Installing the OP Backup Program

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Before beginning installing the OP Backup Program, confirm you have downloaded the **backup program** and the **OPBackup.exe** is saved to your desktop.

1. Double-click the **file** to begin the installation process.
2. The installation is relatively straightforward; you will be clicking the **Next** button throughout the entire install process.
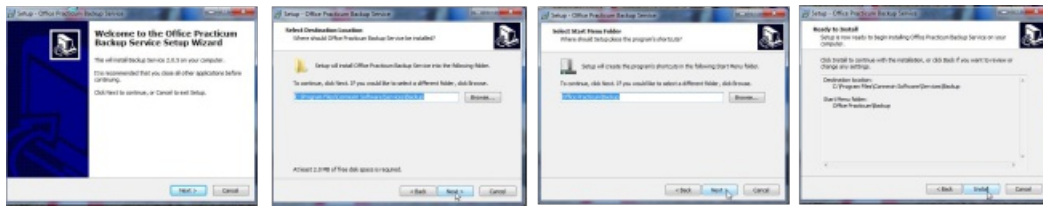
3. Once you click the **Install** button, the program installs on your computer and after install has completed the Backup Program will auto launch so you can proceed with establishing backup jobs.
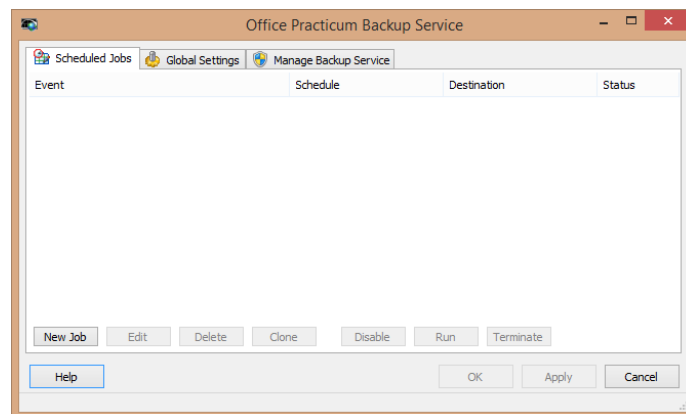
Note: When running the Office Practicum Backup Service, right-click and select Run as Administrator. This ensures that you see the Manage Backup Service tab. Otherwise, the Manage Backup Service tab is not displayed when running the Office Practicum Backup Service.

Setup of Backup jobs will be covered in the Setting Backup Jobs in the OP Backup Program