18 : SYSTEM BACKUP

1. MAIN MENU – LETTER A

2. START THE BACK UP BOX WILL BE DISPLAYED. ANSWER “Y”.

3. OPEN THE DOOR TO THE CDROM AND INSERT THE BACK UP DISC. CLOSE THE DOOR AND PRESS ENTER.

4. FOLLOW THE PROMPTS, AND THE BACK UP PROCESS WILL START, AND WHEN IT IS FINISHED, THE CDROM DOOR WILL OPEN AND YOU CAN REMOVE THE DISC.

5. CLOSE DOOR ON CDROM AND FOLLOW PROMPTS ON THE SCREEN UNTIL YOU ARE BACK TO MAIN MENU.

6. A POP UP BOX WILL BE DISPLAYED INFORMING YOU IF THE BACK UP WAS SUCCESSFUL, OR IF IT HAS FAILED.

7. IN THE EVENT OF A FAILED BACK UP, INSERT A DIFFERENT DISC AND RE-RUN THE BACK UP.

8. REPORT ANT CONTINUING PROBLEMS TO YOUR CUSTOMER SREVICE REP.

9. BE SURE TO LABEL YOUR BACK UP DISCS AND STORE IN A SAFE PLACE.

10. NEWER CENTOS SYSTEMS CAN BACKUP TO FLASH DRIVE USING THE STEPS 1 & 2 FROM ABOVE.

NOTES