



# Installing ACS Backup Restore

The ACS Backup Service program utility is installed on your computer with the ACS Upgrade executable that you download from the ACS website or the ACS Install CD. After you install the ACS software, you must run the utility to [configure the ACS Backup Service program](#).

[Scheduling backups](#) lets you establish and maintain a schedule for making regular backups of your ACS data and system files. Once you have set a backup routine, you can modify your routine of making backups to suit your needs or restore any previous ACS data or system files in the case of a disaster. To access the **Schedule Backup** option in the ACS Backup/Restore program, you must have user rights in ACS Utilities.

1. Open the **Windows File Explorer**.

a.) ***Windows 7:*** On your Windows desktop, right-click the Start button  in the lower-left corner of the screen. A Windows context menu displays. Click **Open Windows Explorer**. The Windows Explorer window displays.


b.) ***Windows 8.1 and Windows 10:*** On the Windows desktop, right-click the Start button  in the lower-left corner of the screen. A Windows context menu displays. Click **File Explorer**. The File Explorer window displays.

[Link](#)

2. Double-click the C: drive.
3. Open the **ACSNET** or **WINACS** directory.
4. Double-click **Backup\_Service\_Install.exe**.
5. Click **OK**.
6. [Configure the ACS Backup Service](#).

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2. Double-click the C: drive.
3. Open the **ACSNET** or **WINACS** directory.
4. Double-click **Backup\_Service\_Uninstall.exe**.
5. Click **OK**.
6. [Configure the ACS Backup Service](#).