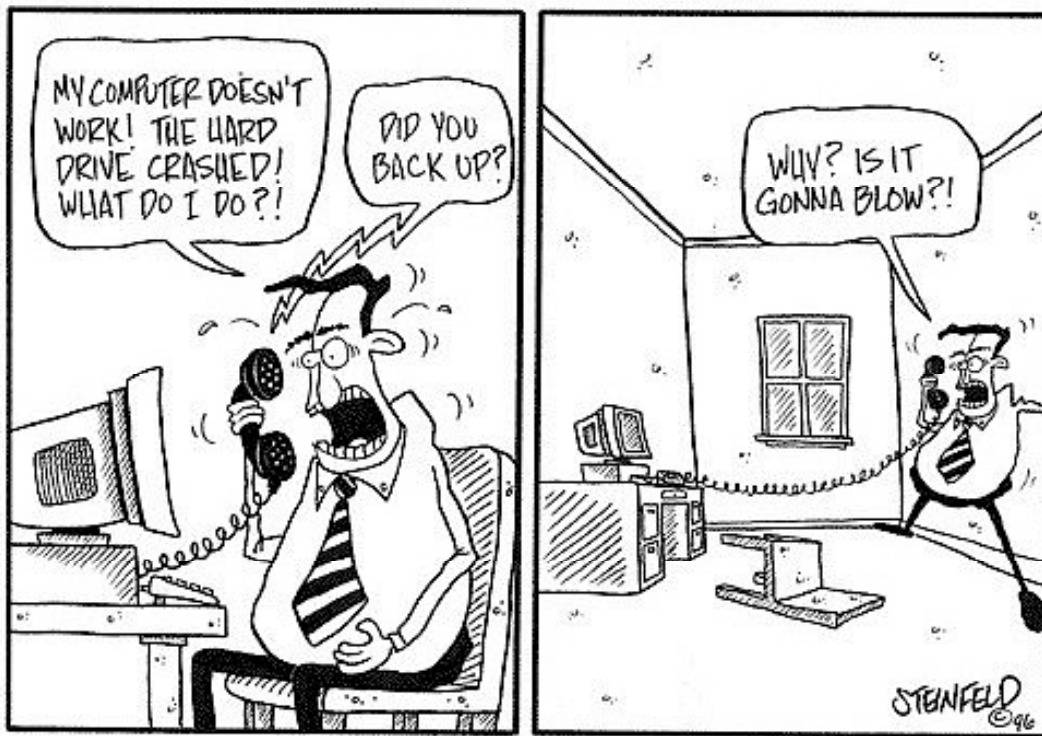
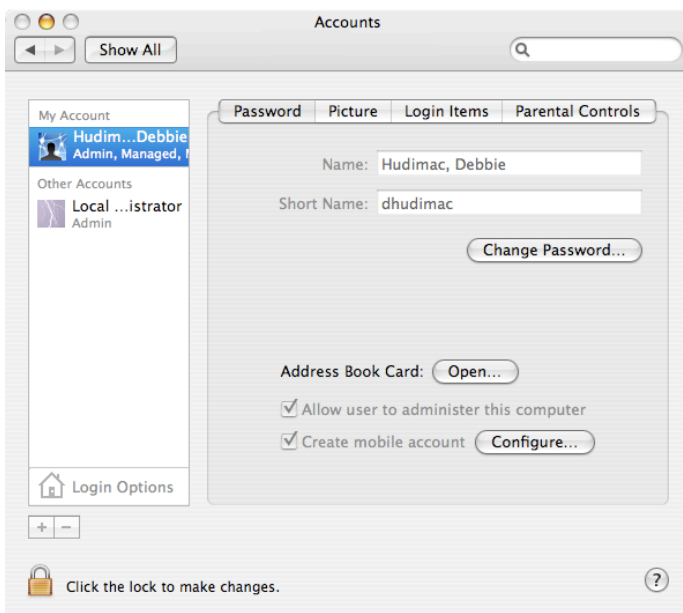
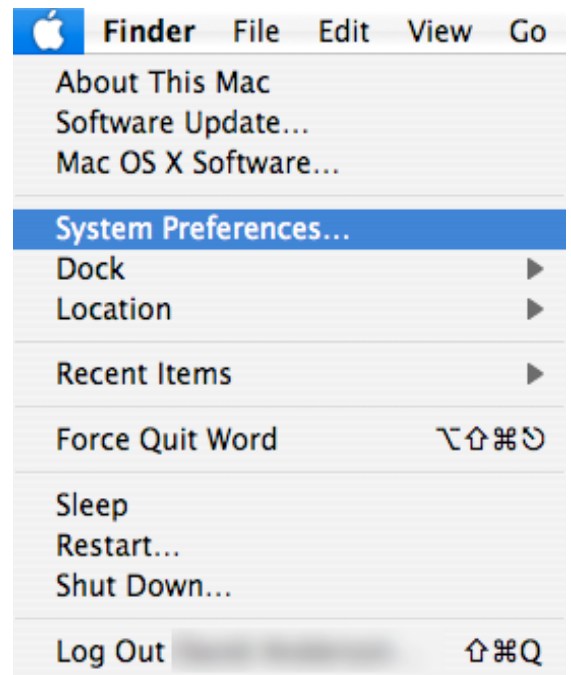


