

# CloudBacko Pro

## Essential steps to get started

Last update: September 22, 2017

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Appendix 1). Restore data if your machine is crashed (works for Paid License only)

# Step 1).

## Configure a new backup set, and trigger a backup manually

- A Backup Set governs the set of files and folders you wish to backup, and the configurations of backup related settings, including schedule, retention policy, storage destination, etc.

CloudBacko Pro Administrator English

Backup Backup Sets Report About

Restore Settings

To configure your first backup set, click this button.

Don't know how to use CloudBacko.?

CloudBacko Pro

# Backup Sets

Add new backup set

Click this “Add” button to open a backup set creation wizard, which will guide you through all the essential settings for creating a backup set.

Close Help

## Create Backup Set

Name

Backup set type

- File Backup
- File Backup
- Lotus IBM Lotus Domino Backup
- Lotus IBM Lotus Notes Backup
- MS Exchange Server Backup
- MS Exchange Mail Level Backup
- MS SQL Server Backup
- MS Windows System State Backup
- MS Hyper-V Backup

Next Cancel Help


Select a type of this backup set, e.g. File Backup.

CloudBacko Pro

## Create Backup Set

Name

Backup set type

 File Backup

Enter the name of this backup set.

Next Cancel Help

CloudBacko Pro

# Backup Source

Select the files and folders that you want to backup

- Desktop
- My Documents
- Favorites
- Outlook
- Outlook Express
- Windows Live Mail

Filter

Apply filters to the backup source

Off

[I would like to choose the files to backup](#)

Previous Next Cancel Help

Here are the shortcuts to some common folders that you can select as the Backup Source.



# Backup Source

Select the files and folders that you want to backup

- Desktop
- My Documents
- Favorites
- Outlook
- Outlook Express
- Windows Live Mail

## Filter

Apply filters to the backup source  
Off



[I would like to choose the files to backup](#)

You can also use Filter to include / exclude some files to backup, e.g. ".xls", ".jpg", etc.

CloudBacko Pro

# Backup Source

Select the files and folders that you want to backup

- Desktop
- My Documents
- Favorites
- Outlook
- Outlook Express
- Windows Live Mail

### Filter

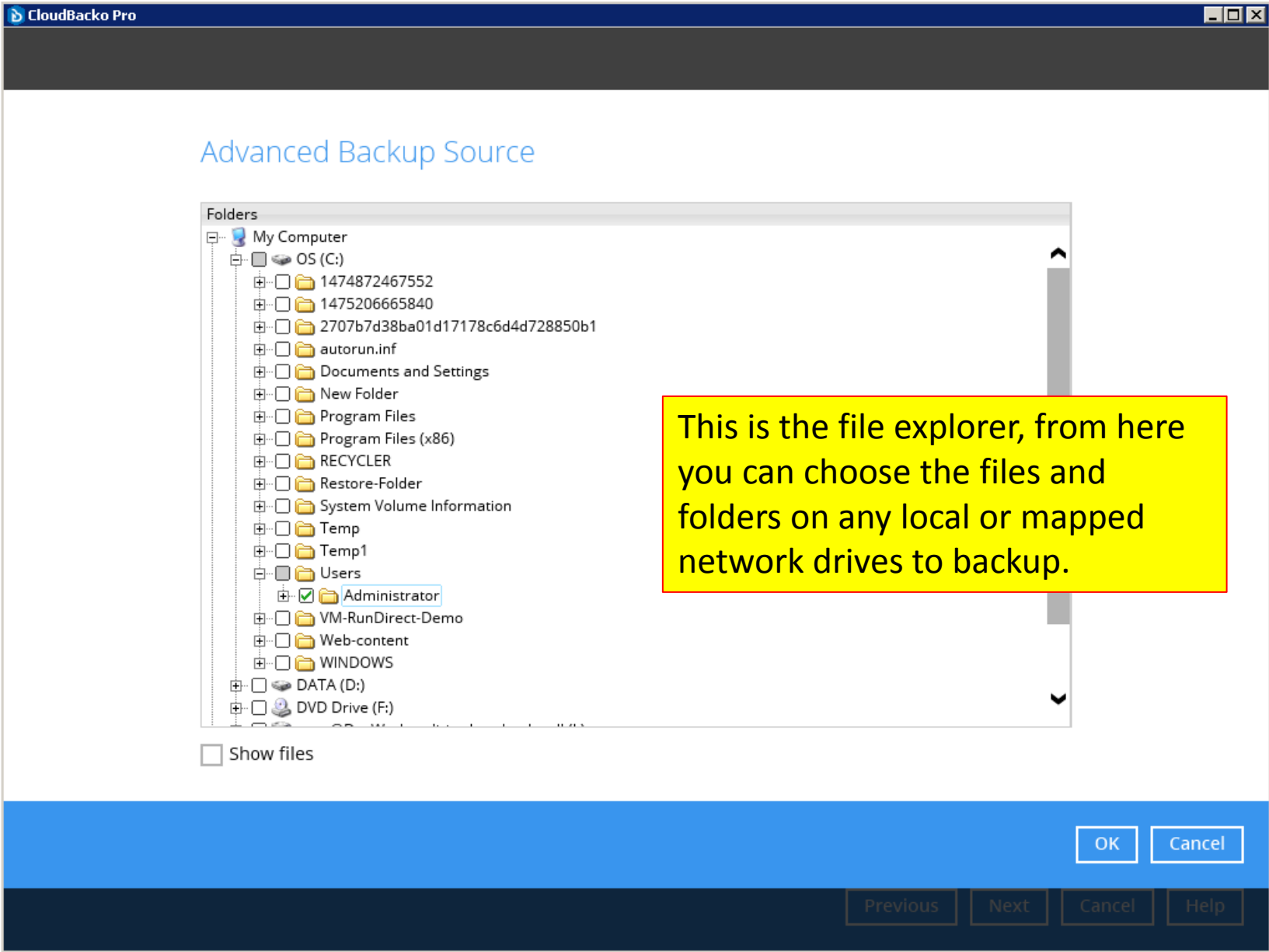
Apply filters to the backup source

off

[I would like to choose the files to backup](#)

Or, you can click this link to open a File Explorer to choose the files and folders that you want to backup.

Previous Next Cancel Help



## Advanced Backup Source

Folders

- My Computer
  - OS (C:)
    - 1474872467552
    - 1475206665840
    - 2707b7d38ba01d17178c6d4d728850b1
    - autorun.inf
    - Documents and Settings
    - New Folder
    - Program Files
    - Program Files (x86)
    - RECYCLER
    - Restore-Folder
    - System Volume Information
    - Temp
    - Temp1
    - Users
      - Administrator
    - VM-RunDirect-Demo
    - Web-content
    - WINDOWS
  - DATA (D:)
  - DVD Drive (F:)

This is the file explorer, from here you can choose the files and folders on any local or mapped network drives to backup.

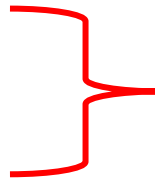
Show files

OK Cancel

Previous Next Cancel Help

# Schedule

Run scheduled backup for this backup set  
Off



You can enable Scheduled Backup for this backup set here, so that backup will automatically run according to your defined schedule(s). You can create multiple schedules for a backup set.

CloudBacko Pro

# Schedule

Run scheduled backup for this backup set

On

Existing schedules

Add new schedule

Click this "Add" button to create a schedule.

Previous Next Cancel Help

CloudBacko Pro

### New Backup Schedule

Name  
Daily-1

Type  
Daily

Start backup at  
18 : 30

Stop  
until full backup completed

Run Retention Policy after backup

OK Cancel Help

Previous Next Cancel Help

For mission critical data, a daily backup is necessary. Simply define the starting time of this daily backup here. "Run Retention Policy after backup" is an option to clean up the backup data that are out of the retention period from the backup destination.


CloudBacko Pro

# Schedule

Run scheduled backup for this backup set

On

Existing schedules

-  **Daily-1**  
Daily (Everyday at 18:30)

**Your first Daily schedule is created here. You can create another Weekly schedule by clicking the "Add" button.**

CloudBacko Pro

### New Backup Schedule

Name  
Weekly-1

Type  
Weekly

Backup on these days of the week  
 Sun  Mon  Tue  Wed  Thu  Fri  Sat

Start backup at  
17 : 24

Stop  
until full backup completed

Run Retention Policy after backup

OK Cancel Help

Previous Next Cancel Help

Choose the type of this schedule as Weekly.



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## New Backup Schedule

Name  
Weekly-1

Type  
Weekly

Backup on these days of the week  
 Sun  Mon  Tue  Wed  Thu  Fri  Sat

Start backup at  
21 : 00

Stop  
until full backup completed

Run Retention Policy after backup

OK Cancel Help

Previous Next Cancel Help

Select the day(s) within a week that you want to run this scheduled backup, set the start time, when to stop this backup, and when to Run Retention Policy after backup.



CloudBacko Pro

# Schedule

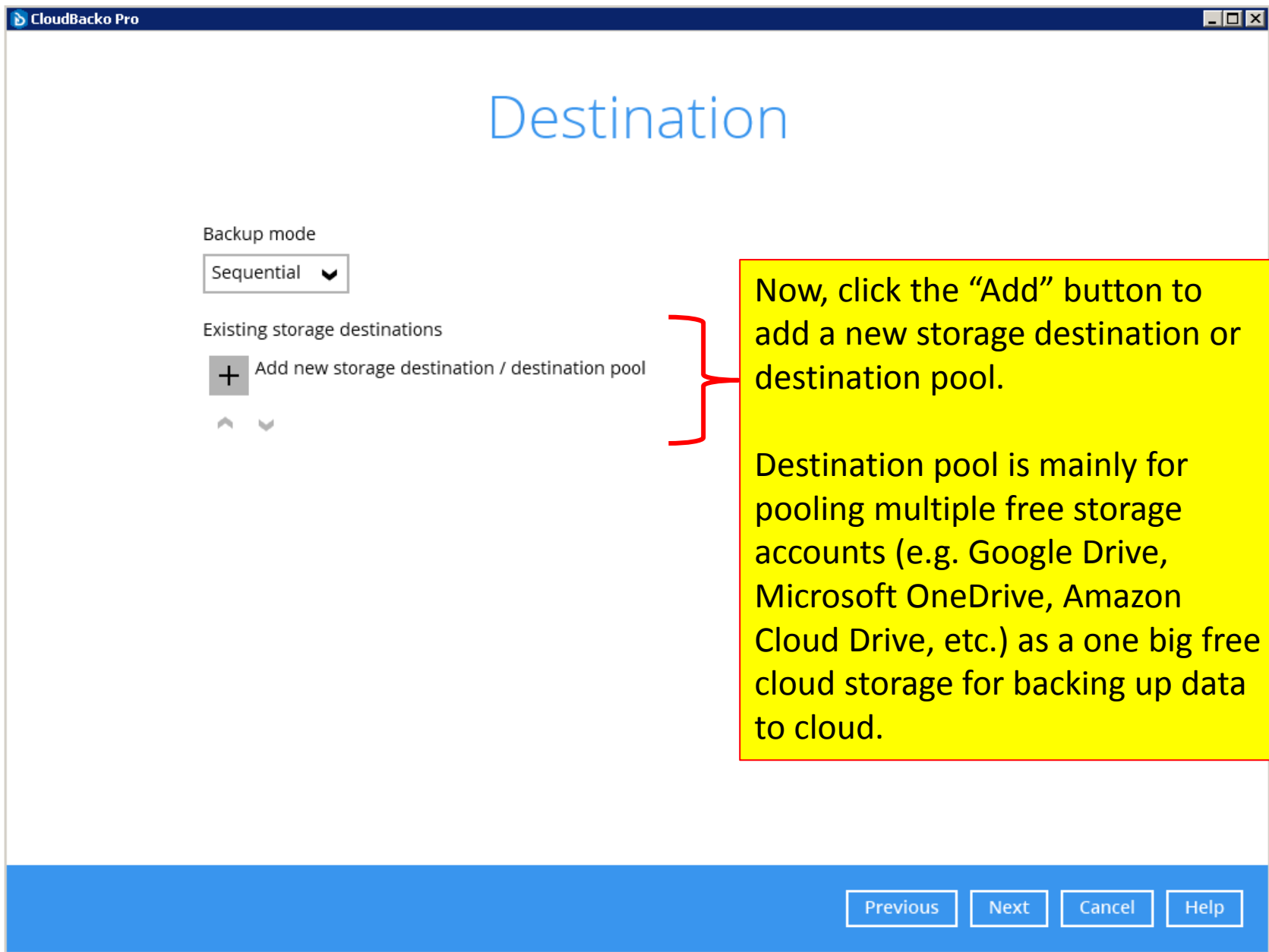
Run scheduled backup for this backup set

On

Existing schedules

-  **Daily-1**  
Daily (Everyday at 18:30)
-  **Weekly-1**  
Weekly - Sunday&Saturday (Every week at 21:00)

Now, you have created 2 backup schedules. There are other types of schedules that you can create, e.g. Monthly, Yearly, and Custom. You can also add more Daily or Weekly schedules if needed.



# Destination

Backup mode

Sequential ▾

Existing storage destinations

+ Add new storage destination / destination pool



Now, click the “Add” button to add a new storage destination or destination pool.

Destination pool is mainly for pooling multiple free storage accounts (e.g. Google Drive, Microsoft OneDrive, Amazon Cloud Drive, etc.) as a one big free cloud storage for backing up data to cloud.

