**Information System Recovery and Reconstitution (NIST CP-10)**

1. With information systems crashing or losing any data/documentation, all data can be recovered from a created backup

2. Create a schema with title similar to data that was backed up

3. Click “Server” and then direct to “Data Import” option in drop down menu

4. Import data from selected folder by clicking the ellipses and locating the data from the most recent backup in storage location.

5. Select all data needed to be imported, and Click “Import Data”

6. Validate that all data has been imported and is usable by refreshing the Schema tab