How to Set Up Automatic Backups In Gym Assistant

How to Set Up Automatic Backups September 2024

Introduction

This process provides you the ability to automatically save a potential of 3 automatic backup files to various locations. These files would then allow you to recover your data from those specific dates and times should you loose the data within your Gym Assistant program to an unforeseen event.

Be in the Gym Assistant program.

• Begin by clicking **Settings** > **Backup and Restore**.

Gym Assistant - Mini 250 'ORVILLE' (#4) on 'OF	RVILLE' Path=C:\Gvm /	ALL Settings			
File Edit Member Reports Billing Documer	nts Portal Settings	Preferences Program Options Automatic Updates Appearance Membership Options Membership Plans Punchcard Plans Day-Pass Plans	Ce	rko	
	0	Punchcard Add-Ons Monthly Add-Ons Measurements Custom Fields Pre-Filled Lists Daily Schedules Waivers / Vaccine Status	Date! nth, 23 tota	al	Portal opt-in: opt-ir
Personal Contract Billing Other 🗸 W		Billing General Billing Options			
Billing Plan:	Monthly	Credit Card Processing ACH Processing Automatic Billion	te:	05/05/2027	Signup Date
Billing Option:	Monthly	Member Charges To Account	d Date:	05/08/2024	Contract Beg
Billing Amount:	10.00	Notifications	d Amount:	10.20	Contract End
Billing Status:	ACTIVE	Membership Reports	Balance:	0.00	Freeze Date:
Terminate Billing:	Never	Mailing Labels Membership Cards	eck-In:	04/25/2024 09:59A	UnFreeze Da
Membership Add-Ons:	Jon F	Hardware Barcode Reader / Access Control Photo Canture			
Linked Memberships:	1 Dej	Receipt Printing Cash Drawer	(#45)		
Enter Me	ember # or I	Administration Backup and Restore		View Clear	<< Prev

• The first option, **External Data Backup**, allows you to choose the number of Days between backup reminders given when closing and reopening Gym Assistant (restarting Gym Assistant daily and your computer once a week is strongly recommended); and allows you to enter a path to a thumb drive, an external drive, an external backup service, etc. If no address path is entered the backup will go to your Backup file within the Gym Assistant folder. Our recommendations for external backup services can be found by clicking the following link and are listed on that page under **Online Backup Solutions**

https://www.	vmassistant.com/resources/useful-links/
	2

Backup Settings	×
External Data Backup	
Days between backup reminders: 3	
Backup Path: c:\Gym Assistant 2.6\Backup Browse	
Online Data Backup	
Backup Data Online every day at 12:00A ~ Online Connect Settings	
Daily Data Archiving	
Archive data at shutdown	
Archive Data every day at 12:15A	
Archive Path: Browse	
Cancel	ОК
	?

• The second option, **Online Data Backup**, is an automatic external backup sent to our servers each day replacing the backup done the day before and you will select the time of day this will be done. Keep in mind that the computer must be on, the Gym Assistant program must be running, and the computer must be connected to the internet for this to be preformed. This option is only available to our customers who pay for yearly support and that have the Online Connect Settings completed (instructions to set up online connect are contained in the article titled: **How to Setup Online Connect**).

Backup Settings	×
External Data Backup	
Days between backup reminders: 3	
Backup Path: c:\Gym Assistant 2.6\Backup	Browse
Online Data Backup Backup Data Online every day at Daily Data Archiving	
 Archive data at shutdown Archive Data every day at 12:15A Archive Path: 	Browse
Cancel	ОК ?

- The third and final option will be the **Daily Data Archiving**. You will select whether you want this Archive to be preformed at shutdown or daily at a specific time of day. If you choose the later, the computer must be on, the Gym Assistant program must be running, and the computer must be connected to the internet. The Archive Path need not be created, if no data path address is included, the system will automatically rout that backup to the archive file already created in your Gym Assistant folder.
- Once your Backup Settings have been completed > click **OK**

Backup Settings	×
External Data Backup	
Days between backup reminders: 3	
Backup Path: c:\Gym Assistant 2.6\Backup	Browse
Online Data Backup	
Backup Data Online every day at 12:00A > Online Con	nnect Settings
Daily Data Archiving	
Archive data at shutdown	
Archive Data every day at	
Archive Path:	Browse
	Cancel OK ?

Online URL: <u>https://gymassistant.phpkb.cloud/article/how-to-set-up-automatic-backups-in-gym-assistant.html</u>