

# Crashplan Backup and Restore

## Crashplan Backup Guide

17 May 2011, v0.1

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Using Crashplan 3.03, Windows 7 Enterprise x64 SP1

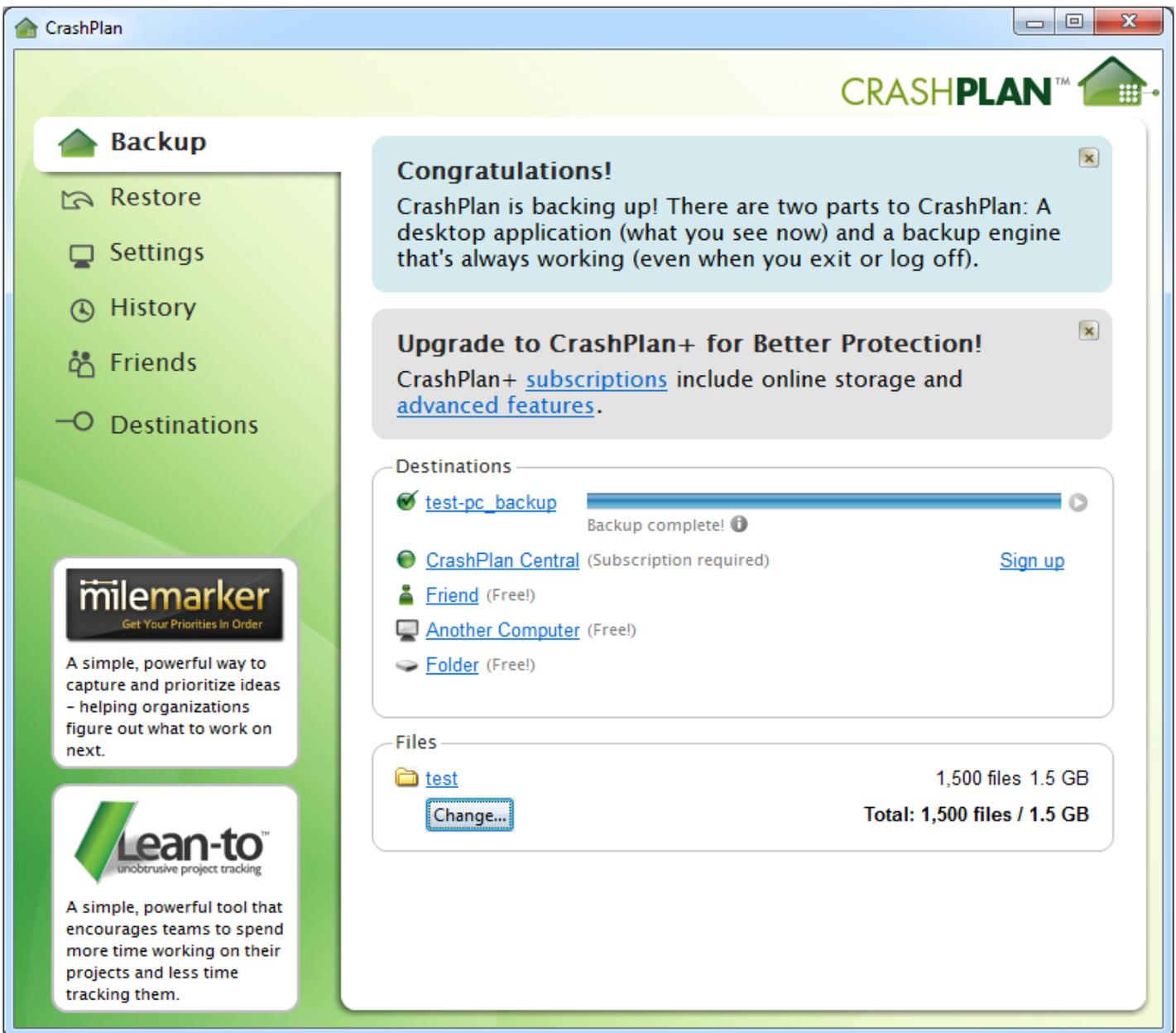
*For local backup on to an external harddisk directly connected to the user's computer.*

### Backup:

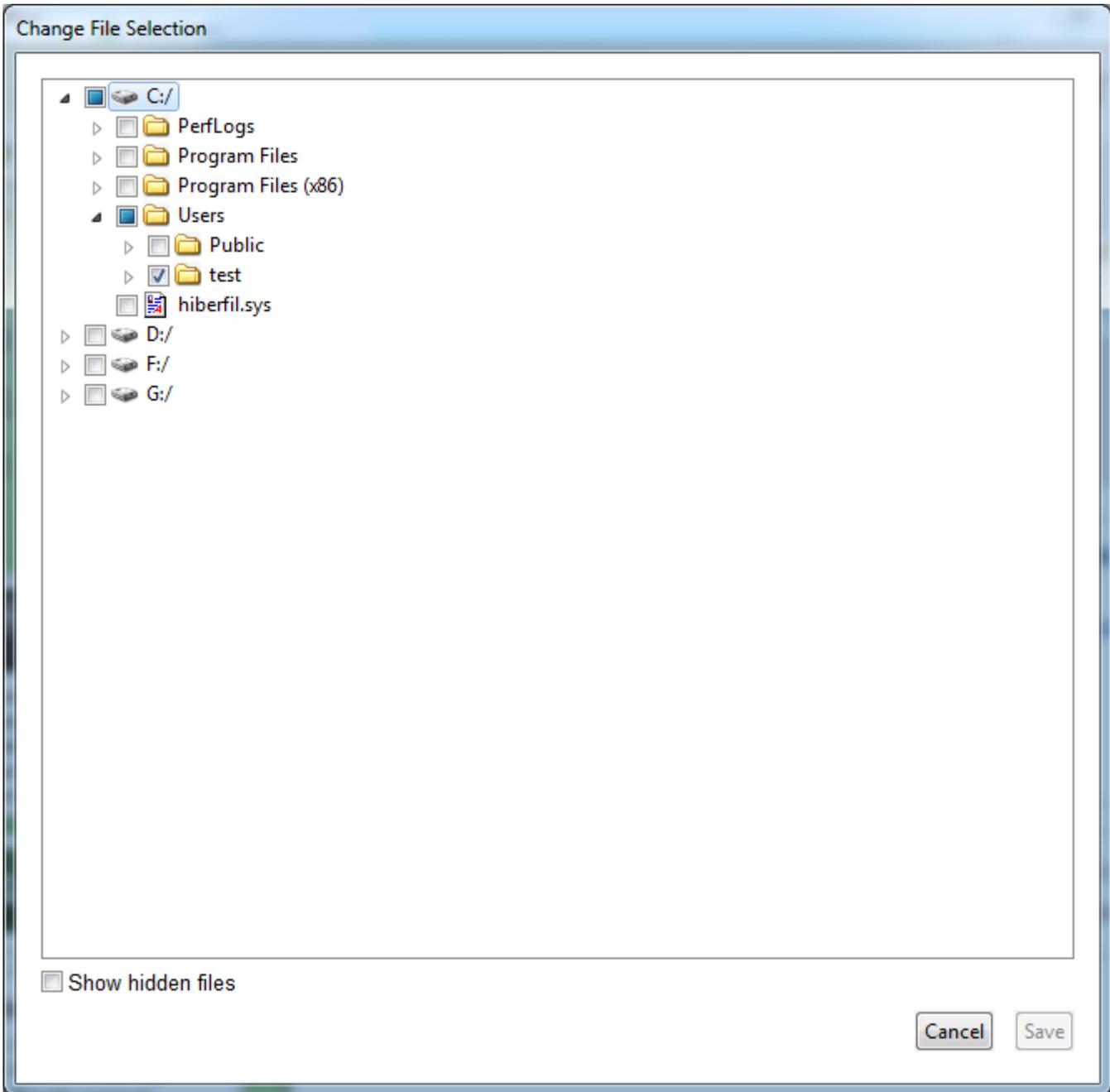
After downloading and installing Crashplan from <http://www.crashplan.com/>

