



***HOW TO  
Use Miva Merchant  
Utilities***

Revision 1.0



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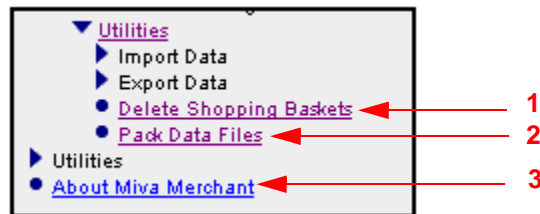
# HOW TO

## *Use Miva Merchant Utilities*

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There are three Miva Merchant store utilities and one Miva Merchant domain utility that you must use on a regular basis to keep your store operating efficiently. These utilities are:

- Delete Shopping Baskets
- Pack Data Files (for a store)
- Pack Data Files (for the domain)



1. Click the Delete Shopping Baskets.



A message is displayed to show the shopping baskets have been deleted.

2. Pack Data Files (for a store)

When you delete records (products, customers, etc.), you are not deleting them entirely. You are “marking” the records for deletion. If you have removed several records, your database may become overburdened with these old records. To delete all the records that have been “marked” for deletion, use the Pack Data Files utility.

To pack your data files, simply click on the Pack Data Files link under your stores utilities. There is also a Pack Data Files utility under the domain.

Packing data files writes the contents of the database to a temporary file of those records that have not been marked for deletion. It then erases the original database and renames the temporary file to the original name. It then rebuilds the indexes to match the new database (with presumably fewer records). This can take some time if there are several records.

Because of the time it may take to pack your database, you should only pack your database when needed. You may also want to perform this task during a non-peak time for your storefront.

3. Pack Data Files (for the domain)

If you have more than one store, you can pack all of the data file in your Miva Merchant domain.