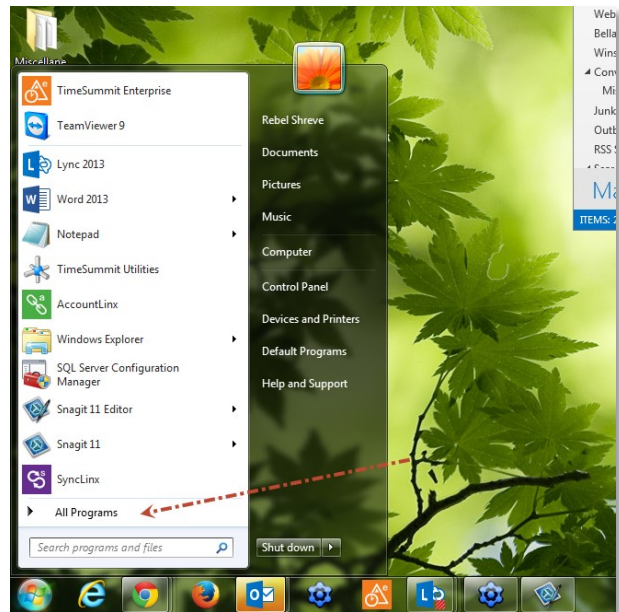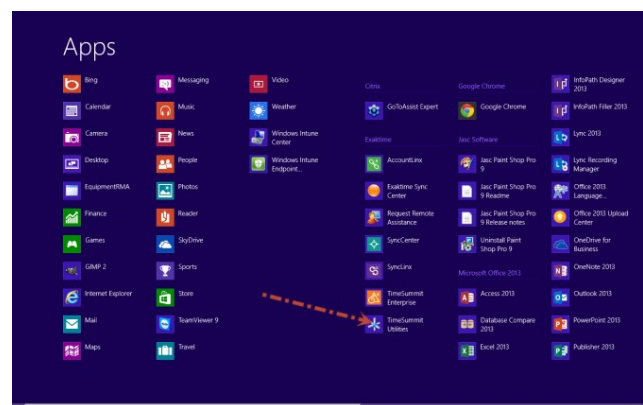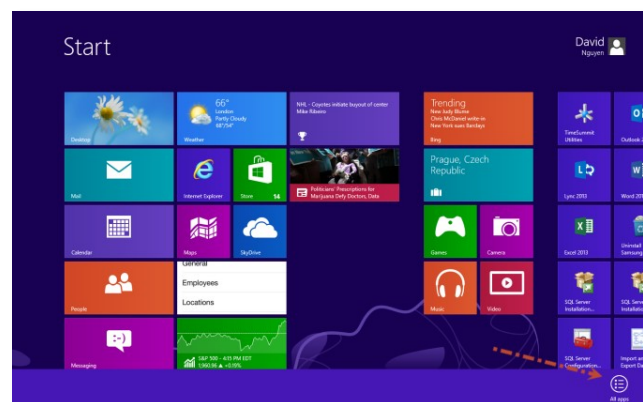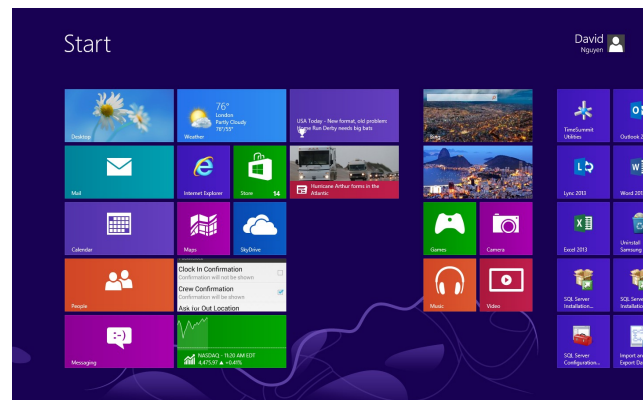If using Windows XP, Vista, 7 and 8.1, you can open TimeSummit Utilities by:

