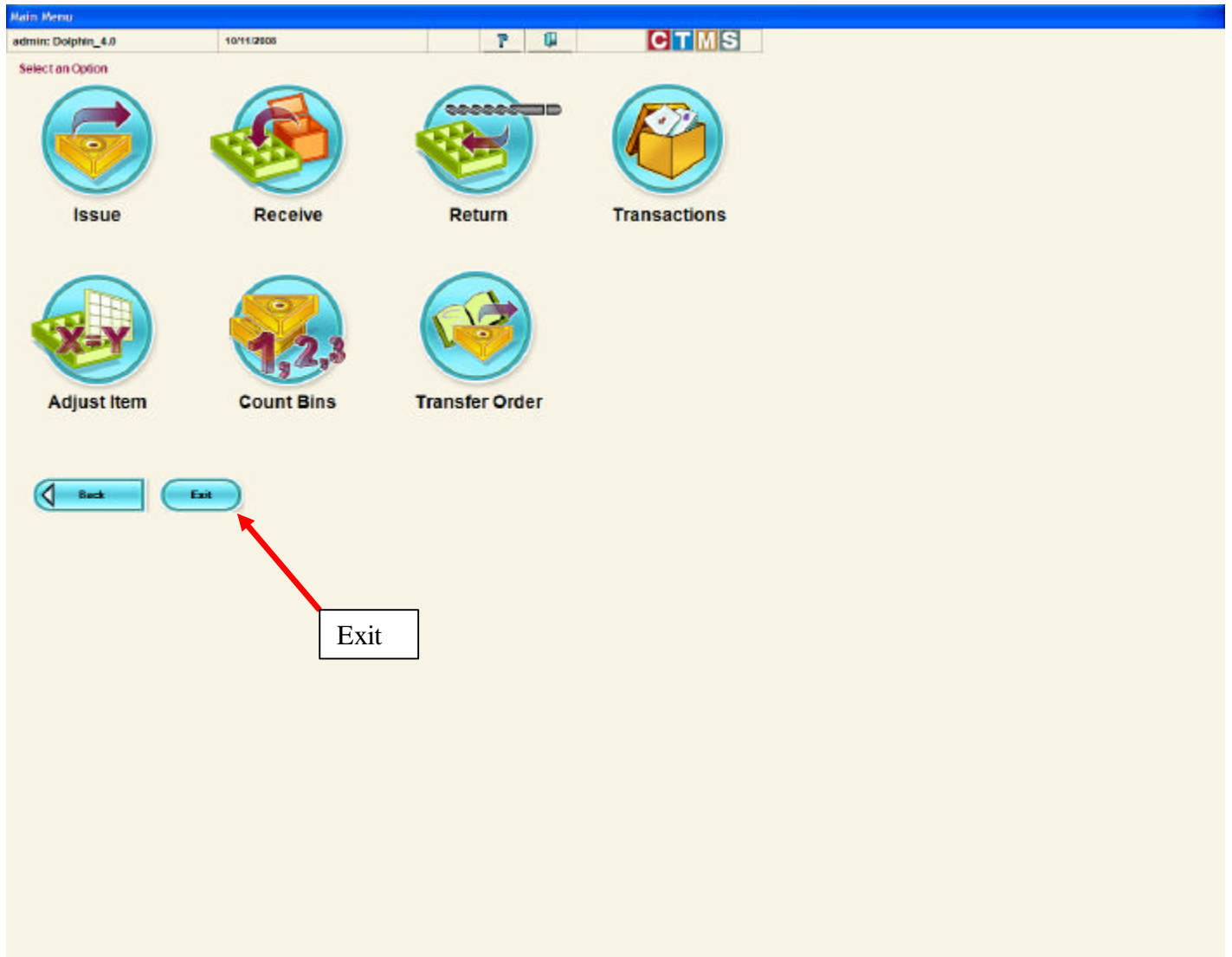
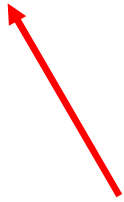
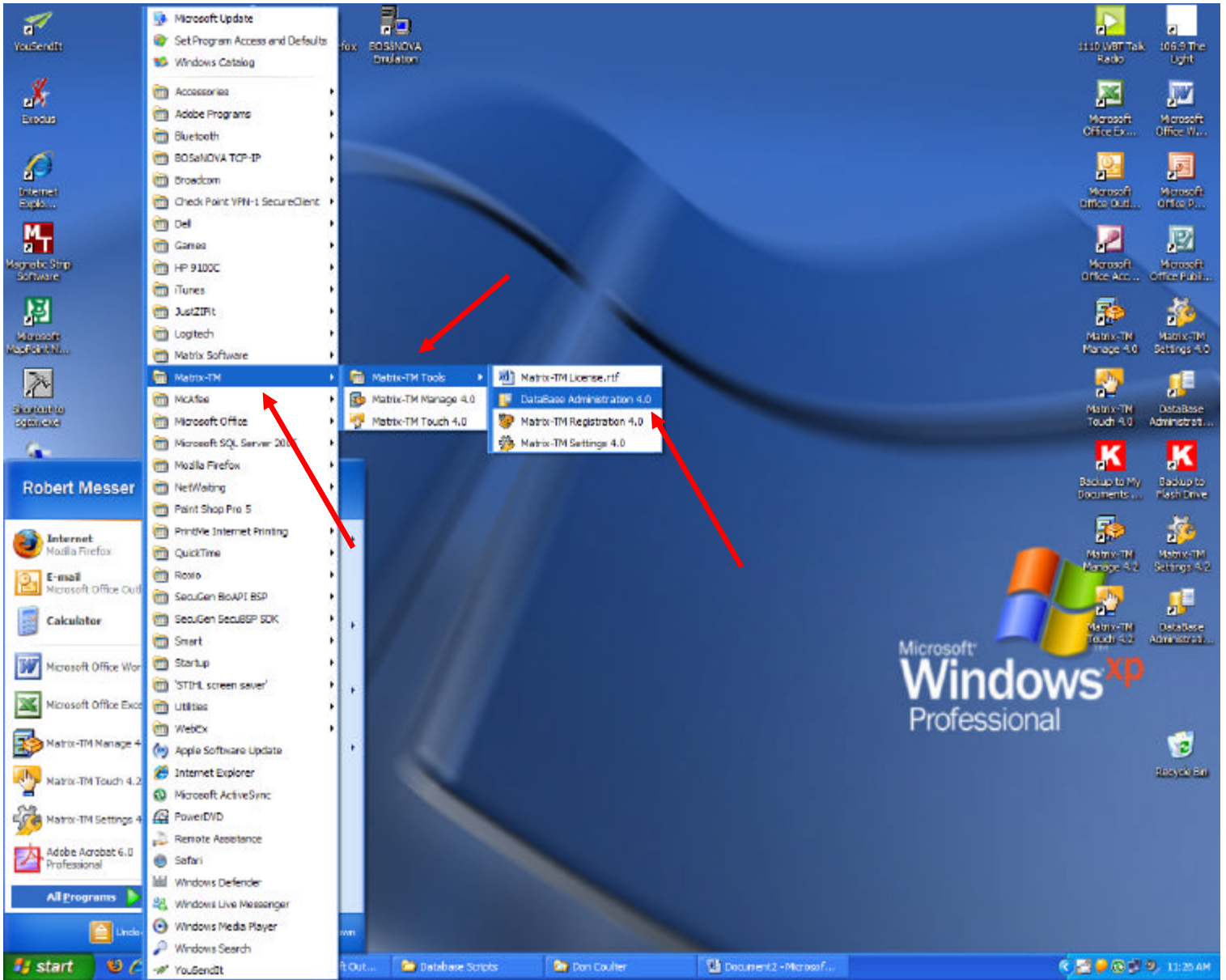


You should already have the files on a flash drive at this point and