



# Installation, Backup, & Restore Guide.

## WINDOWS



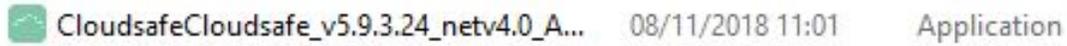
# Index

<ck`hc`=bghU``7`ci XgUZY	<b>3</b>
;	
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;	
@c[ [ ]b[ `]bhc`Mti f`l gYf`5Wt`i bh	<b>4</b>
;	
<ck`hc`7fYUH`U`6UW`i d`D`Ub	<b>5</b>
;	
<ck`hc`7fYUH`U`F`YghcfY`D`Ub	<b>12</b>
;	
7cbhUW`Gi ddcfh	<b>18</b>

# How to Install Cloudsafe

1. Right-click on the file in the Windows Explorer window.

2. In the context menu, click on the **Run as administrator** option.



3. In the context menu, click on the **Run as administrator** option.



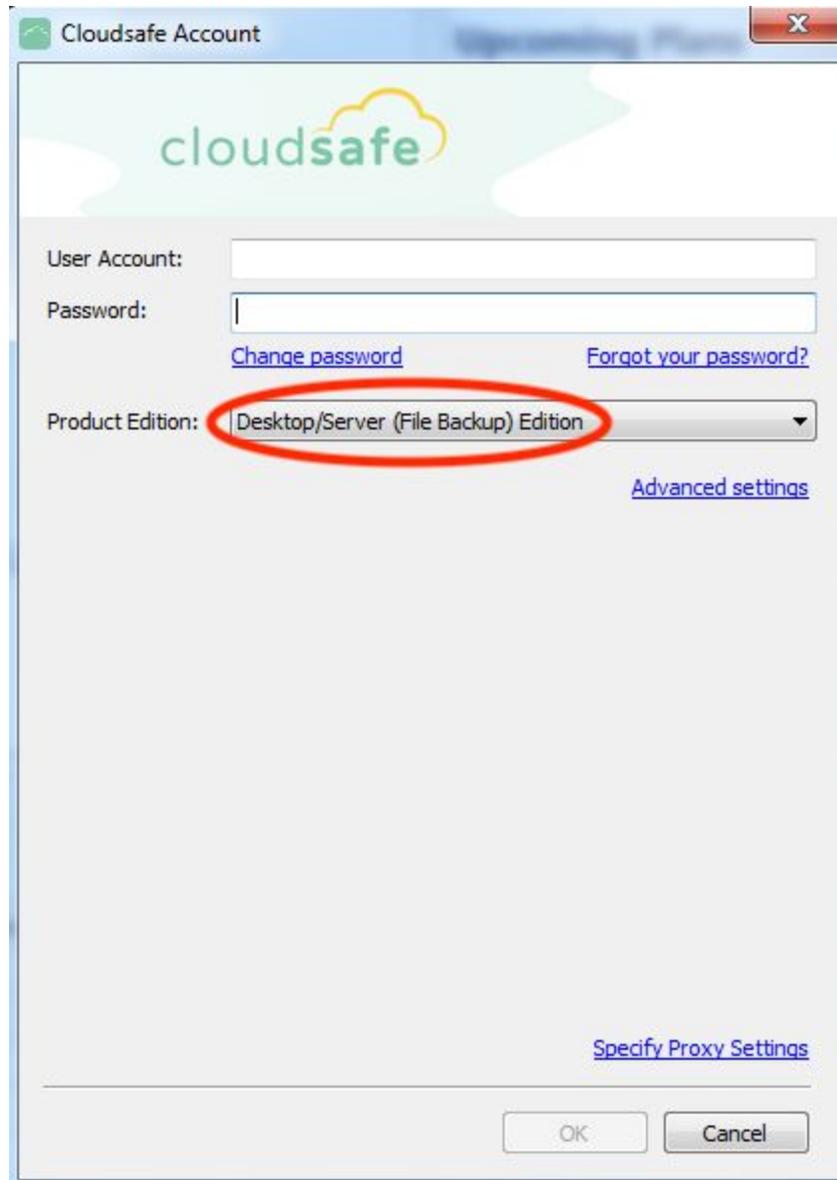
4. In the wizard, click on the **Next >** button.

# Getting Started

CbW'h\Y'7'ci XgUZY' =bghU''Yf'\Ug'VYYb'W@a d'YhYX'h\Y'Udd'jWWh]cb'g\ci 'X''Ui bW'Ui hca Uh]WJ'mž'Zbch[ c' hc'mci f' **Program Files**'cf' **Desktop**'UbX'Z]bX'h\Y'7'ci XgUZY'Udd'jWWh]cb'UbX''Ui bW'j]h''

## Logging into Your User Account

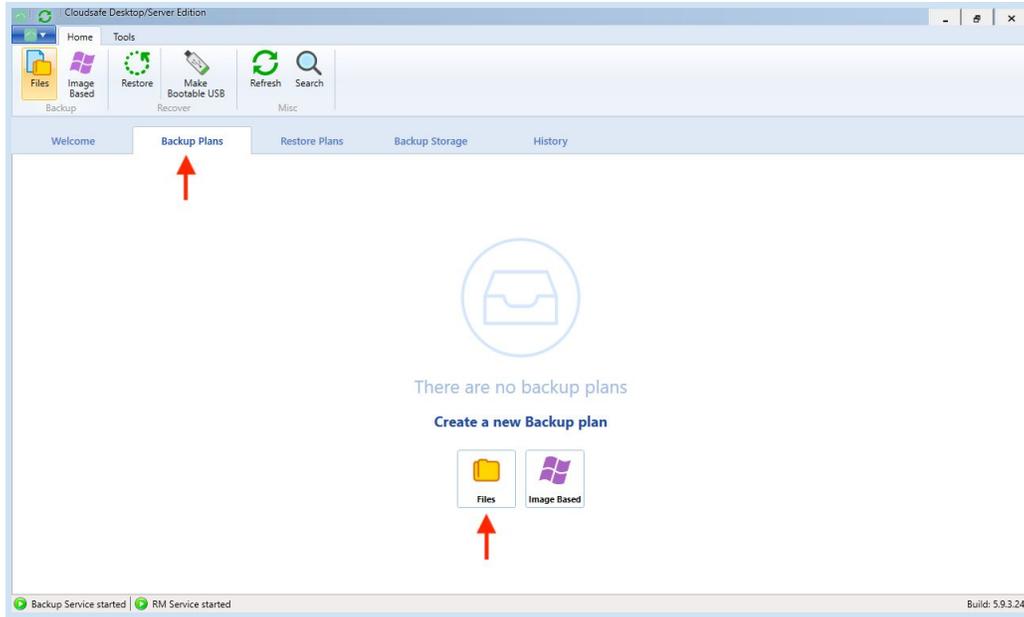
1. Cb'h\Y'j]b]h]U'ghUfh'mci 'k ]''VY'dfca d'hYX'hc'YbhYf'h\Y'i gYf'Ya U]'UbX'dUggk cfX'mci 'fYW]j YX'j]b'h\Y' k Y'W@a Y'Ya U]''



