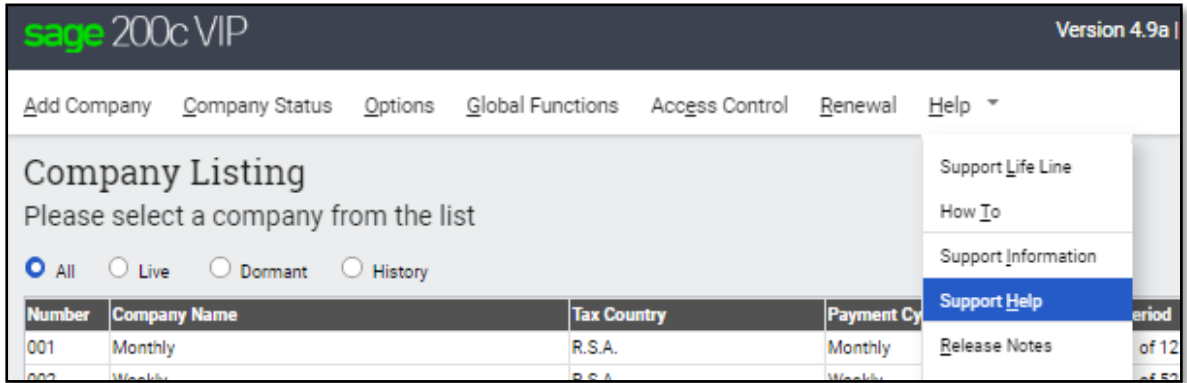


How to Rebuild via Support Help

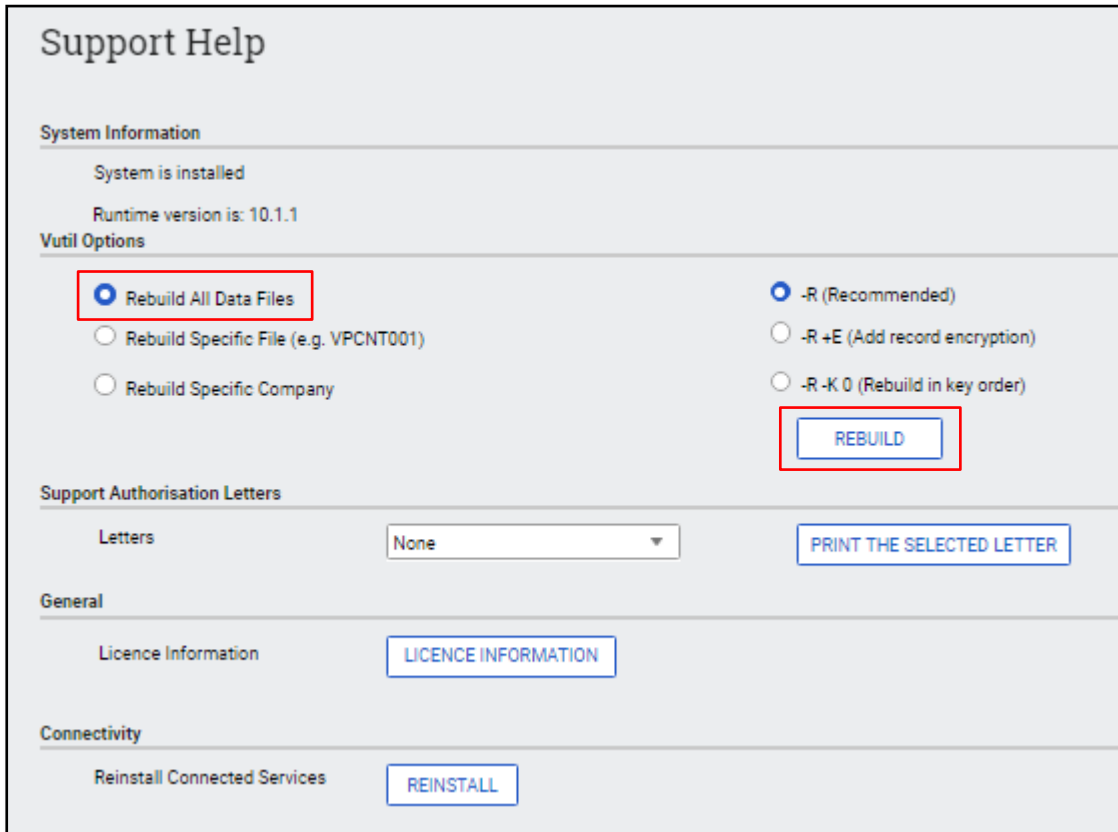


Open VIP and click on Help and then select Support Help.



