How To Set Up Dataprotect

This document will show you how to install and configure your computer for a "Typical" installation.

If you have questions about configuring a "Custom" installation please contact Tech Support at 877-664-1901.

Begin by Signing Up.

After you have successfully signed up for our Remote Back Up Service
you will receive an email response from Dataprotect.net.

Enclosed in the email will be:

- A link to the installation program.

 Download the Dataprotect_Installer.exe
 Then double click on the icon to start the install process.

- An Authentication Number that you will need to active your account.

 After you have Logged In you will need this code to continue the set up.

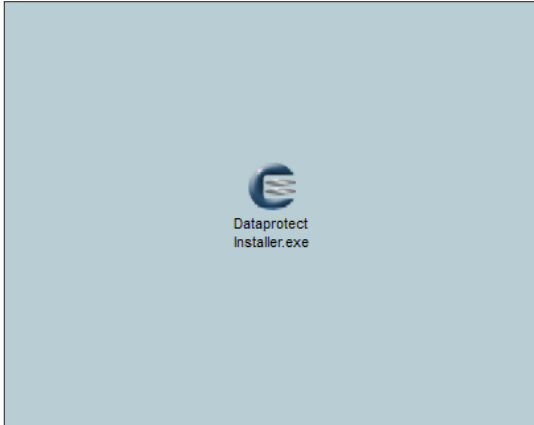There are 2 ways of installing the software, in "Typical" and "Custom" modes.

The vast majority of home users and small businesses without servers
should choose "Typical". The features in a "Custom" install allow it to be
used as a "service" run from a Windows Server to multiple computers.
A "Custom" install will also allows multiple users on a single computer
to each run there own back ups independently.

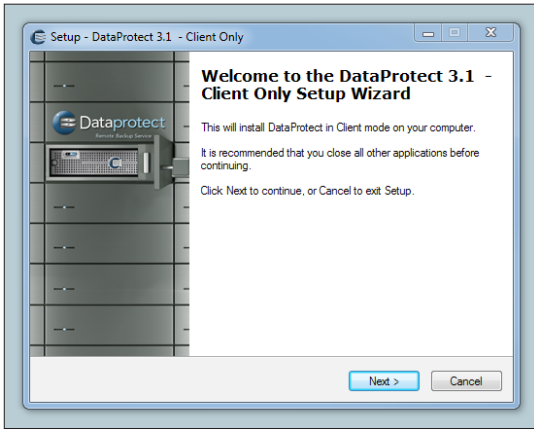# Installing Dataprotect software for a "Typical" User

1. Double clicking on the Installer.exe icon

When you do this, you may see a "security warning" dialog box.

If you downloaded the file from the Dataprotect web site, it will be safe to open this program.
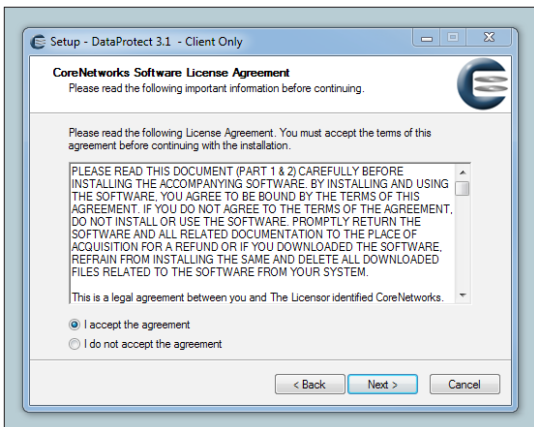
Click "Run"

2. Welcome To Dataprotect Setup

Close out of all other applications that are running before proceeding.

Click "Next"

3. Software License Agreement

The Software License Agreement is similar to those found with many other programs, and spells out things like liability limitations and other legal matters. Feel free to read it, but you must accept the license agreement to continue.

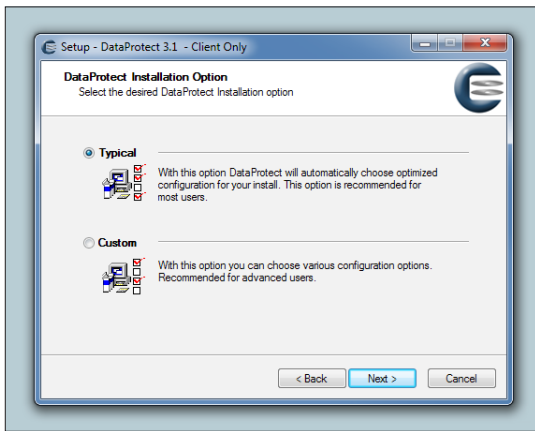Click " I accept the agreement"

then

Click "Next"

4. Enter your Dataprotect ID

For this step, you'll need to use your DataProtect ID.

This identifies your account on the DataProtect server and was created during your Dataprotect signup process.

We usually recommend using your email address since it is globally unique.