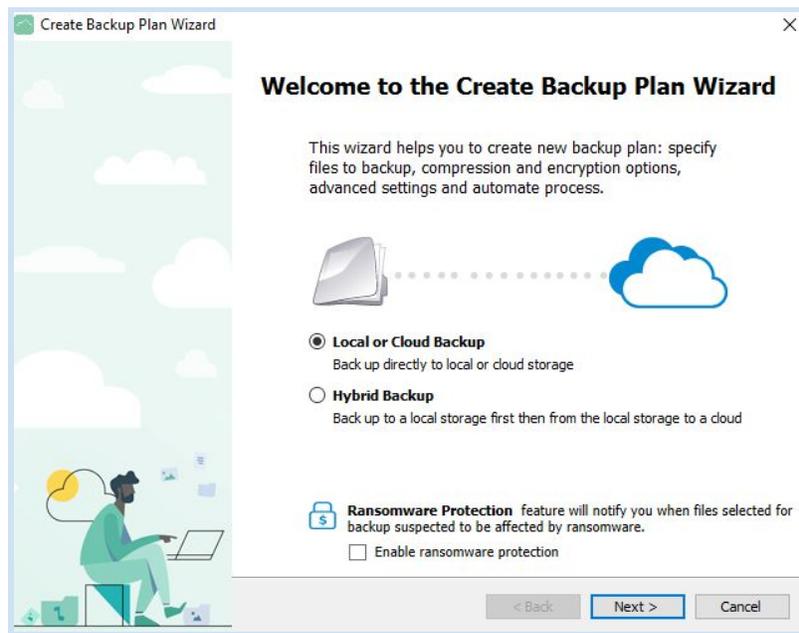
2. Click on the **Desktop/Server (File Backup) Edition** button.

## How to Create a Backup Plan

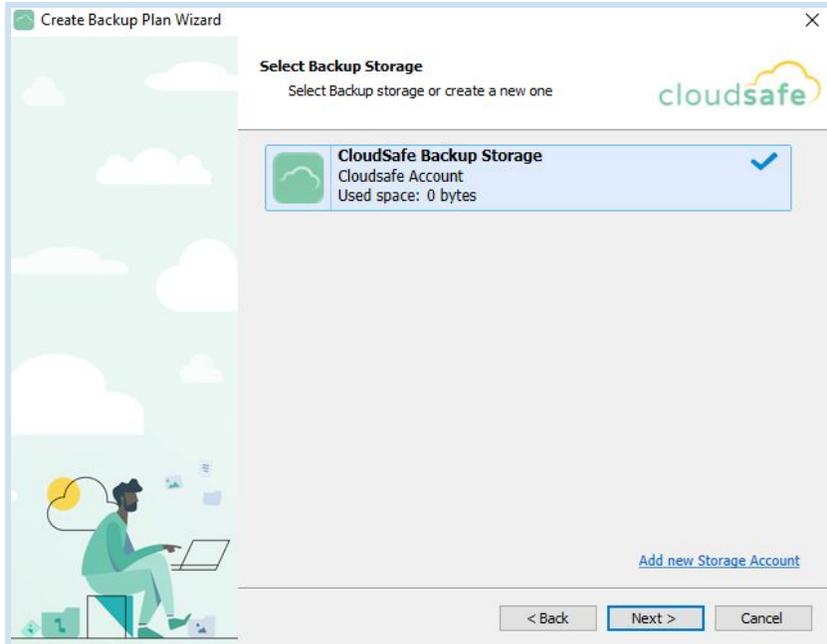
1. Click on the **Backup Plans** button.



