

Youth Program: Reindexing

Possible errors: “Index is out of Date”, “A component name Name already exists”, OR “Corrupt table other than header”.

Reason: Indexes become unsynchronized, due to heavy use; leaving program open and unattended; or possibly only copied in *.db (database) files.

The “**Corrupt table other than header**” is a more serious error, throwing off your indexes; and possibly resulting in lost indexes. This error is not included in the following solution information. See the exception information at the end of this tip sheet on how to fix this error.

Solution: Recreate indexes on certain files, depending on which file(s) you receive this error on.

1. **NEVER Recreate** all indexes at once. They must be recreated individually, or a few at a time. Never recreate an index that is not suspected to be causing an error.
2. Scroll through the error using **Next** or **Details** button to discover the name of the table that is causing the error.
3. **Note:** It won’t always be just the table listed in the error message; there could be more than one table needing to be reindexed. And eventhough you have not used those tables, other tables may be linked to the affected table and still need to be reindexed.

Example: Going into member/leader screen, the error could be linked to just the member/leader file or all the tables listed below.

4. Most common files that need to be reindexed are:
 - a. (Member/Leader tables) – Youth2a.db
 - b. (Parent & Parent link tables) – Youth2b.db and Youth2bl.db
 - c. (Club & Club link tables) – Youth2x.db and Youth2xl.db
 - d. (Project tables) – Youth2c.db and Youth2d.db
6. Go to **Utility|File Utilities** and **Highlight** the file(s) you wish to reindex, i.e. **Youth2a.db**. Hold the **Ctrl** key and click on Youth2b.db, Youth2bl.db, Youth2x.db, and Youth2xl.db to highlight more than one at a time. But remember **reindex only a few tables at a time**.
7. Go **File|Recreate Indexes**
8. It will say they have reindexed.

If the files were sent to you by someone else, to avoid index problems, make sure you send/receive all the files, the *.db files, *.px files, and the *?g? files.

With the EXCEPTION of the ‘Corrupt table other than header error’. The Solution for the Corrupt table error is different.

1. Restore the most recent backup of all files... *.db, *.px, *?g?. Make sure you are making current backups, know how they were made and how to restore this information. If you do not take the time to learn how to make backups, you may have to start from the beginning with entering data if the indexes cannot be fixed.

Martech Systems, Inc. recommends that you use WinZip for backing up data. Instructions for using WinZip are located in the User Manual and on our website under **Support|Fair Management|Tip Sheets**. A copy of WinZip can be installed from the Martech Systems Product Installation CD.