

Newsletter Backups

Making a Backup of all your Personal information in RadarClassic

Cases, Additions, Patient file, Personal Keynotes

It is necessary that you regularly make a backup, not only of your Radar or Winchip information but also of all your other personal files on your computer.

Although RadarClassic probably works very well on your computer for many months or years, it still is necessary to make backups. Your harddisk can crash at a certain moment; or you might become infected with a computer virus, or your computer might get stolen etc.

You must ask yourself, if today my computer will break down: do I then have all important (and recent) information on an external media?

Below is explained how you can make a backup of all personal files from your RadarClassic program to an external media.

The easiest way to make a backup of your personal Radar (Winchip) files

Step 1: Each time you close the Radar program (once a day) you will see a window asking you to make a backup.

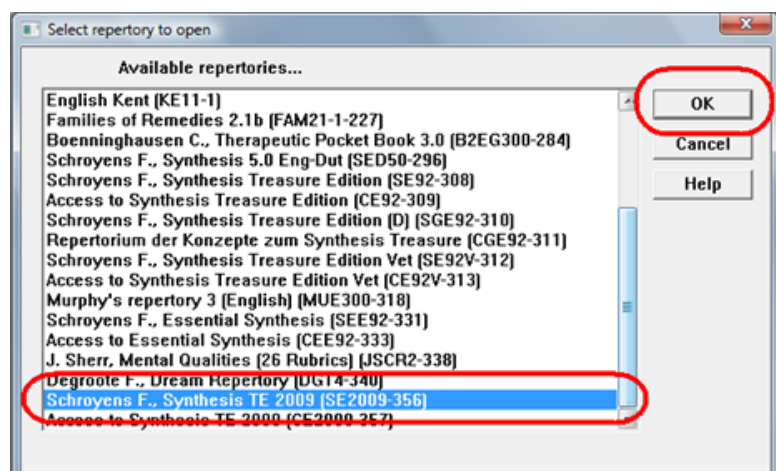
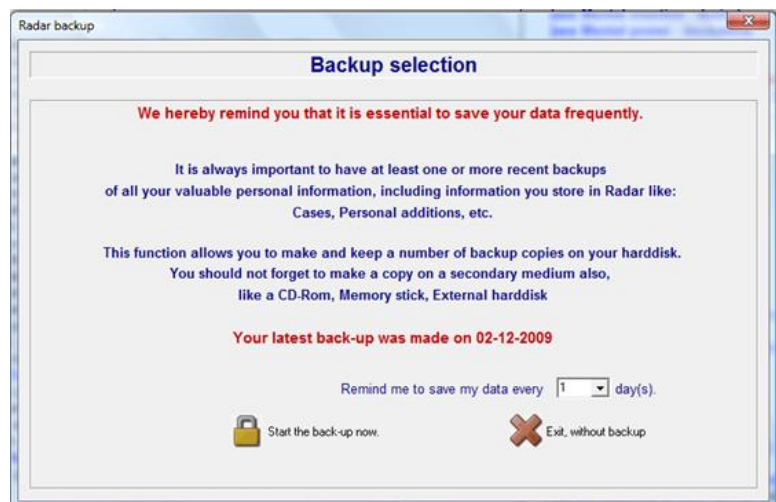
Click on: **Start the backup now**

- Say 'Yes' at least once a week. (The absolute minimum).
- If for example you use the Winchip patient file to record all patient data, then you must make a backup each day!!

Step 2:

Select the Synthesis repertory, which you use most frequently (and possibly also make additions in).

Select e.g.: **Synthesis TE 2009**



Step 3:

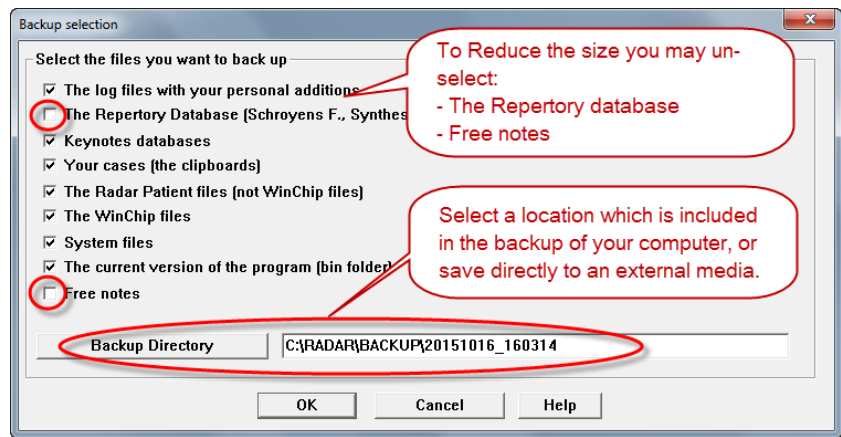
You may keep **all** options selected if you like.

Or you can **Un-Select** the a few options which are not needed to reduce the size of the backup.

Un-select:

- **The Repertory Database**
- **The Freenotes**

And keep all the rest selected.



Only if you are an experienced user, you can keep only those options selected which you are sure off.

Backup location and file name

By default the backup is stored in the subfolder in **C:\Radar\backup**

The file name is: **YEAR-MONTH-DAY-time**

- If you have a general backup system in place which makes a backup of your **whole computer**, then this is good enough.
- If you have a backup system in place which only makes a backup for example of your folder **documents**, then you must change the Radar backup location and save it to that.
- If you do **not** have a general backup system in place, then **YOU must save the Radar backup to an external media.**

Keep several backups

It is also advised to store at least three or more backups before you delete the older backups.

