

Backing up to a USB Memory Stick

Please note that the following procedure should only be performed on the Server (Main PC).

1. In Optomate go to **File ► System Settings** and ensure “Backup to Hard Disk on Exit” option is ticked.
2. At the bottom of the screen ensure that the “Store Backup Zip Files In” field is set to the drive you use for your USB Flash Drive. To ensure this is correct, insert a USB Flash Drive then click on the browse button to the right of the “Store Backup Zip Files In” field and browse to your Removable Disk.
3. As you exit Optomate on your Server, you will be prompted to Backup your system. Ensure you have inserted your USB Flash Drive then click on the [Backup] button.