



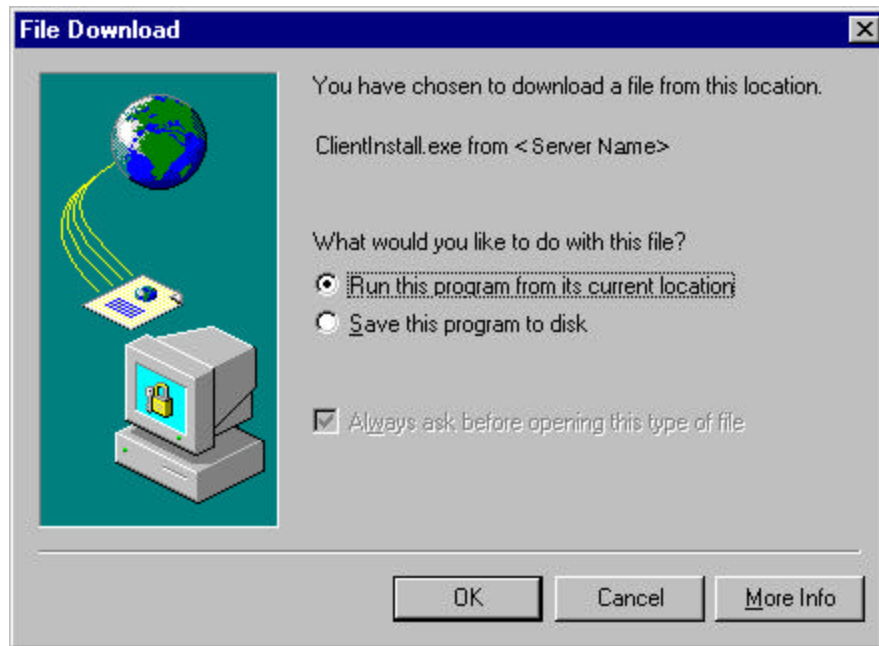
Getting-Started Guide

Version 2.3
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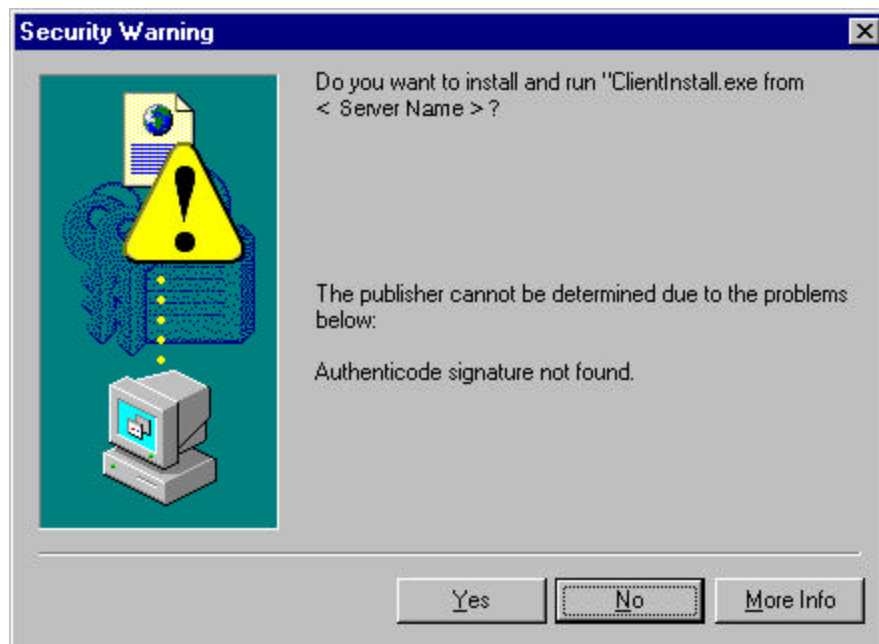
FirstBackup Installation Guide

Follow these simple steps to get your new FirstBackup online backup service working immediately.

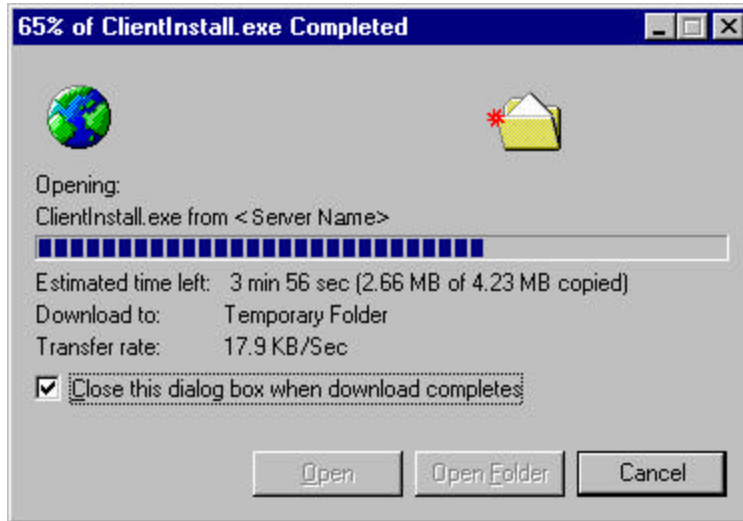
1 When the “File Download” window appears, select the “Run this program from its current location” option and click on OK.



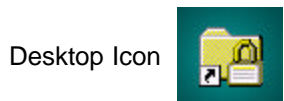
2 The next screen will prompt you with a “ Security Warning”. Click “Yes” to proceed with the download of your online backup solution.



