Creating a Restore Point in MACS+

The **MACS+** *Restore Point* feature allows you to take a "snapshot" of your **MACS+** database that can be saved and used as a "backup" should you need to revert to a prior point in time. It is highly recommended that you create a *Restore Point* on a regular basis such as at the beginning of each day and also prior to performing any system utilities and transactions such as those listed below:

- Posting Sessions – Sales Entry, Commission Reconciliation, Order Tracking
- Customer Global Updates
- File Transfer/Combine
- End of Month update process
- Performing any process in which you are unsure of the effect that it will have on your overall database.
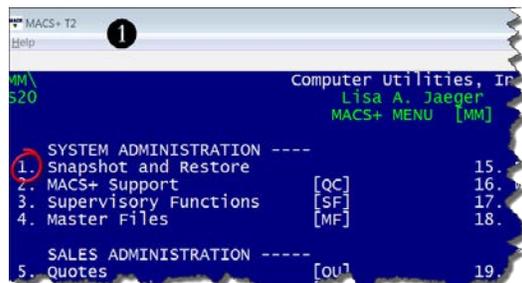
> ⚠️ **Warning:** This **Restore Point Feature** is not intended to be a replacement for your normally scheduled back up procedures.
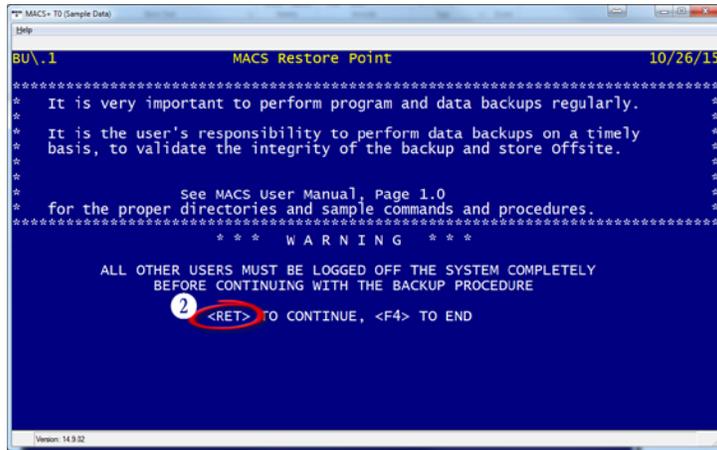
Creating a Restore Point

> ⚠️ **Warning:** Before creating a **Restore Point** make sure that **ALL** users have exited the **MACS+** program.
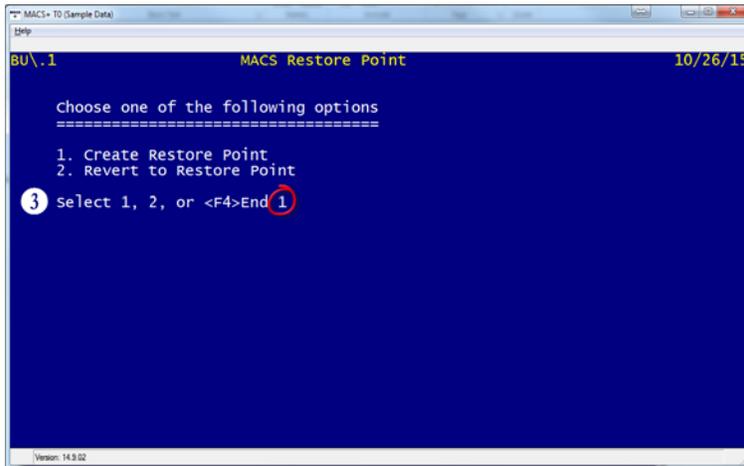
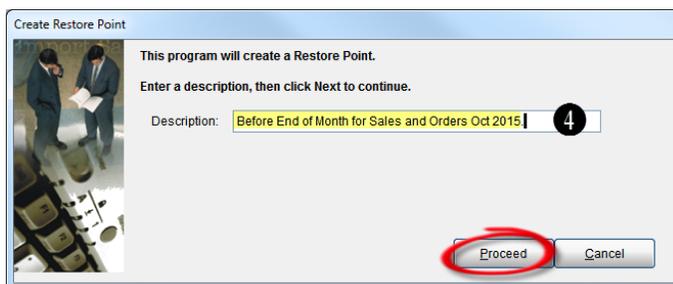❶ From the **MACS+** *Main Menu* select option *1 Snapshot and Restore* and *<Enter>*.

