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### Manual or Third-Party Backup

If you perform manual backups or use a third-party backup software, such as Veritas, make sure you include the /DDMS/CLIENT/ folder on the drive where DDMS® is installed.

### Automatic Proc File Backup

If your backups are performed automatically through a proc, follow these steps to review your backup script.

1. Open My Computer.
2. Double-click the drive where DDMS is installed (usually D:).
3. Double-click the DDMS folder.
4. Double-click the BIN folder.
5. Right-click the BACKUP.CMD file and select Edit from the menu. The file opens in Notepad.

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**Note:** Do not double-click the backup file. This launches the backup.

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6. Find the following backup command path:

```
ntbackup backup systemstate d:\ddms /n "DDMS" /j "DDMS Backup" /n normal /hc:on /P "4mm  
DDS /UM
```

You are looking for **d:\ddms**, which is shown in red above.

7. If your backup is set to **c:\ddms** or **d:\ddms** (or appropriate drive where DDMS is installed), close the Backup file and select No when prompted to save changes. No further action is needed.

If your backup path is **different**, contact DDMS Support for assistance.