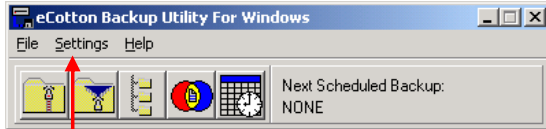


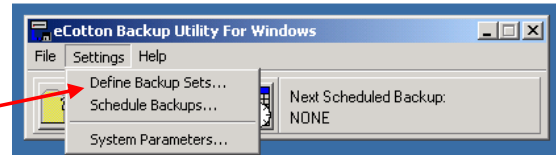
# BACKUP to CottonHost

(After CottonHost registration is complete.) Use this procedure to establish auto-backup from GIN. Provides new data in the form of an Entity on the CottonHost server for Growers, to generate their reports.

## WINBack

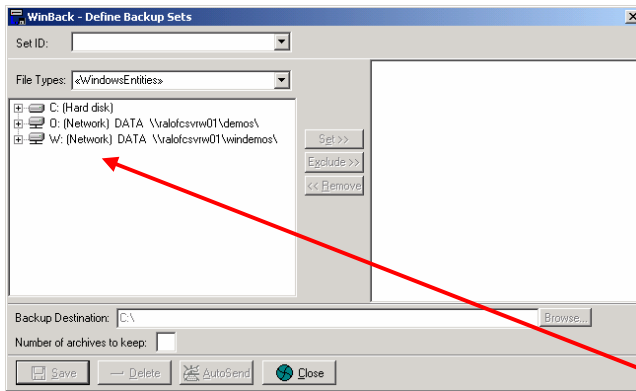


### Settings



### Define Backup Set...

- Contains Drive letter, Folder, Entity Name. Click + sign to 'drill down'.



### Set ID

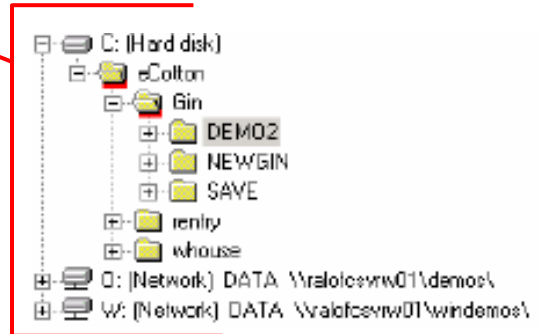
#### MYGIN (your preference)

File types

<Windows entities>

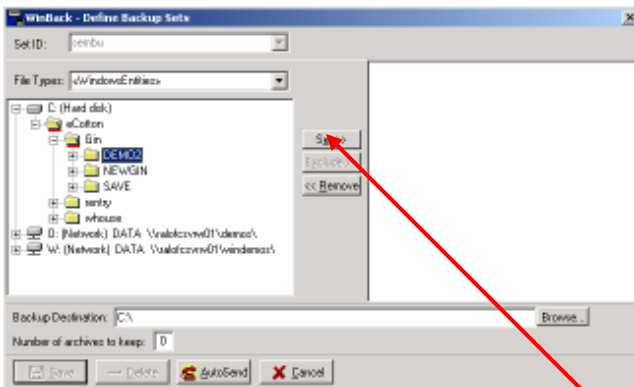
drive C: or network drive

Expand folders: (click on the + sign)

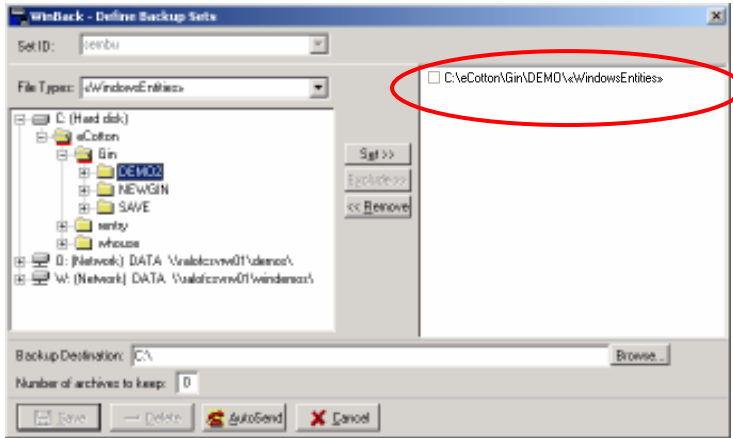


Entities are listed by folders.

