

Backup and Restore Files

Contents

1. Preconditions	2
2. How to backup files	3
2.1. Choose target folder	3
2.2. Select files and folders to backup from the source drive	6
2.3. Start backup process	9
3. How to restore files from backup copy	12
3.1. Choose destination folder	12
3.2. Select files to restore from the source drive	14
3.3. Start restore process	17

1. Preconditions

This volume of Emergency Boot Kit user guide should be read after “Introduction to File Manager” volume of Emergency Boot Kit user guide (https://www.prime-expert.com/embootkit/user_guide/embootkit_file_intro.pdf).

You should know how to navigate in the file system, how to change drive in File Manager panels and how to select files and folders.

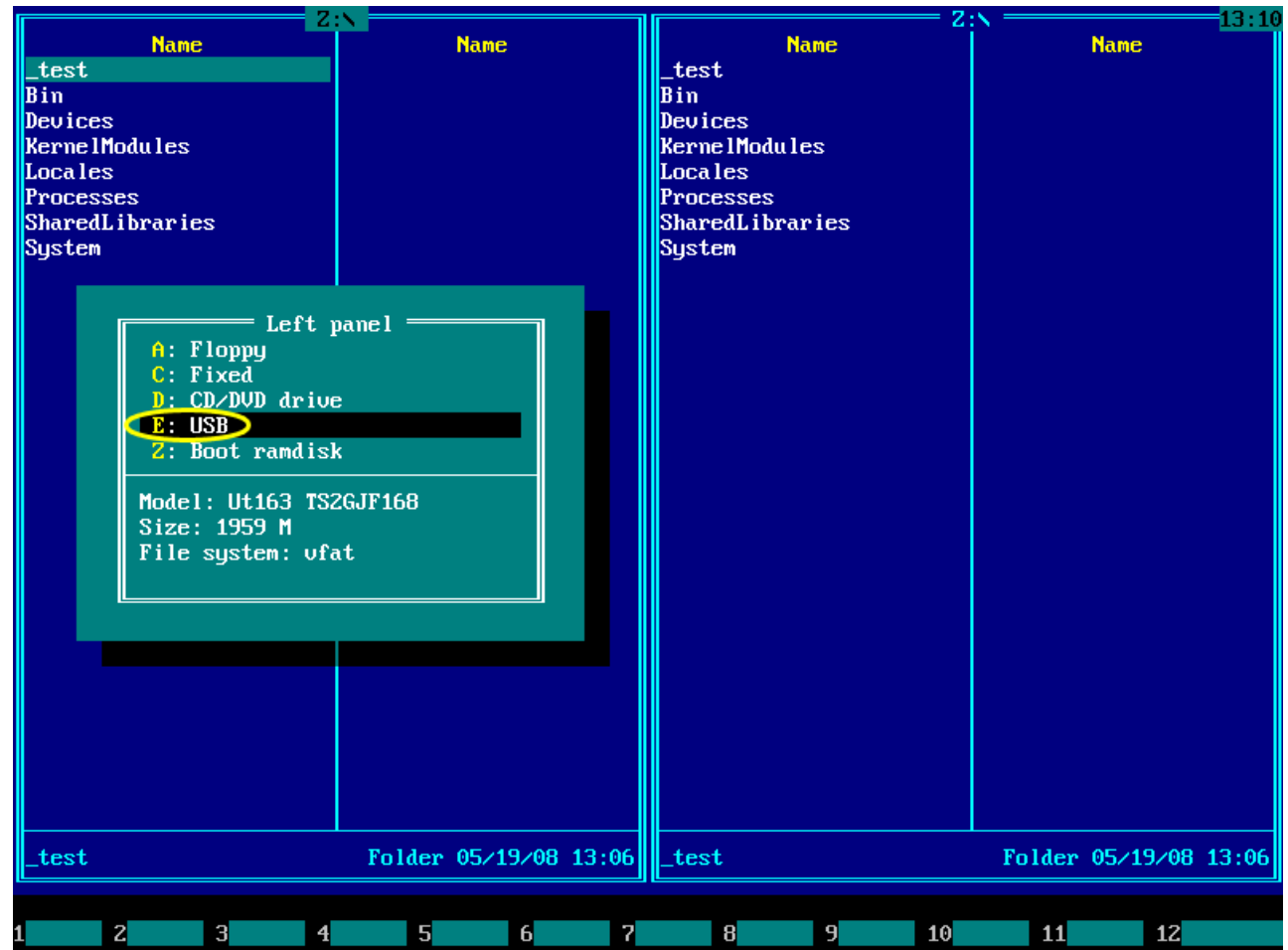
2. How to backup files

2.1. Choose target folder

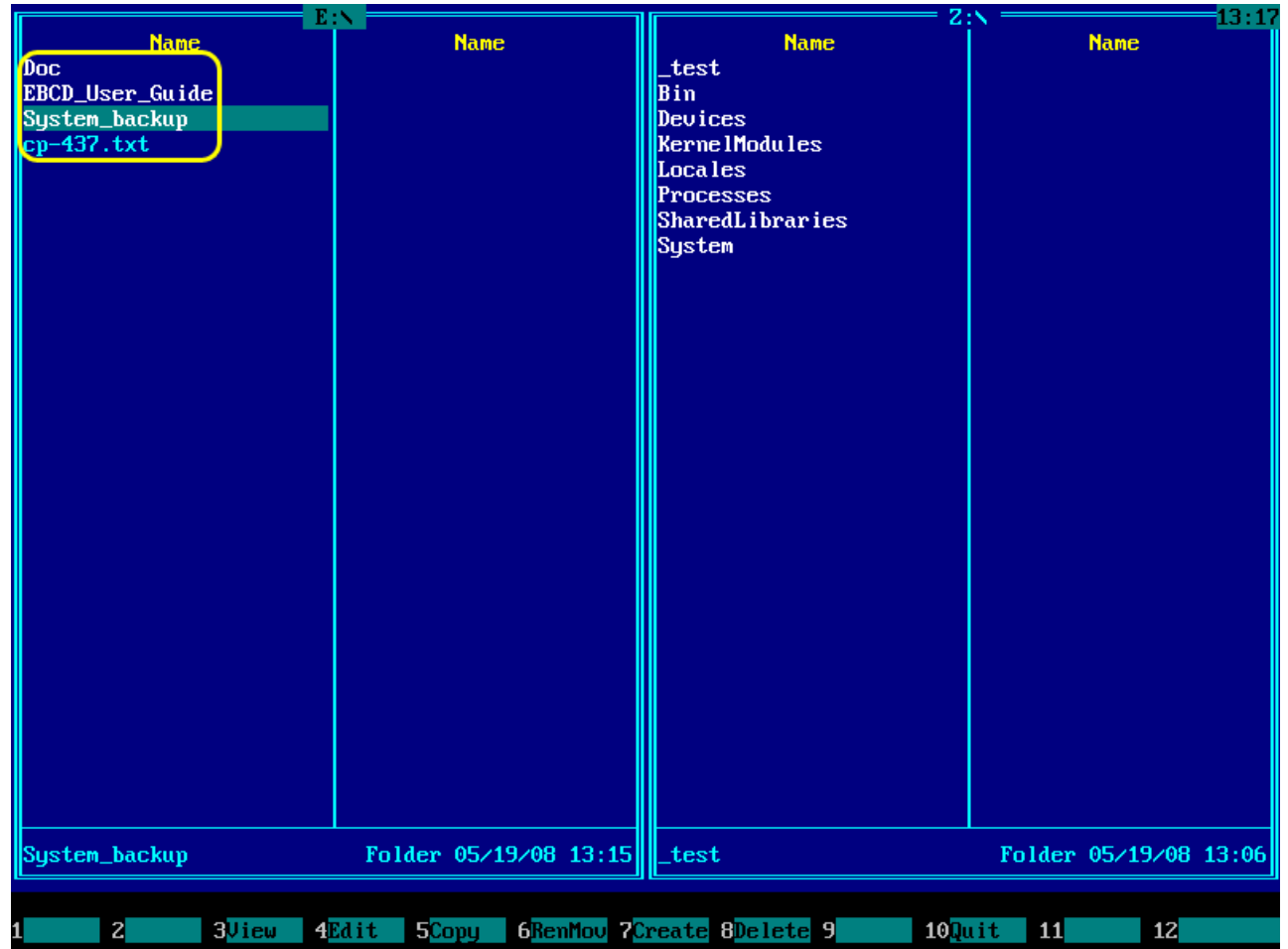
Open the drive you are going to backup to, in the one of file manager panels. To do this, press **Alt+F1** key.

