
Monitor and Control Your Microsoft Access/Jet Databases



For Microsoft® Office Access



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Many people at FMS, Inc. contributed to the creation of Total Access Admin. They include:

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- **Documentation:** Luke Chung, Dan Haught, Molly Pell, and Aparna Pophale
- **Quality Assurance/Support:** John Litchfield, Molly Pell, and Aparna Pophale

Table of Contents

Chapter 1: Introduction	3
About Total Access Admin.....	4
Program Highlights	4
New Features and Enhancements.....	6
Visit our Web Site	6
Chapter 2: Installing Total Access Admin	9
System Requirements.....	10
Installing the Program	10
Check for Updates	10
Uninstalling the Program.....	11
Chapter 3: Starting Total Access Admin	13
Starting the Program	14
Opening Databases.....	14
Closing Databases.....	18
Chapter 4: Using Total Access Admin	19
Main Form	20
Select Database	20
Monitor Database Usage.....	21
Refresh.....	24
Actions	25
Lockout/Idle Users.....	27
Send Admin Message	31
Chapter 5: Launching from a Command Line	35
Automation from a Command Line.....	36
Opening a Database.....	36
Specifying Options	37
Chapter 6: Troubleshooting and Support	41
Support Resources.....	42
Web Site Support.....	42
Technical Support Options	43
Contacting Technical Support.....	45
Index	47

Welcome to Total Access Admin!

Thank you for selecting Total Access Admin for Microsoft Access! We are very excited about the release of this product. We hope it saves you time and helps ease the task of monitoring Access databases.

Total Access Admin is developed by FMS, Inc., the leading developer of Microsoft Access products. In addition to Total Access Admin, we offer a wide range of products for Microsoft Access developers, administrators, and users:

- Total Access Analyzer (database documentation)
- Total Access Components (ActiveX controls)
- Total Access Detective (difference detector)
- Total Access Emailer (email blaster)
- Total Access Memo (rich text memos)
- Total Access Speller (spell checking)
- Total Access Startup (managed database startup)
- Total Access Statistics (statistical analysis program)
- Total Visual Agent (maintenance and scheduling)
- Total Visual CodeTools (code builders and managers)
- Total Visual SourceBook (code library)
- Total Zip Code Database (city and state lookup lists)
- EzUpData (share your data, reports, and files over the internet)

We also offer many award winning products for SQL Server, Visual Basic, and Visual Studio .NET. Please visit our web site, www.fmsinc.com, for more information.

If you didn't purchase directly from us, please register online at www.fmsinc.com/support, and make sure you sign up for our free email newsletter. This guarantees that you will be contacted in the event of news, upgrades, or beta invitations.

Once again, thank you for selecting Total Access Admin.



Luke Chung
President

Chapter 1: Introduction

Discover how Total Access Admin can become your assistant, helping you monitor, manage and maintain your databases. This chapter describes Total Access Admin and how you can use it to ease the burden of database administration.

Topics in this Chapter

-  About Total Access Admin
-  Program Highlights
-  New Features and Enhancements
-  Visit our Web Site

About Total Access Admin

Most organizations rely heavily on Microsoft Access/Jet Engine databases (*.MDB and *.ACCDB files) to store mission-critical information and to conduct day-to-day business. If you are tasked with administering these databases, you know that maintenance is an ongoing chore. These databases need to be regularly monitored, compacted/repared, backed up, and updated.

You also no doubt know what a nightmare it can be to administer databases that are constantly in use throughout your organization. You may need to perform scheduled or emergency maintenance that requires no one be connected to the database, but ensuring that all users exit can be near impossible. Or, you may have a database that is being corrupted, and you need to find the culprit computer. Regardless of your need, Total Access Admin is sure to ease the burden of database administration.

Total Access Admin is designed to let you open and monitor individual databases to see what's going on at that time. It can also log the information of users opening and closing the database, and can perform tasks such as database compact when everyone leaves.



For optimal performance and maintenance, Access/Jet databases must be periodically compacted and backed up.

Our **Total Visual Agent** program is designed to manage database compact on a set schedule and easily support multiple databases. Let it perform automated Access/Jet database administrative chores for you with a complete audit trail and alert system. Schedule these tasks in the middle of the night to ensure your databases stay healthy, run macros, make backups, etc. **Total Visual Agent** can manage all the databases across your network and even run as an NT Service for better security and robustness. For more information, visit our web site at www.fmsinc.com and download the demo.

Program Highlights

Total Access Admin is a standalone application that makes administration of Access databases a snap. With Total Access Admin, you can:

See a Real-Time List of Users Connected to a Database

View the current list of users in the databases, their workstation name, and connection status. See new users as they connect and old users as they disconnect (shows when they left).

Store User Connection Logs

User connects and disconnects can be stored in a table in a log database that allows you to track when people enter and leave your database.

Identify Dropped or Suspect Connections

A dropped connection to an Access/Jet database can lead to corruption. Total Access Admin identifies workstations/users that leave the database in a suspect state.

Automatically Disconnect Idle Users

When a user leaves their computer connected to your Access/Jet database, it prevents the ability to impose a full lock to perform maintenance tasks like compacting the database. Tracking down the offending user can be challenging. Use Total Access Admin in combination with updating your application to automatically log users out of a database after a specified period of inactivity.

Perform Maintenance Tasks When Databases is Not in Use

When all users exit a database, receive a notification, automatically compact the database, or exit the program.

Prevent New Connections to a Database

It's one thing to disconnect existing users, but that's not effective if you can't prevent new ones. This feature makes a low level call to the Jet Database Engine to prevent new connections to your database (available for Access 2000 database formats and later).

Perform Actions to Attempt Recovery from Suspect State

Log out users, prevent new connections, and attempt to compact and repair databases that become suspect.

Send Messages to Application Users

Use Total Access Admin to communicate in real time with your application users. Simply type in a message, and it appears in every instance of your

application. Use this feature to send update or maintenance/log-out messages to your users.

Launch Total Access Admin with a Command Line

Total Access Admin can be launched from a command line with the database you want and options to perform. This makes it easier than ever to automate repetitive monitoring settings from a shortcut.

New Features and Enhancements

The latest version of Total Access Admin introduces support for Microsoft Office Access 2010. This version supports databases in Access 2007-2010 database formats (*.ACCDB, *.ACCDE, *.ACCDA) as well as earlier database formats (*.MDB, *.MDE, *.MDA).

Support Multiple Databases

You can now monitor multiple databases at once (provided they have the same workgroup security, if any). Add and remove databases from your list, and perform actions on all of them.

