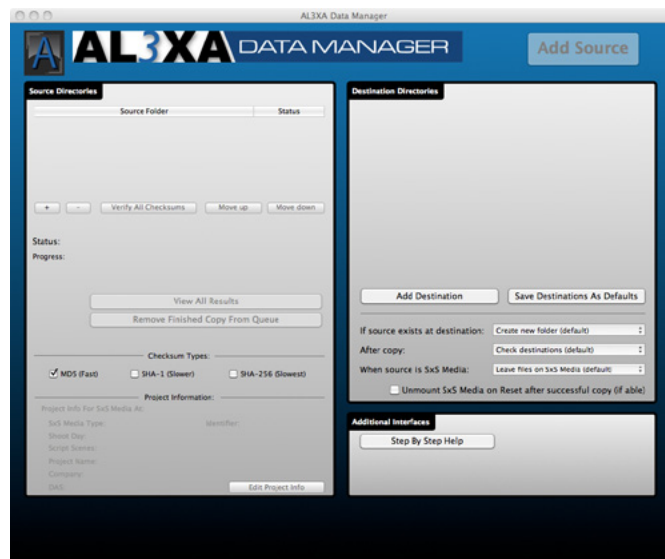




# AL3XA DATA MANAGER



Mac/Win v1.0  
April 9, 2011



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# AL3xa Data Manager System Requirements

## Apple Macintosh version

### Minimum System Requirements

- Intel Processor
- 1Gb RAM
- Mac OS 10.5.4 or later

### Recommended System

- Latest Mac Pro
- Multiple data busses (SATA, eSATA, SAS, Fiber Channel)
- RAID system capable of writing at 400+MB/sec
- 4Gb RAM
- Mac OS 10.6.5

## Microsoft Windows version

### Minimum System Requirements

- 1Gb RAM
- Windows XP

### Recommended System

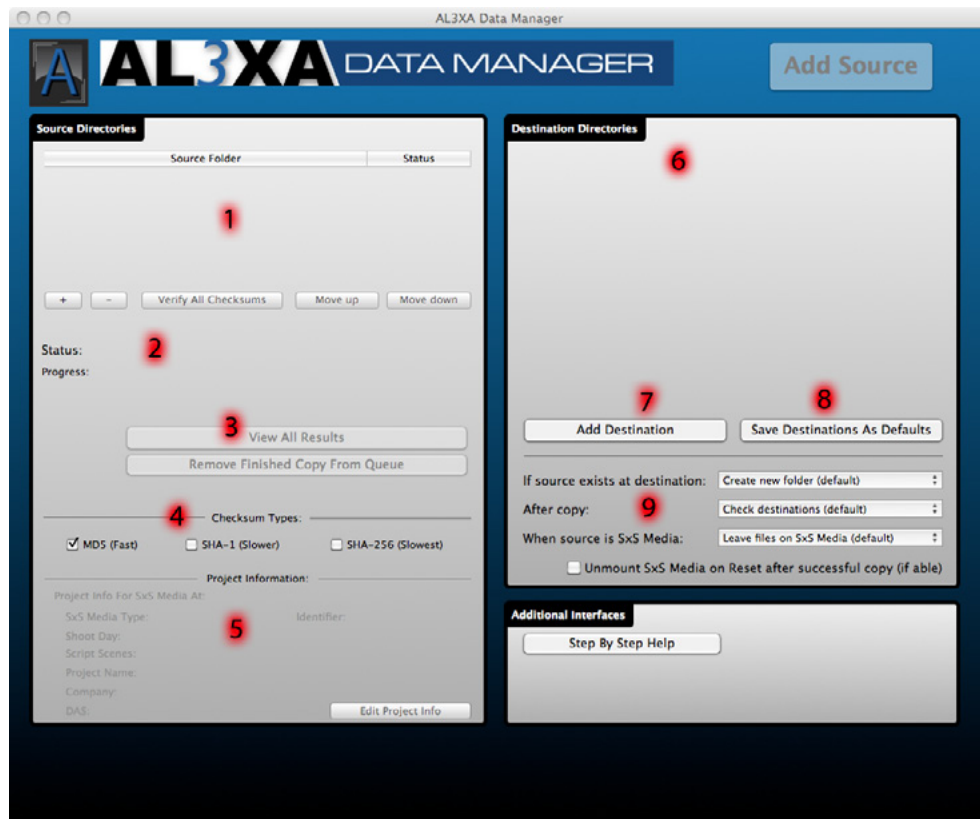
- Intel I7
- 4Gb RAM
- Windows 7, fully patched to latest version
- Multiple data busses (SATA, eSATA, SAS, Fiber Channel)
- RAID system capable of writing at 400+MB/sec



