

backup_interface_to_budget

Table of Contents

backup_interface_to_budget i

Click **Yes** to perform a system backup. Otherwise, click **No** to not perform a system backup and continue the interface.

- The **File ID** field is display only and reflects the file ID to which the user is logged on.
- The **Export File Name** field is display only.
- Click **Execute** to continue the export. Otherwise, click **Cancel** to close the page without completing the task.
- Type a password for the exported file, and then click **Execute**. The File Download page is displayed.
- Click **Save** to save the file. A Save As dialog box is displayed.
- In the **Save in** field, click to navigate to the appropriate folder.
- In the **File name** field, the file name is set to dbcccddd_mmddyyyy_bud.rsf, where cccddd is the county-district number and mmddyyyy is the current date. You can type a different name for the file.
- Click **Save**. Otherwise, click **Cancel** to close the Save As dialog box without saving the file.

A message is displayed indicating that the process completed successfully. Click **OK**.