CloudBacko Pro

### New Storage Destination / Destination Pool

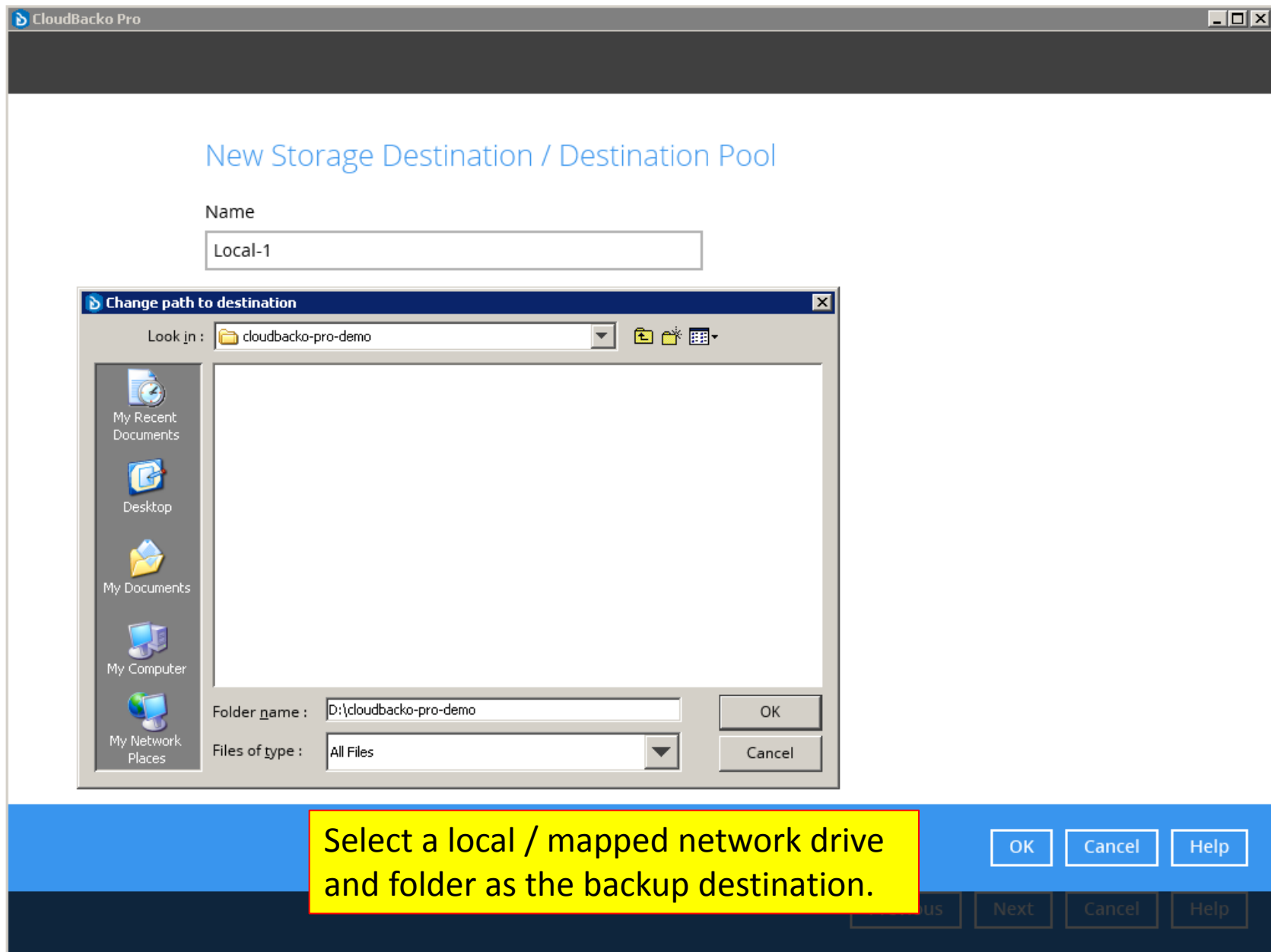
Name

Type  
 Single storage destination  
 Destination pool

Destination storage

Local path

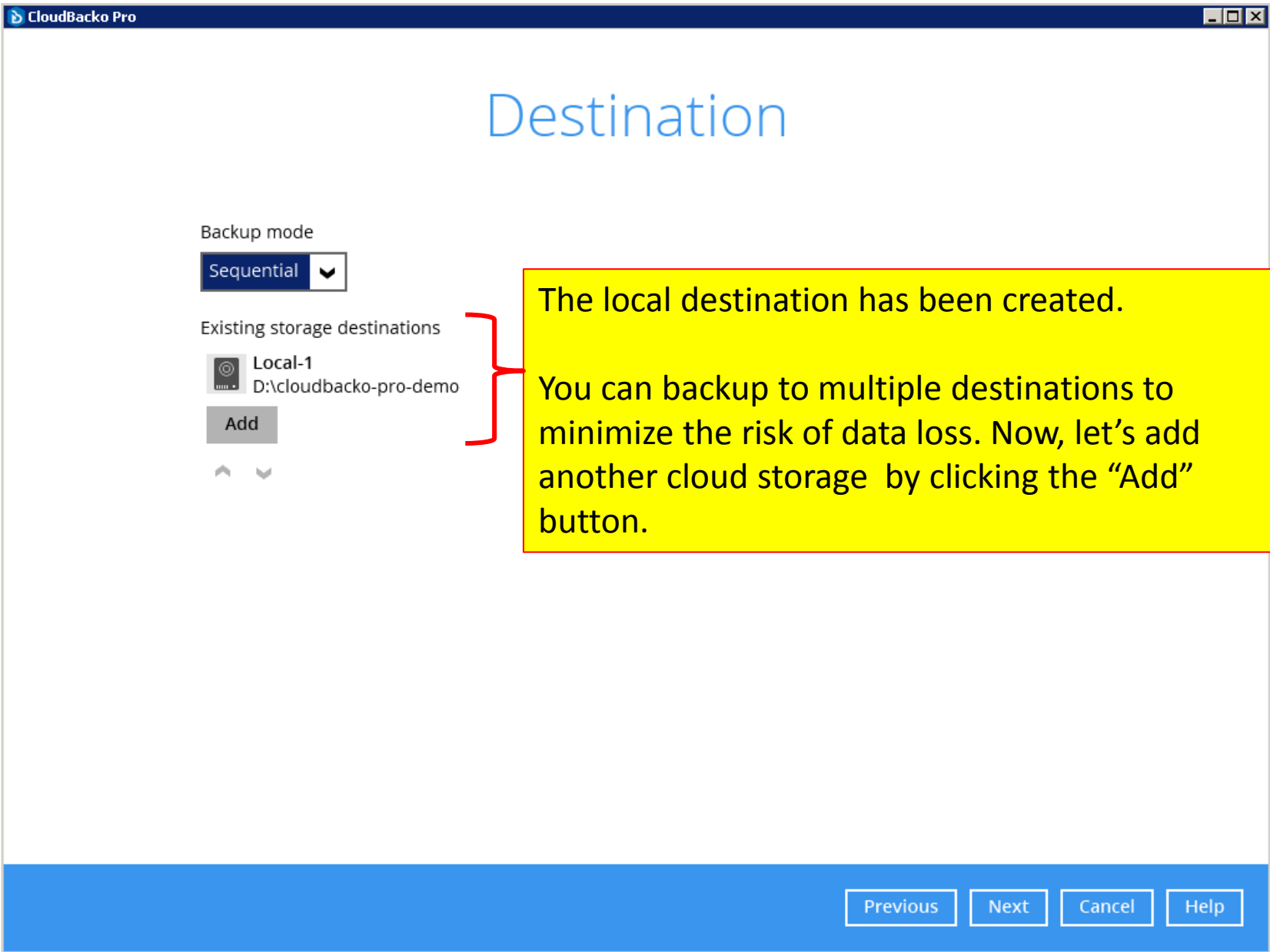
You can create a Local destination first.



Select a local / mapped network drive and folder as the backup destination.

OK Cancel Help

us Next Cancel Help



The local destination has been created.

You can backup to multiple destinations to minimize the risk of data loss. Now, let's add another cloud storage by clicking the "Add" button.

CloudBacko Pro

### New Storage Destination / Destination Pool

Name  
GoogleDrive-1

Type  
 Single storage destination  
 Destination pool

Destination storage  
Google Drive

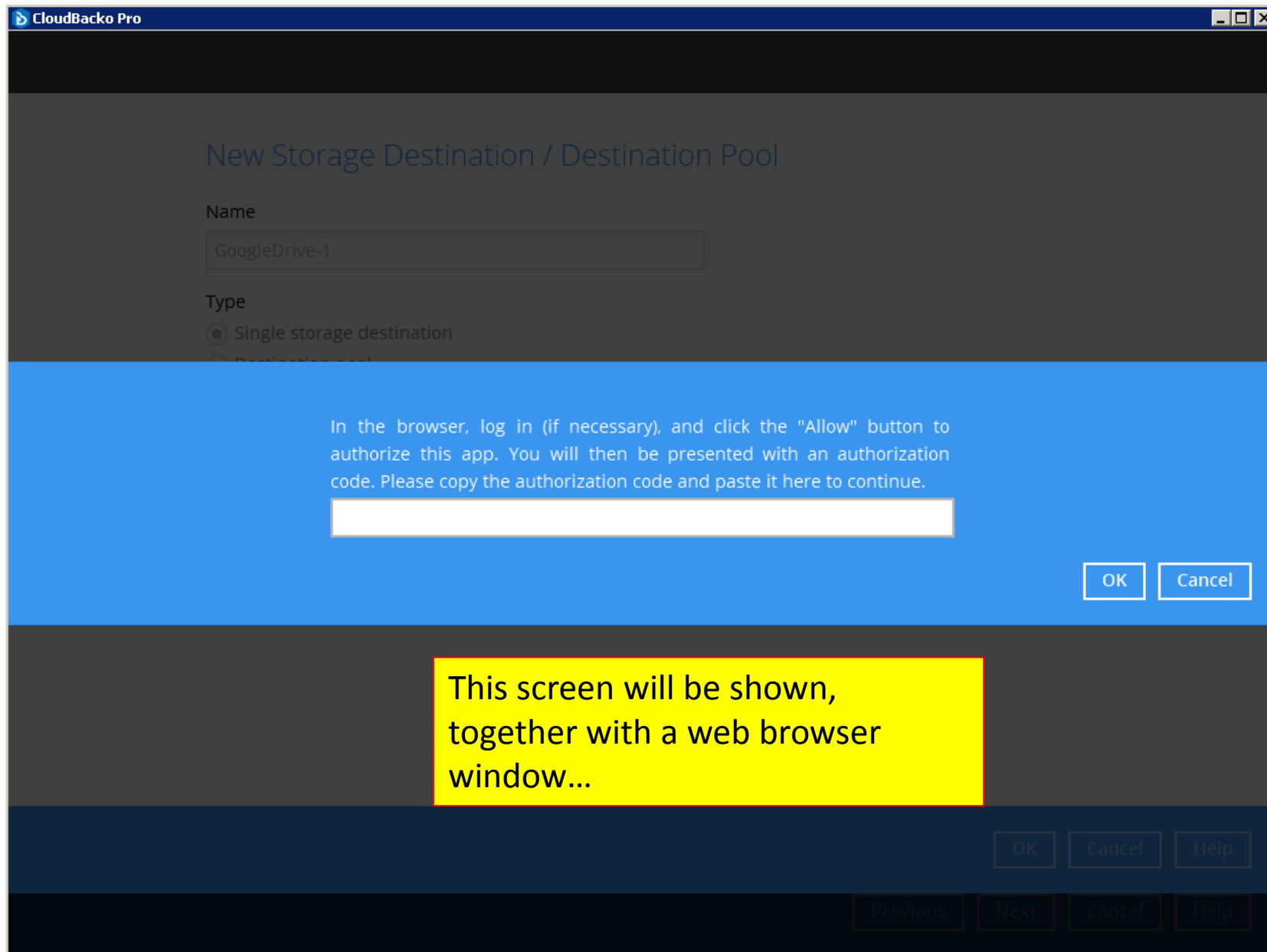
Test

[Sign up for Google Drive](#)

