## **Disaster Recover Backup Tips**

## HospitalPortal.net users should make sure of the following:

The HospitalPortal.net database (commonly named "Intranet") must be backed up properly using SQL Server backup or a 3rd party backup solution that can backup SQL Server databases while they are in use.

## **IMPORTANT:**

Beware that backing up SQL Server files is **NOT** a backup and will not work.

- →The "PortalCOMPLETE" folder on the IIS web server should be backed up as with it not only do you have the full application configuration but also there is some user data present in the "DATA" folder in the HospitalPortal.net application folder which contains files that users have uploaded to the server.
- → Make sure that your backups are stored off of the server onto other media or other servers.