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1 INTRODUCTION

iTAX or Integrated Taxation Management System is an integrated software composed of several modules that individually accommodate the procedures that signify each of the local government offices.

iTAX provides a Module that will allow the system administrator to back up and restore their Database.

2 OVERVIEW

iTax Database Service helps the LGA to secure a copy of their database whenever problem may occur.

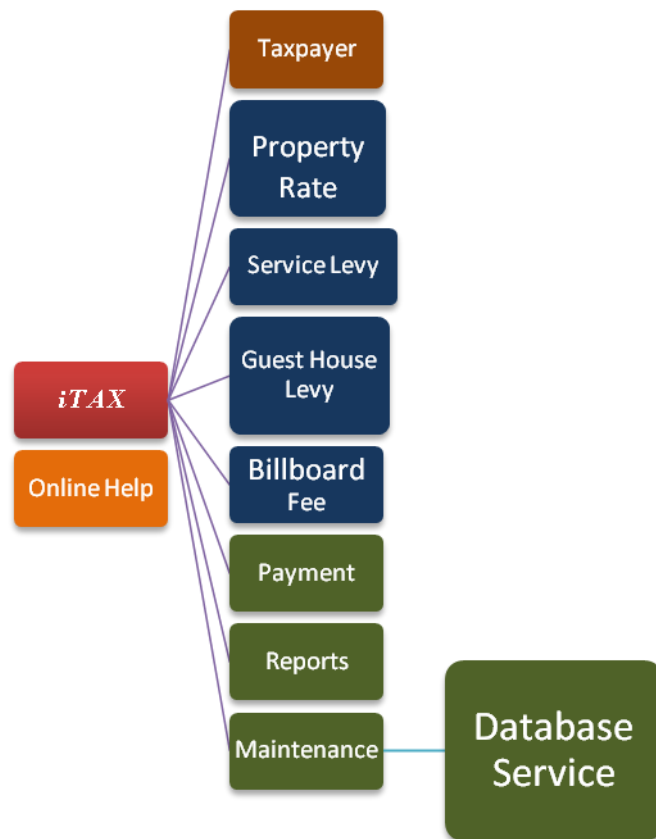


Figure 1 – Database Service

Figure 1 illustrates the structure of the iTAX application with Database Service as the module under focus. Also shown are other support modules such as Reports and Maintenance that provide common services. Online Help is additional function in the software where you can seek help from Internet.

The table below summarizes the features, transactions and reports of the Service Levy module.

FEATURES	
	<ol style="list-style-type: none">1. Backup Database2. Restore

Figure 2 – Database Service features

3 Backup Database

The TRA Data Exchange has (1) one window.

To access the Database Service module go to the Maintenance Menu > Database Service.

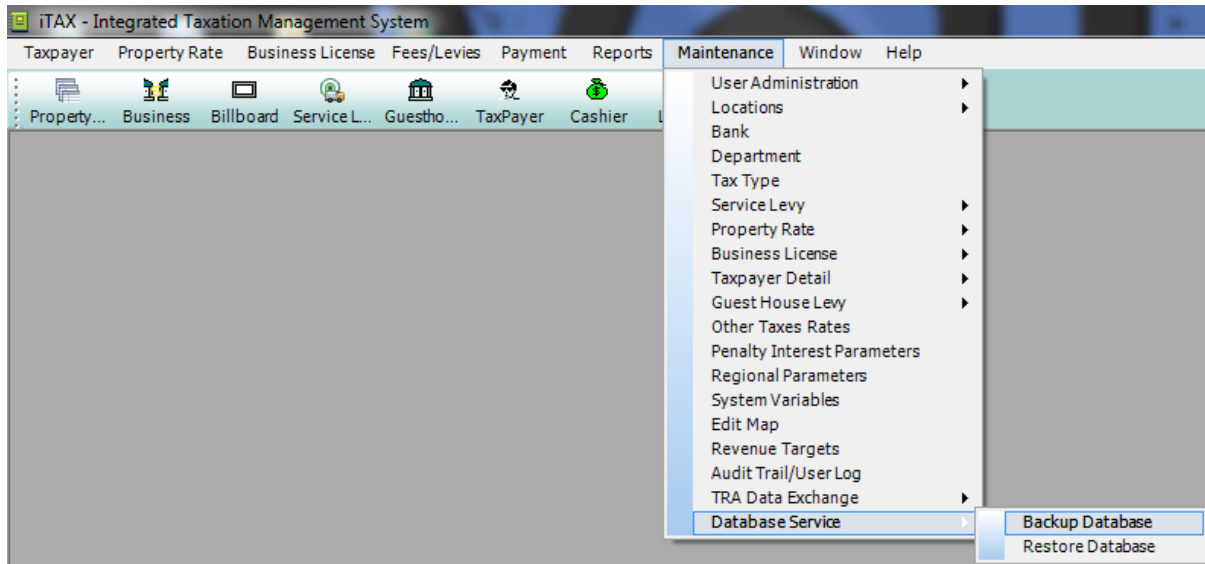


Figure 3 – Database Service Menu

The Backup window will display.

