## **Backing up custom TPP Scorecards**

- 1) Open TPP and a tournament.
- 2) Then go to the Scorecards menu item and then select Export.
- 3) Click the >> to move all the scorecards from the "Available" Box to "Selected" box.
- 4) Then use the browse button with ... in it to browse to the location you want to save the back up and click save.
- 5) Next click OK and the program will export a GHIN\_Scorecard\_Export.ZIP file to that location.

Export Score Cards				
Available	_		Selected	
Score Cards 🗸 Description	1	Score Cards	Description	
		Pinehurst Cup Alternate Shot One-Tee	Score card style for a Scramble event, where the team is playing from the same tee. One scoring line for the entire team.	,
		Pinehurst Cup FourBall (Gross or Net) One-Tee	Score card style for a Four-Ball pairing group playing from the same tee. One additional scoring line for recording Best Ball Gross or Best Ball Net.	
	< > « »	Pinehurst Cup Individual Match One-Tee	Score card style for a Scramble event, where the team is playing from the same tee. One scoring line for the entire team.	1
		Pinehurst Cup Shamble (Gross or Net) One-Tee	Score card style for a Four-Ball pairing group playing from the same tee. One additional scoring line for recording Best Ball Gross or Best Ball Net.	
		Reverse Side (Score card for Stroke Play)	Reverse Side of Score Card (Local Rules)	
		Test	Score card style for a four-person team\group playing from the same tee. One additional scoring lip- for recording a Team Score.	
Export Filename: C:\GHIN\2004\TPP\GHIN_Scorecard_Export.ZIP		^		
	ок с	ancel		
			Bro	owse B

In the future, when you need to restore the scoreboards archive file just reverse the process by going to Scorecards – Import. Use the Browse Button to locate your back up file and then click OK to retrieve the backed up scorecards.

## **Backing up custom TPP Reports**

- 1) Open TPP and any tournament.
- 2) Then go to the Reports menu item and then select Export.
- 3) Click the >> to move all the reports from the "Available" Box to "Selected" box.
- 4) Then use the browse button with ... in it to browse to the location you want to save the back up and click save.
- 5) Next click OK and the program will export a GHIN\_Report\_Export.ZIP file to that location.

Export Reports				_ [		J
Available				Selected		1
Report Group / Report	1		Report Group	Report	*	
			Flights - Player	Name, Age & Handicap Inde Report	×	
			Flights - Player	Name, Age & Handicap Inde Report (2)	ex E	
			Flights - Player	Name, Seedings & Handica Index Report	p	
			Flights - Player	Name, Seedings & Handica Index Report (2)	p 🔛	
			Gift Certificates	Gift Certificate Log		
	< «	> >>	Match Play - Match Play Tree (Player)	Match Play Tree (64) (2 Pag Fixed	je) -	
			Match Play - Match Play Tree (Player)	One-Direction Match Tree ( (Seed, City, State) - Fixed	32)	L
			Match Play - Match Play Tree (Team)	Match Play Team (64 2 Pag	e)	
			Pairings - Cart Signs (One Round)	Cart Sign 3 per sheet (Lega Logo	l Size)	
			Pairings - Cart Signs (One Round)	Cart Signs - for GN paper		
			Pairings - Cart Signs (One Round)	Cart Signs - Pinehurst Cup		
			Pairings - Cart Signs (One	Cart Signs - Starting Time	Tee 🔻	
Export Filename: C:\GHIN\2004\TPP\GHIN_Report_Export.ZIP						
C	Ж	С	ancel		5	
					Brov	V

In the future, when you need to restore the reports archive file just reverse the process by going to Reports – Import. Use the Browse Button to locate your back up file and then click OK to retrieve the backed up reports.

## BACKING UP YOUR TOURNAMENT PAIRING PROGRAM DATABASE (TPP Program must be closed to perform this backup)

- 1. Close TPP (if open) and then Click Start (lower left of your computer desktop)
- 2. Select All Programs
- 3. Find GHIN Software category
- 4. Click on Tournament Pairing Program 2004 category
- 5. Select and run Copy Database Files program
- 6. Set the Action window to Backup Database to File see below
- 7. Below that you'll find a Browse Button to the right, set the Backup File path to wherever you're backing up the database. Once the path is set in the window click Start to begin.

Copy TPP Database Files	×
Action: Backup Database to File	<b>_</b>
Backup File E:\GHINDATA.TPP	
Start Close	
	Browse Button

## IF YOU HAVE TO RESTORE THE TOURNAMENT PAIRING PROGRAM DATABASE (TPP Program must be closed to perform this backup)

- 1. Close TPP (if open) and then Click Start (lower left of your computer desktop)
- 2. Select All Programs
- 3. Find GHIN Software category
- 4. Click on Tournament Pairing Program 2004 category
- 5. Select and run Copy Database Files program
- 6. Set the Action window to Restore Database from File
- 7. Below that find the Browse Button to the right and set the path to point to the source of your stored data. Once the path is set in the window click Start to begin.

Copy TPP Database Files	×
Copy Database Files Options Action: Restore Database from File	<b>_</b>
Backup File E:\GHINDATA.TPP	
Start Close	Y
	Browse Button