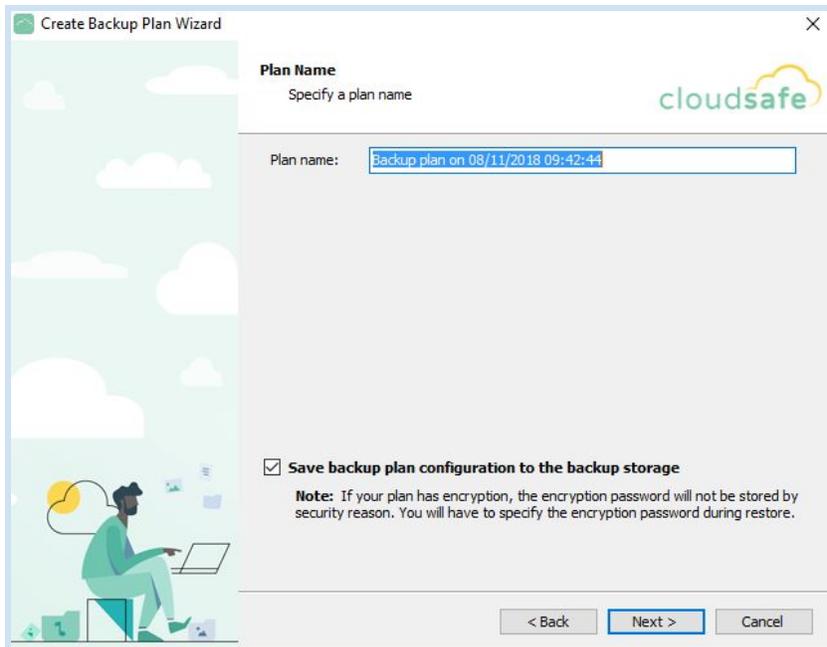
**2. Create Backup Plan Wizard**



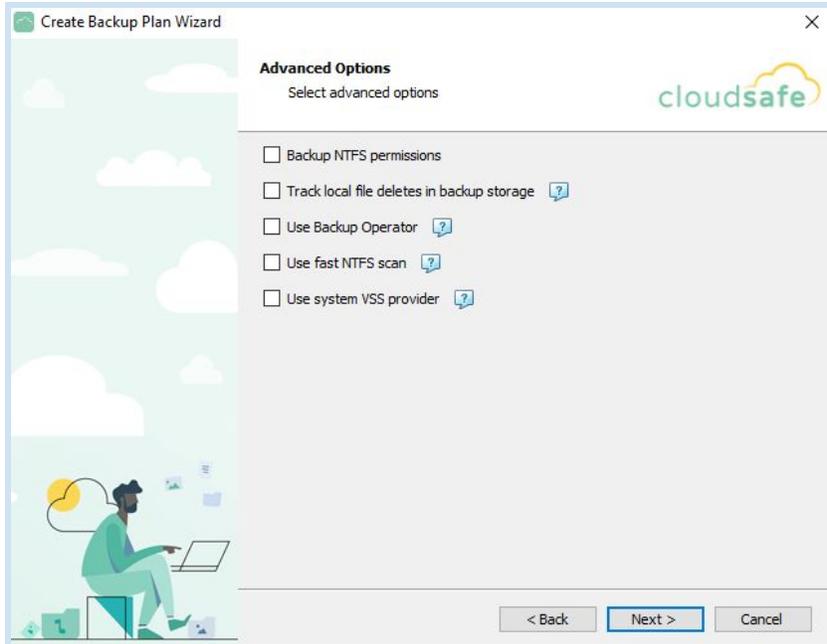
**3. Select Backup Storage**



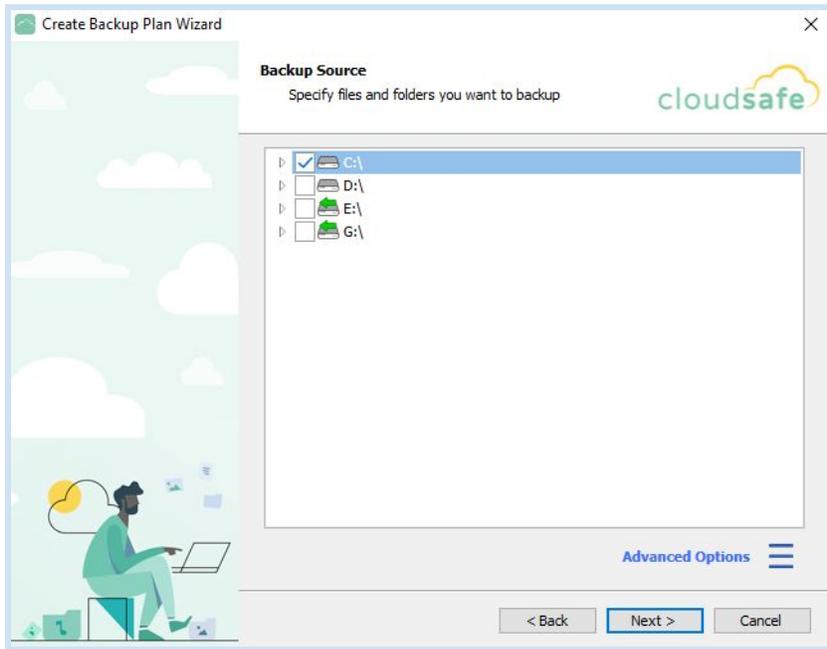
**4. Plan name** ! '7`ci XgUZY`k ]``Ui hca Uh]Wj`mWYUHy`U`VUW\_i d`plan name`VUgYX`cb`hY`hja Y`UbX` XUHy``H\]g`bUa Y`WJb`VY`YX`hYX`]Z`mci `k ci `X``]\_Y`hc`WYUHy`mci f`ck b`W`ghca `bUa Y``



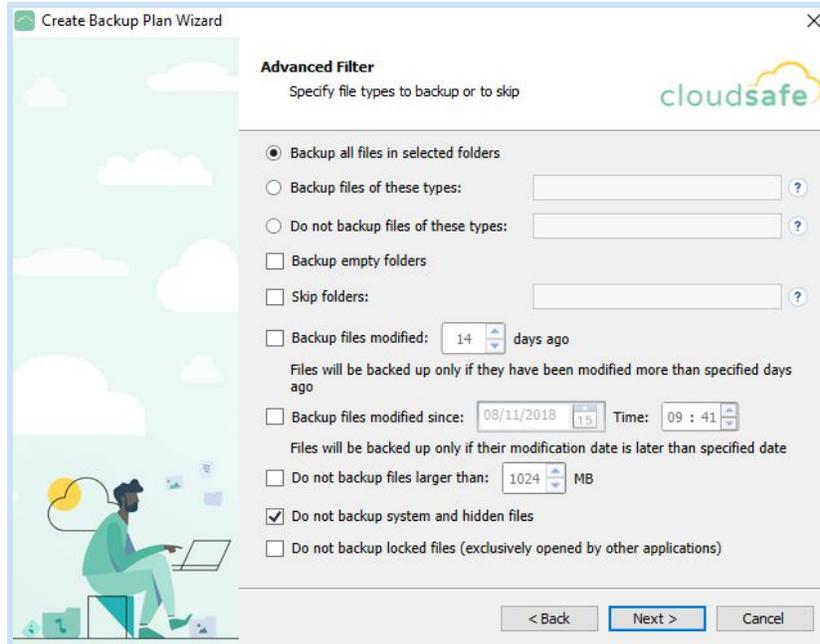
**5. Advanced Options** ! `GY`YWh`k \]W`UXj UbW`X`cdh]cbg`mci `k ci `X``]\_Y`hc`YbUV`Y`Zcf`mci `VUW\_i d`d`Ub`` H\]g`]g`cdh]cbU``