the flash drive is inserted either into the USB port on the back of the Matrix or in the PC. (Back of the Matrix is a lot easier)

Login to Touch and touch exit



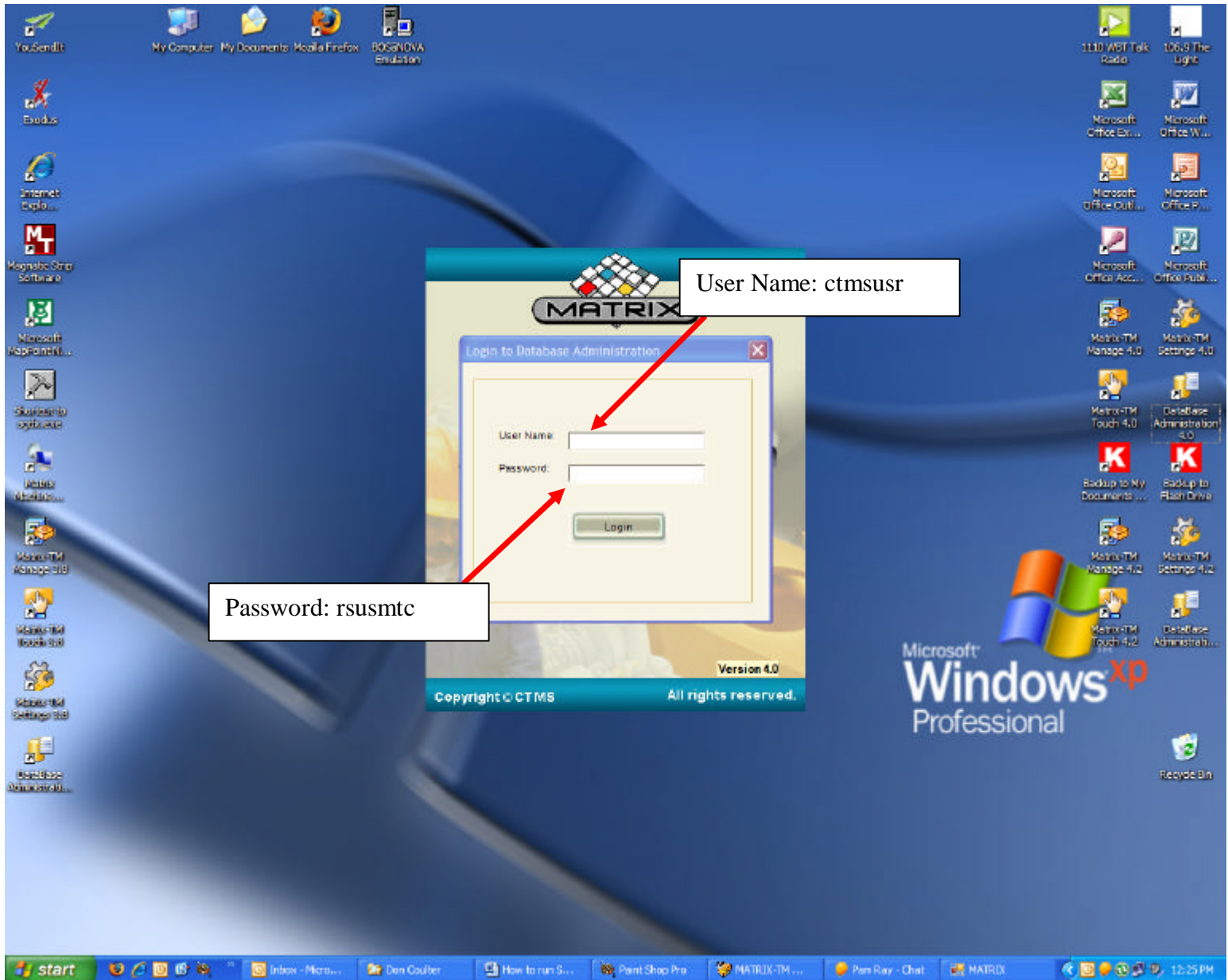
Now go to Start > then All Programs > then Matrix-TM > then Matrix-TM Tools > then Database Administration 4.0



Now type in the User Name and Password and click Login or enter.