# AL3xa Data Manager User Interface

## Apple Macintosh Version

### Main Window

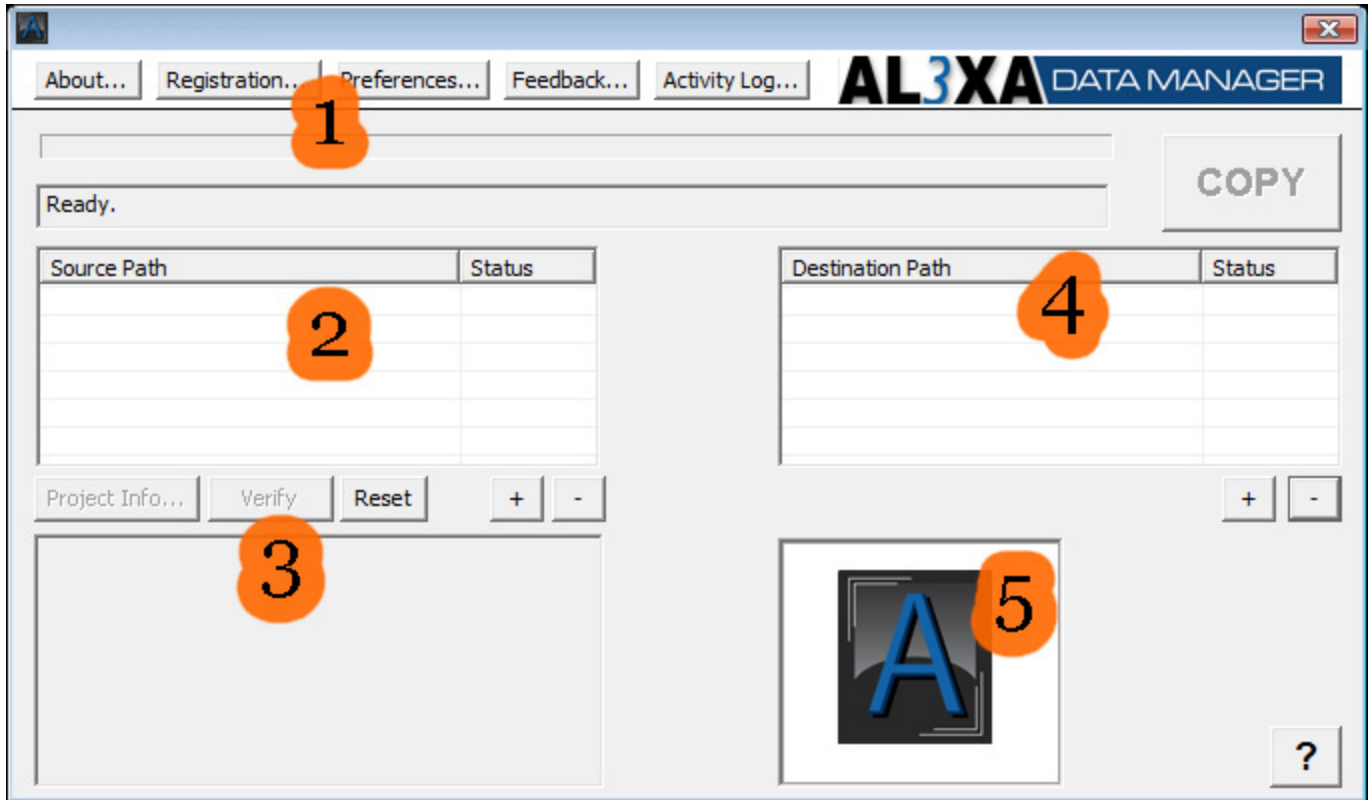


1. Source Listing
2. Copy Status Display
3. Result Status Display & Controls
4. Checksum Types
5. Project Information Area

6. Destination Listing & Progress Display
7. Add Destination Button
8. Save Destinations Button
9. Destination Options

## Microsoft Windows Version

### Main Window



1. Progress Display
2. Source Listing
3. Project Information Display
4. Destination Listing
5. Result Status Display & Controls

# Al3xa Data Manager Quick Start Guide

## Using Al3xa Data Manager

Getting started with the Al3xa Data Manager involves these simple steps:

### **Select The Source**

Set your source MOV files here. Click on the box “Add to Queue”. A new dialog window will popup. You should select the drive root of your Alexa Media. You can add up to 200 sources to process at once.

