

# Surround SCM Microsoft Access Integration

Surround SCM supports integration with Microsoft Access. See [Surround SCM Third-Party Integrations](#) for supported platforms and versions.

The following article includes information about [installing the integration components](#), [configuring the Surround SCM connection](#), [adding Access databases to Surround SCM](#), [performing Surround SCM actions](#), and integration [restrictions](#), [caveats](#), and [troubleshooting](#).

## Installing the Microsoft Office plug-in and source code control add-in

The Microsoft Office plug-in is optionally installed during the Surround SCM Client installation. If you did not install it initially, rerun the client installer.

You must also install the Access source code control add-in to enable communication with Surround SCM.

- [Access 2007 developer extensions](#)
- [Access 2010 source code control add-in](#)

## Configuring the Surround SCM connection

When you start Microsoft Access, the Surround SCM Server address, port, username and password are retrieved from the registry. If the connection is not successful or you need to switch to another server, you can manually configure the connection.

1. In Microsoft Access application, choose Surround SCM > Configure Connection.
2. Select a Server, then enter your Surround SCM Username and Password.
3. Select Always login with this username and password to store the information in the registry. You will be automatically connected when you start the application.
4. Click Connect. You are now logged in and ready to start using Surround SCM.

## Adding Access databases to Surround SCM

When you add a project to Surround SCM from Access, all objects in the project are divided into separate files that can be independently controlled. The files are added to a subrepository created in Surround SCM with the same name as the project file appended with an .sc extension. Access requires a two-level relationship between a project file (.mdb) and a project directory (.sc) because any files in the project directory are recognized as part of the project. If a project file is stored in its own project directory, Access cannot open it.

To add an Access database:

1. Choose Source Control > Add Database to Surround SCM. A message indicating there is no association between the project directory and a repository in Surround SCM opens.
2. Click Fix to create a repository and associate the database with it. The Repository Browser opens.
3. Click Create Repository. The Create Repository dialog box opens. The 'New repository' name and 'Working directory' field are automatically populated. To ensure the integration works properly, we recommend that you do not change these options.

## Performing Surround SCM actions

You can access the following Surround SCM commands from the Source Control menu or tab in Access: Add, Check In, Check Out, Differences, Get, History, Properties, Share, and Undo Check Out.

## **Adding objects to Surround SCM**

You can add Access objects to Surround SCM.

1. Choose Source Control > Add Objects to Surround SCM. The Add Objects to Surround SCM dialog box opens.
2. Click Advanced to select options in the Add Files dialog box.
3. Select the objects to add, enter any comments, and click OK.

## **Getting the latest version of objects**

Get the latest version of an object when you want to update your local copy but do not need to make any changes.

1. Choose Source Control > Get latest version. The Get Objects from Surround SCM dialog box opens.
2. Click Advanced to select options in the Get Files dialog box.
3. Select the object to get and click OK.

## **Checking out objects**

Check out objects when you need to modify them.

1. Choose Source Control > Check Out. The Check Out Objects from Surround SCM dialog box opens.
2. Click Advanced to select options in the Check Out Files dialog box.
3. Select the objects to check out, enter any comments, and click OK.

## **Undoing check out**

If you modify a checked out object but decide you do not want to save the changes, you can undo the check out. This discards any changes made to the object and checks in the file to the server.

1. Choose Source Control > Undo Check Out. The Undo Check Out of Objects from Surround SCM dialog box opens.
2. Click Advanced to specify a file overwrite option and click OK.
3. Select a checked out object and click OK.

## **Checking in objects**

Check in objects with changes to remove the lock on the files and make the changes available to other users.

1. Choose Source Control > Check In. The Check In Objects to Surround SCM dialog box opens.
2. Click Advanced to select options in the Check In Files dialog box.
3. Select the objects to check in, enter any comments, and click OK.

## **Viewing file history**

You can view a source file's history and work with historical file versions.

1. Select an object and choose Source Control > History. The History dialog box opens.
2. Click Close to close the history.

## Viewing file properties

You can view Surround SCM file properties from Access.

1. Select a file and choose Source Control > Surround SCM Properties. The Properties dialog box opens.
2. Click the tabs to view the file information.
3. Click OK to close the Properties dialog box.

## Viewing file differences

You can diff files to compare, accept, or reject differences between two file versions.

1. Select the file and choose Source Control > Differences. The Differences dialog box opens.
2. Select the files and versions to compare and click Differences. The differences utility starts.

## Creating databases from Surround SCM

To create a database from a project already stored in Surround SCM, choose Source Control > Create database from Surround SCM. You must select the repository with the .scc extension for the project to open. If the database is under source control, the project is retrieved and used to create a new single project file in the parent directory of the local .scc project directory.

## Working directory restrictions

Access requires the local project directory used as the working directory to have the same name as the project repository in Surround SCM including the .scc extension. When databases are added to Surround SCM, the project repository is automatically created with the correct naming format and should not be modified.

## Caveats

The Microsoft Office plug-in uses the MSSCCI API for source code control integration. To avoid potential data corruption, Access project files under source control should not be modified outside of Access if the project is in use by other users.

## Troubleshooting

If you encounter problems viewing the check out status of Access files stored in Surround SCM, reset your working directory.

1. Delete the .scc folder, the .mdb file, and the .MySCMServerInfo file from your local Access project directory.

2. In Surround SCM, choose Tools > Working Directories and delete the working directory you set for the Access project.
3. In Access, choose Create from Surround SCM. You are prompted to set a working directory. Select a path that ends with the exact Surround SCM repository name including the .scc extension.

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