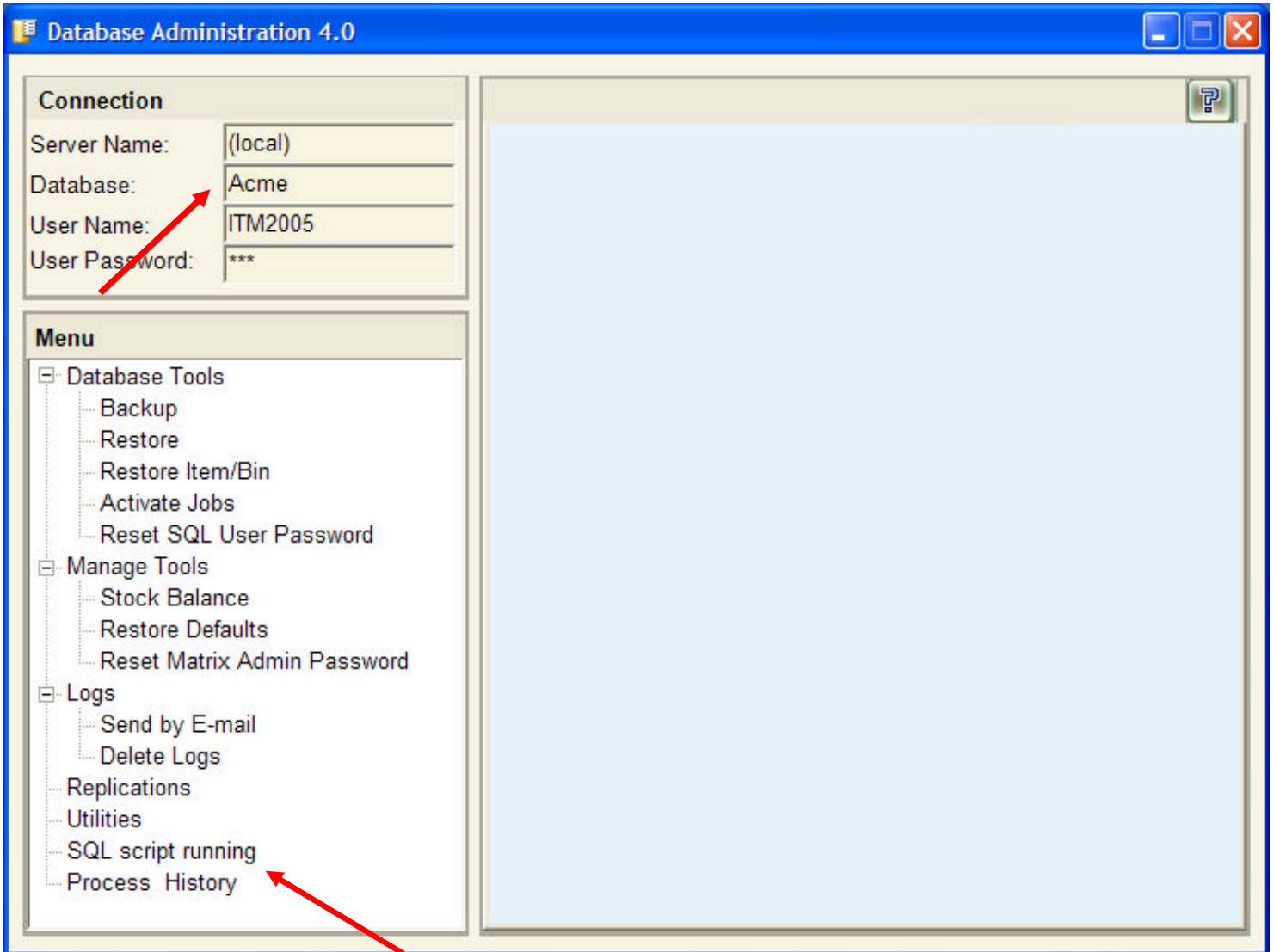
User Name; ctmsusr

Password: rsusmtc

