

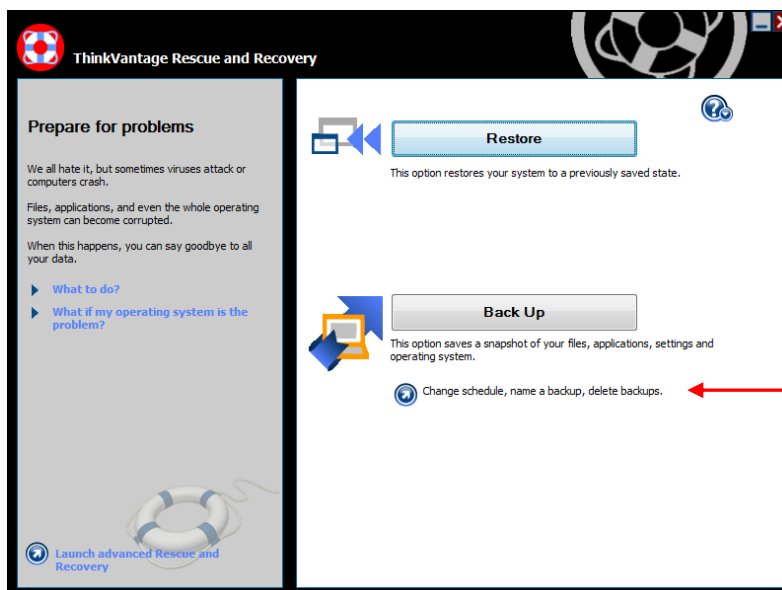
Steps for backup your LLS Notebook

Lenovo ThinkPad X200 – Student Notebook Computer Long Term Loan (LLS)

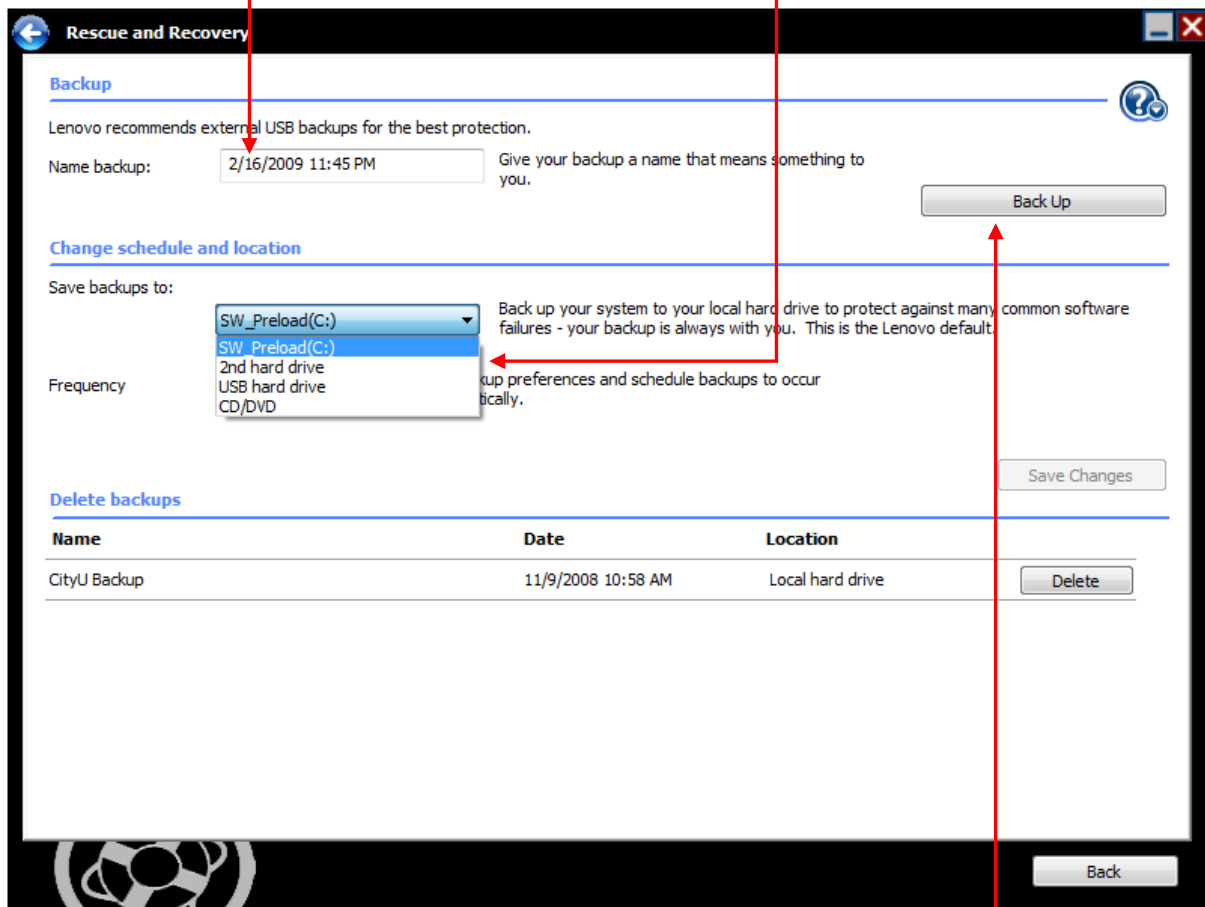
Step 1 – Under the program groups menu, select **ThinkVantage group** and then click on **Rescue and Recovery**.



Step 2 – Don't select the “back Up” button directly! Click on the “Change schedule, name a backup, delete backups”



Step 3 – Give a name to your new backup and select the location where you want to place your backup (It is recommended to use USB hard drive).



Step 4 – Click on the “**Back Up**” button to start your backup process.

Important Note : Don't delete the backup named “CityU Backup”. This backup included Windows OS and CityU preloaded application software.

