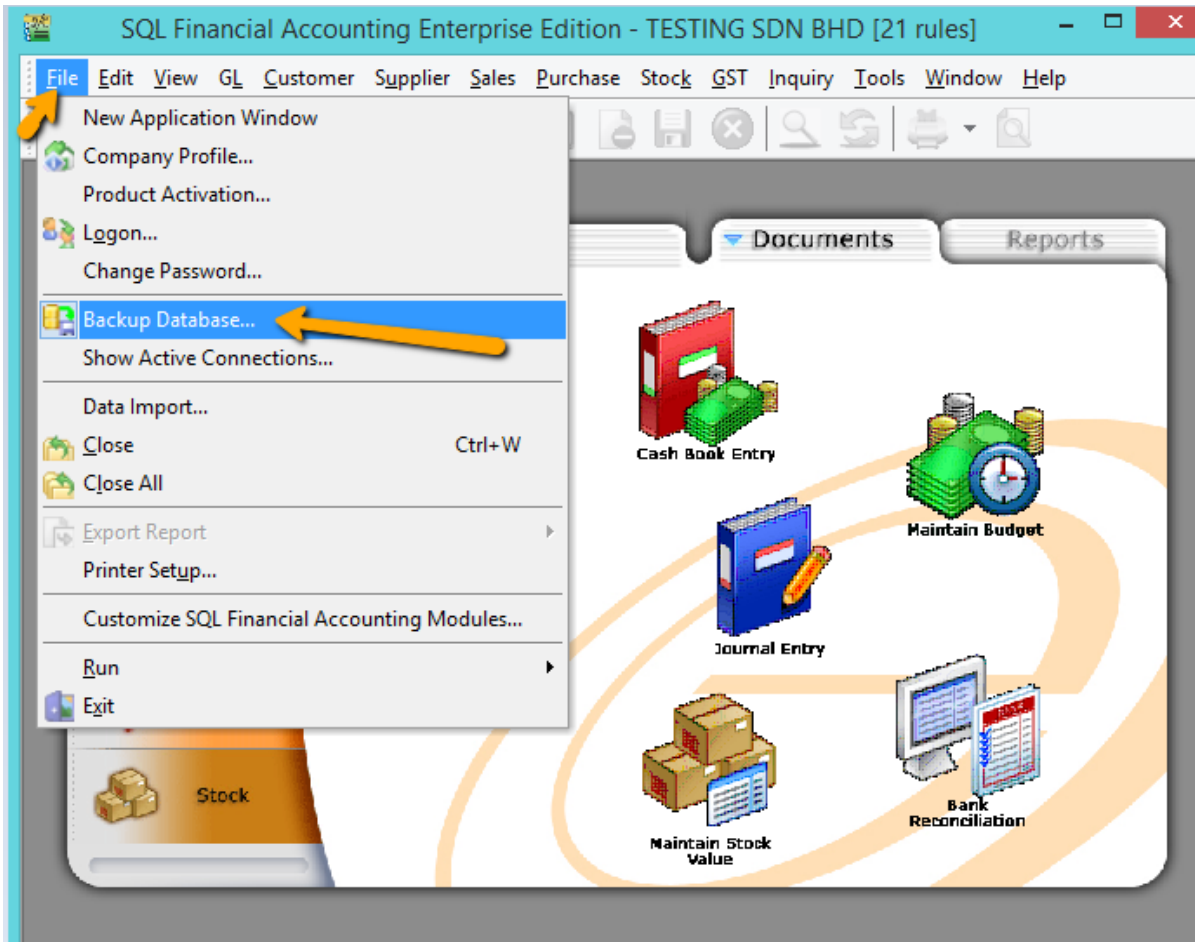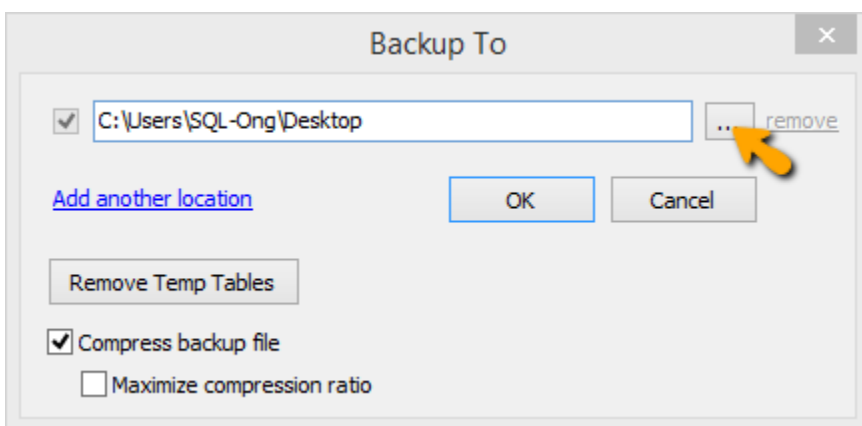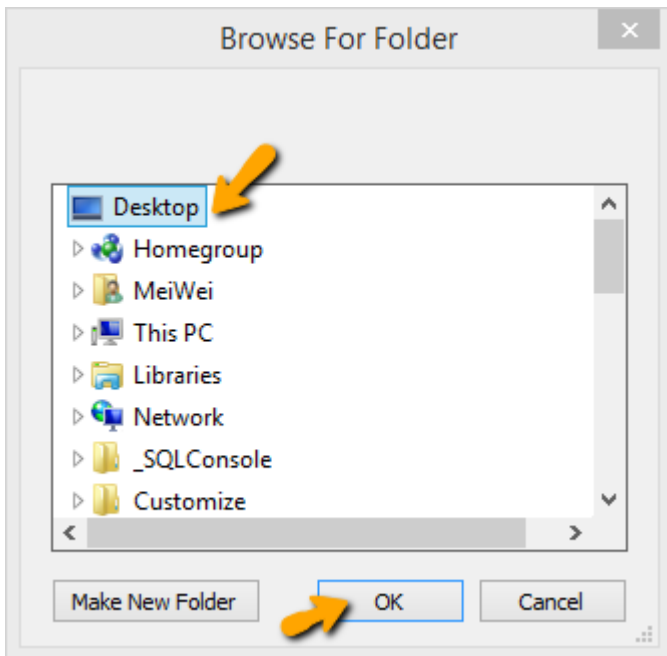**How to backup SQL Database?**