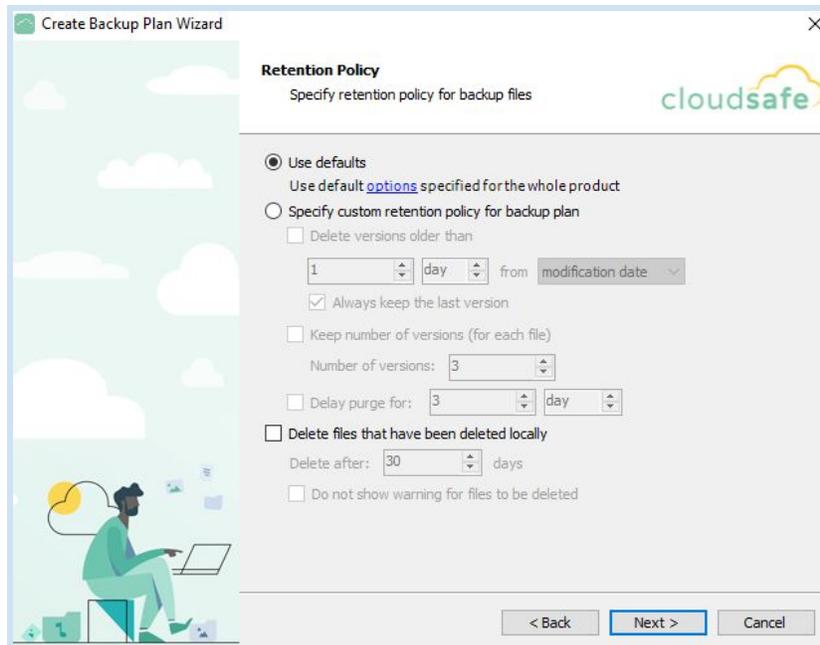
**6. Backup Source**



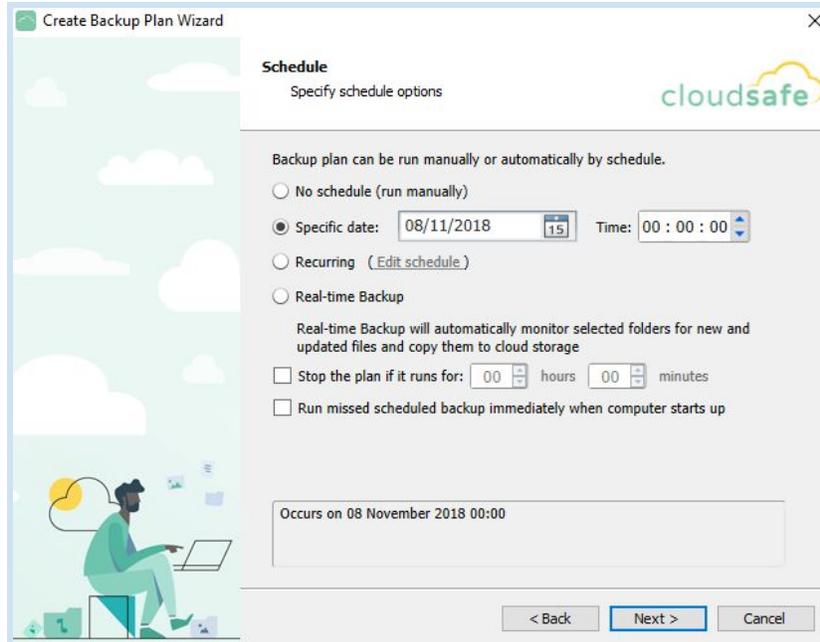
**7. Advanced Filter**



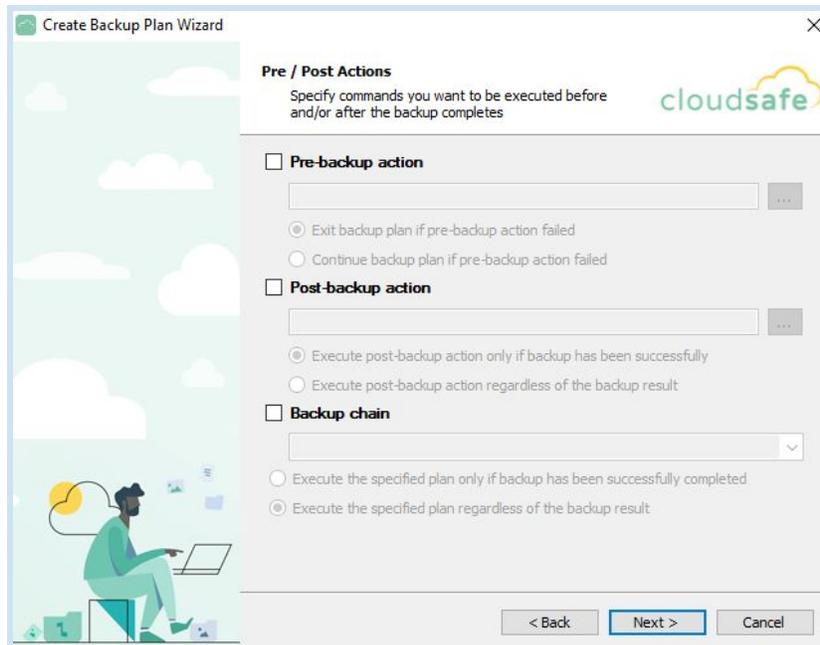
**8. Retention Policy** Use default



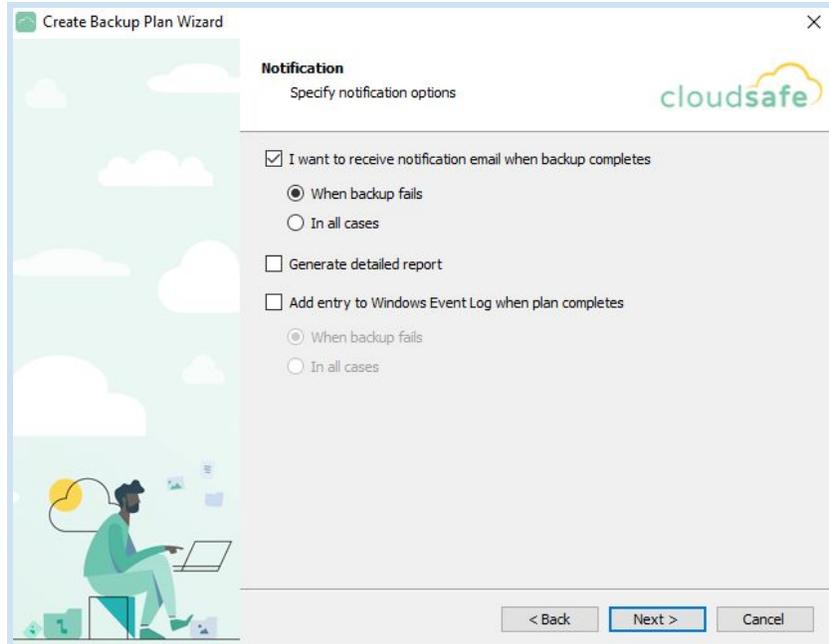
**9. Schedule**



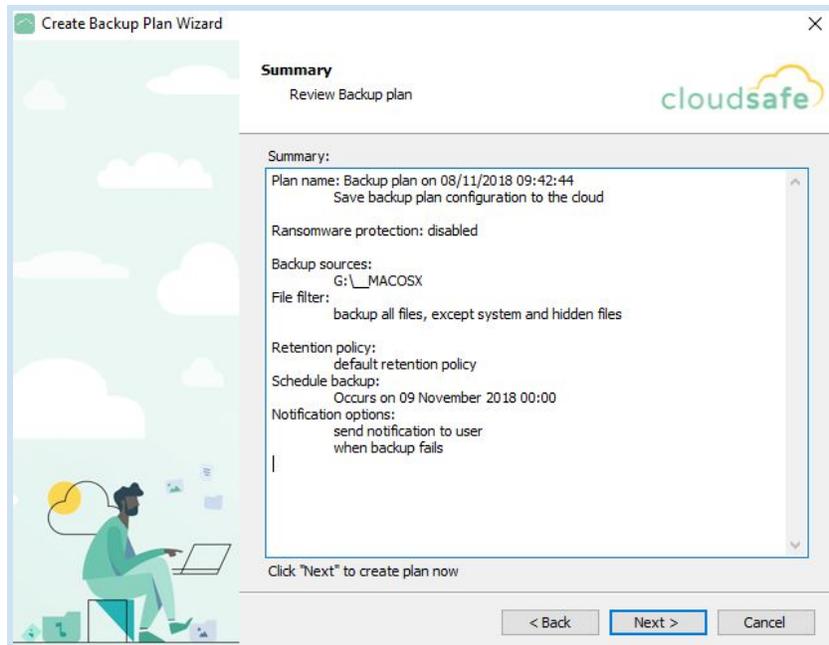
**10. Pre / Post Actions** 'GdYVZmWca a UbXg'mci 'k Ub'hc'VY'YI YW h'X'VY'Zc'fY'UbX#c'f'UZ'h'f'h'Y' VUW\_i d'Wca d'Y'h'g' "H'Y'g'Y'UW'j'cbg'U'fY'cd'h'c'b'U'"