### **Set The Project Information**

The options here will only be enabled if the source is identified as a Alexa Media. Click on the “Edit Project Info” button to edit the items. You do not need to fill them out at all if you don’t want to. Items are saved between sessions automatically.

### **Set The Destination Directories**

Set your destination directories. Click on the “Add a Directory” button and navigate to where you want the MOV files to be copied. You should NOT create a new directory for each Alexa Media you download.

### **Set The Destination Options**

Check your destination options to ensure they are set correctly. Usually you will want to have the options set as shown here. The “Erase from Alexa Media” only takes effect if you are coping from a Alexa Media, and has no effect if you are copying from a different filesystem (non-Alexa Media).

### **Start Copying**



Click on the “Start Copy” button in the upper right. A spinning icon will appear, meaning that the copy process has started. You should see what folder is being copied and can track the progress of the copy and verification steps.

That’s all it takes to securely copy your media.





# Al3xa Data Manager Users Guide

## Using Al3xa Data Manager

### On Set

#### **Overview**

Don't let this long help file scare you - using this program is as easy as 4 steps. (1) Setup your defaults (2) Select destinations (3) Select the source (4) Copy. But for more details on what each thing does, read on:

#### **Setup**

At the beginning of the show you will want to setup your preferences. This will help you move faster once the shoot starts and the footage starts flowing. Make sure all the drives you wish to copy MOV files TO are mounted and accessible. Then startup the Al3xa Data Manager. Enter the project name, the company and the Digital Acquisition Specialist (DAS - a.k.a. you!). You can also setup the shoot day (day one of 10, or exterior shots) and the date.

Next, setup the destination directories. Simply click on "Add A Directory" and navigate to your destination directory. If you need to create a directory, then enter the name of the directory to be created there. Click on "open" and it will load that destination into an available destination spot. You can load up to 4 destinations for each copy process.

Now you can save all these items you just setup as the defaults. Then when you restart the Al3xa Data Manager application, it will load these defaults. Simply click on "Save Destinations as Defaults" to save the destination directory targets. Now you are ready to begin your data management.

## **Program Preferences**

Under the menu item “Preferences” there are some options that will affect how AI3xa Data Manager performs.

### **General Tab:**

#### ***Auto-start copy when Alexa Media are mounted***

This option allow the copy process to start immediately when AI3xa Data Manager detects that a new Alexa Media was inserted. The copy operation will only progress if you have already setup destinations, and those destinations exist.

#### ***Remind me to change Project Info settings for new Alexa Media***

With this option, the program will remind you with a popup notice to change the Project Information settings each time the program auto-starts a copy. The copy will still progress in the background while the message is displayed.

#### ***Auto-scroll activity log window***

This enables auto-scrolling in the activity log window

#### ***Prevent destination drives from sleeping (\*)***

This option helps to prevent consumer drives from sleeping between copy runs. When enabled, AI3xa Data Manager will write to a small hidden text file on each destination every 60 seconds. This file takes up very little space and is hidden from normal operations. By doing this AI3xa Data Manager should be able to prevent common errors with consumer drives.

### **MOV Files Tab:**

#### ***Report errors on MOV files only, ignore checksum errors on other files***

Using this option, only when a MOV file’s checksums don’t match will the status of the copy be set to error. Other files (such as XML files) may change, and AI3xa Data Manager will report those errors as “warnings”, not “errors”. If there are both checksum errors on MOV files AND other files, it will report the copy process as “error”. Only if there are NO errors on MOV files will it report “warning” or “ok”. By

disabling this option, it will report every issue as an error.

### **Separate footage based on camera letter**

This option allows you to set one destination, and Al3xa Data Manager will handle sorting the camera rolls by the camera letter, putting all the rolls for a particular camera inside a single folder in your destination. It will put all the footage from media roll numbers that begin with A into a folder labeled A. You can select the suffix for the name of the folder, such as “ Camera” for the folder name “A Camera”. When Al3xa Data Manager copies media, it will create directories as needed if the folder for that camera has not yet been setup.