In popup window choose desired drive using **↑** and **↓** keys, followed by **Enter** key; or by clicking it.

Screenshot shows choosing of drive E: (USB thumbdrive).



Left panel should display contents of chosen drive.
In this example, it shows contents of drive E:



If target folder already exists, enter it in the File Manager (using $\uparrow \downarrow$ **Enter** keys). If that folder is non-empty, delete its contents (using **F8** key) or use a different folder to store backup files.

If target drive does not yet contain a folder for backup files, you may create it using **F7** key.

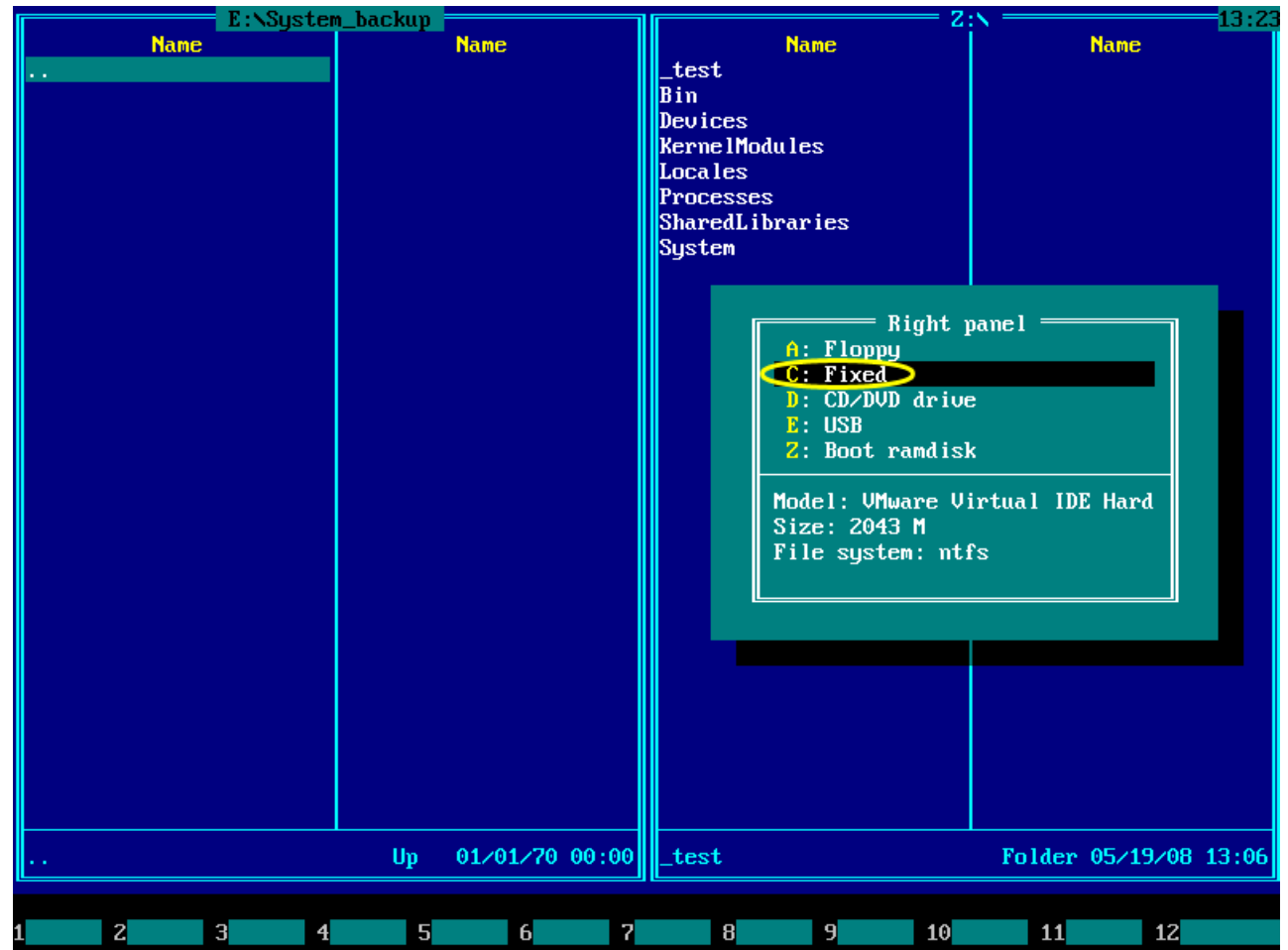


2.2. Select files and folders to backup from the source drive

In another panel of the File Manager, choose source drive for backup. Press **Alt+F2** to do this.

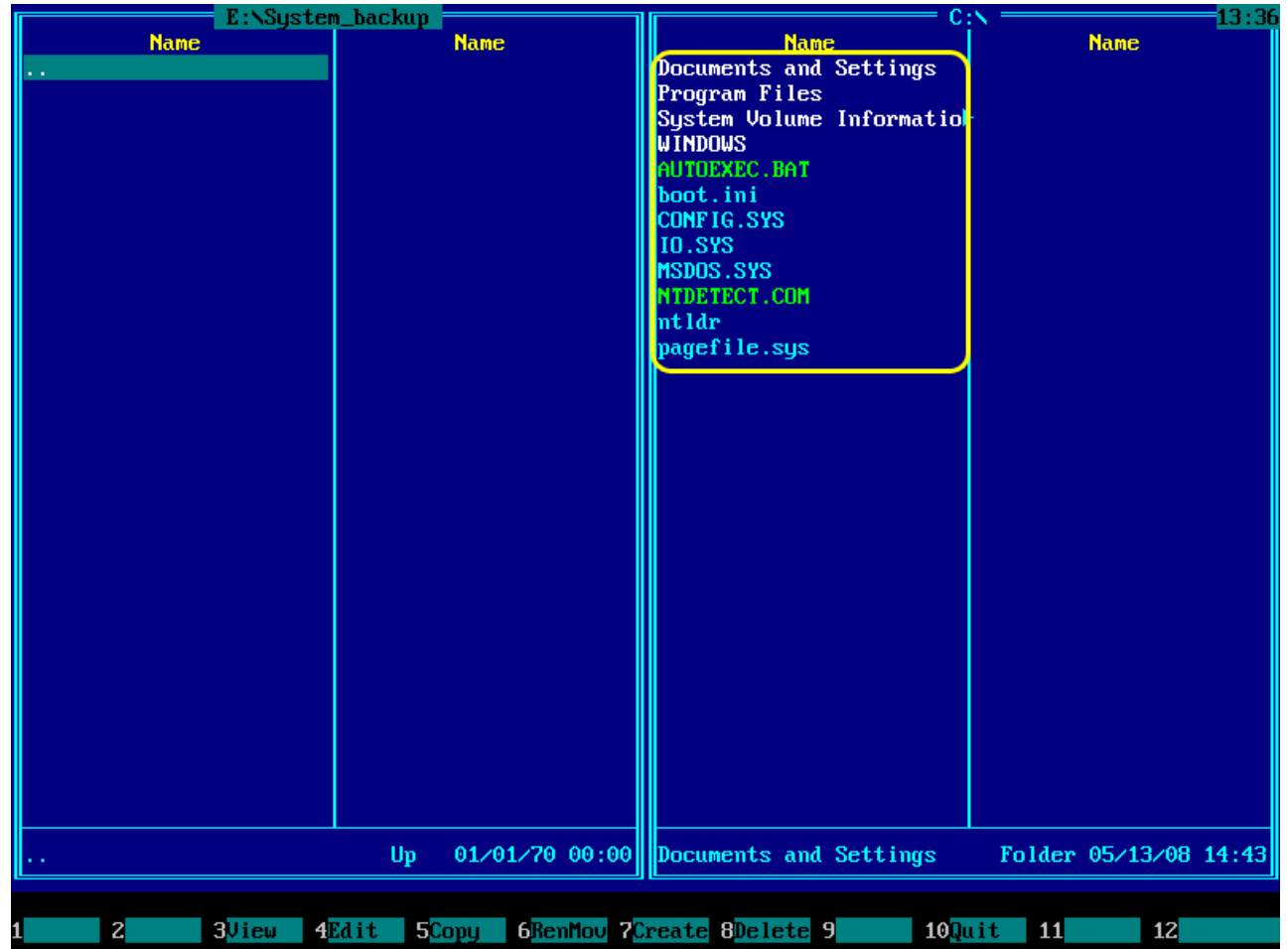
In popup window choose desired drive using **↑** and **↓** keys followed by **Enter**; or by clicking it.