**11. Notification** 'GdYVZmk \Yb'cf'jZmci 'k ci 'X''\_Y'hc'fYVW'j Y'Ya U]'bch]Z]W'h]cbg;k \Yb'U'VUW\_i d'\Ug' VYYb'Wca d'Y'h'X'"

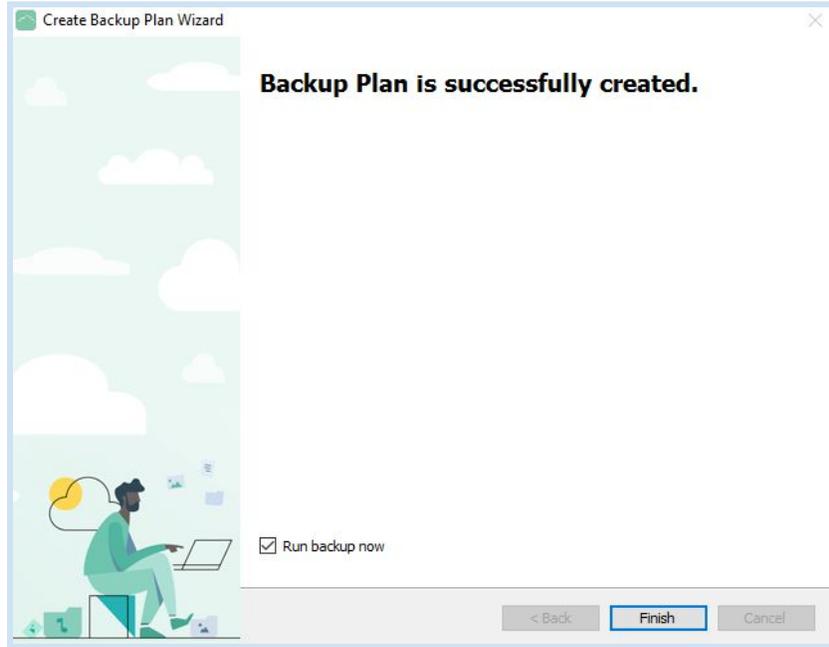


**12. Summary** The backup plan is successfully created. The summary screen shows the following details:



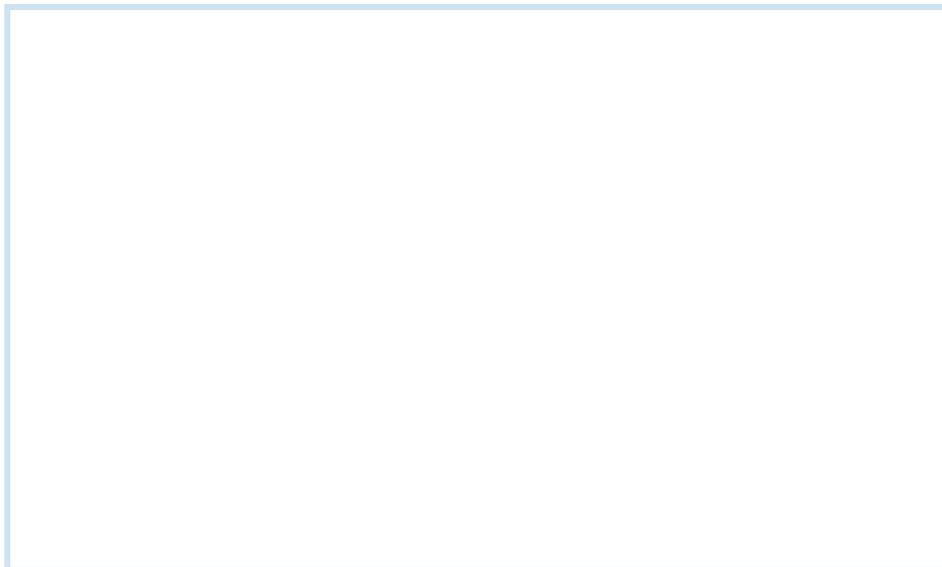
**13. Backup Plan is successfully created** The backup plan is successfully created. The summary screen shows the following details:

k j''fi b'hY'd'Ub'cb'h\Y'gW\YXi 'YX'hja Y#XUHy'h\Uh'k Ug'gdYWZ]YX'dfYj ]ci g'm'cf']h'k j''bYYX'hc'VY'fi b' a Ubi U'm]Zbc'gW\YXi 'Y'k Ug'gY'YVWYX"



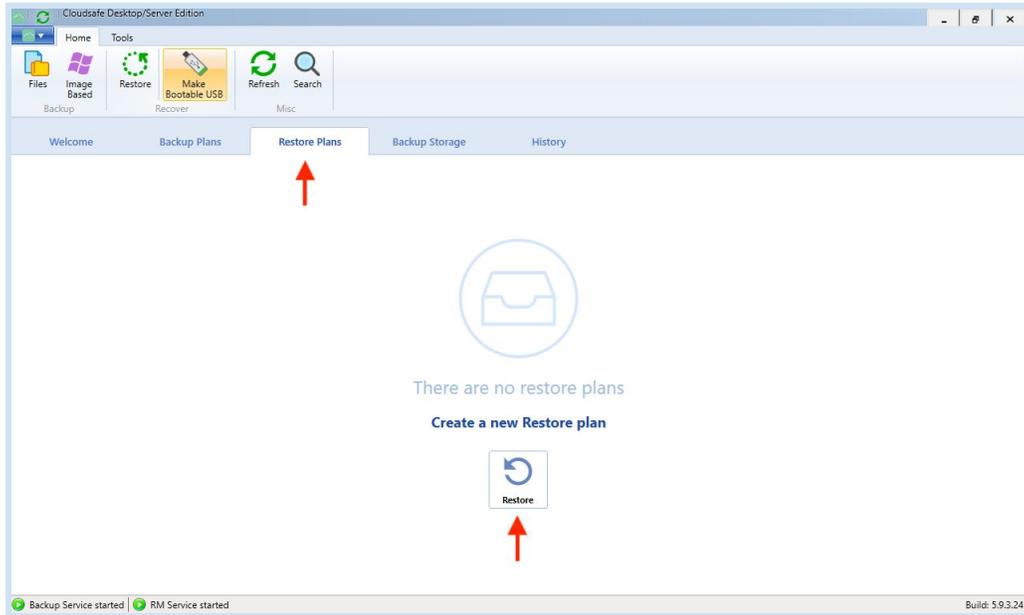
**14.** h\Y'VUW\_i d'd'Ub'mci '\Uj Y'f gh'WYUhYX'k j''bck 'VY'j ]g]V'Y'i bXYf'h\Y'f **Backup Plans** i'hUV''7']W\_ cb'h\Y'VUW\_i d'd'Ub'bUa Y'hc'gYY'a cfY'XYhJ]g"

**NOTE:** =Z'mci 'k ci 'X''\_Y'hc'fi b'h\Y'VUW\_i d'd'Ub'a Ubi U'mUh'Ubm'ghU[ Y'h\]g'Wb'VY'XcbY'Vm'W]W\_]b[ 'cb' h\Y'ghUfh'Vi h'cb"