Enhanced User Interface

The main form is resizable and can be maximized to show a larger grid of users and their information. The list of users can also be sorted by clicking on any of its columns.

Button to Open the Log File

If you are logging your users' activity, a button opens the log database. See the list of databases, users, activities, and times.

Command Line Enhancement

This version also introduces a new command line switch that overrides the default path of the Activity Log file. This feature is explained on page 38.

Visit our Web Site

FMS is constantly developing new and better developer solutions. Total Access Admin is part of our complete line of products designed specifically for the Access developer. Please take a moment to visit us online at www.fmsinc.com to find out about new products and updates.

Product Announcements and Press Releases

Read the latest information on new products, new versions, and future products. Press releases are available the same day they are sent to the press. Sign up in our Feedback section to have press releases automatically sent to you via email.

Product Descriptions and Demos

Detailed descriptions for all of our products are available. Each product has its own page with information about features and capabilities. Demo versions for most of our products are also available.

Product Registration

Register your copy of Total Access Admin on-line. Be sure to select the email notification option so you can be contacted when updates are available or news is released. You must be registered to receive technical support.

Product Updates

FMS is committed to quality software. When we find problems in our products, we fix them and post the new builds on our web site. Check our Product Updates page in the Technical Support area for the latest build.

Technical Papers and Tips

FMS personnel often speak at conferences and write magazine articles, papers, and books. Copies and portions of this information are available to you online. Learn about our latest ideas and tricks for developing more effectively.

Newsgroups

Share your experiences, learn from others, and ask your questions in our virtual community. Visit our newsgroups at:

www.fmsinc.com/support/newsgrp.htm

Or see our web site for additional instructions.





Links to Other Development Sites

Jump to other locations, including newsgroups, user group home pages, and other sites with news, techniques, and related services.

Chapter 2: Installing Total Access Admin

Total Access Admin comes with an automated setup program to get you up and running as quickly as possible. This chapter describes Total Access Admin's system requirements, installation steps, and instructions for uninstalling.

Topics in this Chapter

-  System Requirements
-  Installing the Program
-  Check for Updates
-  Uninstalling the Program

System Requirements

Total Access Admin has the following system requirements:

- Microsoft Office Access 2010, 2007, 2003, 2002, or 97
- Total Access Admin supports the monitoring of databases created with the 32 and 64 bit versions of Access 2010. However, it must be installed on a machine with Access 2010 32 bit version or Access 2007. It cannot run on a machine that only has Access 2010 64 bit version installed.
- Operating system, processor, and memory that can run Microsoft Access successfully
- 3 MB free disk space to install Total Access Admin

Installing the Program

Total Access Admin is installed using an automated setup program. To install Total Access Admin, follow these steps:

1. Locate and run the setup program.
2. When prompted, enter your registration information and serial number.
3. Specify the destination directory for the files.
4. Be sure to read the README file for any late breaking news that is not included in this User Guide.

Check for Updates

Total Access Admin includes a built-in mechanism to check the availability of updates via the Internet. If you have an active Internet connection, you can use the Total Access Admin Update Wizard to ensure that you have the latest version.

To run this program, press the Start button and select Programs, FMS, Total Access Admin, Update Wizard. Follow the prompts on the form to check for the latest update.

Uninstalling the Program




Total Access Admin conforms to Windows installation and removal standards. To uninstall Total Access Admin:

1. From the main Windows menu, select Control Panel.
2. From the Control Panel window, select Add/Remove Programs.
3. Select Total Access Admin from the list of installed programs, and click the Change/Remove button.
4. Follow the onscreen prompts to uninstall the product.

Chapter 3: Starting Total Access Admin

Total Access Admin is a standalone application that can be used to monitor databases locally and across a network. This chapter provides information about running the program and choosing a database to manage.

Topics in this Chapter

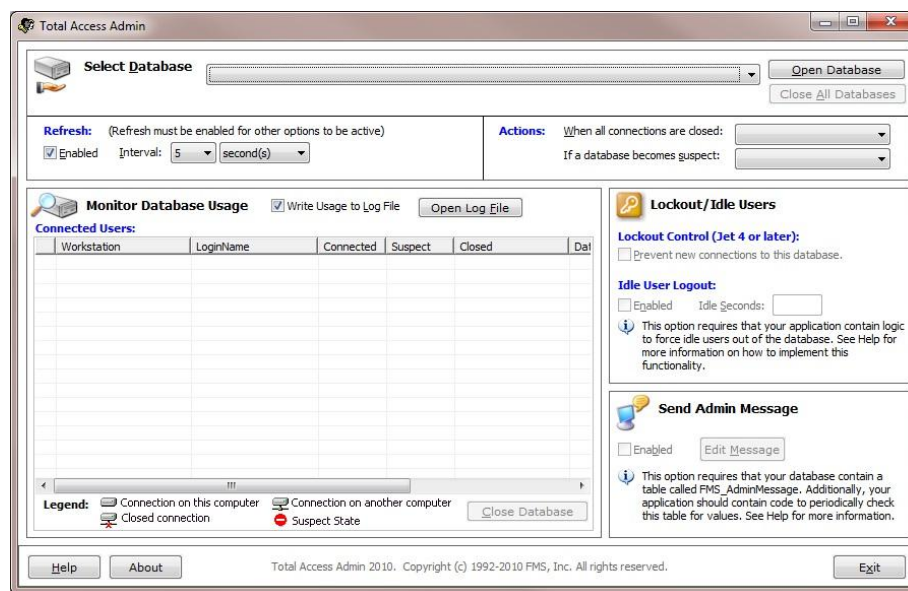
-  Starting the Program
-  Opening Databases
-  Closing Databases

Starting the Program

Total Access Admin is a standalone Windows application that is invoked from an executable file named **TAdmin.exe**. When you run Setup, the program and its support files are installed in the directory you specify. Additionally, the program is added to your Windows Start Menu to make it easy to find. To start Total Access Admin, select:

Start, All Programs, FMS, Total Access Admin 2010, Total Access Admin

The program opens, and the Main Form is displayed:



Total Access Admin Main Form

You can also open Total Access Admin through a command line, with several switches to control how the program is opened. Refer to **Chapter 5: Launching from a Command Line** on page 35 for details.

Opening Databases

The first step in using Total Access Admin is to select a database.

Supported Formats

Total Access Admin supports Access/Jet databases in 2010-2007, 2003-2002, 2000, 97, 95, and 2.0 formats:

- Microsoft Office Access 2010-2007 Databases (*.ACCDB, *.ACCDE, *.ACCDIA)
- Traditional Microsoft Access Databases (*.MDB, *.MDE, *.MDA)

Total Access Admin does not support Microsoft Office Access Projects (*.ADP and *.ADE) since the database that needs to be monitored is in SQL Server rather than Access/Jet.

