

PcMars Farm Accounting Software



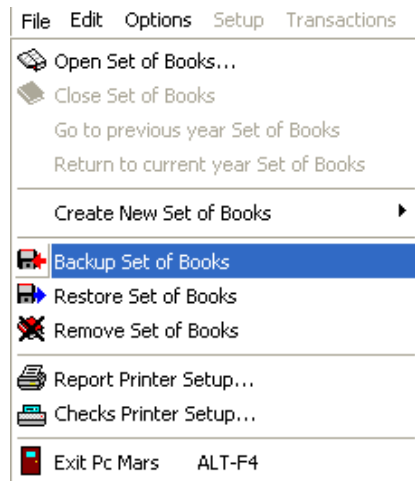
BACKING UP TO A “FLASH DRIVE/MEMORY STICK”

Applies to Version 2.1 or greater

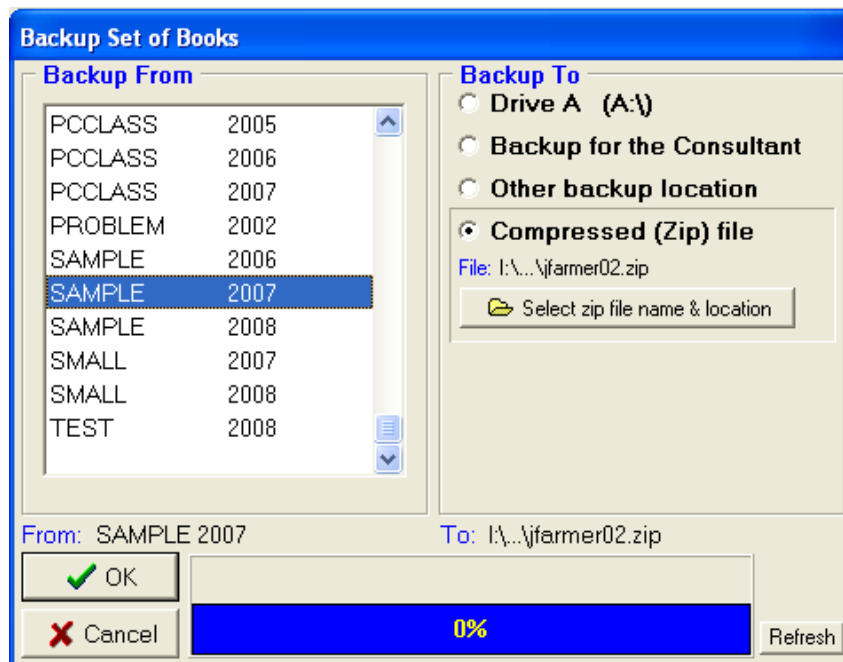
[Return to PcMars Tips](#)

Our **number one** choice for backing up data in PcMars is to a Flash Drive or Memory Stick. This is a removable drive that plugs into a USB port on your computer. These removable drives range in Meg's and cost. Even the least expensive one which was only 64M would hold approximately 75 sets of books. **IF** you had one set of books per year, it would hold 75 years worth of books.

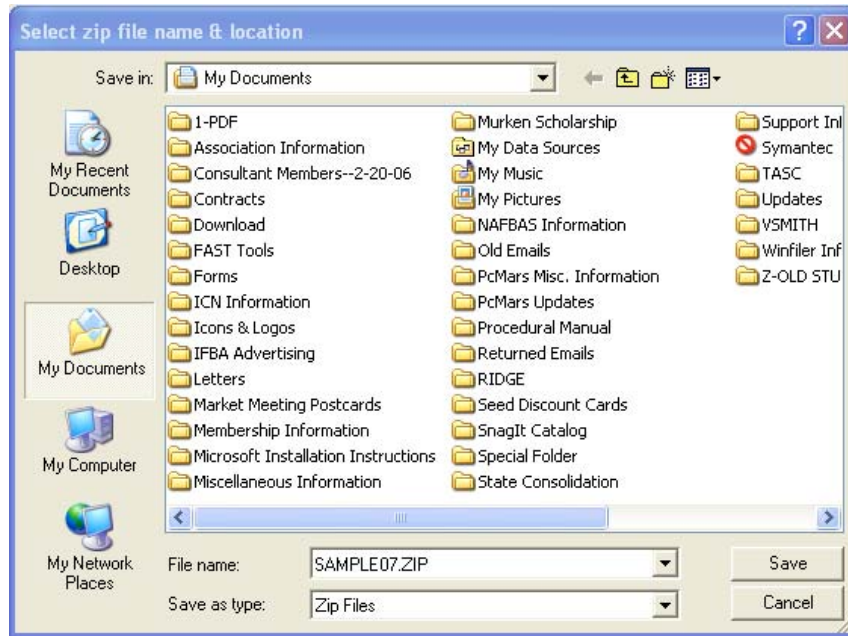
The first thing to do before backing up your data would be to insert the removable drive into a USB port. To back up your PcMars data, you would click on the word “File” and then “Backup Set of Books”.