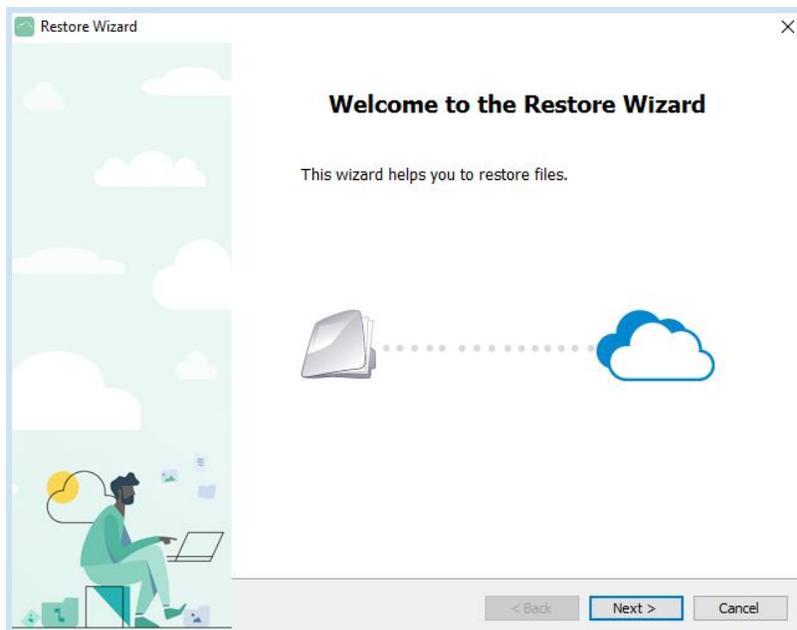


# How to Create a Restore Plan

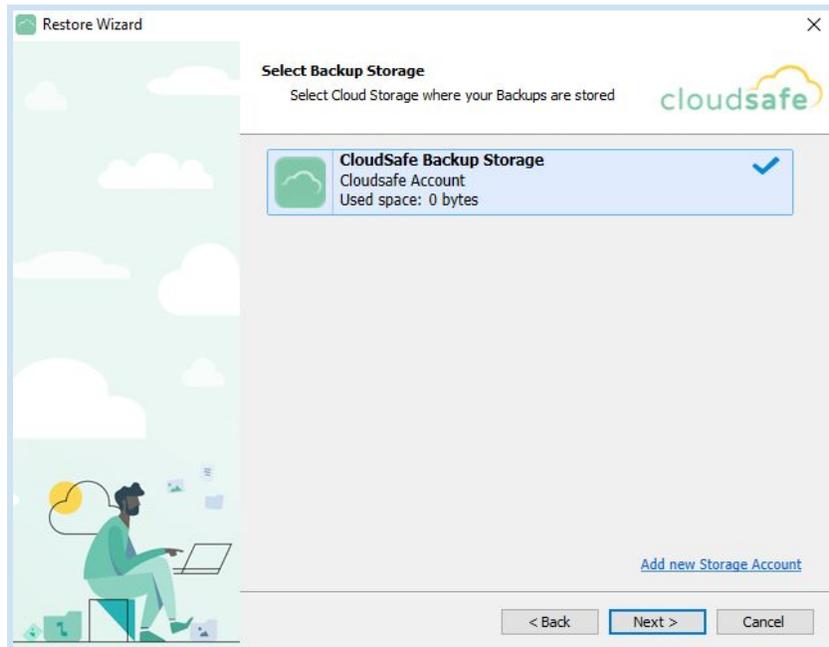
1. Click on **Restore Plans** in the top navigation bar. A red arrow points to the **Restore Plans** tab.



2. Click on **Create Restore Plan Wizard** in the top navigation bar. A red arrow points to the **Create Restore Plan Wizard** button.

