

## INSTRUCTIONS FOR USING THE SQL COMMAND WITHIN THE BSDI SOFTWARE

Occasionally, BSDI's technical staff may request that you run a SQL command to change, or correct, an issue with your database. This document will outline the steps necessary to run an SQL command using the SQL Command Processor.

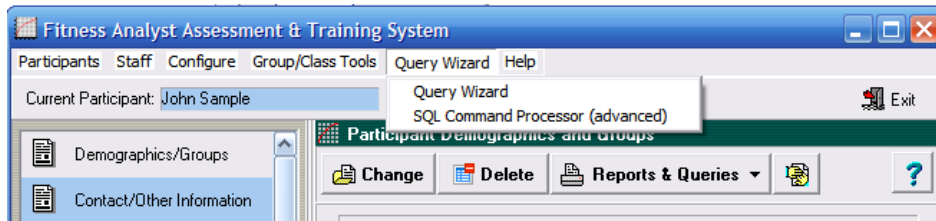
If BSDI Support has emailed a SQL command to you directly, please save it in to the following location. This can usually be done by clicking on the attachment, and selecting the option "Save". You will be asked where you wish to save the file, please save to:

- "C:\Program Files\BSDI\SQL"

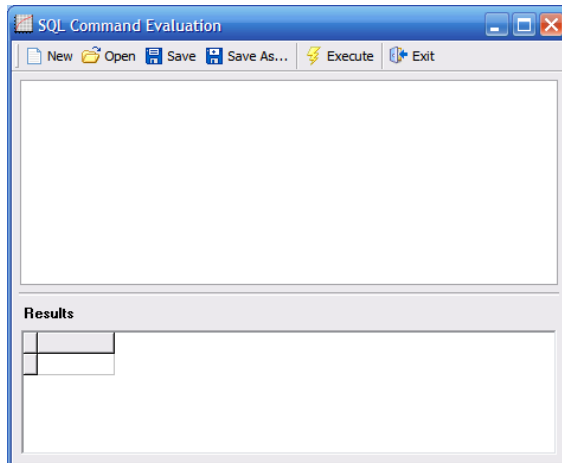
### Procedure

This document will assume that you will be carrying out this process using the Fitness Analyst (although you can carry out this procedure using BSDI Check-In, or the Retention Manager). Also the assumption is made that query emailed was named "Scancard.sql".

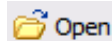
1. Sign into the Fitness Analyst using the Administrators account.
2. Select "Query Wizard" from the submenu.



3. Select "SQL Command Processor (advanced)" from the drop down menu.

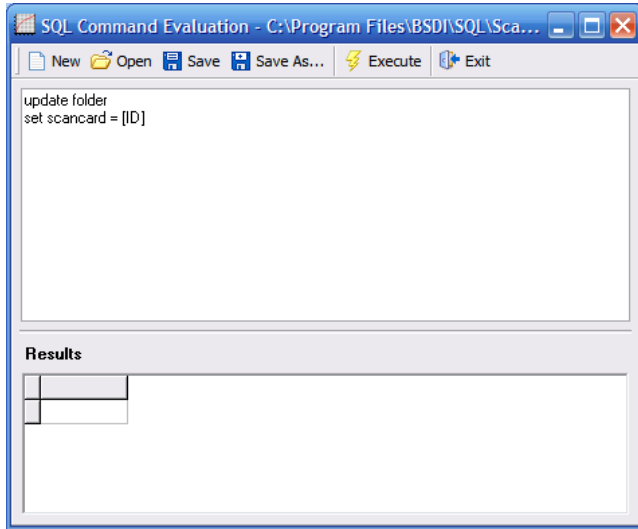


4. Click on the "Open" button.

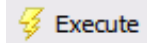




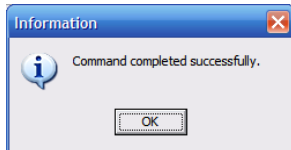
5. Select the SQL file that you wish to execute, and click "Open". ("Scancard.SQL" in this example.)



6. The contents of the SQL file will be viewable in the SQL Command Evaluation window.
7. Click on the "Execute" button.



8. The command will execute, and you will see an information window when it has completed.



9. Click on the "Exit" button to close the SQL Command Processor. 