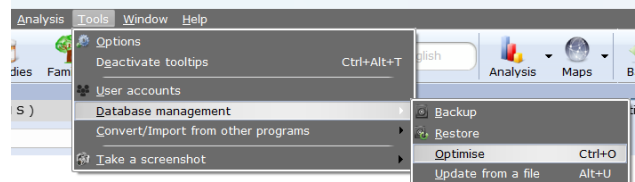


Making a backup of saved Patient information and Analysis (repertorisations) in RadarOpus

Making a general backup 1
Making a general backup only of personal repertory additions 2

Making a general backup

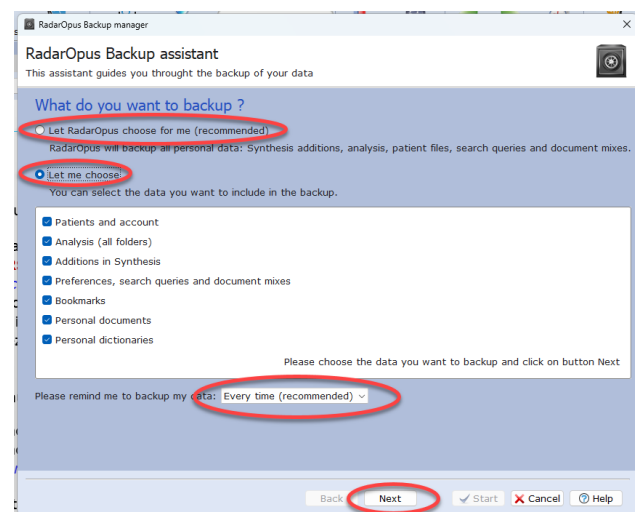
1. From the menu bar, select **Options - Database management – Backup**



2. You can let RadarOpus include **all**, or you can select only some **parts**.

- The general backup includes any personal repertory additions you have made.

- You can indicate here also how often you like to be reminded to make a backup when you exit RadarOpus.

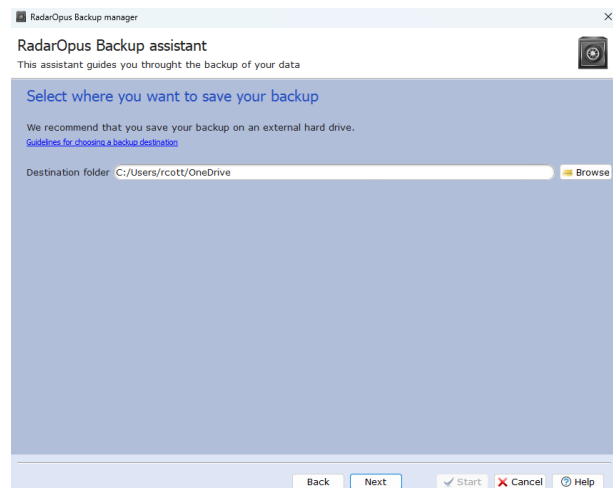


3. Make sure you select an easy to find **location** to save the backups.

If you have patient information in RadarOpus and you have a password active when starting, you are allowed to store the backup in a CloudDrive, like OneDrive, because the backup is encrypted.

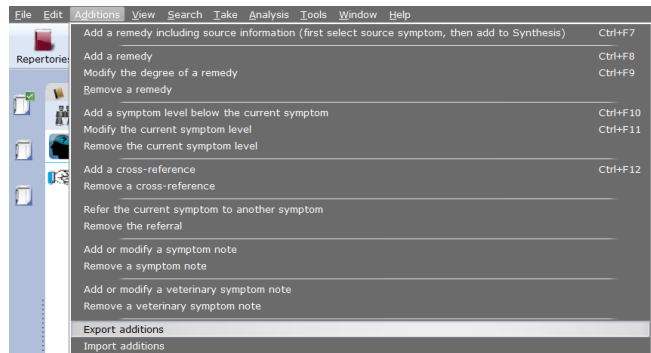
For Windows the path could look like: **C:\users\myname\OneDrive**

4. In the following window click **Next**, then click to **Start**.



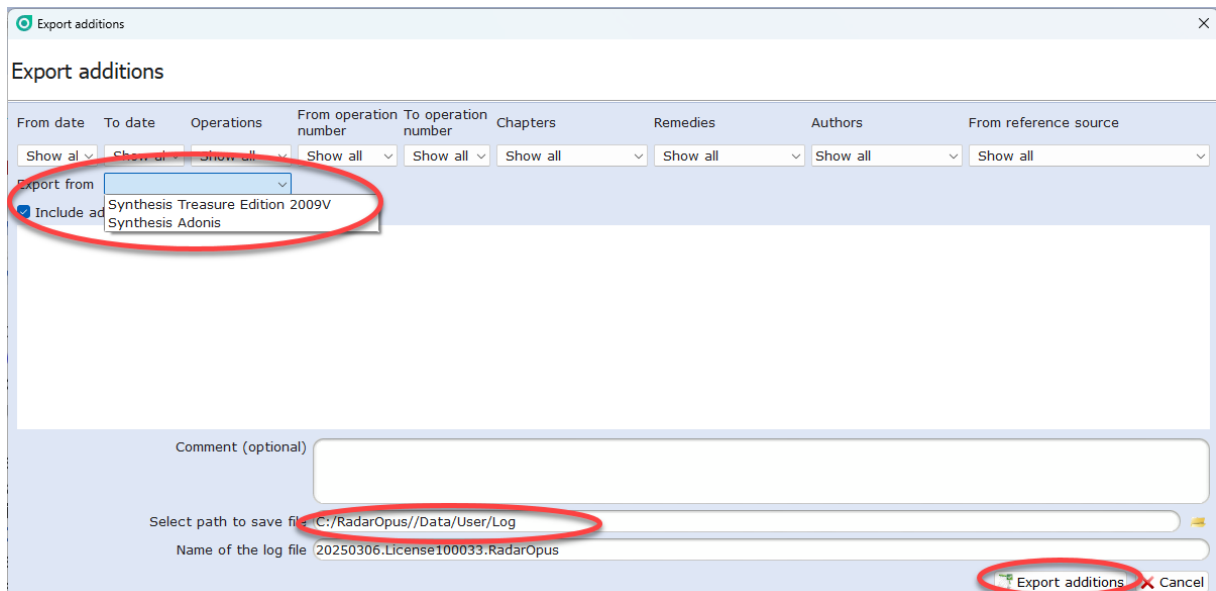
Making a general backup only of personal repertory additions

1. From the menu bar **Additions** select:
Export additions



2. Select from which repertory you want to export a Log-file with its additions.

- You can select here also to export only certain type of additions.
- And select an easy to find location to store the Log-file in.



If you want to give your additions to a friend, then you can send the file to him, and he can import the log-file in a similar way via: **Additions – Import additions**.