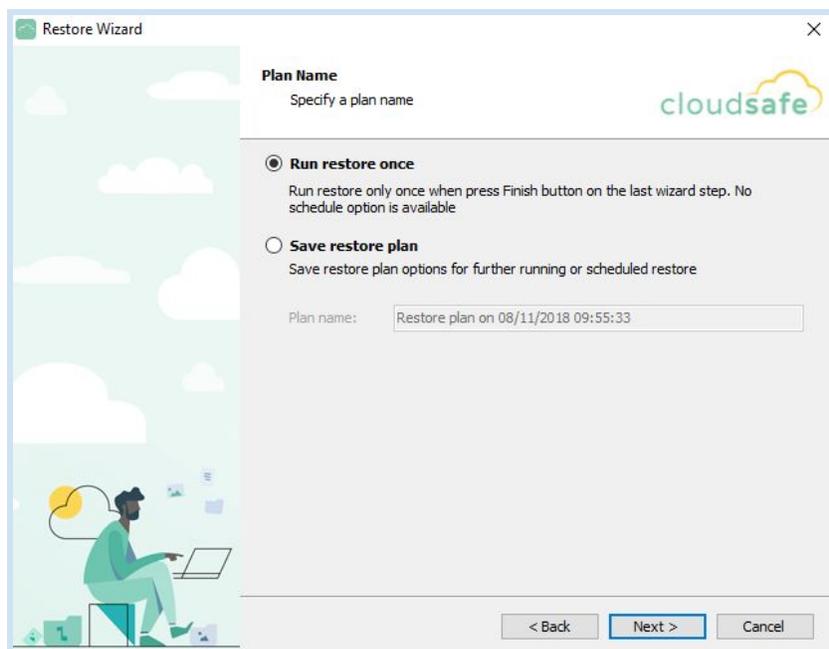


### 3. Select Backup Storage | Cloudsafe Backup Storage

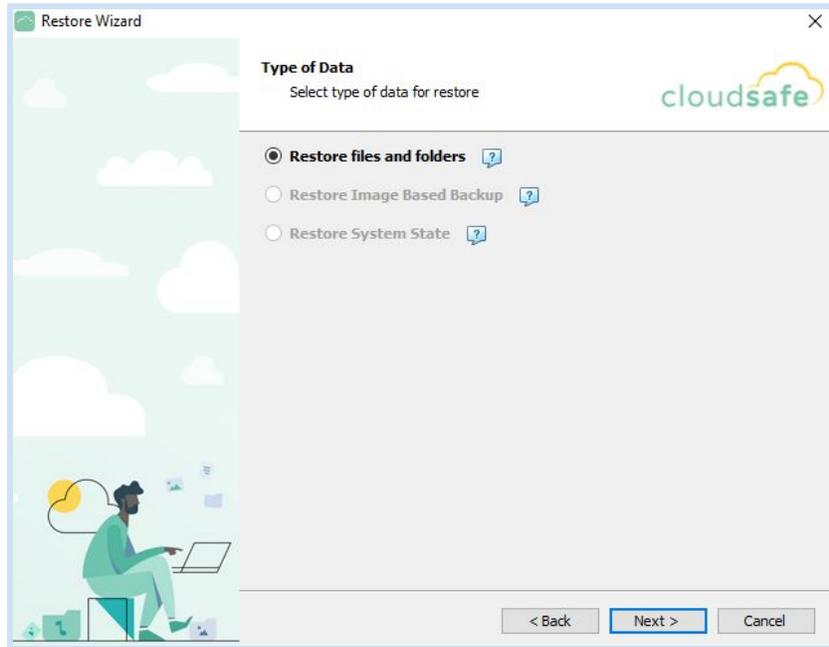


### 4. Plan name

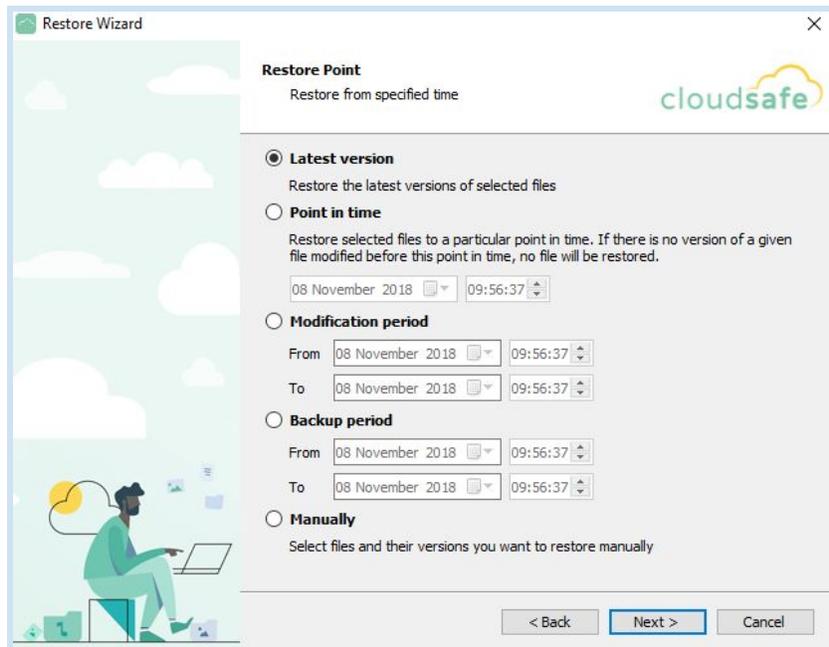
**NOTE:** The plan name must be unique and cannot contain spaces or special characters.