*Important: go to Windows Explorer/My Computer, pick out your backup drive, and create a folder for backups on it. Crashplan does not let you create new folders within its interface at that step.*

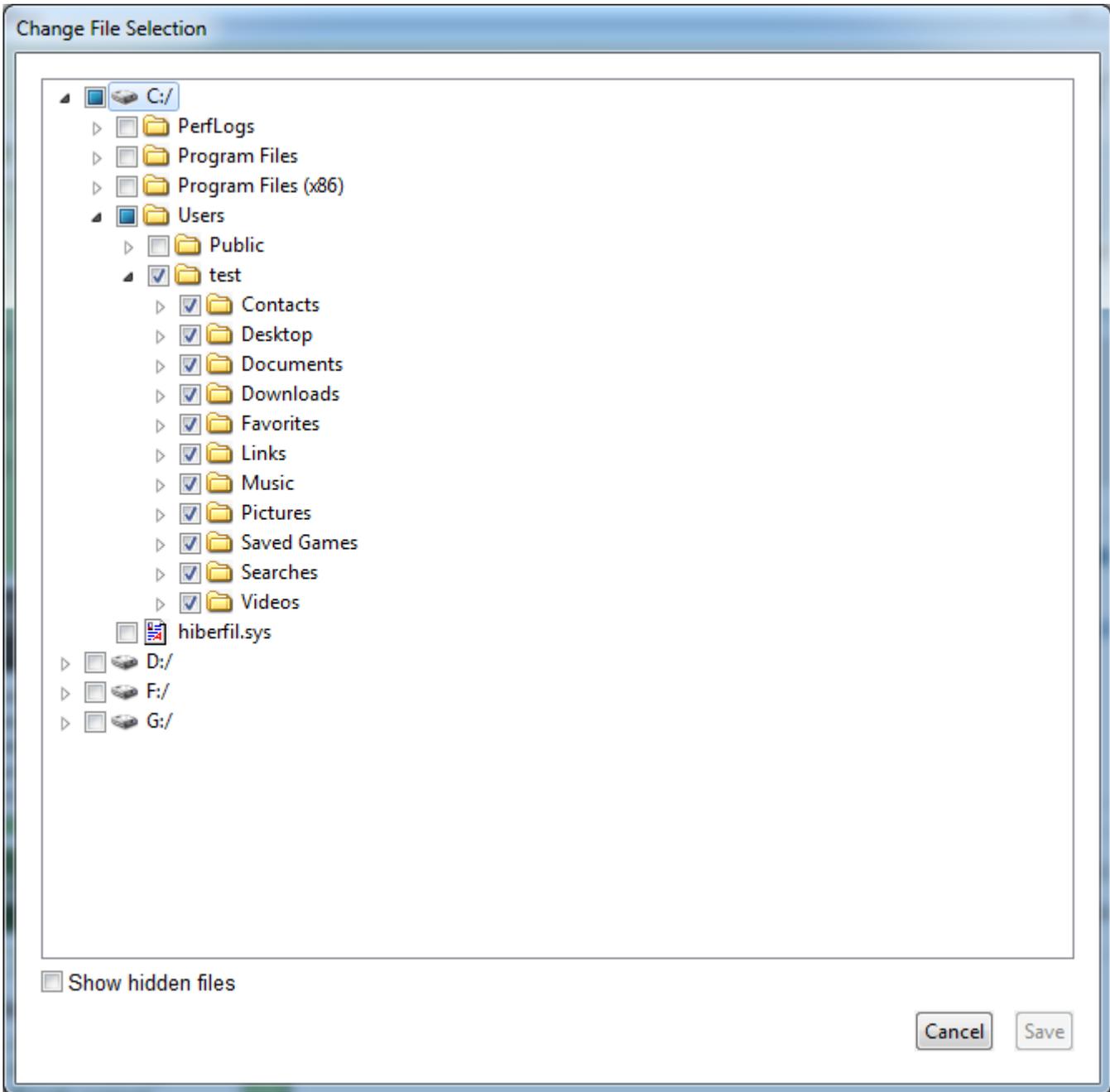
First, from the Backup Screen in Crashplan, select which folders to backup. Go down to Files, which will display your current account username (in this case, test), and hit "change."



By default, Crashplan will backup the entire user directory. The user may check and uncheck additional directories as you see fit.



The user should remember that the arrows can expand the directory tree and allow more specific choices to be made.



After saving changes, hit save. (or “cancel” if no changes were made).

