ShipRite Backup Instructions – Windows 8

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Par (par-pc)	📄 client	10/17/2006 10:37	Text Document		6 KB	
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🔋 Videos 🗸 🗸	Collection.rpt	5/25/2006 1:43 PM	RPT File	5	3 KB	~
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- Navigate to the c:\shiprite folder the file you need to backup ShipRite is backup.bat (Note: See above image)
- If you do not have the file, please download it from the following link: <u>http://support.shipritesoftware.com/SR_Files/backup.bat</u>

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• Right-click on the *backup.bat* file and choose *Edit*

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File Edit Format View Help		
@echo on		<u>^</u>
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cd.		
md sr_backup		
ca suprite		
copy champrace . char_backup		
copy C:\shiprite*.mdb E:		
copy C:\shiprite*.mzn E:		
copy C:\shiprite*.csv E:		
copy C:\shiprite*.dat E:		
		~
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Copy and paste the following text into the backup.bat, so that it matches the above image
(Note: While we are using the E:\ drive in this example to represent the usb flash drive, you may
have a different drive letter associated with your flash drive when you connect it to your pc.
Please use that drive letter in place of the E:\ drive)

@echo on
cd..
cd..
md sr_backup
cd shiprite
copy C:\shiprite*.* C:\sr_backup

copy C:\shiprite*.mdb E: copy C:\shiprite*.mzn E: copy C:\shiprite*.csv E: copy C:\shiprite*.dat E:

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Downloads	Avery10.rpt	5/24/2006 5:42 PM RPT File
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🝊 OneDrive	BankBook.rpt	3/7/2003 9:34 AM RPT File
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Documents	Cal32x30.oca	12/21/2007 3:11 PM OCA File
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Elvedin (elvedinshiprite)	📋 CANADA	6/8/2000 12:03 PM Text Document
P jackie collins (jackiecollin	ChartOfAccounts.lst	9/16/2006 1:02 PM LST File
P Momma Mia (mommam	📋 client	10/17/2006 10:37 Text Document
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• Right-mouse click on the *backup.bat* file and drag it to the desktop

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Downloads	Avery10.rpt	5/24/2006 5:42 PM	RPT File	
Recent places	🚳 backup	4/21/2006 4:14 PM	Windows Batch	
la OneDrive	BankBook.rpt	3/7/2003 9:34 AM	RPT File	
	btn32a20.oca	12/21/2007 3:11 PM	OCA File	Copy here
Homegroup	🚳 btn32a20.ocx	10/11/2001 12:28	ActiveX control	Move here
	Btn32x10.ocx	9/18/1998 12:19 PM	ActiveX control	Create shortcuts here
This PC	i buttons	10/20/2001 2:51 PM	Text Document	Cancel
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Documents	Cal32x30.oca	12/21/2007 3:11 PM	OCA File	
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Elvedin (elvedinshiprite)	CANADA	6/8/2000 12:03 PM	Text Document	
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• Choose *Create shortcuts here* from the submenu. This will create a desktop link directly to that backup file, allowing you to run it right from your desktop.

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۲	Run as administrator	
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	Create shortcut	
_	Delete	
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• You may want to edit the name of the backup file, to something that makes sense to you. Right-click on the *backup.bat* file and choose *Rename*.



• For example, you could call it *Double-Click to Backup ShipRite Files*. This lets you know that all you need to do is just double-click on the backup utility and it will automatically backup the necessary ShipRite files.

Create a Scheduled Task

The Windows Task Scheduler will allow you to set a task to automatically run at certain points during the day/week. In regards to the backup, you can set it to automatically backup your ShipRite files, so that you essentially never need to worry about it. Typically, you will choose a time when your store is not busy, usually after closing or whenever makes sense for you.