❷ Select **<Enter>** at the **MACS** *Restore Point Informational* screen.
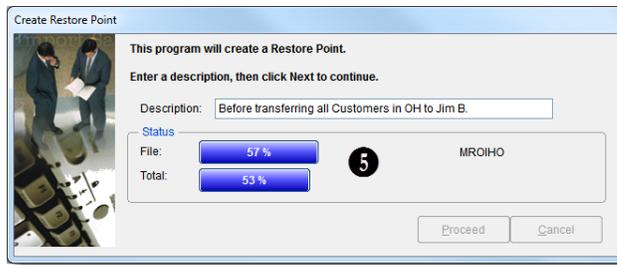

❸ Select option *1 Create Restore Point* from the **MACS** *Restore Point* screen and select **<Enter>**.
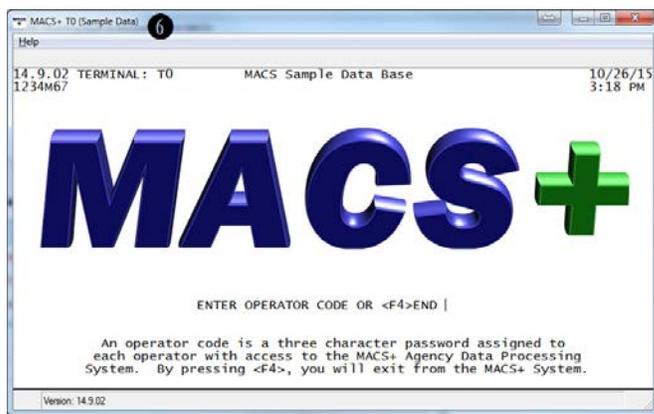

❹ In the ***Create Restore Point*** screen enter a description (i.e. *Before End of Month for Sales and Orders Oct 2015*, or *Before Transferring all Customer in OH to Jim B*) and select **<Proceed>**.

❺ After selecting *<Proceed>* you will see the status of files being processed.

❻ Once the *Restore Point* is completed you will be returned to the **MACS+** login screen. At this point you can log back into **MACS+** and continue to use your software as normal.
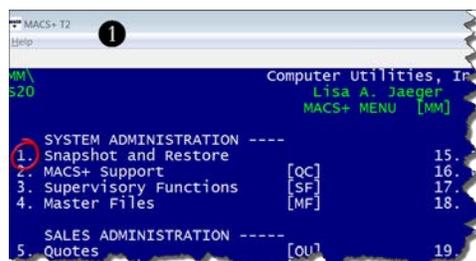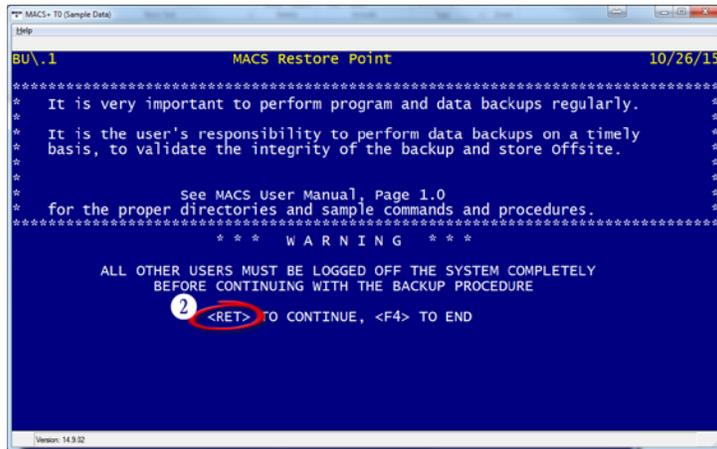

Restoring from a Previous Restore Point

Warning: Before restoring to a previous *Restore Point* make sure that **ALL** users have exited the **MACS+** Program
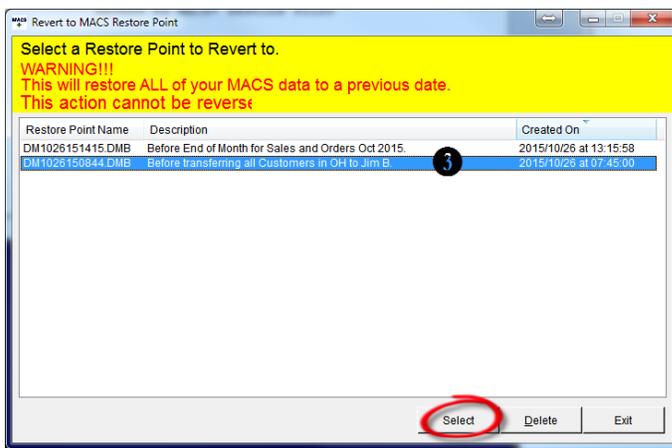
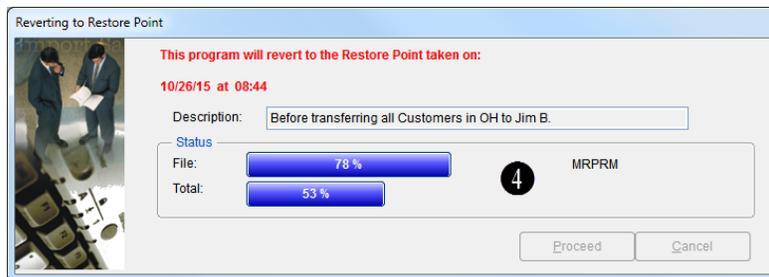❶ From the **MACS+** *Main Menu* select option *1 Snapshot and Restore* and *<Enter>*.

❷ Select **<Enter>** at the **MACS** *Restore Point Informational* screen.

❸ Choose which restore point you would like to revert to by highlighting it and choosing the **Select** [Select] button.

❹ You will see the status of the files being restored in the *Reverting to Restore Point* screen.

❺ When the process is completed you will be back at the **MACS+** Login screen. At this point you can log back into **MACS+** and continue to use your software as normal.