

Migrating your data to another PC

This document will explain in clear steps how to move your Recruit Studio data from one PC to another.

You should follow these instructions if you wish to move your data to a server or if you are simply replacing your PC.

*These instructions **only** apply to customers using the SQL Compact Edition version of Recruit Studio where you have fewer than 10 consultants.*

If you have more than 10 or if you use the SQL Express version of the database please contact us for advice.

Before you start you will need:

- *Access to both the current and new PC or server*
- *A flash memory stick or other means of transferring the data*
- *All users of Recruit Studio to close the program until you have finished.*

PART 1 – STOPPING RECRUIT STUDIO

1. Close Recruit Studio on all PCs
2. Go to the PC or server which currently holds the data
3. Click the 'Start' button
4. Go to the Control Panel
5. Go to 'Administrative Tools'
6. Go to 'Services'
7. When the list opens scroll down to 'RSDBService1' and single-click on it
8. Click 'Stop' on the left hand side and the service will stop. This ensures the data has been correctly saved

PART 2 – COPYING THE DATA TO THE NEW LOCATION

9. Insert your memory stick or other media to this PC or server
10. Go to My Computer
11. Go to the C:\drive (local disk)
12. The 'RecruitStudio' folder containing all your data will be located here. Right click on it and copy the whole folder to your memory stick
13. When it has finished copying, remove the memory stick and insert it to the new PC or server
14. Copy the 'RecruitStudio' folder from the memory stick to the C:\ drive of the new PC or server. Be careful not to paste it into any folders – it must be placed in the root of the C:\ drive
15. When it has finished pasting the folder into the new location you are ready to install the Recruit Studio software

PART 3 – DOWNLOADING THE SOFTWARE

16. Go to www.recruitstudio.co.uk and from the Download menu click 'Download Recruit Studio'
17. Click on Step 3 'Recruit Studio database' and follow the steps to download and install it
18. Download the Recruit Studio client program onto this PC if you do not already have it. You can do this by going to www.recruitstudio.co.uk and from the Download menu choose 'Auto-update client version'. Follow the steps to install it

PART 4 – START THE DATA SERVICE

19. Before you can start Recruit Studio and reconfigure it to look to the new location you need to start the service. Click the Start button and go to the Control Panel
20. Go to 'Administrative Tools'
21. Go to 'Services'
22. Find 'RSDBService1' in the list and single-click on it. Does the status indicate that it is 'Started' or 'Stopped'? If it is 'Stopped' click 'Start' on the left hand side. If it has already started, close these screens.
23. Try to open Recruit Studio. If you have just downloaded the client program it will try to open automatically. Depending on the number of users you have you may need to reconfigure Recruit Studio on all the PCs to look towards the new PC or server to find the data.

See also:

- *[How to configure Recruit Studio](#)*