



# PASSPORT® 4000 MESSAGE HANDLING SYSTEM

## Maintenance Manager

V 2.1



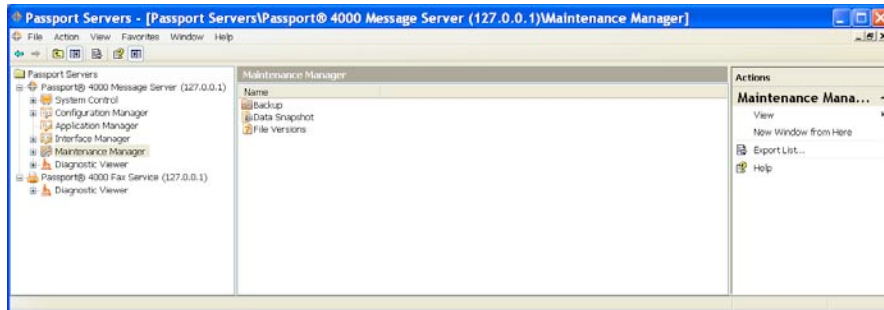


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## PASSPORT Maintenance Manager



Use the Maintenance Manager snap-in extensions for backup and diagnostic functions

### Backup

Backup the files that make this Passport unique.

### Data Snapshot

diagnostics.

Take a snapshot of the database content for

## Backup



Use the Backup snap-in to create and maintain profiles for maintenance backups.

### Operations



#### Refresh

Clicking **Refresh** in the Action Pane, or right-clicking on Backup in the console tree and clicking **Refresh**, will refresh the list of profiles.



#### Add new...

Clicking **Add new...** in the Action Pane or right-clicking on Backup in the console tree and clicking **Add new...**, will open the properties dialog to create a new profile. See Profile Properties for more details.

Select an entry and additional options will appear in the Action Pane, or right-click an entry and these options appear in the context menu. Double-clicking an entry will open the property dialog for that entry.



#### Backup Now...

Clicking **Backup Now...** will open the dialog to perform a backup using the definitions in the selected profile. See Backup Operation for more details.



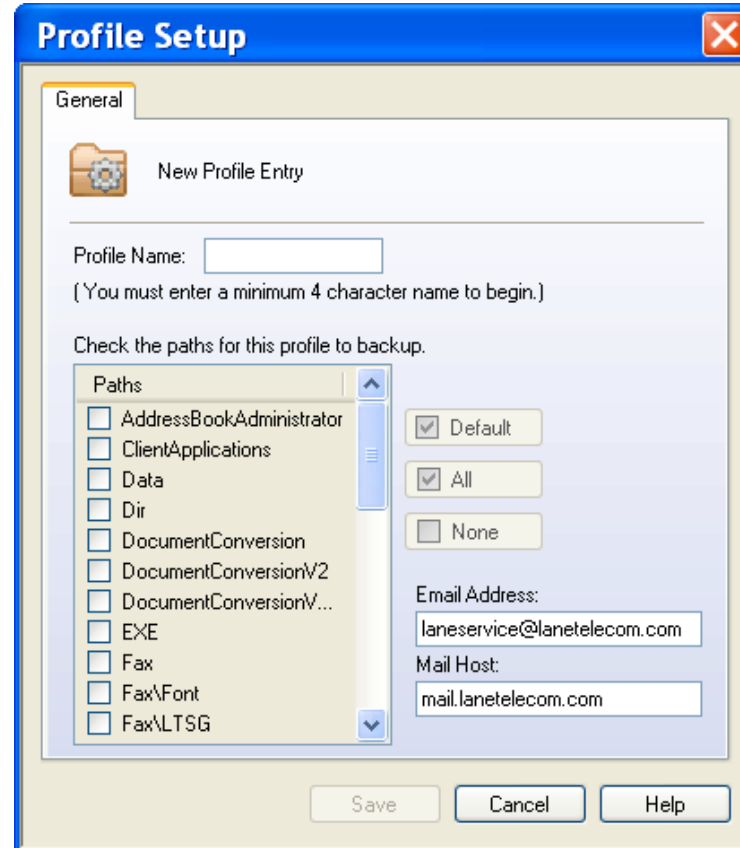
#### Delete

Clicking **Delete** removes the entry. You are asked to confirm this operation.

 **Properties**

Clicking **Properties** opens the properties dialog allowing modification of the profile.  
See Profile Properties for more details.

## Adding a New Profile



The **Profile Setup** dialog box is shown with the **General** tab selected. It features a "New Profile Entry" folder icon and a text field for "Profile Name:" with a note: "( You must enter a minimum 4 character name to begin.)". Below this is a section titled "Check the paths for this profile to backup." containing a list of paths with checkboxes: AddressBookAdministrator, ClientApplications, Data, Dir, DocumentConversion, DocumentConversionV2, DocumentConversionV..., EXE, Fax, Fax\Font, and Fax\LTSG. To the right of the list are three radio buttons:  Default,  All, and  None. At the bottom right, there are text fields for "Email Address:" (containing laneservice@lanetelecom.com) and "Mail Host:" (containing mail.lanetelecom.com). At the bottom of the dialog are three buttons: Save, Cancel, and Help.