3 The software is then downloaded on to your computer for final installation. The download time will depend on the speed of your Internet connection. On most high-speed networks, this will take less than one minute. Slower dial-up connections may take up to 30 minutes.



4 Once the download is complete, the software installation will begin. Select your preferred language from the list that appears and then continue installing the software. We recommend that you accept all the default settings unless you require a change to the installation path. Once the installation is done, you should notice a new icon on your desktop and in your system tray.



HINT: Resting your mouse over the tray icon will display the time of the next scheduled backup

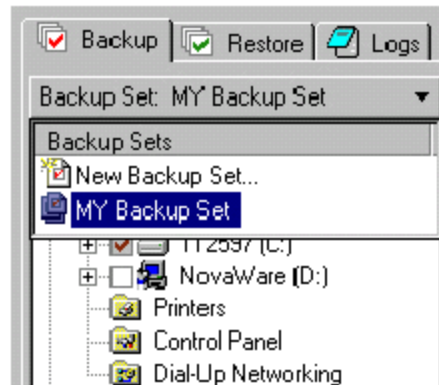
5 Congratulations!

Your new FirstBackup online backup and recovery solution is ready to start protecting your valuable data. Although no further configuration is required, you may wish to manually invoke the FirstBackup program (by double-clicking the icon) and making sure your important documents are selected for backup.

Performing a Backup

Use the following steps to run your first data backup.

1 Create a new backup set by running the Backup Set Wizard. The Backup Set Wizard can be executed by going to the “Configure Backup Sets” window and pressing the “Add...” button. Also, backup set properties can be viewed and backup sets can be removed using the “Configure Backup Sets” window.



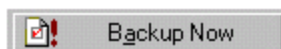
2 Select Files to backup. Backup files are selected by clicking on the checkboxes next to folders and files. Filters can be applied easily by right-clicking on folders.

3 Select which backup set you want to backup. One or more backup sets can be configured to hold file selections. “The Backup Set” button above the tree view is used to select the desired backup set. A list of all available backup sets will be displayed. When the desired backup set is chosen, the appropriate file selection will be loaded automatically.

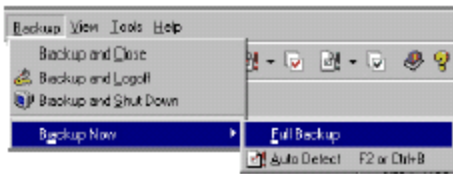
4 Start the backup. A backup can be started in several different ways.

- The “Backup Now” button can be pressed from the Backup Client.
- One of the backup options can be chosen from the “Backup” menu item.
- One of the backup options can be chosen from the Backup Client Tray Control menu.
- The Backup Client can be run from the command line with the `-b` option. The `-b` option causes the Backup Client to automatically perform a backup when the program is executed. See Chapter 9 of the Users Guide for more information on Command Line options.

Backup Now Button



Backup
Menu



5 Check the Log file. The log file contains a detailed list of actions performed during the backup. It also contains a convenient list of summary information at the top of the file.

Performing a Restore

Use the following steps to run your first data restore.

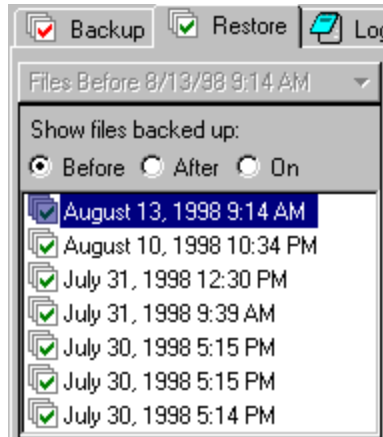
1 Select the files to restore. The desired restore files must be selected before beginning the restore. Restoring older versions of files can be accomplished by changing the backup date that is currently set for the display. The button on top of the tree view indicates the current date that is used to display current files available for restore. A list of available backup dates, along with three “view options” can be viewed by pressing this button. The three view options are described below:

Show Files Before: This option will display all the files backed up before the selected date. If a file has been deleted in a previous backup, it will not be displayed in the restore view for selection.

Show Files After: This option will display all the files backed up after the selected date.

Show Files On: This option will display all the files backed up on the selected date. This is the most restrictive option. Only the specific files that were backed up on the selected date will be displayed for selection in the restore view.

HINT: To restore a group of files as of a specific backup, the Show Files Before option should be selected, along with the appropriate date in the restore date list.



To view all the files that are available for restore including previously deleted files, the Show Files After option should be selected, along with the oldest backup date in the restore date list.

2 Start the restore by selecting the “Restore Now” button.



3 Specify where to save the restored files. This option allows restored files to overwrite existing versions of the files or to be copied to a specific location with a default of “C:\Temp”

4 Check the Log file. The log file contains a detailed list of actions performed during the restore. It also contains a convenient list of summary information at the top of the file.

Performing a Delete

WARNING: Once files are deleted from the Backup Server, they cannot be restored in the future!

1 Select the files to delete.

The desired files must be selected before beginning the delete. By default, all versions of all files available for deletion on the server are displayed. If a file is selected for deletion, all version of the file will be removed from the server. After the delete operation has completed, the deleted file cannot be restored from the server in the future.



2 Start the delete by selecting the Delete Now button.



3 Verify the delete operation by reviewing the deletion message.

4 Check the Log file. The log file contains a detailed list of actions performed during the delete. It also contains a convenient list of summary information at the top of the file.