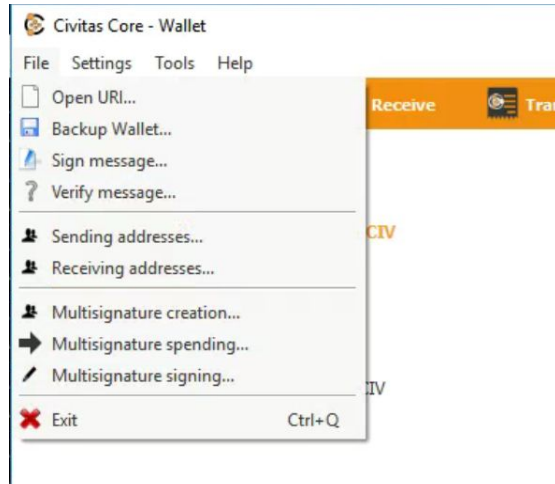


## Wallet Backup

Select File -> Backup Wallet...

Save this Wallet.dat file somewhere safe



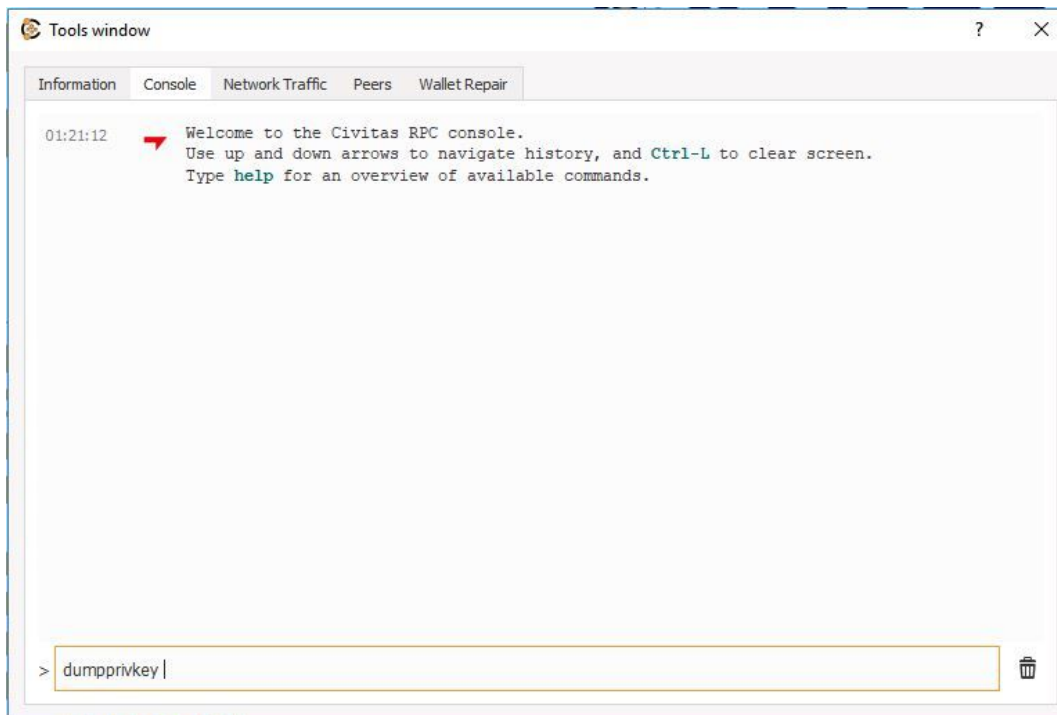
Copy you Civitas appdata folder somewhere safe

Unlock your wallet (if encrypted)

Go to Tools -> Debug Console

Type `dumpprivkey XXXXXX` (replace XXXXXX with your civ address)

This will then display your private Key, Save this somewhere safe.



## **Encrypting Wallet**

Select Settings -> Encrypt Wallet....

Type in a passphrase. DO NOT LOSE THIS!!

Click OK

Click Yes

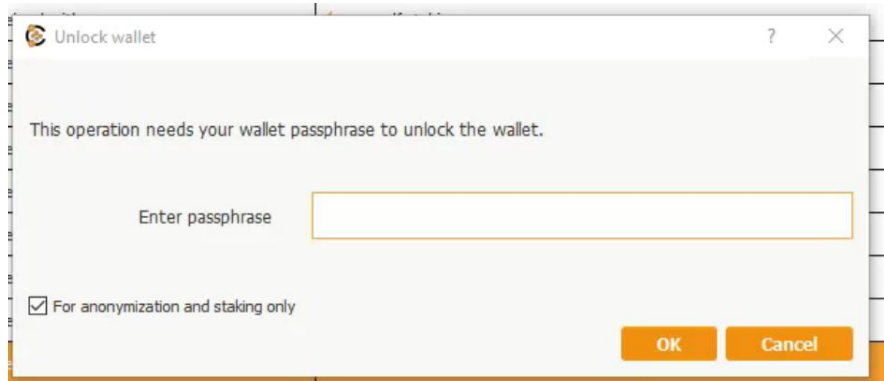
The wallet will now reload.

## **Unlocking Wallet**

Select Settings -> Unlock Wallet...

If you want to stake select the check box labelled "For anonymization and staking only"

Now type in your passphrase, click OK and wallet will be unlocked



## **Staking**

Select Tools -> Open Wallet Configuration File

This will now open your .conf file in notepad

Type staking=1 in the file

Save this file

Reboot wallet

Once wallet is loaded and synced unlock your wallet ensuring to select the "For anonymization and staking only" check box.

Now wait

There should be a unlocked padlock and a green up arrow in the bottom right corner. Padlock means your wallet is unlocked and the green arrow means you are staking



## **Upgrading Wallet**

Before you start this process make sure everything is backed up as mentioned above.

Download the latest wallet release, which is currently here:

<https://github.com/eastcoastcrypto/Civitas/releases>

Once the .exe file has downloaded, move it to the location you want it to run from and start it up. Allow the wallet to sync and check everything is ok. This should pick up your original appdata. If everything is fine then delete the old wallet .exe file and update and shortcuts you had to the civitas wallet.

## **Problems with syncing**

If you have issues with the wallet not syncing correct check you are running the latest wallet version. If you are then try to rebuild the index.

Select Tools -> Wallet Repair

Click on Rebuild Index.

Now wallet will reload and should sync correctly