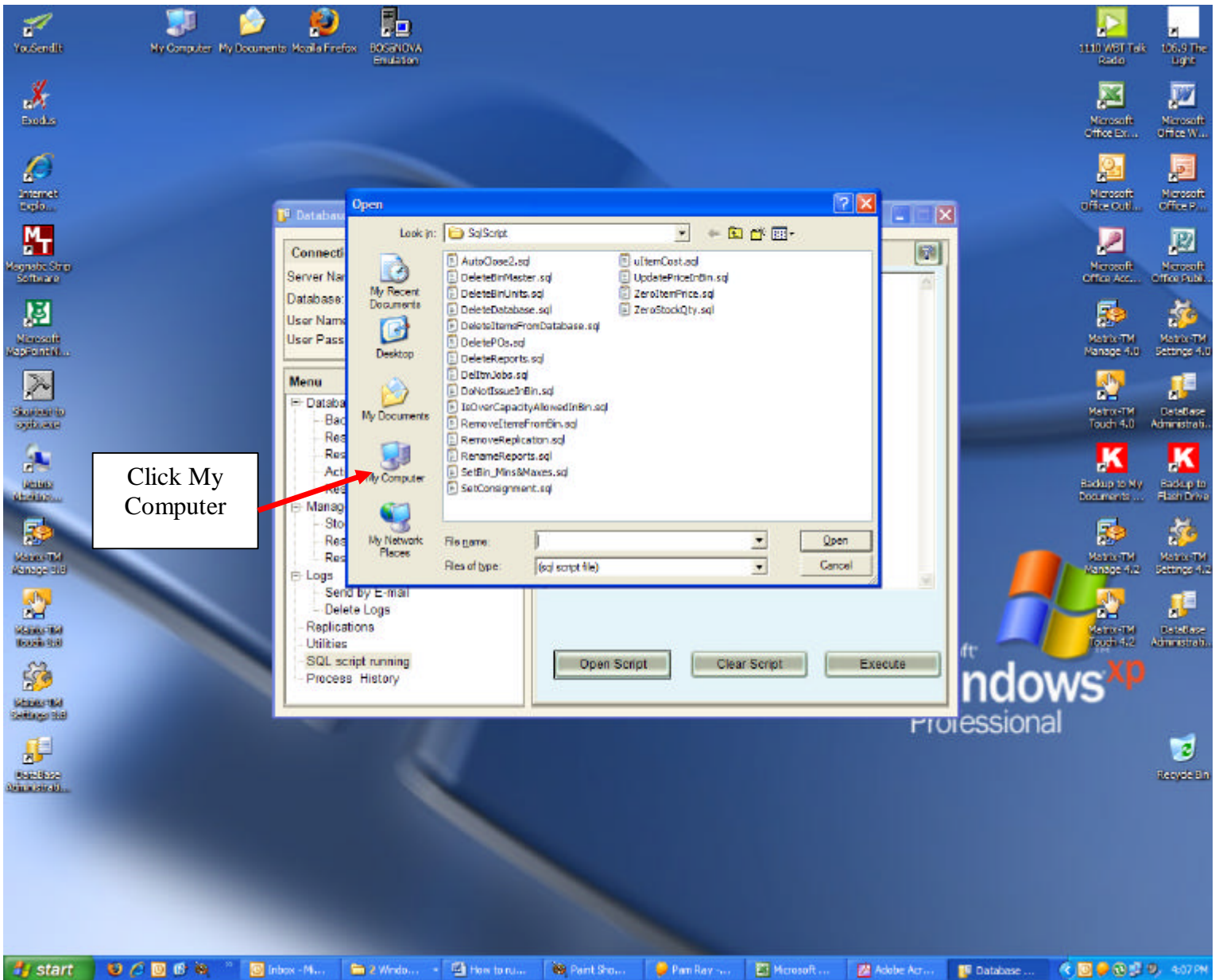


Now make sure that you are in your database.

