

The SQL database needs regular maintenance. If the SQL database is running slowly, or if the SQL database is running on a remote SQL server, then you should run this procedure on a nightly or weekly basis.

Note: The following procedure refers to SQL Server 2000.

1. Launch SQL Enterprise manager.
2. Select the Cisco Unified MeetingPlace Web Conferencing database, which is named something similar to MPWEB_<GUID_ID>.
3. Using the menu options at the top of the window, select **Tools** and then **Wizards**.
4. Expand on the Management option, then select **Database Maintenance Plan Wizard**.
5. On the Welcome to the Database Maintenance Plan Wizard page, click **Next**.
6. On the Select Database page, select the database and click **Next**.
7. On the Update Data Optimization Information page, check **Reorganize data and index pages** and click **Next**.
8. (Optional) Change the schedule on which this maintenance procedure runs.
9. On the Database Integrity Check page, click **Next**.
10. On the Specify the database backup plan page, uncheck **Backup the database**. Click **Next**.
11. On the Specify backup disk directory page, click **Next**.
12. On the Specify the transaction log backup plan page, click **Next**.
13. On the Reports to generate page, click **Next**.
14. On the Maintenance Pan History page, click **Next**.
15. On the Completing the maintenance plan wizard page, click **Finish**.