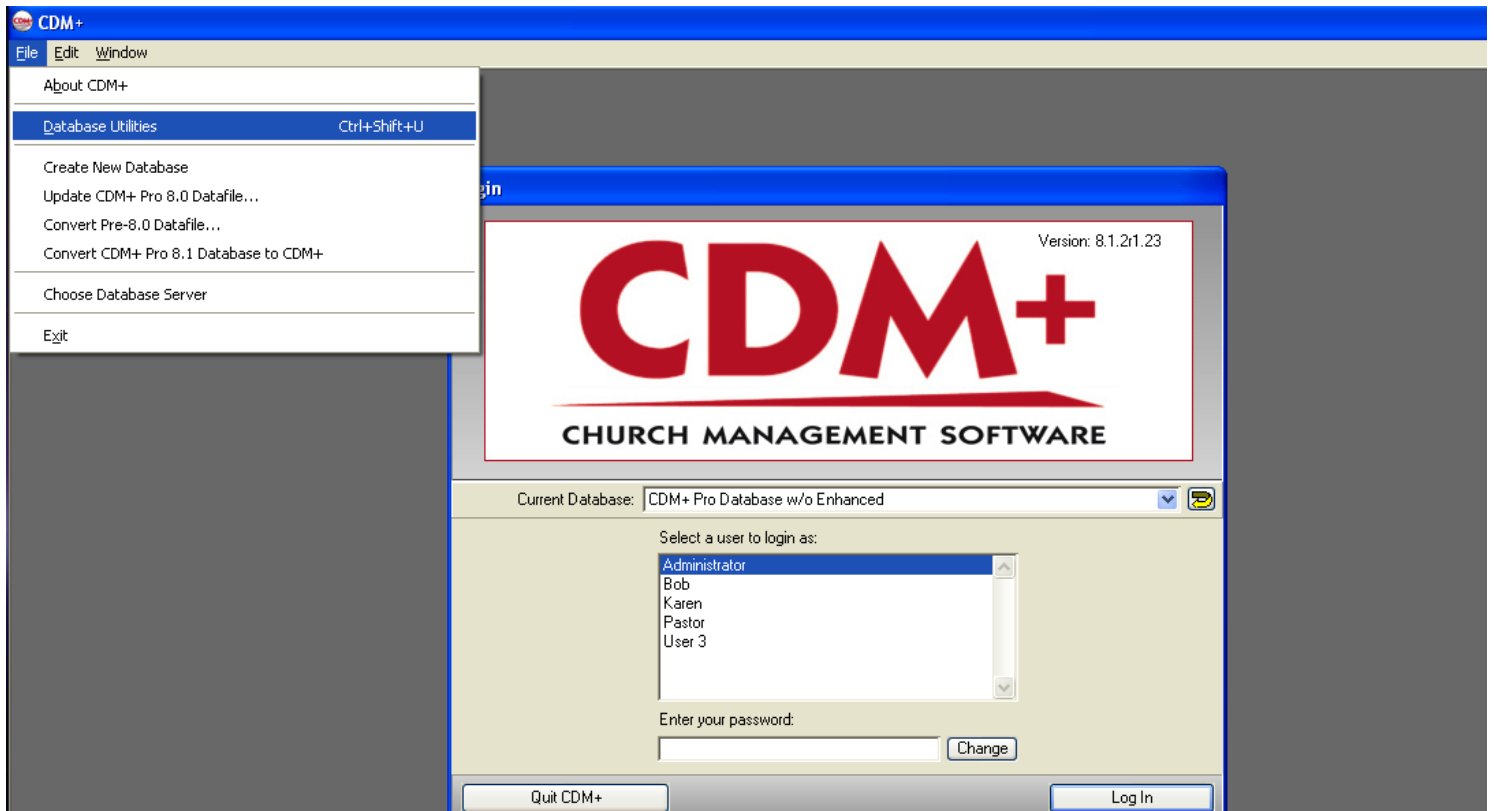


Setting up Automatic Backup -- Windows

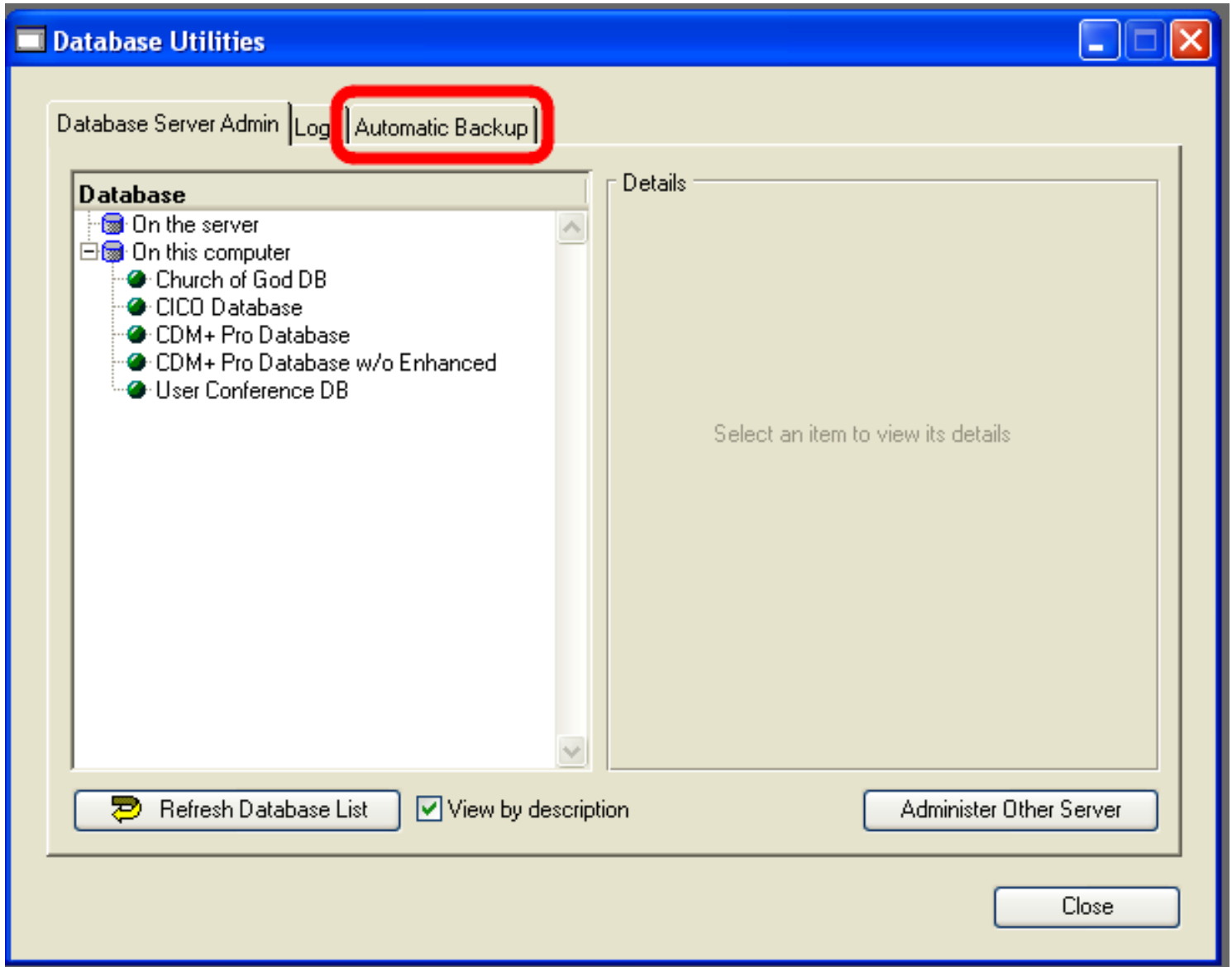
The CDM+ automatic backup feature can be found under the Database Utilities window. You cannot be logged in to CDM+ to setup this feature.

Open CDM+ to the Log in window and do NOT log in.



Go to the File menu and select Database Utilities.

Select Automatic Backup tab



Click on the Automatic Backup tab

Mark to run automatic backups

The screenshot shows the 'Database Utilities' window with the 'Automatic Backup' tab selected. The checkbox 'Automatically back up all OpenBase databases' is highlighted with a red box. Below it, the 'Back up database(s) in:' field is set to 'C:\OpenBase\Databases\' and the 'Back up database(s) to:' field is set to 'C:\OpenBase\Backup\' with a 'Browse' button. The 'Back up database(s) every day at:' field is set to '1 : 00 : AM' and the 'Days to Keep Old Backups:' field is set to '10'. The 'FTP upload' section is also visible, with fields for 'FTP Server/Path to upload backups to:', 'FTP User name:', 'FTP Password:', and 'Confirm FTP Password:', along with a 'Test FTP server' button. At the bottom, there are buttons for 'Back up now', 'Uncompress backup file', and 'Close'.

Put a check in the check box labeled "Automatically back up all OpenBase databases."

Setup location to save backup files

