# HOW TO FIND YOUR INFOPAYLITE DATA FILES WHEN MOVING TO A NEW COMPUTER

1. Download & Install InfopayLite for the relevant years from our downloads page.

http://www.infopay.ie/userdownloads.htm

2. Move the Data files from the old computer to new one.

#### a. Infopay14Lite onwards.

- In the Program Data Folder, there will be a folder called InfopayLite which in turn will have a folder for each year. These folders contain the data.

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		Name	Date modified	Туре	Size
:cess		Infopay14Lite	23/09/2014 07:43	File folder	
p	*	Infopay16Lite	13/12/2016 15:14	File folder	
)isk (C:)	R	Infopay17Lite	13/12/2016 15:28	File folder	
oads	*				
nents	*				

- Copy the entire InfopayLite folder to the Program Data folder on the new computer, replacing the blank one created by the setup programs.

### NOTE:

It is possible that the Program Data folder will be hidden in either or both computers. This can be unhidden in My Computer in Windows 7 or Windows Explorer in Windows 10 as follows.

### How to unhide your files in Windows 10

- Go to Windows Explorer, select View and then tick Hidden items to reveal the data files

Home Share	View									
Preview pane Details pane	Extra large icon Small icons	hs ■ Large icons BBList © Content	Medium icons	÷ • •	Sort by •	🔲 Grou III Add o E Size a	p by <del>•</del> columns • ill columns to fit	<ul> <li>☐ Item check boxes</li> <li>✓ File name extensions</li> <li>✓ Hidden items</li> </ul>	Hide selected items	0p
Panes		Layout				Curren	t view	Show/hide		
		Infopay16Lite		13	/12/2016	15:14	File folder			
:al Disk (C:)	*	Infopay17Lite		13	/12/2016	15:28	File folder			
unloade	-									

## How to unhide your files in Windows 7

- Go to My Computer, Organize and then choose Folder and Search Options

0	💭 - 💌 🕨 Computer 🕨		✓ 4y Search Computer	
	Irganize ▼ System properties	Uninstall or change a program Map network drive Open Control Panel	== ¥=- ▼	0
	Cut Copy Paste Undo Redo	<ul> <li>Hard Disk Drives (2)</li> <li>Local Disk (C:)</li> <li>287 GB free of 910 GB</li> <li>Devices with Removable Storage (1)</li> </ul>		
	Select all Layout Folder and search options	E DVD RW Drive (E:)		

In the Folder options panel, choose view and then tick Show hidden files, folders and drives and then Apply.

Organize      System proper	rties Uninsta	General View Search
🔆 Favorites	<u> </u>	You can apply the view (such as Details or Icons) that you are using for this folder to all folders of this type.
🥞 Libraries		Apply to Folders Reset Folders
Documents		P.4
👌 Music	4	Advanced settings:
Pictures		📕 Files and Folders
Videos	-	Always show icons, never thumbnails
	=	Aways show menus ✓ Display file icon on thumbnails
🜏 Homegroup		Display file size information in folder tips
		Display the full path in the title bar (Classic theme only)
👰 Computer		Hidden files and folders Don't show hidden files folders or drives
🏭 Local Disk (C:)		Show hidden files, folders, and drives
RECOVERY (D:)		Hide empty drives in the Computer folder
		Hide extensions for known file types
🗣 Network		The protected operating system mes (necommended)
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#### b. Prior to Infopay14lite

- On each computer, there will be an InfopayLite folder for each year on the C: Drive.
- On the old computer there will be a file called employer1.\*py in each InfopayLite folder.
- For example in the Infopay11Lite folder there will be a file called employer1.1py.
- Prior to Infopay10Lite the number will proceed the "py" .
- Transfer all the emplyer1.\*py files to the corresponding InfopayLite folders on the new computer.

If you have the two company versions of InfopayLite, then there will also be a file called employer2.\*py in each InfopayLite folder which will also need to be transferred.