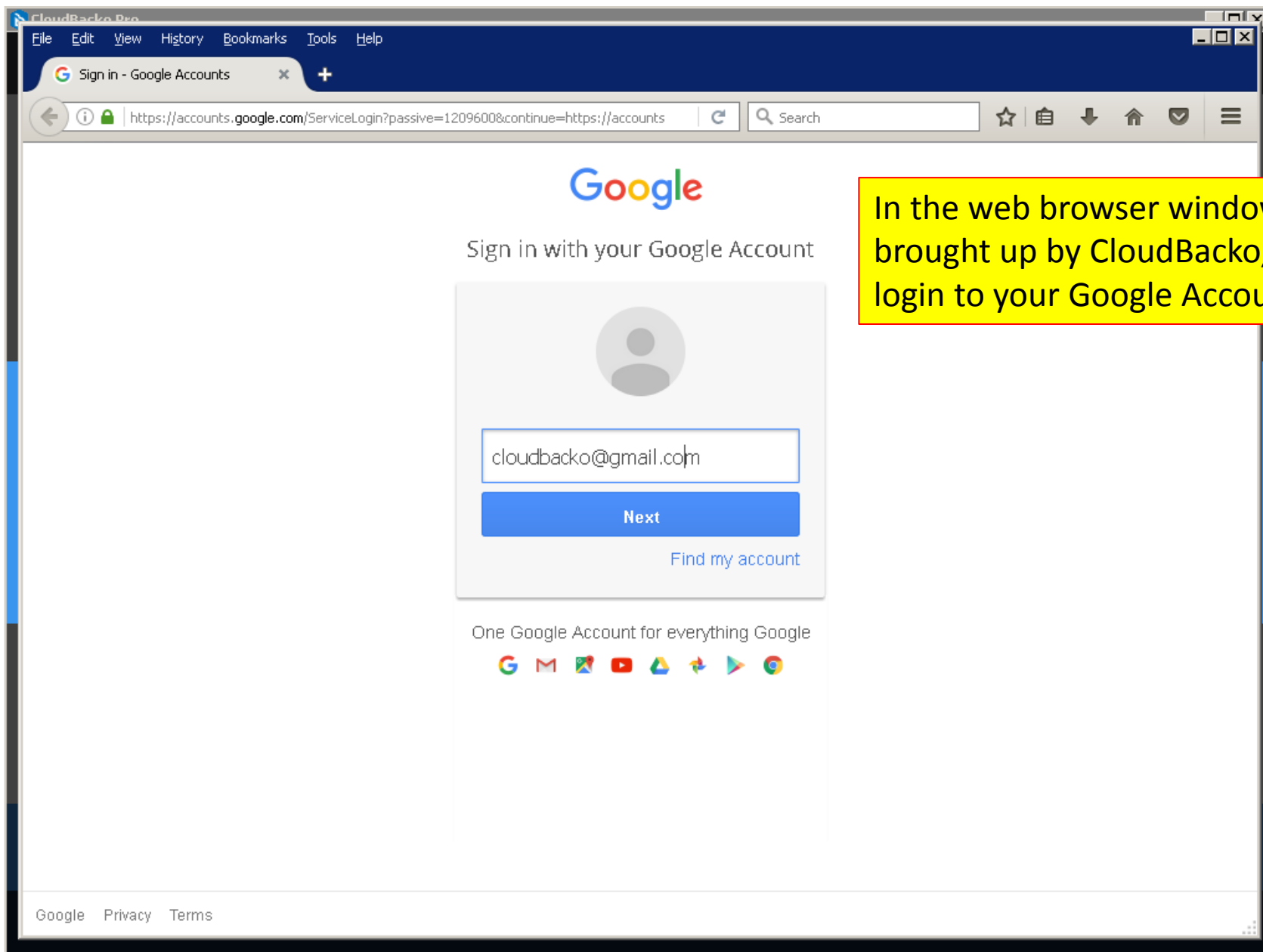
OK Cancel Help

Previous Next Cancel Help

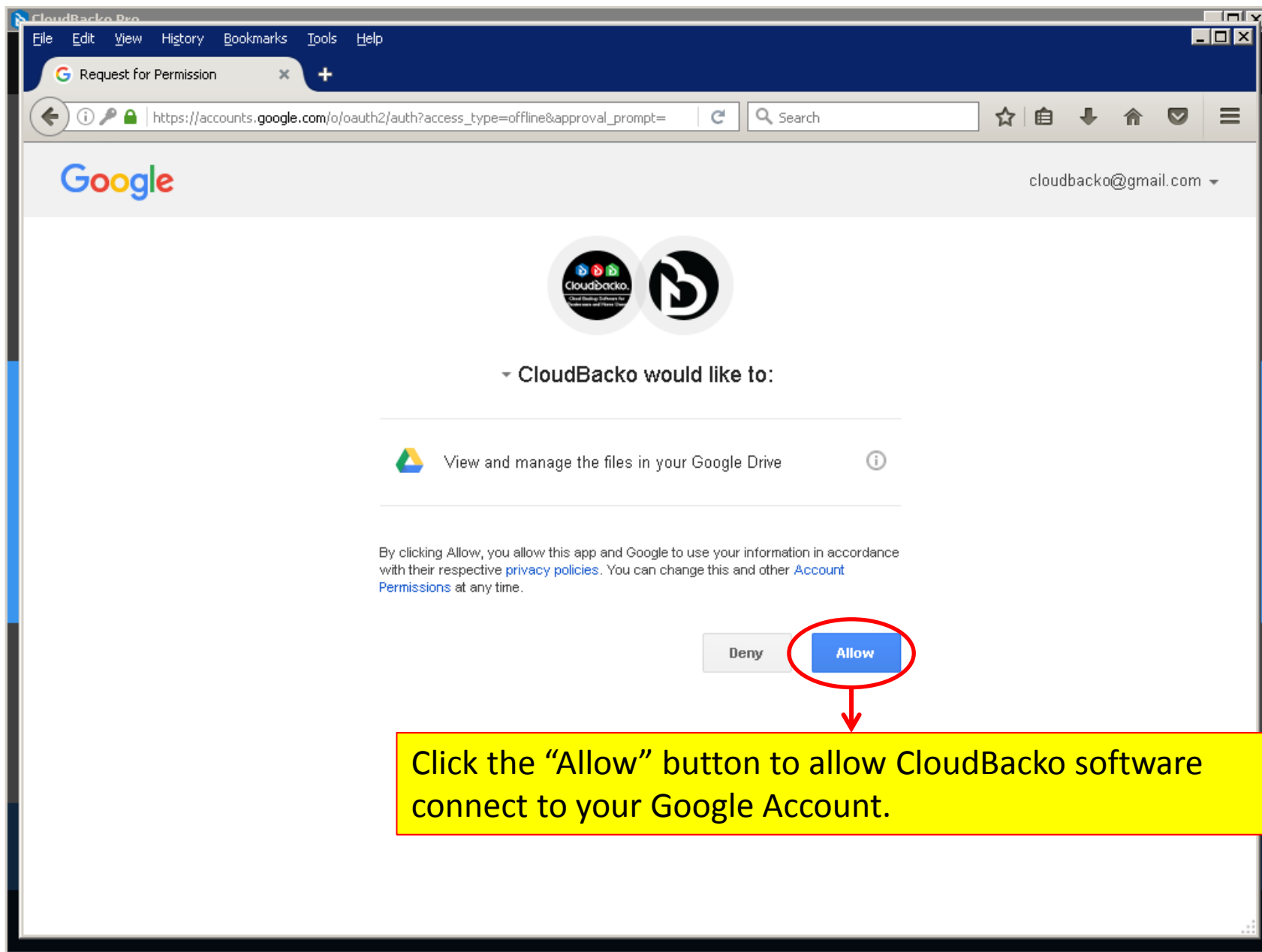
Let's add Google Drive as the second backup destination. After selecting Google Drive from the dropdown list, click the "Test" button.



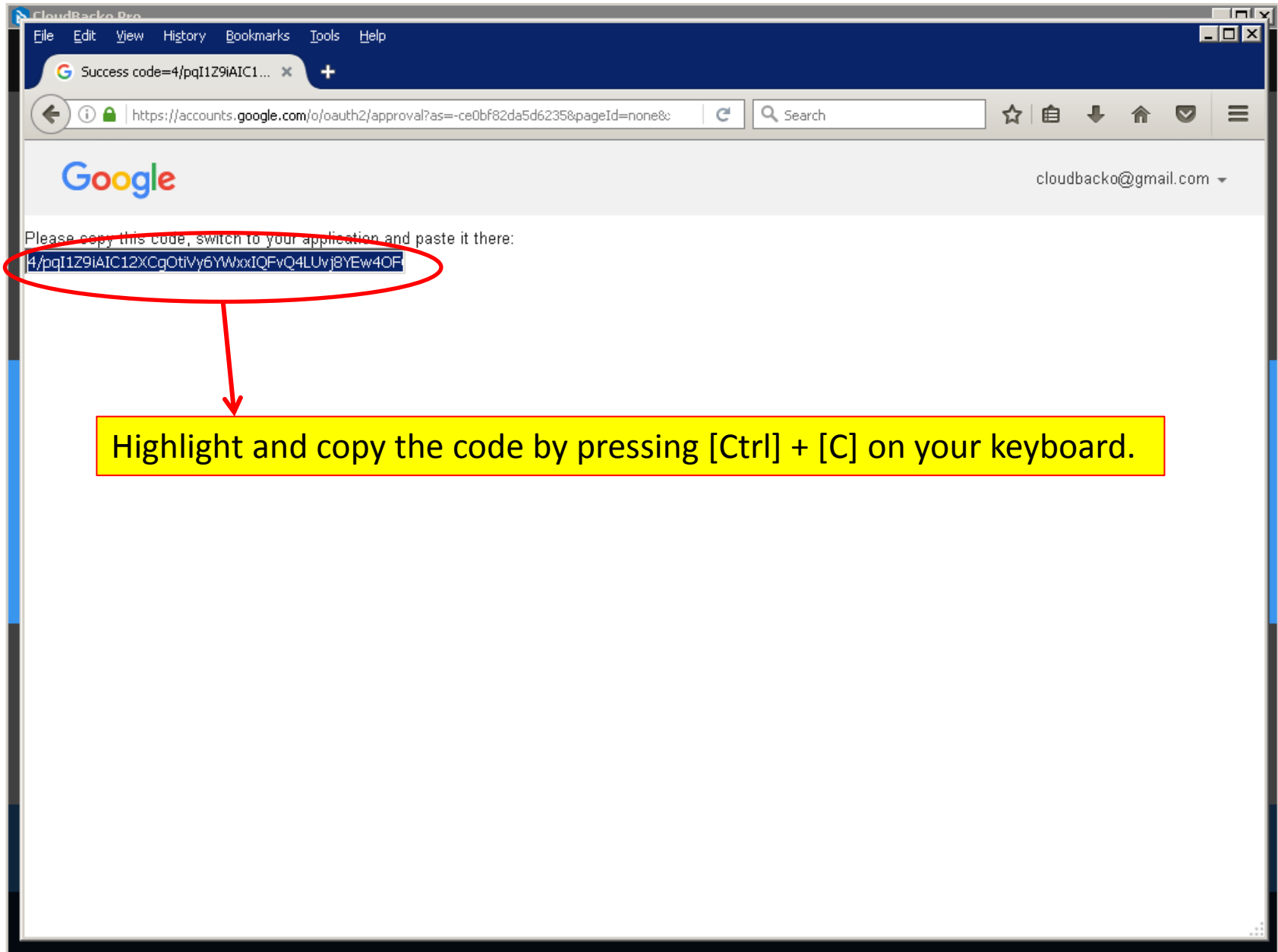




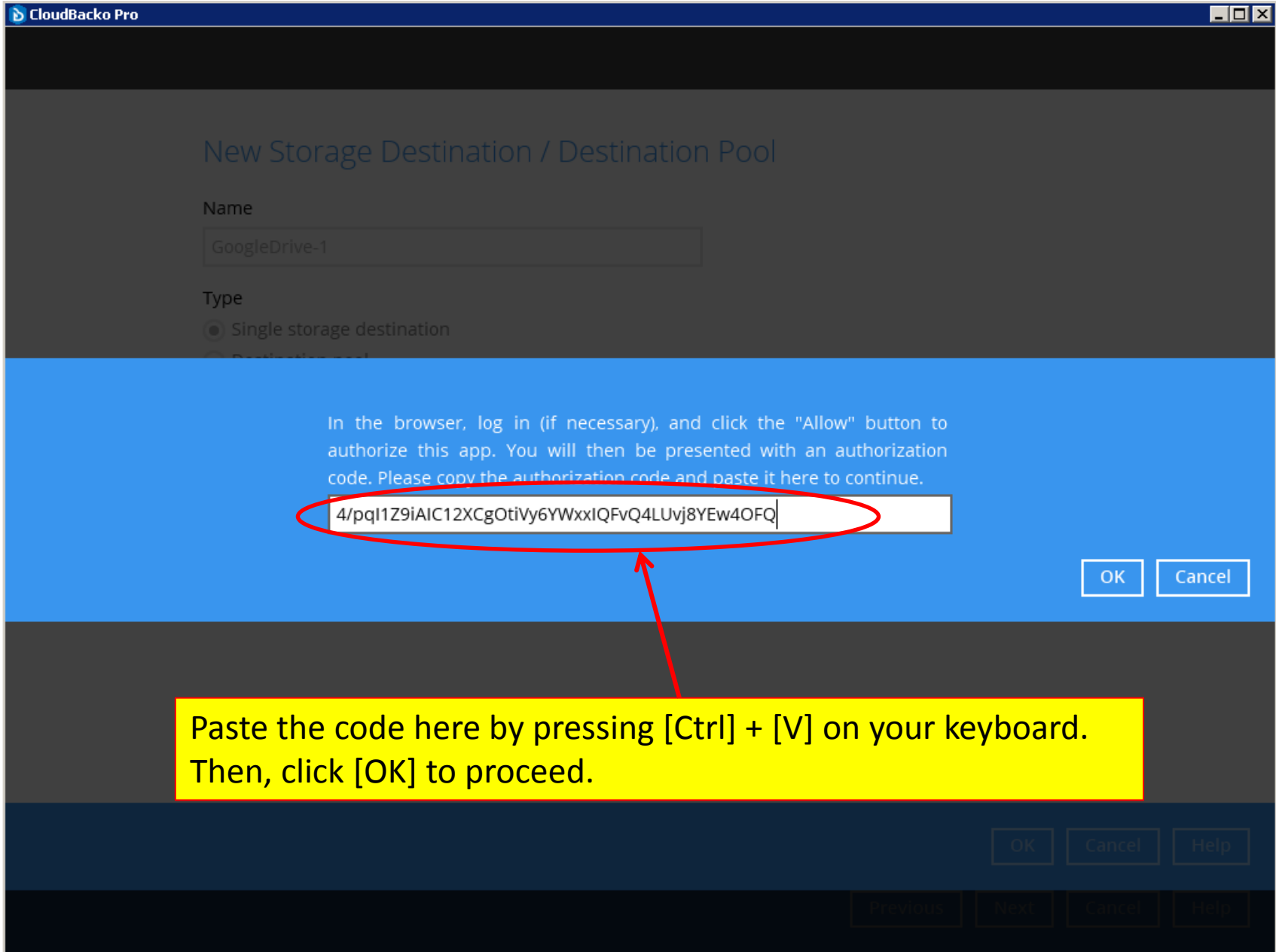
In the web browser window brought up by CloudBacko, login to your Google Account.



Click the "Allow" button to allow CloudBacko software connect to your Google Account.



The image shows a browser window with a Google OAuth2 approval page. The address bar shows the URL: `https://accounts.google.com/o/oauth2/approval?as=-ce0bf82da5d6235&pageId=none&`. The page content includes the Google logo, the user email `cloudbacko@gmail.com`, and the instruction: "Please copy this code, switch to your application and paste it there:". Below this instruction, a success code is displayed and highlighted in blue: `4/pqI1Z9AIC12XCgOtiVy6YWxxIQFvQ4LUvjBYEw4OF`. A red oval highlights the code, and a red arrow points from it to a yellow callout box with a red border containing the text: "Highlight and copy the code by pressing [Ctrl] + [C] on your keyboard."



Paste the code here by pressing [Ctrl] + [V] on your keyboard. Then, click [OK] to proceed.

CloudBacko Pro

## New Storage Destination / Destination Pool

Name  
GoogleDrive-1

Type  
 Single storage destination  
 Destination pool

Destination storage  
Google Drive

✓ Test completed successfully

OK Cancel Help

Previous Next Cancel Help

Done. CloudBacko can successfully connect to the Google Drive account.

CloudBacko Pro

# Destination

Backup mode  
Sequential

Existing storage destinations

- Local-1  
D:\cloudbacko-pro-demo
- GoogleDrive-1  
Google Account: Cloud Backo

Add

^ v

Now, we have 2 destinations, Local and Google Drive.

Previous Next Cancel Help

# Destination

Backup mode

- Sequential
- Concurrent**
- Sequential

Destinations

- D:\cloudbacko-pro-demo
- GoogleDrive-1  
Google Account: Cloud Backo

Add

^ v

You can select whether to trigger the scheduled backup to these 2 destinations “Sequentially” or “Concurrently”.

For Sequential backup mode, you can change the order of destinations by selecting a destination and then click these Up / Down buttons.

Previous Next Cancel Help

The screenshot shows the 'Encryption' settings window in CloudBacko Pro. The window title is 'CloudBacko Pro'. The main heading is 'Encryption'. There are two settings: 'Encrypt Backup Data' which is a toggle switch currently set to 'On', and 'Encryption Type' which is a dropdown menu currently set to 'Default'. Red circles highlight these two settings, with red arrows pointing to yellow callout boxes. The first callout box explains that encryption is enabled by default and should remain so for cloud backups. The second callout box explains that there are two encryption types and that 'Default' means the software will generate a 256-bit full length encryption key for this backup set. At the bottom of the window, there are four buttons: 'Previous', 'Next', 'Cancel', and 'Help'.

## Encryption

Encrypt Backup Data  
On

Encryption Type  
Default ▼

Here, you can define the encryption setting. The encryption is enabled by default. If you are backing up data to the cloud, please keep the encryption enabled.

There are two encryption types you can choose. "Default" means the software will randomly generate a 256-bit full length encryption key for this backup set.