## **Reporting Tab:**

### **Send SMS/email on completion**

This option enables the program to send a SMS or email message to the address you specify. For this option to work, the following requirements must be met:

- You must have an active internet connection when the copy process is complete.
- You must have the Mail program open, with one email account configured for sending email.
- You must specify an email account to send the email to. For SMS, please ask your cell phone provider to give you the email address to their SMS gateway.

### **Send entire log via email**

This option appends the log of the copy to the email notification sent. Not recommended for SMS, as the logs are verbose.

### **Include timestamp (\*)**

Al3xa Data Manager will append the current time when finished to the SMS message. This is recommended for SMS, since some SMS operators may not always deliver SMS's in order.

### **Include destination information (\*)**

This allows you to include the destination information in the SMS message.

### **Enable Growl support (\*)**

This option turns on growl reporting. For more info on Growl, see <http://www.growl.info> .

## **Project Info Tab (\*)**



## **Setup Alexa Media Identifiers for Project Information (\*)**

This enables you to set a variety of custom identifiers for your Alexa Media, and then select from them in the Project Information window when copying from a Alexa Media. When this option is enabled, you must set the identifiers here and use the drop down box in the project information window, as the text box is disabled. With this option disabled, the drop down box is also disabled and the text box is enabled. To add an identifier, type in the text box the name you wish, select the type of media that is, then click add. To remove an identifier, select it then press remove.

## **Cache-A Tab (\*)**

### **Select method to communicate with Cache-A device (\*)**

This selects the method that AI3xa Data Manager will communicate with the Cache-A device. You can set it to contact it via the archive name of the device, or the IP address of the device.

### **Automatically begin archive process after each successful copy (\*)**

With this option enabled, AI3xa Data Manager will automatically start the process of writing data to tape on the Cache-A device. AI3xa Data Manager will monitor the progress and alert you if there are any errors. When this option is disabled, you will need to manually start and monitor the copy process.

### **Cache-A hostname (\*)**

Enter the last two digits of the name of the archive device as shown in finder. This is normally the last two digits of the serial number.

### **Cache-A remote IP address (\*)**

Enter the IP address of the device.

### **Test connection (\*)**

This provides a way to ensure that AI3xa Data Manager and the Cache-A device are able to communicate. The test will alert you if it is successful.

## **Other Preferences**

While we are talking about preferences and defaults, we should also discuss the Destination Options. These options are located on the main screen toward the bottom right.

### ***If source exists at destination***

This option allows you to tell the copy process what to do if it encounters a situation where the source folder already exists at the destination. This may be a case of the folder had already been copied and not properly erased off the Alexa Media, or it may be a case where the computer accidentally create the folder again. In the former case, you will want to just bypass those folders, speeding up the copy process. However, in the latter case, you will want to have that data, but not overwrite the data that is already in the destination. So you can choose what you would like for it to do. The option to “Create a new folder” is the safest. The a new folder will be created at the destination, appended with a timestamp. So both copies of that folder will live on the destination at the same time. You can then go back and see if it was indeed a duplicate and act accordingly. The “Overwrite all” option will put the new data into the destination directory, possibly removing the old data at the destination if the file names match. The “Ignore” option will not copy anything. The “Ask” option will check if the folder is duplicated first and ask what to do (“create new directory”, “overwrite”, “ignore”) before proceeding.

### ***After Copy***

This option allows you to speed up your copy process, if you are running short on time. You can skip the checking of the checksums in the destination folder, which will save you about 33% on your copy time. However, this is not recommended, as then we cannot guarantee that a correct copy was made at each destination.

### ***When Copying from Alexa Media***

This option is only enabled if the source directory is identified as Alexa Media. If the source is Alexa Media, you will have the option to remove the data from the Alexa media after all copy processes to all destinations are done, including verifying checksums of copied files (if not disabled). This will remove all data there, and prepare the Alexa Media for formatting on the camera. Please note, if you are just copying from a hard drive, and NOT Alexa Media, this option will not be enabled, and no data will be removed from the source.

### ***Unmount Alexa Media (\*)***

This option will unmount all successfully copied Alexa Media when you click on

the “Reset” button. If it is unable to unmount the media for whatever reason, it will notify you.

