

Connect to the MaintScape Database from Microsoft Access

These instructions describe how to query the MaintScape Database from Microsoft Access. These queries can then drive Microsoft Access reports. The connection from Microsoft Access to the MaintScape database is made using ODBC - a standard mechanism for connecting to Relational Databases.

In order to create meaningful queries, you must be familiar with the structure of the MaintScape database. Documentation is available on this structure within MaintScape: From the Main Menu window, click on icon 'Inquiry and Reports', then click on option 'MaintScape Database Structure Reports...'.

Two techniques for querying the MaintScape Database are provided. The first, 'Linking MaintScape Database Tables as External Data', is the most straight-forward, and will let you query on MaintScape tables just as you would on Access database tables. The second, 'Writing Pass-through SQL Queries on MaintScape Database Tables', may be useful and is provided for completeness.

IMPORTANT: DO NOT modify any MaintScape data from within Microsoft Access. If you do so, the chances are VERY HIGH you will compromise data integrity, voiding your warranty.

Linking MaintScape Database Tables as External Data

This connection technique lets you query MaintScape tables just as you would on Access database tables. Instructions:

1. Ensure both MaintScape and Microsoft Access are installed on the computer you working from. Ensure you can log onto MaintScape - this confirms the MaintScape database is accessible.
2. Start Microsoft Access. Create a new Access Database, or open an existing Access Database into which you want to store queries to the MaintScape database.
3. Click on menu bar item: File/'Get External Data'/'Link Tables...'.
4. In the 'Link' dialog box, set field 'Files of type:' to 'ODBC Databases ()'.
5. In the 'Select Data Source' dialog box, find and select Data Source 'MaintScape'. This Data Source is available on either the 'Machine Data Source', 'User Data Source' or 'System Data Source' tab – depending on which MS Windows OS you are running and which multi-user MaintScape installation option was selected.
6. If you get a log-on window, specify your MaintScape user id and password.
7. You should now see a 'Link Tables' dialog where you can select the MaintScape Tables which you will query.

Writing Pass-through SQL Queries on MaintScape Database Tables

This connection technique requires you to manually write SQL (Structured Query Language) - the language for querying Relational Databases. For further information, consult your Microsoft Access documentation on the subject of 'Pass-Through Queries'. Instructions:

1. Ensure both MaintScape and Microsoft Access are installed on the computer you working from. Ensure you can log onto MaintScape - this confirms the MaintScape database is accessible.
2. Start Microsoft Access. Create a new Access Database, or open an existing Access Database into which you want to store queries to the MaintScape database.
3. In the database window, click on the Queries Tab, and then click 'New'.
4. In the 'New Query' dialog box, select 'Design View', then click 'OK'.
5. In the 'Show Table' dialog, click 'Close'.

6. A query window titled similar to 'Query1 : Select Query' should now be visible. Click on menu bar item 'Query', then 'SQL Specific', then 'Pass-Through'.
7. The query window should now be titled similar to 'Query1 : SQL Pass-Through Query'. Click on menu bar item 'View', then 'Properties'.
8. In the 'Query Properties' dialog box, modify the value of 'ODBC Connect Str' based on:

```
ODBC;DSN=MaintScape;uid=<your MaintScape userid>;pwd=<your MaintScape password>
```

Make the appropriate substitutions in the above. For example:

```
ODBC;DSN=MaintScape;uid=sjones;pwd=abc
```
9. Close the 'Query Properties' dialog box.
10. Enter a valid SQL query to the MaintScape database into the 'Query1 : SQL Pass-Through Query' window. For example,

```
select e.eqmt_cd, et.eqmt_typ_cd from equipment e join equipment_type et;
```

(SQL query can also be a call to a stored procedure which returns a result set)
11. Run your SQL query by switching from 'SQL View' to 'Datasheet View' using the 'View' menu bar. You can switch back from 'Datasheet View' to 'SQL View' using the 'View' menu bar as well.
12. If you wish, save the SQL Pass-Through Query, and then use it to drive Access Reports.

Very Slow Response Time over a Network

You may find response time extremely slow when using Microsoft Access on a computer which connects to the MaintScape database server over a network. If you are using a TCP/IP network, you may be able to increase speed to a very adequate level by modifying your client ODBC configuration as described in the MaintScape Installation Instructions document appendices.

The MaintScape Installation Instructions document is stored on your MaintScape CD-ROM in the 'Document' folder as 'install.doc'.

In particular, refer to the documentation on connecting from client to server over a WAN or the internet.

Please contact MaintScape technical support if this does not solve your problem or if you are using a different network protocol.