Access 2010 or 2007 must be installed on your machine to support the monitoring of Access 2010-2007 databases (*.ACCDB, *.ACCDE, *.ACCDIA).

Opening a Database

Click the **Open Database** button, and the following form appears:

Select Database Form

Browse to the location of the database that you want to manage, and specify the security options for the database.

Security Options

Total Access Admin supports all Access security options including database passwords and workgroup security. Specify using the machine's default workgroup information, or another workgroup file. Use these guidelines to determine which option you should choose:

Access Database Security	Total Access Admin Security Option
The database is not secured.	Select "Use this machine's current default workgroup information file."
The database has a database password, but does not use workgroup security.	Select "Use this machine's current default workgroup information file," Check the "Database has a Password" box and enter the password.
The database uses workgroup security, your computer is configured through Access Workgroup Administrator program, and points to the correct workgroup information file for the database.	Select "Use this machine's current default workgroup information file." Total Access Admin uses your current workgroup information to access the secured database.
The database uses a workgroup information file other than your default (with or without a database password).	Select "Specify a workgroup information file," and enter the additional information.

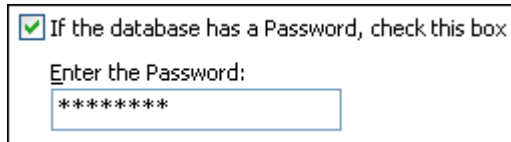
If you select "Specify a workgroup information file," additional fields are available for you to specify the security information:

Select Database Form, Specify a Workgroup Information File

Specify the workgroup information file, the user name, and password (if any), in order to open the database.

Password Protected Databases

If your database has a password, check the Password check box, and type the password in the Password field:



Select Database Form, Database Password Fields

After specifying the appropriate security option, click **OK**.

Advanced Options

Total Access Admin never saves your database security settings. If you are monitoring the same database repeatedly, you can bypass manually specifying the database each time, by launching Total Access Admin through a command line including the database name and security settings.

This can be saved as a Windows shortcut or batch file. Refer to **Chapter 5: Launching from a Command Line** on page 35 for details.

Monitoring Multiple Databases

You can monitor many databases at one time assuming they all have the same security settings as the first one. If one database is already open and you add another database, you are prompted to Add or Replace the database:



Option to Add to or Replace the Currently Monitored Database

If you want to monitor more than one database, choose Add. If you want to close the current database and monitor the new one, choose Replace.

If you already have two databases open, additional databases are added without prompting you each time.

Closing Databases

To disconnect and stop managing the database, click the **Close All Databases** or **Close Database** button. Note that when you close a database or close Total Access Admin, all Total Access Admin features are turned off. For example, the Idle User Logout, Lockout Users, and Admin Messages features are disabled.










Closing a database only disconnects the Total Access Admin program from the database. It does not close the database for your users.

Chapter 4: Using Total Access Admin

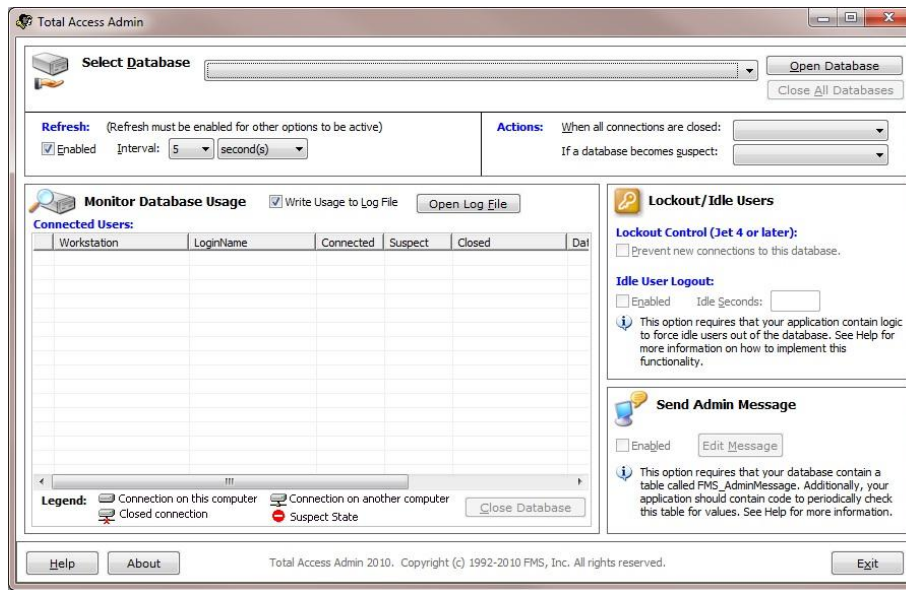
Now that you've installed Total Access Admin, opened the program, and selected a database to manage, it's time to put the product to work for you. This chapter contains details about using Total Access Admin to assist you in your database administration chores.

Topics in this Chapter

-  Main Form
-  Select Database
-  Monitor Database Usage
-  Refresh
-  Actions
-  Lockout/Idle Users
-  Send Admin Message

Main Form

All of Total Access Admin's functionality is accessible from the product's main form:



Total Access Admin Main Form

The Main Form has the following key areas:

- Select Database
- Monitor Database Usage
- Refresh
- Actions
- Lockout/Idle Users
- Send Admin Message

Select Database



Select Database Section

The Select Database section is where you go to choose the database to monitor. For more information about loading a database, see **Opening Databases** on page 14.

Once a database is loaded, this section displays the path, size, and version of the database.

Monitor Database Usage

This section shows all the connections to the databases being monitored:

Workstation	LoginName	Connected	Suspect	Closed	Database
CUSTSERV	Admin	True	False		J:\Northwind.mdb
CUSTSERV	Admin	True	False		J:\Sales.accdb
CUSTSERV04	Admin	True	False		J:\Sales.accdb
CUSTSERV05	admin	False	False	11/18 10:51:49 AM	J:\Sales.accdb
DAN	Admin	True	False		J:\Sales.accdb
JNL004	admin	False	False	11/18 10:49:40 AM	K:\Support.accdb
LUKE	LUKE	True	False		L:\Office\Acctg.mdb

Legend:

- Computer icon: Connection on this computer
- Computer with red X: Closed connection
- Computer with red circle: Connection on another computer
- Red circle with slash: Suspect State

Monitor Database Usage Section

Connected Users Grid

The Connected Users section displays the number of connections, along with a detailed grid containing connection details:

Connection Icon

The first column makes it easy to see the database connections that exist, and whether they are on your local computer, on another computer, a closed connection, or a suspect connection (see the **Suspect** section below). The icons are explained in the legend below the grid:

Legend

- Computer icon: Connection on this computer
- Computer with red X: Closed connection
- Computer with red circle: Connection on another computer
- Red circle with slash: Suspect State



Tip

Note that the Total Access Admin program must maintain a connection on the database to get the current list. This adds an additional entry to the list for your computer.

