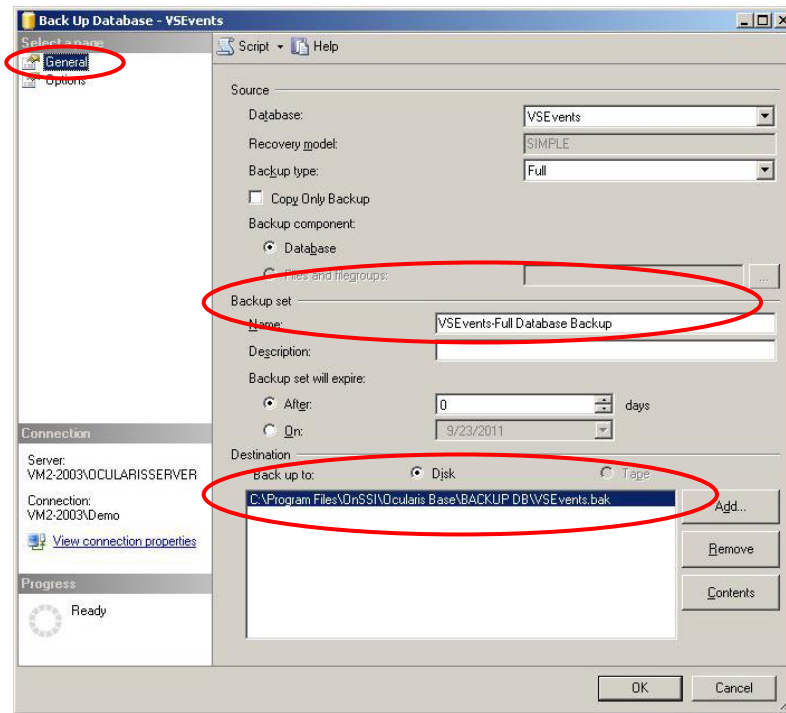
1. Log into SSMS (SQL Server Management Studio).  
If you need to install SSMS, please refer to page 21.
2. Once logged into SSMS, expand the Databases folder and right-click the **VSEvents** database.
3. Choose **Tasks > Back Up...**

Figure 2 Backup



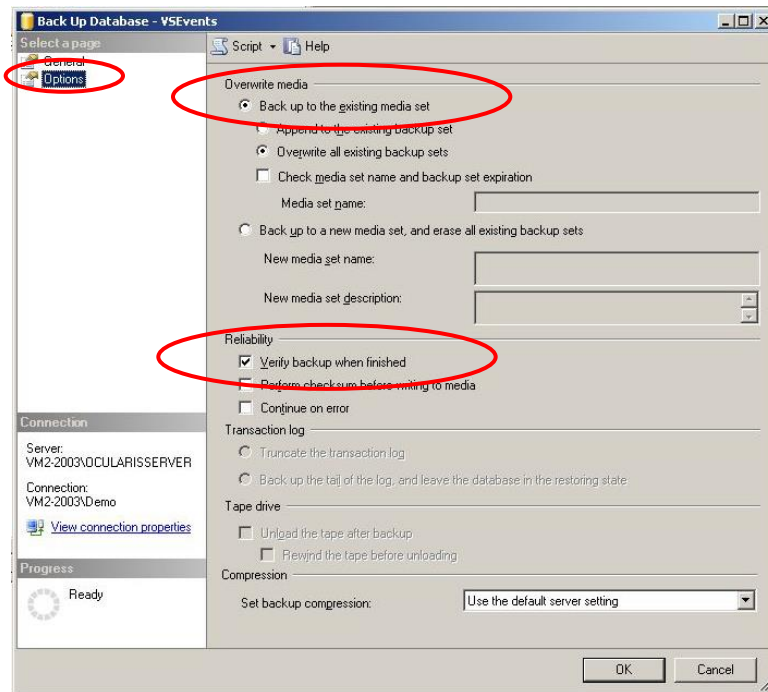
4. On the **General** page of the *Back Up Database* pop-up, take note of the Destination path and Name of the Backup set (or choose one yourself).

Figure 3 General > Backup Set



5. On the **Options** page, select these options:
  - a. In the *Overwrite media* section, choose 'Overwrite all existing backup sets'
  - b. In the *Reliability* section, check 'Verify backup when finished'

Figure 4 Options > Overwrite Media



c. Click **OK**.