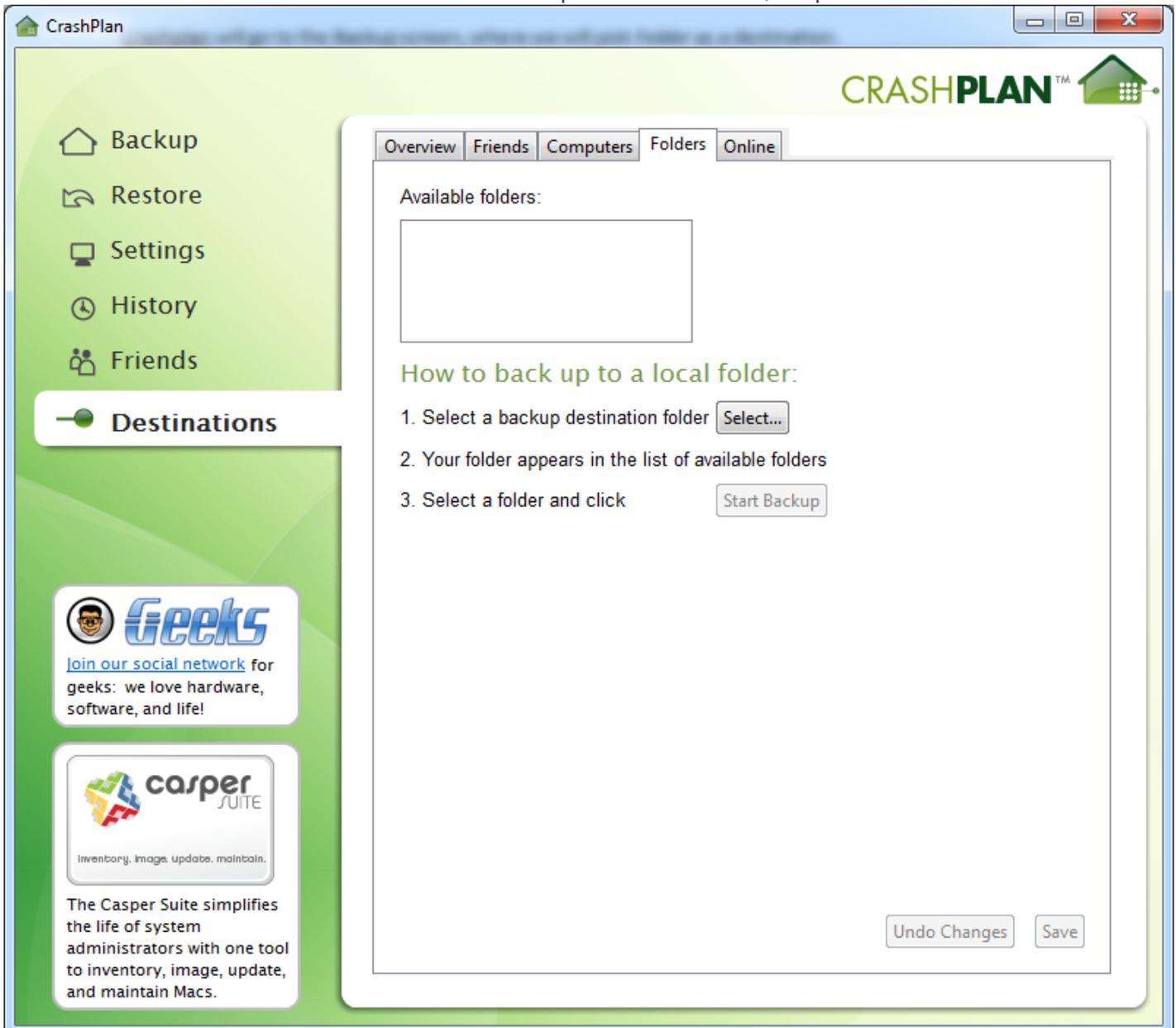
Crashplan will then go back to the Backup screen and we can start the backup process.

We will pick *Folder* as a destination.

image not found or type unknown



Select a destination folder under How to back up to a local folder, step 1:

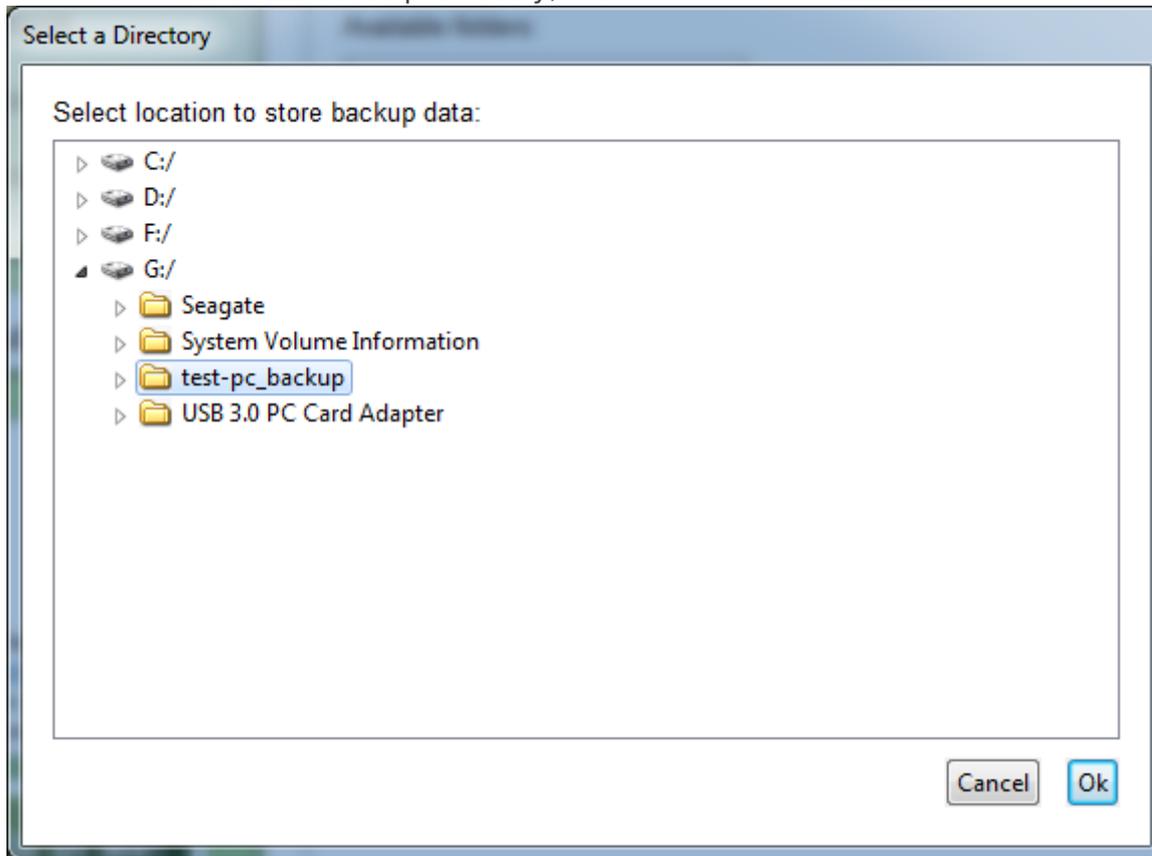


Then pick a directory—in this particular example, the external disk we are using is drive G: (Seagate FreeAgent GoFlex). It will probably be different on the end-user's system.

