

TMG Tips and Tricks 13 Sep 2009

(Based on TMG 7.04)

Backup Locations... You will be prompted to back up your project whenever you exit from the program. You can also select Backup from the File Menu. If you go ahead, TMG will compressing your project (average compression 80%), writing, verifying, chaining, and formatting of floppy disks if necessary. By default, backup files have a **SQZ** extension and are saved in the drive and/or folder you selected in **Preferences** under [Current project options: Advanced](#).

NOTE: Making a backup file is a good way to share projects with another TMG user. Be sure, however, that the other person has a comparable version of the program.

CAUTION: When backing up to floppy disks, it is a good idea to use a new diskette to start a new backup, especially when spanning backups across more than one floppy. When you start a new backup on a diskette that already contains part or all of a previous backup, there is the possibility that you could overwrite the first backup. It is a good idea to keep more than one set of backup disks -- at least two, and preferably three, sets.

Check **Generate archive name automatically** or click on the **Select** button next to the **Select backup file** field and enter the backup drive/folder and backup name. Then click [Open].

If you generate the name automatically, you are limited to the directory selected in the Preferences. If you want to save elsewhere, or save in different locations at different times, you must leave the box unchecked and enter the directory and file name. This name remains the same for each backup configuration.

NOTE: If you generate the archive names automatically, you can also choose how the name will be constructed. Under **Filename suffix**, click the radio button next to either **date & time (yyyy-mm-dd hh-mm-ss)** or **backup number (nnn)**. If you use a backup number, you can also select how many separate sets of backups you want. You can also type any name you want.