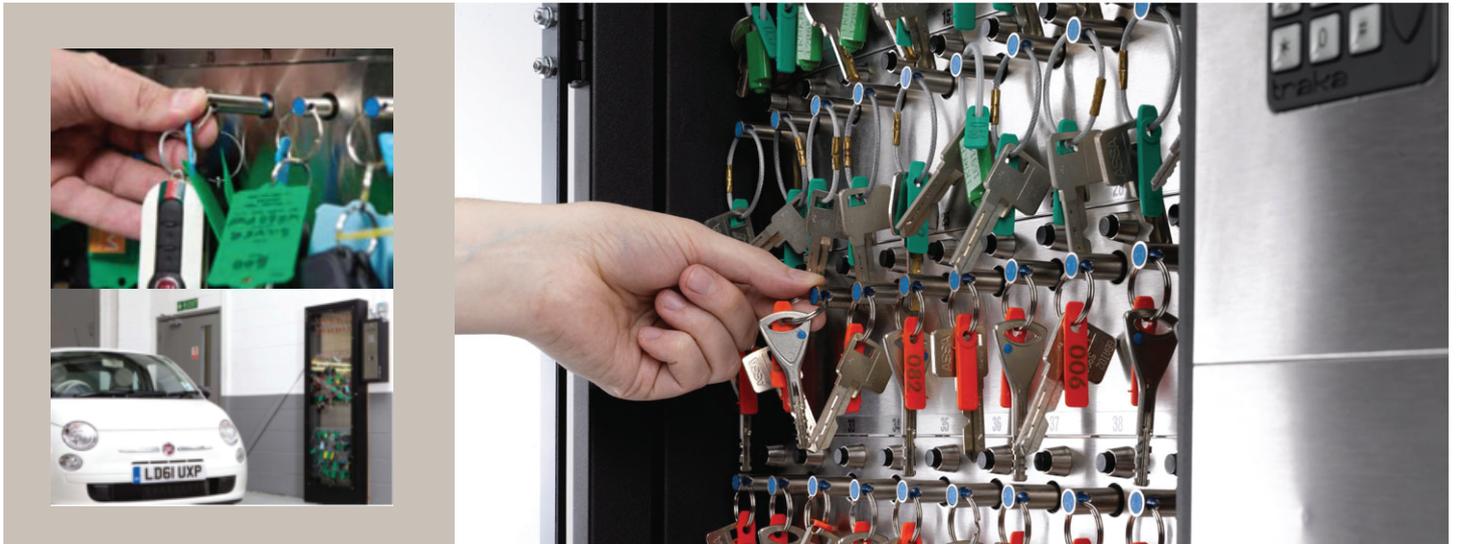


TRAKA AUTOMOTIVE OFFLINE KEY LIST

Create a list of keys to be saved offline in the event of system failure

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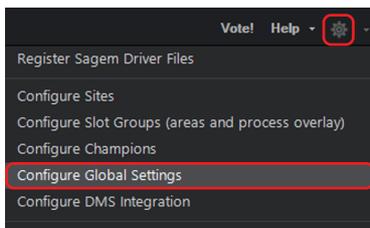
CREATING OFFLINE KEY LIST

This function can only be performed by an Admin User of your system or a Traka Engineer.

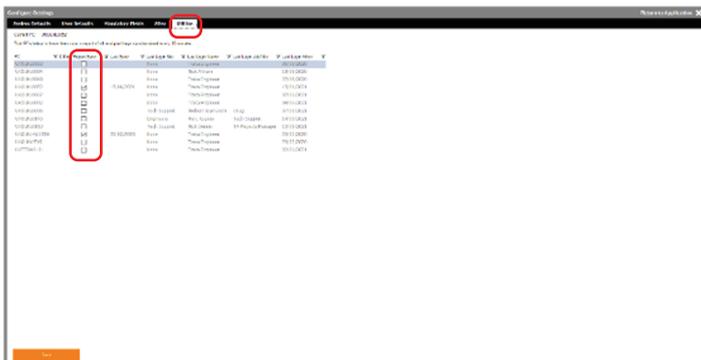
1. Log in to your Traka Automotive Premium desktop app.

2. In the top right corner, click the Settings (Gear) icon.

3. From the drop down menu, select **Configure Global Settings**.



4. On the new screen select Offline which is the last option on the menu bar.



5. The system knows which PCs are connected to the server and displays a list of these by "machine name". If you don't know which PC is which, go to the PC you want to sync to, run the application and note down the PC name from here
6. Please select which PCs you would like the file to be sent to. It is recommended to chose between 1 to 3 different PCs. .
7. Click **Save**.

NOTE: The file is not an alternative to a Backup and cannot be used to recover from server failure resulting in data loss. It is critical that provisions are made by your IT provider to regularly backup the databases used by the software.

Location: The Key List is saved in CSV (spreadsheet) format which can be located in sub directory called "dumps". Please speak to your IT to locate where the folder for the application is installed on your PC.

Format: The list contains iFob, Position, Key, Assigned, Key Holder, and Parking Location.