



SOARING EAGLE
DATABASE CONSULTING

The Ultimate Database Checklist for Business Owners

Soar like an eagle with this database performance and maintenance checklist developed by the experts at Soaring Eagle Database consulting.

Instructions: To use this checklist, review each database on your servers individually against the items below. For example, if you have four servers each with 25 databases, you will need to review this checklist for a total of 100 databases.

| Maintenance Plan | Run Interval (daily, weekly, monthly) |
|---|---------------------------------------|
| Integrity checks | |
| Backup verification | |
| Transaction logs | |
| Full Back ups | |
| Differential back ups | |
| Capacity Checks | |
| Drive Space | |
| Files Space | |
| Database Space | |
| Server Space | |
| Indexing | |
| Unused Indexes (upgrades take longer) | |
| Missing Indexes (affect performance) | |
| Index Rebuilds | |
| Update Statistics | |
| Restore Processes | |
| Ensure backups for each database are restorable | |
| Failed Job Reports | |
| Check to review the list of all failed jobs | |
| Review when and why | |
| Check to see if they restarted on their own | |
| Restart the jobs as needed | |
| Configuration Settings | |
| Review Settings | |
| Always On configure correctly | |
| Auto grow set correctly | |
| CPU settings | |
| Bug Fixes and Updates | |
| Recommended Vendor Bug Fixes in place | |
| Test plan for bug fixes | |
| Disaster Recovery Plan | |
| Who owns it? Where is it? | |
| Who updates it? When | |
| Who tests it? How often? | |
| Security Protocols | |