*Important: go to Windows Explorer/My Computer, pick out your backup drive, and create a folder for backups on it. Crashplan does *not* let you create new folders within its interface at this step.*

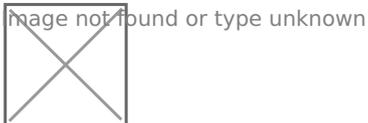
We will select *test-pc\_backup*

on drive G: that we created previously, then hit Ok.

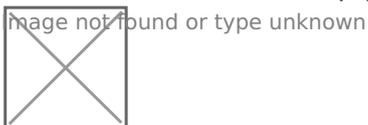


The backup screen will reappear confirming your selection.

Then go to step 3—Select a Folder and click Start Backup.

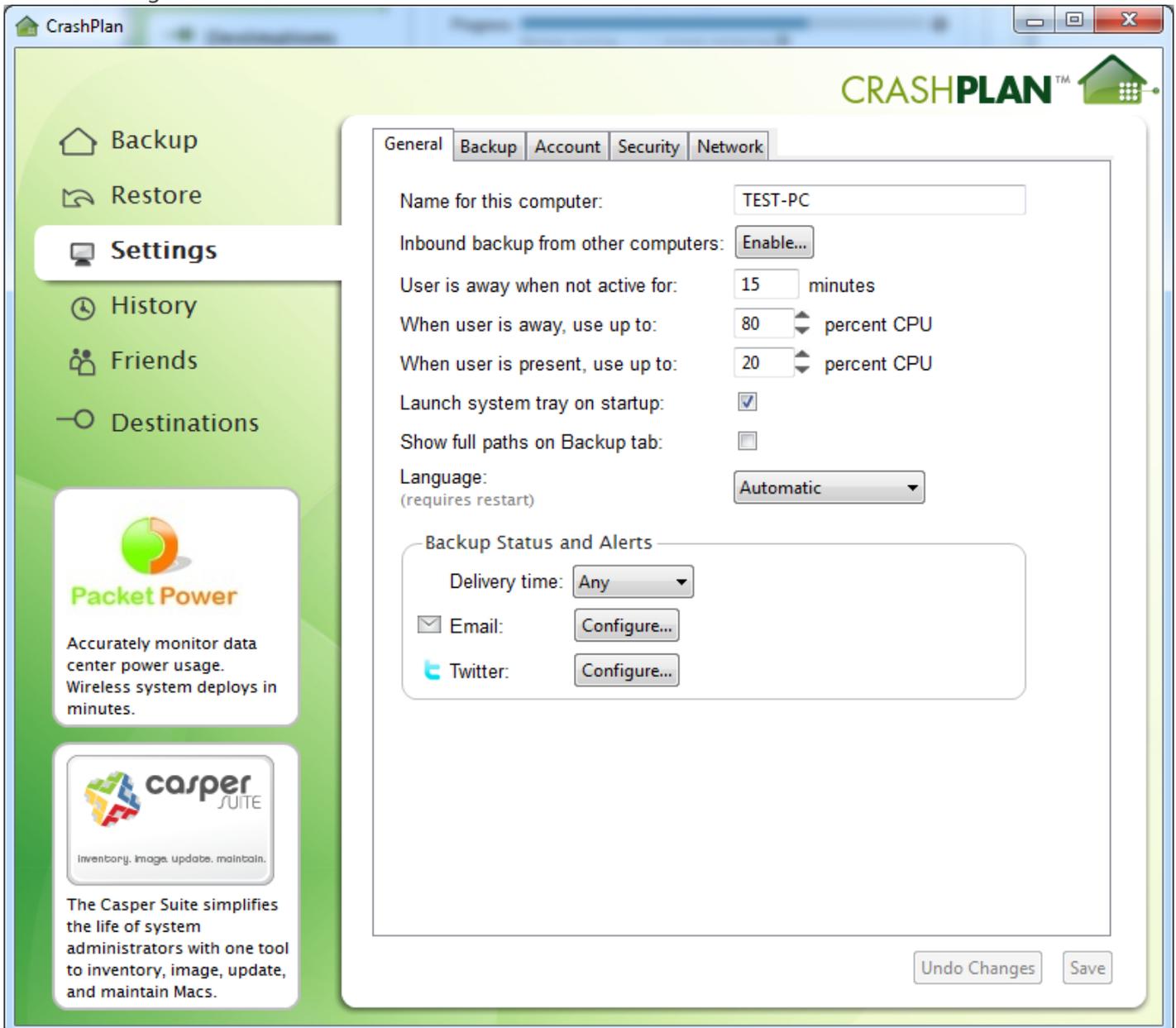


This will start the backup process.



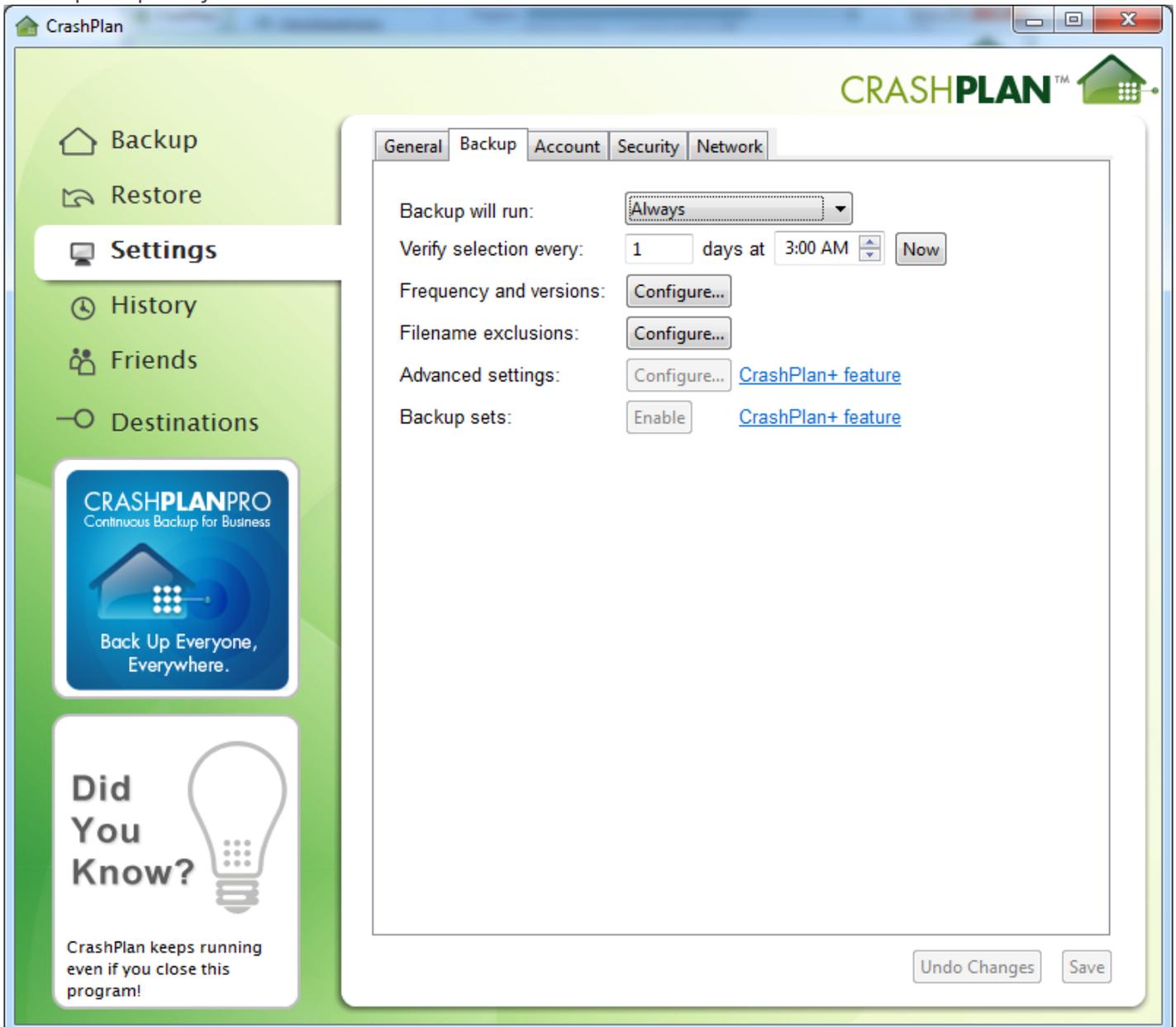
After (or before) a backup is done, the *Settings*

