### What is SmartStor

SmartStor is McAfee's backup and data management utility for Windows 95. Using SmartStor, you can backup and restore data at any time without relying on someone else, such as the LAN Administrator, for storage management. SmartStor provides a simple and effective method for protecting your data without the need for tape drives or other equipment.

With SmartStor, you can back up your data to a designated FTP server on the Internet, a mapped network drive, or a local disk drive. You can back up files immediately (on-demand), set predetermined times for regularly scheduled backups, or schedule data backups to run while your computer is idle.

## **About Configuration Wizard**

The first time you run SmartStor, the Configuration Wizard is automatically started to define default settings. Configuration Wizard offers Express Setup options to begin working with SmartStor immediately or Custom Setup to configure backup operations to your specifications.

The Configuration Wizard helps you adjust the size of the backup data set to fit your available storage space. The Wizard defaults to <u>protect</u> the maximum number of files on your hard drive. You can easily adjust the backup configuration to streamline the process and protect specific file types.

Express Setup automatically defines your configuration by supplying intelligent default selections. Most users will find that the Wizard's Express Setup will fit their needs. In fact, you can use Express Setup to get started and later use the Wizard's Custom Setup to "tailor" or "fine tune" your configuration!

Custom Setup allows you to customize your backup and restore settings at any time. When you choose Custom Setup, you have the option to change all backup and restore settings or only selected settings. Configuration Wizard lets you:

- Define a backup location
- Select drives, folders, and files for backup
- Schedule backups.

To access the Configuration Wizard in the Protection Manager primary window, choose **Actions/Configuration Wizard** or click the Configuration Wizard button.



The Protection Manager may be programmed directly; however, this is only recommended to users familiar with the operation of SmartStor.

#### See Also

About Protection Manager
About Express Setup
About Configuration Files

### **About Express Setup**

When you choose one of the Express Setup options from the Configuration Wizard Choose Method page, the Configuration Wizard automatically:

- Scans and analyzes your current disk space usage (no data is changed or affected by the scan).
- Selects all of your local hard disk for backup.
- Selects which type of files to backup, based on how much space is available on your backup destination. If the Wizard cannot determine the available backup space (for example, on an FTP server), the Wizard automatically restricts your backup to include only modified files. If you want to back up existing files, you must use Custom Setup.
- Schedules your backups to occur when your computer is idle.

**NOTE:** If you are backing up to an <u>FTP</u> or <u>LAN</u> server, you may wish to disable the automatic scheduling and use Backup Now (from the Windows Taskbar, choose **Start/Backup**; in the Protection Manager, choose the menu command **Actions/Backup Now**, or click the Backup Now button).



Other scheduling options are available in the Protection Manager primary window.

Configuration Wizard offers two Express Setup options:

- Express Setup to local hard disk/LAN: For local hard disk, the Wizard will select the hard disk with the greatest
  amount of free space as the backup destination. If your LAN administrator has pre-configured a LAN backup
  destination, you will see this option. The Wizard will automatically direct your backups to a destination on your LAN
  that was configured by the LAN administrator.
- Express Setup to an FTP server: The Wizard will ask you for the required FTP server connection parameters; this
  information can be obtained from the FTP site administrator.

Configuration Wizard offers one Custom Setup option:

 Custom Setup: The Wizard will walk you through a customized setup, supplying intelligent default selections at each step. You are free to accept these defaults or make your own modifications.

**NOTE:** If you want to compress or encrypt your data, these features are only offered through the Configuration Wizard in the FTP Site Information page. You can also activate these features through the Protection Manager. When enabled, data compression and encryption affect ALL backup configurations and are not limited to FTP backups.

#### See Also

About Configuration Wizard
About Protection Manager Menus
About Protection Manager Toolbar Buttons
LAN User Setup Options
About Data Compression and Encryption
About McAfee Personal Vault

## **About Protection Manager Menus**

Protection Manager is SmartStor's primary window and provides access to the SmartStor configuration and back up functions. You can use the Protection Manager to reconfigure backup operations through the **File** and **Actions** dropdown menus or the Protection Manager toolbar buttons.

The Protection Manager menus function as standard Windows 95 application menus.

- The File menu options allow you to create new backup configurations or open existing configurations. You can save new configurations or duplicate configurations by using Save As. You can also exit SmartStor through the File menu.
- The Actions menu allows you to redefine backup default parameters through the Configure or Configuration
  Wizard features. You can also backup immediately using pre-determined backup configurations or define regularly
  scheduled backups.
- The Help menu contains the online Help file and the context-sensitive ('What's This?') Help file plus SmartStor release and version information.

#### See Also

About Protection Manager Toolbar Buttons

Desktop Controls

About Configuration Wizard

About Configuration Files

Changing Backup Configurations

Scheduling Backups

# **About Protection Manager Toolbar Buttons**

Protection Manager is SmartStor's primary window and provides access to the SmartStor configuration and back up functions. You can use the Protection Manager to reconfigure backup operations through the **File** and **Actions** dropdown menus or the Protection Manager toolbar buttons.

The Protection Manager toolbar buttons function as shortcuts to accomplish specific actions.



New (read in defaults) Open new configuration



Save current configuration Backup Now



Add entry to dir list Delete entry from dir list



<u>Configure</u> <u>Schedule</u>



<u>Configuration Wizard</u> <u>Context Sensitive Help</u>

#### See Also

About Protection Manager Menus

Desktop Controls

Configuration Wizard

About Configuration Files

Changing Backup Configurations

Scheduling Backups

### **About FTP Icon Connection**

FTP Icon Connection is the SmartStor program that connects you to an <u>FTP</u> server for backing up and retrieving data. FTP is a communications protocol that is used to control the flow of <u>TCP/IP</u> packets across the Internet and Intranets for the purpose of transferring files between nodes.

To use this feature, you must have an Internet connection (direct or dial-up access) and you must have access to an FTP server.

Use the Configuration Wizard to set up the FTP connection parameters:

- FTP site name
- User account
- Password
- <u>Firewall</u> information (if required).

**NOTE:** If you use the Configuration Wizard to define your FTP site parameters, you also have the option to compress and encrypt your data. If you enable these features, all of your data will be compressed and encrypted, even if you change your backup repository, unless you deselect these features. You can also enable data compression and encryption through the Protection Manager.

This information is stored in SmartStor's configuration file so you get connected to the FTP server automatically each time you start a backup or choose to retrieve data.

SmartStor will not make the Internet connection. You are responsible for providing the Internet account and activating the connection.

If a dial-up Internet connection is configured, SmartStor automatically makes the FTP server connection through FTP Icon Connection.

#### See Also

Defining FTP Server Backup Destinations
About McAfee Personal Vault
About Configuration Files
About Data Compression and Encryption

### **About McAfee Personal Vault**

McAfee now offers the McAfee Personal Vault, an Internet  $\underline{\mathsf{FTP}}$  storage service for SmartStor users. You can find more information about the McAfee Personal Vault at the World Wide Web home page in several ways.

Make sure your Internet connection is active. Then,

- From the Taskbar, choose Start/Programs/SmartStor/McAfee Vault SignUp.
- From the desktop, choose the My Computer or Windows Explorer view. Choose the path C:\Program Files\
  McAfee\SmartStor and double-click on MPV.HTM.

**NOTE:** this path is based on the SmartStor default installation. If you installed SmartStor to any other location, your path to MPV.HTM will be different.

 From your Internet World Wide Web browser, enter the URL (Uniform Resource Locator) http://www.mcafeestore.com.

Or, you can click the button to go to the McAfee Personal Vault home page now.



### **Desktop Controls**

SmartStor's controls are embedded in the Windows Explorer interface to provide seamless method to back up and restore files. Backup and restore operations or configurations can be performed through the Windows Explorer or the Protection Manager, using drop-down menus, toolbar buttons, desktop controls, drag and drop operations, context menus, or property sheets.

SmartStor backup configurations are defined using the Configuration Wizard or the Protection Manager. SmartStor includes the following features.

On-demand backup operations can be performed in a number of ways:

- Choose Start/Backup Now from the Windows taskbar.
- Select a file, click the right mouse button to display the context menu, then choose Backup Now.
- Select a file, drag it to the SmartStor repository, and drop. The selected file will be backed up immediately.
- Select a file, then click the right mouse button to display the context menu. Choose Properties, then choose the SmartStor File Info tab and click the Backup button.
- Select a file, then choose File/Backup Now.