Screenshot shows choosing of drive C:.



2.2. Select files and folders to backup from the source drive

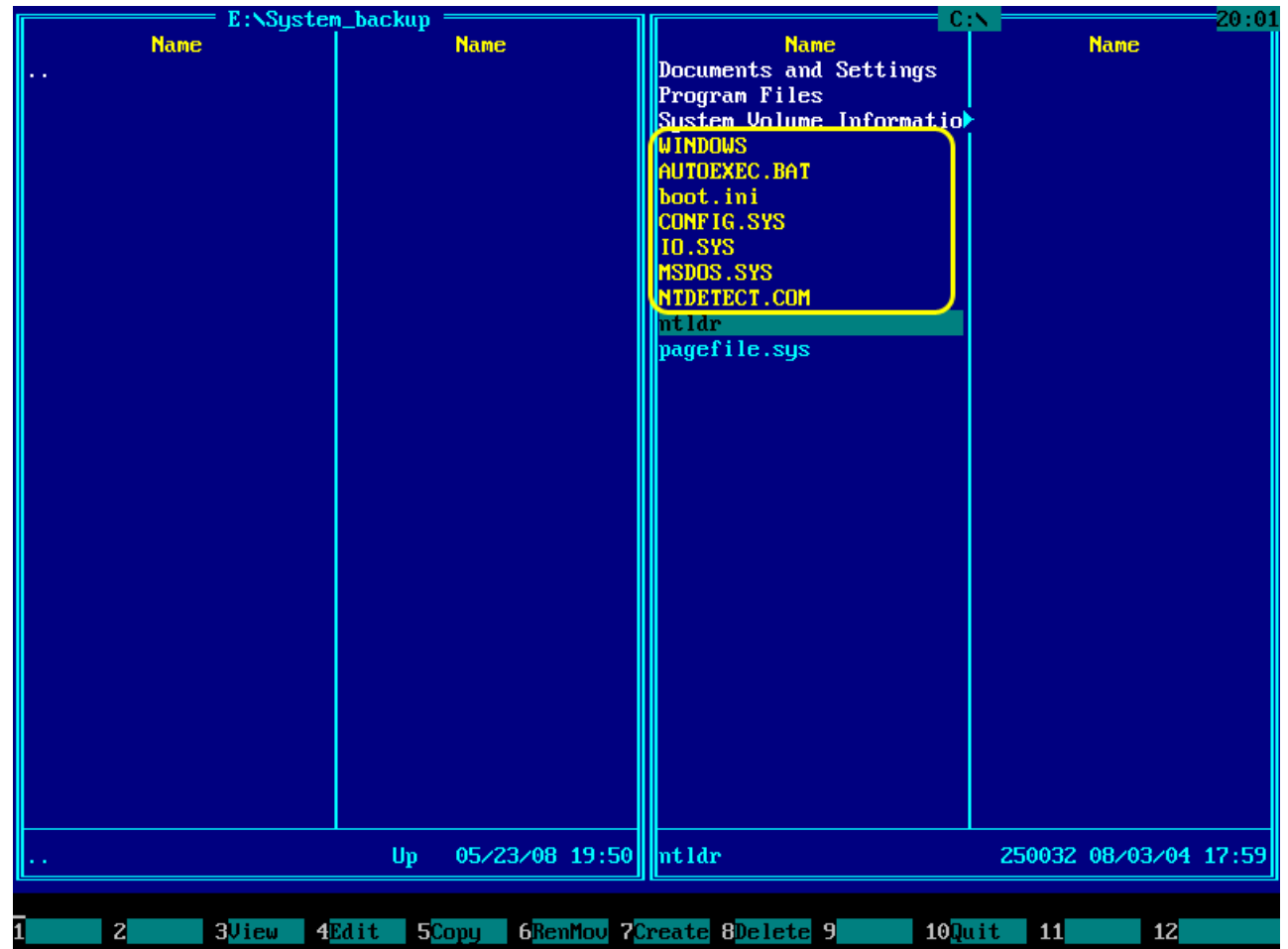
Right panel shows contents of chosen drive.



2.2. Select files and folders to backup from the source drive

Select files to backup using ↑, ↓ and **Insert** keys.
Also you may select/deselect files by wildcard like
*.txt using **grey+** and **grey-** keys.

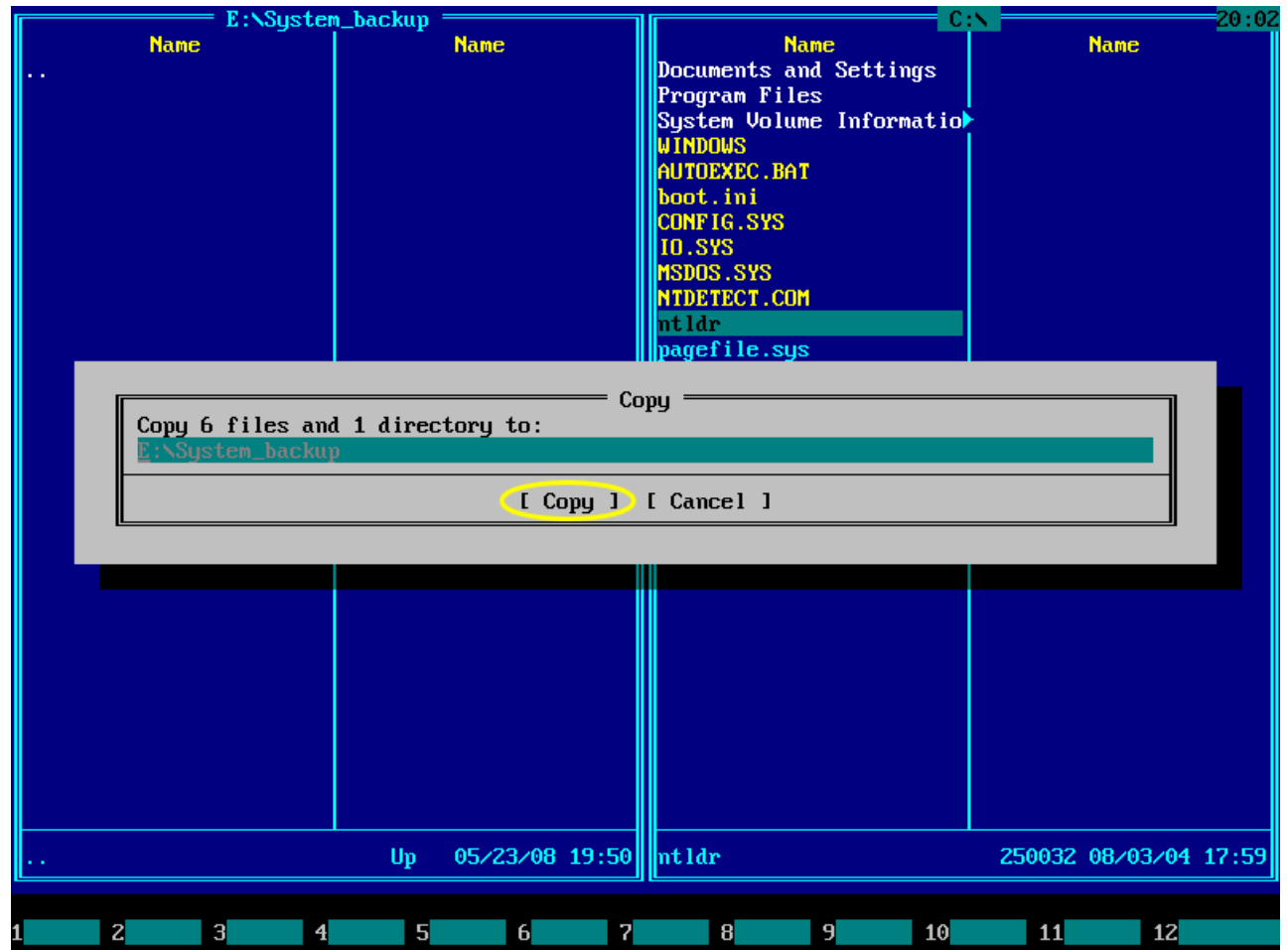
In example screenshot, right panel shows selected
files, ready for backup.