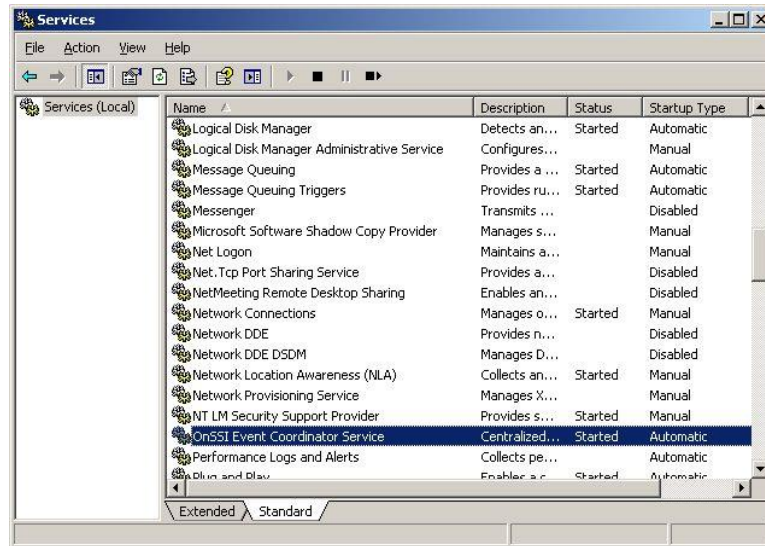
Once the task is completed, copy the Backup file to an external source.

## 4.4 Migrating Backup Data and Database

Use the following procedure to migrate the Ocularis database to a new or rebuilt server:

1. Install the Ocularis Base software component on the new or rebuilt server.
  - a. You must notify Qognify that you have installed Ocularis Base on a server. We can increase your license activation count so you may activate this new server.
  - b. Once the Base component is installed, and Qognify has increased your activation count, please activate your license at this time.

Figure 5 Stop Event Coordinator Service

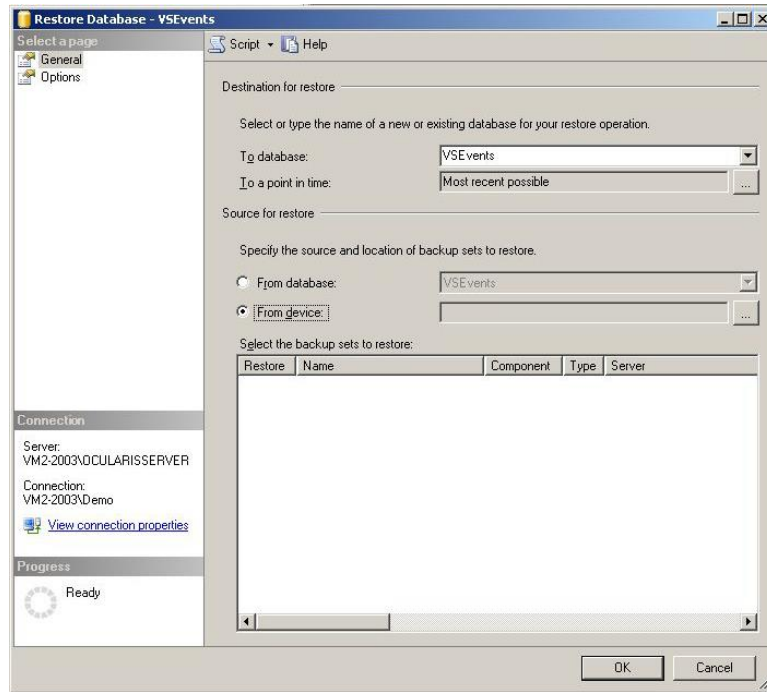


2. Stop the *Qognify Event Coordinator Service* in local services.
3. Paste (replace) the folders backed up from
4. on page 6 into the directory:
 

```
C:\inetpub\wwwroot\OcularisService
```
5. Install SQL Server Management Studio (SSMS) on your new Base server. (see How to Install SQL Server Management Studio on page 21.
6. Once installed, log into SSMS using the Windows Account.
  - a. Expand the Databases folder and right-click the **VSEvents** database.
  - b. Choose **Tasks > Restore > Database...**
7. On the **General** page of the *Restore Database* pop-up, in the 'Source for restore' section:
  - a. Choose **From device**, and click the ellipses to browse for the file.

