

CD Back Ups

Back up is one of the most important tasks you can perform. Back up is totally in your hands, Data Tec is not responsible, in any way, for your back up. But, in an effort to help, you can send us either a backup CD or Zip Disk or Iomega Rev disk. you created and we can't test it for you to verify that it's working properly.

We also recommend that you consult with your own local hardware/network support consultant to review your back up procedure. Unfortunately, there are too many different types of CD Drives and supporting software for us to be able to provide direct help with your CD Back Up.

Here's about the most help we can provide, if you understand how to format your CD as a standard Removable disk.

1. You can direct the Primary Menu Back Up option to any output drive letter you desire, including a writable CD drive. (only if drive is formatted as a standard drive)
2. If you direct the output to a CD Drive, the CD must already be formatted. You will need to consult your CD software package to determine how to format your CD's.
3. There is an excellent Back Up package on the market that can be used to format and back up your CD's all in one step. It is called "BackUp MyPC", by Stomp Inc. You can obtain the software from www.stompinc.com, it is also available at some Sam's Club stores, and CompUSA. This program costs about \$40.

If you use this package to Back Up to a CD, you will need to back up the folder called **\EZW** and all subfolders files, on your main computer. If you use this program to back up we would highly recommend that you send us one of your back up CD's so that we can test it and make sure you are indeed backing up your entire system.

4. We strongly recommend that you invest in a Zip Disk Drive, an external Iomega Rev or 750 Zip Drive. Zip Disks are wonderful because they are fast, universally available, and come preformatted. If you use Zip Disks be sure and rotate between at least 5 different disks, regularly.
5. If you have multiple in office computers networked together we also recommend that daily at one of the work stations (not the main computer), you do the Primary Menu, Backup option, Cross Network backup. During this process, if you are asked to overwrite any files be sure and reply "A" for all. This should create a separate folder called **C:\EZWBK** on the work station that is a complete image of your main computer **C:\EZW** folder.