2.3. Start backup process

To copy selected files and folders (right panel of file manager in this example) to destination folder on the backup drive (left panel in this example) press **F5** key, while right panel is active.

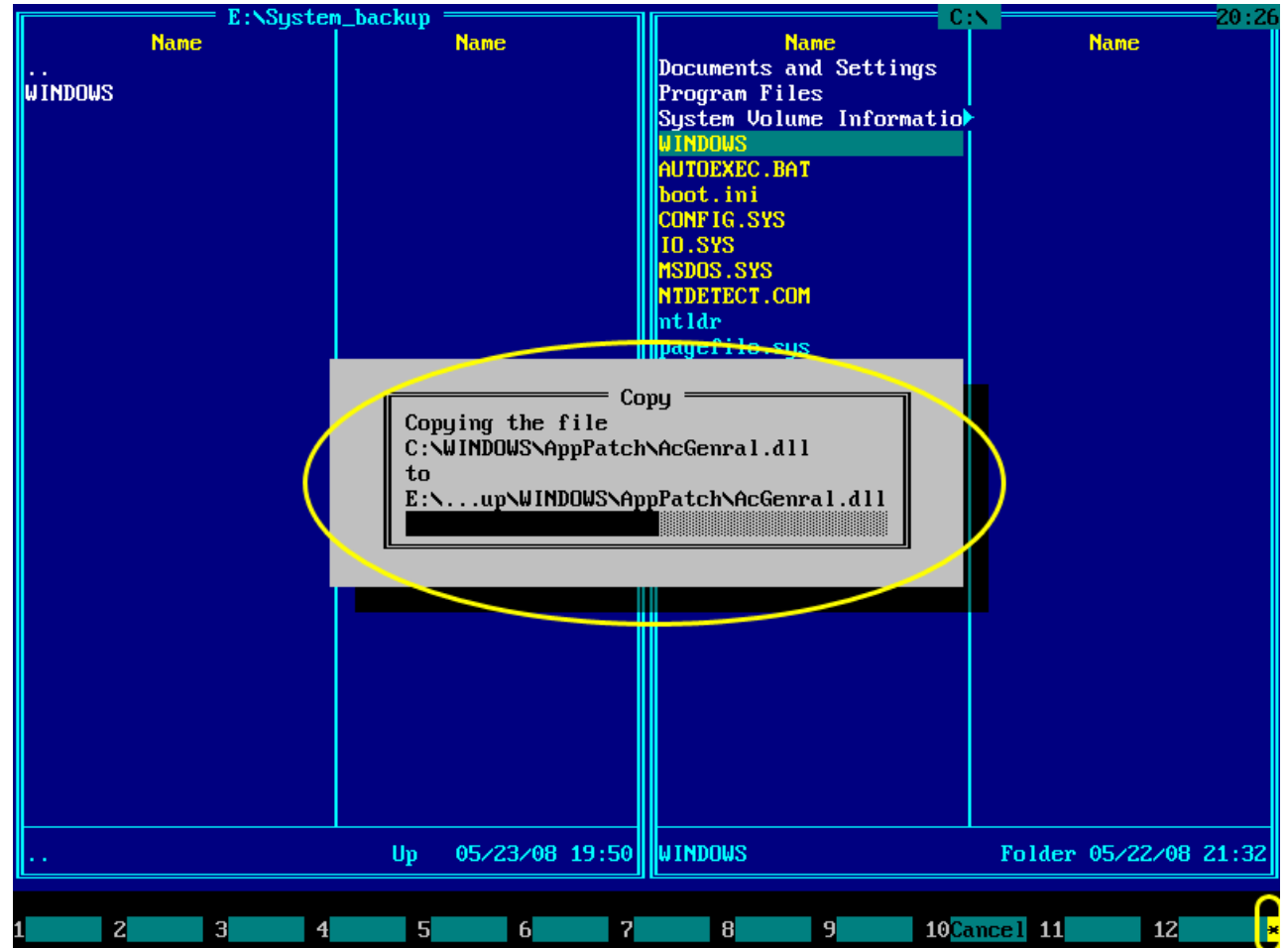
A popup window should occur. Press **Enter** key or click *Copy* in popup window to confirm target path and start copying data.



Backup process should start immediately. You should see progress window showing information about files being copied.

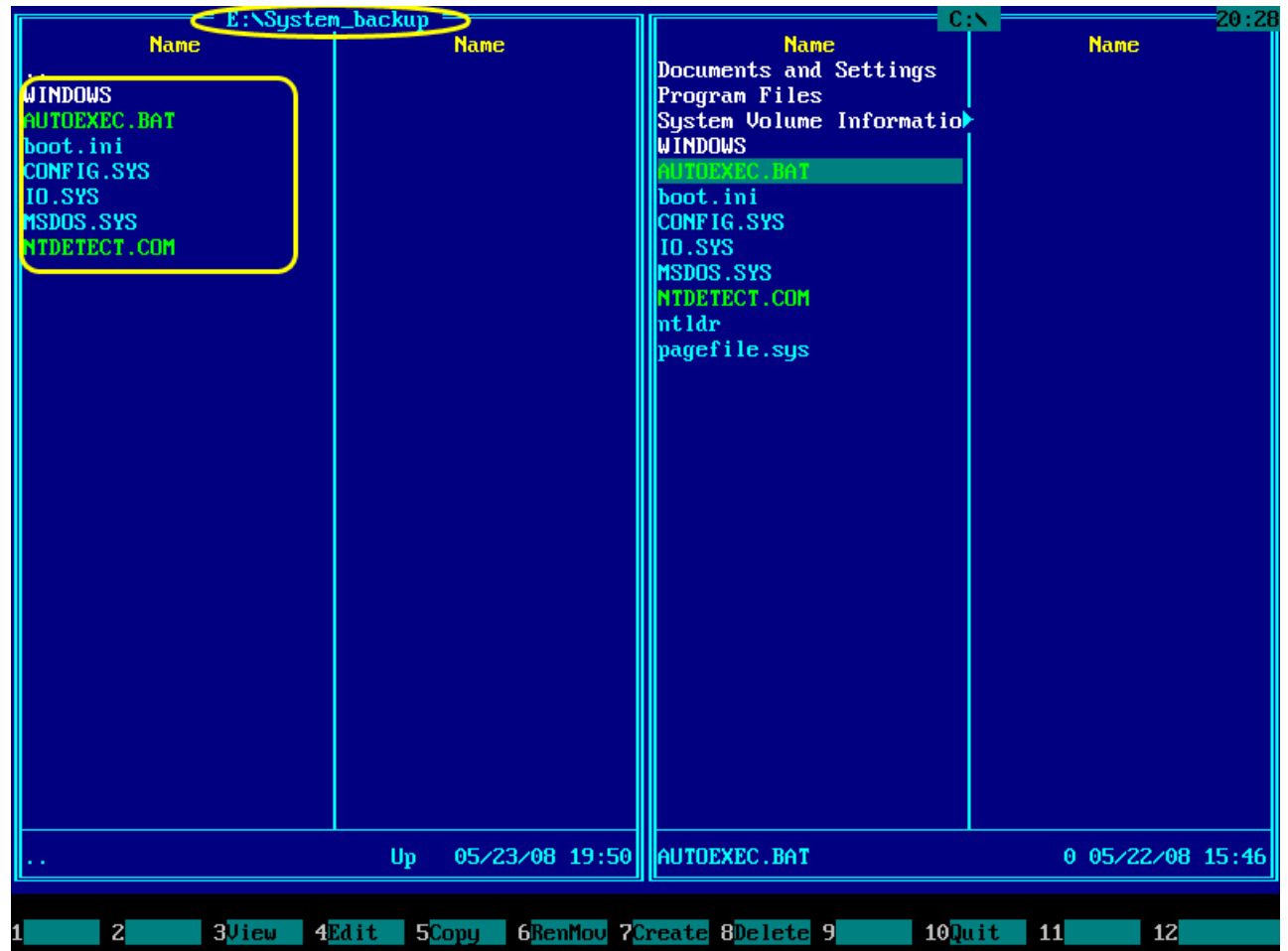
If you backup to removable media, like USB thumbdrive, you should see asterisk on yellow background in the right bottom of your screen. Asterisk indicates that removable device is in use now and you should not unplug or eject it. Wait until asterisk disappears and then unplug device or eject the disk. If you ignore this recommendation, data loss may occur.