Workstation

The Workstation column displays the name of the user's workstation as it appears on your Windows network.

Login Name

The Login Name column displays the name of the user logged into Access. For unsecured databases, this is the default *Admin* user. Unfortunately, this is not the Windows login name. That information is not managed by the Jet Engine so it cannot be shown.

Connected

The Connected column displays True if the database is connected, and False if not.

Suspect

The Suspect column shows True if the associated connection was left in a **suspect state**. A connection is in a suspect state when the user (or the user's computer) abnormally terminates Access, drops a network connection, or performs another unsupported action. This may help you identify the source of database corruption.



If you are experience frequent corruption issues with your database, monitor this column to identify which user or machine is causing the problem.

Total Access Admin includes additional options for actions to perform if a database becomes suspect. Refer to page 27 for details.

Closed

The Closed column displays the date and time that a connection was closed. Total Access Admin continues to display closed connections until you close the database connection, or restart Total Access Admin.

Database

The database name associated with the connection

Write Usage to Log File

Total Access Admin includes an option to keep a history of the database usage in an Access/Jet database called Log.mdb located in your Users

folder. When this option is on, Total Access Admin writes a new record each time a connection is opened or closed.



The log file is saved in Access 2000 format, and can be opened in Microsoft Office Access 2000 or later. It's important to note that if you depend on the data stored in the log file, you should add the log file database to your backup and maintenance routine. You can open the database by clicking on the **Open Log File** button. The log database contains two tables: tblSession and tblLog.

Table tblSession

This table contains one row for each session. A session is the period when Total Access Admin is running. A Session ID is assigned and the start and end times are recorded:

Field Name	Field Type	Description
SessionID	AutoNumber	Unique identifier for the session.
Computer	Text	Name of the computer running Total Access Admin
Login	Text	Windows user name logged on to the computer running Total Access Admin
SessionStart	Date/Time	When the session started (or when the Log File option is first turned on).
SessionEnd	Date/Time	When Total Access Admin is closed (or when the Log File option is turned off).

Table tblLog

This table contains the detailed log of events during the session. This includes opening and closing each database, and documenting connections and disconnects by users.

Field Name	Field Type	Description
LogID	AutoNumber	Unique identifier for the log item.
SessionID	Long Integer	Session ID the log item belongs to
Time	Date/Time	When the log event occurred
Database	Text	Database name being monitored
Computer	Text	Computer name of someone logged into the database

Login	Text	Access/Jet login name (usually Admin)
Connected	Yes/No	TRUE if connected, FALSE if disconnected
Suspect	Yes/No	TRUE if connection is suspected, FALSE if it's okay
Status	Text	Description of the log item (e.g. Open Database, Close Database, New Connection, Close Connection)



To change the default location of the Activity Log, create the following String value in your registry:

Registry Path: HKEY_CURRENT_USER\Software\FMS\Total Access Admin\14.0

String Name: "LogFile"

String Value: Full path (including database name) of log file
e.g. "C:\LogFiles\AdminLog.mdb"

Use extreme caution when opening and modifying the registry.
Invalid changes made to the Windows Registry can render your computer unusable.

To override the default name and path for the activity log on a case-by-case basis, use the /LogFile command line switch (explained on page 38).

Close Database

The **Close Database** button lets you close the database of the currently highlighted connection. To close all the databases, select the **Close All Databases** button at the top of the form.

Refresh

Use the Refresh options to automatically refresh the Connected Users Grid and Status Section:

Refresh: (Refresh must be enabled for other options to be active)

Enabled Interval:

Refresh Options

Check this box and choose a refresh interval to update the connection information regularly.

You must Enable refresh if you want the Actions to be activated and respond to changes in the database.



Do not set the interval to a short period of time if the database you are monitoring experiences heavy loads or a high numbers of users. Each time Total Access Admin refreshes the list, it makes calls into the database, which adds additional load and may affect the performance of your Access/Jet application. Generally, an interval of every 30 or 60 seconds is safe.

Actions

The Actions section gives you the ability to perform specific actions when all connections are closed and/or if the database becomes suspect.

Actions: When all connections are closed:
If a database becomes suspect:

Action Options

Note: Actions will only run if Refresh is enabled. The refresh interval determines how often Total Access Admin checks to see if the database changes.

When All Connections are Closed

Total Access Admin can perform the following actions when all connections to the database are closed:

When all connections are closed:

- Close Database
- Compact & Close Database
- Compact & Exit
- Display Notification
- Exit

Options Once All Users are Out of the Database

Close Database

Select this option to close Total Access Admin's connection to the database after all other users have closed the database.

Compact and Close

Select this option to compact and close the database after all other users have exited the database. If there are no users in the database when you set this option, the Compact occurs at the next refresh interval.

Database compact performs these tasks:

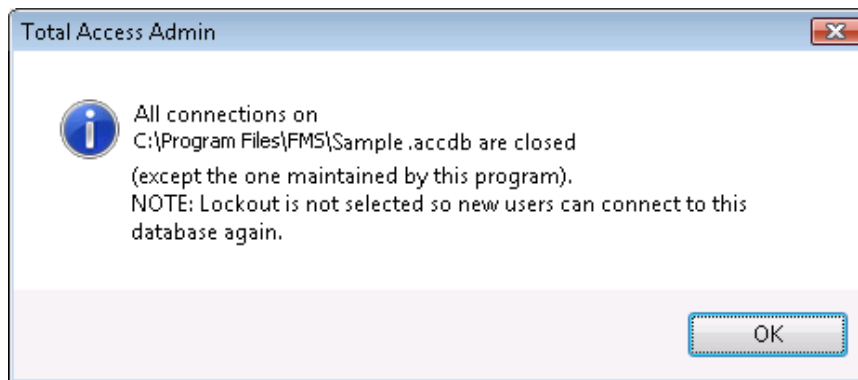
- Recover space used by deleted objects and records.
- Update table and index statistics so the query optimizer can choose the most efficient query plan.
- Physically re-order the rows in the table in the order of the chosen clustered index on the table.
- Reset the next available number for AutoNumber (or “counter”) fields so the next available number is one higher than the current highest value in the table.
- Repair the database if structural inconsistencies are found.