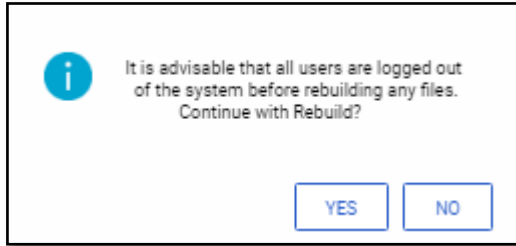
Rebuild All Files

- Select Rebuild All Data Files and then click on Rebuild.

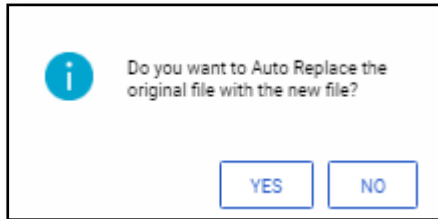


- To complete this action, you will need to answer the following questions.

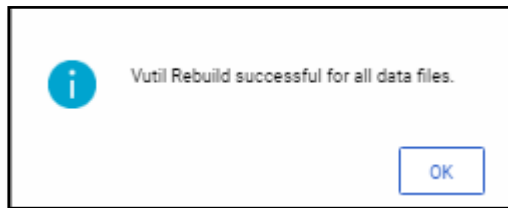
Ensure that all users are logged out and then select Yes.



Select Yes.



- The following screen will indicate the completion of the rebuild. Click on OK.



Rebuild specific file

- Select Rebuild Specific File and type the file name in the available block. Then click on the Rebuild.

The screenshot shows the 'Support Help' interface with the following sections:

- System Information**: System is installed, Runtime version is: 10.1.1
- Vutil Options**:
 - Rebuild All Data Files
 - Rebuild Specific File (e.g. VPCNT001) with a text input field containing 'VPMIS001'
 - Rebuild Specific Company
 - R (Recommended)
 - R +E (Add record encryption)
 - R -K 0 (Rebuild in key order)
 - A 'REBUILD' button is located below the options.
- Support Authorisation Letters**: Letters dropdown set to 'None', with a 'PRINT THE SELECTED LETTER' button.
- General**: Licence Information with a 'LICENCE INFORMATION' button.
- Connectivity**: Reinstall Connected Services with a 'REINSTALL' button.

- To complete this action, you will need to answer the following questions.

Ensure that all users are logged out and then select Yes.

It is advisable that all users are logged out of the system before rebuilding any files. Continue with Rebuild?

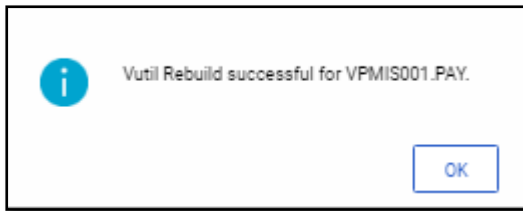
YES NO

Select Yes.

Do you want to Auto Replace the original file with the new file?

YES NO

- The following screen will indicate the completion of the rebuild. Click on OK.



Rebuild Specific Company

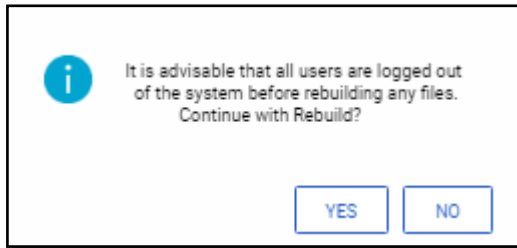
If you would want to rebuild a specific company as you may have many companies on the payroll and a full rebuild will take a long time.

- Select Rebuild Specific Company, select applicable company from the dropdown list, then click on Rebuild.

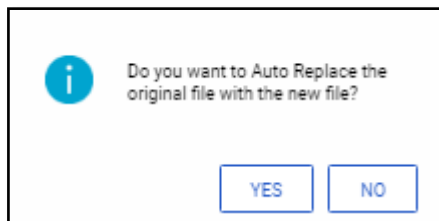
A screenshot of the "Support Help" interface. The page is divided into several sections: "System Information" (System is installed, Runtime version is: 10.1.1), "Vutil Options" (Rebuild All Data Files, Rebuild Specific File (e.g. VPCNT001), Rebuild Specific Company (selected, with a dropdown menu showing "001"), -R (Recommended), -R +E (Add record encryption), -R -K 0 (Rebuild in key order), and a REBUILD button), "Support Authorisation Letters" (Letters: None, PRINT THE SELECTED LETTER button), "General" (Licence Information, LICENCE INFORMATION button), and "Connectivity" (Reinstall Connected Services, REINSTALL button). Red boxes highlight the "Rebuild Specific Company" option and the "REBUILD" button.

- To complete this action, you will need to answer the following questions.

Ensure that all users are logged out and then select Yes.



Select Yes.



- The following screen will indicate the completion of the rebuild. Click on OK.