If you want to cancel file copying, press **F10** or **Esc**.



When copying is finished, progress window disappears.

Screenshot shows contents of System_backup folder of drive E: after backup.



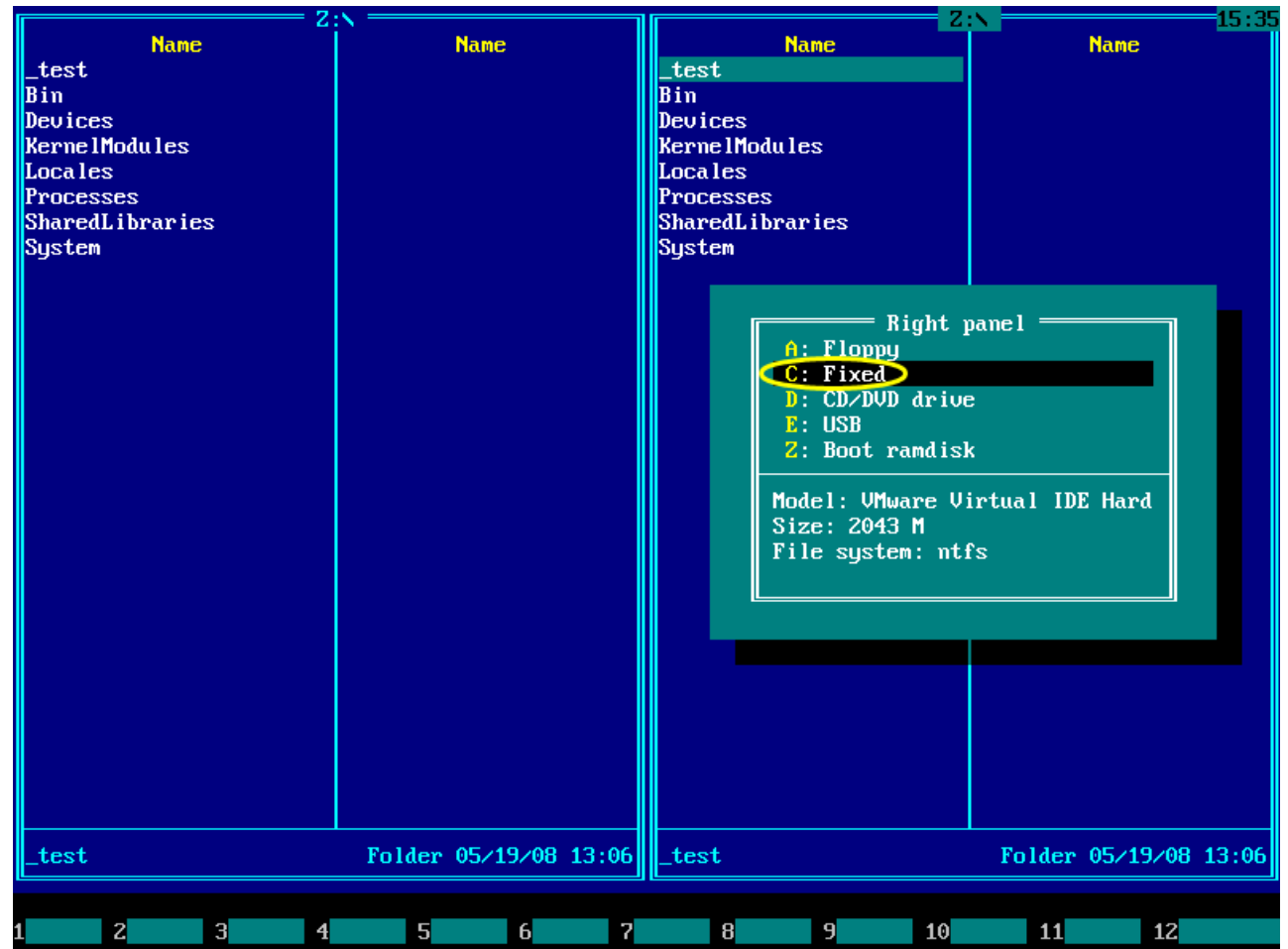
3. How to restore files from backup copy

3.1. Choose destination folder

Open the drive you are going to restore, in the one of File Manager panels. To do this, press **Alt+F2** key.