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Desktop	🔊 Component Services	8/22/2013 2:57 AM	Shortcut
🗼 Downloads	🛃 Computer Management	8/22/2013 2:54 AM	Shortcut
📃 Recent places	눩 Defragment and Optimize Drives	8/22/2013 2:47 AM	Shortcut
🝊 OneDrive	📧 Disk Cleanup	8/22/2013 2:57 AM	Shortcut
	🛃 Event Viewer	8/22/2013 2:55 AM	Shortcut
B Homegroup	🚓 iSCSI Initiator	8/22/2013 2:57 AM	Shortcut
	🔁 Local Security Policy	8/22/2013 2:54 AM	Shortcut
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📔 Desktop	📷 ODBC Data Sources (64-bit)	8/22/2013 2:59 AM	Shortcut
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📄 Pictures	📷 Windows Memory Diagnostic	8/22/2013 2:52 AM	Shortcut 🗸
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- Click the Windows Start button > Control Panel > System and Security > Administrative Tools
- Double-click on *Task Scheduler* to start the program

ile Action View Help	
Task Scheduler (Loca)	Task Scheduler Summary (Last refreshed: 7/14/2015 9:53:12 Af Overview of Task Scheduler Image: Computer will carry out automatically at the times you specify. To begin, click a command in the Action menu. Task Status Task Status Status of tasks that Last 24 hours Summary: 0 total - 0 running, 0 succeeded, 0 sto Task Name Run Result

• Select Create Basic Task...

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Create a Basic Task rigger	Use this wizar such as multi	d to quickly schedule a common task. For more advanced options or settings ple task actions or triggers, use the Create Task command in the Actions pane.
Action	Name:	ShipRite Backup
Finish	Description:	This utility will backup ShipRite files.

- Provide a *Name* and *Description*, something that makes sense to you.
- Click Next

Task Trigger Create a Basic Task When do you want the task to start? Trigger Daily Ktion Weekly One time When the computer starts When I log on When a specific event is logged A Back Net> Cancel 		Create Basic Task Wizard	×
Create a Basic Task When do you want the task to start? Trigger Daily Action Weekly One time When the computer starts When I log on When a specific event is logged 	🔟 Task Trigger		
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- Select how often you would like the task to run, daily or weekly is sufficient
- Click Next

	Create Basic Task Wizard	×
Daily Daily		
Create a Basic Task Trigger Daily Action Finish	Start: 7/14/2015 🕞 6:00:00 PM 🐑 i Synchronize across time zones Recur every: 1 days	
	< Back Next > Ci	ancel

- Choose the Start-Date and the Start-Time
- Click Next

	Create Basic Task Wizard
O Action	
Create a Basic Task Trigger Daily Action Finish	What action do you want the task to perform? Start a program Send an e-mail (deprecated) Display a message (deprecated)
	< Back Next > Cancel

- Select Start a program
- Click Next

💿 Start a Program	Create Basic Task Wizard			
Create a Basic Task Trigger Daily Action Start a Program Finish	Program/script: Add arguments (optional): Start in (optional):		B	rowse
		< Back	Next >	Cancel

• Click *Browse…* to search for the *backup.bat* file, located in the *c:\shiprite* folder

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Create a Basic Task Trigger Daily Action Start a Program Finish	Program/script: C:\shiprite\backup.bat Add arguments (optional): Start in (optional):			Browse	
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• After selecting the file-location, click Next

Summary		
reate a Basic Task rigger Daily Action	Name: Description:	ShipRite Backup This utility will backup ShipRite files.
Start a Program inish		
	Trigger:	Daily; At 6:00 PM every day
	Action:	Start a program; C:\shiprite\backup.bat
	Open the l When you cli	Properties dialog for this task when I click Finish ck Finish, the new task will be created and added to your Windows schedule.
		< Back Finish Cancel

• Click Finish

At this point, the backup is now established to run automatically at the time you've selected. It would be a good idea at this point, to double-click on that backup file, on the desktop, to run the initial backup. When you run the backup, you will see the following window appear, displaying all the files being currently backed up. The files will be backed up to two locations, one being locally on your hard-drive to the *c:\sr_backup* folder, and the second location being the USB flash drive, as long as it is connected to the pc.