On-demand restore operations can be performed several ways:

- Select a file, click the right mouse button to display the context menu, then choose Restore Files.
- Select a file, then click the right mouse button to display the context menu. Choose Properties, then choose the SmartStor File Info tab and click the Restore button.
- Select a file from the repository, drag it to the desired location on your C drive, and drop. The selected file will be restored immediately.
- Select a file, then choose File/Restore Files.

SmartStor Explorer invokes a file view of the backup <u>repository</u> if you are backing up to a local or <u>LAN</u> connected drive. If you are backing up to an <u>FTP</u> server, the SmartStor Explorer displays the FTP Icon Connection primary window.

SmartStor features drag and drop backup and restore capabilities. Select the file(s) you want to backup or restore, drag and then drop them in the desired location; backup or restore is performed instantly. This is the most powerful feature of SmartStor.

#### See Also

About Configuration Wizard

About Protection Manager

About Configuration Files

Using Backup Now

Using Drag and Drop for Backup and Restore

Using the Explorer Context Menu for Backup and Restore

Using the Properties Sheet for Backup and Restore

## **About Configuration Files**

Configuration files store information relating to backup and restore operations, such as the files, folders, and drives to be backed up or restored, the backup destination, and the schedule for backup operation. You define the default configuration file when running SmartStor for the first time.

You can define multiple backup and restore configuration files using the Protection Manager **File/Save As** command. New Configuration Files in the format \*.PSM are created. These configurations can be invoked for backup and restore operations in the Protection Manager primary window by choosing **File/Open** or clicking the Open button.



The default configuration controls the operation of the **Backup Now** command, which can be executed in the following ways.

- The Start command on the Windows 95 taskbar
- The Backup Now button on the Protection Manager toolbar
- Windows Explorer drag and drop operations
- Windows Explorer file property sheets
- Windows Explorer file context menus.

Be careful when changing and saving default configurations; any changes you make to the default configuration will affect the Backup Now operation, and you might eliminate file types from backup.

#### See Also

<u>Using Backup Now</u>
<u>Using Drag and Drop for Backup and Restore</u>
<u>Using the Properties Sheet for Backup and Restore</u>
<u>Using the Explorer Context Menu for Backup and Restore</u>

### **About Data Compression and Encryption**

SmartStor provides the option to compress or encrypt your data to further optimize your backup configuration. Compression enables you to literally double the size of data you back up. If you have 10 MB of allocated repository space, you can effectively store approximately 20 MB of compressed data. Encryption guarantees the privacy and security of your data; no one can view your data without the proper access key.

Data compression allows you to effectively reduce the size of files you want to back up. Compression works at the binary level by eliminating gaps, empty fields, redundant, or unnecessary data so that most files are reduced by approximately 50 percent. This is a very useful feature, enabling you to maximize use of your backup repository allocated space. None of your data is altered or reformatted in the compression process; when your data is decompressed, your files will appear in their original format. Your data is automatically decompressed when you restore files.

Data encryption enables you to secure your data, making it inaccessible and unreadable to other parties. Encryption, like compression, works at the binary level, rearranging the bits into an unreadable form. Encryption involves the use of algorithms to convert data into a code or cipher.

When you encrypt your data, you provide a "key" that is necessary to decipher your data. The encryption key functions similar to a password, but is more secure; no systems administrator can access your key through login scripts. This feature is necessary to ensure that your data is totally protected, but also means that, if you lose the key, or reinstall a new version of SmartStor without first restoring your data, you also lose your encrypted data. Files MUST be retrieved with the same key used in the encryption process. When you restore your data, it is automatically decrypted.

Since both data compression and encryption work at the binary level, they go hand in hand to maximize storage and protection of your files. SmartStor offers the ability to use either of these features together or independently through both the Configuration Wizard and Protection Manager.

**NOTE:** The compression and encryption features, if selected, apply to any backup configuration defined through either the Configuration Wizard or the Protection Manager. The ability to select these features is presented in the Configuration Wizard FTP Site Information page. To enable these features in the Protection Manager, choose **Actions/Configure** or click the Configure button



then select the Options tabbed property page.

See Also

**Backup Options** 

# **LAN User Setup Options**

If you are a user on a <u>LAN</u>, your LAN administrator may have enabled special setup information in SmartStor. If this is the case, you will see the option 'Express Setup to your LAN' presented in the Configuration Wizard Choose Method page.

Selecting this option will automate your SmartStor setup to save your backup information at a designated <u>repository</u> on your network. This location is one that has been especially selected for you by your LAN administrator. Additionally, your LAN administrator may have specified a suggested backup storage size limitation or determined a hard limit on backup storage size. If so, Configuration Wizard will automatically select your backup options to fit these limits.

For more information, see your LAN administrator.

# **Changing Current Options Through Configuration Wizard**

The Configuration Wizard walks you step-by-step through configuring your backup. With Configuration Wizard, you can change all of your backup configurations or only those specific settings you desire to change.

When you activate the Configuration Wizard through the **Actions/Configuration Wizard** drop-down menu or by clicking the Configuration Wizard button,



the SmartStor Configuration Wizard - Change Current Options page is displayed.

Change WHERE I store my data
Change WHICH FILES to back up
Change the backup SCHEDULE
Change EVERYTHING

### **Changing Where I Store My Data**

 In the Protection Manager primary window, choose Actions/Configuration Wizard or click the Configuration Wizard button.



- 2. Select 'Change WHERE I Store My Data'.
- 3. In the Configuration Wizard Select a Backup Location page, choose one of the following options:
  - Select 'Store backups on an FTP server' to designate an <u>FTP</u> backup site.

**NOTE**: As a client of an FTP site, you have limited options and access in determining your backup directory. You need to use the directory path provided by your FTP Site Administrator. If you define an incorrect path (or a path that does not exist), a warning message will be displayed informing you there is an "Error creating/changing to directory...". If you get this warning message, you will need to contact the FTP Site Administrator for the directory path to your shell account.

or

Select 'Store backups here (local disk or network share)' to designate a local disk or network share backup site.
 If you are on a <u>LAN</u> and your network administrator has configured a LAN backup repository, you will see the option 'Store backups on your LAN' to designate a LAN backup destination.

Click Next to continue.

- 4. The Configuration Wizard advances to specific pages to define FTP, LAN or local backup sites. At each step in the reconfiguration, you have the option of accepting the Wizard intelligent default settings, making customized changes, or canceling the reconfiguration process. Whatever backup destination you choose, SmartStor always backs up data in a Folder named SMARTSTOR REPOSITORY.
- 5. Configuration Wizard acknowledges that setup changes are complete. To accept these changes, click Finish. If you want to make additional backup changes, click Next.

**NOTE:** The Wizard remembers ONLY the previous Wizard configuration. If you have used the advanced features of the Protection Manager to customize your backup configuration, the Wizard will not be able to preserve these; instead, it will use the Wizard settings from the previous Wizard session.

The Wizard is limited to protecting (or excluding from protection) entire disk drives. If you have added your own customized path specifications to the protection list, these settings will be lost when you let the Wizard make changes to your settings.

#### See Also

Change WHICH FILES to back up
Change the backup SCHEDULE
Change EVERYTHING
Defining FTP Server Backup Destinations
Defining FTP Firewall Parameters
About McAfee Personal Vault

### **Changing Which Files to Back Up**

1. In the Protection Manager primary window, choose **Actions/Configuration Wizard** or click the Configuration Wizard button.



- 2. Select 'Change WHICH FILES to Backup'.
- 3. Configuration Wizard performs a scan of your files and displays disk usage statistics. Click Next to continue.
- 4. Select the drive you want to back up in the 'Select Drives to Backup' group box.
- 5. Select the file types you want to back up in the 'Select File Types' group box.
  - 'All File Types' backs up all files
  - 'Registered File Types' backs up <u>registered files</u>; the check box 'Also backup Windows configuration data files' is enabled for a further option.
  - 'Selected File Types' enables customized selection of specific file types; select the file types you desire in the 'Selected File Types' multiple selection list box.
- 6. Select the appropriate backup options:
  - Select 'Don't backup files copied from elsewhere' to prevent external file copies from being backed up. If you upgraded your computer to Windows 95 from a prior version of Windows, then all files in existence prior to the upgrade will not have a creation date and will be categorized as Copies by SmartStor.
  - Select 'Only backup FUTURE changes' to limit backups to future file modifications.

