

## MIDAS Routine Recommendations

It is strongly recommended that at the end of each workday, you not only exit from your MIDAS plot file, but also Exit the MIDAS program entirely, using the **Exit Program** button from the MIDAS main screen. This will free up the MIDAS program “memory” on the PDR and allow MIDAS to operate freely the next time it is executed. If you do not Exit the MIDAS program completely for a long time, the information in the program memory will continue to build up until it begins to affect the normal function of the MIDAS program.

It is also recommended that you log in to the MIDAS web site at least once each pay period, even if you do not have plots to upload. It is best if you allow new components to be downloaded (and then **Update Mobile Device Components** to the PDR) **BEFORE** you move any MIDAS plots from your PDR to your laptop. Periodically, improvements to the MIDAS program are made or bugs are found in the programming code, often as a result of phone calls from the field to the Ogden office. If you log in to the MIDAS web site regularly and allow new program components to be downloaded (and then **Update Mobile Device Components** to the PDR) you can ensure that you will have the most up to date version of the program.