- Click **Start**

- Click **(All) Programs**

- Click **ExakTime**

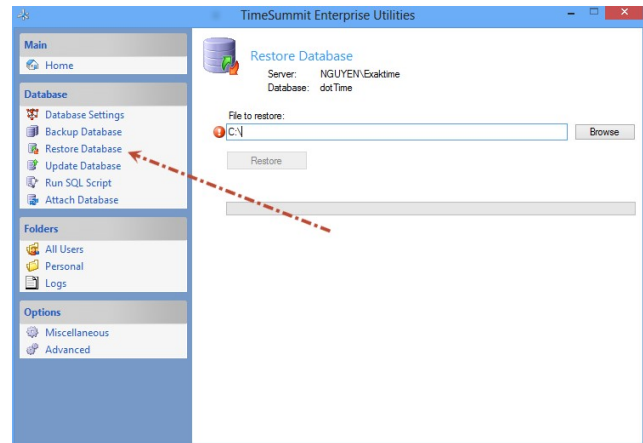- Open **TimeSummit Utilities**
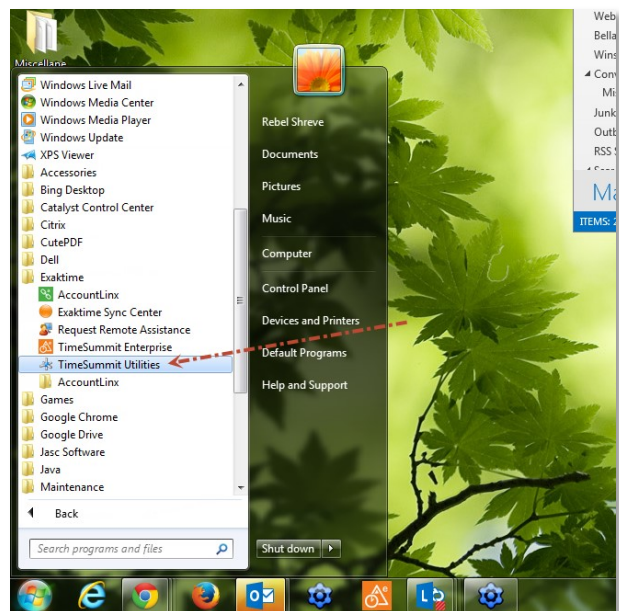
If using Windows XP, Vista, 7 and 8.1, you can open TimeSummit Utilities by:

- Click **Start**

- Right-click on the screen

- Click **All Apps**

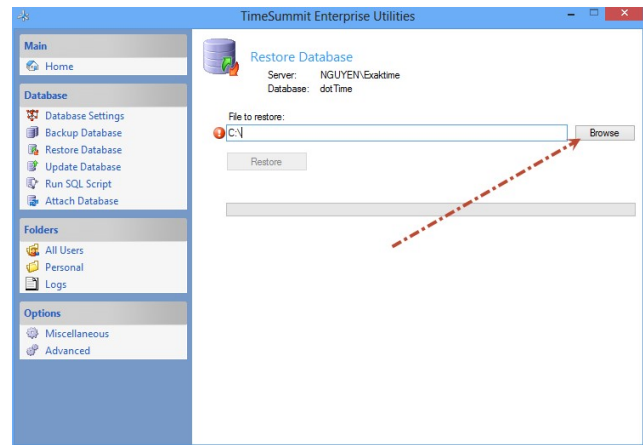- Open **TimeSummit Utilities**

ExakTime

Click on **Restore Database**.

If TimeSummit itself is running, close it now. Otherwise, you will get an error when you attempt to restore the database.
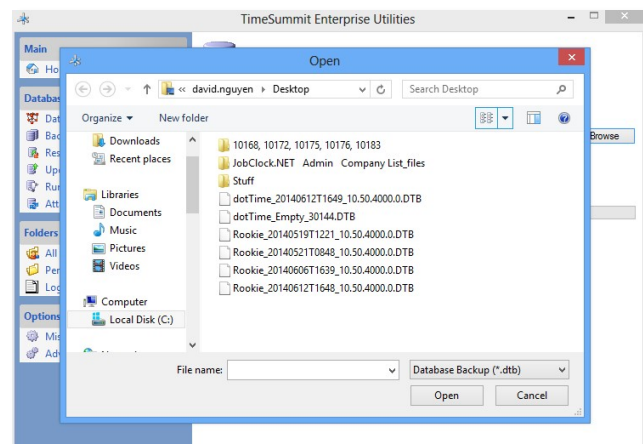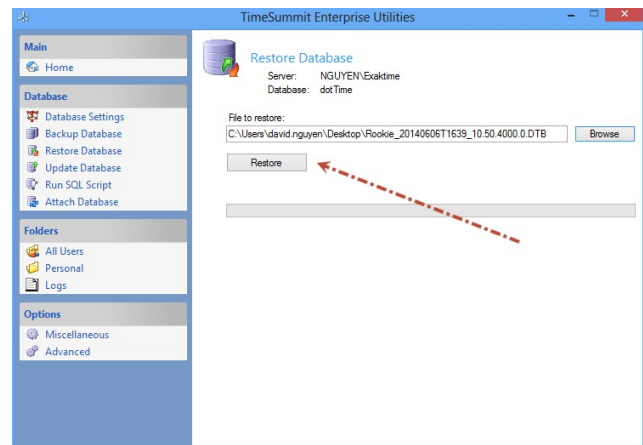