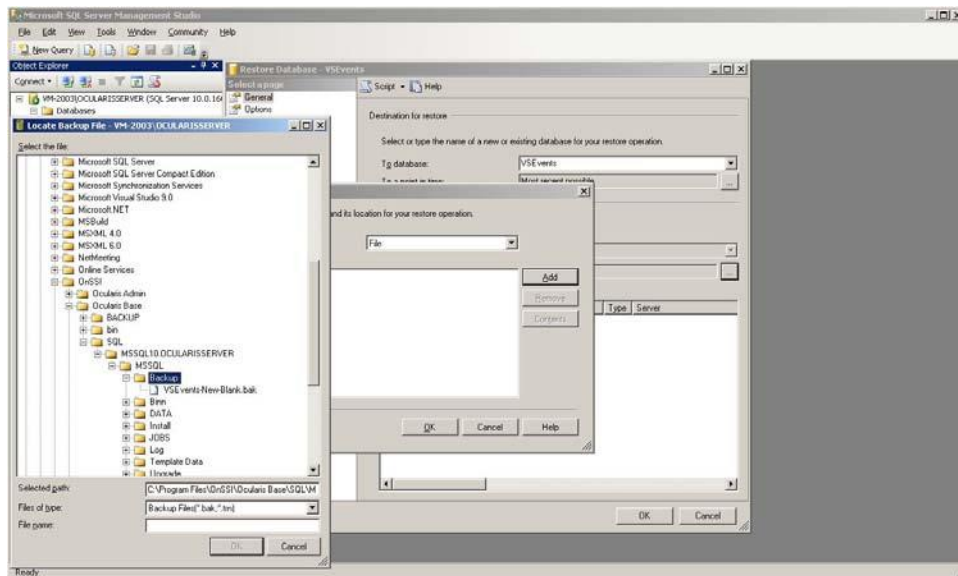


Figure 6 Restore



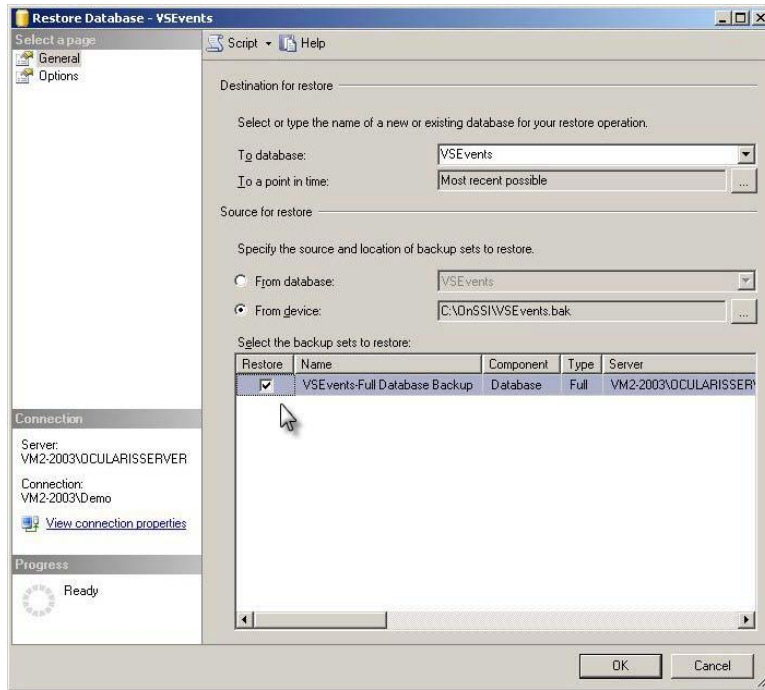
- b. Browse for the Backup file saved in Backup the Ocularis Base SQL Database on page 7.

Figure 7 Browse for Backup



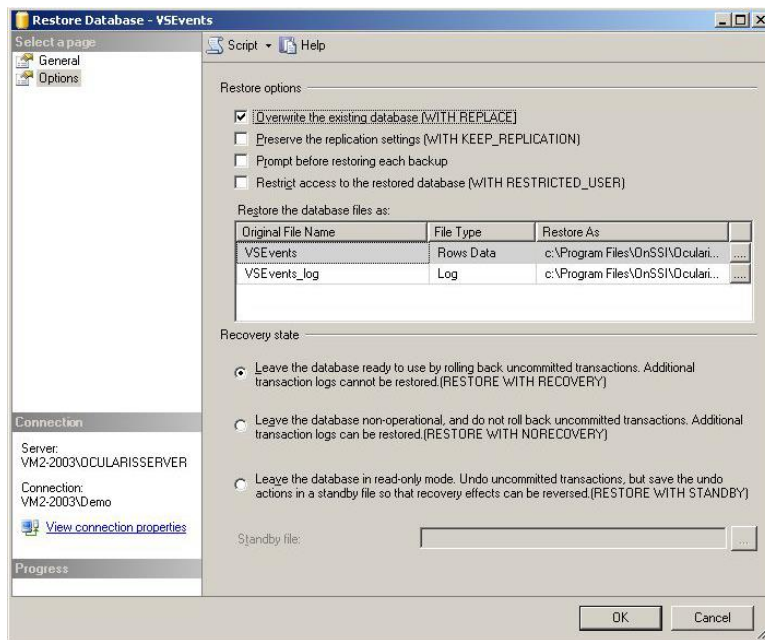
- c. Select the .bak file and click **OK**.
- d. Mark the check box for the backup set to *Restore*.

