

SoftPlan 2012 Transferring System Options and Library Items to SoftPlan 2012

Backing up information from Versions 11 through 14

1. Select **File** → **System Options** → **Archive**.
 2. Select any of the items that you wish to transfer to SoftPlan 2012.
 3. Select **Backup** and you will be given an opportunity to select a location to save the backup information.
- **Note:** If moving information to a different computer using a flash drive or other removable media, uncheck the **Use Default** box and use the **Browse** button to select the new location.

Restoring Information to SoftPlan 2012

1. Select **File** → **System Options** → **System Options** → **Archive**.
 2. Select the items to restore from the list and select **Restore**.
 3. Browse to find the saved location of the backup files and follow the on-screen instructions.
- **Note:** A warning message will appear. If you wish to maintain a copy of the existing files, select **Maintain Existing Libraries**.

See Pages 753-755 in the Learning SoftPlan manual for more information.

Transferring SoftPlan Drawings and related project files to SoftPlan 2012

Drawings from earlier versions can be moved to SoftPlan 2012 by copying folders from the SoftPlan14\Projects.spf folder and pasting them into the SoftPlan2012\Projects.spf folder.

Upon opening a Version 14 project folder in SoftPlan 2012, a Project File with an extension of *.spp is automatically created.

In SoftPlan 2012, open the Project File to gain access to all of the related drawings, views, and material reports directly from the new Navigation Window.

