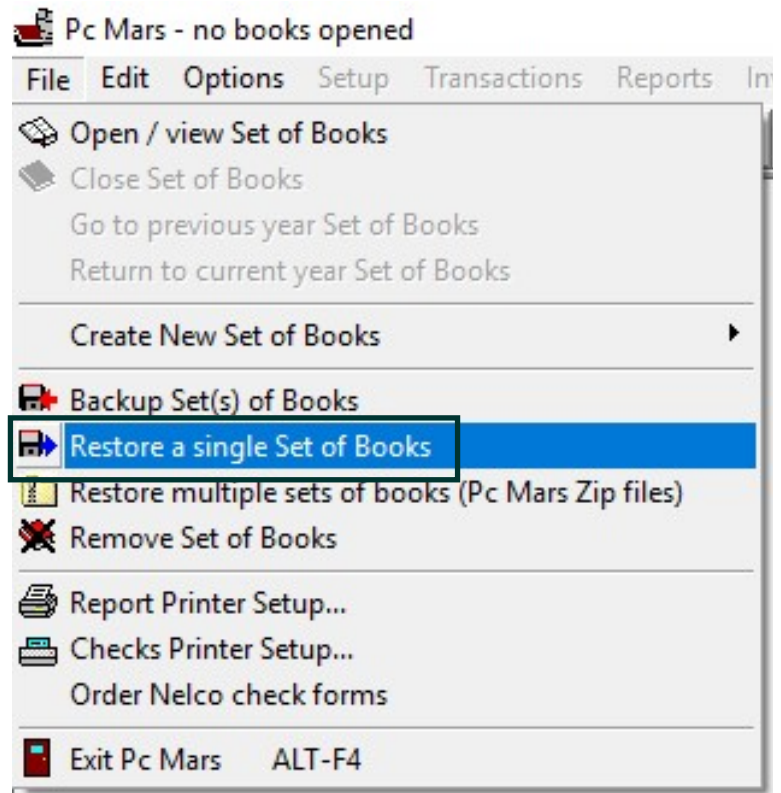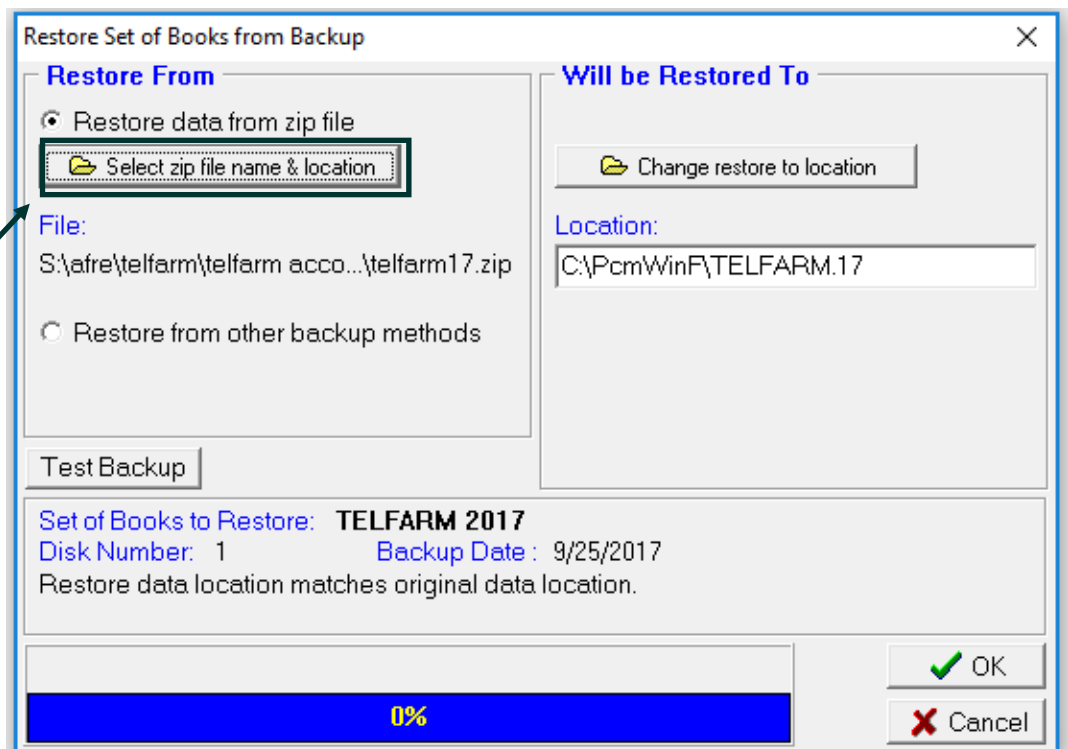# How to restore a set of books