Figure 8 Check Restore



- 8. In the **Options** page, check the box to 'Overwrite the existing database (WITH REPLACE)'.

Figure 9 Overwrite Existing DB



- 9. Click **OK**.

Process should execute successfully.

If the process fails:

- Leave the *Restore Database* screen open. (This is likely due to there being active connections to the database).
- Restart the service **SQL Server (OCULARISSERVER)**
- Click **OK** on the *Restore Database* screen.

It should execute successfully.

## 4.5 Recreating the Ocularis User

For the restored database, you must recreate the Ocularis User.

1. Expand the **VSEvents** database.
  - a. Expand **Security**.
  - b. Expand **Users**.
  - c. If you still see the **OcularisUser** here, right-click the username and delete this user.

Figure 10 Ocularis User

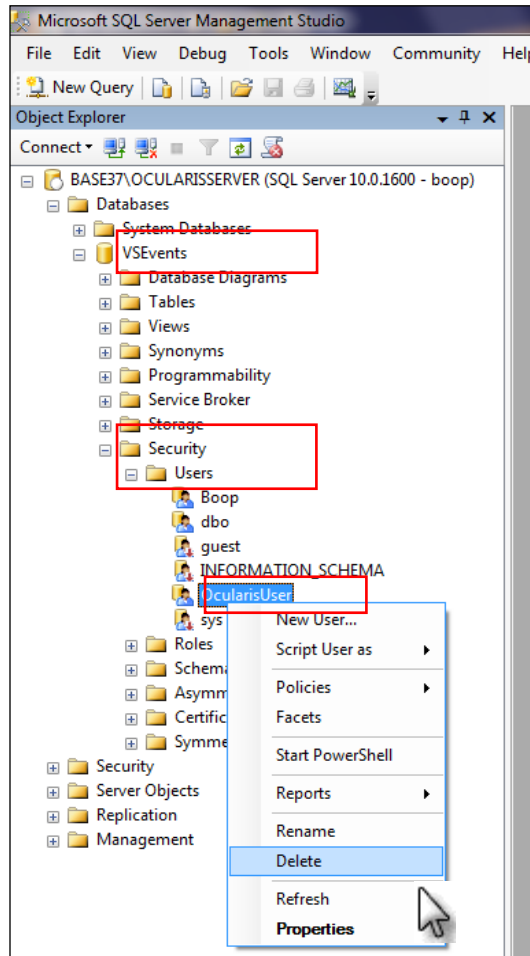
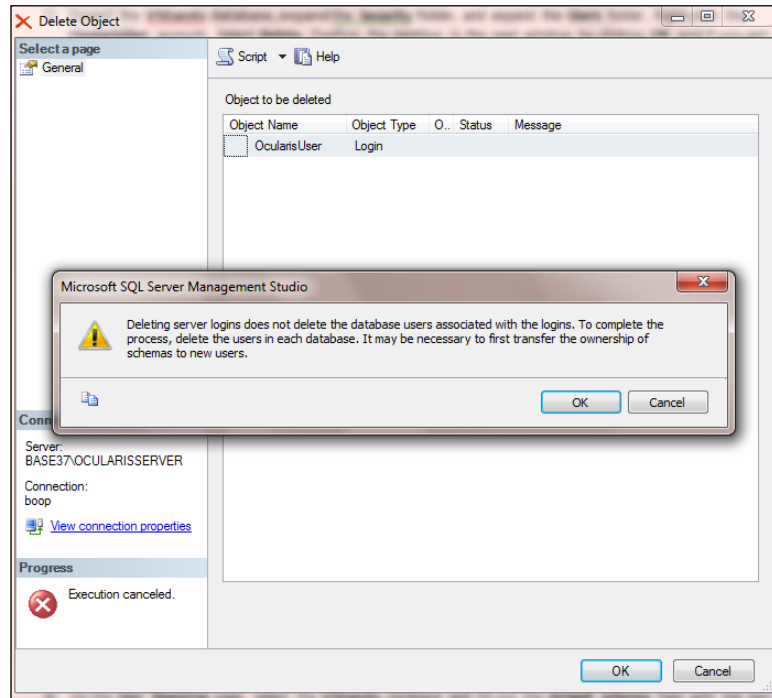
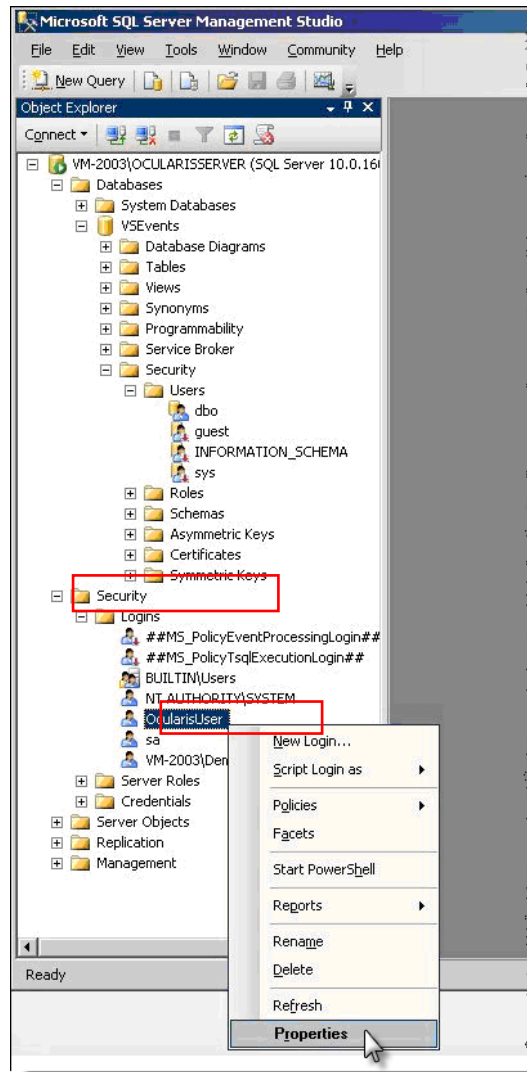