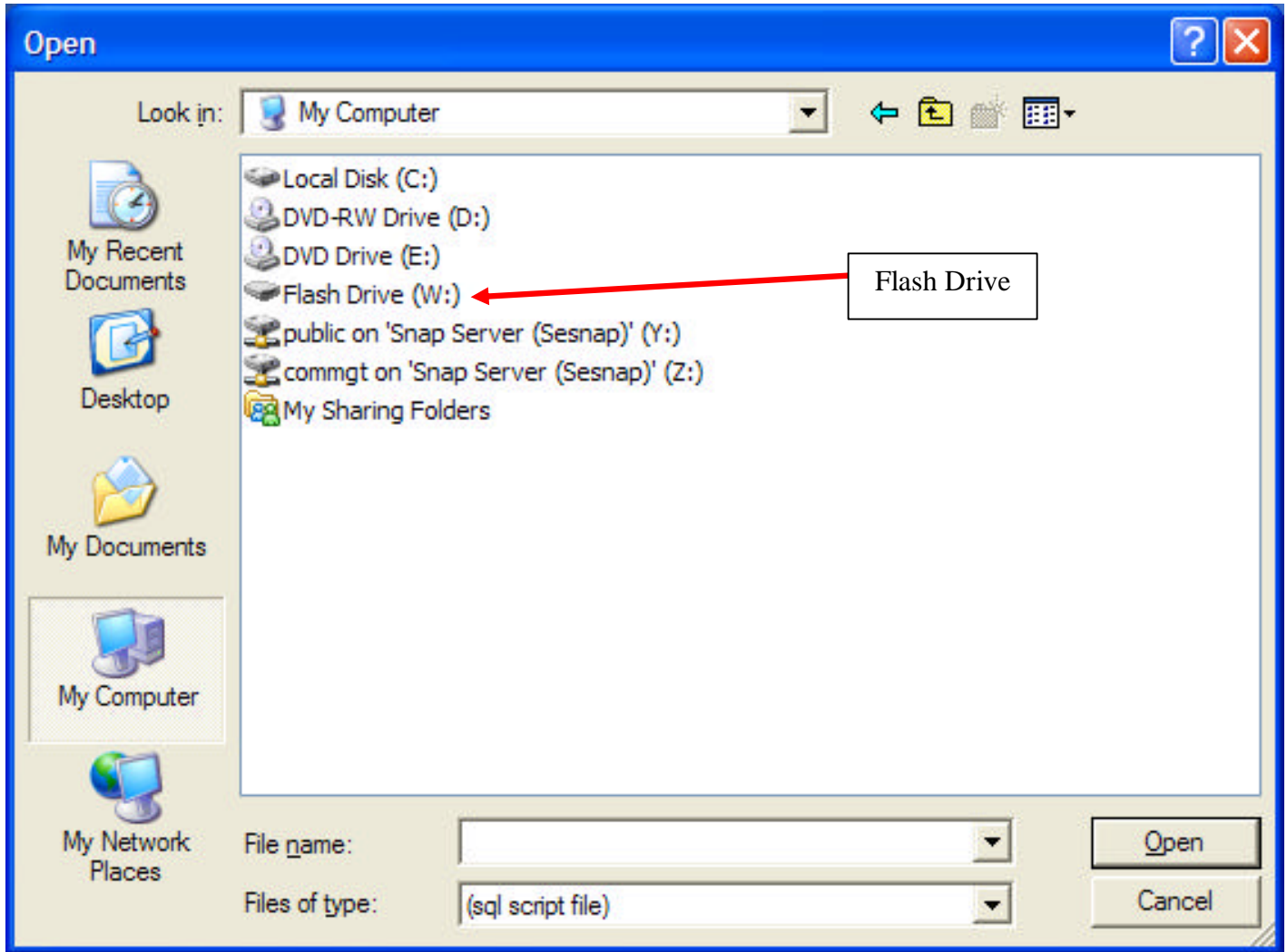
Then click on “SQL Script Running”



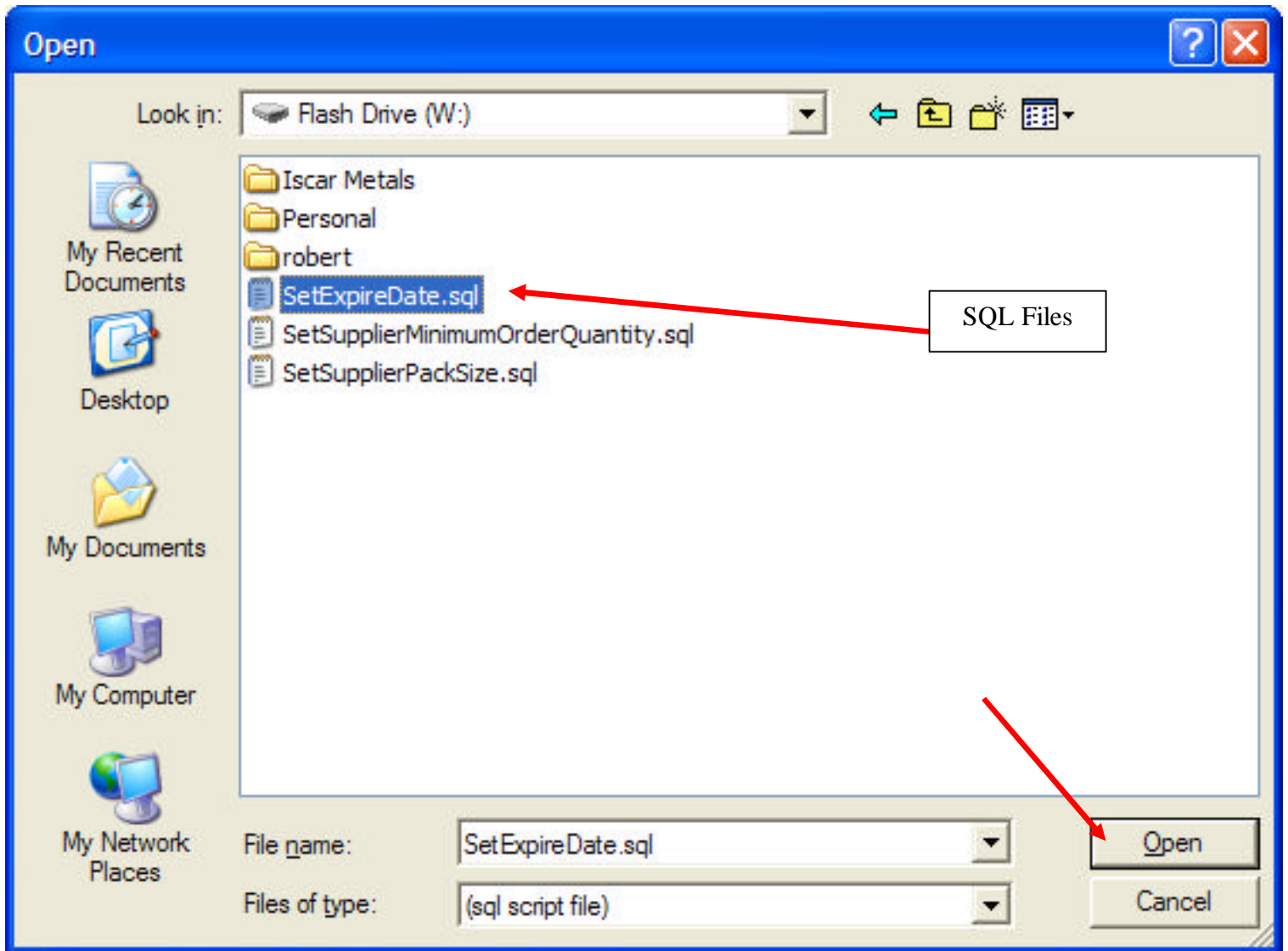
Now find the script that you want to run in the list or you may need to navigate to where the files are, in this example we are going to use files on a flash drive. So navigate to where the flash drive is. (Or where the script files are that you want to run) Click My Computer to see a list of drives.