Click "Next"

5. Installation Options; Typical or Custom

Typical Option -

This is recommended for most home users. It will start automatically when you log in to Windows. When you log off, it will stop running.

This option is best suited for computers with one primary user who either remains logged in most of the time, or shuts the computer down when not in use.

With this setting, Dataprotect will <u>not</u> have access to a shared network which needs a user login to access.

This setup works well for typical home users and in many offices.

Dataprotect software is installed on individual computers as an Application on the "C" drive in the the Programs Folder.
If installed to a Windows Server then is will be installed as a Service.
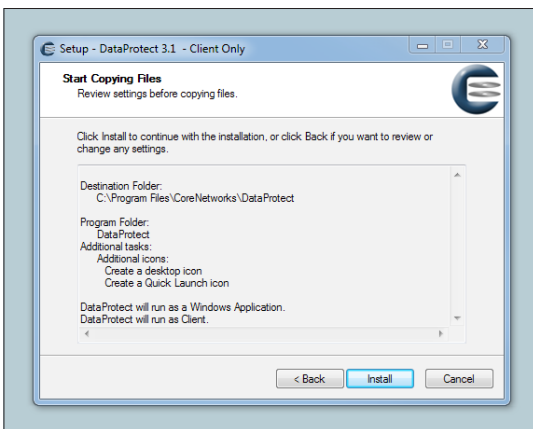
Click "Typical"

Click "Next"

Custom Option-

With this option you may choose to install Dataprotect as a Windows application, which runs only when a user is logged in.
Or it can also be installed as a Windows Service, at a specific location, with a custom Web Console configuration.

The Windows service mode is best suited for multi-user environments, such as family computers with individual user accounts, or multi-user systems such as a company server or shared public systems.

Custom Option configuration instructions can be found on your "C" drive, in the Programs Folder, in the Dataprotect Folder in the Dataprotect Help document.
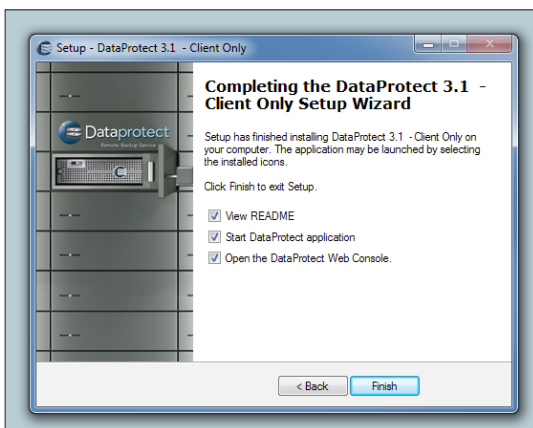

6. Copying Files To A Location

This step configures where the Dataprotect software is stored and where short cut icons are placed.

Click " Install" to proceed

The box will show a progress bar and the Dataprotect files being downloaded to your Program Files.
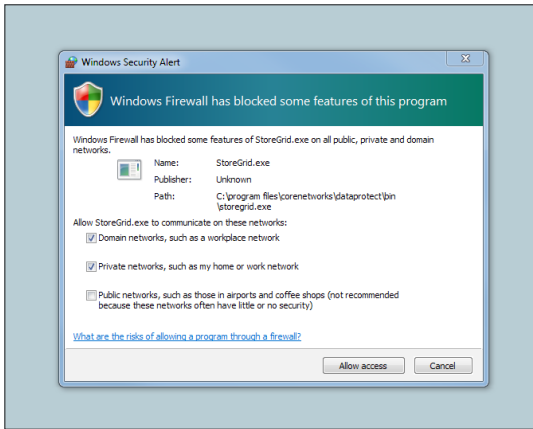

7. Completing the installation of Dataprotect

By default three buttons are checked in this window, we recommend leaving them checked.

Click "Finish" to exit the Setup.

The README file has a link in it that opens a Dataprotect Help Guide in a browser window. With the Typical installation it is not something you should need. But if you do have questions it's a good place to start looking.
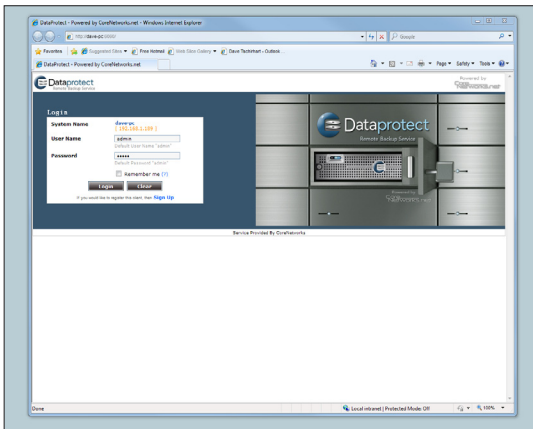
8. **Allow Firewall Access**

Window systems may ask for permission to allow Dataprotect to have access through your Firewall.

We recommend clicking the first button "Domain Networks" and second button for "Private Networks".
It's not recommended to allow access to Public Networks.