Figure 11 Delete User



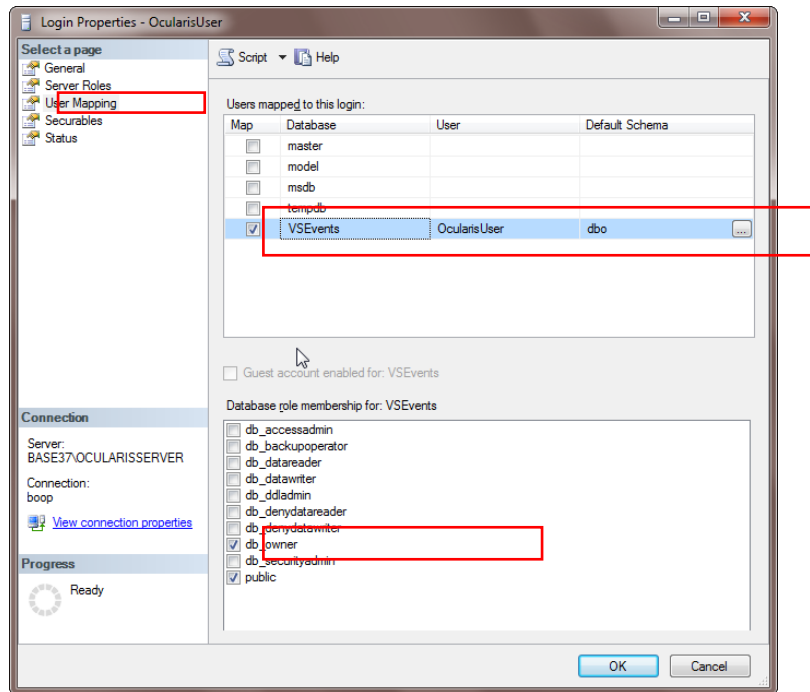
- d. Click **OK**.
2. Under the **Security** folder, right-click the **OcularisUser** account and choose **Properties**.