## **The Copy Process**

The actual copying process can be done using two distinct methods. The standard copy method and the auto-copy method.

### **The Standard Method:**

So now you have a Alexa media full of shots, and are ready to copy files to somewhere usable. First you need to mount your Alexa Media. Once mounted, click on “Add to Queue”. In the window that pops up, navigate to the Alexa Media. Then click open.

Once you do this, a couple of things will start happening instantly. First, if it is a Alexa Media, Al3xa Data Manager will go through and find all your MOV files.

You can add up to 200 sources to copy at once, and Al3xa Data Manager will go through each sequentially. To add a another source, simply follow the “Add to Queue” steps once for each new source.

Now if you have your destination directories set, and your project, shot and Alexa Media info filled out, simply click on “Start Copy”. The “Start Copy” button will turn to “Halt”, and a wheel will begin rotating next to it, indicating that a copy process is started.

If at any time during the copy process you realize that one of the Destination Options needs to be changed, you can change it at that time. It will take effect from that point forward. So, if you decide half way through to change the option to leave the files on the Alexa Media, it will honor that option, as long as it has not started deleting files.

### **The Auto-Copy Method:**

With the option to “Auto-start copies when Alexa Media are mounted”, the copy process is slightly different. You first need to ensure that you have the program running before the Alexa Media is mounted, and that you have valid destinations



setup. Only if both of those are done previous to a Alexa Media mount will the copy auto-start. If you don't have valid destinations setup, a notification will popup alerting you to setup destinations and manually add the source.

When Al3xa Data Manager detects that a new Alexa Media has been mounted, it will first clear the queue of old copies runs that have successfully completed. This helps to ensure that in the queue are only items that still need to be copied, not leftovers from previous copy runs. The program will not remove any sources that had any errors to any destinations - those will be left in the queue and retried.

After clearing the queue, Al3xa Data Manager will then go thorough the new source, and start calculating checksums. At the same time, if you have asked the program to remind you, it will popup a notification to remind you to update the project info area with new information. The copy process continues behind this alert window. It is safe to update the project information while the copy process is underway.

As with the standard method above, as soon as the copy process starts, the main button in the upper left will turn to "halt" and a wheel will begin rotating right next to it, indicating the copy process has begun. Outside of the above mentioned project information, no more user interaction is necessary.

## **Stopping Copies**

At any time, you can stop an individual copy process from continuing. For example, if you setup 3 destination directories, but now just want to copy to one, you can stop the other 2 copy processes without affecting the third. To do this, simply hit the "halt" button next to the destination you wish to stop. This will stop the process at the next available moment - which may not be immediately, but will be before the next file is copied or checksumed.

## **Removing Directories**

To remove a destination directory, simply click on the "Remove" button next to the destination you wish to remove. Please note that if you wish to save this, you will need to hit "Save destinations as defaults" again, or it may appear again when you restart the program. It is not possible to remove destinations while a copy process

is in progress.

## **Finishing the copying**

After all the source folders have been copied to all destinations and (optionally) all files checksummed and (optionally) all files removed off the Alexa Media, then it will present the user with any errors that were encountered. It will sum up the errors to all destinations in one window. It will indicate if it was a copy error or a checksum error, and which RDC folder(s) had the error. PLEASE NOTE: NO FILES WILL BE DELETED FROM ALEXA MEDIA IF THERE ARE ANY COPY OR CHECKSUM ERRORS AT ANY TIME, REGARDLESS OF ANY OPTIONS THAT ARE SET. This is for your safety. If there are no errors, it will present the user with a window that says everything was successful.

## **Digging Deeper**

Should you want to see exactly what happened, when, and why, there is a activity log window. From the “Window” menu, select “Activity Log”. This is a detailed log of each files that was transferred, each file that was checked, and all the results. These results can be saved to a text file for future reference.

## **Post Production**

### **Overview**

Like on set, Al3xa Data Manager serves a vital role in the post production process. It can copy files to multiple destinations at once, and verify that each copy of every file is valid - and is exactly as first read from the original Alexa Media.



## Copying Files

Just as in the copying files for on set, you can copy files in post the same way. Simply setup your destinations, select your source, and copy. Since the source folder most likely wont be Alexa Media, the options for deleting MOV files will be disabled. In addition, it will not re-check the checksums on the source, rather it will use the saved checksums and verify the copies from that. If you would like more info on what each option does, please refer above.