Previous Next Cancel Help



CloudBacko Pro

# Encryption

Encrypt Backup Data  
On

Encryption Type  
**Custom** ▼

Algorithm  
AES ▼

Encryption key  
\*\*\*\*\*

Re-enter encryption key  
\*\*\*\*\*

Method  
 ECB  CBC

Key length  
 128-bit  256-bit

Previous Next Cancel Help

For "Custom" encryption type, you can choose to set your own encryption key, as well as other related settings by yourself.

CloudBacko Pro

# Windows User Authentication

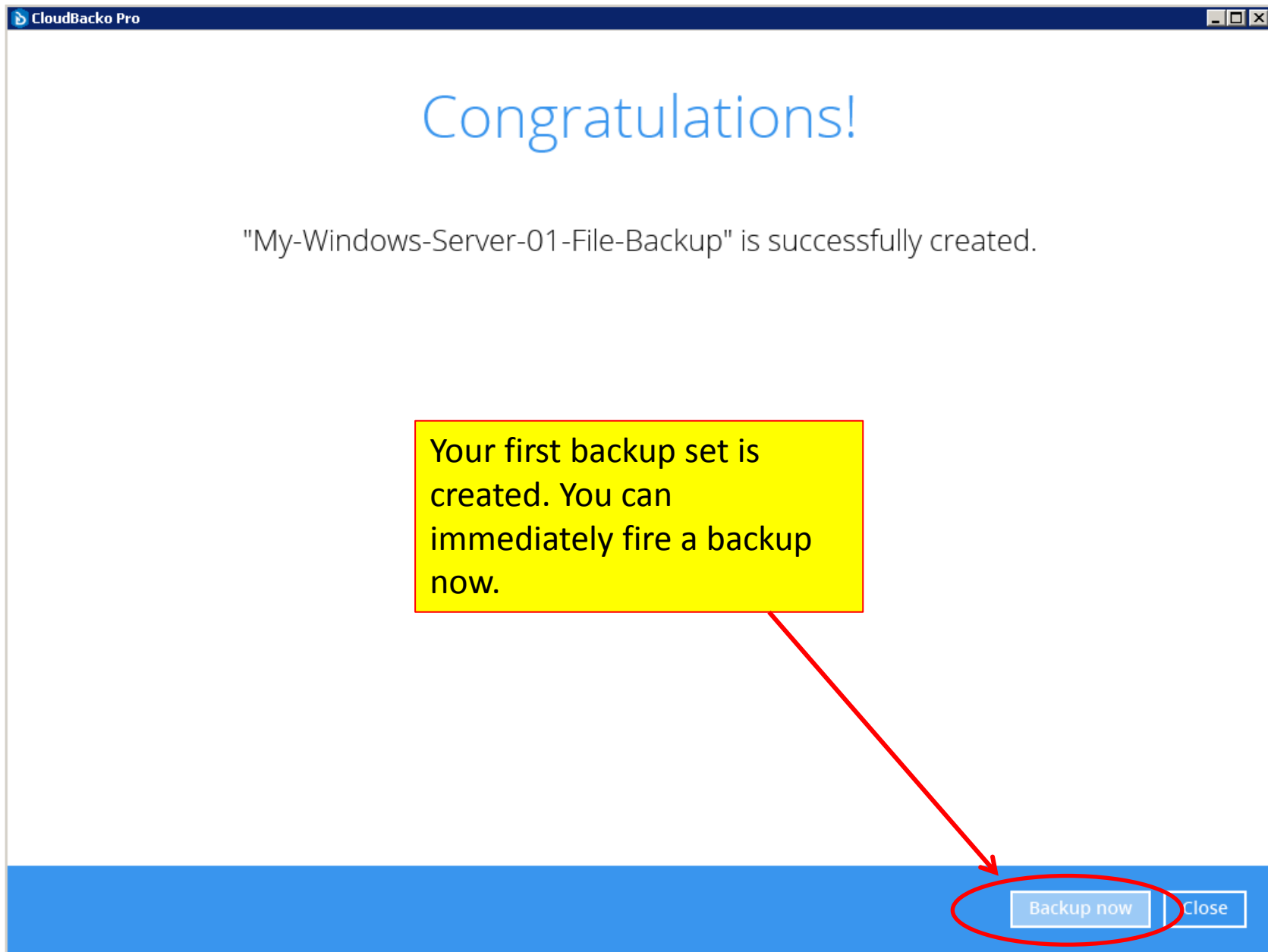
Domain Name (e.g CloudBacko.com) / Host Name

User name

Password


Here, enter the Windows User Authentication for this backup user.




Previous Next Cancel Help



CloudBacko Pro




# Backup

 **My-Windows-Server-01-File-Backup**

 **Local-1 (D:\cloudbacko-pro-demo)**  

[New File] C:\Documents and Settings\Administrator\My Documents\Downloads\cbs-...

Estimated time left 6 min 14 sec (2.14G)  
Backed up 1.73G (47 files, 36 directories, 0 link)  
Elapsed time 3 min 56 sec  
Transfer rate 49.15Mbit/s

 **GoogleDrive-1 (Google Account: Cloud Backo)**  

[New File] C:\Documents and Settings\Administrator\My Documents\Downloads\cbs-...


Estimated time left 0 sec (3.19G)  
Backed up 704.11M (47 files, 36 directories, 0 link)  
Elapsed time 3 min 56 sec  
Transfer rate 0bit/s


After clicking the backup button, backup to all destinations will be triggered.


Cancel Help

CloudBacko Pro

# Backup

 **My-Windows-Server-01-File-Backup**

 **Local-1 (D:\cloudbacko-pro-demo)**  
✓ Backup Completed Successfully  
Estimated time left 0 sec  
Backed up 3.91G (145 files, 36 directories, 0 link)  
Elapsed time 9 min 38 sec  
Transfer rate 57.28Mbit/s

 **GoogleDrive-1 (Google Account: Cloud Backo)**  
✓ Backup Completed Successfully  
Estimated time left 0 sec  
Backed up 3.91G (145 files, 36 directories, 0 link)  
Elapsed time 20 min 45 sec  
Transfer rate 26.71Mbit/s

Close Help

After the backup to a destination has been completed, you can click this report icon to read the backup report.

CloudBacko Pro

Show All

Type	Log	Time
	Start [ Windows XP (mkt-art-wxp), CloudBacko Pro v2.3.0.0 ]	2016/11/17 17:47:23
	Start Backup ... [In-File Delta: Full]	2016/11/17 17:47:24
	Using Temporary Directory C:\Temp\CloudBacko Pro\1479374332293\Local@1479375033414	2016/11/17 17:47:24
	Start running pre-commands	2016/11/17 17:47:24
	Finished running pre-commands	2016/11/17 17:47:24
	Downloading server file list...	2016/11/17 17:47:24
	Downloading server file list... Completed	2016/11/17 17:47:25
	Start creating Shadow Copy Set...	2016/11/17 17:47:25
	Shadow Copy Set successfully created	2016/11/17 17:47:36
	Reading backup source from hard disk	2016/11/17 17:47:36
	[New Directory]... C:\	2016/11/17 17:47:37
	[New Directory]... C:\Documents	2016/11/17 17:47:37
	[New Directory]... C:\Documents and Settings\Administrator	2016/11/17 17:47:37
	[New Directory]... C:\Documents and Settings\Administrator\Favorites	2016/11/17 17:47:37
	[New Directory]... C:\Documents and Settings>All Users	2016/11/17 17:47:37
	[New Directory]... C:\Documents and Settings\Administrator\My Documents	2016/11/17 17:47:37
	[New Directory]... C:\Documents and Settings>All Users\Favorites	2016/11/17 17:47:37
	[New Directory]... C:\Users	2016/11/17 17:47:37
	[New Directory]... C:\Users\Administrator	2016/11/17 17:47:37
	[New Directory]... C:\Documents and Settings\Administrator\Favorites\Links	2016/11/17 17:47:37
	[New Directory]... C:\Documents and Settings\Administrator\Favorites\Microsoft Websites	2016/11/17 17:47:37
	[New Directory]... C:\Documents and Settings\Administrator\My Documents\Downloads	2016/11/17 17:47:37
	[New Directory]... C:\Documents and Settings\Administrator\My Documents\CBK-Ahsay-Graphics	2016/11/17 17:47:37
	[New File]... 100% of "C:\Documents and Settings\Administrator\Favorites\Links\Web Slice Gallery.udl"	2016/11/17 17:47:37

Logs per page 50

Page 1 / 22

Close

Cancel Help

This is the detailed backup report the backup job to a destination.

## Step 2).

# Configure other backup set settings

- Step 1 is a Backup Set Creation Wizard (although it is not mentioned in the interface). Not all the configurable settings are gone through during the backup set creation process.
- You can go back to the created backup set to configure other settings for a backup set.

CloudBacko Pro **Trial Version** Administrator English

Backup Backup Sets Report About

Restore Settings Utilities Buy


To configure other backup set settings, click this "Backup Sets" button.

Help **All instructions are there**



CloudBacko Pro

# Backup Sets

 **My-Windows-Server-01-File-Backup**  
Owner: mkt-art-wxp  
Last Backup: 24-November-2016, Thursday, 18:30

Add

Select an existing backup set.

Close Help

CloudBacko Pro

My-Windows-Server-...

General

Source

Backup Schedule

**Continuous Backup**

Destination

In-File Delta

Retention Policy

Command Line Tool

Reminder

Bandwidth Control

Others

[Hide advanced settings](#)

### Continuous Backup

Backup whenever a change is made  
On

Backup set type  
File

Do not backup files defined as system files

Define how often backup run  
5 minutes

Only apply to files smaller than  
Unlimited MB

### Exclude Filter

Existing Exclude Filters

+ Add new exclude filter

Delete this backup set

Save Cancel Help

First of all, if you want to make this backup set run frequently during a day, you can enable this Continuous Backup feature, and configure the backup frequency, e.g. 5 minutes.

*Note: This feature is only available in Windows version. No Continuous Backup in Linux and Mac versions.*

The screenshot shows the CloudBacko Pro interface. On the left is a navigation menu with the following items: General, Source, Backup Schedule, Continuous Backup (highlighted in blue), Destination, In-File Delta, Retention Policy, Command Line Tool, Reminder, Bandwidth Control, Others, and Hide advanced settings (circled in red). The main area is titled 'Continuous Backup' and contains the following settings: 'Backup whenever a change is made' is set to 'On' with a slider; 'Backup set type' is 'File'; a checked checkbox for 'Do not backup files defined as system files'; 'Define how often backup run' is set to '5 minutes' in a dropdown; 'Only apply to files smaller than' is set to 'Unlimited' in a dropdown followed by 'MB'; and an 'Exclude Filter' section with 'Existing Exclude Filters' and a link to 'Add new exclude filters'. At the bottom, there is a blue bar with 'Delete this backup set' on the left and 'Save', 'Cancel', and 'Help' buttons on the right.

Click this link to show other configurable settings which have not been gone through during the backup set creation process.

CloudBacko Pro

My-Windows-Server-...

General

Source

Backup Schedule

Continuous Backup

Destination

**In-File Delta**

Retention Policy

Command Line Tool

Reminder

Bandwidth Control

Others

[Hide advanced settings](#)

### In-File Delta

Enable In-File Delta incremental / differential backup

On

Default type

Incremental ▼

[Show advanced settings](#)

**In-File Delta is the block-level incremental / differential backup feature. By default, it is enabled. That means, after the initial full backup, all the subsequent scheduled backups will be incremental/differential.**

Delete this backup set

Save Cancel Help

The screenshot shows the CloudBacko Pro interface for a backup set named "My-Windows-Server-...". The left sidebar contains a list of settings: General, Source, Backup Schedule, Continuous Backup, Destination, In-File Delta (highlighted in blue), Retention Policy, Command Line Tool, Reminder, Bandwidth Control, and Others. Below "Others" is a link for "Hide advanced settings". The main content area is titled "In-File Delta" and includes a toggle for "Enable In-File Delta incremental / differential backup" which is currently "On". Below this is a "Default type" dropdown menu set to "Incremental". A red circle highlights the "Show advanced settings" link, with a red arrow pointing to a yellow callout box. At the bottom of the window, there is a blue bar with the text "Delete this backup set" and three buttons: "Save", "Cancel", and "Help".

Show advanced settings

You can edit the incremental / differential settings, or override incremental / differential backup with Full backup on specific days by clicking this "Show advanced settings" option.

Delete this backup set

Save Cancel Help

CloudBacko Pro

My-Windows-Server-...

- General
- Source
- Backup Schedule
- Continuous Backup
- Destination
- In-File Delta**
- Retention Policy
- Command Line Tool
- Reminder
- Bandwidth Control
- Others

[Hide advanced settings](#)

### In-File Delta

Enable In-File Delta incremental / differential backup  
On

Default type  
Incremental

In-File Delta block size  
Auto Bytes

Only apply In-File Delta to files larger than  
25 MB

Upload full file when either of these conditions is met

- Number of deltas is over 100
- Delta ratio (delta file size / full file size) is over 80

Weekly variations for overriding default type

<input type="checkbox"/> Sunday	Full	<input type="checkbox"/> Thursday	Full
<input type="checkbox"/> Monday	Full	<input type="checkbox"/> Friday	Full
<input type="checkbox"/> Tuesday	Full	<input type="checkbox"/> Saturday	Full
<input type="checkbox"/> Wednesday	Full		

Delete this backup set

Save Cancel Help

You can edit these incremental / differential settings.

CloudBacko Pro

My-Windows-Server-...

- General
- Source
- Backup Schedule
- Continuous Backup
- Destination
- In-File Delta**
- Retention Policy
- Command Line Tool
- Reminder
- Bandwidth Control
- Others

Hide advanced settings

Delete this backup set

### In-File Delta

Enable In-File Delta incremental / differential backup  On

Default type: Incremental

In-File Delta block size: Auto Bytes

Only apply In-File Delta to files larger than: 25 MB

Upload full file when either of these conditions is:

- Number of deltas is over 100
- Delta ratio (delta file size / full file size) is over 80

Weekly variations for overriding default type:

<input type="checkbox"/> Sunday	Full	<input type="checkbox"/> Thursday	Full
<input type="checkbox"/> Monday	Full	<input type="checkbox"/> Friday	Full
<input type="checkbox"/> Tuesday	Full	<input checked="" type="checkbox"/> Saturday	Full
<input type="checkbox"/> Wednesday	Full		

Save Cancel Help

Here, you can override the incremental / differential to Full backup on your selected day(s), e.g. Saturday. That means on Saturday, scheduled backup will be Full backup instead of incremental / differential.

