Backup Data

Open FOS

Go to Tools/System Maintenance

Under Backup and Restore Section, click on the three dots next to the Backup button and navigate to where you wish to store your backups.

Click Choose and the file path will be displayed.

Select Backup and the back will be saved with a dated file name, such as 2014 06 17 113254 FOS Backup.

You may rename the file if you wish.

Restore Backup Data

Prior to restoring a past Derby, Backup your current Derby so you can go back to the current Derby when needed.

To restore the backup at a future time, click on the three dots next to the Restore button and navigate to where your backup is stored. Then click restore to pull in the prior Derby (database).