## General

**Profile Name** You enter the name of the profile in this field. This is only available for new profile entries. The name must be a minimum of 4 characters.

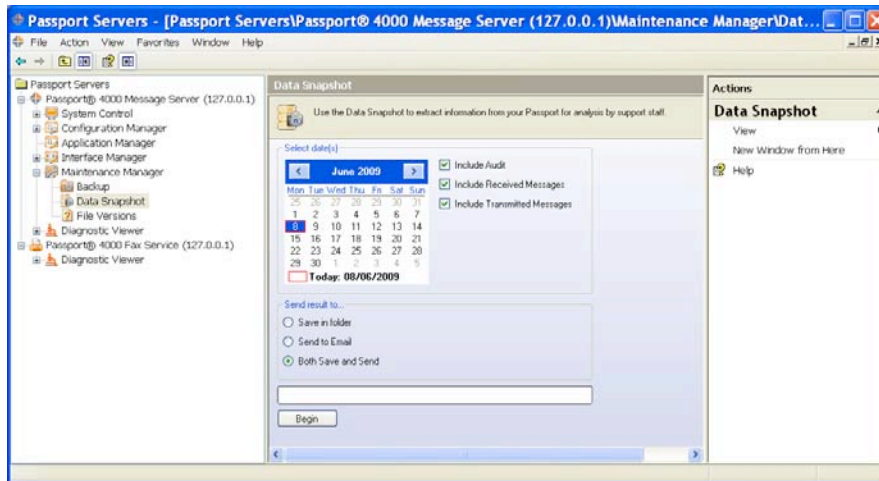
**Paths** In the list, check the boxes for all of the folders you want included in the backup profile. Buttons are provided for checking **Default**, **All**, and **None**.

**Email Address** You enter the email address for the default person you wish to email this backup to.

**Mail Host** You enter the name mail host to send email thru.

Select **OK** or **Apply** to save and update the list, or **Cancel** to abort the creation or changes.

## Data Snapshot



Use Data Snapshot to extract data from your Passport system for analysis by Lane support staff.

You can often make it much easier for your Lane support staff to answer your questions and resolve problems if you can provide the information that they request. Part of this information is contained in several tables within your Passport's database. This utility can extract the desired data for one or more days, and either save it in a compact form, and/or email it to the support staff.

The display shows a calendar from which you can select one or more dates. Also shown are three check boxes that let you select data from Audit, Received Messages, and Transmitted Messages. Normally you will include all three data sources unless instructed otherwise.

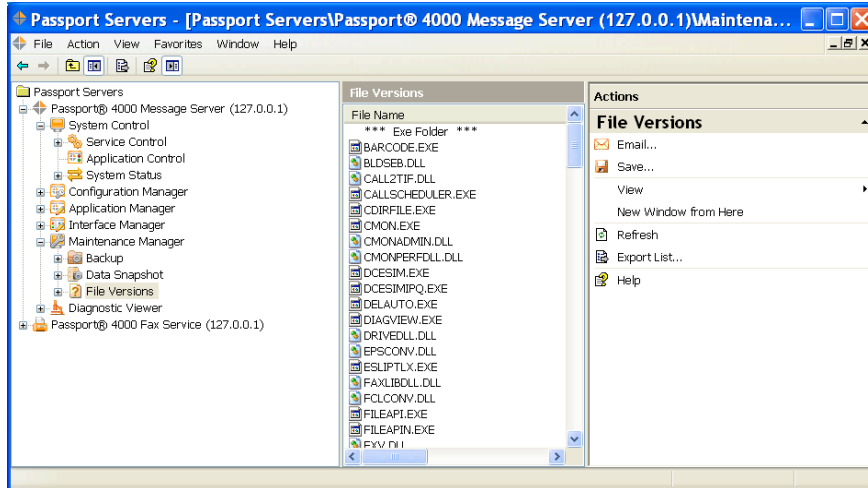
You are given the choice to save the extracted data, and/or send the data to an email address.

Make your selections, and then click the Begin button. The program will then attempt to locate your system's data. If it cannot, you may need to try this function directly at the Passport Message Server computer.

After gathering the data, if your selection included the 'Save in folder' option, you will be asked to provide the location at which you want the result stored.

If your selection included the 'Send to Email' option, you will be asked to provide the delivery information. See Send to Email for more details

## File Versions



## Operations



### Email...

Clicking **Email...** in the Action Pane, or right-clicking on File Versions in the console tree and clicking **Email...**, will allow you to email the current version information. You will need to enter the email address and specify the mail host to send thru. Space is provided to add additional comments to the message.



### Save...

Clicking **Save...** in the Action Pane, or right-clicking on File Versions in the console tree and clicking **Save...**, will allow you to save the version information to disk.



Use the File Versions snap-in to save or email the current version information.

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