Weekly variations for overriding default type

<input type="checkbox"/> Sunday	Full	<input type="checkbox"/> Thursday	Full
<input type="checkbox"/> Monday	Full	<input type="checkbox"/> Friday	Full
<input type="checkbox"/> Tuesday	Full	<input checked="" type="checkbox"/> Saturday	Full
<input type="checkbox"/> Wednesday	Full		

**Retention Policy**

How to retain the files in the backup set, which have been deleted in the backup source

Simple  
 Advanced

Keep the deleted files for

30 Day(s)

By default, retention policy feature is enabled and is set to keep deleted files (or different versions of independent files) for 30 days. That means:

- 1). if a file is deleted in your backup source, your backup destination will still have this file within 30 days of deletion; or
- 2). if a file is not deleted by is being modified everyday, the versions in the last 30 days can be restored.

Delete this backup set

Save Cancel Help



CloudBacko Pro

My-Windows-Server-...

General

Source

Backup Schedule

Continuous Backup

Destination

In-File Delta

**Retention Policy**

Command Line Tool

Reminder

Bandwidth Control

Others

[Hide advanced settings](#)

### Retention Policy

How to retain the files in the backup set, which have been deleted in the backup source

Simple

**Advanced**

Existing advanced retention policies

Add new advanced retention policy

Save Cancel Help

Delete this backup set

If you want to set up more complicated retention policies, you can do so by choosing the "Advanced" option and the add new advanced retention policy.

The screenshot shows the CloudBacko Pro interface for configuring a backup set named 'My-Windows-Server-...'. The left sidebar contains a list of settings: General, Source, Backup Schedule, Continuous Backup, Destination, In-File Delta, Retention Policy, **Command Line Tool** (highlighted with a red oval and an arrow), Reminder, Bandwidth Control, and Others. Below the sidebar is a 'Hide advanced settings' link. The main content area is divided into two sections: 'Pre-Backup Command Line Tool' and 'Post-Backup Command Line Tool'. Each section has a sub-header 'Existing custom commands to run before/after backup' and a '+ Add new pre/post-backup command line tool' button. At the bottom of the window, there is a blue bar with the text 'Delete this backup set' on the left and three buttons: 'Save', 'Cancel', and 'Help' on the right.

Pre and post backup command line tools allow you to execute batch file to stop and start an application before and after a backup job, or other command to shutdown the computer when a backup job is complete can be configured.

CloudBacko Pro

My-Windows-Server-...

Reminder

Remind me to backup during Windows log off or shut down  
On

Remind me to backup when last backup is over my tolerance period  
On

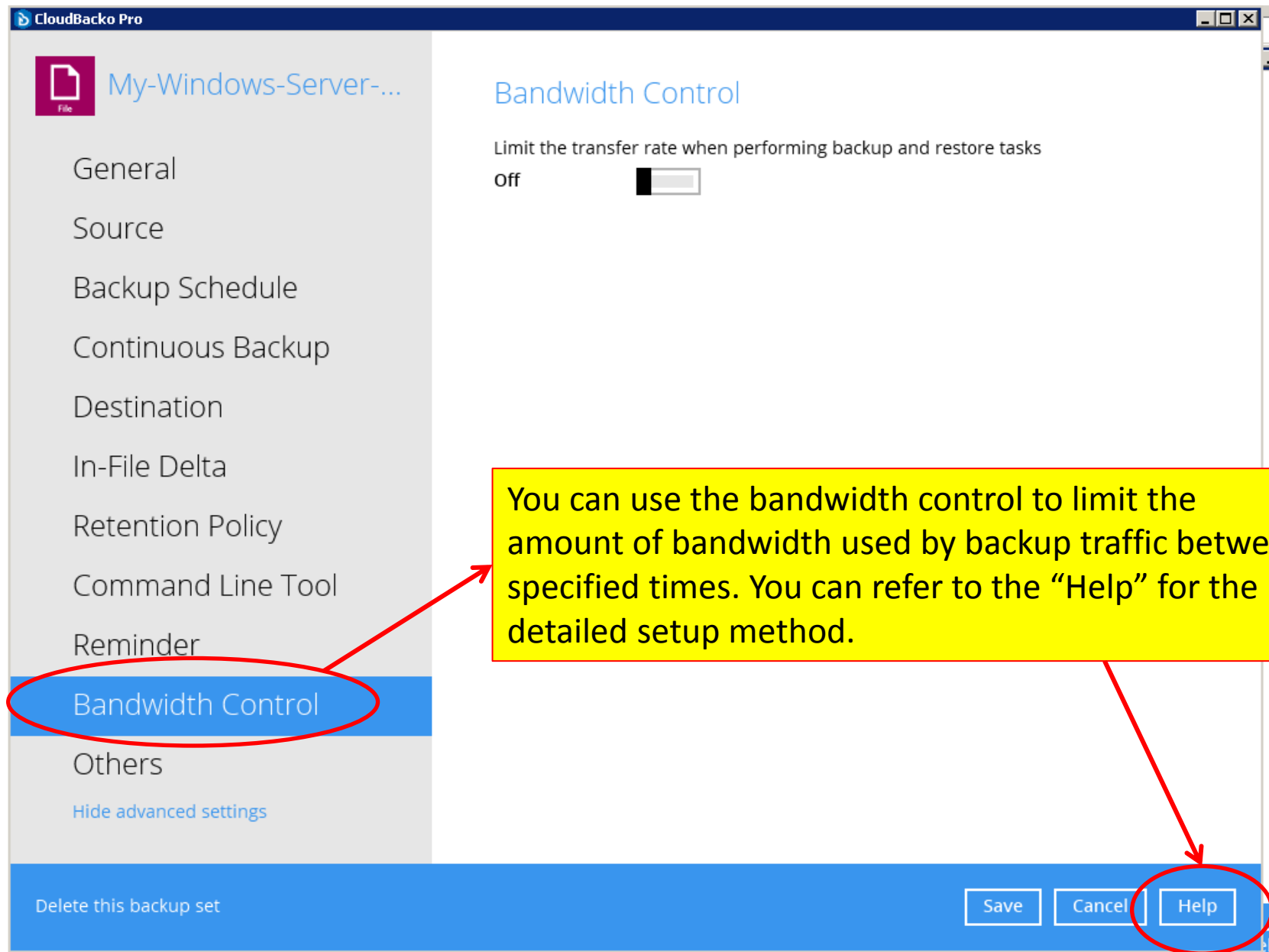
My tolerance period is  
07 days 01 hr

General  
Source  
Backup Schedule  
Continuous Backup  
Destination  
In-File Delta  
Retention Policy  
Command Line Tool  
**Reminder**  
Bandwidth Control  
Others  
[Hide advanced settings](#)

Delete this backup set

Save Cancel Help

By default, 2 reminders are enabled to remind you to backup during Windows log off / shut down, or when your last backup is over your tolerance period. You can change the settings in this page.



You can use the bandwidth control to limit the amount of bandwidth used by backup traffic between specified times. You can refer to the “Help” for the detailed setup method.

Save Cancel Help

CloudBacko Pro

My-Windows-Server-...

- General
- Source
- Backup Schedule
- Continuous Backup
- Destination
- In-File Delta
- Retention Policy
- Command Line Tool
- Reminder
- Bandwidth Control
- Others**
- Hide advanced settings

### Temporary Directory

Temporary directory for storing backup files

C:\Temp\CloudBacko Pro Change

58.19GB free out of total 119.99GB space in C:

Remove temporary files after backup

### Follow Link

Follow link of the backup files

On

### Volume Shadow Copy

Enable Windows' Volume Shadow Copy for open file backup

On

### File Permissions

Backup files' permissions

On

### Compressions

Delete this backup set

Save Cancel Help

In this section, you can configure Temporary Directory, Follow Link, Volume Shadow Copy, File Permissions, Compressions, and view the encryption key.

The screenshot shows the CloudBacko Pro interface. On the left is a navigation pane with options: General, Source, Backup Schedule, Continuous Backup, Destination, In-File Delta, Retention Policy, Command Line Tool, Reminder, Bandwidth Control, and Others (highlighted with a red oval). Below 'Others' is a link for 'Hide advanced settings'. The main area is titled 'Volume Shadow Copy' and contains several settings sections: 'Enable Windows' Volume Shadow Copy for open file backup' (On), 'File Permissions' (Backup files' permissions On), 'Compressions' (Fast (Compressed size larger than normal)), and 'Encryption' (Algorithm AES, Method CBC, Key length 256 bits). At the bottom right, there are 'Save', 'Cancel', and 'Help' buttons, with the 'Help' button circled in red. A yellow callout box with a red arrow points to the 'Help' button.

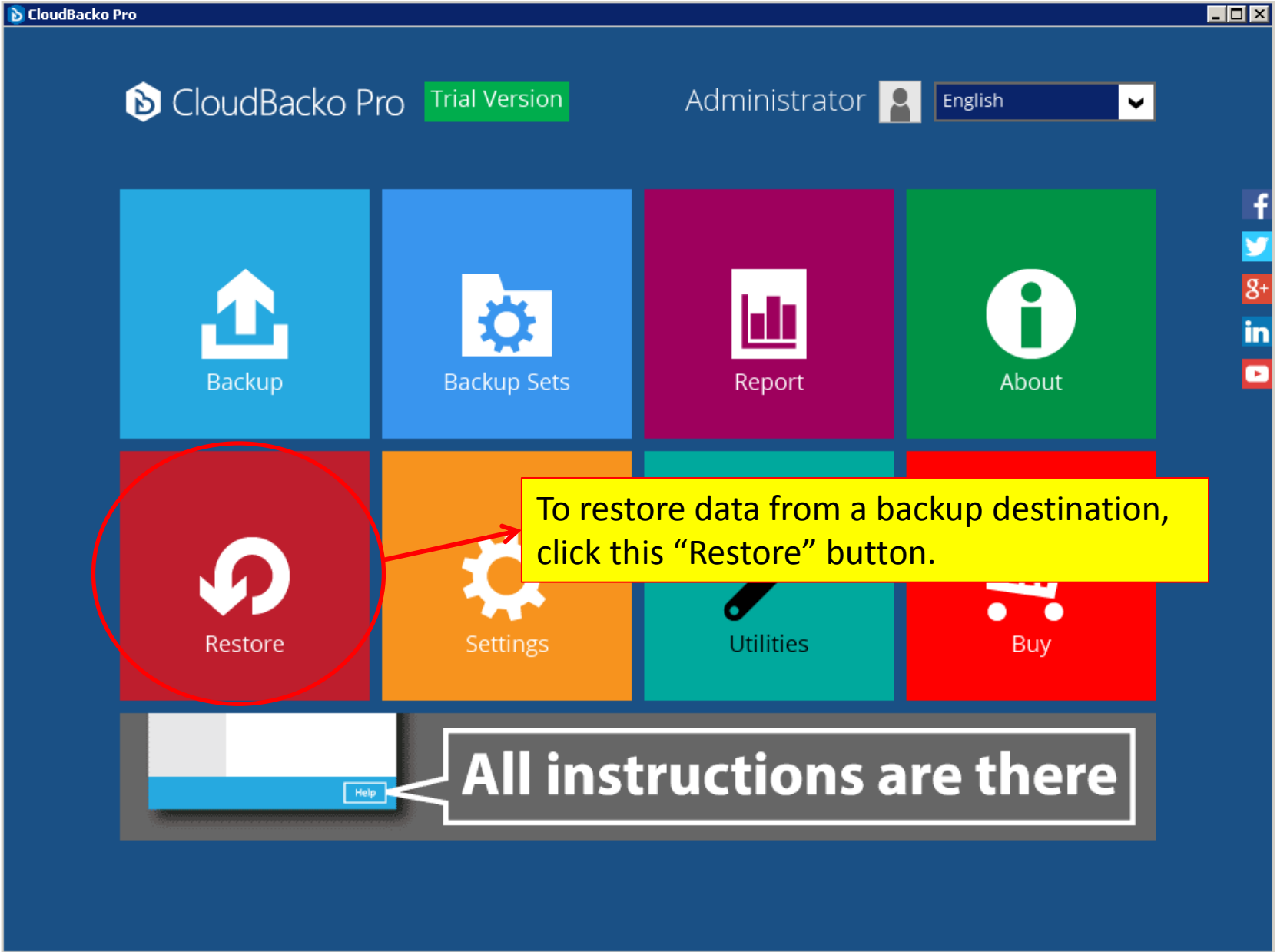
Click the "Help" for how to configure these settings.

Help

# Step 3).

## Restore backup data if your machine is not crashed

- If your machine is not crashed, and you want to restore some data which have been accidentally deleted, or are lost due to other reason, you can simply click the Restore button to restore the backed up data from one of your backup destination.
- If your machine is crashed, follow the steps in Appendix 1 to transfer your CloudBacko software to a new machine, and then restore the backup data from your backup destination.

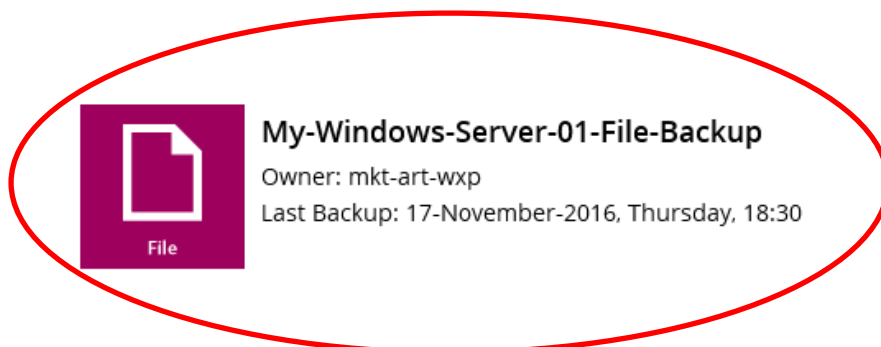



To restore data from a backup destination, click this "Restore" button.

Help **All instructions are there**




# Please Select The Backup Set To Restore




 **My-Windows-Server-01-File-Backup**  
Owner: mkt-art-wxp  
Last Backup: 17-November-2016, Thursday, 18:30

Click on an existing backup set.

# Select The Destination From Which To Restor...

 My-Windows-Server-01-File-Backup

 Local-1  
D:\cloudbacko-pro-demo

 GoogleDrive-1  
Google Account: Cloud Backo

Select one of your backup destinations to restore from.

# Select Your Files To Be Restored

Select what to restore

Choose from files as of job | 2016-11-17 | Latest

Show filter

Name	Size	Date modified
Free Hotmail.url	1 KB	2014-12-04 09:50
Suggested Sites.url	1 KB	2014-12-04 15:24
Web Slice Gallery.url	1 KB	2014-12-04 15:23
desktop.ini	1 KB	2014-12-04 15:23

By default, the first dropdown menu is set to "Choose from files as of job". With this option, you can select the time of backup to restore. Usually, you would just want to select the latest date and latest version to restore.