Figure 12 User Properties



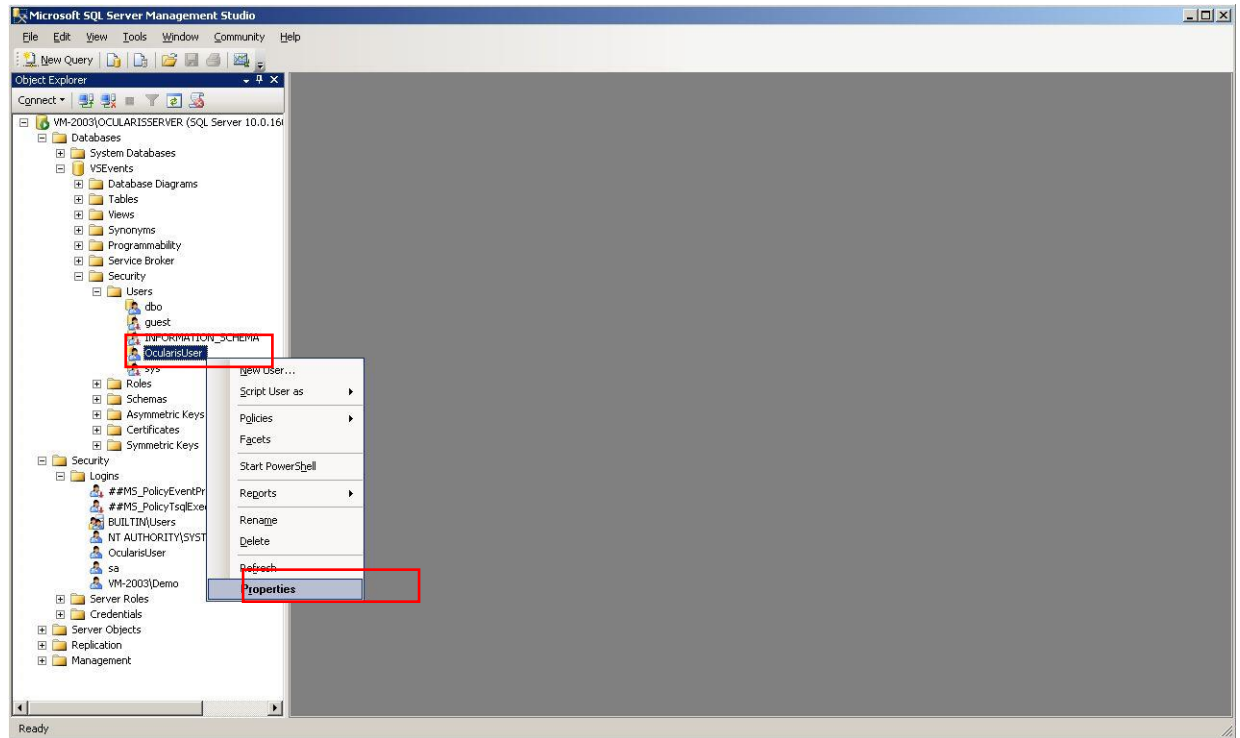
3. On the **User Mapping** page, select the **VSEvents** database.
  - a. For the **Default Schema** field, enter **dbo**
  - b. Check the box next to the **db\_owner** under 'Database role membership for: VSEvents'.

Figure 13 User Mapping



4. Expand the **Security** folder under the **VSEvents** database again. The **OcularisUser** account should appear in the **Users** folder now.
5. Right-click the **OcularisUser** account and choose **Properties**.

