

Bone Imaging Laboratory

Standard Operating Procedure



SOP: MicroCT Project Backup

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Archive a project as a save set to mike.kin.ucalgary.ca/Bonelab/microct_archive/.

1. Prepare directory for backup and check for available space on the server. • delete unnecessary files/folders (e.g., ISQs, temporary work files) • purge AIM files in MODELS directory unless multiple versions need to be kept • refer to OpenVMS basics for help on DEC terminal commands • add text file with explanation of scripts to COM directory • check mike.kin.ucalgary.ca for available space or ask Eric Nodwell	☐
2. Run the project backup script. • \$ @COM:BACKUPPROJECT • provide information about the project as prompted	☐
3. Check that the backup was successful. • look for errors in the log file that was emailed to you • check for files on mike.kin.ucalgary.ca/Bonelab/microct_archive/ • optional: restore the backup to a temporary location (\$ COM:RESTOREPROJECT)	☐
4. Update the scanning log sheet. • record the name of the backup file along with your name	☐
5. Remove files from the micro-ct system. • remove data from the micro-ct system after it has been backed up to the server and published • \$ @COM:DELETEPROJECT	☐