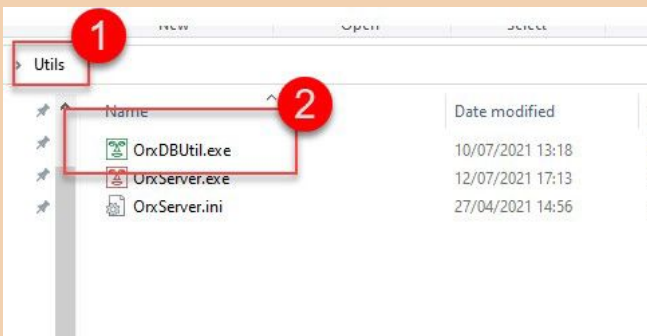# Running SQL scripts to change your App

From time to time for maintenance it may be necessary to update a small part of your Orixa App. You may be sent a short script by Orixa staff members to update or change your system.

If you are asked to do this, first liaise with Orixa to check that the change is bonefide. Such scripts are almost always sent in response to requests, so they should not arrive unannounced out of the blue.

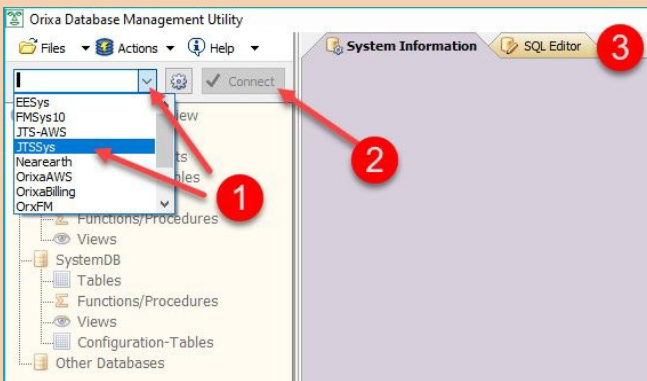If you are sure that the script is genuine, undertake the following steps.

BEFORE RUNNING ANY SCRIPT, ENSURE ALL USERS CONNECTED TO THE DATABASE HAVED CLOSED DOWN / EXITED THE MAIN ORIXA APP.

Find the "DB Utility", run it and connect to your database

DB Utility in Windows Explorer

1. Open Windows Explorer [Windows Key] + E.

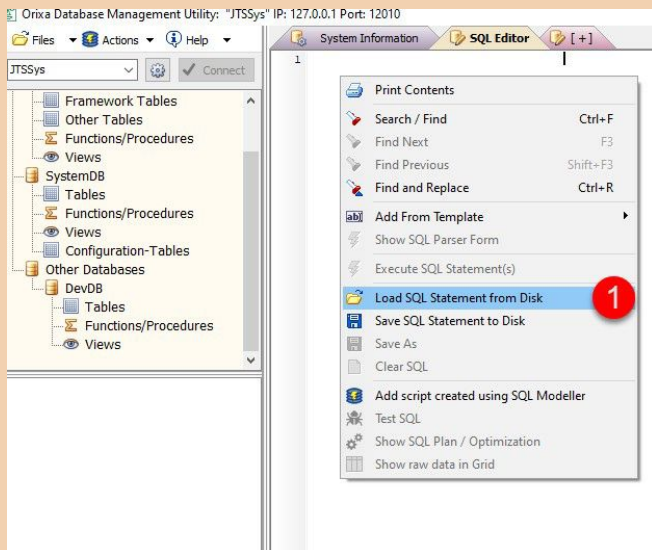2. Find OrxDBUtility in the "Utils" folder under your System or Database folder.

Connect to your Database in the DB Utility

Once the DB Utility is open:

1. Select your App from the list (there may only be one item to choose form)

2. The "Connect" button will light up once you have picked an App-name, click it to connect

3. Click on the "SQL Editor" tab to view a window where you can run the script.
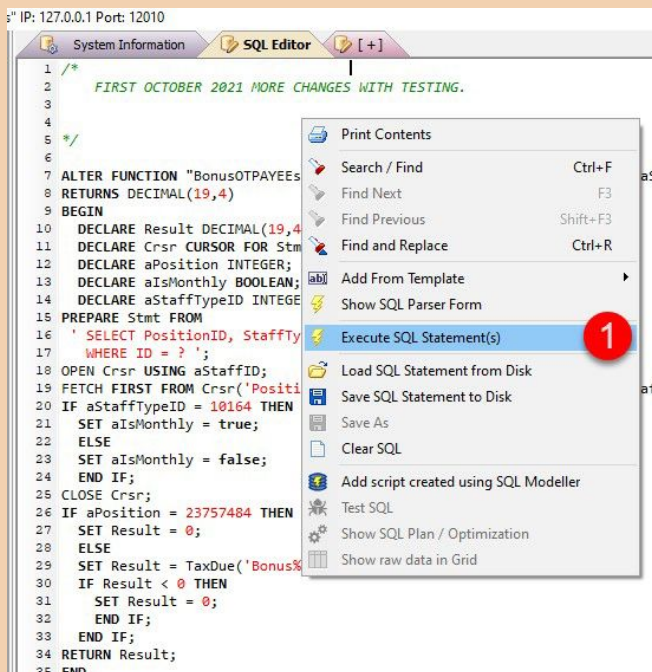
Open and run the SQL Script

Load SQL from file

Right click on the SQL Editor to open it's context menu as shown in the image.

Then click on "Load SQL Statement from Disk" (1., in the attached image) and find the SQL file you have been emailed.

Execute SQL

To run the SQL, right click to open the context menu again, and select "Execute SQL Statement(s)".

As the script runs, the "Message-log" for the DB Utility should open, listing messages to say what is being done. If any of these messages indicates and error, please take a screen shot of the error and email it to your Orixa Admin.