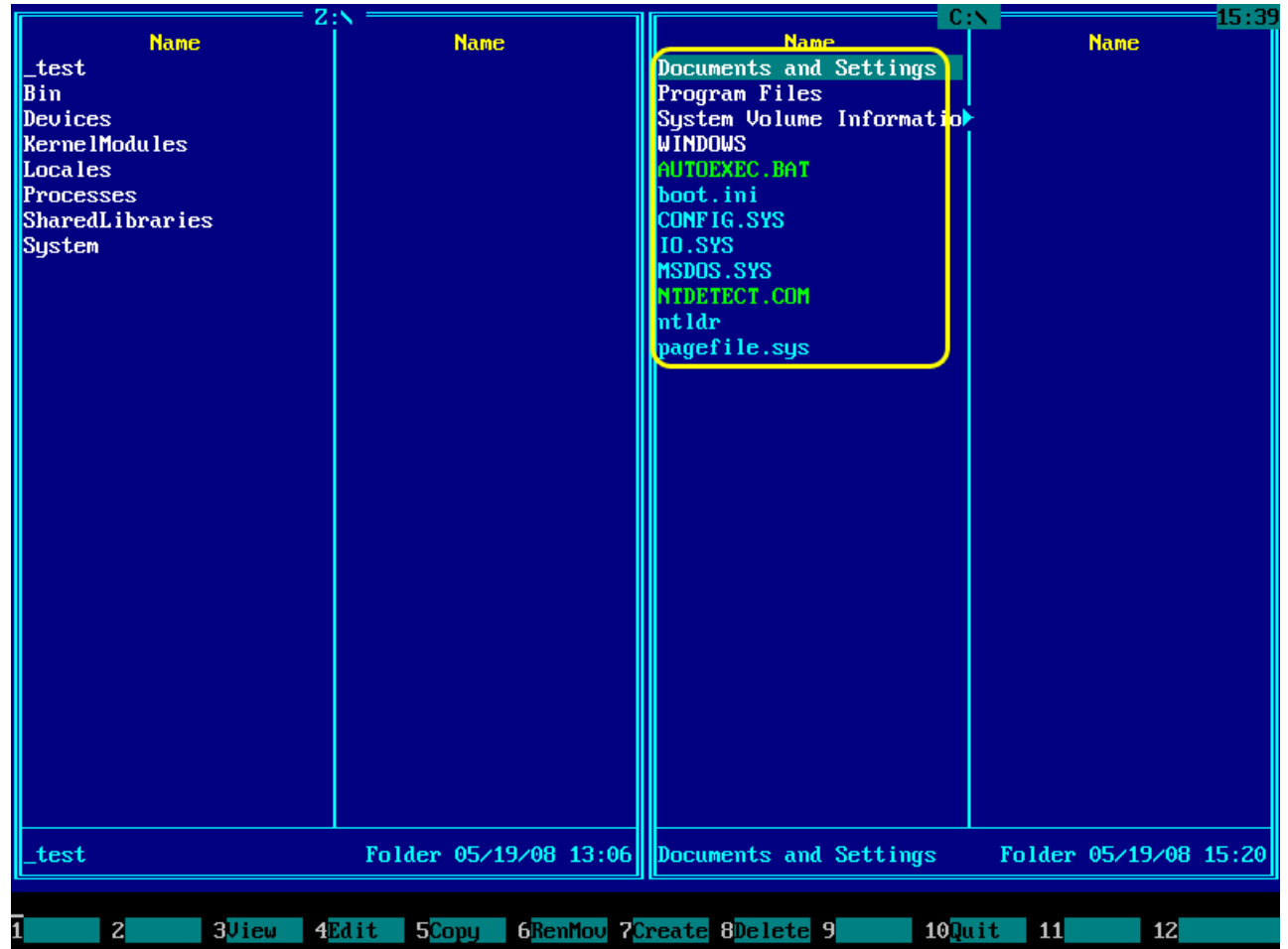
In popup window choose desired drive using **↑** and **↓** keys, followed by **Enter**; or by clicking it.

Screenshot shows choosing of drive C:



Right panel shows contents of chosen drive.

If you want to restore not entire drive, but single folder, then enter into it.