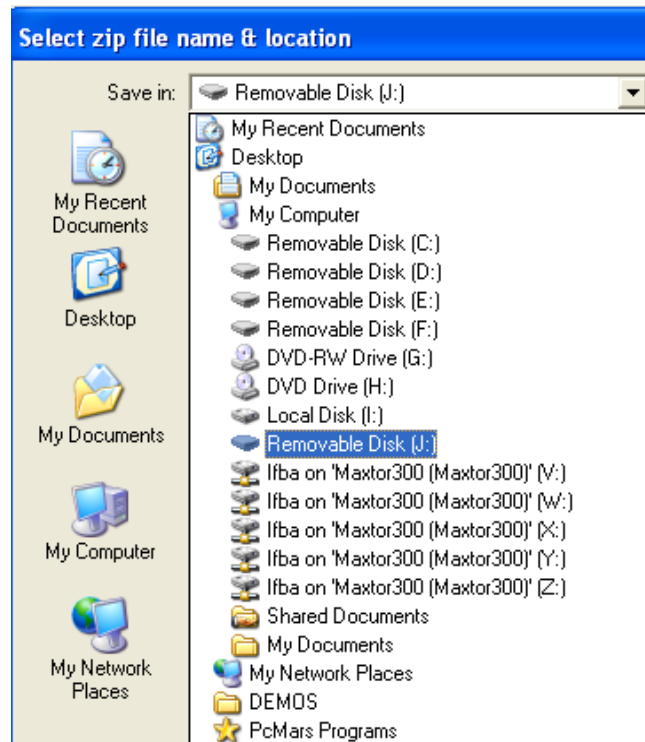
The following screen will appear. In this example, I have selected the SAMPLE 2007 set of books to back up. I have also selected the “Compressed (Zip) file” option. **IF** you have inserted your “flash drive/memory stick” after you have opened the backup screen, you might need to click on the “Refresh” button for the program to recognize your flash drive.



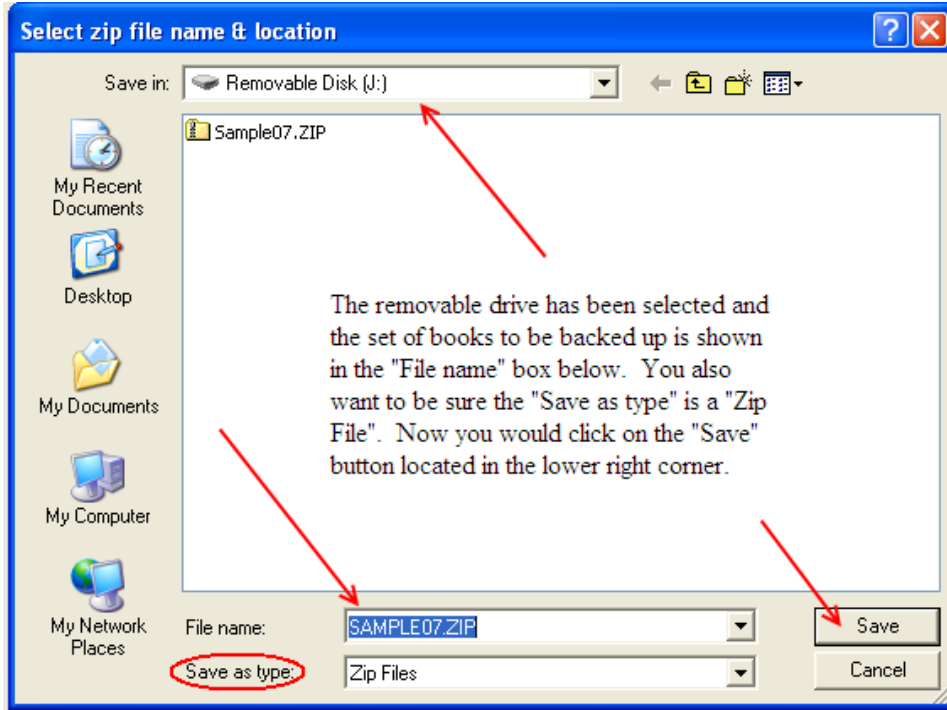
The next thing to do is click on the “Select zip file name & location” button. This will bring up the following screen. This screen may look different depending on your version of Windows.



You will then want to click on the drop down box located at the end of the “Save in:” box. This will show a drop down box where you would select your removable drive.



When you have selected your “removable disk” drive, that will show in the “Save in” box. Under “File Name” will be listed the set of books you wish to back up and then just click the “Save” button.



After you have clicked the “Save” button, it will take you back to the “Backup Set of Books” screen. You will note that it shows the program will backup the set of books **FROM:** and **TO:**

When you are sure this is the set of books you want to back up and the location you want to back them up to, you would click on the green **OK** button. The program will then tell you when the backup is complete.