Configuration Wizard shows 'Total Files Selected (MB)' and 'Space Available (MB)'; click Next to continue.

Configuration Wizard acknowledges that setup changes are complete. To accept these changes, click Finish. If you want to make additional backup changes, click Next.

**NOTE:** The Wizard remembers ONLY the previous Wizard configuration. If you have used the advanced features of the Protection Manager to customize your backup configuration, the Wizard will not be able to preserve these; instead, it will use the Wizard settings from the previous Wizard session.

The Wizard is limited to protecting (or excluding from protection) entire disk drives. If you have added your own customized path specifications to the protection list, these settings will be lost when you let the Wizard make changes to your settings.

#### See Also

Change WHERE I store my data Change the backup SCHEDULE Change EVERYTHING

### **Changing the Backup Schedule**

1. In the Protection Manager primary window, choose **Actions/Configuration Wizard** or click the Configuration Wizard button.



- 2. Select 'Change the Backup SCHEDULE'.
- 3. In the Configuration Wizard Scheduling Your Backup page, select one of the following options:
  - Select 'Don't schedule automatic backups' for manual only backups.
  - Select 'Backup when your computer is idle' for specified computer idle time backups.
  - Select 'Backup once a day at 8:30 AM' for regular backups at this time.
  - Select 'Backup once a day at noon' for regular backups at this time.
  - Select 'Backup once a day at 4:30 PM' for regular backups at this time.

If you don't like any of these options, you can designate other backup times through the Protection Manager **Actions/Schedule Command** menu, or by clicking the Schedule button.



**4.** Configuration Wizard acknowledges that setup changes are complete. To accept these changes, click Finish. If you want to make additional backup changes, click Next.

**NOTE:** The Wizard remembers ONLY the previous Wizard configuration. If you have used the advanced features of the Protection Manager to customize your backup configuration, the Wizard will not be able to preserve these; instead, it will use the Wizard settings from the previous Wizard session.

The Wizard is limited to protecting (or excluding from protection) entire disk drives. If you have added your own customized path specifications to the protection list, these settings will be lost when you let the Wizard make changes to your settings.

#### See Also

Change WHERE I store my data
Change WHICH FILES to back up
Change EVERYTHING

### **Changing Everything**

 In the Protection Manager primary window, choose Actions/Configuration Wizard or click the Configuration Wizard button.



- 2. Select 'Change EVERYTHING'. Click Next to continue.
- 3. The Welcome to SmartStor page displays. Click Next to continue.
- **4.** Select one of the following options, then click Next to continue.
  - Express Setup Backup to local hard disk
  - Express Setup Backup to an FTP server
  - Custom Setup.

If your backup destination has been pre-configured on a <u>LAN</u>, you will see 'Express Setup to your LAN' instead of the Express Setup - Backup to an FTP server' option. If this option is presented, you should select it. Consult with your LAN administrator for more information.

- 5. Configuration Wizard scans your hard drive and then displays disk usage statistics. Click Next to continue.
- **6.** The Wizard walks you step-by-step through configuring your backup destination to a local hard drive, the predesignated LAN server, or the designated <u>FTP</u> site. The Wizard supplies intelligent defaults at each step in configuring your backup destination. You are free to accept the Wizard intelligent defaults or make modifications as you proceed.

If you select an FTP server as your backup destination, you must define the FTP server connection parameters. This information is obtained from the FTP server site administrator.

**NOTE**: As a client of an FTP site, you have limited options and access in determining your backup directory. You need to use the directory path provided by your FTP Site Administrator. If you define an incorrect path (or a path that does not exist), a warning message will be displayed informing you there is an "Error creating/changing to directory...". If you get this warning message, you will need to contact the FTP Site Administrator for the directory path to your shell account.

Configuration Wizard acknowledges that setup changes are complete. To accept these changes, click Finish. If you want to make additional backup changes, click Next.

**NOTE:** The Wizard remembers ONLY the previous Wizard configuration. If you have used the advanced features of the Protection Manager to customize your backup configuration, the Wizard will not be able to preserve these; instead, it will use the Wizard settings from the previous Wizard session.

The Wizard is limited to protecting (or excluding from protection) entire disk drives. If you have added your own customized path specifications to the protection list, these settings will be lost when you let the Wizard make changes to your settings.

#### See Also

Change WHERE I store my data
Change WHICH FILES to back up
Change the backup SCHEDULE
Defining FTP Server Backup Destinations
Defining FTP Firewall Parameters
About McAfee Personal Vault
About Express Setup

# **Changing Backup Configurations Through Protection Manager**

The Protection Manager allows you to reconfigure specific backup settings independently of the Configuration Wizard. When you select **Actions/Configure** or click on the Configure button,



the Backup Options property sheet displays, containing the following tabbed property pages.

- <u>Destination</u> (to define where files are backed up
- Reports (to define backup log reporting)
- Options (to refine backup options or enable file compression or encryption)
- <u>FTP Site Information</u> (to define FTP server configurations)
- <u>FTP Firewall Information</u> (to define FTP firewall parameters)

### **Selecting Files to Back Up**

SmartStor offers a combination of methods to ensure that your important data is backed up. The Protection Manager primary window column headings present a matrix of file selection capabilities to customize your backup. To take full advantage of the SmartStor settings, you should have some knowledge of the Windows 95 Registry and file types.

Backup these dirs:

Clicking this column heading presents an Explorer view to browse for folders to back up.

Sub dirs:

Y: When a folder in the 'Backup these dirs' column is highlighted, click the 'Y' (yes) setting in this column to include sub-folders in backup. 'Y' is the default setting.

**N**: When a folder in the 'Backup these dirs' column is highlighted, click the 'N' (no) setting to exclude sub-folders from backup.

File types:

**All Files**: When a folder in the 'Backup these dirs' column is highlighted, click the 'All Files' setting in this column to include all file types in backup.

**Registered**: When a folder in the 'Backup these dirs' column is highlighted, click the 'Registered' setting in this column to include Windows 95 Registered file types in backup.

**Selected**: When a folder in the 'Backup these dirs' column is highlighted, click the 'Selected' setting in this column to include selected files in backup.

Inclusions:

If 'All Files' is designated in the 'File types' column, all file types are automatically included, and Inclusions is not presented as an option.

If 'Registered' or 'Selected' is designated in the 'File types' column, click the 'N' (no) setting to not include specific file types. Click on the 'Inclusions' heading to bring up a dialog box to designate specific file filters.

If 'Registered' or 'Selected' is designated in the 'File types' column, click the 'Y' (yes) setting to include specific file types. Click on the 'Inclusions' heading to bring up a dialog box to designate specific file filters.

**Exclusions:** 

Click the 'Y' (yes) setting to exclude specific file types. Click on the 'Exclusions' heading to bring up a dialog box to designate specific file filters.

Click the 'N' (no) setting to exclude specific file types. Click on the 'Exclusions' heading to bring up a dialog box to designate specific file filters.

- 1. In the Protection Manager primary window, click the 'Backup these dirs' column heading.
- 2. Select the folder(s) to be backed up. Click OK to accept the designated folder(s).
- 3. Click the 'Sub dirs' column heading to toggle between these settings.
  - 'Y' (yes) backs up the entire contents of the selected folder, including subdirectories. Y is the default setting.
  - 'N' (no) backs up only the files at the root of the selected folder, not subdirectories.

- 4. Click the 'File types' column value to toggle between these settings:
  - 'All Files' backs up all file types in the selected folder.
  - 'Registered' backs up only those files which are registered with Windows 95 (to find out which files are registered with the system, double-click on the My Computer icon on your desktop, choose View/Options and click on the File Types tab). For more information on registering file types, refer to Windows 95 online help.
  - 'Selected' backs up only the file types you choose from all the file types registered with Windows 95.
- 5. If you choose 'Registered' or 'Selected', you can specify additional files to backup. For example, you may want to backup files that do NOT appear in Window's registered types list. To do so, Click the 'Inclusions' column heading to see a dialog box where you can add or remove additional file names or file types to include in the backup.
- 6. Inclusions can be set manually for Registered or Selected file types. Clicking on the Y/N value toggles the setting.
  - Click the 'Inclusions' column heading to specify file types you want included in backup. Click Add or Remove and enter the file types you want to include or exclude, then Click OK to accept file types. These edits apply to the files currently highlighted in the 'Backup these dirs' column.
- 7. Exclusions are set manually for any file types. Clicking on the Y/N value toggles the setting.