Compact and Exit

Select this option to compact the database and exit from Total Access Admin after all other users have exited the database.

Display Notification

Select this option to receive a message when all the users exit the database:



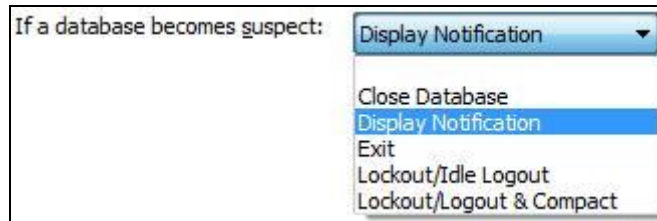
All Connections Closed Notification

Exit

Select this option to exit Total Access Admin when all connections are closed. This closes the database connection, as well as the instance of Total Access Admin.

If a Database Becomes Suspect

A dropped connection to an Access/Jet database can lead to corruption. Total Access Admin identifies workstations or users who have left the database in a suspect state, and can perform the following actions:



Options when a Suspect Connection is Detected

Close Database

Select this option to close Total Access Admin's connection to the database if it is found to be in a suspect state.

Display Notification

Select this option to see a message if the database becomes suspect.

Exit

Select this option to exit Total Access Admin if the database becomes suspect. This closes the database connection, as well as the instance of Total Access Admin.

Lockout/Idle User Logout

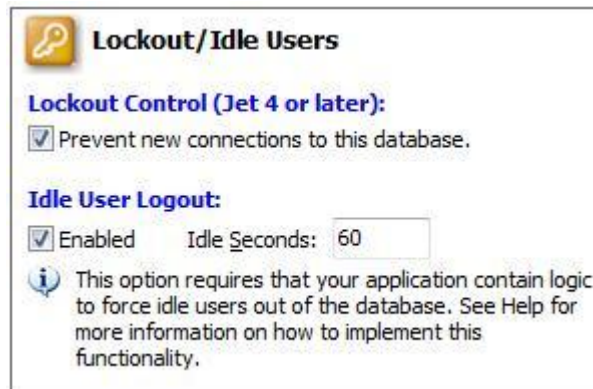
Select this option to turn on the Lockout and Idle User Logout features if the database becomes suspect. Refer to page 27 for details about these features.

Lockout/Logout & Compact

Select this option to turn on the Lockout and Idle User Logout features, and then compact and repair the database if the database becomes suspect. Refer to page 27 for details about lockout/logout features, and page 26 for more information about compacting and repairing databases.

Lockout/Idle Users

This section lets you prevent new users for connecting to the current database and notify existing users to exit.



Lockout/Idle Users Options

Lockout Control

While administering Jet databases, there are times when you need to have all users logged out of the database. While you may not necessarily want to kick everyone out immediately, you may want to prevent new connections.

The Lockout Control section allows you to keep new users from connecting to the database:



Lockout Control

Prevent new connections to this database

Checking “Prevent new connections to this database” allows users who are currently connected to continue working, but does not allow any new connections to the database.

When you check this option, Total Access Admin uses a special Jet Engine command to flag the database in a way that prevents any additional instances of Access/Jet from opening the database.

When a user attempts to open the database outside of Total Access Admin, the following message is displayed:

The database has been placed in state by user *username* on machine *machinename* that prevents it from being opened or locked.

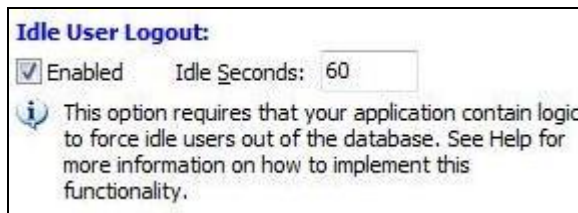
If you use this feature, let your users know what this means so they understand it is not an unexpected error.

Idle User Logout

In many cases, a user may leave an Access application running for an extended period of time, even if they are not using the application. For instance, they may have left the office for lunch or even for the day while leaving their application open.

This is particularly problematic when you need to lock the database exclusively for maintenance such as compact.

Total Access Admin provides a mechanism to log out idle users. This option requires that your application contain certain logic to force idle users out of the database. The sample databases (created in your installation directory when you install the product) illustrate how to implement this functionality in your application, and more details are provided below. If the FMS_IdleLogout table exists in your database, the Idle User Logout section is enabled:



Idle User Logout

To activate this feature, check the Enabled check box and specify the number of seconds the application should wait before exiting.

Handling Idle User Logout in your Database

In order for your application to support the Idle User Logout feature, your application must include some additional functionality. Sample databases are created in your installation directory when you install Total Access Admin.

The following samples are installed:

- FMSAdminSampleADO.mdb is provided for Access 2000-2010 users, and references ADO.
- FMSAdminSampleDAO.mdb is provided for Access 2000-2010 users, and references DAO.
- FMSAdminSample97.mdb is provided for Access 97 users, and references DAO.

Importing Objects from Sample Databases

The easiest way to implement this is to import items from the sample database into your application:

1. Open your database from Access
2. Select import:
 - a. For Access 2007 or later, select from the ribbon External Data, Access from the Import section
 - b. For Access 2003 or earlier, choose File, Get External Data, Import.
3. Browse to your installation directory, and choose the appropriate version of the sample database:
 - **If your application is in Access 97 format**
Choose FMSAdminSample97.mdb sample, which references DAO.
 - **If your application is in Access 2010-2007, 2003-2002, or 2000 format:**
Choose FMSAdminSampleADO.mdb if you want to reference ADO, or FMSAdminSampleDAO if you want to reference DAO.
4. Import the following objects:
 - **Table:** FMS_IdleLogout
 - **Forms:** frmStartup, frmAdministrator
5. Set the Display Form to frmStartup which opens when you open your database:
 - a. For Access 2007 or later, select Access Options from the Office button (upper left corner). Select Current Database. Set the Display Form to frmStartup.
 - b. For Access 2003 or earlier, choose Tools, Startup and set the Display Form to frmStartup.
6. Open the code behind any form, and choose Tools, References from the menu. Ensure that Microsoft DAO or ADO is listed as a reference.
7. Close your database, and test the Idle User Logout feature.

If your application has an existing Startup routine, or if you want to integrate the functionality into existing forms, you may want to support the Idle User Logout feature without importing our sample objects. If you are more experienced with Access development, read the section below for technical details about integrating the Idle User Logout feature.

