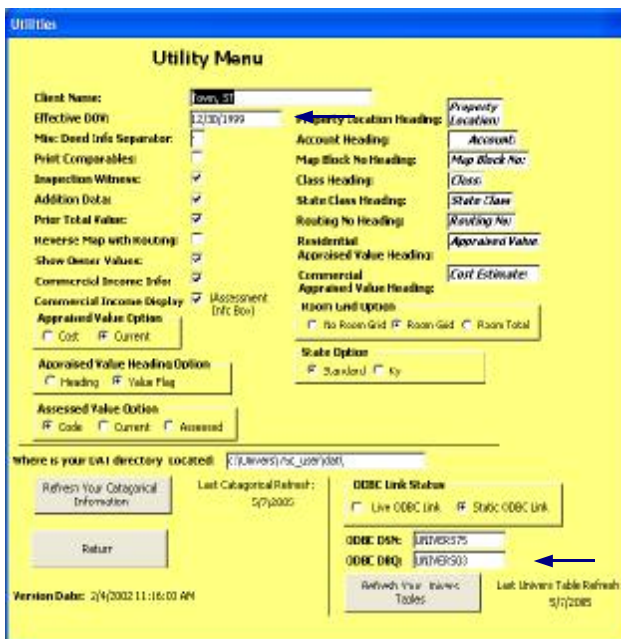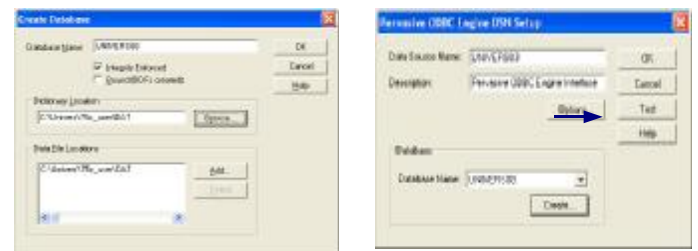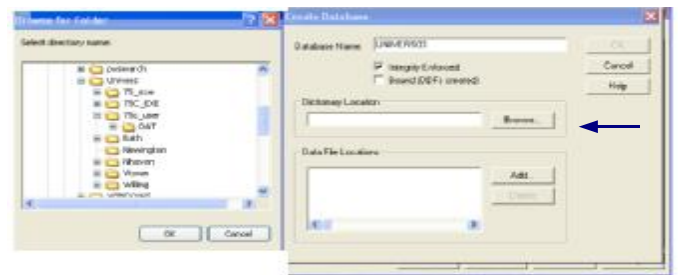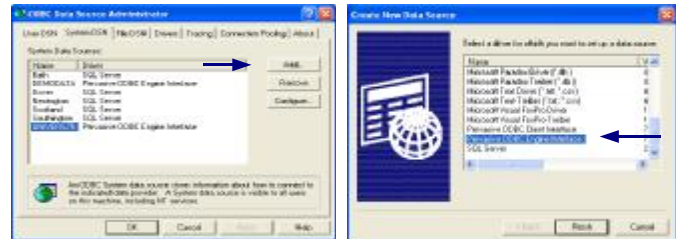# Printing the Access PRC from Archived Databases

If you are already using the Access PRC, then you already have an ODBC connection to your live database called UNIVERS75. Create new connections for each of the archived databases. The Access PRC will connect via this DSN name.

Adding a New System DSN

1. On the server, locate Pervasive in the All Programs list on the Start menu. Select Pervasive SQL2000i/ Utilities/ ODBC Administrator OR, from the Control Panel, select Administrative Tools, Data Sources.

2. On the System DSN tab, click Add. Name the new DSN.

3. Under Database Name, click Create.

4. Browse to find the DAT directory of one of the prior year and click OK.

5. Click Test to test the connection.

6. The new Database name will automatically be selected.

7. Repeat the process for each year.

Utility Menu

Modifying the Access PRC Settings

1. Double-click on the Univers PRC.mdb file found in the DAT directory for the year you wish to print PRCs for.

2. Select Utilities.

3. Change the ODBC DSN and DBQ to reflect the DSN and Database names set in step 3 above.

4. Change the Effective DOV.

5. Refresh both the Categorical Information and Your Univers Tables.

6. Click Return to save and exit.

7. Repeat for each year.