can be changed as needed.



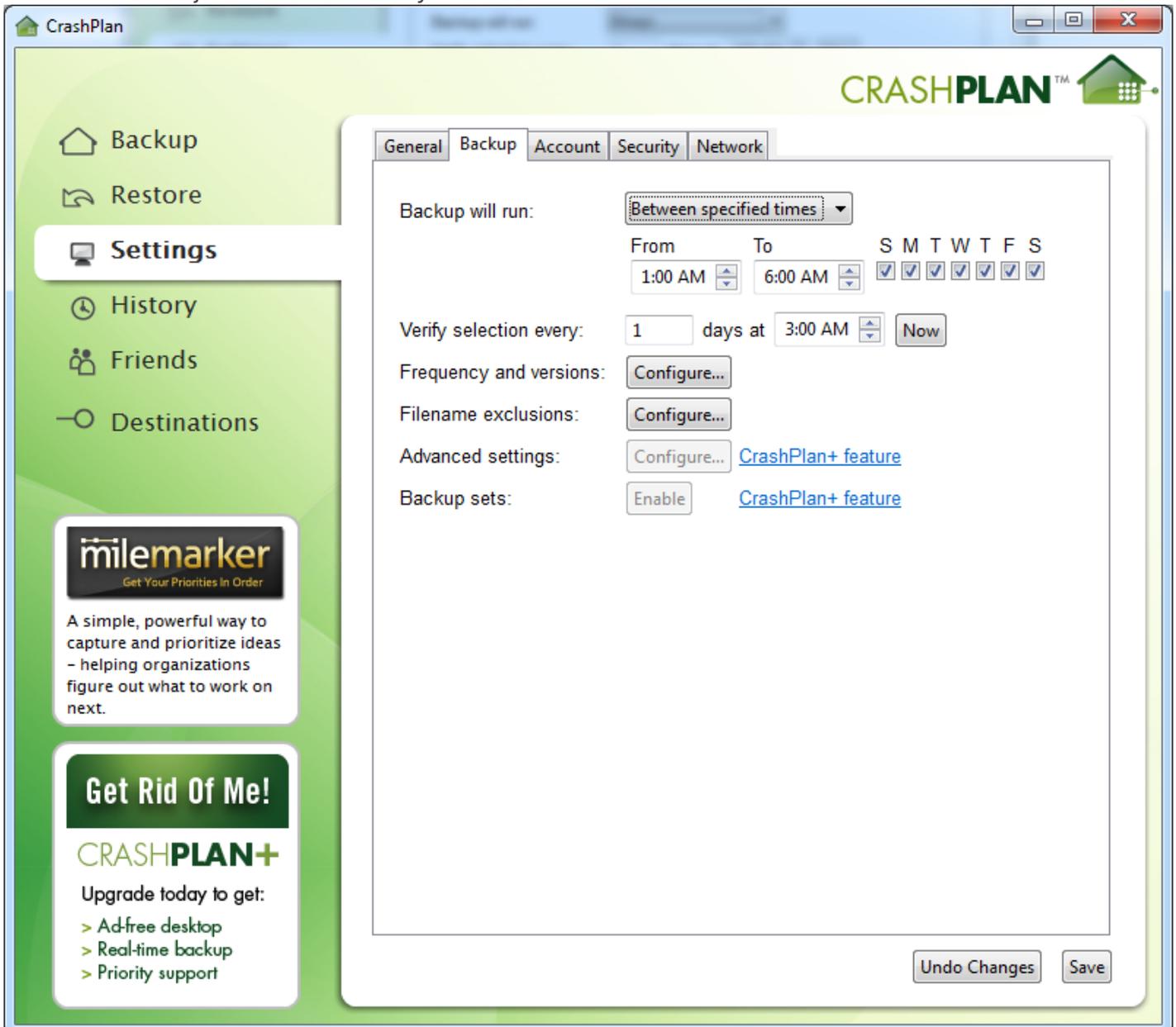
Most users will be interested in going to the Backup tab under this menu (Settings) to adjust the

backup frequency.



Crashplan by default backs up once a day, everyday (*Always run*), this can be changed to a more or less frequent periodic backup/scheduled backup under *Backup will run* to *Between specified times*,

which can be adjusted as needed by the user.



Additional adjustments can be made as necessary.

To force a backup to run now, at the Backup screen next to destinations, hit the “play” button next to backup – below the blue progress bar will change from “next backup in xx hours” to *Backup now*,

and it will run a backup now.