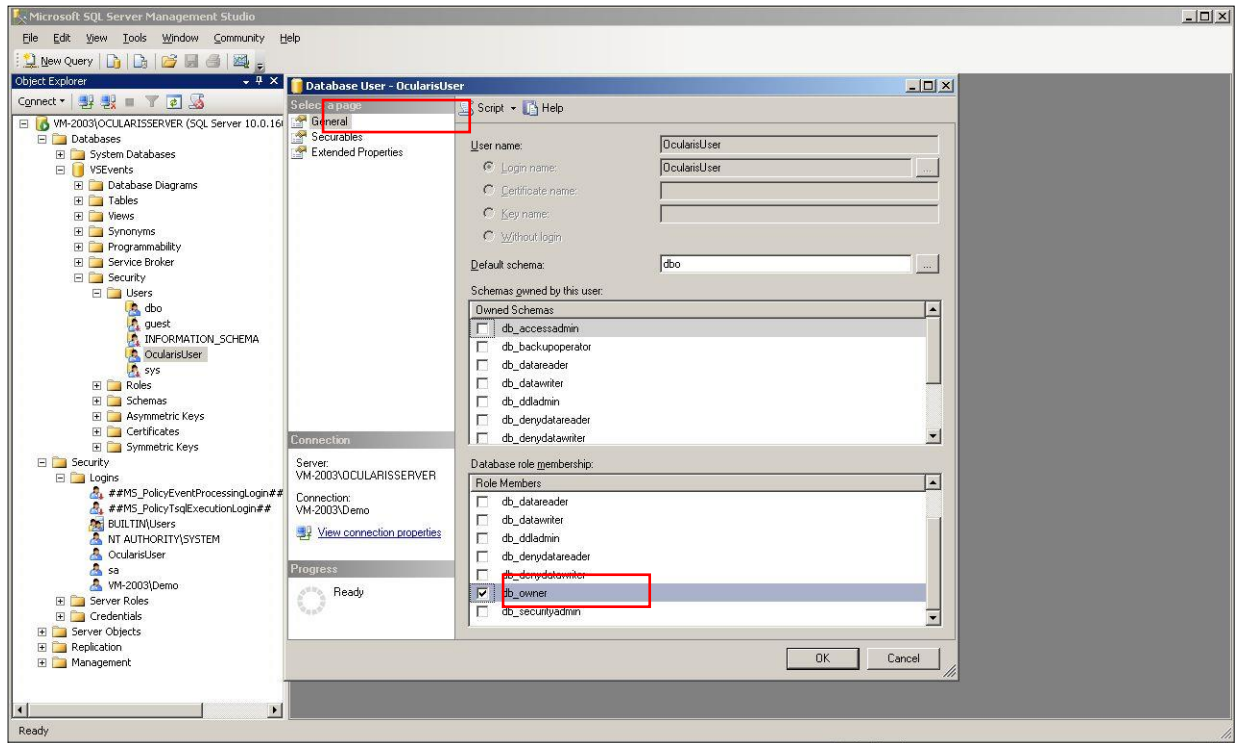
Figure 14 Properties of User



- a. In the **General** page, scroll down the **Role Members** window, select the **db\_owner** and click **OK**.