Search

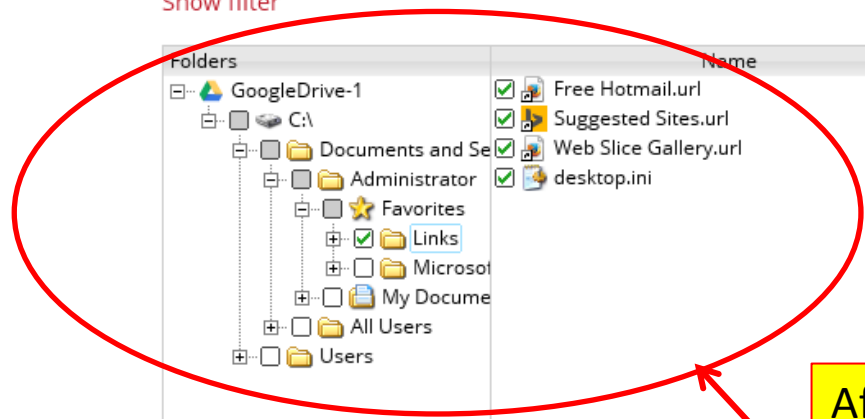
Items per page 50 | Page 1 / 1

# Select Your Files To Be Restored

Select what to restore

Choose from files as of job  Latest

Show filter



After the point in time to restore is selected, in the file explorer, it will show the files and folders with versions at that point in time that are available to restore.

Search

Items per page  Page

# Select Your Files To Be Restored

Select what to restore

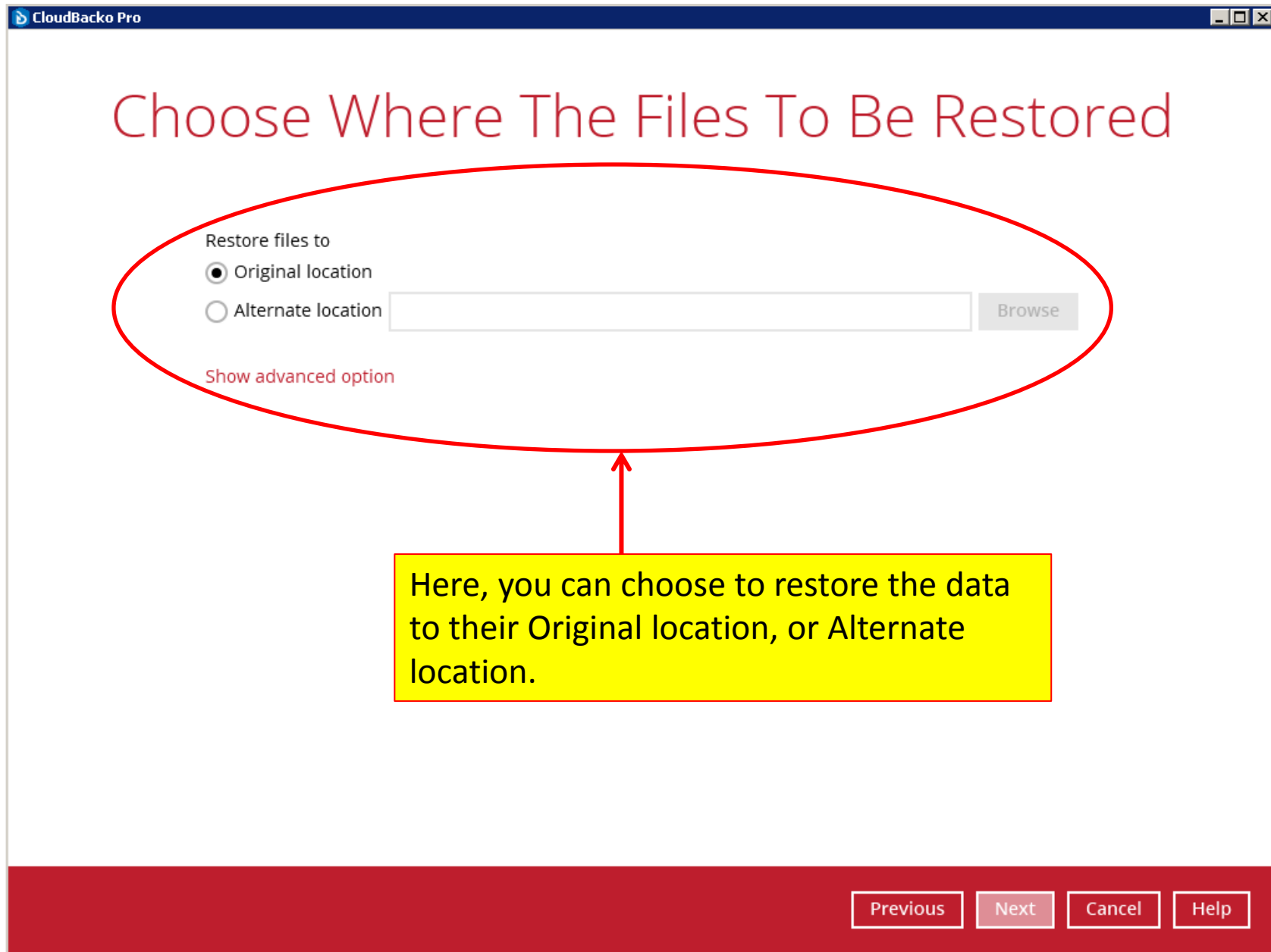
Choose from ALL files

Show filter

Folders	Name			
GoogleDrive-1	Downloads	<input type="checkbox"/>	2 KB	2016-09-23 23:10
C:\	My Music	<input type="checkbox"/>	1 KB	2014-12-04 15:23
Documents and Settings	My Pictures	<input checked="" type="checkbox"/>	5,016 KB	2016-02-24 15:46
Administrator	Default.rdp	<input type="checkbox"/>		
Favorites	desktop.ini	<input type="checkbox"/>	44 KB	2016-07-14 15:50
My Documents	gary-linkedin.png	<input type="checkbox"/>		
All Users	ken_20160714.png	<input type="checkbox"/>		
Users	my-important-notes.txt	<input checked="" type="checkbox"/>	1 KB	2016-11-21 18:55
	my-important-notes.txt	<input checked="" type="checkbox"/>	1 KB	2016-11-21 18:52
	my-important-notes.txt	<input checked="" type="checkbox"/>	0 KB	2016-11-21 18:07
	obm-win-80-127.0.0.1-http.exe	<input type="checkbox"/>	2,944 KB	2016-06-13 12:15
	rs_setup.exe	<input type="checkbox"/>	6,963 KB	2015-12-14 13:51
	user-web-console.png	<input type="checkbox"/>	448 KB	2016-09-29 19:09

If you select "Choose from ALL files" then, all files and their versions will be shown in one view so that you can choose to restore the current and old versions to restore.

E.g. for this "my-important-notes.txt", the latest version is shown in solid black color, and the previous versions are in grey. You can choose to restore them all. After restore, you'll find that the latest version will be with the original file name, while each previous version will be with original name plus a time code in the file name.



CloudBacko Pro

# Choose Where The Files To Be Restored

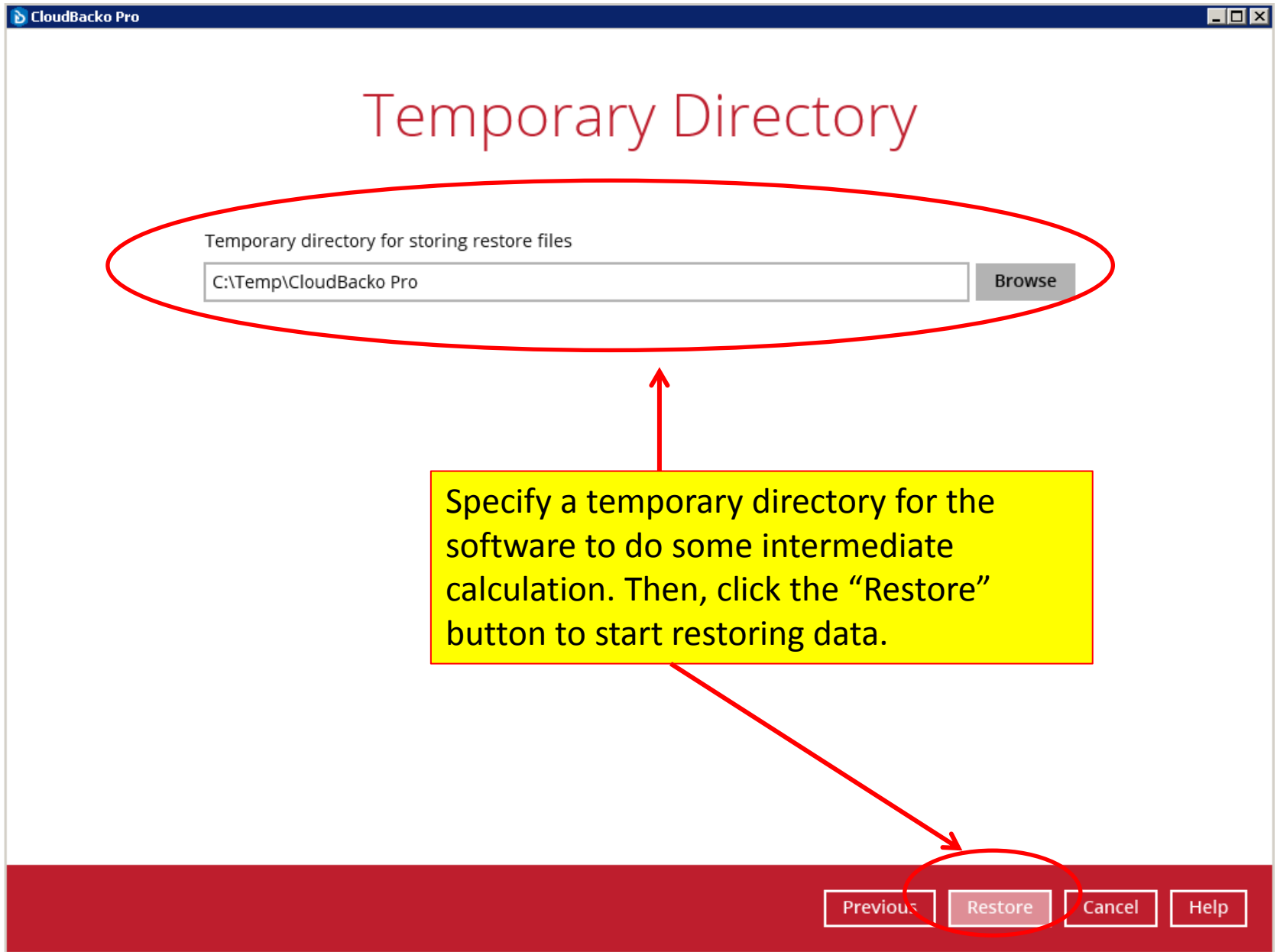
Restore files to

Original location

Alternate location

Show advanced option

**For restoring to Alternate location, specify the path by clicking the "Browse" button.**





# Restore



My-Windows-Server-01-File-Backup



GoogleDrive-1 (Google Account: Cloud Backo)

✓ Restore Completed Successfully

Estimated time left	0 sec
Restored	672 (4 files)
Elapsed time	21 sec
Transfer rate	248bit/s



Wait for the restoration to complete, and the data will be available in your specified restore folder.

## Step 4). Read the reports

- CloudBacko provides you with Backup, Restore, Usage, and Purchase reports that you can check within the software.

CloudBacko Pro Administrator English

Backup Backup Sets Report About

Restore Settings Help Logout

To read CloudBacko's reports, click this "Report" button.

Help All instructions are there

# Report

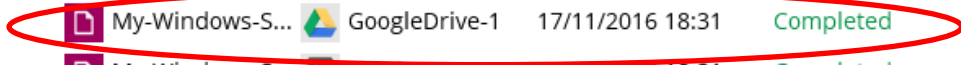
- Backup
- Restore
- Usage
- Purchase

## Backup Report

From: 11 Nov 2016 To: 18 Nov 2016

Backup set	Destination	Completion	Status
My-Windows-S...	GoogleDrive-1	17/11/2016 18:31	Completed
My-Windows-S...	Local-1	17/11/2016 18:31	Completed
My-Windows-S...	GoogleDrive-1	17/11/2016 18:08	Completed
My-Windows-S...	Local-1	17/11/2016 17:57	Completed

No. of records per page: 50 Page: 1 / 1



Each row contains 1 report for a specific job, e.g. a backup job. You can click on each row to view a summary.

# Report

- Backup
- Restore
- Usage
- Purchase

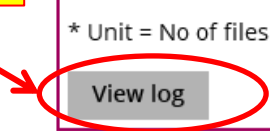
## Backup Report

From: 11 Nov 2016 To: 18 Nov 2016

Backup set	Destination	Completion	Status
<b>Expanded Summary View:</b>			
Backup set	My-Windows-Server-01-File-Backup		
Destination	GoogleDrive-1		
Job	2016-11-17, 18:30:00		
Time	2016-11-17, 18:30:00 - 18:31:28 (CST)		
Status	✓ Completed successfully		
New files *	0		
Updated files *	0		
Attributes Changed Files *	0		
Moved files *	0		
Deleted files *	0		
* Unit = No of files [Total zipped size / Total unzipped size (compression ratio)]			
<input type="button" value="View log"/>			
<b>Main Table:</b>			
My-Windows-S...	Local-1	17/11/2016 18:31	Completed
My-Windows-S...	GoogleDrive-1	17/11/2016 18:08	Completed
My-Windows-S...	Local-1	17/11/2016 17:57	Completed

No. of records per page: 50 Page: 1 / 1

This is the expanded summary view of a row. You can click the "View log" button to view the detailed log for this job.



CloudBacko Pro

# Report

- Backup
- Restore**
- Usage
- Purchase

## Restore Report

From: 11 Nov 2016 To: 18 Nov 2016

Backup set	Destination	Job	Status
My-Windows-S...	GoogleDrive-1	Today 11:07	Completed

No. of records per page: 50 Page: 1 / 1

This section contains the Restore reports.