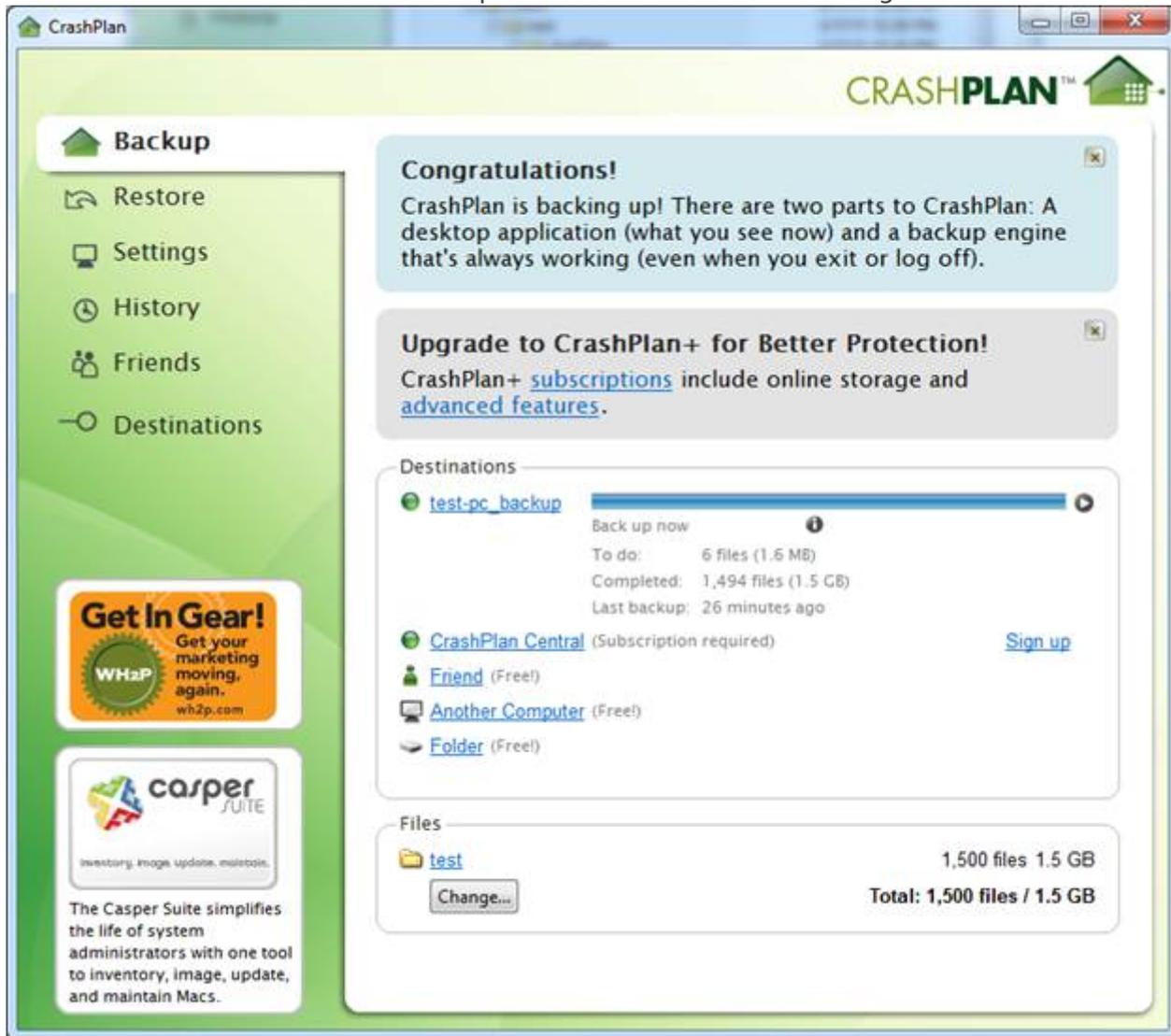
The screenshot shows the CrashPlan desktop application window. The title bar reads "CrashPlan". The interface has a green sidebar on the left with a "Backup" header and a list of menu items: Restore, Settings, History, Friends, and Destinations. The main content area features a "CRASHPLAN™" logo at the top right. Below the logo are two notification boxes: a light blue "Congratulations!" box stating that the backup is complete, and a grey "Upgrade to CrashPlan+ for Better Protection!" box with links to "subscriptions" and "advanced features".

The "Destinations" section shows a progress bar for "test-pc\_backup" which is at 100%. Below the progress bar, it displays backup statistics: "Back up now", "To do: 6 files (1.6 MB)", "Completed: 1,494 files (1.5 GB)", and "Last backup: 26 minutes ago". There is an information icon (i) next to the "Back up now" text. Below the statistics are four destination options: "CrashPlan Central" (Subscription required) with a "Sign up" link, "Friend" (Free!), "Another Computer" (Free!), and "Folder" (Free!).

The "Files" section shows a folder named "test" with a "Change..." button. To the right of the folder name, it displays "1,500 files 1.5 GB". Below the folder name, it shows "Total: 1,500 files / 1.5 GB".

At the bottom left of the interface, there are two promotional banners. The first is for "Get In Gear! WH2P" with the text "Get your marketing moving, again. wh2p.com". The second is for "casper SUITE" with the text "Inventory, image, update, maintain." and "The Casper Suite simplifies the life of system administrators with one tool to inventory, image, update, and maintain Macs."

