QuickStore - How to back up database

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The program will create a backup of the database the first time it is run each day. It maintains the 10 most recent backups, plus the most recent backup from the previous month and the most recent backup from the previous year. These files are kept in c:\WQS\BackupA on the server machine. The filename will be WQS L Backup <date>.bkp. You can turn this function off, or change the number of copies that are kept, by going to Setup, System Options.

To manually backup the database at other times, like immediately before or after performing an import or physical inventory, by going to File, Backup. It will open a Windows browse window that defaults to folder C:\WQS\Backup, with a filename WQS L Backup <date>.bkp. You can change the file name or location from this browse window, if necessary.