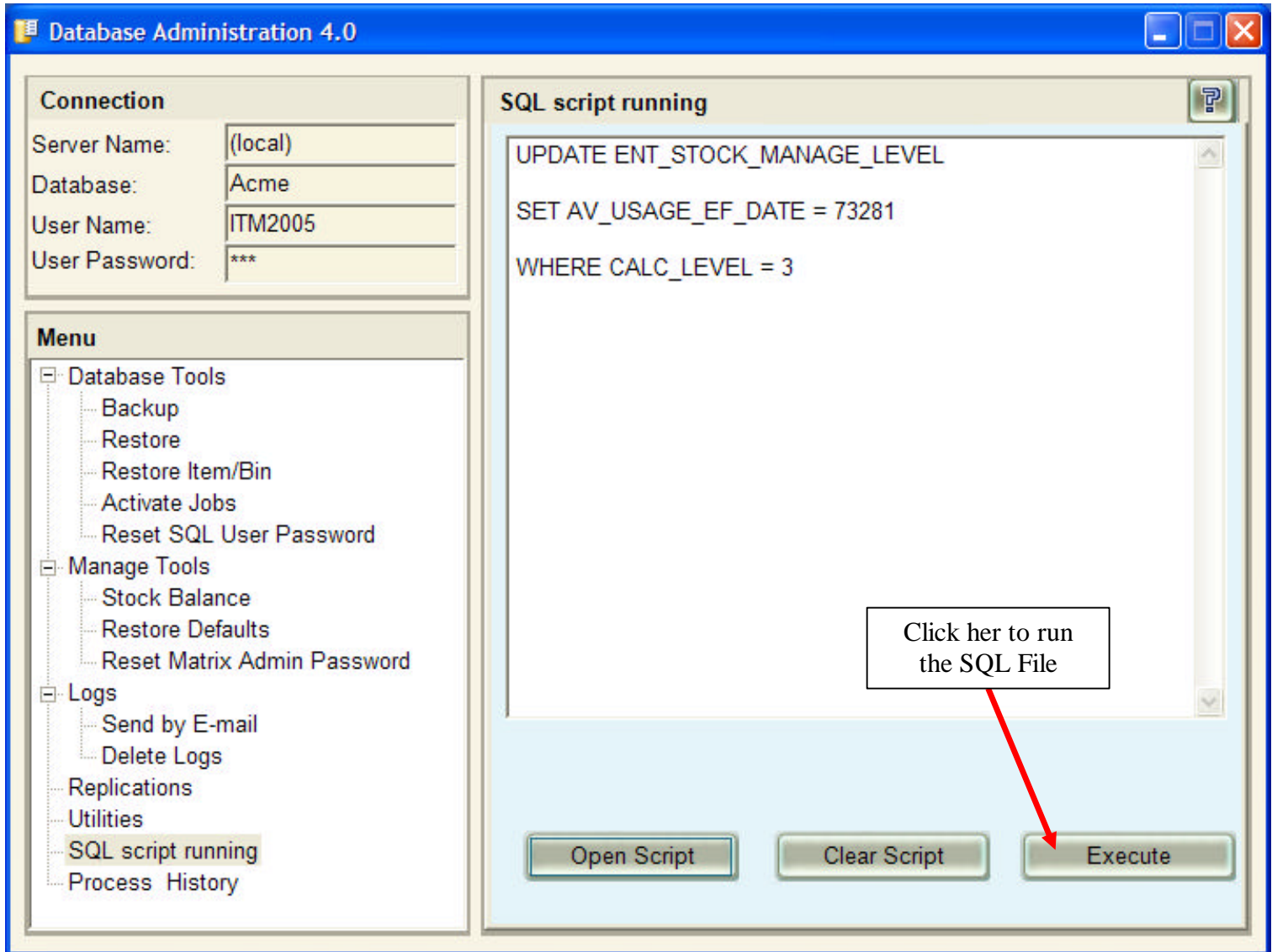
Your computer list may not look like mine. You will need to select the drive that is your flash drive. In this example it is Drive W. Double click your flash drive to open and view its contents.



You should navigate to where you put the SQL Files that were copied to the flash drive. Once you find them they will be displayed in the window. Start by selecting (click on it) the script file that you wish to run Ex. SetExpireDate.sql and then select open (or just double click the file).



Here is where you should be. The script is now ready to run. This script will set all Min and Max Override Expiration Dates to August 21, 2100, at the Item Level. All you need to do is click on Execute.



Once executed you will see the results at the bottom of the SQL Script Window
Your results will be different than the one shown here. Yours should have a number value indicating the number of records affected, where as mine only shows 0. Now if you need to run other scripts you just repeat the process.

