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**Caution!!** We recommend that you do not run reports or backups during peak hours of use, such as on the hour. Doing so may cause the system to fail.

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## Configuring Backups and Archiving

You can use the Cisco Unified MeetingPlace Administration Center to configure the system to automatically back up data. This section describes how to configure the parameters for the automatic backups that the system performs.

### Before You Begin

If you are backing up a Release 7.0.2 system, apply the ext\_archive.files hotfix found in the Cisco Unified MeetingPlace Release 7.0 MR2 Prerequisite Package by copying the script to the /opt/Cisco/meetingplace/database/db-maintenance directory. For details about downloading the prerequisite

Cisco\_Unified\_MeetingPlace,\_Release\_7.0\_--\_How\_to\_Back\_Up,\_Archive,\_and\_Restore\_Data package, see [Downloading the Release 7.0.3 Prerequisite Package](#).

#### Procedure

1. Log in to the Administration Center.
2. Click **Maintenance > Backup and Archive**.  
(Release 7.0.1 only) Click **Maintenance > Configure Backup**.
3. Configure the fields on the [Backup and Archive Page](#).  
(Release 7.0.1 only) Configure the fields on the Configure Backup Page.
4. Perform one of the following actions:
  - ◆ To save these values without running the backup program, click **Save**.
  - ◆ To save these values and run the backup process, click **Save and Run Backup**.
  - ◆ To save these values and run the archive process, click **Save and Run Archiving**.

#### Related Topics

- [Table: Field Reference: Backup and Archive Page](#)
- [About Database Backups, Archives, and Restoration](#)

## Backing Up Data Using the CLI

If you choose to disable the automatic back up feature (by selecting **No** for the [Enable automatic backup](#) field on the [Backup and Archive Page](#)), you can still manually back up data.

#### Restriction

Only run one backup (L0, L1, or L2) at a time.

#### Procedure

1. Log in to the Cisco Unified MeetingPlace operating system as the **mpxadmin** user.
2. At the password prompt, enter the mpxadmin password.
3. Right-click on the desktop.
4. From the menu, select **New Terminal**. This brings up a terminal session.
5. Manually back up the data by entering the following:  
**sudo \$MP\_DATABASE/db-maintenance/backup.sh <number>**  
where **<number>** is the number of the backup you are running. To make sure you run only one backup at a time, specify 0 for an L0 backup, 1 for an L1 backup, or 2 for an L2 backup.  
When the system finishes the backup, it displays a "Backup ended" message.
6. On the desktop, click **RedHat > Network Services**.
7. Click **Log out**.

## Related Topics

- [About Database Backups, Archives, and Restoration](#)

## Archiving Data Using the CLI

The archive.sh script forces archiving, regardless if auto-archiving is on or off, as set in the procedure described in [Configuring Backups and Archiving](#).

### Procedure

1. Log in to the Cisco Unified MeetingPlace operating system as the **mpxadmin** user.
2. At the password prompt, enter the mpxadmin password.
3. Right-click on the desktop.
4. From the menu, select **New Terminal**. This brings up a terminal session.
5. Manually archive the data by entering the following:  
**sudo \$MP\_DATABASE/db-maintenance/archive.sh**  
**Note:** The archive.sh script uses remote log-in credentials that are defined in the \$MP\_DATABASE/db-maintenance/settings.config file. You set these credentials using the procedure described in [Configuring Backups and Archiving](#).  
When the system finishes the archive, it displays "Archive ended" and "Archive external files ended" messages.
6. On the desktop, click **RedHat > Network Services**.
7. Click **Log out**.

## Related Topics

- [About Database Backups, Archives, and Restoration](#)

## Restoring Data Using the CLI

Restoring the data recreates database server data from backed-up storage spaces and logical log files. You may need to restore your data if you need to replace a failed disk that contains database server data, if there is a logic error in a program that has corrupted the database, if you need to move your database server data to a new computer, or if a user accidentally corrupts or destroys data.