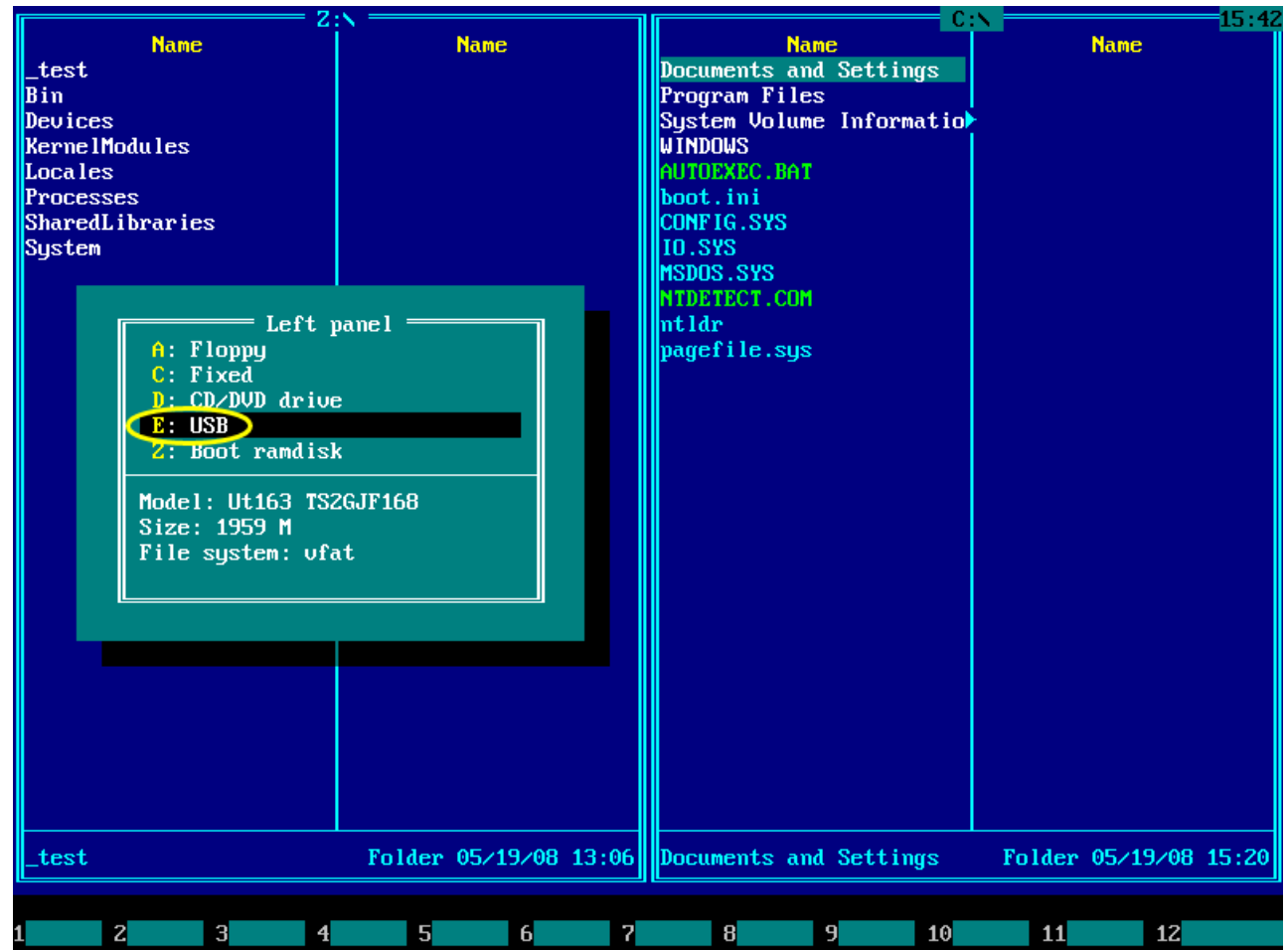


3.2. Select files to restore from the source drive

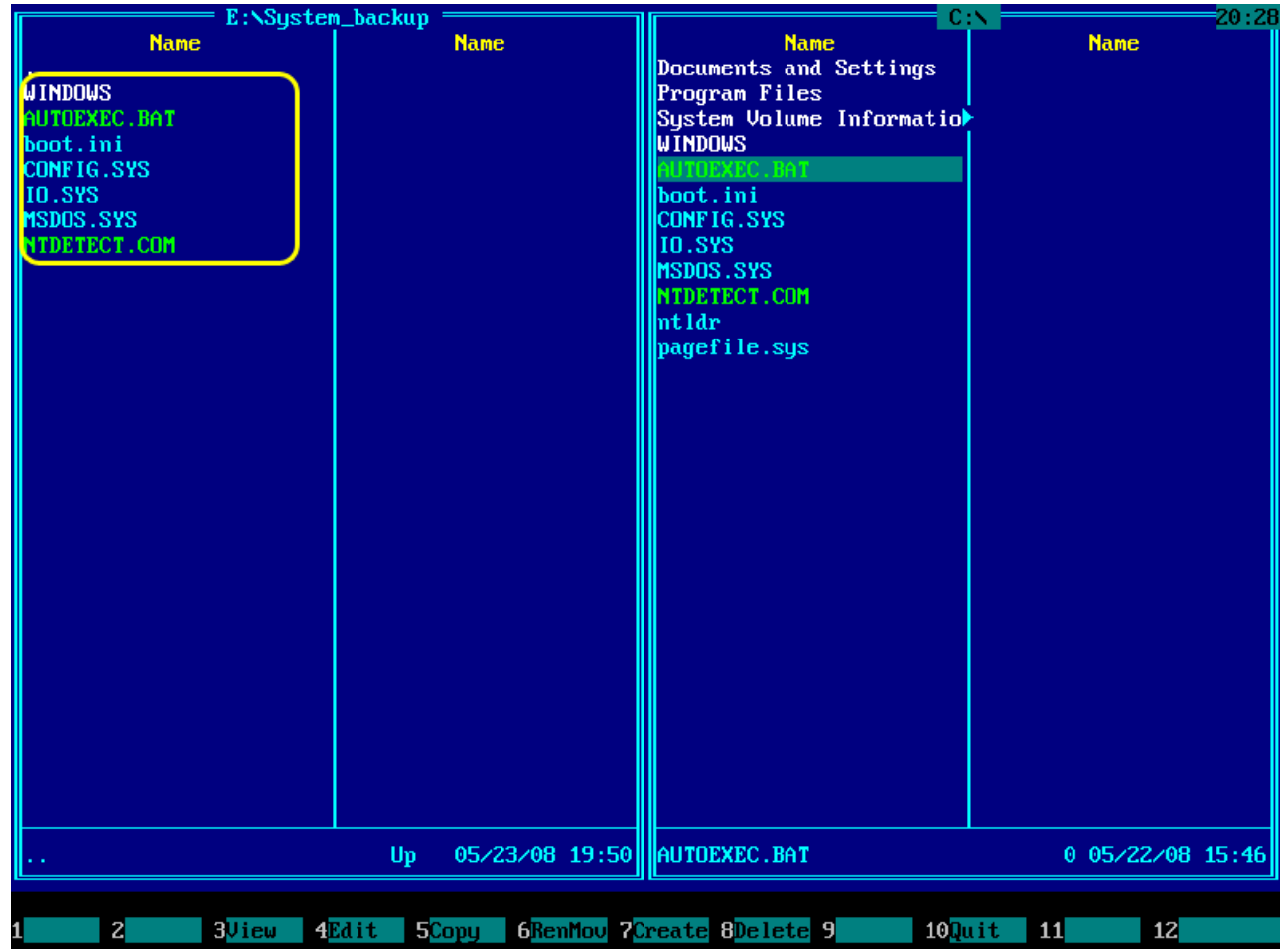
In another panel of the File Manager, choose source drive which contains files to be restored. Press **Alt+F1** to do this.

In popup window choose desired drive using **↑** and **↓** keys followed by **Enter**; or by clicking it.

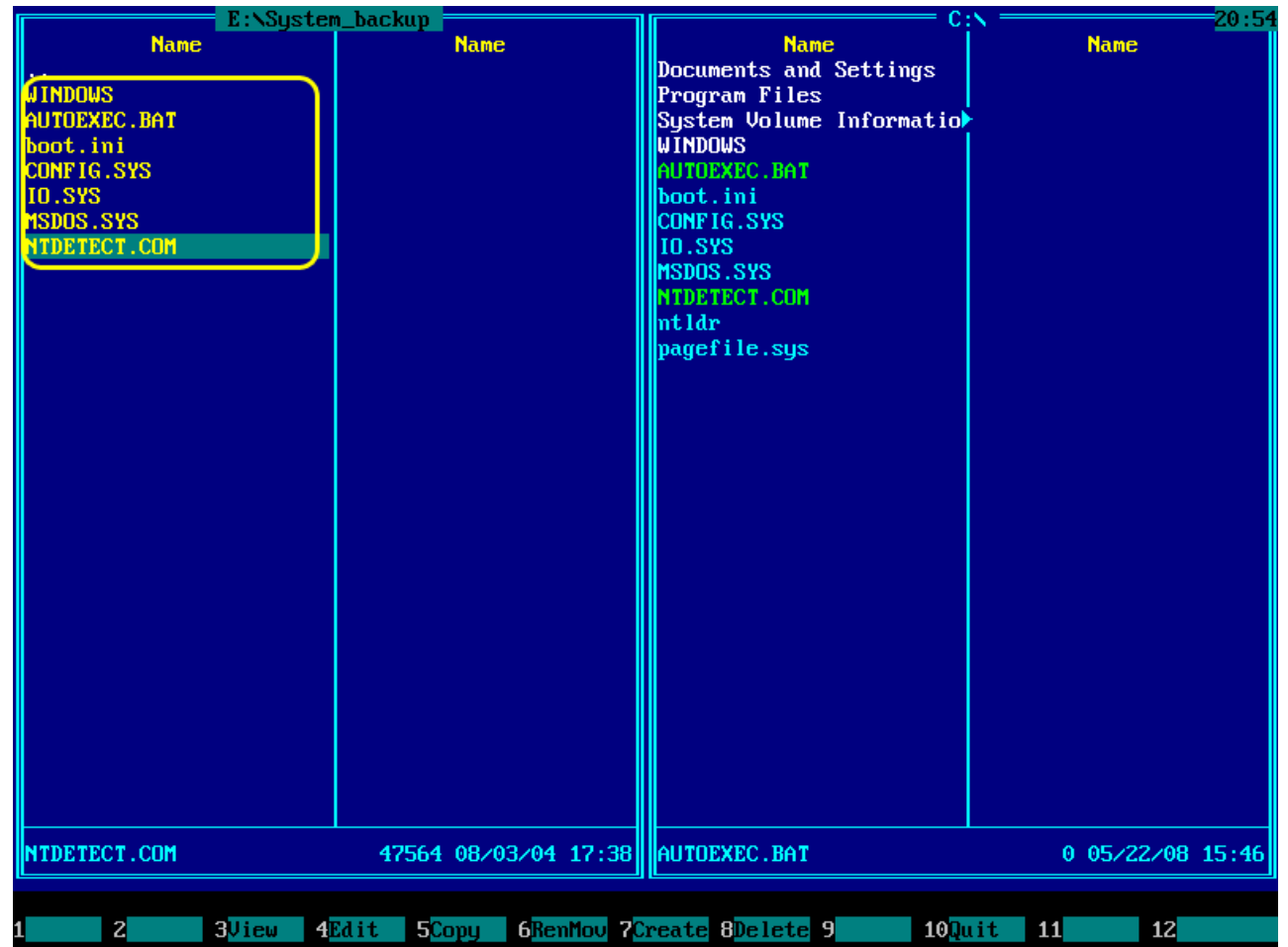
Screenshot shows choosing of drive E: (USB thumbdrive)



Enter into the folder where backup files are located (using \uparrow \downarrow **Enter** keys). You should have saved files to that folder earlier.



