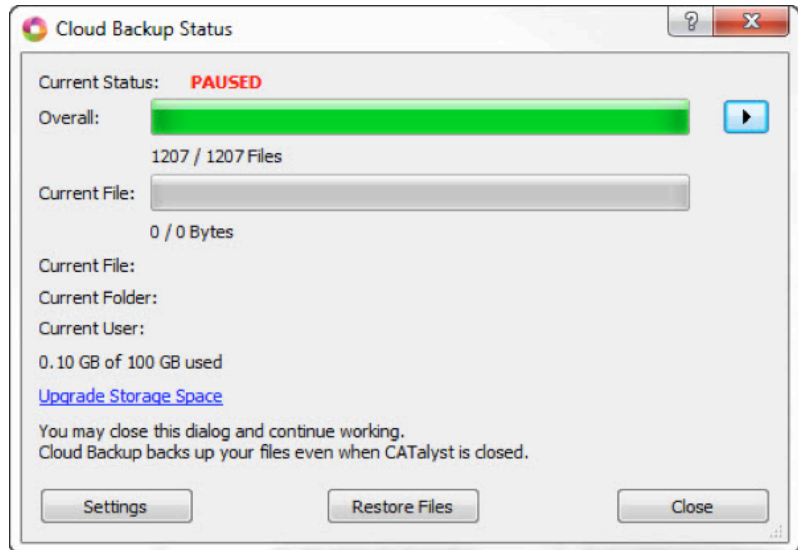# Temporarily Disabling CATalyst® Cloud Backup

Follow these instructions to prevent the contents of a realtime session being uploaded to your Case CATalyst Cloud Backup.

1. In Case CATalyst, click the Cloud Backup icon at the top of your screen

2. In the Cloud Backup Status dialog, click the **▌▌** *pause* icon. The current status will show the word PAUSED in red

3. Click **Close**.

4. Start a new CATalyst realtime session.

5. When finished with the job or jobs, close any open files.

6. If in a skills testing setting, you will be asked to delete all related files from your CATalyst directory.

Finally, to re-enable CATalyst Cloud backup, select the Cloud Backup icon. Rebooting your computer will have the same effect. To verify that Cloud backup is running, selecting the play button in the Cloud Backup Status dialog box.

1. Inside of the Cloud Backup Status dialog, click the **▶** *play* icon. "Running" will be displayed as the current status of Cloud Backup.

2. Click **Close** to close the Cloud Backup Status dialog.

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