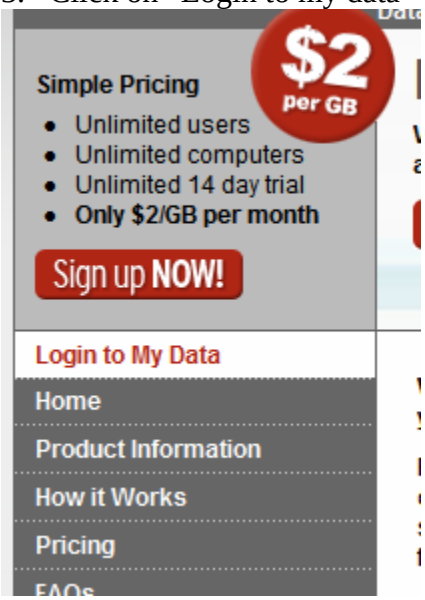
Data Deposit Box

How to check to make sure my file is being backed up.
How to download a backed up file.

How to check to make sure my file is being backed up.

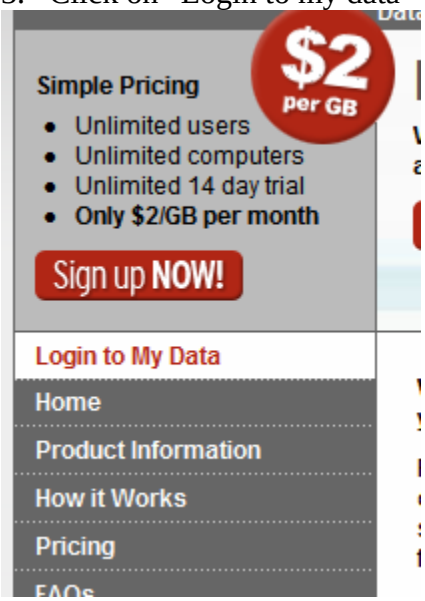
1. Go to the TMCSquared Website (www.tmcsquared.com)
2. Click on the online backup link.
3. Click on "Login to my data"



4. Enter Username and Password same as server password.
5. You will see all machines currently being backed up. Double click on the computer on which the file you are checking resides.
6. Click on the drive letter within which your file resides.
7. continue to click on folders until you locate the file for which you are checking.
8. Note the date/time stamp. This is the indicator for the last time the file was backed up.
9. Don't forget to sign out when finished.

How to download a backed up file.

1. Go to the TMCSquared Website (www.tmcsquared.com)
2. Click on the online backup link.
3. Click on “Login to my data”



4. Enter Username and Password same as server password.
5. You will see all machines currently being backed up. Double click on the computer on which the file you are checking resides.
6. Click on the drive letter within which your file resides.
7. continue to click on folders until you locate the file for which you are checking.
8. When you locate the file you wish to download, double click that file.

9. You will see several versions of the file that was backed up. Click on the download button to the right of the most recent version (or the version you wish to recover)
10. The file will begin to prepare for download. When it is ready, you will see another download button to the right of the file. Click it.
11. For data safety, you will be asked for your username and password again. After entering, click ok
12. you will be allowed to save the file on your computer. Click save.Navigate to the folder in which you wish to resotre the file. Once located, click the save button.
13. The download will now begin. When it is finished, your file has been restored to your computer.
14. Don’t forget to sign out when finished.