REINDEX DATA FILES

Sorting your data files can have a healing effect on certain error messages. Messages like 'file not found' or 'record out of range' are sometimes caused by bad indexes. If the messages occur often, the index files could be corrupt.

The index file is a small file which keeps your files in a certain order. For instance, the inventory file has an index file which keeps the inventory sorted by order of location number and item number. The customer file is kept in customer number order by another index file. If the index file is corrupt, the computer will have problems finding the data. The sort routine will re-create the index files and should eliminate the error.

WARNING. Everybody should be out of the inventory before running this program. This is an unbreakable rule.

MENU SELECT

From the Inventory Submenu, select *Reindex Data Files.*

```
              Practice *** Reindex Data Files *** 01/18/2013



  Choose:  1=Index Current Files     2=Index History      Q=Quit
           3=Index Both              F=Fix Corrupt File          1

Index rack prices? Y/N  Y

Create DEF files to protect against corruption?   Y

Re-Create Data Bases? (Y/N/Q)  Y

If you are not sure about the options, just take the default answers.
```

Choose One: Select an option for files to be indexed:
> Enter **1** to sort the current month files (ex. \cur\finv).
> Enter **2** to sort the huge history files (ex. \hst\finv - this takes longer).
> Enter **3** to sort both.
> Enter **Q** to quit without indexing..

Index rack Prices? Y/N

>   Enter **Y** to index rack price files.
>   Enter **N** to skip rack price files - if you are in a hurry and the rack prices are not an issue.

Create DEF files to protect against corruption?

>   Enter **Y** - this option creates files which can be retrieved if a corrupt file cannot be fixed.
>   It saves having to retrieve the file from a backup tape or CD. It adds a little time to the
>   reindex but should be done periodically.
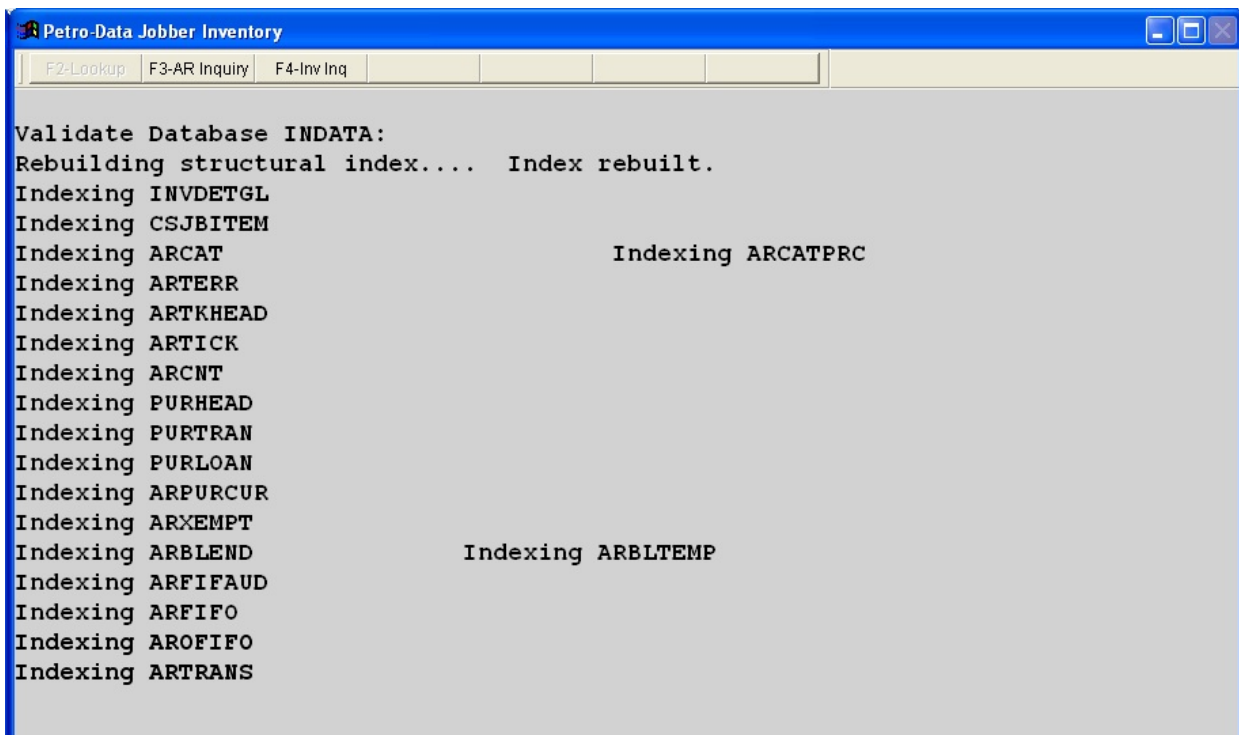>   Enter **N** to skip the DEF file create this time.

Re-create Data Bases? (Y/N/Q)

>   Enter **Y** - this should be run if new programs have been sent or if errors have

occurred.

>   Enter **N** to do a simple reindex - recreates index files only.
>   Enter **Q** to quit without reindexing.

.

>   **Begin Process. The computer displays a message and begins creating the new index
>   files.**

```
Petro-Data Jobber Inventory                                          _ □ ✕

 F2-Lookup  F3-AR Inquiry  F4-Inv Inq

Validate Database INDATA:
Rebuilding structural index....  Index rebuilt.
Indexing INVDETGL
Indexing CSJBITEM
Indexing ARCAT                          Indexing ARCATPRC
Indexing ARTERR
Indexing ARTKHEAD
Indexing ARTICK
Indexing ARCNT
Indexing PURHEAD
Indexing PURTRAN
Indexing PURLOAN
Indexing ARPURCUR
Indexing ARXEMPT
Indexing ARBLEND              Indexing ARBLTEMP
Indexing ARFIFAUD
Indexing ARFIFO
Indexing AROFIFO
Indexing ARTRANS
```

If Error 1705 displays - someone is using one of the files needed in the reindex. Get everyone out to the desktop and try again.

When complete, the menu displays.