

## Linking the Front and Back End of a Database

Your system is designed in two parts, both with the same name and `_be` or `_fe` after the name.

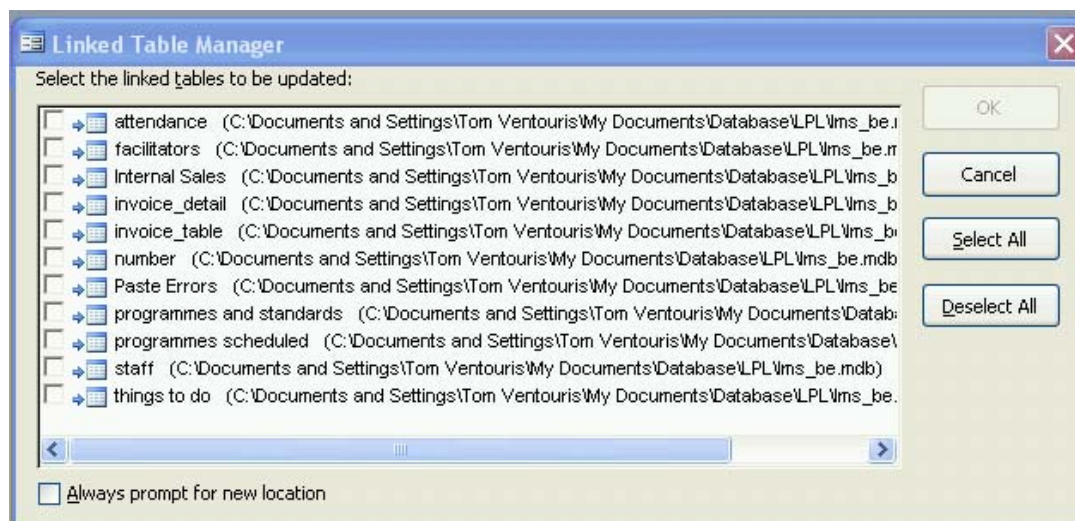
`_be` stands for back end. `_fe` stands for Front End.

The back end contains all the data and can be installed on a server. The front end contains all the forms, reports and functions and must be installed on each users computer.

This split ensures optimum performance and allows us to change or upgrade your system without interrupting your work or risk to loss of data.

In the event of a power failure or loss of network connection during work in this system, the link may be lost or damaged. In such cases, you will not be able to edit any data or run reports until the link is again established. Follow the steps outlined below to re-connect the two parts.

### 1. Select the Linked Table Manager



2. Click on "Select All" and

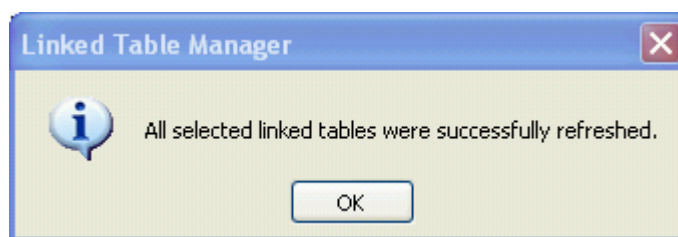
3. Tick "Always Prompt for new location"

4. Click OK

5. Browse to the Back End of the database.

This will be a file named the same as the Front End with `_be` and the end of the name.

6. Click on "Open"



7. Click OK

8. Click Close