Click the 'Exclusions' column heading to specify file types you want excluded from backup. Click Add or Remove and enter the file types you want to include or exclude, then Click OK to accept file types. These edits apply to the files currently highlighted in the 'Backup these dirs' column.

#### Tip

You can use DOS wildcard characters in the Inclusions and Exclusions lists to indicate the file names or file types you want to include or exclude. For example, you can enter \*.DOC in the Inclusions dialog to indicate that you want to backup all files with the extension .DOC, or REPORT\*.DOC to backup all document files whose name begins with REPORT (REPORT1.DOC, REPORTXYZ.DOC, etc.).

**IMPORTANT:** Each folder which you have chosen to backup has its *own* individual Inclusion and Exclusion list. You can modify these settings for each folder without disturbing the settings for other folders.

Files which match the Exclusions you specify will NEVER be backed up, regardless of other settings. Files which match the Inclusions you specify will ALWAYS be backed up, regardless of other settings, unless they are Excluded by the Exclusions List.

Inclusions and Exclusions are powerful tools to ensure that certain files are ALWAYS backed up or to ensure that certain files are NEVER backed up. Use these options carefully, and when you change them, make certain you are getting the results you intended!

#### See Also

Adding Directories To the Backup Configuration

Deleting Directories From the Backup Configuration

# **Adding Directories To the Backup Configuration**

1. In the Protection Manager primary window, click the Add entry to dir list button.



2. Browse and select the folder that contains the data to be backed up. Click OK to accept the designated folder. This folder is added to the Protection Manager primary window under the column heading 'Backup these dirs'.

#### See Also

<u>Deleting Directories from the Backup Configuration</u> <u>Selecting Files to Backup</u>

# **Deleting Directories From the Backup Configuration**

- 1. In the Protection Manager primary window, select the folder you want to delete from backup configuration.
- 2. Click the Delete highlighted entry from directory list button,



then click OK to confirm removal of the folder from the backup configuration.

#### See Also

<u>Adding Directories to the Backup Configuration</u> <u>Selecting Files to Backup</u>

# **Setting Up Backup Destinations**

1. In the Protection Manager primary window, select Actions/Configure or click the Configure button.



- 2. Choose the Destinations tabbed property page.
- 3. Choose one of the following backup destination options:
  - Select the 'Backup files to this location' option to designate a local or network backup <u>repository</u>. Enter the drive, path and folder where you want the backup files to be stored (the repository) or click the Browse button to select the drive and path.
  - Select the 'Use FTP (Internet) server' option to designate an <u>FTP</u> repository site. If you will be using an FTP server, you must set up the FTP configurations.

SmartStor will always add the directory name SMARTSTOR REPOSITORY to the end of the path name you define.

- 4. If you want SmartStor to notify you when your repository space falls below a certain percentage, select the 'Warn if space falls below' check box. Enter the desired percentage (0-75) in the enabled 'Warn if space falls below' list box.
- 5. Click OK to accept your backup destination configurations.

#### See Also

Selecting Files to Back Up
Scheduling Backups
Backup Options
Defining FTP Server Backup Destinations
About McAfee Personal Vault

### **Changing Backup Configurations**

When SmartStor is installed, the Configuration Wizard creates a default configuration file. Typically, a user only requires the default configuration, which is saved after running SmartStor the first time.

You can specify additional configurations to customize the backup process. By creating configuration files, you eliminate the steps required to select settings each time you perform a backup. You can modify configurations in the Protection Manager primary window by the Protection Manager **Actions/Configure** drop-down menu or by clicking the Configure button.



**Example:** You use a notebook computer and have a docking station at your office. You also travel, and have access to an <u>FTP</u> site when you are "on the road." Your docking station at the home office connects your notebook computer to your office LAN.

In this example, you can configure SmartStor to backup your files to an FTP server while you are traveling. You can also create a Configuration File which tells SmartStor to backup your files to a LAN server when you are in the home office. With this arrangement, SmartStor can quickly and easily backup your files, whether you are on the road or at the home office!

The recommended method of reconfiguring backup and restore defaults is through the Configuration Wizard. Access the Configuration Wizard from the Protection Manager primary window using **Actions/Configuration Wizard** or by clicking the Configuration Wizard button.



#### See Also

<u>Changing Current Options Through Configuration Wizard</u> <u>Changing Backup Configurations Through Protection Manager</u>

## **Backup Options**

The Options tabbed primary page presents features you can use to further streamline or customize your backup operation.

1. In the Protection Manager primary window, choose **Actions/Configure** or click the Configure button.



- 2. Choose the Options tabbed property page.
- 3. Select the 'Only backup file if modified newer than create date' check box if you want to back up only those files that have been modified since the last backup operation.
- **4.** Select the 'Only backup files modified newer than this date' check box if you want to specify a file modification date to determine backup. Click the button to specify the date.
- 5. Select the 'Encrypt Files' check box if you want to encrypt your data during backup. Enter your encryption key in the text box.
- 6. Select the 'Compress Files' check box if you want your data compressed during backup.

**NOTE:** The encryption and compression features, if selected, apply to any backup configuration defined through either the Configuration Wizard or the Protection Manage.

7. Click OK to accept your backup options.

### **Scheduling Backups**

1. In the Protection Manager primary window, choose Actions/Schedule or click the Schedule button.



- 2. Select the 'Don't schedule to execute at all' option if you want to run backups only on-demand.
- 3. If you want to run backups at regular intervals, select the 'Execute every' option and define one of the following intervals.
  - Select 'Hour' to run the backup every hour. Then, enter the minutes (0-59) when you want the backup to run.
  - Select 'Day' to run the backup at the same time every day. Then, click Change to set the hours (1-12), minutes (0-59), and time period (AM or PM) at which you want the backup to run.
  - Select 'Week' to run the backup once a week. Then, enter the day (Monday-Sunday), hour (1-12), minutes (0-59), and time period (AM or PM) at which you want the backup to run.
  - Select 'Month' to run the backup once a month. Then, enter the date (1-31), hour (1-12), minutes (0-59), and time period (AM or PM) at which you want the backup to run.
- **4.** If you want to run the backup operation whenever your computer has been idle for a specified number of minutes and you haven't backed up for a specified number of hours, select the 'Execute when idle time exceeds' option. Then, enter the desired number of idle time minutes (10-99) and specified hours between backups (0-24).
- **5.** Click Close to accept the backup schedule configurations.

## **Reporting Options**

SmartStor reports the results of backup operations by reporting to log files or displaying page messages. To define report options:

1. In the Protection Manager primary window, Choose Actions/Configure or click the Configure button.



- 2. Choose the Reports tabbed property page.
- 3. Choose one of the following reporting options.
  - Select 'Report using log file' if you want the backup operation results to be stored in a log file. Then, enter the drive, path, and name of the log file you wish to use or click Browse to select the drive, path, and file name.

**NOTE:** Selecting 'Report using log file' will cause SmartStor to add information to your log file each time it performs a backup. You may wish to periodically review the contents of this file and then clear it to conserve disk space. Although the log file grows slowly, it will continue to increase until you delete it.

- Select 'Display report on screen when done' if you want the backup operation results to be displayed on your screen when the backup operation is complete. Selecting this option does not create a log file.
- 4. If you choose 'Report using log file' option, click the View Log button to see the backup log file.
- 5. To clear the backup log, click the Clear Log button.
- 6. Click OK to accept your reporting configurations.

### **Defining FTP Server Backup Destinations**

If you have established an <u>FTP</u> site as your backup destination, you must set up the FTP connection parameters. This information can be obtained from the FTP site administrator. To define FTP site parameters:

1. In the Protection Manager primary window, choose **Actions/Configure** or click the Configure button.



The same FTP connection parameters apply to Configuration Wizard setup.

