

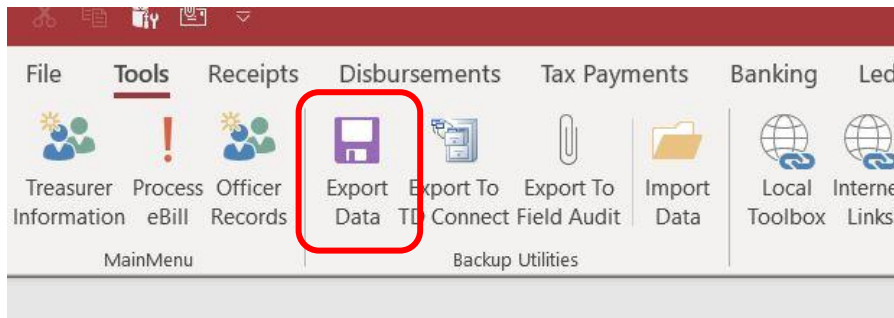
# Exporting data from WinStabs-NMR

Exporting data from the WinStabs program is required for three important reasons.

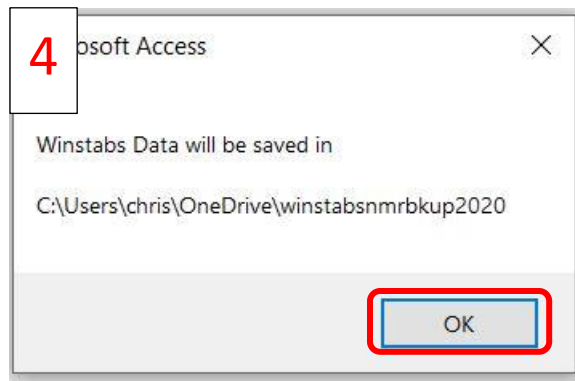
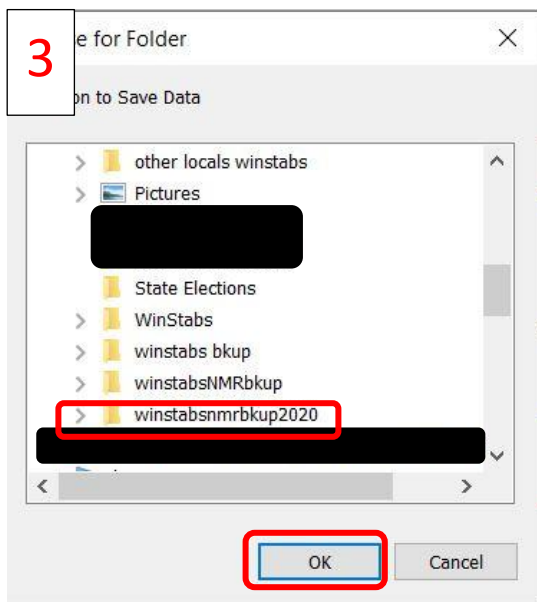
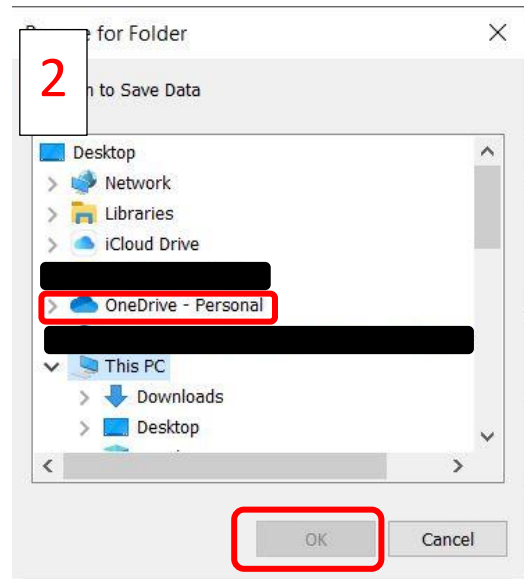
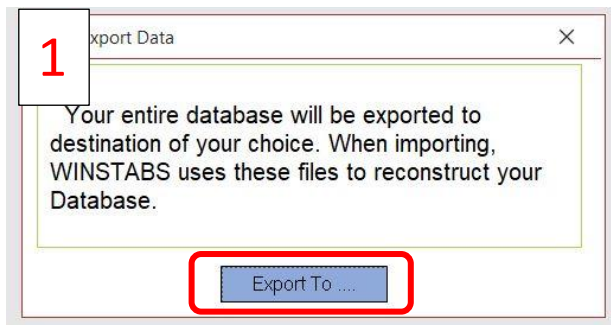
- You will need to export your data whenever you need to install a new version of WinStabs-NMR or if you need to operate WinStabs-NMR on a different computer.
- You will need to export your data to back up your data to ensure it against corruption or loss.
- You will need to export your data to submit the data to SMART TD on a quarterly basis. (Reference the guide to Uploading WinStabs back up data to TD Connect.)

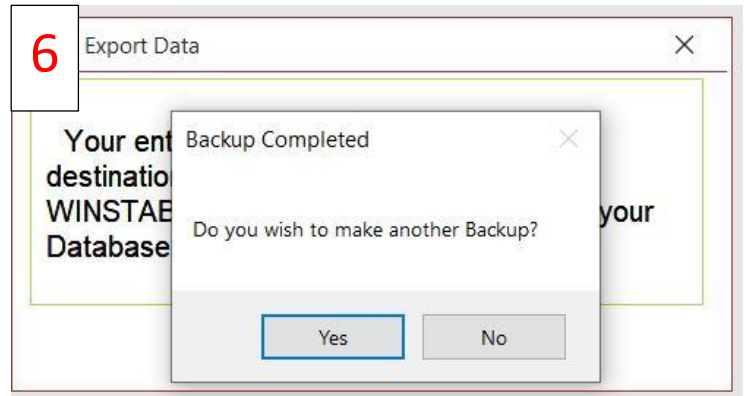
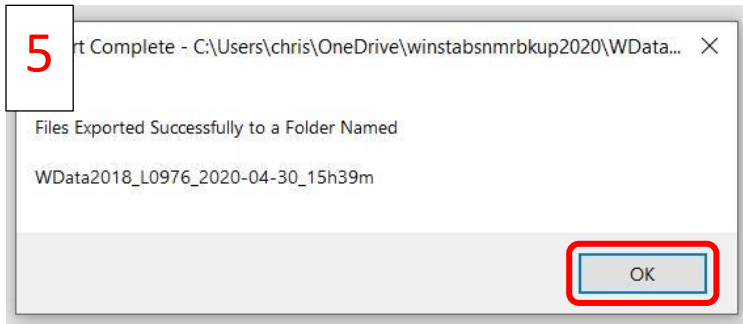
Steps:

1. Open the WINSTABS-NMR that will be replaced by the new version.
2. Click on "Export Data" then follow the prompts.



3. Select the location that you will save the data in.





Although not mandatory backing data up to a cloud service (such as OneDrive, DropBox or Google Drive) is highly recommended. If you are a new Treasurer and there is no data available contact the field support help desk at. 216-227-5444 or [FSHelpdesk@group.smart-union.org](mailto:FSHelpdesk@group.smart-union.org)