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.

• From the MACS+ Main Menu select option 1 Snapshot and Restore and <Enter>.



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



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



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





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



6 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



• From the MACS+ Main Menu select option 1 Snapshot and Restore and <Enter>.



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



3 Choose which restore point you would like to revert to by highlighting it and choosing the Select Select button.

**** Revert to MACS Restore Point	
Select a Restore Point to Revert to. WARNING!!! This will restore ALL of your MACS data to a previous date. This action cannot be reverse	
Restore Point Name Description	Created On
DM1026151415.DMB Before End of Month for Sales and Orders Oct 2015.	2015/10/26 at 13:15:58
Select	Delete Exit

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

Reverting to Restore Point			
This program will revert to the Restore Point taken on:			
105 40	10/26/15 at 08:4	14	
	Description:	Before transferring all Customers in OH to Jim B.	
	Status	70 %	- NDDDN
	Total:	53.%	4 MKPKM
		55 %	
			Proceed Cancel



1 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.