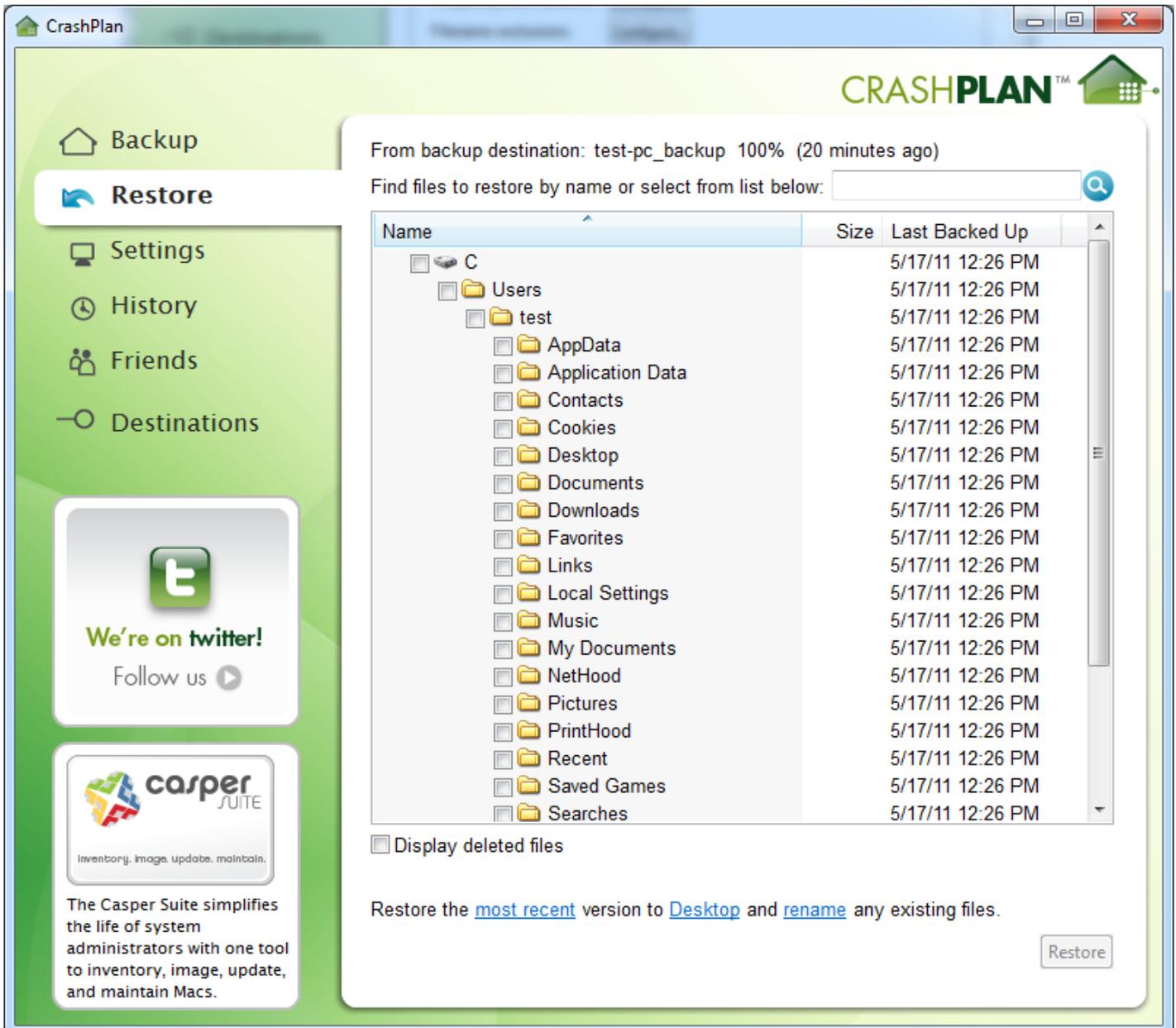
Vs. the normal screen after a backup has been run and it is waiting idle.



## Restore:

To access restore, click on the *Restore*

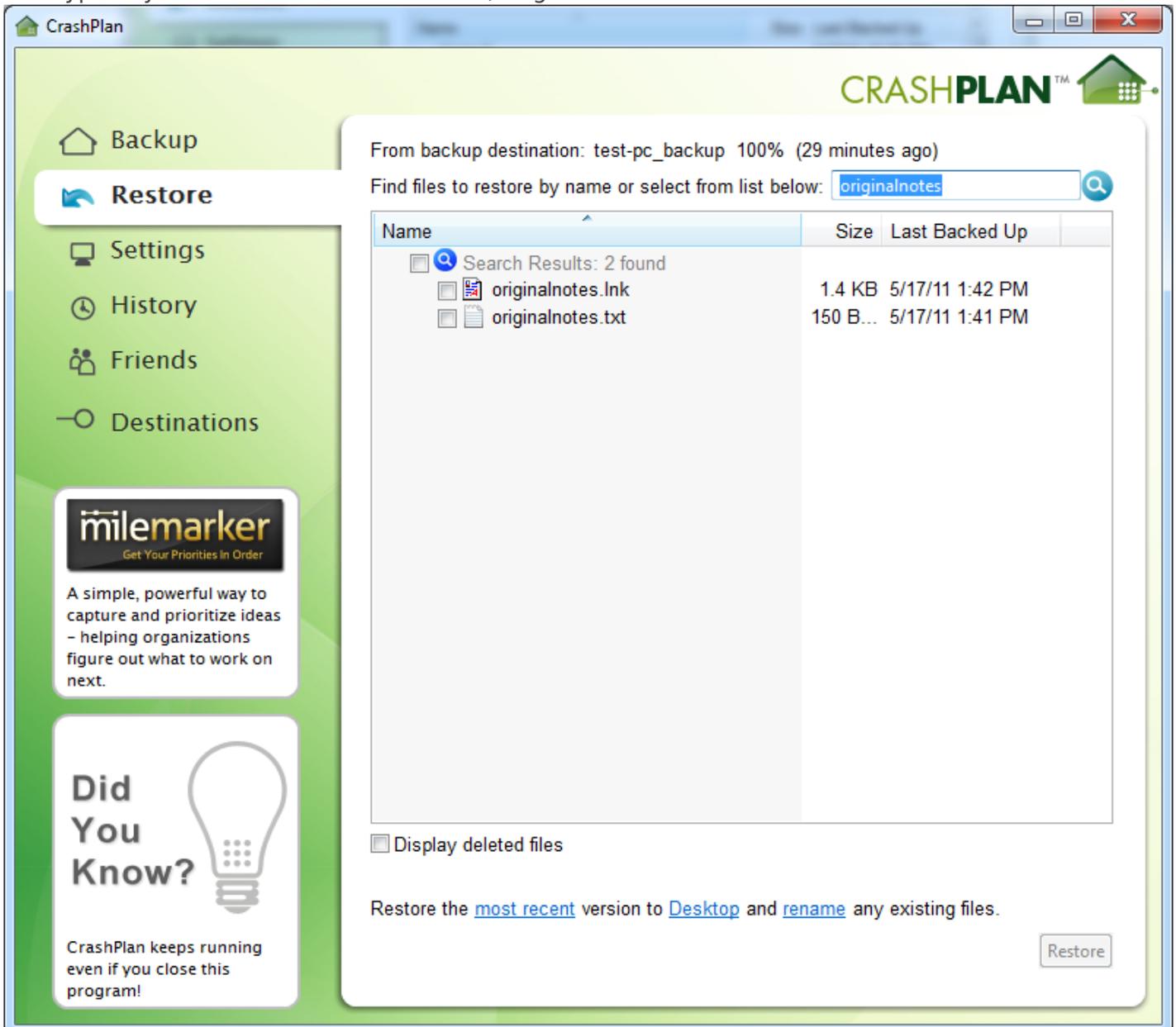
selection on the left-hand menu.



Then navigate as needed and select the desired folders/files.

If you wish to select a specific file, go to the top right search box *Find files to restore by name or select from list below*

and type in your desired file—in this case, originalnotes.



Check the desired file and by default, it will restore it to the *Desktop*. You may click on the Desktop link at the bottom to change where to restore to—to the desktop, the original location, or to a desired folder.

Default:

CrashPlan

CRASHPLAN™

Backup

Restore

Settings

History

Friends

Destinations

casper SUITE  
Inventory, image, update, maintain.

The Casper Suite simplifies the life of system administrators with one tool to inventory, image, update, and maintain Macs.