- 2. Choose the FTP Site Information tabbed property page.
- 3. Enter the FTP server name in the 'FTP Server Name or IP Address' text box.
- 4. Enter the FTP server port number in the 'Port' text box (21 is the default).
- 5. Enter your user login name in the 'FTP User Name for FTP Login' text box.
- **6.** Enter your password in the 'Password for FTP Login' text box. Your password displays as a series of asterisks. Confirm your password in the '(Retype password to confirm)' text box.
- 7. Enter the backup directory in the 'Directory for SmartStor backups' text box.

**NOTE**: As a client of an FTP site, you have limited options and access in determining your backup directory. You need to use the directory path provided by your FTP Site Administrator. If you define an incorrect path (or a path that does not exist), a warning message will be displayed informing you there is an "Error creating/changing to directory...". If you get this warning message, you will need to contact the FTP Site Administrator for the directory path to your shell account.

**8.** If you are using a firewall, select the 'Use Firewall' check box. You must supply the required firewall parameters in the FTP Firewall Information tabbed property page.

If you want to enable PASV mode, select the 'Use PASV mode' check box.

9. Click OK to accept your FTP server configurations.

#### See Also

<u>Defining FTP Firewall Parameters</u> <u>About McAfee Personal Vault</u>

## **Defining FTP Firewall Parameters**

If your local network,  $\underline{\mathsf{ISP}}$ , or  $\underline{\mathsf{FTP}}$  site uses a  $\underline{\mathsf{firewall}}$ , you must define the firewall parameters. You can obtain this information from the appropriate systems or site administrator.

1. In the Protection Manager primary window, choose **Actions/Configure** or click the Configure button.



The same FTP firewall parameters apply to Configuration Wizard setup.

- 2. Choose the FTP Firewall Information tabbed property page.
- 3. In the 'Firewall Type' group box, select one of the following options.
  - SITE Hostname
  - USER after login
  - USER with no login
  - PROXY open.
- 4. Enter the firewall name in the 'Hostname' text box.
- 5. Enter the firewall port number in the 'Port' text box (21 is the default).
- 6. Enter your user login name in the 'Username' text box.
- 7. Enter your password in the 'Password' text box. Your password displays as a series of asterisks. Confirm your password by retyping in the '(Retype password)' text box.
- 8. Click OK to accept your firewall configurations.

# **Configuration Wizard**

Loads the Configuration Wizard to help you define your backup operations.

# **Using Backup Now**

When you start a backup operation, the drives and folders you specify are searched for files that have changed since the last backup; if modified files are found, they are copied to the <u>repository</u>.

- Select Backup Now from the Windows 95 Start taskbar; this invokes the SmartStor Protection Manager primary window.
- 2. Select Actions/Backup Now or click the Backup Now button.



- 3. SmartStor initiates a scan of your directories. Click Stop to cancel the scan and exit to the Protection Manager primary window (this will terminate your backup operation).
- **4.** After the scan, SmartStor backs up your files to the designated location. A status bar displays backup progress and statistics.
- 5. SmartStor displays the number of files and the file size of the backup; click OK.

NOTE: Backup Now uses the default configuration file.

#### See Also

# **Using Drag and Drop for Backup and Restore**

- 1. From the SmartStor or Windows Explorer view, select the files or folders you want to back up or restore.
- 2. Drag the file(s) to the WebStor application or minimized icon on the taskbar to backup; drag the file(s) from the repository to the desired location on your hard drive to restore.

**NOTE:** Backing up or restoring with drag and drop operations uses the SmartStor default configuration file, with the following exception: the files backed up are those selected from the Explorer view, NOT the files indicated in the configuration settings.

If you are retrieving files from an <u>FTP</u> server, the speed at which this is done depends on the size and number of files you've selected, the speed of your modem, and the type of Internet connection you have. If you are retrieving a very large file or several files, the restore process may take some time.

#### See Also

## **Using the Explorer Context Menu for Backup and Restore**

- 1. Select SmartStor Explorer from the Start taskbar.
- 2. Select the folders or files you wish to back up or restore.
- 3. Click the right mouse button to display the context menu, then select **Backup Now** or **Restore Files**. If you choose Backup Now, the folder or file will be backed up. If there is a backup copy of this file in the SmartStor Explorer, it will be restored to the original location.

**NOTE:** Backing up from the Explorer context menu uses the SmartStor default configuration file, with the following exception: the files backed up are those selected from the folder view, NOT the files indicated in the configuration settings.

If you are retrieving files from an <u>FTP</u> server, the speed at which this is done depends on the size and number of files you've selected, the speed of your modem, and the type of Internet connection you have. If you are retrieving a very large file or several files, the restore process may take some time.

#### See Also

## **Using the Properties Sheet for Backup and Restore**

- 1. In SmartStor or Windows Explorer, select or highlight the file you want to backup or restore.
- 2. Click the right mouse button to display the context menu, then select **Properties** from the context menu.
- 3. In the Properties sheet, click the SmartStor File Info tab.
- 4. Depending on whether you wish to back up or restore the file, choose one of the following options.
  - Click the Backup button to immediately backup the selected file to the destination specified in the default configuration settings.
  - Click the Restore button to immediately retrieve the selected file.

**NOTE:** Backing up from the Property sheet uses the SmartStor default configuration file, with the following exception: the files backed up are those selected from the folder view, NOT the files indicated in the configuration settings.

If you are retrieving files from an <u>FTP</u> server, the speed at which this is done depends on the size and number of files you've selected, the speed of your modem, and the type of Internet connection you have. If you are retrieving a very large file or several files, the restore process may take some time.

#### See Also

### **LAN Administration**

If you are a LAN administrator and would like to support SmartStor for your on-site LAN users, you can do two things to make life easier for yourself and your users.

- Define a default LAN path.
- Define a space limit value for the SmartStor Configuration Wizard to use.

Both of these are accomplished by setting variables in the user DOS environment string. This is usually done by adding commands to the system login scripts or profiles. Consult your network system administration documentation for details on how to set environment variables within a system or user login script/profile.

#### See Also

<u>Defining a Default LAN Path for Backup</u> <u>Defining Space Limitations for LAN Backup</u>

### **Defining a Default LAN Path for Backup**

To direct the SmartStor Express Setup to automatically use a particular storage path for user backup data, add the following variable to each user's environment settings:

SMARTSTOR LANPATH=\\SERVERNAME\\VOLUMENAME\\DIRECTORY\\PATHNAME\FOLDERNAME

The path must be defined using UNC (Universal Naming Conventions) rather than proprietary notation. Consult your network system documentation for UNC naming conventions; these differ depending on whether you use Bindery Emulation or NDS logins on your network.

**NOTE:** Ensure that each user has a unique path specified for their SMARTSTOR\_LANPATH setting. One way to do this is to use the user home directory name or incorporate the user login name into the path setting. Refer to your network system documentation for more information.

When your users run the SmartStor Configuration Wizard, the presence of this set variable in the user DOS environment string causes two things to happen:

- 1. The setup method page offers three choices:
  - Express Setup Backup to local hard disk
  - Express Setup Backup to LAN
  - Custom Setup

The 'Express Setup - Backup to LAN' option becomes the default. The option 'Express Setup - Backup to an FTP server' no longer appears. However, the user can still use Custom Setup to configure backup to an FTP site.

When the user chooses Express Setup - Backup to LAN, or if they choose Custom Setup, the default destination for the repository is now set to the SMARTSTOR\_LANPATH value. The user can change this default by using Custom Setup.

#### See Also

**Defining Space Limitations for LAN Backup** 

# **Defining Space Limitations for LAN Backup**

You can set an environment variable to cause the SmartStor Configuration Wizard to limit the amount of LAN storage used during the setup process. This limit is enforced in both Express and Custom Setup modes. Use the environment string:

SMARTSTOR\_MAXLANMB=xx

where xx is the maximum LAN storage space (MB) allowed for backup during Wizard setup operations.

This space limitation method is only in effect during the Configuration Wizard setup processing. If you need to implement a hard limit on user disk storage space, you should set these limits using your network administration capabilities.

#### See Also

Defining a Default LAN Path for Backup

### FTP

File Transfer Protocol; an application protocol used for transferring files between computers. FTP requires a user ID and possibly a password to access files on remote hosts or servers. FTP assumes that TCP (Transmission Control Protocol) is the underlying protocol.