Browse until you see the entity you desire. Use the mouse to highlight the set (single click).



Click on the SET button. The name and path is copied into the panel on the right. See next page.

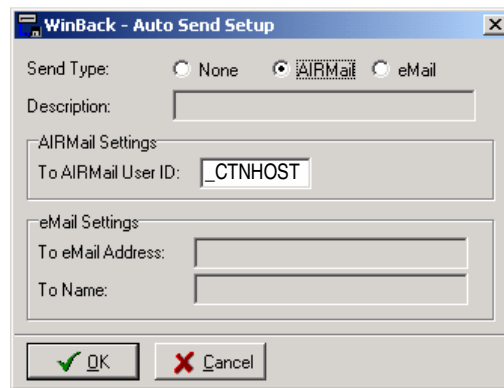


Determine backup destination – C:\

**Auto-Send** is used to pre-set the receiving ID of your backup if you want it sent to another location (SafeBak, CottonHost, etc.)

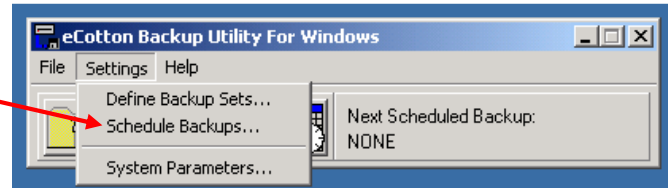
Select – **Autosend**

Send type = **Airmail**  
 User ID = **\_CTNHOST**  
**OK**  
**SAVE**  
**CLOSE**

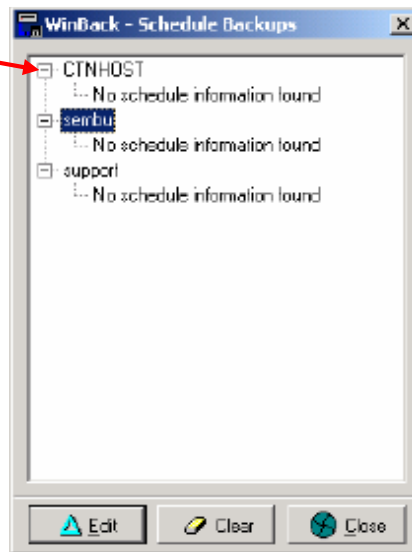


**Note:** *It is not required to Autosend. You can perform the backup anytime. You may choose to by-pass this step.*

**Schedule Backups...**

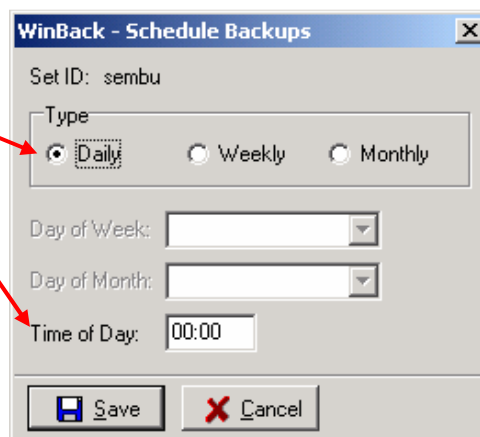


**Edit CTNHOST**  
(or your set)



**Set Type and Time**  
(Use 24 hr. clock,  
ex: 4:00 o'clock is  
16:00 )

**Save and Close**



By using this technique, a backup is created of your entity and automatically AIRMailed to the CottonHost backup server. Internet access is required.

The backup occurs automatically for the day and time entered. The PC must be on for this scheduled backup to occur.