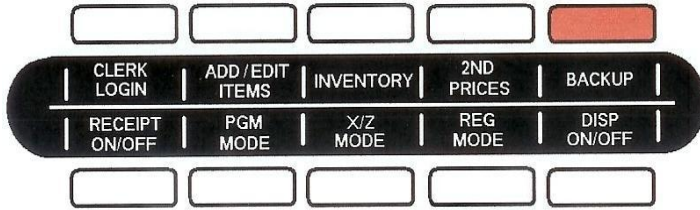
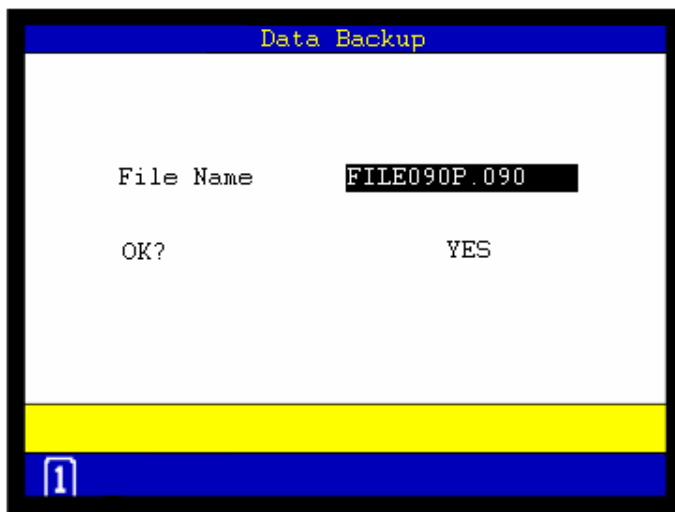


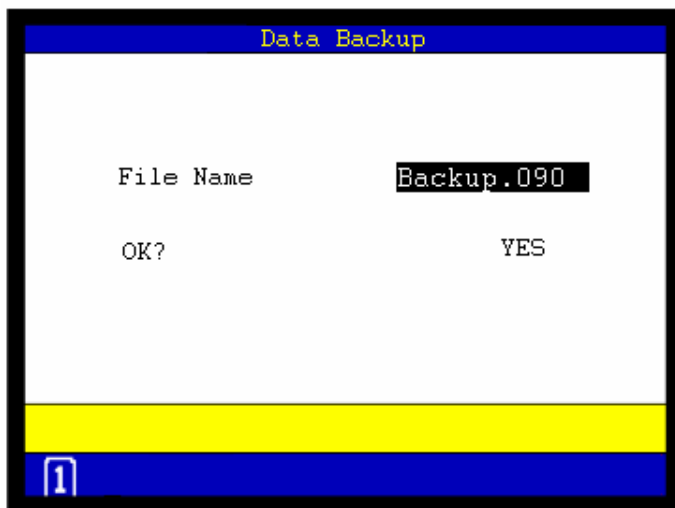
How To Back Your Data



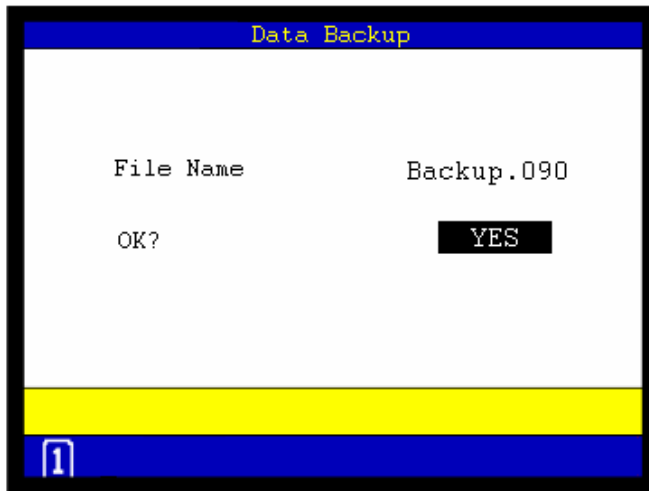
1. First click on the “Backup” button located at the top of your register.



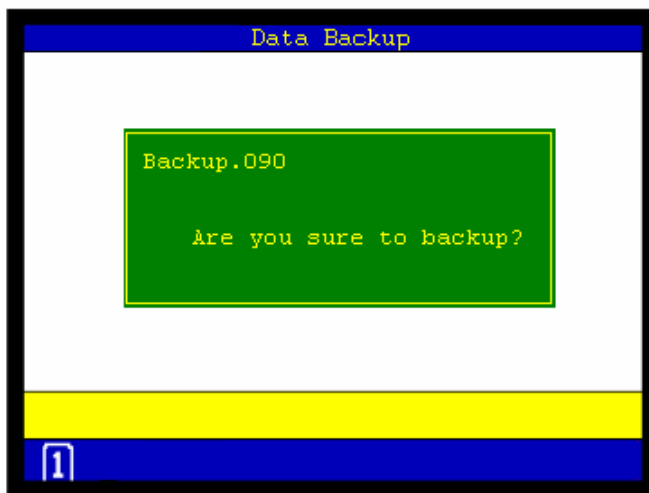
2. The Data Backup displays the default back name highlighted in black.



3. Change File Name:
In order to change the file name click “Yes” while the name is highlighted then type in the new file name. We typed in “Backup” as an example. Press “Yes” again. (See image)



4. After setting the name to “Backup” press the down arrow to the word “Yes” and then press the button “Yes” on your keyboard.



5. Next the this confirmation screen pops up, if you have type the name correctly click yes. And you’re done.



6. (Error) this error will come up if the name you’ve chosen is the same name you’ve chosen in a previous backup, simply press the button “Yes” or No to rename the file.