How do I synchronise manually (online sync)?

To create and save a synchronisation package:

1. Go to the module **Synchronization.**
2. Select the location.
3. Click on **Export last** or on **Create package.**
4. Select **Online.**
5. Click on **Ok.**

To load a synchronisation package:

1. Go to the module **Synchronization.**
2. Select the location.
3. Click on **Load package.**
4. Select **Online.**
5. Click on **Ok.**

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