The screenshot shows the 'Database Utilities' window with the 'Automatic Backup' tab selected. The window has a blue title bar and standard Windows window controls. The main area is divided into several sections. At the top, there are tabs for 'Database Server Admin', 'Logs', and 'Automatic Backup'. Below the tabs, there is a checked checkbox for 'Automatically back up all OpenBase databases'. Underneath, there are two text input fields: 'Back up database(s) in:' with the value 'C:\OpenBase\Databases\' and 'Back up database(s) to:' with the value 'C:\OpenBase\Backup\' and a 'Browse' button to its right. Below these fields are two spinners for 'Back up database(s) every day at:' set to '1:00 AM' and a text input for 'Days to Keep Old Backups:' set to '10'. A red circle with the number '1' is placed to the left of the 'Back up database(s) to:' field. Below this section is an 'FTP upload' section, also outlined in red. It contains the text 'Leave these blank to disable FTP upload', followed by four text input fields: 'FTP Server/Path to upload backups to:' (with 'ftp://' pre-filled), 'FTP User name:', 'FTP Password:', and 'Confirm FTP Password:'. A 'Test FTP server' button is located below these fields. A red circle with the number '2' is placed to the left of the 'FTP User name:' field. At the bottom of the window, there are three buttons: 'Back up now' (with a floppy disk icon), 'Uncompress backup file' (with a folder icon), and 'Close'.

1. Choose a location where you want the backups to be stored.
2. If you want to use an FTP site, setup the FTP portion of the window.

Setup complete

With this done, CDM+ is now setup to automatically backup your databases. You may want to click on the Back up now button to create the first back up.