### **Protect**

When you select the drives, folders, and files you want to back up with SmartStor and store this information in a configuration file, these items are protected by SmartStor. They will automatically be backed up according to the schedule you create.

### **Registered Files**

File types that are associated with applications from the File Types tab on the Explorer View Options dialog. These files are automatically backed up with SmartStor when you select 'Registered' in the File Types column in the Protection Manager primary window. For further information on registering file types, refer to Windows 95 online help.

### **Folder View**

A window that displays the folders on a drive or the files in a folder. You can see a folder view from the Windows 95 Explorer, My Computer, Network Neighborhood, SmartStor Explorer or the FTP Icon Connection primary window.

### **Firewall**

Provides security for a network in an Internet environment. If a user tries to access a network protected with a firewall, the firewall verifies the username and password to ensure that the user is authorized to access the network.

### ISP

Internet Service Provider

# Repository

The location where you want your backed up data to be stored. This can be a local disk drive, a mapped network drive, or a folder on an FTP server.

### ΙP

Internet Protocol; protocol used to route data in an Internet environment.

## TCP/IP

Transmission Control Protocol/Internet Protocol; set of communication protocols that support peer-to-peer connectivity functions for both local and wide area networks.

### **PASV Mode**

Enables the FTP connection data channel as an outgoing call from the FTP client to the FTP server, rather than as an active open connection from the FTP server to the FTP client.

## **New Command (File Menu)**

Resets SmartStor settings to the default configuration. Use this command to work in the Protection Manager primary window without preserving configuration changes.

## **Open Command (File Menu)**

Opens a new configuration file. These settings work interactively during the present session. To preserve the settings as defaults for scheduled or future sessions, click the Save button or choose **File/Save**.

### **Save Command (File Menu)**

Saves the current configuration as the default configuration. Important: The default configuration controls the operation of the 'Backup Now' command on the Windows 95 **Start** taskbar, the 'Backup Now' button, Explorer context and Property sheet backup and restore, and drag and drop backup and restore operations. Use caution when changing and saving default configurations.

### Save As Command (File Menu)

Saves the current configuration settings under a new PSM Configuration File name, with the format \*.PSM. The resulting configuration file can be double clicked from a Folder View or the Windows Explorer to execute backup or restore operations.

# **Exit Command (File Menu)**

Exits the SmartStor Protection Manager. If you have changed your configuration and have not yet saved it, the **Exit** command will prompt you to do so.

# **Configure Command (Actions Menu)**

Allows you to change your backup destination, reporting options, special backup restrictions, and FTP site information.

### **Backup Now Command (Actions Menu)**

Performs a backup operation immediately based on the current settings. If you have changed your settings but have not saved them, Backup Now operates on these changes. You can keep your changes by using the **File/Save** or **File/Save As** command. Revert to the default settings by using **File/New** command, or by exiting the Protection Manager and clicking No when prompted to save your settings.

## **Schedule Command (Actions Menu)**

Allows you to define schedules for backing up your data. When the backup is active, SmartStor appears in the Windows taskbar. Click the SmartStor icon to open the Protection Manager.

# **Configuration Wizard Command (Actions Menu)**

Invokes the Configuration Wizard to change the backup destination, which files to back up, or the backup schedule.

# **Help Topics Command (Help Menu)**

Activates the SmartStor online Help file.

# What's This? Command (Help Menu)

Displays specific help for the item you select.

# **About Command (Help Menu)**

Displays version number, copyright, and licensing notices for SmartStor.

# **Backup These Dirs Column**

Allows you to add a drive or folder to the backup configuration.

### **Sub Dirs Column**

Allows you to include subdirectories in back up operations. Click the column heading to toggle between Y (yes) and N (no).

# File Types Column

Allows you to specify the types of files you want to back up. Click the column value to toggle between All Files, Registered, and Selected.

### **Inclusions Column**

Allows you to include specific files in the backup operation. This option is active only if you choose Registered or Selected as the file type to back up. The included file types (\*.EXT) refer only to the highlighted drive or directory.

### **Exclusions Column**

Allows you to exclude specific files from the backup operation. This option is active only if you choose Registered or Selected as the file type to back up. The excluded file types (\*.EXT) refer only to the highlighted drive or directory.

# New (Read in Defaults) Button

Reads in SmartStor default configurations. Use this command to work in the Protection Manager primary window without preserving configuration changes.

## **Open New Configuration Button**

Opens a new configuration file. These settings work interactively during the present session. To preserve the settings as defaults for scheduled or future sessions, click the Save button or choose **File/Save**.

## **Save Current Configuration Button**

Saves the current configuration as the new default configuration.

Important: The default configuration controls the operation of the **Backup Now** command, which can be executed in the following ways.

- The Windows 95 **Start** taskbar
- The Backup Now button on the Protection Manager toolbar
- Windows Explorer drag and drop operations
- Windows Explorer Properties sheet backup operation
- Windows Explorer context menu operation.

Be careful when changing and saving default configurations.

# **Configure Button**

Allows you to change your backup destination, reporting options, special backup restrictions, FTP site information, and FTP firewall information.

### **Backup Now Button**

Performs a backup operation immediately, based on the current settings. The Run Time page displays the processing status and exits to the Protection Manager primary window at completion.

Tip: If you have changed your settings, but have not yet saved them, Backup Now will operate in accordance with your changes. This allows you to experiment with the results produced by changing your settings. You can keep your changes by using the **File/Save** or **File/Save** As command. Revert to the default settings by using **File/New** command, or by exiting the Protection Manager and clicking No when prompted to save your settings.

### **Schedule Button**

Allows you to define schedules for backing up your data. When the backup is active, SmartStor appears in the Windows taskbar. Clicking the SmartStor icon opens the Protection Manager.

# **Add Entry to Dir List Button**

Allows you to add files to your backup directory.

# **Delete Highlighted Entry from Dir List Button**

Deletes the highlighted file from the backup directory.

## **Configuration Wizard Button**

The Configuration Wizard allows you to customize or reconfigure your backup and restore settings at any time. When you choose Custom Setup, you have the option to change all backup and restore settings or only selected settings. Configuration Wizard lets you:

- Define or change a backup location
- Select drives, folders, and files for backup
- Schedule backups.

### **Context Sensitive Help Button**

Activates the context sensitive help to display specific Help for the item you select.

#### LAN

Local Area Network

Express Setup to your LAN radio button: Select this to backup to a designated repository on your LAN; if this option appears, you should choose it.					

# **Configuration Wizard You Are Finished**

You have completed SmartStor configuration through the Configuration Wizard. When you click Finish, the configuration you have defined will be put into effect.

If you wish to cancel your reconfiguration, click Cancel. Any previous SmartStor settings will be preserved.

**NOTE:** The first time through the Wizard, clicking Finish automatically saves your configuration. If you subsequently reconfigure everything by running the Wizard again, clicking Finish will put your reconfiguration into effect for the current SmartStor session, but does not permanently save these settings.

If you want to save new settings, click Yes at the prompt when you exit SmartStor; if you do not want to save the new settings, click No, preserving your prior SmartStor configurations.

## **Configuration Wizard FTP Site Information**

If you have established an <u>FTP</u> site as your backup destination, you must provide FTP connection parameters. This information can be obtained from the FTP site administrator.

- 1. Enter the FTP server name in the 'FTP Server Name or IP Address' text box.
- 2. Enter the FTP server port number in the 'Port' text box (21 is the default).
- 3. Enter your user login name in the 'FTP User Name for FTP Login' text box.
- 4. Enter your password in the 'Password for FTP Login' text box. Your password displays as a series of asterisks.
- **5.** Enter the backup directory in the 'Directory for SmartStor backups' text box.

**NOTE**: As a client of an FTP site, you have limited options and access in determining your backup directory. You need to use the directory path provided by your FTP Site Administrator. If you define an incorrect path (or a path that does not exist), a warning message will be displayed informing you there is an "Error creating/changing to directory...". If you get this warning message, you will need to contact the FTP Site Administrator for the directory path to your shell account.

- 6. If you want to compress your data, select the 'Compress Files to Back Up' check box.
- 7. If you want to encrypt your data, select the 'Encrypt Files to Back Up' check box, then enter your encryption key in the 'Encryption Password' text box.
- 8. If you are using a firewall, select the 'Use Firewall' check box. You must supply the required firewall parameters in the Configuration Wizard Firewall Information page. If this check box is selected, Configuration Wizard will automatically bring up the FTP Firewall Information page.
- 9. If you want to use PASV mode, select the 'Use PASV Mode mode' check box. Click Next to accept your changes.