If you do not know how to do this easily, then ask a friend to assist you.

Below you will find more detailed information about the backup for those who like to know more about it.

More information about the Radar files to backup

Below the individual files are explained in more detail

A basic user will only make some personal additions in the repertory, and save symptom clipboard (called cases): ...

- **The log files with the repertory additions**

- The log files with your personal additions**

The log files actually consists of 2 files located in **C:\Radar\Log**

The two file names are for example 'SE2009.DAT' and 'SE2009.IDX'

(This example is the Synthesis English treasure edition 2009). (The German Synthesis can be SGE92.DAT and SGE92.IDX)

- **The cases files (these are the symptom Clipboards)**

- Your cases (the clipboards)**

The default way to save cases is by using a 'catalogue'. This catalogue consists of 4 files located in C:\Radar\Cases

REPERT.ID1 , REPERT.ID2 , REPERT.DA1 , REPERT.DA2

It is also possible to save each case as an individual file. You are also free to select the location where the files will be stored, but we advise to create a subfolder in C:\Radar\Cases

See the '60 seconds' instruction video: How to save cases as individual files.

- **The Winchip files if you are using this, and not already backup Winchip directly from the Winchip program**

- The WinChip files**

The Winchip files with all your patient information is stored in **C:\Radar\Winchip\Filepati\...** this includes sub-folder(s) with your patient database(s).

Below files important for the more advanced user

- **If you create new Author abbreviation and new Remedy abbreviations**

Only then you should also include the SYSTEM option.

And also if you create a lot of other special settings in your program, like Colors and Fonts, Dictionary files then include 'The current version of the program (bin folder).

The personal defined **Author abbreviations** or **Remedy abbreviations** are stored in the **SYSTEM** folder, these are the files:

Personal authors is stored in C:\Radar\System\ **aut_undef.lst**

Personal remedy names is stored in C:\Radar\ **rem_undef.lst**

- System files**

- The current version of the program (bin folder)**

- **The repertory database (Synthesis repertory)**

It is not really needed to include the Repertory database in your backup, because all additions are recorded in the Log-files.

The Repertory Database [Schroyens F., Synthesis TE 2009]

You can include the whole repertory database if you quickly want to copy for example everything to a new computer.

But remember the **C:\Radar\Log files** are more important. If you have 'only' the Log files you will always be able to restore all your additions again on a new computer or a new installation.

- **The keynotes are only needed if you add personal information to one of the keynote files.**

Keynotes databases

These files are located in **C:\Radar\Data\Keynotes**

- **The Radar 'Patient files' is not needed (This is only in use in a few exceptional countries)**

The Radar Patient files (not WinChip files)

- **The Freenotes is only needed if you create personal freenotes**

Free notes

About the backup location

By default the backup is stored in the subfolder in **C:\Radar\backup**

The file name is: **YEAR-MONTH-DAY-time**

Backup Directory	C:\RADAR\BACKUP\20100413_200641
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- If you have a general backup system in place which makes a backup of your **whole computer**, then this is good enough.
- If you have a backup system in place which only makes a backup for example of your folder **documents**, then you must change the Radar backup location to that folder.
- If you do **not** have a general backup system in place, then you **must save the Radar backup directly to an external media.**

Keep several backups

It is also advised to store at least 3 or more backups (also on the external media), before you delete the older backups.

If you do not know how to do this, then ask a friend to assist you.

WARNING:

Making Backups on the harddisk of your computer only and then not making a backup of this harddisk to an external media is not very safe.

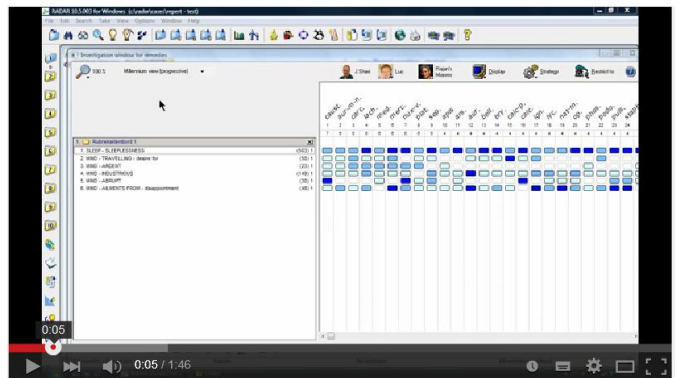
Repertory Utilities: More information

In the **Repertory Utilities Manual** you can find more information about the files to backup
You can find the Repertory Utilities manual via: **Start, All Programs, Archibel Software** (or Radar program)

In the **Repertory Utilities Manual** you can find also a lot of additional information about LOG-Files which contain your personal additions.
If you make a lot of additions in your repertory, it is advised to read the chapter about Log files.

Tip:

View the tutorial video about "**Saving Cases as single .Cas files**" [Start video](#)



Restore

In case you have any unexpected problems and need to restore your personal files again, your local Radar representative or the Archibel technical support line will be able to help you, as long as you have a recent backup available, everything can be restored.

It is better to manually restore the individual files to the correct location then to use the automatic restore function.

In the **Repertory Utilities Manual** you can find detailed information how to restore all the files with your personal information

Radar Cases: stored as separate CAS files

By default Radar saves the symptom clipboard in a catalogue (4 files), as is explained above.

There is an alternative method to save the clipboards whereby each 'case' is saved in a separate file. This video explains how to change this setting in the program

Tutorial video: **Save Cases as single (.Cas files)** [Start video](#)