**Monthly Standard Work**

**HP**

* Make sure Crypt and other files are on External HD
* Backup Ecternal HP in Carbonite
* Create Restore Point
* Monthly Patches
  + Windows Patch Tuesday
  + Apps along taskbar

**Tails**

* Include key files in backup to External HD
* Clone to previous Backup Thumb Drive
  + Status File
  + Current Active becomes backup
* Start using previous backup