You can select a whole days worth of files to copy, or a whole project. Simply select the folder above all the files you wish to copy. You will see that each camera folder is listed in the queue separately, helping you to identify as copies are done and manage if there are errors.

## Verifying files

You do have the option to verify files already in a destination folder without having to copy them again. Simply select the folder above the camera folders as your source. Then click on “Verify Checksums”. If any MOV files don’t verify to the saved checksum, you will be alerted to which file. It would be recommended to re-check this file, and if it fails again, assume that this file is no longer valid and restore from a backup.

## Accountability and Audit Trails

### Where data is kept

#### ***md5sums.txt, sha1sums.txt sha256sums.txt***

This file is placed in each camera folder and copied with copy process to each destination. This file contains a listing of files in that folder, the checksums for each file, and a unix timestamp of when that checksum was done. These would be the master checksums for each checksum type

#### ***md5sums-xxxxxxx.txt***

After each file is copied, the checksums are checked and referenced to the master



file (md5sums.txt). The checksum of the file at the destination is then written to this md5sums-xxxxxxx.txt file. The file contains a checksum for each file in the folder, in the same format as md5sums.txt. This file is never referenced by Al3xa Data Manager, but becomes your audit trail. From these files, you can tell what the MD5 sum for each file was after every copy process. So if there is ever an error, you can see on what date it happened and from there determine the source.

### ***ProjectInformation.txt***

This file contains all the project, shot, and Alexa Media information. In addition, it contains info about every folder transferred, each file in that folder, and all the checksums for that file. So this can then become a master list of everything that was transferred to that destination. From here, if you are looking for if a specific shot or file was transferred, you can search this text file and find the time it was transferred and the original Alexa Media for that shot.

## **Error Checklist**

Here are some of the common reasons why there may be errors during copy. These tips should help you diagnose why there are errors.

1. Make sure the source and destination are still attached to the computer and the cables to them did not come loose during the copy process.
2. Make sure external power is supplied to all external devices, and ensure it is connected in such a way as to prevent dislodging or accidental removal.
3. If you are using a external reader, make sure it is in a cool location, and is not warm. Some card readers will produce errors when hot.
4. Swap cables connecting devices. Some firewire cables can go bad due to bends in the cable or shielding becoming exposed.
5. Make sure there is enough room on the destinations. Al3xa Data Manager should catch when you begin a copy process and there is not enough space on the destinations, but if you are writing to the destination from multiple sources, this may cause an issue.
6. Note which files are creating the errors. You can find the details of which files are causing the errors and why by clicking on the “View Copy Results” button.
7. If the errors are NOT caused by MOV files, then you can use the option to “Report errors on MOV files only”. You should also review your workflow process



to ensure data integrity.

8. Try the copy a second time. Using the “Retry Errors” button AI3xa Data Manager will automatically remove the camera folders that had errors and recopy only those from the source. This saves time with re-copying files.



# Best Practices

Here are some tips for getting the most out of this program

- Make sure you use this program, end to end, throughout your production, transfer, post-production and archival process. By using this program throughout, you can ensure end-to-end viability of your MOV files.
- Setup your preferences before hand, so you can literally just select and copy during the production.
- Don't use the overwrite option for if a camera folder exists, unless you really know what you are doing. Its always easier to create a new directory then triple check it later.
- If you had an error during the copy process, for any reason, always check all your destinations manually to ensure the data made it across successfully.
- When possible, keep your sources and destinations on individual busses for the data transport. This will allow each device to use the full speed it was rated for, allowing your transfers to be faster.
- Always visually verify your data. Just because it is checksumed doesn't mean the data is valid image data.



# Using Al3xa Data Manager With Cache-A Devices

This document assumes you have physically setup your Cache-A device to be on the same network as the computer running Al3xa Data Manager, and have mounted the vtape as described in the Cache-A manual.

## Initial Setup

Before selecting your Cache-A device as a destination, you must configure how Al3xa Data Manager will communicate with the device. This configuration is done in the preferences for Al3xa Data Manager.

