



Update Disk

As information is entered in the program, periodically click **Update Disk** located on the menu toolbar to save the information to the computer's hard drive. See Figure 1.



Figure 1. Update Disk

Using this feature ensures the data is saved to the hard drive. **It is not a backup.** If the computer's hard drive crashes and a current backup is not available, **data will be lost.** Clicking **Update Disk often** to reduce the amount of data that has to be reentered in the event the power goes out or the program closes abnormally. A separate backup should be completed at least **once** during each **day of the fair.** See the Backup tip sheet for more information.