WSD MACBOOK SYNC INSTRUCTIONS



Before you sync your macbook.....


1. Confirm Account Settings
 - a. Open System Preferences
 - b. Open ACCOUNTS
 - i. Confirm both

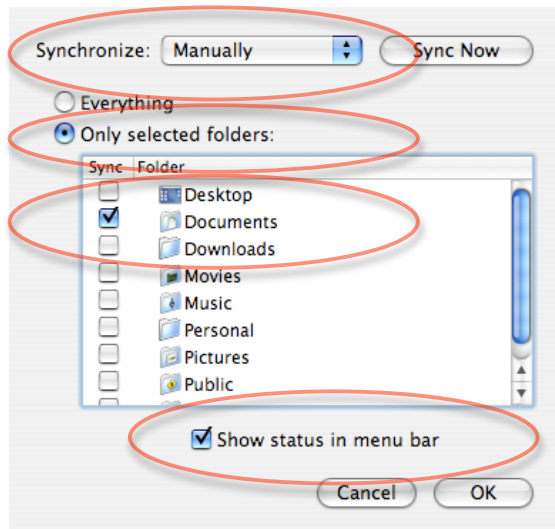


WSD MACBOOK SYNC INSTRUCTIONS

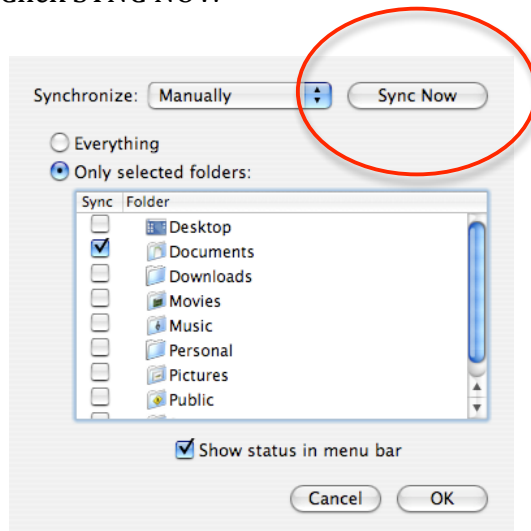
2. Confirm HOME SYNC PREFERENCES....




- a. Click on the  in the menu bar
- b. Select HOME SYNC PREFERENCES
- c. The ACCOUNTS window will automatically pop up
 - i. Confirm the following selections...



- ii. **CLOSE** all other applications
 - iii. Click SYNC NOW



Note: The Home Sync Icon  in the menu bar will blink while the sync process is in progress. Do not close the lid or power off your macbook during this process. A manual sync should be performed at least once daily within the WSD. Sync errors should be reported to your building tech assistant. ***THIS PROCESS WILL ONLY BACKUP THE CONTENTS OF YOUR DOCUMENTS FOLDER**
Recommended: Back up all other folders using an external firewire drive; thumbdrive; CD/DVD