

Back-up Raymedy client data

It is recommended that you regularly make a protected backup of your client data. For example, if the PC crashes, you will not lose this data, but you can easily read it in when you reinstall the program.

This is how you make a backup:

- 1. Log in to the Raymedy program
- 2. Click on 'Tools' in the top bar
- 3. Choose 'Configure backup'
- 4. The system will then give you a choice in which to save the backup. Remember this one well.
 - a. Or put the backup in a folder you can remember. Then you can easily find the backup file later. You do this by clicking on the yellow folder to the right of the name. You will then end up in your own pc directory/pc folders. Choose a directory or folder where you can easily find the backup. If you do not change the name, the backup will automatically receive the backup date.
- 5. Click "Back Up NOW"
- 6. You will then receive a message that the backup was successful.
- 7. Exit and return to the home screen

Backup for reinstallation on a new PC

When reinstalling on another PC, you preferably put the backup on your Desktop, after which you send the file as an attachment to your own mailbox. You then open the mail on your new PC and preferably copy the backup file from your mail to your desktop.