#### See Also

About McAfee Personal Vault

# **Configuration Wizard FTP Firewall Information**

If your local network,  $\underline{\mathsf{ISP}}$ , or  $\underline{\mathsf{FTP}}$  site uses a  $\underline{\mathsf{firewall}}$ , you must define the firewall parameters. This information can be obtained from the appropriate systems or site administrator.

- 1. In the 'Firewall Type' group box, select one of the following options:
  - SITE Hostname
  - USER after login
  - USER with no login
  - PROXY open
- 2. Enter the firewall name in the 'Hostname' text box.
- 3. Enter the firewall port number in the 'Port' text box (21 is the default).
- 4. Enter your user login name in the 'Username' text box.
- 5. Enter your password in the 'Password' text box. Your password displays as a series of asterisks.
- 6. Click Next to accept your firewall configurations.

## **Configuration Wizard Change Current Options**

The Configuration Wizard walks you step-by-step through backup reconfigurations. With Configuration Wizard, you can change specific components or all aspects of your backup configuration. Wizard offers the option of Express Setups, using intelligent defaults. You can click Cancel at any time in the Configuration Wizard session, and your previous SmartStor settings will be preserved without change.

- Change WHERE I store my data
- Change WHICH FILES to back up
- Change the backup SCHEDULE
- Change EVERYTHING

Although Configuration Wizard is a convenient and powerful way to set and change SmartStor configurations, it does have some limitations.

- The Wizard remembers only the settings from the previous Wizard session. If you have used the advanced features of the SmartStor Protection Manager primary window to customize Wizard generated settings, the Wizard will not preserve these customized settings.
- The Wizard is limited to protecting (or excluding from protection) entire disk drives. If you have added your own customized path specifications to the protection list through the SmartStor Protection Manager primary window, these settings will be lost when you make changes through the Wizard.

If you are an advanced computer user familiar with backup operations, you may want to use the Protection Manager primary window exclusively to configure or change your backup settings.

## **Configuration Wizard Setup Changes Complete**

You have completed the desired changes, and the new settings will now be put into effect. You can preserve the new settings, or cancel them. In this page, you cannot edit or correct changes.

- 1. To preserve your new settings, click Close to exit to the Protection Manager primary window. When you exit SmartStor, you will be prompted to save your changes. Click Yes.
- 2. To change other backup settings in the Configuration Wizard, click Next to return to the Configuration Wizard Change Current Options page. You can repeat your configuration and make any corrections you desire.

If you make a mistake in your configuration, you cannot edit or make corrections in this page. However, you can revert to your previously saved configuration.

- 1. Click Close; this exits the Configuration Wizard to the Protection Manager primary window.
- 2. Choose File/Exit or click the Exit button to quit the SmartStor application. When prompted to save your changes, click No. Your previously saved configurations will be preserved.

## **Configuration Wizard Disk Space Analysis in Progress**

This page displays the progress of the disk space analysis. SmartStor analyzes your hard drive to determine

- Space used by Unique files
- Space used by files Copied from elsewhere
- Total space used (Unique and Copies)
- Portion of total files previously backed up by SmartStor.

SmartStor considers all files to be either Unique files, or Copies. Unique files are those that you create on your computer. Copies of files include all files or applications that were NOT created on your computer.

The analysis determines if your backup data will fit the backup destination you have specified. Scanning time depends on the amount of files, not the file size.

The analysis process will not affect your data in any way; the content of your files is not examined. SmartStor only examines the file date, size, and type (extension). The scan does not change the Last Accessed Date or any other file attribute.

You cannot click Back or Next until the scan is complete. You may stop the scan by clicking Cancel, but this also ends your Configuration Wizard session without preserving any of the changes you have made.

# **Configuration Wizard Disk Space Analysis**

SmartStor will examine all of your hard drive to see how much and what kind of information you are storing. This information will help you in making other configuration changes (if you use Custom Setup), or will determine the intelligent default selections by the Configuration Wizard Express Setup.

The analysis determines if your backup data will fit the backup destination you have specified. Scanning time depends on the number of files, not the file size.

The analysis process will not affect your data in any way; the content of your files is not examined. SmartStor only examines the file date, size, and type (extension). The scan does not change the Last Accessed Date or any other file attribute.

# **Configuration Wizard Scheduling Your Backups**

Configuration Wizard offers several choices for automating your backups. Regularly scheduled automated backups are a very valuable way to ensure that your data is protected. Only a few scheduling possibilities are presented, but other customized options are available in the Protection Manager primary window.

- 1. Select one of the following options to automate your backup:
  - Select 'Don't schedule automatic backups' for manual only backups.
  - Select 'Backup when your computer is idle' for specified computer idle time backups.
  - Select 'Backup once a day at 8:30 AM' for regular backups at this time.
  - Select 'Backup once a day at noon' for regular backups at this time.
  - Select 'Backup once a day at 4:30 PM' for regular backups at this time.

If you don't like any of these options, you can designate other backup times through the Protection Manager **Actions/Schedule Command** menu, or by clicking the Schedule button.



2. Configuration Wizard acknowledges completion of any changes you make. To accept these changes, click Finish. If you want to make additional backup changes, click Next.

**NOTE:** The Wizard remembers only the previous Wizard configuration. If you have used the advanced features of the Protection Manager to customize your Wizard generated settings, the Wizard will not be able to preserve these; instead, it will use its own remembered settings from the previous Wizard session.

The Wizard is limited to protecting (or excluding from protection) entire disk drives. If you have added your own customized path specifications to the protection list, these settings will be lost when you let the Wizard make changes to your settings.

# **Configuration Wizard Choose Method**

In this page, you can let Configuration Wizard make certain choices in the backup configuration or you determine the step-by-step definition of the backup configuration process.

- 1. If you want Configuration Wizard to determine your backup parameters, choose the appropriate Express Setup option.
- 2. If you want to customize your backup configuration, choose Custom Setup.

If you choose Custom Setup, Configuration Wizard supplies intelligent default selections at every step of the configuration process. You can accept any of these defaults, or make any desired modifications.

#### See Also

**About Express Setup** 

### **Configuration Wizard Disk Space Analysis Results**

The results of the SmartStor disk space analysis are displayed.

- Space used by Unique files
- Space used by files Copied from elsewhere
- Total space used (Unique files plus Copied files)
- Portion of total files previously backed up by SmartStor.

SmartStor considers all files to be either Unique files, or Copies. Unique files are those that you create on your computer. Copies of files include all files or applications that were NOT created on your computer. As these files can be replaced from other sources or by reinstalling software, SmartStor includes a feature which skips these files during backups.

SmartStor makes the file determination by examining the file's unique Creation Date and Modification Date. If the file was created after it was modified, then it is a Copy. If the modification date is the same as or later than the creation date, then SmartStor considers it a Unique file.

**NOTE:** If you upgraded your computer to Windows 95 from a previous version of Windows, all of your files in existence prior to the upgrade will not have a creation date. SmartStor will categorize these files as Copies, since it cannot determine the creation date.

Certain Windows programs may save information about themselves or about options you have selected within the application. Although you did not create them, SmartStor views these files as Unique and may include them in backup operations. This may be useful, as these program settings are sometimes important to the backup procedure.

# **Configuration Wizard Welcome**

When you install SmartStor, this page introduces you to the first-time backup configuration process. Before you can use SmartStor to protect your data, you must complete the Configuration Wizard setup. Once you have completed this process, you can make additional customizations or adjustments to settings using the SmartStor Protection Manager primary window or return to the Configuration Wizard.

This page is also displayed if you have previously installed SmartStor and choose the 'Change Everything' option in the Configuration Wizard - Change Current Options page.

If you want to change only a part of your backup configuration, click Back to return to the Change Current Options page and select the option you desire to change.

#### **Configuration Wizard Disk Drive and File Type**

This page allows you to control which disk drives and which files on those drives will be backed up. When this page appears for the first time, it shows the intelligent default selections that SmartStor has chosen, based on the available space at your backup location and the results of the disk space analysis. If you are reconfiguring SmartStor, the selections on this page show your current configurations.