# Report

- Backup
- Restore
- Usage**
- Purchase

## Usage

Select a destination  
D:\cloudbacko-pro-demo

Select a backup set  
My-Windows-Server-01-File-Backup

From: 11 Nov 2016 To: 18 Nov 2016

Date	Usage
2016-11-11	0
2016-11-12	0
2016-11-13	0
2016-11-14	0
2016-11-15	0
2016-11-16	0
2016-11-17	4,000
2016-11-18	4,000

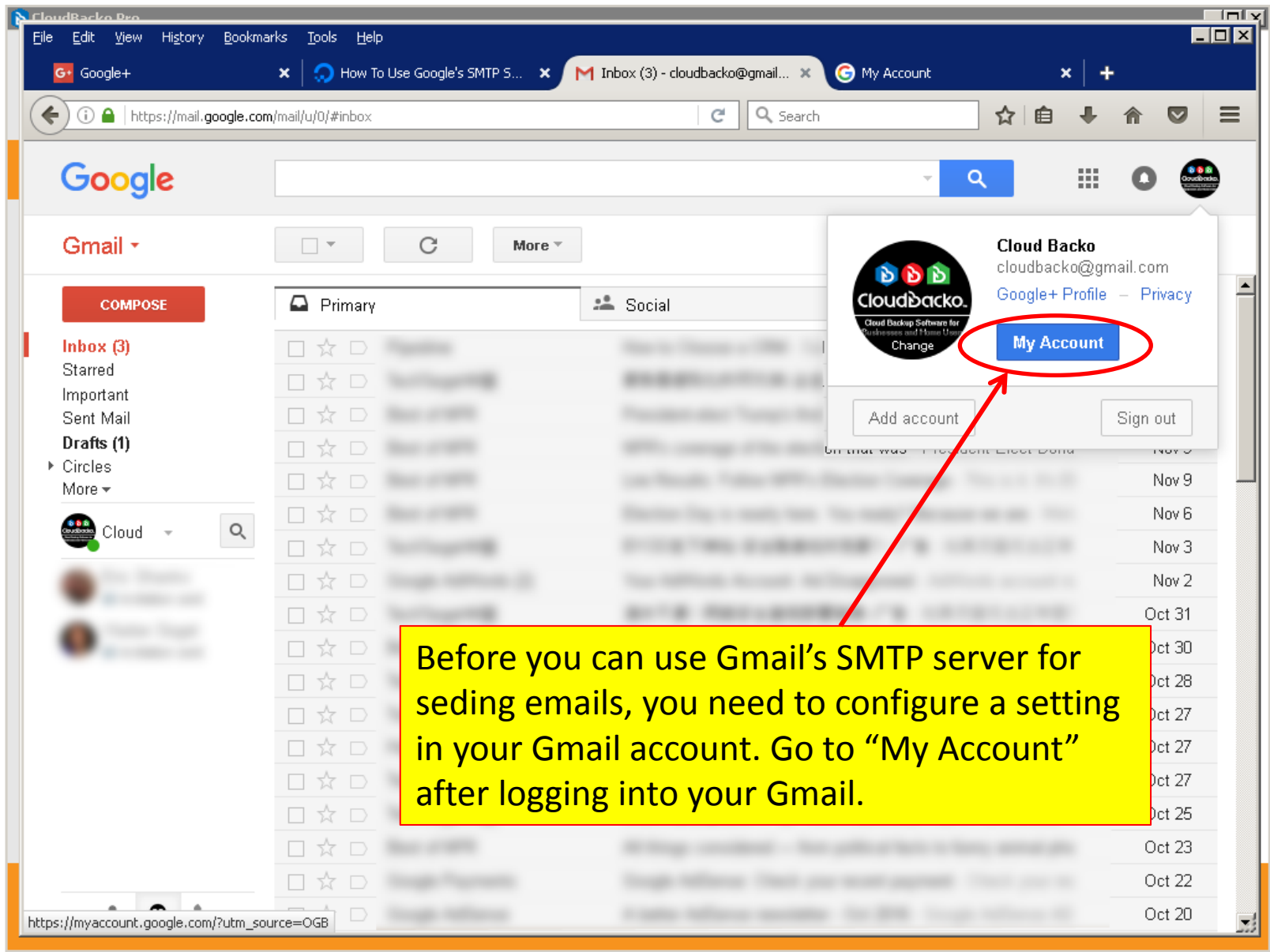
Show total capacity and used space

This section contains the storage Usage reports. You can select a destination, a backup set, and the time period to check the storage usage.

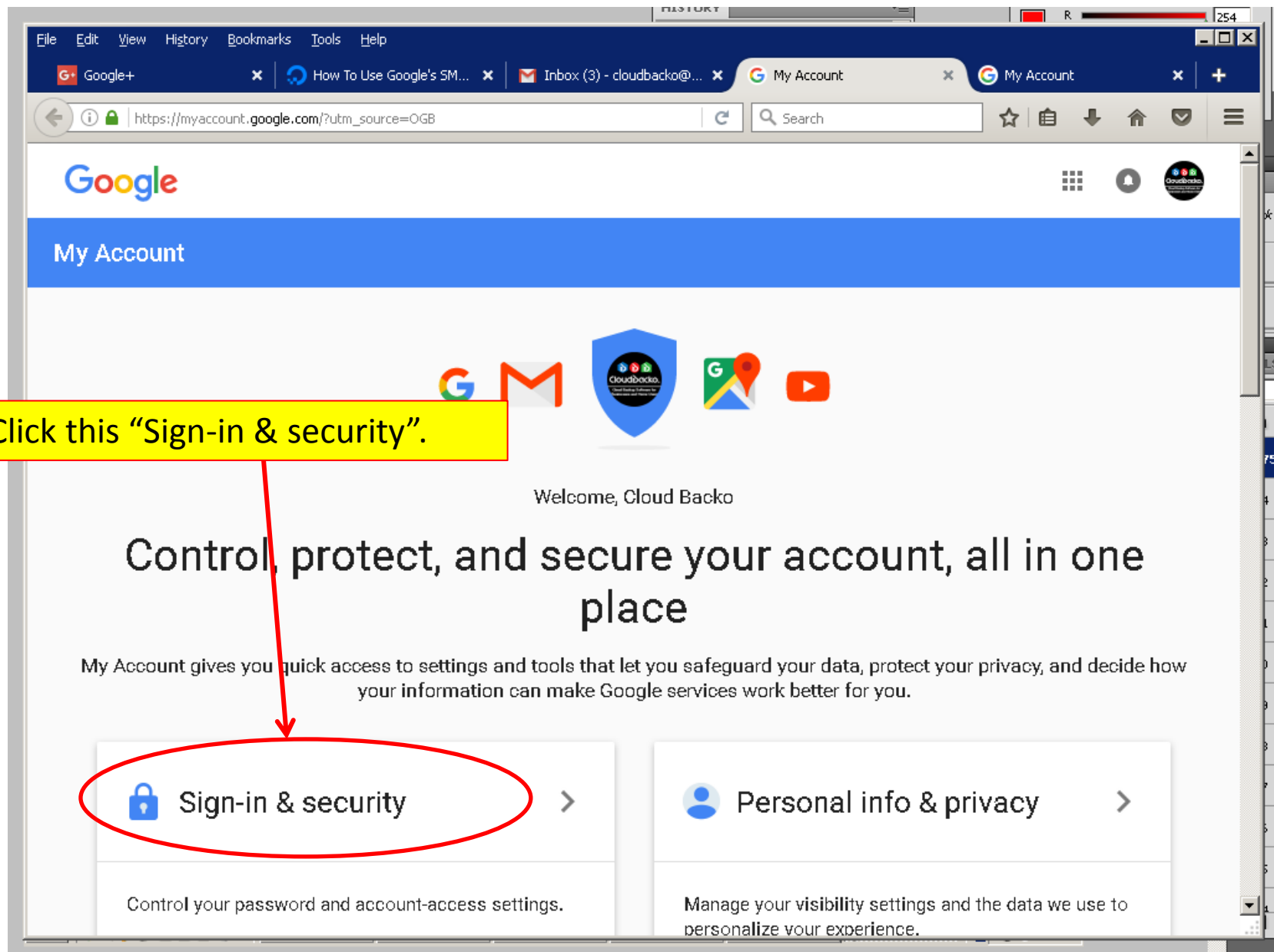
## Step 5). Email reports

- CloudBacko can send you reports and alerts by emails if you specify SMTP info in the software.
- You can use Gmail's free SMTP server for sending the email reports and alerts.

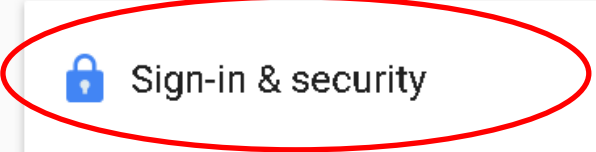


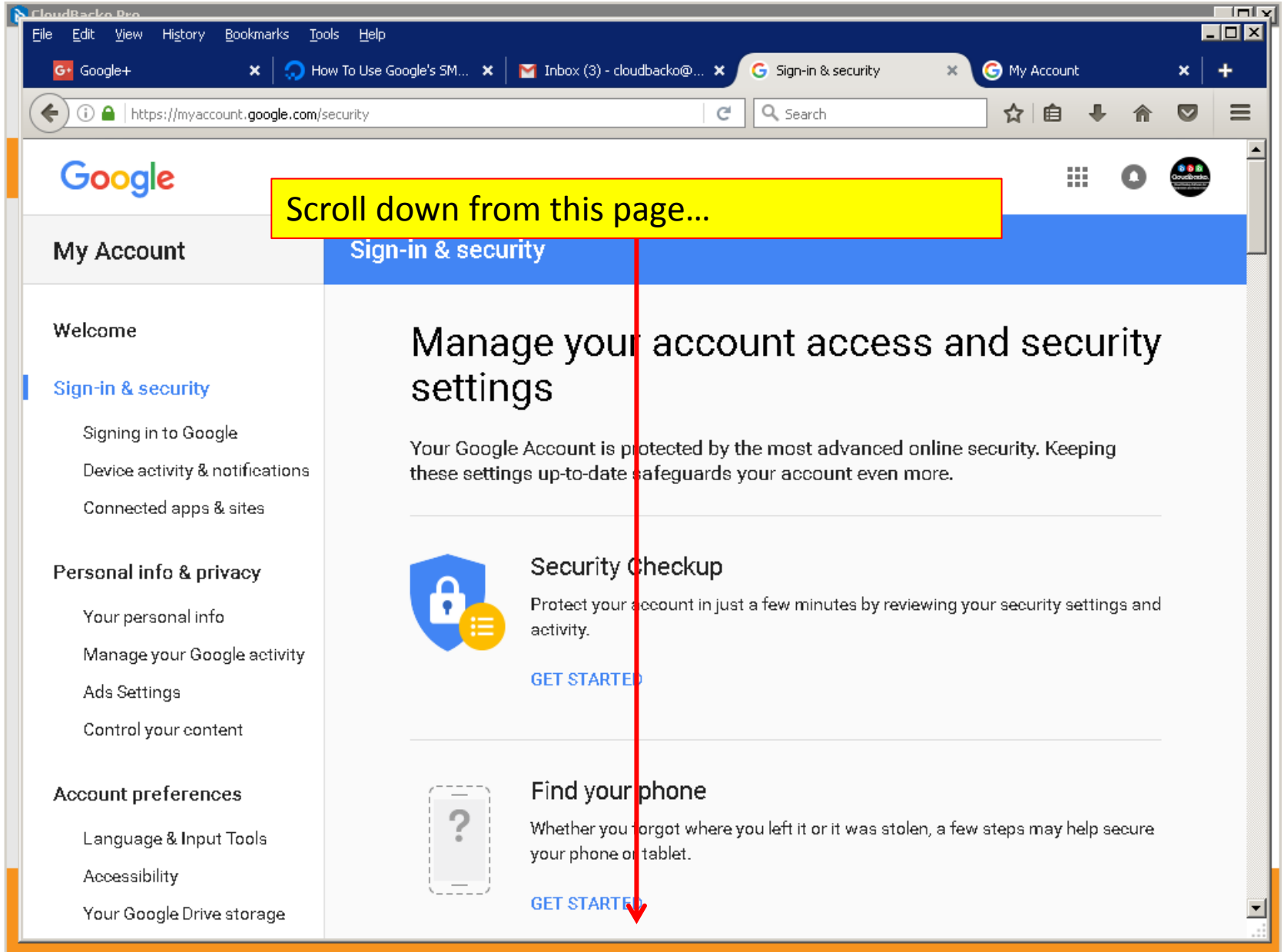


Before you can use Gmail's SMTP server for sending emails, you need to configure a setting in your Gmail account. Go to "My Account" after logging into your Gmail.



Click this "Sign-in & security".





Scroll down from this page...



### Security Checkup

Protect your account in just a few minutes by reviewing your security settings and activity.

[GET STARTED](#)



### Find your phone

Whether you forgot where you left it or it was stolen, a few steps may help secure your phone or tablet.

[GET STARTED](#)

The image shows a browser window displaying the Google My Account 'Sign-in & security' page. The browser's address bar shows the URL <https://myaccount.google.com/security#activity>. The page has a blue header with the text 'Sign-in & security'. On the left, there is a navigation menu with sections: 'My Account', 'Welcome', 'Sign-in & security' (highlighted), 'Personal info & privacy', and 'Account preferences'. The main content area features a toggle switch for 'Allow less secure apps: ON', which is circled in red. Below this, a text box explains that non-Google apps use less secure sign-in technology. A yellow callout box with a red border and an arrow pointing to the toggle contains the text: 'Enable this "Allow less secure apps" feature. Job done in Gmail.' To the right of the text box is a link 'Check your privacy settings' with a right-pointing arrow. At the bottom, there is a graphic of a smartphone with a lock icon and icons for YouTube, Chrome, and Gmail, followed by the text 'Your security comes first in everything we do.' and a 'LEARN MORE' link.



Enable this "Allow less secure apps" feature.  
Job done in Gmail.

[Check your privacy settings](#) →



Your security comes first in everything we do.

[LEARN MORE](#)

CloudBacko Pro Administrator English

Backup Backup Sets Report About

Restore Settings Utilities Buy

Help

**All instructions are there**

To configure email report settings, click this "Settings" button.

The screenshot shows the CloudBacko Pro settings interface. On the left, a sidebar lists settings: Proxy, Email Report (highlighted with an orange bar and a red circle), Windows Event Log, Software Update, License, and Password Lock. The main area is titled 'Email Report' and contains the text 'Send backup related report to me through email' above a toggle switch. The toggle is currently in the 'off' position, also circled in red. A red arrow points from a yellow callout box below to the toggle. At the bottom right, there are three buttons: Save, Cancel, and Help.