If someone from the TelFarm office or a District Extension Agent makes changes to your Pc Mars books while not using your computer, you will have to load this revised set of books into your Pc Mars program on your computer.
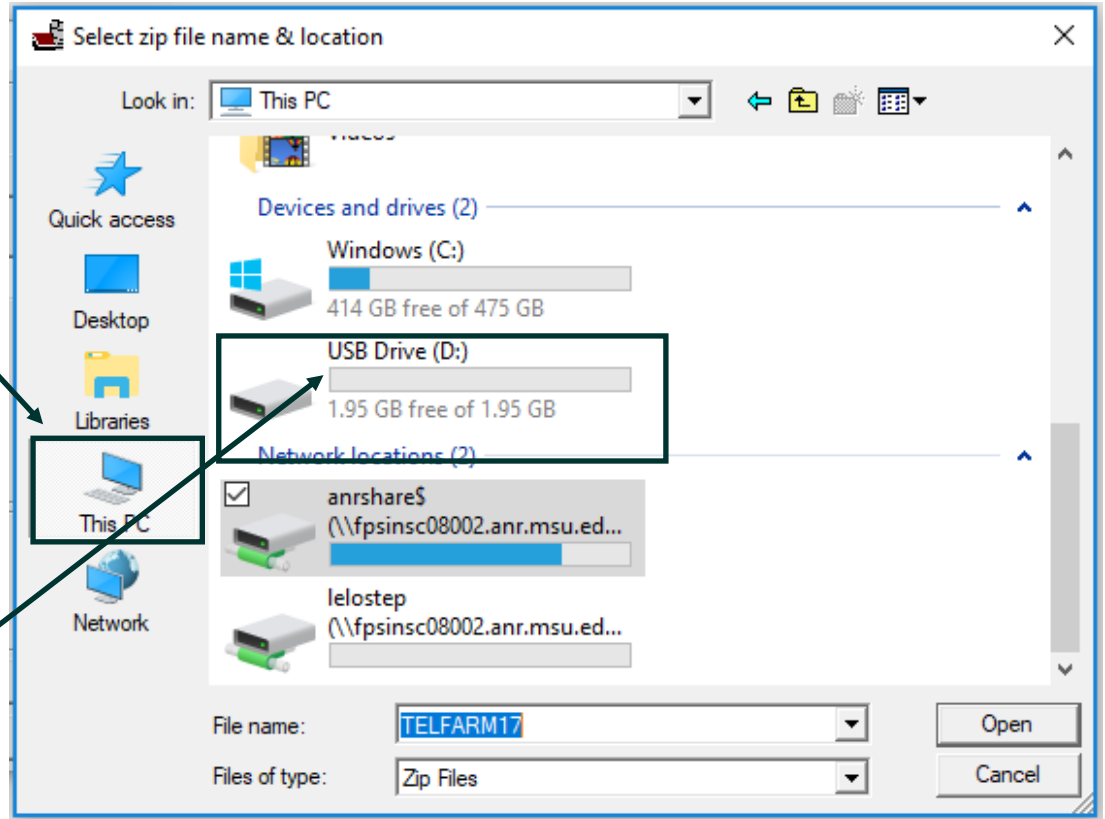
Start by going to the File menu—Then click on "Restore a single Set of Books"

Then this screen will come up (Restore Set of Books from Backup). You will click on "Select zip file name & location"

(Don't worry about what it says anywhere else on this screen, yours will look a little different)

Next a screen that looks like this will come up. This is where you select the file to be restored. Depending on if the file was sent to you electronically or if it is given to you on a flash drive, it may be in a different place. My best suggestion is to click on the "This PC" or "This Computer" icon on the left side then select the location. In this case I'm going to restore from a flash drive, which in this case is "USB Drive (D:)".

Double click on the drive, then double click on the file you want to restore. In this case, the file name is TELFARM17 (yours is likely your last name or farm name followed by the year).

Once that is chosen you'll be back at the "Restore Set of Books from Backup" screen and just click on "ok" in the bottom right corner to finish restoring.