

# Re-index databases

Database indexing is used to sort the databases in PC CADDIE. It can happen that due to power fluctuations, overload due to access etc. data may not be stored correctly. This can lead to problems, e.g. lists are not displayed correctly or daily financial statements cannot be displayed in the cash register. In these cases, it is helpful to index the databases.

You can do this via **Settings/Reindex databases** to access the menu item. The following page then opens.

**Reindex databases**

1 Create new index for these databases: All databases

2 in these areas: All active areas

Person datas  
Competition datas  
Club data  
Articles and fees  
Handicap sheet  
Competition players  
Year prize points  
Turnover accounts  
Towns + bank sort codes  
Card authorization  
Passwords  
Timetable  
Training class  
Cash register  
Locker, caddie-box  
Telephone voice system  
Format-definitions  
Language  
Help information  
Synchronisation  
Mail

CLUB  
DRINKS  
GASTRO  
GMBH  
OP  
PROSHOP  
SALES  
SALES\_20  
SNACKS  
UMSATZ

3 ☒ Lock other workstations  
☐ Pack databases  
☒ Allow stopping indexing

OK  
Cancel

1. Accept the default setting **All databases**.
2. Also the default setting to **All active areas**.
3. If other workstations still have PC CADDIE open, block them with the setting **Block other workstations**. It is recommended that this setting is made by default.



Please tick the box next to **Pack databases** only in consultation with PC CADDIE Support.



Indexing databases can take some time. To ensure that all databases can be processed, the other PC CADDIE sessions should be ended. It can sometimes be useful to index only part of the database.



Every Tuesday, PC CADDIE automatically proposes the **Intensive data check** is suggested.

Please always confirm this message with **OK**.

Check function

If you confirm with OK, the following check functions will be carried out:

☒ Intensive database check

Reindex all databases,  
re-calculate handicaps, etc  
This checking may take 2 to 30 minutes, depending  
on the amount of data, but is very important  
to perform it from time to time!

☒ Check persons

Find the next birthdays etc  
(Doesn't take long, and does not interfere  
with other workstations)

☐ Fast local backup

Note: PC CADDIE can automatically do these checks  
during the night if you don't switch off your system.  
(But you should switch off your screen!!)

✓OK

✗Cancel