- Disk drives: Click on the check box to select hard drives for backup. If you have a removable disk drive, you may not want to select this for backup.
- File types: If you have a large backup destination, you can select 'All File Types' to protect everything on your hard drive. If you select 'Registered File Types', SmartStor only backs up files that are registered with Windows 95. Using 'Selected File Types' gives you the most control over your selection. When you select this option, use the multiple selection list box to check or uncheck particular types of files.
- Select the 'Also backup Windows data files' check box to include the important Windows settings INI or CFG files, plus the AUTOEXEC.BAT and CONFIG.SYS files.
- Select the 'Don't backup files copied from elsewhere' check box to prevent SmartStor from backing up any file that
  is copied from another location. Selecting this option can significantly reduce the amount of data to be backed up.
- Select the 'Only backup future changes' to back up files that you have selected, but only if they have been modified since a previous backup. This option can also reduce the amount of space required for backup.

The 'Total Files Selected (MB)' text box and the 'Space Available (MB)' text box displays a running total of the file selection choices you make. Use this number as a guide to see if your backup selections will fit the space available at your backup location. If you are using an FTP site as a backup location, SmartStor will be unable to analyze the backup space available, and will display "unknown" in the 'Space Available (MB)' text box.

# **Configuration Wizard Select a Backup Location**

This page presents options to determine your backup destination. Choose the 'Store backups on an FTP server' option for Configuration Wizard to guide you through the FTP configuration setup. Information required for completing the FTP site parameter configuration must be obtained from the FTP site administrator.

Choose the 'Store backups here (local disk or network share)' option to configure your hard drive or a network drive as your backup destination. Use the Browse button to select different network drives. Your current selected backup destination drive and path name is displayed in the text box. Configuration Wizard also displays the amount of free space available on your hard drive.

#### See Also

About McAfee Personal Vault

## **Configuration Wizard- Review Your Required Disk Space**

After you have designated the disk drive and file types you want to back up, the Configuration Wizard provides a chance to review these settings and revise them if necessary. The Configuration Wizard tells you the size of the backup you have designated (MB) and shows the amount of space available in your repository (MB); if your backup configuration exceeds the available space, you must revise it to fit.

**NOTE:** If you have designated an FTP server or a LAN drive as your backup repository, the Configuration Wizard will be unable to scan these drives to determine the space available. In these cases, the space available text box will read 'unknown'.

## **Backup Options Destination**

This page allows you to define backup destinations using SmartStor Protection Manager.

- 1. Choose one of the following backup destination options:
  - Select the 'Backup files to this location' option to designate a local or network backup <u>repository</u>. Enter the drive, path and folder where you want the backup files to be stored (the repository) or click the Browse button to select the drive and path.
  - Select the 'Use FTP (Internet) server' option to designate an <u>FTP</u> repository site. If you will be using an FTP server, you must set up the FTP configurations.

SmartStor will always add the final directory name SMARTSTOR REPOSITORY to the end of the path name you define.

- If you want SmartStor to notify you when your repository space falls below a certain percentage, select the 'Warn if space falls below' check box. Enter the desired percentage (0-75) in the enabled 'Warn if space falls below' text box.
- 3. Click OK to accept your backup destination configurations.

#### See Also

Selecting Files to Back Up
Scheduling Backups
Backup Options
Defining FTP Server Backup Destinations
About McAfee Personal Vault

## **Backup Options Reports**

SmartStor reports the results of backup operations by reporting to log files or displaying screen messages. You determine the reporting method in this page.

- 1. Choose one of the following reporting options.
  - Select 'Report using log file' if you want the backup operation results to be stored in a log file. Then, enter the drive, path, and name of the log file you wish to use or click Browse to select the drive, path, and file name.

**NOTE:** Selecting 'Report using log file' will cause SmartStor to add information to your log file each time it performs a backup. You may wish to periodically review the contents of this file and then clear it to conserve disk space. Although the log file grows slowly, it will continue to increase until you delete it.

- Select 'Display report on screen when done' if you want the backup operation results to be displayed on your screen when the backup operation is complete. Selecting this option does not create a log file.
- 2. If you choose 'Report using log file' option, click the View Log button to see the backup log file.
- 3. To clear the backup log, click the Clear Log button.
- 4. Click OK to accept your reporting configurations.

## **Backup Options Options**

Protection Manager presents options that can streamline, optimize and protect your backup process.

- 1. Select the 'Only backup file if modified newer than create date' check box if you want to back up only those files that have been modified since the last backup operation.
- 2. Select the 'Only backup files modified newer than this date' check box if you want to specify a file modification date to determine backup. Click the button to specify the date.
- **3.** Select the 'Encrypt Files' check box if you want to encrypt your data; then, enter your encryption key in the 'Encryption Key' text box.
- 4. Select the 'Compress Files' check box if you want to compress your data.
- 5. Click OK to accept your backup options.

## **Backup Options FTP Site Information**

If you have established an <u>FTP</u> site as your backup destination, you must set up the FTP connection parameters. This information can be obtained from the FTP site administrator.

- 1. Enter the FTP server name in the 'FTP Server Name or IP Address' text box.
- 2. Enter the FTP server port number in the 'Port' text box (21 is the default).
- 3. Enter your user login name in the 'FTP User Name for FTP Login' text box.
- **4.** Enter your password in the 'Password for FTP Login' text box. Your password displays as a series of asterisks. Confirm your password in the '(Retype password to confirm)' text box.
- 5. Enter the backup directory in the 'Directory for SmartStor backups' text box.

**NOTE**: As a client of an FTP site, you have limited options and access in determining your backup directory. You need to use the directory path provided by your FTP Site Administrator. If you define an incorrect path (or a path that does not exist), a warning message will be displayed informing you there is an "Error creating/changing to directory...". If you get this warning message, you will need to contact the FTP Site Administrator for the directory path to your shell account.

- **6.** If you are using a firewall, select the 'Use Firewall' check box. You must supply the required firewall parameters in the FTP Firewall Information tabbed property page.
- 7. If you want to enable PASV mode, select the 'Use PASV mode' check box.
- 8. Click OK to accept your FTP server configurations.

#### See Also

About McAfee Personal Vault
Defining FTP Firewall Parameters

# **Backup Options FTP Firewall Information**

If your local network,  $\underline{\mathsf{ISP}}$ , or  $\underline{\mathsf{FTP}}$  site uses a  $\underline{\mathsf{firewall}}$ , you must define the firewall parameters. You can obtain this information from the appropriate systems or site administrator.

- 1. In the 'Firewall Type' group box, select one of the following options.
  - SITE Hostname
  - USER after login
  - USER with no login
  - PROXY open.
- 2. Enter the firewall name in the 'Hostname' text box.
- 3. Enter the firewall port number in the 'Port' text box (21 is the default).
- 4. Enter your user login name in the 'Username' text box.
- 5. Enter your password in the 'Password' text box. Your password displays as a series of asterisks. Confirm your password by retyping in the '(Retype password)' text box.
- 6. Click OK to accept your firewall configurations.

#### **Schedule**

SmartStor enables you to configure an automatic backup schedule customized to your specific requirements.

- 1. Select the 'Don't schedule to execute at all' option if you want to run backups only on-demand.
- 2. If you want to run backups at regular intervals, select the 'Execute every' option and define one of the following intervals.
  - Select 'Hour' to run the backup every hour. Then, enter the number of minutes (0-59) past the hour at which you
    want the backup to run.
  - Select 'Day' to run the backup at the same time every day. Then, click Change to set the Hours (1-12), minutes (0-59), and time period (AM or PM) at which you want the backup to run.
  - Select 'Week' to run the backup once a week. Then, enter the day (Monday-Sunday), hour (1-12), minutes (0-59), and time period (AM or PM) at which you want the backup to run.
  - Select 'Month' to run the backup once a month. Then, enter the date (1-31), hour (1-12), minutes (0-59), and time period (AM or PM) at which you want the backup to run.
- 3. If you want to run the backup operation whenever your computer has been idle for a specified number of minutes and you haven't backed up for a specified number of hours, select the 'Execute when idle time exceeds' option. Then, enter the desired number of idle time minutes (10-99) and specified hours between backups (0-24).
- 4. Click Close to accept the backup schedule configurations.