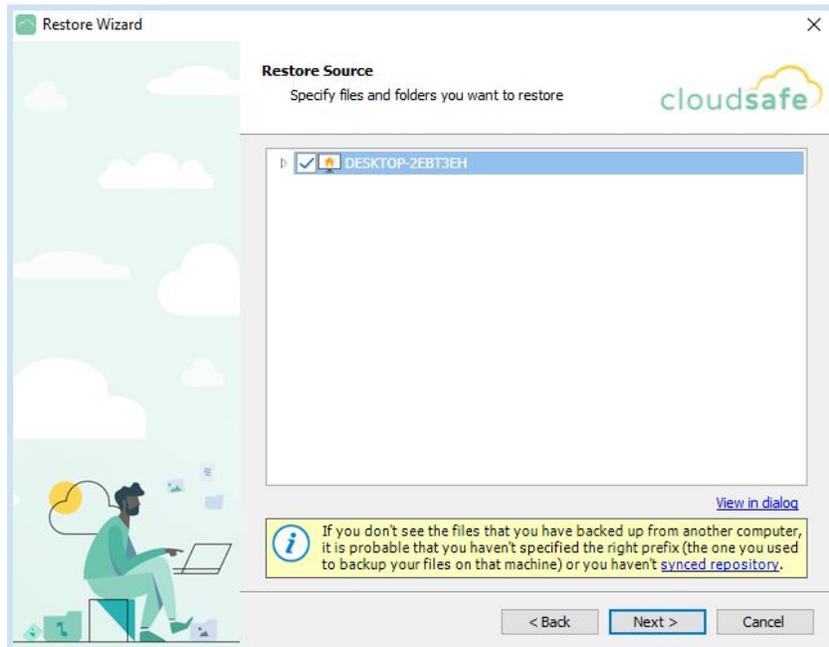
**5. Type of Data**



**6. Restore Point**

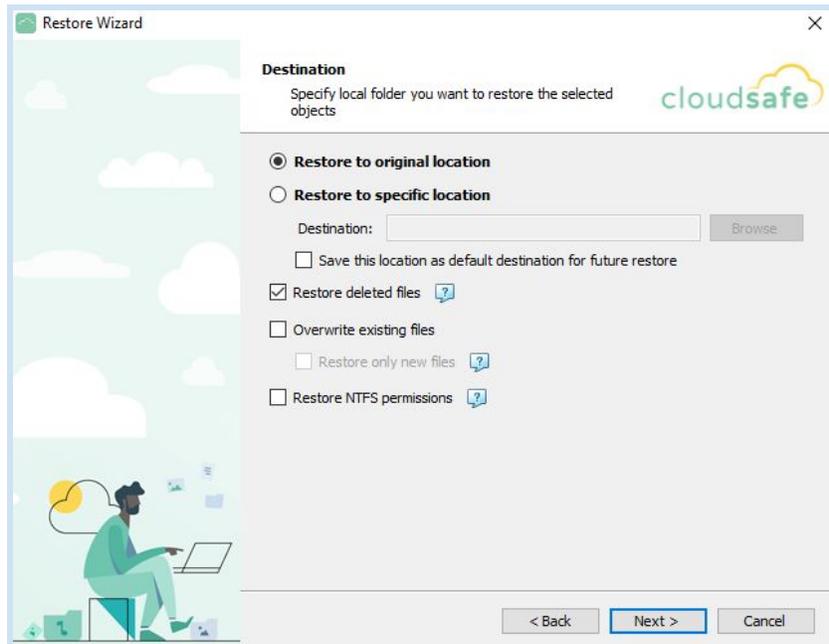


## 7. Restore source

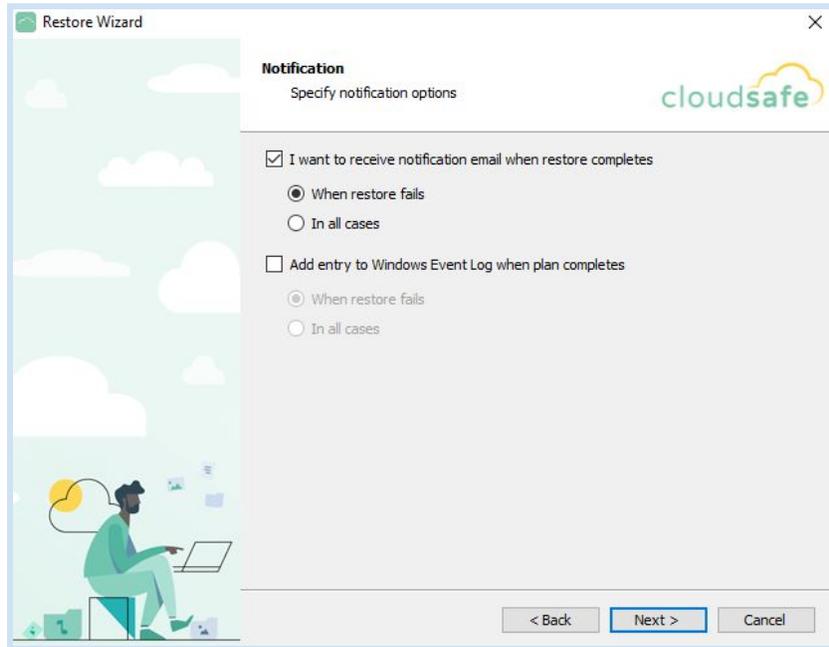


## 8. Destination

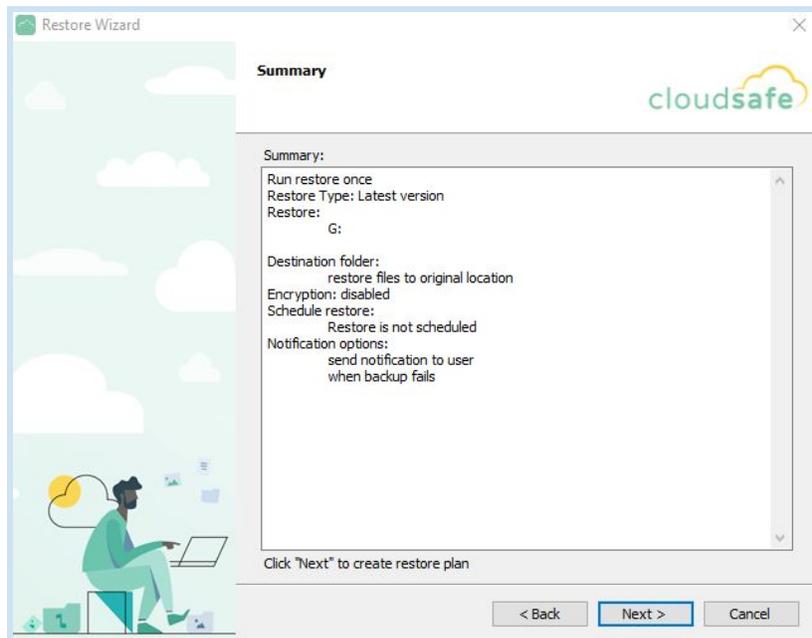
**NOTE:** Overwrite existing files



**9. Notification** ! GdYWZmk \Yb'cf']Zmci 'k ci 'X''[\_Y'hc'fYW']j Y'Ub'Ya U]'bch]Z[Vh]cb'cZk \Yb'hY' fYghcfUh]cb'cZmci f'Z]'Yg'\Ug'VYYb'Væa d'YhYX"

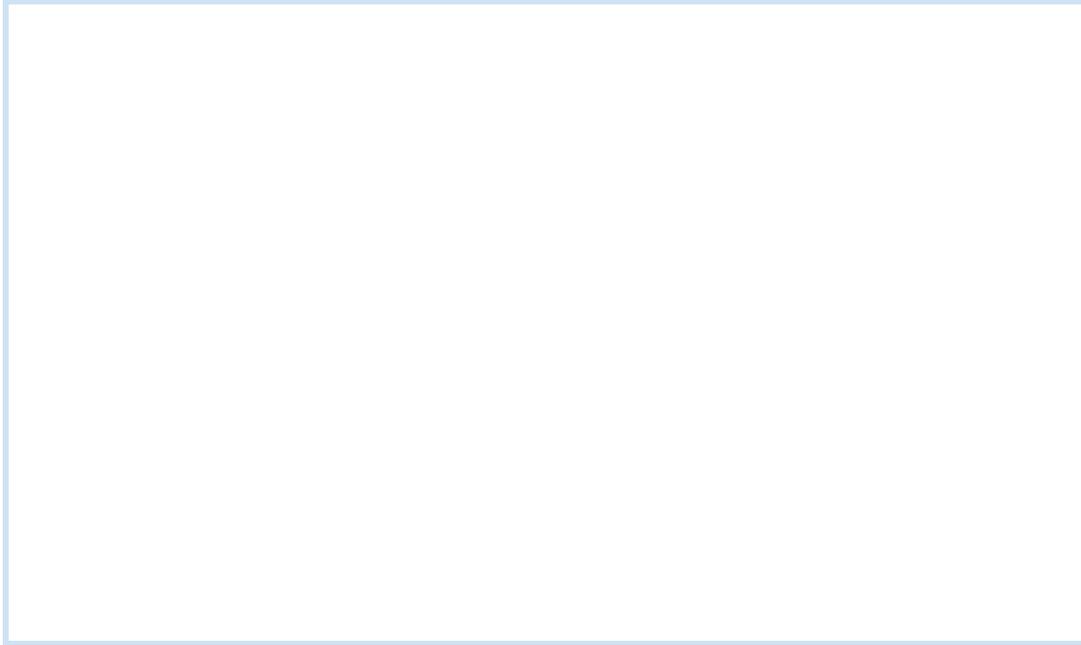


**10. Summary** ! H\Y'Z]bU'ghYd']g'hc'fYj ]Yk 'U'gi a a UfmcZmci f'fYghcfY'd'Ub''H\]g'k ]'']bWi XY'U' VfYU\_Xck b'cZ'hY'VæbZ[ i fUh]cbg'mci 'gY'YWYX']b'hY'dfYj ]ci g'ghYdg''CbW'\Uddm'W]w'cb'í **Next** 'UbX' H\Y'K ]nUfX'hc'WYUHy'mci f'fYghcfY'd'Ub'k ]''VY'Væa d'YhYX"



**11.** H\Y fYghcfY d'Ub mci \Uj Y' gh'WYUhx'k ]''bck 'VY j ]g]V'Y'i bXYf'h\Y'f **Restore Plans** 'hUV''7')W\_ cb'h\Y fYghcfY d'Ub'bUa Y'hc'gYY'a cfY'XYhJ]g''=Z mci 'W'cgY'hc'f **Run restore once** 'i]b'ghYd'' 'h\Y' fYghcfY d'Ub'k ]''fi b'Ui hca Uh]WJ''micbW' ]h'\Ug'VYYb' W'YUhx''5'gW'YXi 'YX'd'Ub'k ]''fYghcfY'VUgYX'cb' mci f'XYZ]bYX'gW'YXi 'Y''

**NOTE:** =Z mci 'k ci 'X''\_Y'hc'fi b'h\Y fYghcfY d'Ub'a Ubi U''mUh'Ubm'ghU[ Y'h\]g'WJb'VY'XcbY'Vm'W]W\_]b[ 'cb' h\Y'ghUfh'Vi h'cb''



**12.** M'ci f'XUH'k ]''bck 'VY'fYghcfYX'cbW'h\Y'f **Restore Plan** '\Ug'fi b''