In the Cache-A tab, select the method you wish to configure your device with, either Hostname or IP address. The hostname is the name of the device as shown in finder. It is normally configured to be “archive” plus the last two digits of the serial number. For the hostname configuration, you just need to enter those two digits. If you changed your hostname or otherwise want to access the device via its IP address, select “IP address” and enter the digits for the IP address in the boxes. Once configured, you should test the communication to ensure that Al3xa Data Manager and the device are properly communicating.

## Adding as a destination

Once the device is configured in the preferences, you may add the device as a destination. First, make sure the device is mounted to your system by navigating to it in finder. This ensures the device is ready for writing. In addition, you should already have a tape in the system, initialized, and ready for writing.

To add the device as a destination, select from the menu “Data Manager” > “Destinations” > “Add Cache-A Device”, or use the keyboard shortcut command-shift-S. This will show a list of mounted volumes. Select the “vtape” volume. Al3xa Data Manager will ensure the device exists and create a special temporary folder on the device.



## The Copy and Writing Process

With the Cache-A device selected as a destination, you can run through the normal copy process in Al3xa Data Manager. After all the footage is verified on the device, Al3xa Data Manager will start the process of writing the files to tape. A window small window will popup with the status of the tape writing process.

When the tape is complete, Al3xa Data Manager will check to see if there were any errors writing to tape. If so, it will display the errors, what files, and what the error was. In this case it will leave all the files on the vtape, so you can manually restart another tape writing process without re-copying the footage to the device. You will also need to remove files from the device once they are successfully archived.

If there are no tape errors, Al3xa Data Manager will automatically remove the footage on the device, and prepare the device for the next round of footage. This does not remove the files from the archived tape, but just from the internal memory on the Cache-A device.

## Cache-A Options

### ***Automatically begin archive process after each successful copy***

This option enables Al3xa Data Manager to automatically start the tape writing once it determines that all the files are on the Cache-A device. With this option disabled, you will need to manually start the archive to tape process.



# Frequently Asked Questions and Answers

## The Copy Process

### Does AI3xa Data Manager verify MOV files for content?

AI3xa Data Manager ensures that the zeros and ones that the Alexa camera wrote to your Alexa Media are in exactly the same order and length on all your destinations. If the Alexa camera did not write a file correctly or your Alexa Media did not read the data correctly, it cannot protect you against those types of failures.

### What information should I put in the Alexa Media Type?

This should be a unique identifier that would help you to identify a particular Alexa Media. This should be as specific as possible.

### Do I need to fill out all the project information?

Fill in as little or as much info as you feel is necessary. The more information the better. But AI3xa Data Manager does not rely on any of this information to work correctly.

### Will AI3xa Data Manager overwrite any data?

AI3xa Data Manager will only overwrite data if you explicitly set it to do so. The option "If source folder exists at destination" controls this setting. Only if that is set to "Overwrite" will it overwrite any data.

### Which type of hash should I use?

For most applications, a MD5 hash is more than enough to verify that files are correct amongst copies. The chances of 2 files having the exact same hash are  $10e-32$ , but it is possible. However, the chances of 2 files having the exact same sha1 hash are  $10e-96$ . And the chances of 2 files having the same hash for sha256 are so insignificant, researchers have not been able to compute the probability as yet. The trade off though is that it takes 6 times longer to create a sha1 hash as opposed to a md5 hash. It takes 6 times longer again to create a sha256 as opposed to a sha1. So with more time comes better quality.



### **What is the different between md5, sha1, and sha256?**

The difference is just the precision that the hash for each file is calculated. With the longer span of time you anticipate between re-checks of files, the higher hash function you should use. In practical terms, a md5 hash will serve fine for the production and part of post. However, as time moves forward, you should probably use a better hash function to offset any dropped bits. With archival material, you should absolutely generate sha256 sums.

### **Can I re-check files that I have already copied?**

Yes, simply select the folder outside of the camera folders as your source. Then click on “Verify Checksums”. This will go through and re-check each camera folder to ensure each file listed is correct with the saved checksums.

### **Where are the checksums saved?**

They are saved to a file called “md5sums.txt”, “sha1sums.txt” or “sha256sums.txt”, depending on the type of hash function used. These files are saved in the RDC folder that should also contain the MOV file(s) and original camera-created XML files. In addition, the checksum of each file copied is saved in the file “ProjectInformation.txt”, in the root of each destination directory.

### **I’m already in the process of copying items. Can I change any options?**

You can change any options at any time, and they will take effect as soon as is possible on each copy operation. For example, if it is already creating checksums and you choose “Don’t check checksums” then it will finish the current checksum, but not process any more checksums.