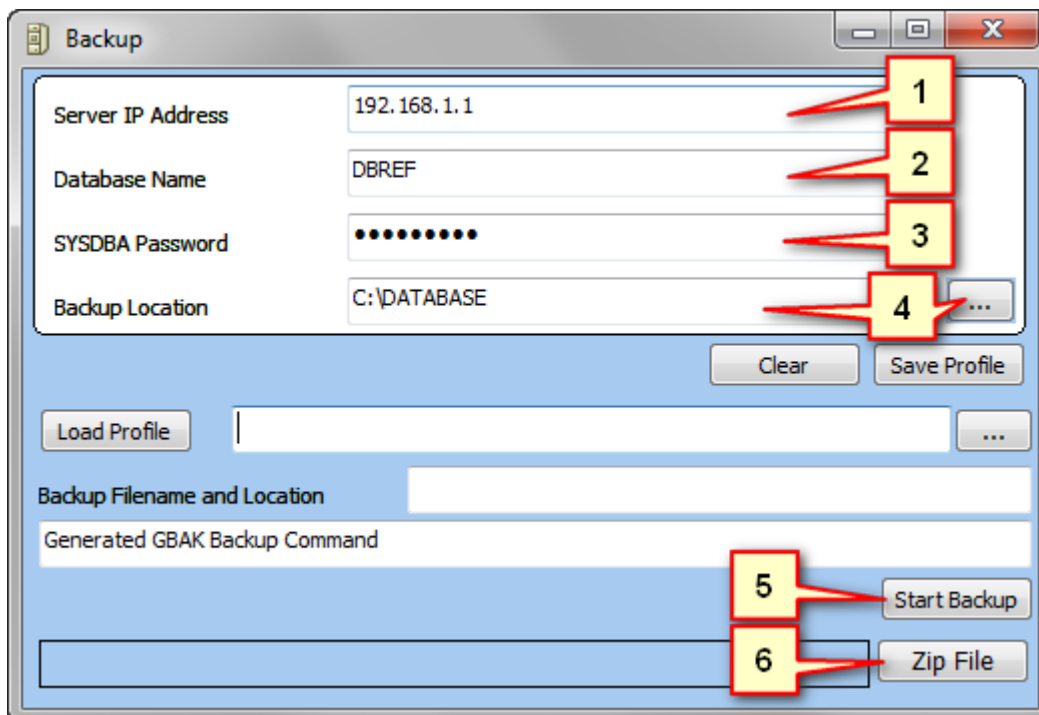


Figure 4 – Export Data window

Please refer to the number in figure 4.

1. Fill in the IP Address of the server (as shown in figure 4) if the database is located in the server.
2. Fill in the database name.
3. Fill in the database password.
4. By clicking the button on the right side, another window will pop out where you can select the location of your backup file.
5. After filling in the fields from no. 1-4, click the Start Backup button to start the backup.
6. After backing up click the Zip File button to compress the backup file.

4 Restore Back up

The Restore window will display.

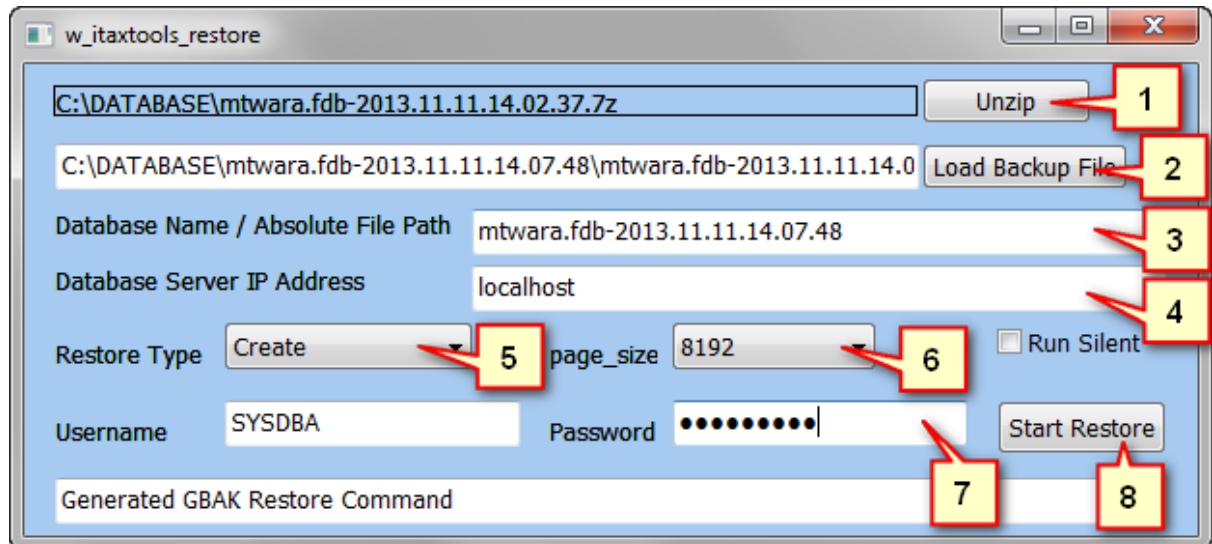


Figure 5– Restore window

Please refer on the number in the figure 5.

1. In clicking the Unzip button a window will pop out and locate the backup file.
2. Load the backup file that you extracted/Unzipped.
3. Database Name / Absolute File Path will automatically filled in after loading the backup file.
4. Fill in the server IP Address.
5. Select the type of restore you wish to do.
6. Select the page size of the database.
7. Fill in the database password
8. After doing all the steps from 1-7, click the start restore button start process for restoration.
9. Finish.

GFA	GFA Consulting Group GmbH, Hamburg, Germany
GIZ/GTZ	German Development Cooperation, Eschborn, Germany
iTAX	Integrated Tax Management System
LGA	Local Government Authority
TRA	Tanzania Revenue Authority

5 ACCRONYMS AND ABBREVIATIONS