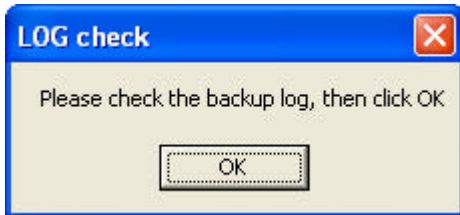
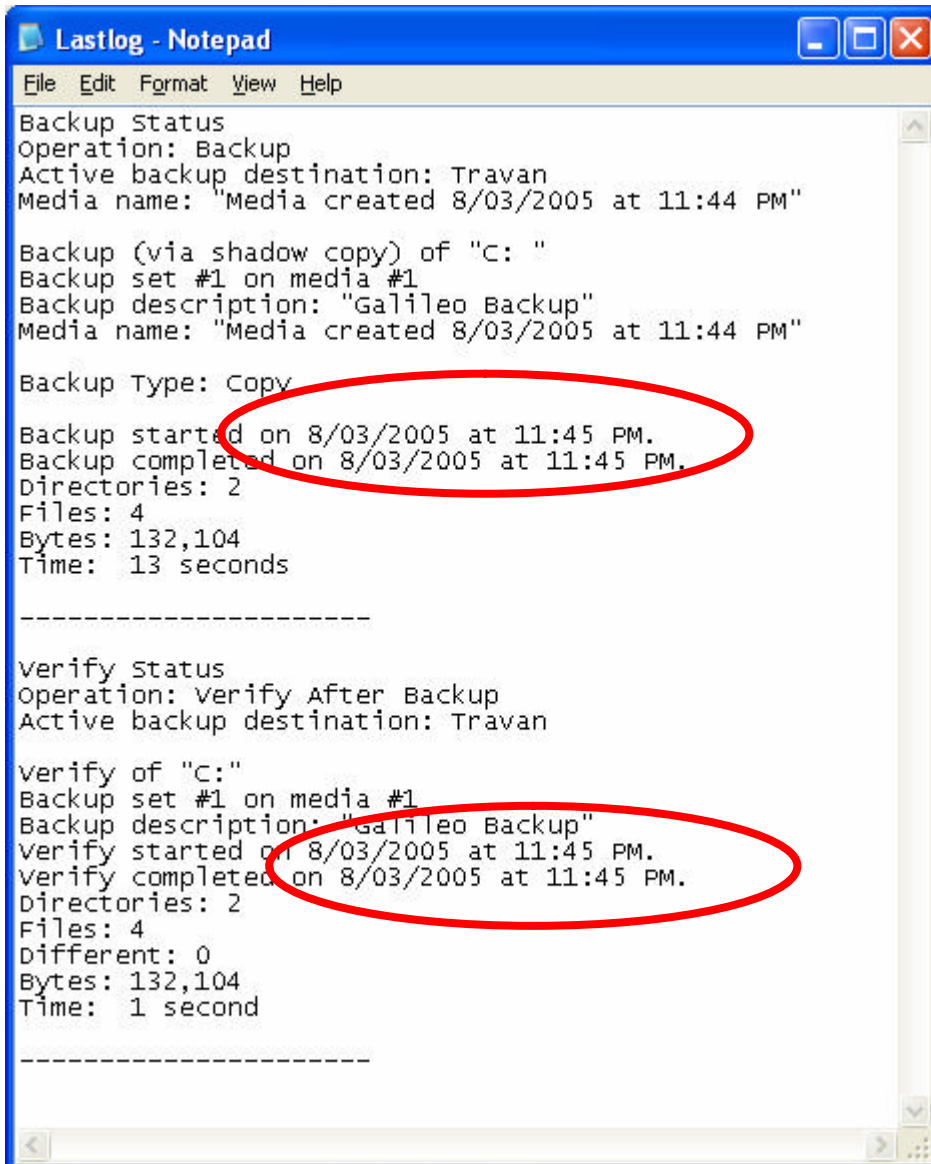


The backup process in the Galileo leased equipment is scheduled to commence at 11:30PM each day.

The next morning the following will display on screen.



The copy of the last automated back up log will also display on screen.





Ensure that last nights information appears in the backup and verification log.

Close the log file after confirming that the Start and Complete times were for last night.

Having then clicked OK on the Check Log a prompt will display reminding you to swap tapes.



Place the tape requested in the machine and return last nights tape to your safe.

Click OK on this screen to confirm that the new tape is in the machine.

The system will automatically reset itself for the next day.