## Before You Begin

- To restore data up to the time of the failure, you must have at least one L0 backup.
- You must have the backup files in the correct order. For example, if you have the correct L0 and L2 backup files, but not the appropriate L1 backup file, you cannot restore the data on the L2 backup file. You will still be able to restore from L0. This requires extra caution if you manually back up files on a local disk or in the archiving location.
- You can only restore the data to a server with the same IP and hostname as was originally configured for your backup.
- If you are restoring a Release 7.0.2 system, make sure that you have already applied the relevant hotfixes and dependencies as described in [Preparing to Upgrade the Application Server](#). This must be completed after the fresh installation.
- If you are restoring two Application Servers that are configured in a failover deployment, make sure that the servers are in standby mode before running the restore on them.
- If you are restoring two Application Servers that are configured in a failover deployment, make sure that you turn off replication before running the restore.

## Restrictions

- You can only restore a database that is from the same version of Cisco Unified MeetingPlace. You cannot restore a database from a previous version.
- The names of the databases that you are restoring from and restoring to must be the same.

## Procedure

1. Log in to the Cisco Unified MeetingPlace operating system as the **mpxadmin** user.
2. At the password prompt, enter the mpxadmin password.
3. Right-click on the desktop.
4. From the menu, select **New Terminal**.  
This brings up a terminal session.
5. Restore the data by entering the following:  
**sudo \$MP\_DATABASE/db-maintenance/restore.sh**
6. At the system prompt, press **S** to stop the Cisco Unified MeetingPlace application.
7. Choose the type of restore you want. Press **A** for archive or **L** for the local disk and follow the prompts on the screen.
8. Choose an entry from the displayed list of backups.
9. Enter the number associated with the backup entry.
10. When prompted, press **R** to perform the restore.  
When the system finishes the archive, it displays the message: "You restored database successfully."
11. If you are restoring an Application Server that is configured in a failover deployment, reboot the server after the restore is completed.  
**Note:** If the server needs to be in active mode after it reboots, switch it to active mode.

12. On the desktop, click **RedHat > Network Services**.
13. Click **Log out**.

### Troubleshooting Tips

- If you restore archived data after you reinstall Cisco Unified MeetingPlace Web Conferencing or the entire Cisco Unified MeetingPlace system, the system may not find meetings because the Application Server cannot reach the Web Server. If this occurs, you need to manually edit the Web Server connection to use the new Installation key which changed during the reinstallation process. For details, see Adding or Editing a Web Server Connection.
  
- If the Web Server page in the Administration Center appears to have duplicate entries after completing the restore, make the old entries inactive, then log in to the Application Server CLI as **root** user and use the **gwstatus** command to verify that the inactive entries have been removed.

### What To Do Next

When updating (synchronizing) all meetings on the Web Server, the system purges all the data for meetings that do not exist on the Application Server. Therefore, the next time you or the system updates all meetings, the system purges the following from the Web Server:

- Recordings and attachments for meetings that occurred between the backup time and the restore time.
- Meetings that were scheduled between the backup time and the restore time.

Nevertheless, you or your users may save local copies of recordings before they are purged. You can use an e-mail blast to inform your users of the following:

- Time period (between the most recent backup time and the restore time) of affected meetings.
- How to save local copies of recordings. See "Listening to a Cisco Unified MeetingPlace Recording" in the *User Guide for Cisco Unified MeetingPlace* at [http://www.cisco.com/en/US/products/sw/ps5664/ps5669/products\\_user\\_guide\\_list.html](http://www.cisco.com/en/US/products/sw/ps5664/ps5669/products_user_guide_list.html).
- Deadline for saving local copies of recordings. This is determined by the next update-all-meetings event, which occurs automatically at midnight every Saturday night (local server time), or when you complete the Updating All Meetings section.

If you restored two Application Servers that were configured in a failover deployment, complete the failover setup on Node 1 and Node 2. See How to Configure Application Server Failover.

### Related Topics

- About Database Backups, Archives, and Restoration
- Sending E-Mail Blasts from Cisco Unified MeetingPlace

- [Configuring Two New Application Servers in a Failover Deployment After Failure of Both Existing Servers](#)