Click "Allow access"

You may have another Firewall window open up after this one. Choose the same selections and
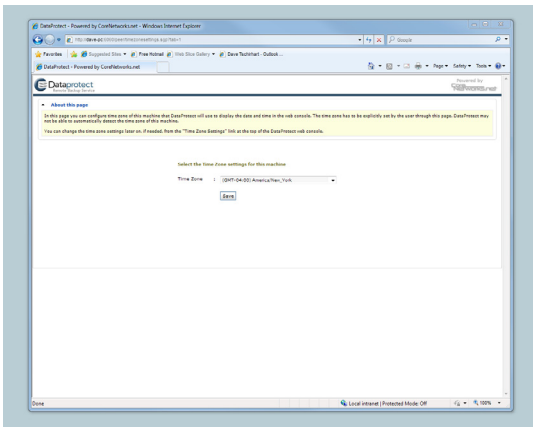
Click "Allow access"

9. **Login To The Dataprotect Web Console**

By default Dataprotect uses "admin" for both your User Name and Password.

User Name "admin"
Password "admin"

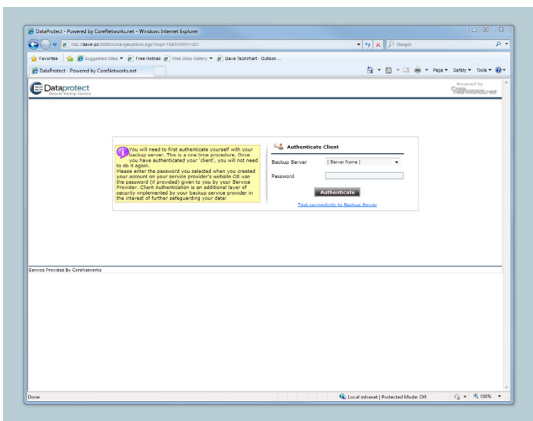A unique User Name and Password can be created only in the "Custom" set up.

Click "Login"

10. **Select Your Time Zone**

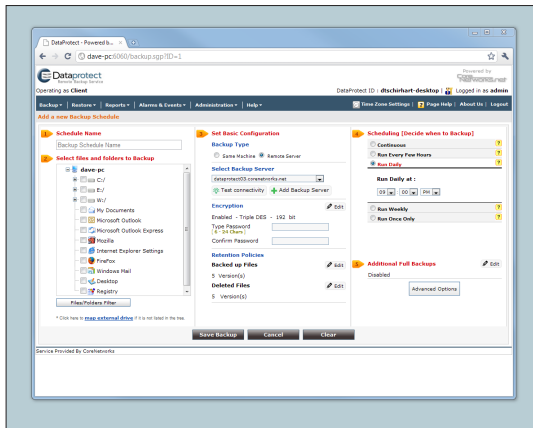Set which time zone you are in from the drop down list.

Click "Save"

11. **Authentication Client (software)**

Choose your backup server from the drop down menu.

Enter the password that was included in an email that was sent to you to confirm your Dataprotect service.

Click "Authenticate"

Choose Folders To Backup

12. In order to give you ultimate control of how often particular files are backed up you will need to backup folders one at a time.

    The most popular folders to backup are:
    - My Documents
    - Internet Browsers like Internet Explorer, Firefox and Safari
    - Desktop
    - Music, Video and Picture folders
    - Folders that contain important files outside the Windows folders

    Repeat this step for each folder you want to backup.

    1. Schedule Name
    This is the name of this particular backup. It can be called anything you would like, but giving it the name of the folder is standard.

    2. Select files and folders to Backup
    Click one folder you want to back up.

    3. Set Basic Configuration
    Backup Type
    Click Remote Server (default), other wise you will be saving your files to your own computer. And that defeats the purpose of remote backup.

    Select Backup Server
    Choose your server from the drop down menu.

    Encryption
    You can choose to use our 192 bit encryption when storing your files. If you do choose to encrypt take extra precaution to save your Password. You will need your password if you ever need to access your files for a restore, in the event of data loss.
    VERY IMPORTANT NOTE
    Dataprotect does not store or have any access to your Password, you need to protect it.

    Retention Policies
    We suggest you keep the level to 5 Versions for both the Backed up Files and Deleted Files.

    4. Scheduling

    This is where you decide how often and when you have your files backed up. Because your computer needs to be running when the scheduled back up happens you need to pick a time it will be on.

    One easy strategy we recommend is for Typical users to have the back ups scheduled to

    "Run Every Few Hours" Run Every: 6 hours, 7 days a week

    This type of schedule will make it more likely you will have consistent back ups.

    Dataprotect runs in the background it won't interfere with your daily computing.

    Click "Save Backup"

    The initial BackUp process may take some time depending on how large the folders are.

    After this first backup subsequent backups will only backup files that have changed.

    After the back up is complete Click "Create New" to back up another folder.

    Repeat this step until you have backed up all your important files.