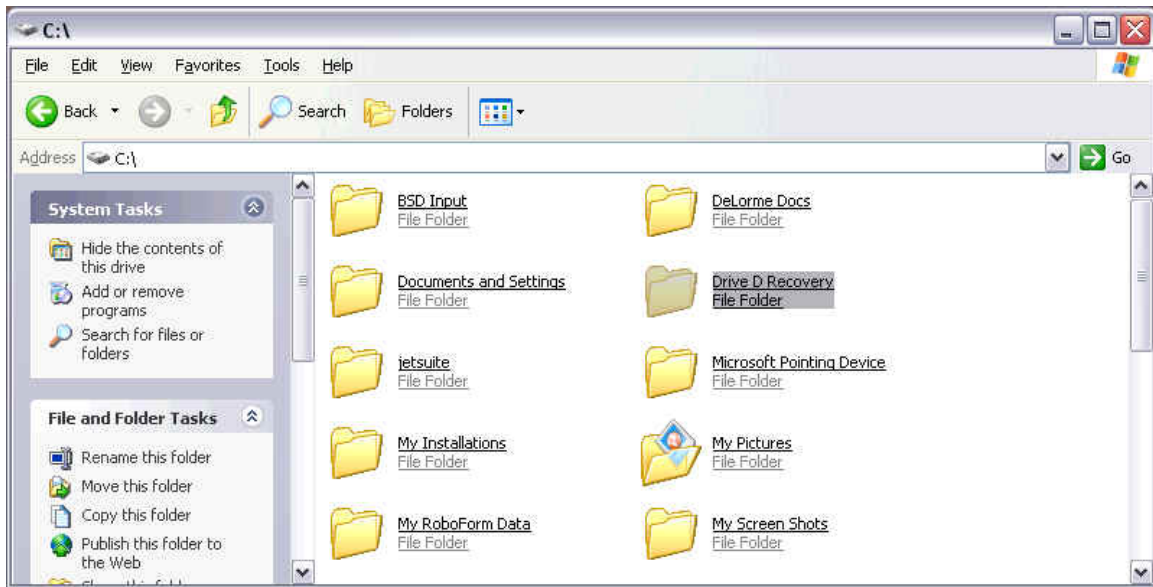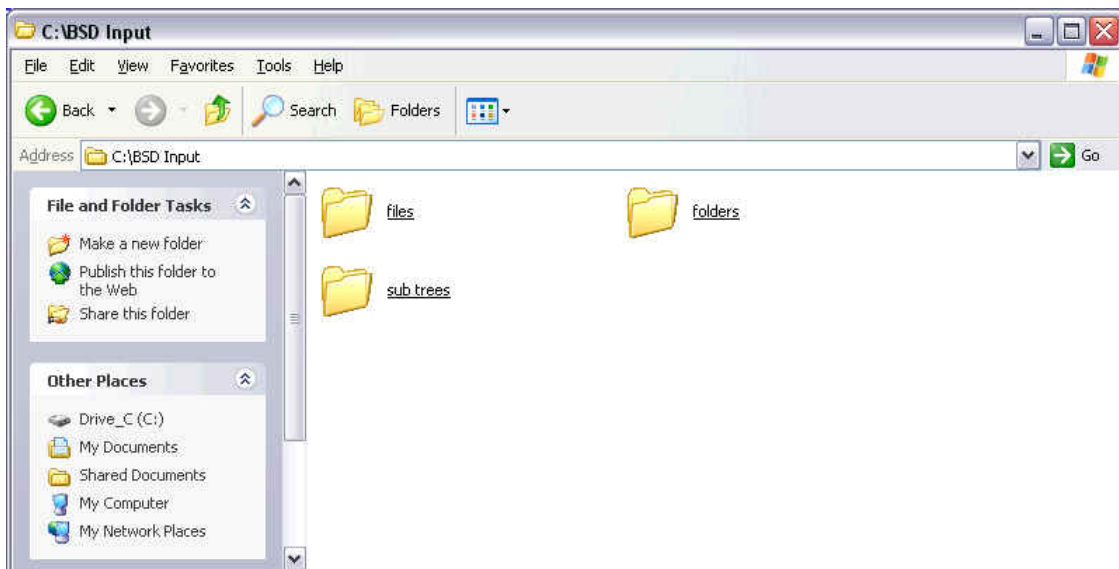# Backup & Shutdown
Custom Configuration

In addition to the automatic backup of your "My Documents" folder and your Internet Explorer bookmarks you may add other files and folders to the backup. This is done using three key folders that hold shortcuts to the additional files and folders to be saved during Backup and Shutdown. These folders are in the "BSD Input" folder on your "C" drive. Open your "C" drive after opening "My Computer." You should see a window similar to:
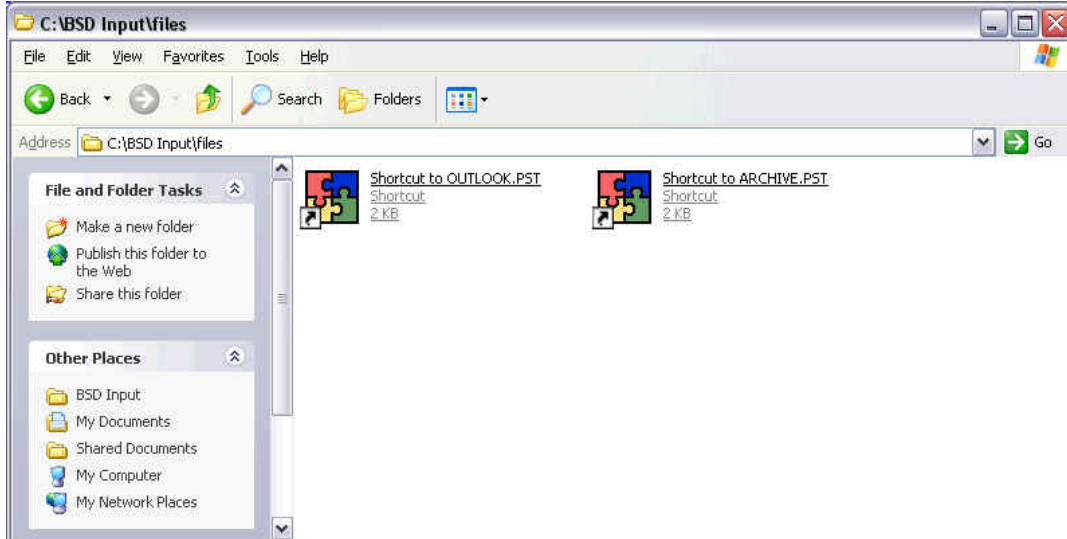

Next click and open the "BSD Input" folder. You should see a window similar to:

Backup & Shutdown
Custom Configuration

As an example, the next screen shot shows shortcuts to the Microsoft Outlook email file having been added to the "Files" folder. Backup and Shutdown will then backup these files.

Folders may be saved by placing a shortcut to the folder in either the "folder" or the "sub trees" folder. Shortcuts in the "folders" folder will cause all the files in the folder named in the shortcut to be saved. Shortcuts in the "sub trees" folder will cause all files, folders and files and folders within these folders to be saved. An example is shown below.