### **When are files deleted from the source?**

Files are only deleted on the source if the following conditions are met:

- The source media has been identified as a Alexa Media.
- All copy operations are complete
- Each copy operation was completed successfully
- If enabled, each checksum of each destination matched the saved source checksum for each file
- If the option is enabled in the “Destination Options” section

Only after all the above conditions are met does Al3xa Data Manager delete files.





## **Will AI3xa Data Manager delete files from my hard drive?**

AI3xa Data Manager will only delete files if the source is identified as a Alexa Media, if all the copy options are successful and if enabled. Since most likely your hard drive would not be identified as a Alexa Media, the option won't even exist, and is disabled.

## **The “Erase Options After Successful Transfer” is checked, but grayed out. I don't want it to delete the files! How do I change it?**

If this option is grayed out, then the source media has not been identified as a Alexa Media, and therefore it will not delete anything at any time from the source, regardless of how the options appear to be set.

## **How does AI3xa Data Manager determine if the source is a Alexa Media?**

When the camera formats a Alexa Media, it places specific files on the media. These files are only for the camera's use, and have no function or bearing on the saved images later. AI3xa Data Manager checks for the existence of these files. It is possible to create a folder that looks like a Alexa Media, with these files and usurp the protection offered by AI3xa Data Manager, but you would have to do this deliberately.

## **How many destinations can I add?**

You can have up to 4 destinations for your source material. After that, at this time, it seems like there would be diminishing returns to enable more than 4 destinations, with current hard drive, processor and bus speeds.

## **I pressed “Start Copy”, but I don't see any of the progress bars in the destinations moving. What's going on?**

Once you press “Start Copy”, you should be able to walk away until the whole copy is done. You should see progress shortly as the drives are copied.

## **What happens when I press “Start Copy”?**

First, AI3xa Data Manager will go through and figure out if any of the destinations have the same folders as the source. If so, it will deal with these as you have your options set (“overwrite”, “ask”, “new folder”). Then it will copy the files over, and (if enabled) check each copied file. Once you press the start copy button, you should be able to walk away while the computer thinks.



## Can I see exactly what happening at each step?

Absolutely. Simply open up the “Activity Log” from the window menu. This will show you each process as it happens. Each file copied and checksummed will be listed, as well as the result of each process.

## What if there are errors with the copy or checksums?

If there are any errors, it will alert you to those errors. It will point out which destinations had errors, and what those errors were. For a more detailed report, you can always open the “Activity Log” from the Window menu. If there are ever any errors, and the source is a Alexa Media, NO files will be deleted.

## How do I know that the copies and checksums completed successfully?

After the copy is completed it will show a visual indicator based on the result of the copy function. These can be:

### **Green Check - Success**

All files copied successfully and (if enabled) all checksums match between source and destination

### **Yellow Check - Warning**

All MOV files copied successfully and (if enabled) all checksums match between source and destinations. Some non-MOV files (i.e. XML files) did not validate. This may be because the content has changed from the first time they were copied, which could be normal.

### **Red X - Error**

Some files did not copy correctly. You should view the activity log to see which ones and why.

## Anything else I should know?

Backups. Make lots, keep plenty, and check often.



# Keyboard Shortcuts

## Mac Shortcuts

### Main Window

Item	Command
Add Source Directory	Command-R
Remove Source Directory	Command-T
Check MOV Checksums	Command-G
Move Source Down	Command-J
Move Source Up	Command-U
Add Destination Directory	Command-D
Add Cache-A Device	Shift-Command-S
Save Destinations As Defaults	Command-K
Start Copy	Return
Halt Destination 1	Command-1
Halt Destination 2	Command-2
Halt Destination 3	Command-3
Halt Destination 4	Command-4
Retry Errors	Shift-Command-A
View Copy Results	Shift-Command-F
Remove Finished From Queue	Shift-Command-R
Unmount Alexa Media	Shift-Command-V
Remove Destination 1	Control-Command-1
Remove Destination 2	Control-Command-2
Remove Destination 3	Control-Command-3
Remove Destination 4	Control-Command-4
Step By Step Help	Shift-Command-H
Open Activity Log Window	Command-L



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NightSky Hosting, Inc. d.b.a. Al3xa Data

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