**Get Rid Of Me!**

**CRASHPLAN+**

Upgrade today to get:

- > Ad-free desktop
- > Real-time backup
- > Priority support

From backup destination: test-pc\_backup 100% (30 minutes ago)

Find files to restore by name or select from list below:

Name	Size	Last Backed Up
C		5/17/11 12:26 PM
Users		5/17/11 12:26 PM
test		5/17/11 12:26 PM
AppData		5/17/11 12:26 PM
Application Data		5/17/11 12:26 PM
Contacts		5/17/11 12:26 PM
Cookies		5/17/11 12:26 PM
Desktop		5/17/11 12:26 PM
Documents		5/17/11 12:26 PM
Downloads		5/17/11 12:26 PM
Favorites		5/17/11 12:26 PM
Links		5/17/11 12:26 PM
Local Settings		5/17/11 12:26 PM
Music		5/17/11 12:26 PM
My Documents		5/17/11 12:26 PM
NetHood		5/17/11 12:26 PM

Display deleted files

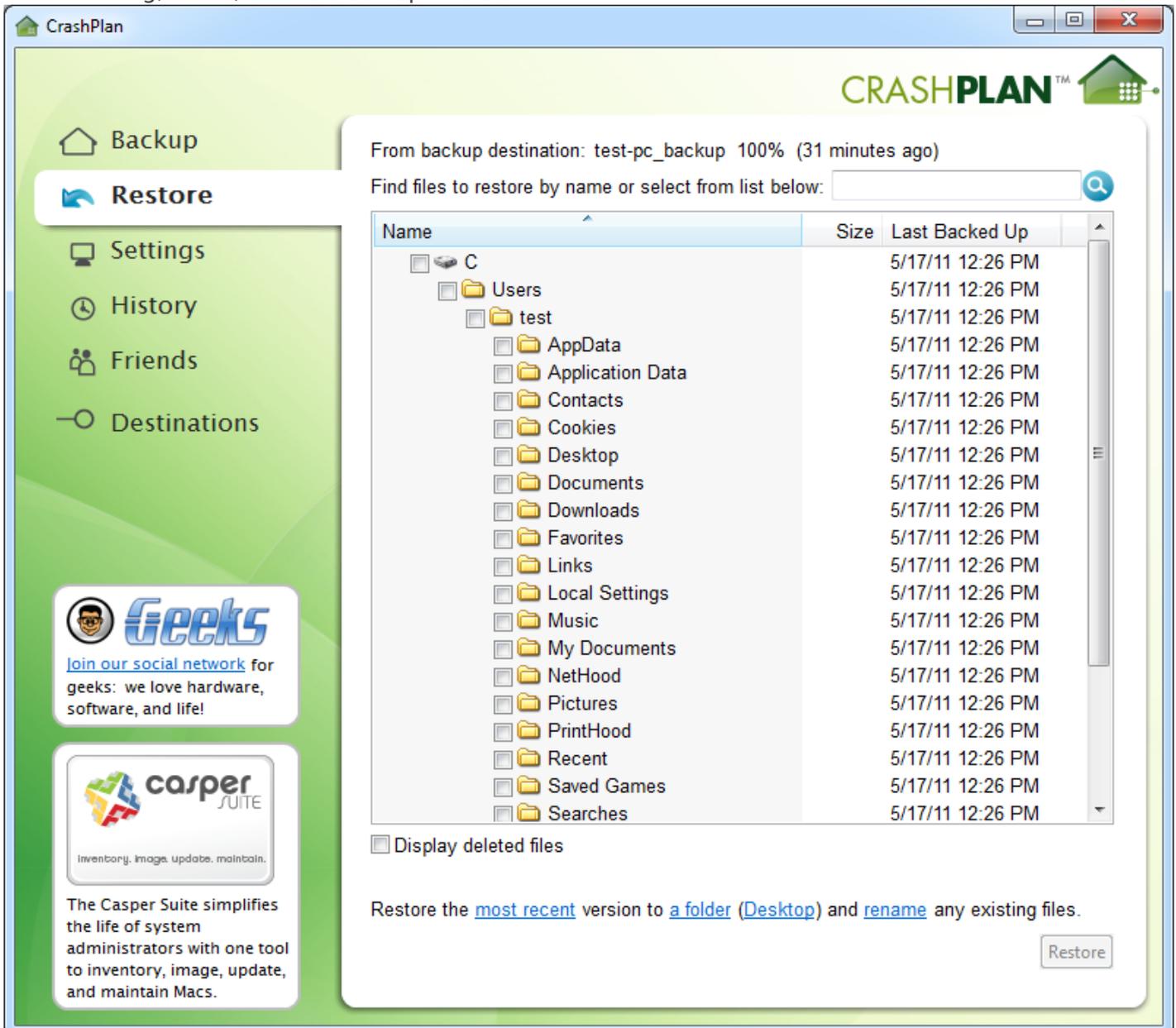
Restore the [most recent](#) version to [Desktop](#) and [rename](#) any existing files.

Restore

Restore Status

From test-pc\_backup  
originalnotes.txt Restored to [Desktop](#) at 5/17/11 2:12 PM.

After clicking, twice, on the desktop in blue:



Then hit Restore when done.

It will then report done at the bottom of the screen.

The screenshot shows the CrashPlan application window. On the left is a navigation menu with options: Backup, Restore (selected), Settings, History, Friends, and Destinations. The main area displays the restore progress for a backup named 'test-pc\_backup' (100% complete, 32 minutes ago). A search bar is present with the text 'Find files to restore by name or select from list below:'. Below this is a table listing files and folders for restoration.

Name	Size	Last Backed Up
C		5/17/11 12:26 PM
Users		5/17/11 12:26 PM
test		5/17/11 12:26 PM
AppData		5/17/11 12:26 PM
Application Data		5/17/11 12:26 PM
Contacts		5/17/11 12:26 PM
Cookies		5/17/11 12:26 PM
Desktop		5/17/11 12:26 PM
Documents		5/17/11 12:26 PM
Downloads		5/17/11 12:26 PM
Favorites		5/17/11 12:26 PM
Links		5/17/11 12:26 PM
Local Settings		5/17/11 12:26 PM
Music		5/17/11 12:26 PM
My Documents		5/17/11 12:26 PM
NetHood		5/17/11 12:26 PM

Below the table is a checkbox for 'Display deleted files'. A message states: 'Restore the [most recent](#) version to [a folder](#) (Desktop) and [rename](#) any existing files.' A 'Restore' button is located to the right. The 'Restore Status' section shows a progress bar for 'originalnotes.txt' with a green checkmark, indicating it has been restored to Desktop at 5/17/11 2:14 PM.

Your restore is now complete.

Revision #4

Created Thu, Jun 23, 2011 11:12 PM by Won, Brian J.

Updated Sat, Sep 12, 2015 5:12 AM by Won, Brian J.