Technical Details

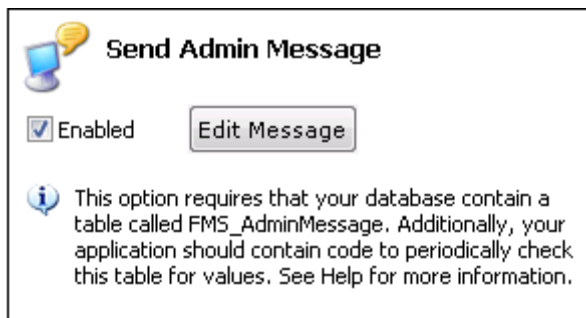
For your application to support the Idle User Logout feature, your database must contain a table called **FMS_IdleLogout** with these fields:

Name	Type
Enabled	Yes/No
Seconds	Number (Long Integer)

This table is updated when you turn the Idle User Logout feature on or off through Total Access Admin.

Next, you should add refresh logic to your database, such as code to periodically examine the value of the Enabled field in the table. If the value is set to True, you should determine how long the user has been idle, and close the database if they have been idle for the specified amount of time. For instance, your application can implement a timer that checks the value of the Enabled field at regular intervals, and checks how long the user has been idle. Use the sample databases as a guide for implementing this feature.

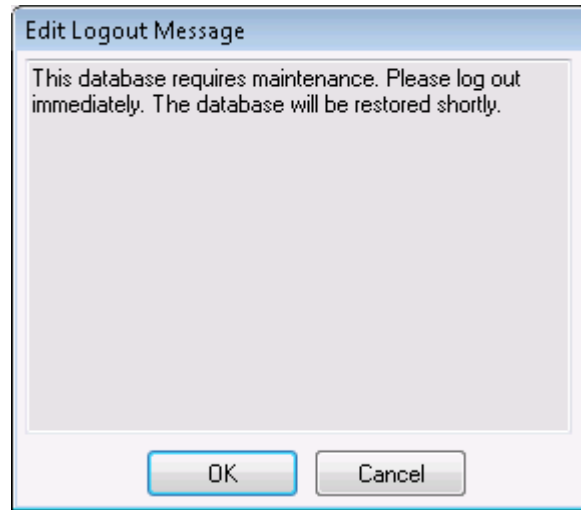
Send Admin Message



Send Admin Message Section

When administering a database, there are many cases when you need to send a message to everyone using the database. For example, you may want to warn users that you will be taking the database offline, or request that they close the database at a specified time. Or, you may simply want to inform the users that an update is available. Total Access Admin provides a feature to send a message to all users connected to the database.

Total Access Admin also allows you to specify the message to send. Press the Edit Message button, and type the desired text:



Edit Logout Message Form

This option requires that your application contain logic to support the Send Admin Message feature. The sample databases (created in your installation directory when you install the product) illustrate how to implement this feature in your database, and more details are provided below.



Tip

Use the Send Admin Message feature in conjunction with the Lockout Controls and the Idle User Logout feature when you need all users to exit a database.

Supporting Admin Messages in your Database

For your application to support the Admin Messages feature, your Access application must include some additional functionality. Sample databases are created in your installation directory when you install Total Access Admin.

The easiest way to implement this is by importing items from the sample database into your application. Follow the same steps as importing objects for the Idle User Lockout feature on page 30, but import these objects instead:

- Table: FMS_AdminMessage
- Forms: frmStartup, frmAdministrator

Close your database, and test the Send Admin Message feature.

If your application has an existing Startup routine, or if you want to integrate the functionality into existing forms, you may want to support the Send Admin Message feature without importing our sample objects. If you

are more experienced with Access development, read the section below for technical details about integrating the Send Admin Message feature.

Technical Details

In order for your application to support the Send Admin Message feature, your database must contain a table called FMS_AdminMessage. This table should have the following fields:

Name	Type
Message	Text
MsgEnabled	Yes/No




This table is updated when you turn the Send Admin Message feature on or off, and when you edit the Admin Message through Total Access Admin.

Next, you should add code to periodically examine the value of the Enabled field in the table. If the value is set to True, you should display the message. For instance, your application can implement a timer that checks the value of the MsgEnabled field at regular intervals, and then displays the Message text to a Popup form. Use the sample databases as a guide for implementing the Send Admin Message feature.

Chapter 5: Launching from a Command Line

This chapter provides information on launching Total Access Admin from a command line. This chapter may be skipped if you only use the interactive interface without the need to automate the program.

Topics in this Chapter

-  Automation from a Command Line
-  Opening a Database
-  Specifying Options

Automation from a Command Line

Total Access Admin can be run from the command line to specify all the options you would select from the interactive interface. You can specify the database to be monitored and the options. You can then easily create a Windows shortcut to simplify the monitoring of the same database repeatedly.

If you are familiar with using a shortcut to launch a database with Access, you'll find the syntax for Total Access Admin to be very familiar.

The syntax for opening a database with Total Access Admin is identical to the syntax for starting Microsoft Access with a database:

```
Path\TAADMIN.EXE Database [SecuritySettings] [Options]
```

where:

- **Path** is the full path to Total Access Admin. For example,

```
"C:\Program Files\FMS\Total Access Admin 2010\TAAdmin.exe"
```
- **Database** is the name of the database
- **SecuritySettings** (if any) are the password or workgroup file information
- **Options** (if any) are the tasks you want Total Access Admin to perform

Opening a Database

After providing the TAADMIN.EXE file, specify the database. The database name should be the full path to the name such as:

```
"C:\Program Files\FMS\Total Access Admin 2010\  
FMSAdminSample_ADO.mdb"
```

If the database is secured or has a database password, you can specify them through a series of syntax flags specified and separated by the /switch syntax.

Database Password

For password protected databases, after the database name, add a space then provide the /dbpwd switch to specify the password:

```
/dbpwd password
```

where **password** is your database password. See page 17 for details.

Workgroup Security File, User Name and Password

The workgroup security, you can specify the workgroup file, user name, and password with these options:

```
/wrkgrp WorkgroupFileName  
/user UserName  
/pwd Password
```

For instance,

```
/Wrkgrp "C:\Secured.mdw" /user MyUser /pwd MyPass
```

The password is not necessary if the user name doesn't require a password. See page 15 for additional details on supporting secured databases.

Specifying Options

In addition to opening a specific database, you can also set the options in Total Access Admin. Each option is specified by a /switch syntax. The switch tags are case insensitive and their order does not matter. Some switches require a value after it.

Refresh Period

If the refresh period is not specified, the refresh period (if any) during the last time Total Access Admin was run is used. Refresh must be enabled if you want the Actions (Connect and Suspect) to work.

