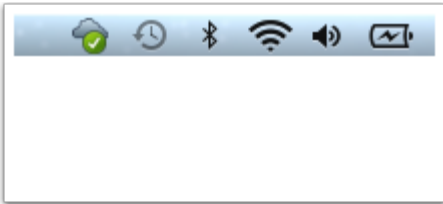


Verify ownCloud is backing up

Introduction:

ownCloud is the software that we use to sync the files on your computer with our server. It is important to make sure that ownCloud is running and configured properly. If it is not you are not backing up your data and in the event that something happens to your computer you would be unable to recover your information.



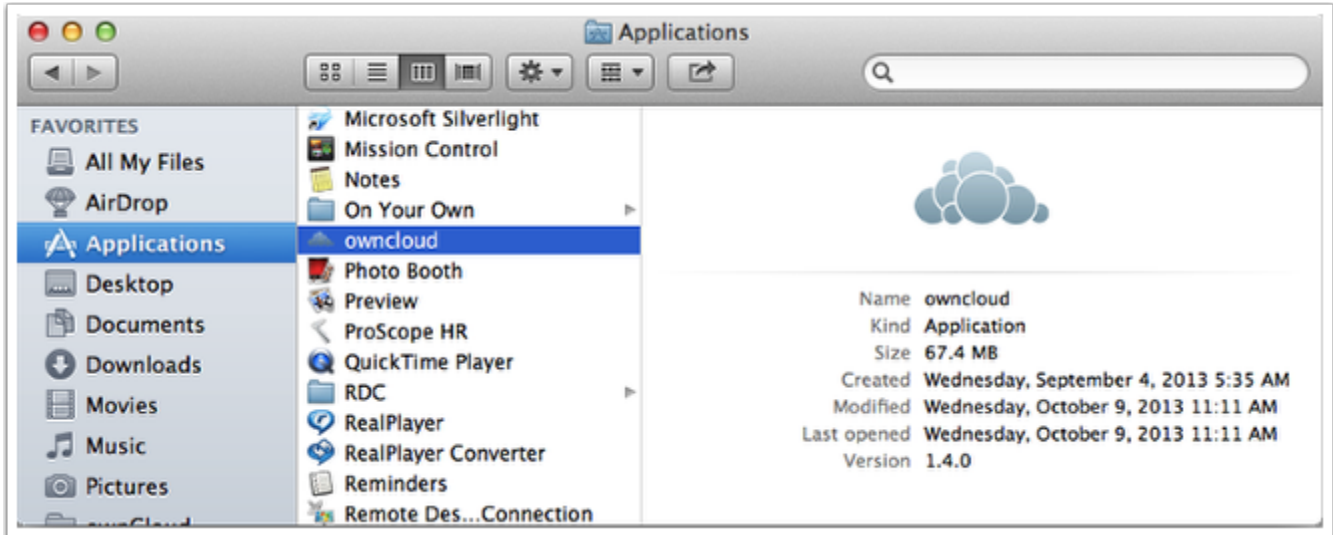
Step 1:

Verify that ownCloud is running. To do this look at your menu bar in the top right corner. You should see a icon of a cloud with a green checkmark. If you do not see the icon you need to launch ownCloud and proceed to step 1a. If ownCloud is running then proceed to step 2.



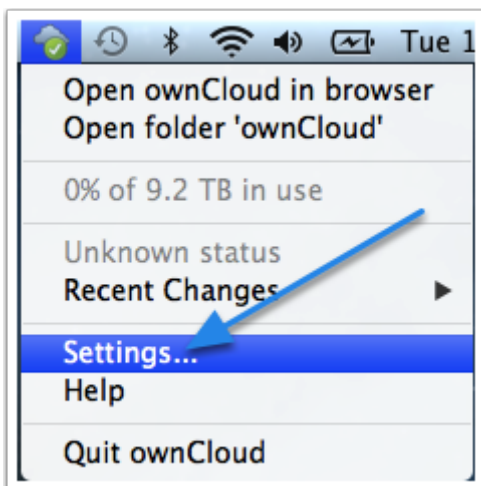
Step 1a:

If ownCloud is not running you will need to launch it. You can do this by double-clicking the owncloud icon in the Applications folder.



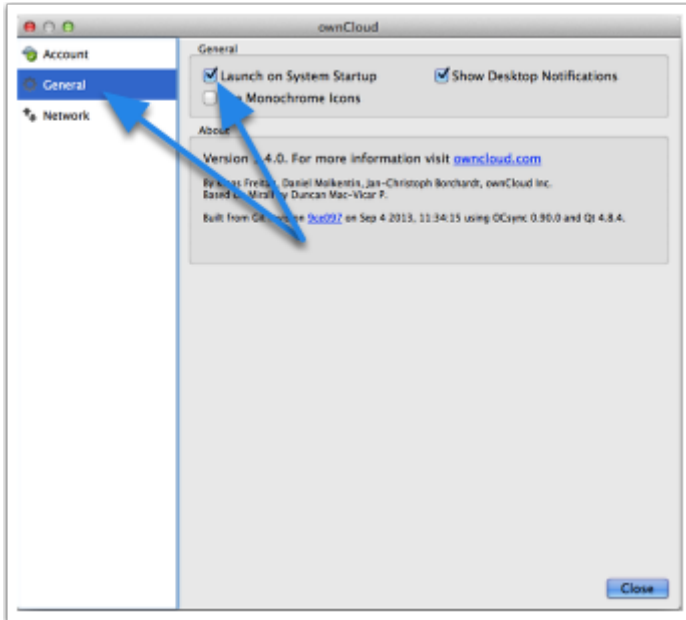
Step 2:

ownCloud is running, click the ownCloud icon and select "Settings..."



Step 3:

Click the "General" settings on the left and make sure there is a check in the "Launch on System Startup" setting.



Step 4:

Click the "Account" settings and verify that the settings look exactly like the image below. If they do you are done and you are backing up successfully. If the settings are not identical to the image below, you will need to read the [ownCloud client documentation](#).