Click **Browse.**

Find the location of the backup file. It will start with the name of the company or the word dotTime and include the date/time of when the backup was made, and have the file extension .DTB.

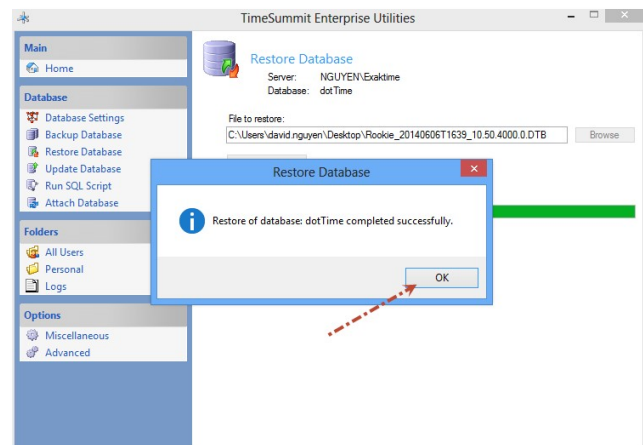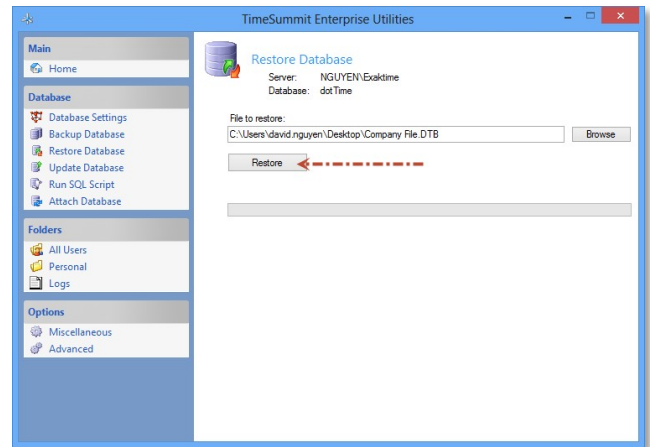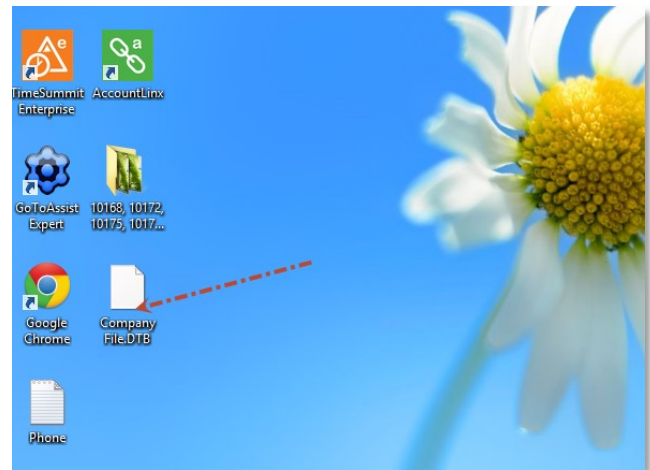Click the backup file and press **Open.**

Click **Restore.**

Press **OK** when the restore process has completed.

Close TimeSummit Utilities and launch TimeSummit.

Note: If the TimeSummit database file has been saved on your computer desktop, just double-click on it and select restore.

Once the process finishes, you are ready to start up TimeSummit.

Note: If you are restoring a database used in Microsoft SQL 2005, it will be updated for use in Microsoft SQL 2008. This process cannot be undone and the file will no longer be usable in Microsoft SQL 2005.