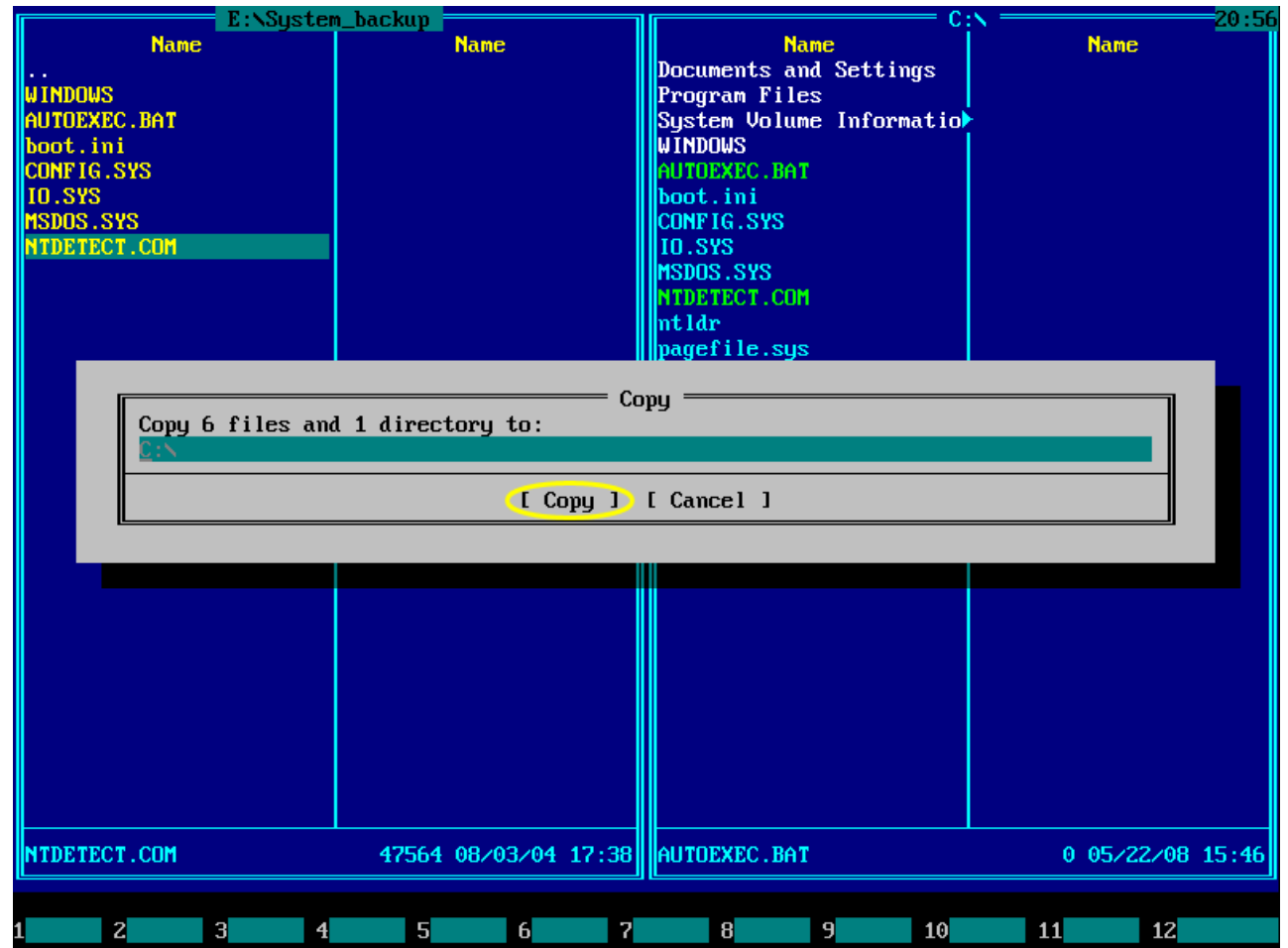
Then select files and folders to restore using \uparrow , \downarrow and **Insert** keys. Also you may select/deselect files by wildcard like **.txt* using **grey+** and **grey-** keys.



3.3. Start restore process

To restore selected files and folders from backup media (left panel of the File Manager in this example) to their original location (right panel in this example) press **F5** key, while left panel is active.

A popup window should appear. Press **Enter** key or click *Copy* in popup window to confirm target path and start copying data.

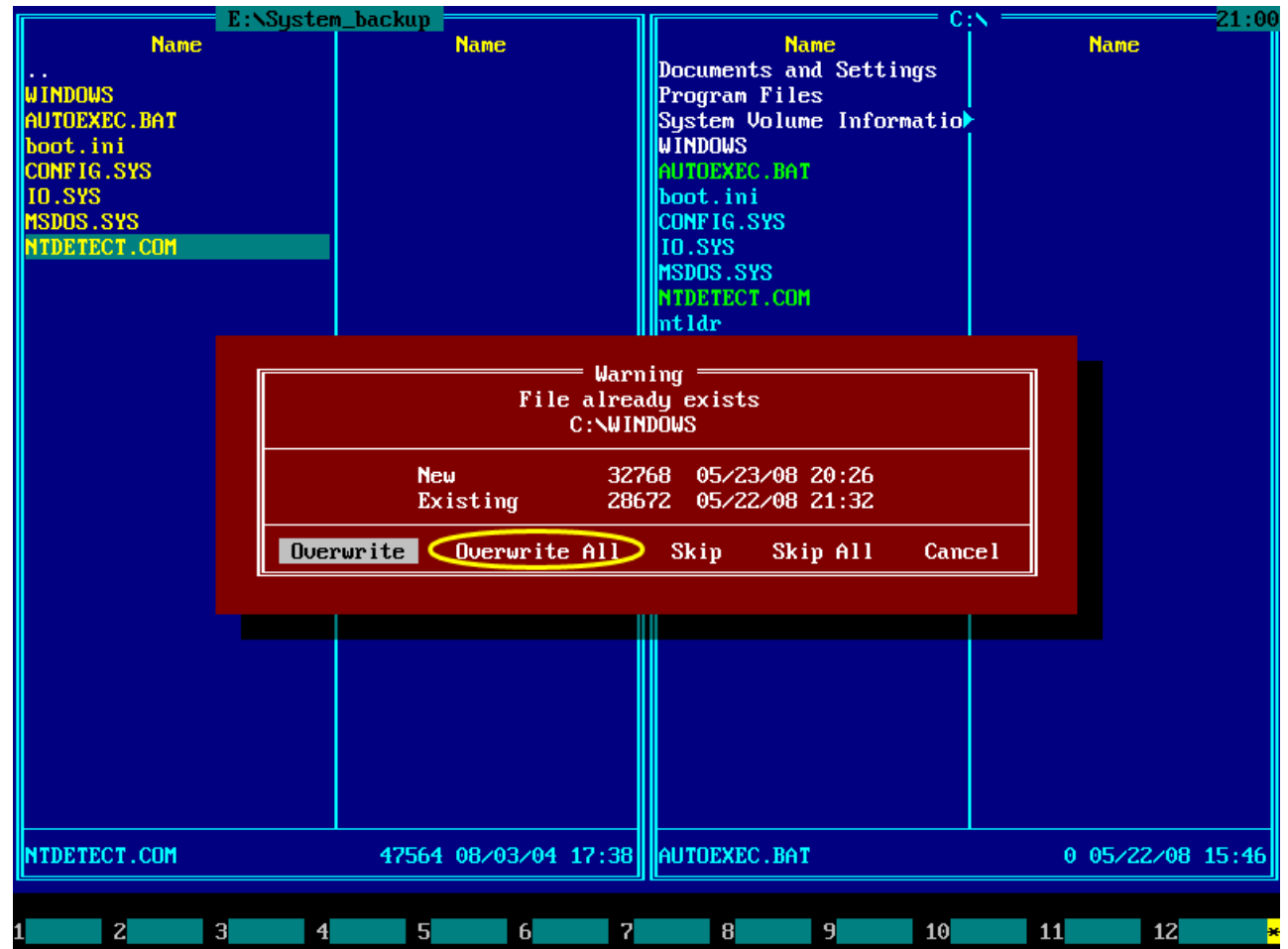


Restore is in progress.

If one of restored files already exists on destination disk, then popup window will be displayed.

If you choose to *Overwrite*, then current file from backup media will be copied to target disk, and existing version of this file on target disk will be overwritten. If you choose to *Overwrite All*, then current file and subsequent files from backup media will be copied to target disk, and existing versions of these files on target disk will be overwritten. If you choose to *Skip*, then current file will not be copied from backup media to target disk, and existing version of this file on target disk will be kept untouched. If you choose to *Skip All*, then current file and all following files will not be copied from backup media to target disk, and existing versions of these files on target disk will be kept untouched. If you choose to *Cancel*, then restoring from backup media will be cancelled. Already restored files will be saved.

In this example, drive C: contains files which have to be restored from drive E:. So in this example we should choose *Overwrite All*.



You should see progress window showing information about files being copied.

If you backup to removable media, like USB thumbdrive, you should see asterisk on yellow background in the right bottom of your screen. Asterisk shows that removable device is in use now and you should not unplug or eject it. Wait until asterisk disappears and then unplug device or eject the disk. If you ignore this recommendation, data loss may occur.

If you want to cancel file copying, press **F10** or **Esc**.

When copying is finished, progress window disappears.