Explicitly specify the refresh period with this syntax:

```
/Refresh time
```

where **time** is the number of seconds or minutes. You can only select the options available in the drop down lists. See page 33 for details.

Use **#s** to set the time in seconds, and **#m** to set the time in minutes. For example, to refresh every 30 seconds, use:

```
/Refresh 30s
```

To specify 3 minutes, use:

```
/Refresh 3m
```

To disable refresh, pass 0 seconds:

```
/Refresh 0s
```

Write to Log File

Turns on the option to write usage to a log file. See page 21 for details.

Syntax:

```
/Log
```

Specify Log File Name

By default, if you activate logging, the information is stored in the LOG.MDB file in the folder where Total Access Admin is installed. Explicitly set or change the location of the Log File with this syntax:

```
/LogFile "database.mdb"
```

For more information, see Connected Users Grid

The Connected Users section displays the number of connections, along with a detailed grid containing connection details:

Connection Icon

The first column makes it easy to see the database connections that exist, and whether they are on your local computer, on another computer, a closed connection, or a suspect connection (see the **Suspect** section below). The icons are explained in the legend below the grid:



Note that the Total Access Admin program must maintain a connection on the database to get the current list. This adds an additional entry to the list for your computer.

Workstation

The Workstation column displays the name of the user's workstation as it appears on your Windows network.

Login Name

The Login Name column displays the name of the user logged into Access. For unsecured databases, this is the default *Admin* user. Unfortunately, this is not the Windows login name. That information is not managed by the Jet Engine so it cannot be shown.

Connected

The Connected column displays True if the database is connected, and False if not.

Suspect

The Suspect column shows True if the associated connection was left in a ***suspect state***. A connection is in a suspect state when the user (or the user's computer) abnormally terminates Access, drops a network connection, or performs another unsupported action. This may help you identify the source of database corruption.



If you are experience frequent corruption issues with your database, monitor this column to identify which user or machine is causing the problem.

Total Access Admin includes additional options for actions to perform if a database becomes suspect. Refer to page 27 for details.

Closed

The Closed column displays the date and time that a connection was closed. Total Access Admin continues to display closed connections until you close the database connection, or restart Total Access Admin.

Database

The database name associated with the connection

Write Usage to Log File on page 21.

Connect Actions

Specify the action to take after all connections to the database are closed. This requires Refresh to be enabled so that it “sees” when all connections are closed. Syntax:

```
/Connect action
```

The **action** parameters are:

- **Close:** Closes Total Access Admin's database connection
- **CompactClose:** Closes Total Access Admin's database connection, and compacts the database
- **CompactExit:** Exits Total Access Admin and compacts the database
- **Display:** Displays an on-screen notification message
- **Exit:** Exits Total Access Admin

See page 25 for details about these actions. Example:

```
/Connect CompactClose
```

Suspect Actions

Specify the action to take when a suspect connection is detected. Syntax:

```
/Suspect action
```

The **action** parameters are:

- **Close:** Closes Total Access Admin's database connection
- **Lockout:** Turns on the Idle User Logout and Lockout Control options
- **Compact:** Turns on the Idle User Logout and Lockout Control options, closes Total Access Admin's database connection, and compacts the database
- **Display:** Displays an on-screen notification message
- **Exit:** Exits Total Access Admin

See page 27 for details about these actions. Example:

```
/Suspect Compact
```

Lockout and Prevent New Users

Turns on the "Lockout Control" to prevent new connections to the database. See page 27 for details. Syntax:

```
/Lockout
```

Idle User Logout

Turns on the "Idle User Logout" option to log out users who have been idle for the specified number of seconds. This option requires that your application contain logic to force idle users out of the database. See page 29 for details. Syntax:

```
/Idle /IdleSec seconds
```

where **seconds** is the number of seconds to idle. For example, to idle for 10 seconds:

```
/Idle /IdleSec 10
```

Send Admin Message

Turns on the "Send Admin Message" option to send a message to all connected users. This option requires that your application contain logic to force idle users out of the database. Refer to page 31 for details. Syntax:

```
/Admin
```

The message sent is not specified here because the command line has limited length. The message that is sent is what was last specified in Total Access Admin interactively.

Wait Time

You can launch Total Access Admin and have it close after a certain number of seconds. Syntax:

```
/WaitSec seconds
```

where **seconds** is the number of seconds to wait. This is the only command line option that does not exist in the interactive use of Total Access Admin.







Total Access Admin's command line interface makes it easier than ever to automate maintenance tasks. Consider using **Total Visual Agent** from FMS, or another scheduling tool to execute command lines on scheduled basis. Visit www.fmsinc.com for more information, and to download a trial version of **Total Visual Agent**.

Chapter 6: Troubleshooting and Support

This chapter provides information about troubleshooting problems that arise and obtaining support for Total Access Admin.

Topics in this Chapter

-  Support Resources
-  Web Site Support
-  Technical Support Options
-  Contacting Technical Support

Support Resources

There are many resources available to help you resolve issues you may encounter. Please check the following:

Readme File

Check the README file for the latest product information. The README file is located in the directory where you installed the product.

Product Documentation

We've spent a great deal of care and time to make sure the Total Access Admin manual and help file are very detailed. Check the Table of Contents and Index for your question, and read the appropriate pages.

Web Site Support

The FMS web site contains extensive resources to help you use our products better. Resources include product updates, frequently asked questions (FAQs), newsgroups, information on new versions, betas, and other resources.

Web Site

The FMS web site is located at:

www.fmsinc.com

News and important announcements are posted here.

Support Site

The main support page is located at:

www.fmsinc.com/support

From this page, you can quickly locate the other support resources.

Product Updates

FMS takes product quality very seriously. When bugs are reported and we can fix them, we make the updates available on our web site. If you are encountering problems with our product, make sure you are using the latest version.

Product updates can also be checked using the update wizard. See Check for Updates on page 10 for details.

Frequently Asked Questions (FAQs)

Common questions and additional information beyond what is in the manual is often available from our FAQs.

Newsgroups

FMS also has general and product specific newsgroups. Connect with FMS Technical Support and other users there. Share your experiences, learn from others, and ask your questions in our virtual community:

www.fmsinc.com/support/newsgrp.htm

Or visit our web site for additional information.

Microsoft Patches

Our support site also includes links to Microsoft patches that are related to our products. Make sure you're using the latest versions by checking here or visiting the Microsoft site.

Technical Support Options

FMS is committed to providing professional support for all of our products. We offer free access to our online FAQs and newsgroups. Bug reports, feature requests, suggestions, and general pre-sales questions related to our products are always available at no cost.