If you have more than 1 company in SQL, login 1 by 1 company and do backup follow below step.
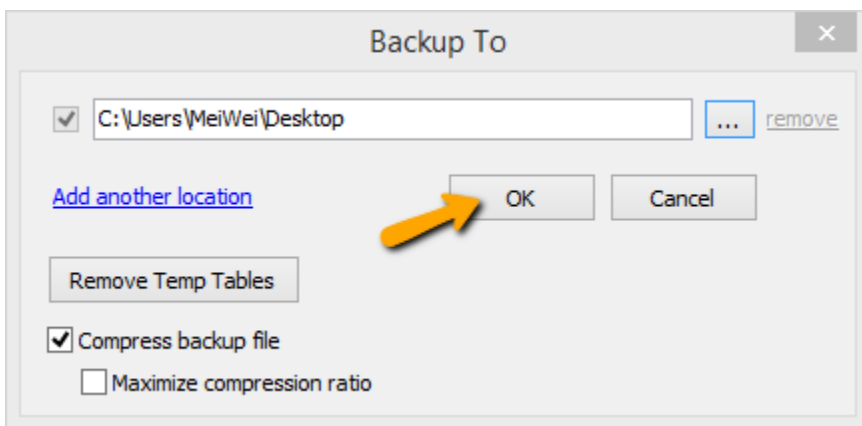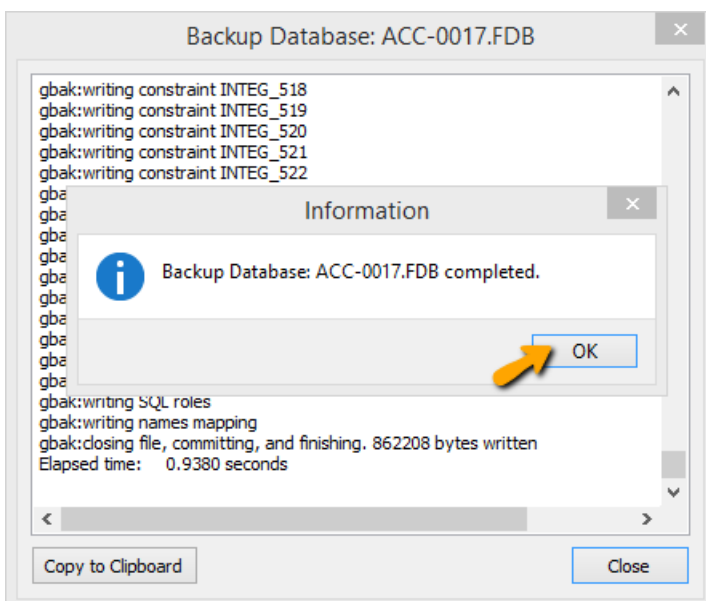

1. File > Backup database

2. Press on the 3 dot button

3. Choose where you want to save your backup file and press OK
   - Please save additional copy to your external drive

4. Press OK

5. Press OK (Backup done).