CloudBacko Pro

# Settings

Proxy

**Email Report**

Windows Event Log

Software Update

License

Password Lock

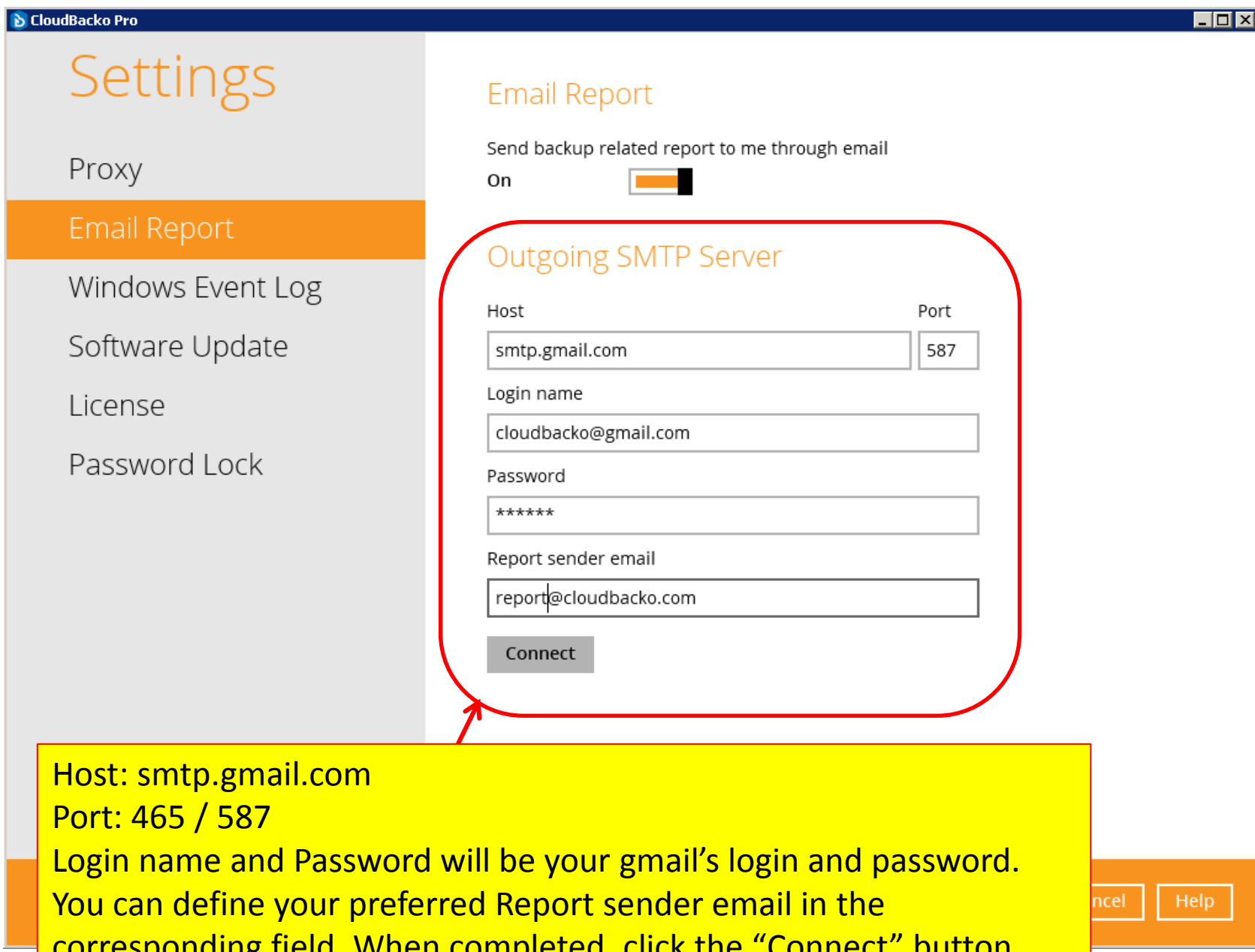
## Email Report

Send backup related report to me through email

off

In Email Report, enable this feature.

Save Cancel Help



Host: smtp.gmail.com

Port: 465 / 587

Login name and Password will be your gmail's login and password. You can define your preferred Report sender email in the corresponding field. When completed, click the "Connect" button.

**Settings**

Proxy

**Email Report**

Windows Event Log

Software Update

License

Password

### Email Report

Send backup related report to me through email  
On

### Outgoing SMTP Server

Host	Port
smtp.gmail.com	587

Login name

Report sender email

report@cloudbacko.com

✓ Successfully connected

### Email Address

Send reports to these emails

Save Cancel Help

If CloudBacko can successfully connect to Gmail's SMTP server, this "Successfully connected" status will be shown here.



The screenshot shows the 'Settings' page in CloudBacko Pro. The left sidebar contains navigation options: Proxy, Email Report (highlighted), Windows Event Log, Software Update, License, and Password Lock. The main content area is titled 'Email Report' and includes the following fields and sections:

- Login name:** cloudbacko@gmail.com
- Password:** masked with asterisks
- Report sender email:** report@cloudbacko.com
- Status:** Successfully connected (with a green checkmark)
- Email Address:** Send reports to these emails: cloudbacko@gmail.com (circled in red)
- Action:** Send test email button
- Reports to Receive:** A list of report types with checkboxes and dropdown menus for scheduling:
  - Backup Error/Warning Report (dropdown: at 23:59 on the day when there are error...)
  - Missed Backup Report when b... (dropdown: at 23:59 on the day when there are errors or war...)
  - Storage Alert Report (dropdown: when available space is under 50%) (dropdown: at 23:59 on the day when there...)

At the bottom right, there are buttons for 'Cancel' and 'Help'.

Here, enter the email address(es) to receive the email reports. You can enter multiple emails, separated by semi-colon (;). Then, click "Send test email" to make sure it works.

cloudbacko@gmail.com

Backup Error/Warning Report at 23:59 on the day when there are error...  
 Missed Backup Report when b... at 23:59 on the day when there are errors or war...  
 Storage Alert Report when available space is under 50% at 23:59 on the day when there...

Lastly, select which report(s) you want to receive.

CloudBacko Pro

# Settings

- Proxy
- Email Report**
- Windows Event Log
- Software Update
- License
- Password Lock

Login name  
cloudbacko@gmail.com

Password  
\*\*\*\*\*

Report sender email  
report@cloudbacko.com

✔ Successfully connected

## Email Address

Send reports to these emails  
cloudbacko@gmail.com

Send test email

## Reports to Receive

- Backup Error/Warning Report at 23:59 on the day when there are error... ▾
- Missed Backup Report when backup missed for 3 ▾ days
- Storage Alert Report when available space is under 50% ▾

Save Cancel Help

CloudBacko Pro

# Settings

- Proxy
- Email Report**
- Windows Event Log
- Software Update
- License
- Password Lock

Login name  
cloudbacko@gmail.com

Password  
\*\*\*\*\*

Report sender email  
report@cloudbacko.com

✓ Successfully connected

## Email Address

Send reports to these emails  
cloudbacko@gmail.com

Send test email

## Reports to Receive

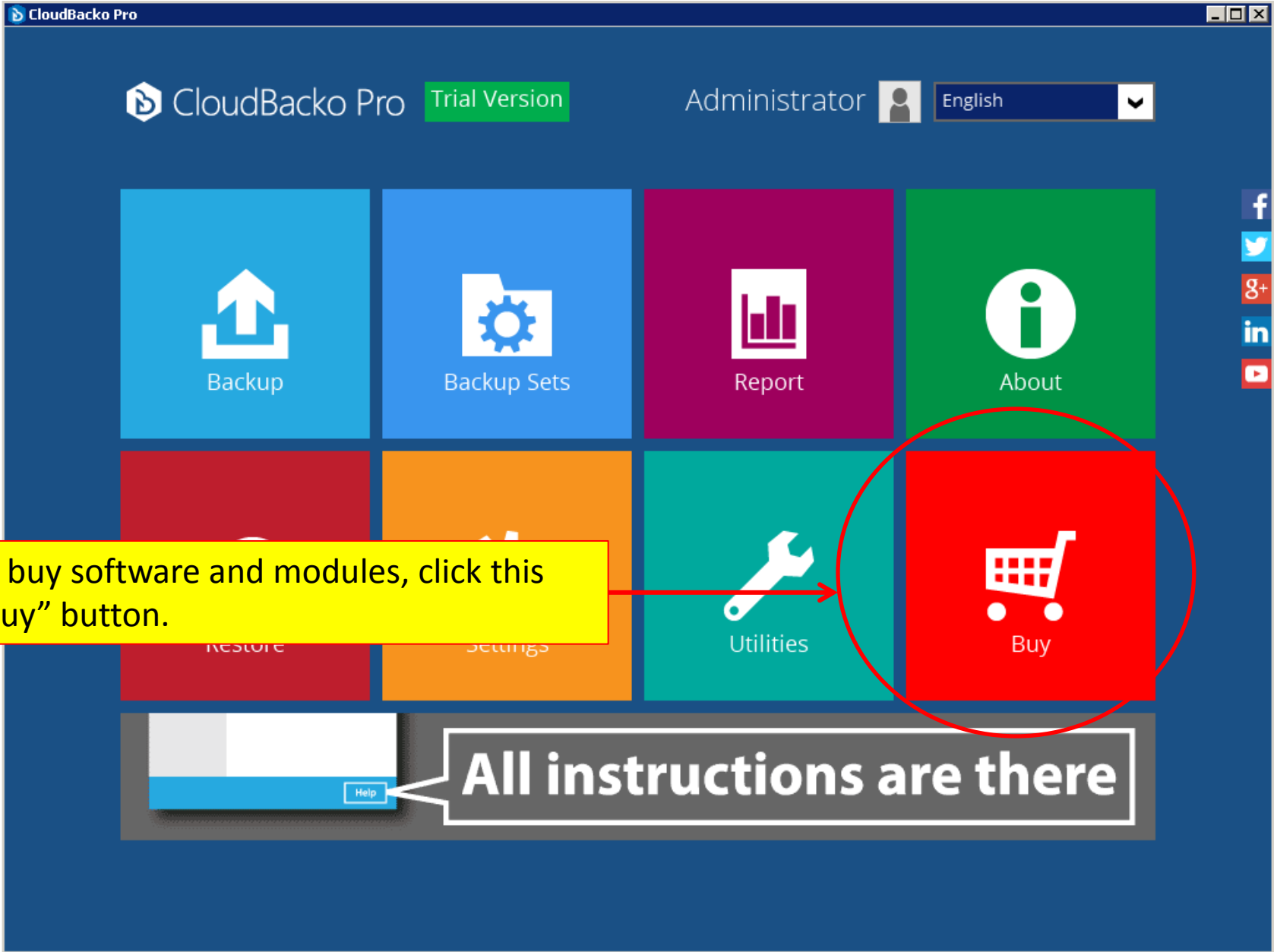
- Backup Error/Warning Report at 23:59 on the day when there are error... ▾
- Missed Backup Report when backup missed for 3 ▾ days
- Storage Alert Report when available space is under 50% ▾
  - when available space is under 50%
  - when available space is under 40%
  - when available space is under 30%
  - when available space is under 20%

Cancel Help

## Step 6).

# Buy software and modules after trial


- After the 30 days trial period, you can purchase the CloudBacko software and useful modules within the software.



To buy software and modules, click this "Buy" button.

All instructions are there

## Order Details

Description	Unit Price	Qty.	Amount
 CloudBacko™ Pro Basic Software	US\$49.00	1	US\$49

Coupon code

Total : US\$49

[Modify quantities](#)

The software and modules that you have used during the trial period will be listed here. If you want to purchase other modules that are not listed, click the "Modify quantities" link.

Modify quantities

CloudBacko Pro

# Payment Information

Paid by  
Credit Card ▼

Card Information

Card type  
Master Card ▼

Card number Security code  
[Redacted] [Redacted]

First name Last name  
RONNIE CHAN

Expiry date  
11 ▼ 2020 ▼

Previous Next Cancel

By default, Credit Card is selected as the payment type. You can also select TT here, and then pay by wire transfer.

CloudBacko Pro

## Contact Information

Contact person

Email for receiving receipt

Company name (optional)

VAT number (optional)

### Address

Street line 1

Street line 2 (optional)

City

Previous Next Cancel


Enter your contact information in this page. Please enter correct email address so that our system can send you the receipt after purchase.



CloudBacko Pro

# Order Summary

## Items

Description	Unit Price	Qty.	Amount
 CloudBacko™ Pro Basic Software	US\$49.00	1	US\$49

Total : US\$49

## Contact Information

Contact person Ronnie Chan  
Email cloudbacko@gmail.com  
Company name CloudBacko Corporation  
Address 28/F Ford Glory Plaza, 37 Wing Hong Street, Lai Chi Kok, Kowloon, 000000, Hong Kong

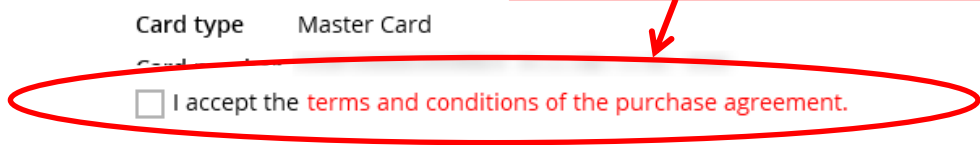
## Payment Method

Paid by Credit Card  
Card type Master Card

I accept the [terms and conditions of the purchase agreement](#).

Previous Confirm Cancel


Read the terms and conditions by clicking the link here. Check the checkbox to proceed with the purchase.



CloudBacko Pro

# Order Summary

## Items

Description	Unit Price	Qty.	Amount
 CloudBacko™ Pro Basic Software	US\$49.00	1	US\$49

Total : US\$49

## Contact Information

Contact person Ronnie Chan  
Email cloudbacko@gmail.com  
Company name CloudBacko Corporation  
Address 28/F Ford Glory Plaza

## Payment Method

Paid by Credit Card  
Card type Master Card  
Card number [blurred]  
 I accept the [terms and conditions of the purchase agreement.](#)

After clicking the "Confirm" button, the order will be processed. Upon successful payment, your license will be updated automatically from Trial to Paid. Also, a receipt will be emailed to your registered email address.

Previous **Confirm** Cancel

# Appendix 1).

## Restore data if your machine is crashed (works for Paid License only)

If your original machine is crashed, you can restore your backup data from a new machine through these steps:

1. Before your original machine is crashed, keep your License Key accessible, i.e. save the License Key securely outside your original machine. Please refer to instruction how to locate your license key:  
<https://forum.cloudbacko.com/viewtopic.php?f=31&t=297>
2. After your machine is crashed, install CloudBacko on your new machine.
3. Activate CloudBacko on your new machine with your License Key using these steps:  
<https://forum.cloudbacko.com/viewtopic.php?f=31&t=295>
4. Go to your “Backup destination > CloudBacko > settings” folder, and download the latest “.cgz” file to your new machine.
5. Import the downloaded “.cgz” Cloudbacko settings into your newly installed CloudBacko software through:  
[Utilites]>[Ex/Import Settings]>[Import Now]
6. Your backup sets created on your previous machine will be available for restore on the new machine.

# Appendix 2).

## Uninstall from Mac OS X

If you want to uninstall your CloudBacko Pro from your Mac OS X, please refer to the steps here: <https://forum.cloudbacko.com/viewtopic.php?f=58&t=846&p=3465>

Thank you!