



# How To:

## **Restore Palm-Tech's Default Templates and Libraries**

**This step by step How To article explains how to restore the out of the box templates and libraries in Palm-Tech.**

**For a complete list of available How To documents visit the Support section of our website: [www.palm-tech.com/support/](http://www.palm-tech.com/support/)**

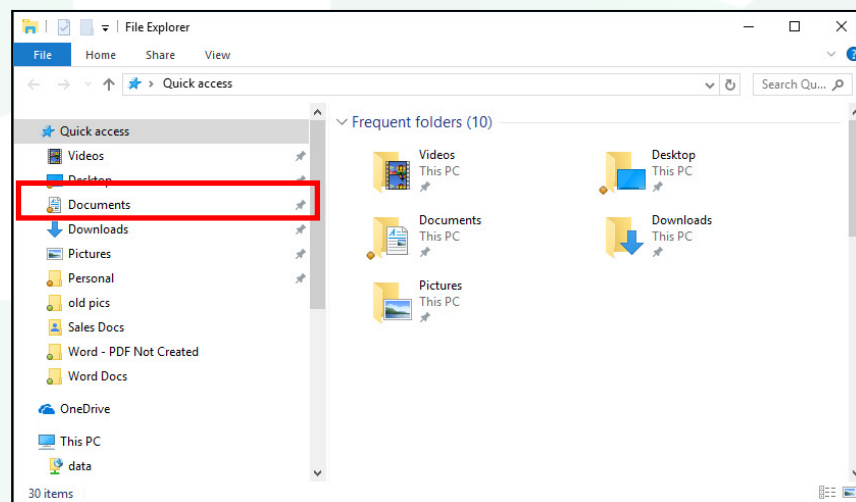
## HOW TO: RESTORE PALM-TECH'S DEFAULT TEMPLATES AND LIBRARIES

In version 8 of Palm-Tech you can easily restore the out of the box templates, libraries and settings. This is not something that most inspectors will ever need to do and should only be used as a last resort and if directed to do so by Palm-Tech.

1. The first step is to make sure that Palm-Tech is completely closed on the PC.
2. Next, you need to get to where you can see the files on your computer. The easiest way to do this is to open 'File Explorer'.

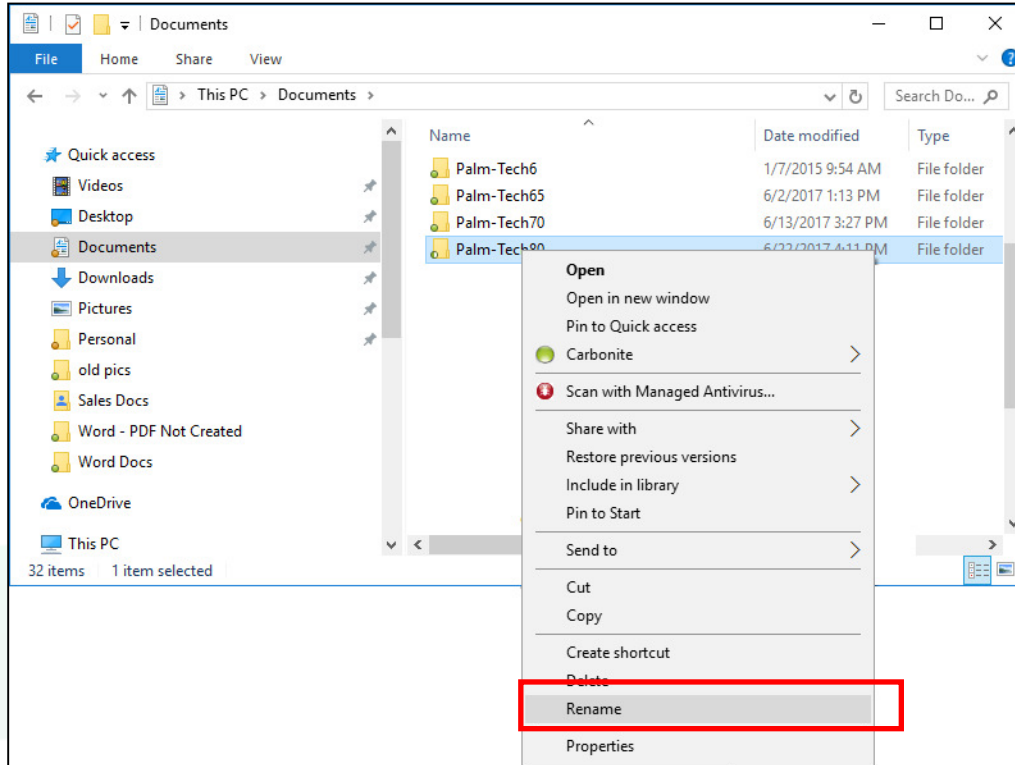


3. Navigate to the Palm-Tech80 folder inside of documents. First click on 'Documents'.



## HOW TO: RESTORE PALM-TECH'S DEFAULT TEMPLATES AND LIBRARIES

- Next, right click on the Palm-Tech80 folder and click on 'Rename'.



- Rename the folder to 'Palm-Tech80 old'. By renaming the folder instead of deleting it, you will have access to salvageable information such as any templates, inspections, etc that do not have issues.
- After renaming the folder simply close out of the 'Documents' folder and then open Palm-Tech by clicking on the icon on the desktop. The program will create a new Palm-Tech folder inside of your 'Documents' folder and you'll have the out of the box templates, libraries and settings.

**NOTE: You will need to re-input your license information.**