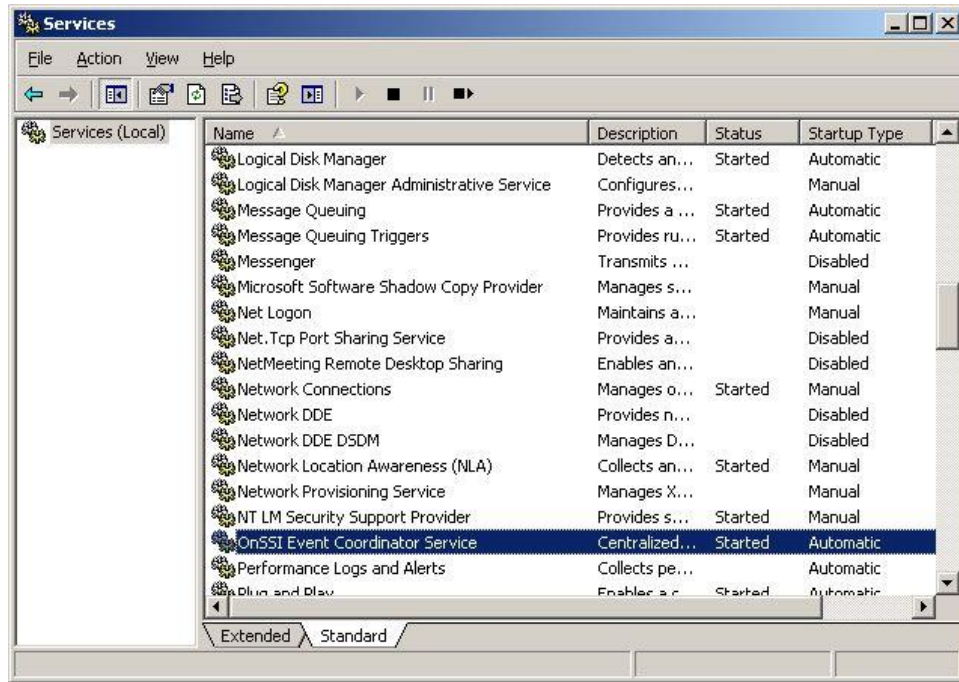
Figure 15 Select db\_owner



### 4.5.1 Testing the changes

1. Start the **Qognify Event Coordinator Service**. The service should start successfully.

Figure 16 Start Event Coordinator Service

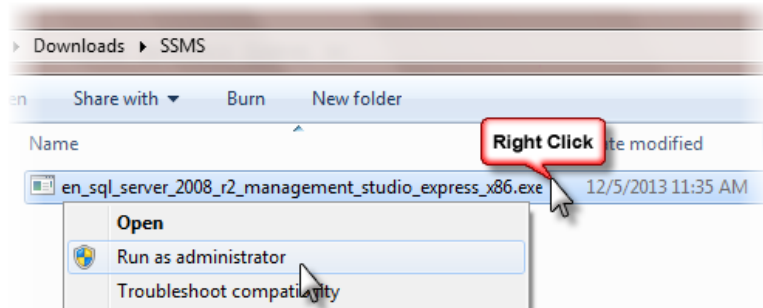


## 4.6 How to Install SQL Server Management Studio

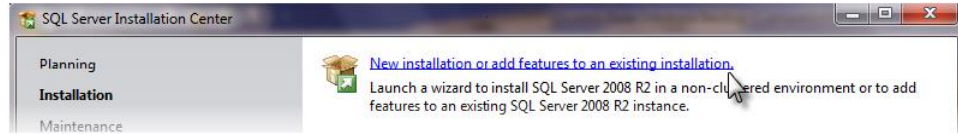
SQL Server Management Studio is required in order to back up the Ocularis configuration database. SSMS can be installed on any machine. However, for ease of use, we recommend installing it on the Base server itself.

### 4.6.1 To Install SQL Server Management Studio

1. Download SQL Management Management Studio
2. Once the download completes, right-click the .exe file, and select 'Run as Administrator' to run the setup file.

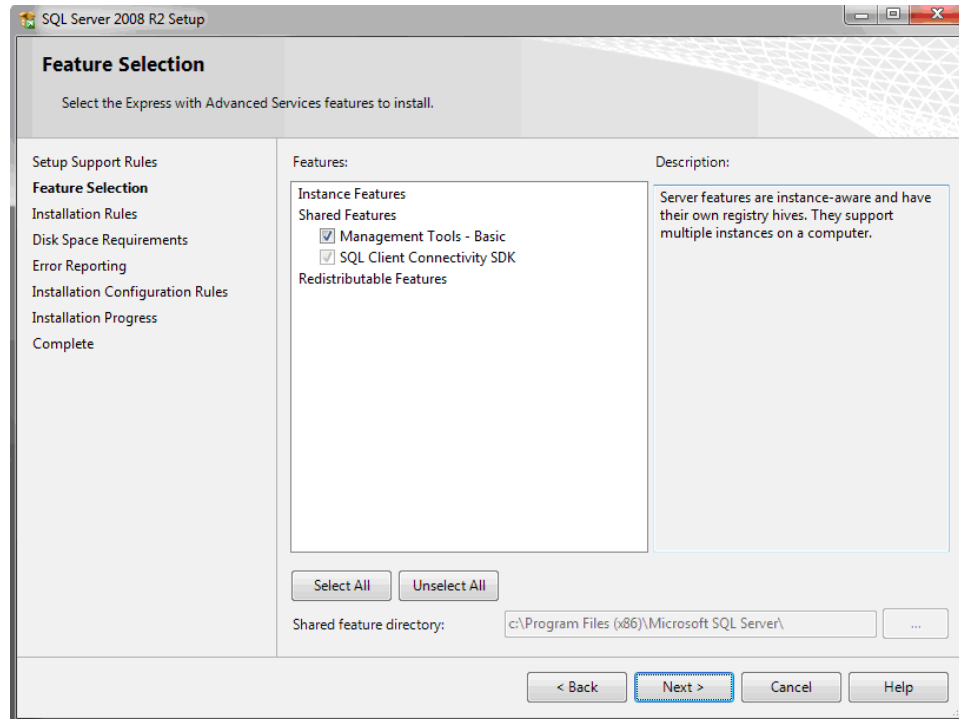


3. Select the 'Installation' section and click the option 'New installation or add features to an existing installation.'



4. Check the box for '*I accept the license terms*' and click the **Next** button. The installer will proceed to install Setup files.

5. On the feature selection screen, if not already checked, check the box next to 'Management Tools – Basic', and then click **Next**.



6. On the Error reporting screen, click **Next**.

The installation should begin. If you encounter any other prompts, use the default setting and click **Next** to proceed.

The installation can take around 5 minutes to complete.

After the installation, you should see a success screen.

7. Click **Close**, and then you may also close the main 'SQL Server Installation Center' window.

## 4.6.2 To Open SSMS

1. To open SSMS, click on the Windows **Start > All Programs > Microsoft SQL Server Tools > SQL Server Management Studio**.
2. On the Login screen, use the default values and click **Connect**

You should be logged in. (your server name will be different but the database name should be 'OCULARISERVER').