Additional maintenance plans are available to provide subscribers with enhanced technical support. This is the best way for you to stay current with the rapidly changing technologies that impact project development, and to ensure you are getting the maximum return from your software investment. Please visit our web site, www.fmsinc.com, for the most up-to-date information.

Features & Benefits	Premium	Incident	Standard
Access to FAQs	✓	✓	✓
Access to Newsgroups	✓	✓	✓
Minor Upgrades/	✓	✓	✓

Bug Fixes			
Telephone Support	✓	Per incident	First 30 Days
Email Support	✓	Per incident	First 30 Days
Priority Response Time ¹	✓	✓	
Senior Engineer Support Team	✓	✓	
Email Project for Testing	✓	✓	
Programmatic Code Assistance ²	✓	✓	
Major Upgrades for Current Version (not between Access versions)	✓	Additional fee	Additional fee
Cost	Annual Fee	Fee Per Incident	Included
<p>1. Response generally within two business days. Actual resolution may take longer depending on complexity of the issue reported.</p> <p>2. Custom Programming implementation is not provided in our Support Maintenance plans. For products that include a programmatic interface, we can provide instructions for using our programmatic interface, and show examples, but we do not implement this into your projects. This service is available from our Professional Solutions Group.</p>			

Premium Subscription

The Premium Subscription is the ideal option for customers seeking the highest level of support from FMS. The annual fee entitles you to telephone and email technical support from a senior support engineer.

From time to time, FMS may release new versions of existing products which add new features. These are point releases (e.g. from version 14.0 to 14.1) and are different from new builds that correct problems in existing features (e.g. from version 14.00.0001 to 14.00.0002).

These point releases are available for a nominal upgrade fee to existing customers. Premium Technical Support subscribers receive these upgrades automatically and for no additional charge during their subscription term.

NOTE: Upgrades between versions (for instance going from Access 2007 to Access 2010) are not considered Point Release Upgrades and are not included in the Premium Subscription.

Subscriptions are available for a twelve month period, and may be purchased at any time. You must be the registered owner of the product to purchase a subscription and the only person contacting FMS for support under the subscription.

Please ensure you have purchased the Subscription you need for Total Access Admin.

Per Incident

Our Per Incident package is available individually or by purchasing multiple incidents in advance. The Per Incident support package provides telephone and email technical support from a Senior Technical Support Engineer for resolving one incident.

An incident is defined as a single question related to one of our products. The Per Incident period is from start to finish (report of the incident to resolution) for a single incident. If you anticipate multiple questions for a single product, we recommend purchasing the Premium Subscription.

Standard Subscription

Our Standard Subscription comes with every product purchased for no additional cost. The standard subscription comes with access to our FAQs and newsgroups, and responses to bug reports and feature requests for that version.

Please note that the person requesting support must also be the registered user of the product. Registration is required and will be requested by our Technical Support professionals.

Contacting Technical Support

If the troubleshooting suggestions and other support resources fail to resolve your problem, please contact our technical support department. We are very interested in making sure you are satisfied with our product.

Registering Your Software

Please register your copy of Total Access Admin at:

www.fmsinc.com/support

You must be registered to receive technical support. Registration also entitles you to free product updates, notifications, information about upcoming products, and beta invitations. You can even receive free email notification of our latest news.

Contact Us

The best way to contact us is via email at:

Support@fmsinc.com

Please provide detailed information about the problem that you are encountering. This should include the name and version of the product, your operating system, and the specific problem. If the product generated an error file, please submit that as well.

With email, technical support issues can be more accurately resolved and tracked in our internal technical support system. Email also gives us more time to understand the entire problem and allows our technical support staff to contact the developers with the entire story when necessary. Please bear in mind that a unique issue may involve meetings between the technical support staff and product developers, so your patience is appreciated.

Microsoft Technical Support

FMS only provides technical support for its products. If you have questions regarding Microsoft products, please contact Microsoft technical support.

Index

A

- ACCDB files, 15
- ACCDE files, 15
- Access Projects, 15
- Actions, 25
 - Close Database, 25, 27
 - Compact and Exit, 26
 - Display Notification, 26, 27
 - Exit, 26, 27
 - If a database becomes suspect, 27
 - Lockout/ Logout & Compact, 27
 - Lockout/Idle User Logout, 27
 - When all connections are closed, 25
- admin message, 31–36, 39
 - handling in your database, 32
- ADP files, 15

C

- choosing a database. *see* opening a database
- close database, 24
- Close Database, 25, 27
- closed connections, 22
- closing a database, 18
- command line, 6
- command line switches
 - admin, 39
 - connect, 38
 - idle, 39
 - idlesec, 39
 - lockout, 39
 - log, 37
 - log file, 38
 - refresh, 37
 - suspect, 38
 - waitsec, 39
- Compact and Exit, 26
- connect, 38
- connections, 21–24

- closed, 22
- refresh, 24
- suspect, 22, 27

D

- database
 - closing, 18
 - connections, 21–24
 - opening, 14–18, 20
 - password protected, 17
 - secured, 15
 - size, 21
 - version, 21
- demos, 7
- Display Notification, 26, 27
- don't allow new connections, 28

E

- enhancements, 6
- Exit, 26, 27

I

- idle user logout, 29–31
 - handling in your database, 29
- idle user Logout, 39
- installation, 10

L

- license agreement, i–iii
- lockout, 39
- lockout control, 24–28
- Lockout/ Logout & Compact, 27
- Lockout/Idle User Logout, 27
- log, 37
- log file, 22, 38
- log.mdb, 22
- logout idle users. *see* idle user logout

M

main form, 14
MDB files, 15
Monitor database usage, 21
multiple databases, 6, 17

N

new features, 6
newsgroups, 7, 43

O

open log file, 6
opening a database, 14–18, 20
 password protected databases, 17
 secured databases, 15

P

password protected databases, 17
prevent new connections, 28, 39
processor, 10

R

refresh, 24, 37
registration, 7, 45
registry, 24

S

sample applications, 31
secured databases, 15
selecting a database. *see* opening a database
send admin message, 31–36
 handling in your database, 32
setup, 10
start menu, 14
starting Total Access Admin, 14
suspect state, 22, 27, 38
system requirements, 10

T

table FMS_AdminMessage, 32
table FMS_IdleLogout, 29
table tblLog, 23
table tblSession, 23
tblLog, 23
tblLog.mdb, 23
tblSession, 23
Total Visual Agent, 4, 6, 39

U

un-installing, 11

Update Wizard, 10
updates, 7, 10
usage log, 22

W

waitsec, 39
web site, 6
workgroup security, 15
write usage to log file, 22

