

KeepVault Online Backup Quick Start Guide

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System Requirements, Installation & Startup

The KeepVault Online Backup software requires Windows XP, Vista, 7, or Home Server. KeepVault Online Backup Pro & Business also works with Windows Server 2003 and 2008.

If KeepVault Online Backup is not already installed on your PC, run the KeepVault Online Backup setup exe to install it.

Follow the installer directions to complete installation on your system. In some cases a reboot may be required after install.

The Benefits of Online Backup & Local Backup

KeepVault Online Backup provides backup to both the Internet/Cloud/Online storage and simultaneously to a local drive. Local backups offer the advantages of speed and convenience, but do not protect you against theft, fire, or other disastrous loss. Backup to online storage is slower, but protects you against hard drive failure, and disasters like floods, earthquakes, fire, theft.

Estimating Your Storage Needs

On first run, KeepVault Online Backup will scan your system to determine how many files are not protected and are at risk of data loss. Use this information to help determine the amount of online storage space you will require. You can by-pass the scan by clicking the “Get started ...” link at any time.



Sign-in

KeepVault Online Backup will prompt you to provide the e-mail address/username and serial/subscription number that you created when signing up. See Figure 1. No account? Visit www.KeepVault.com to signup. During this phase you may also choose to enter your own 16-character encryption, or let KeepVault Online Backup choose one for you. KeepVault Online Backup encrypts your

data before sending it to the online storage servers so that only you can read it. Review and accept the Terms and Conditions, and then click the 'Login' button.



Setup via the First-run Wizard

Once signed-in to your account, the easy to use KeepVault Online Backup setup wizard appears. In step 1 set 'what' you want to protect. Select which folders to protect via the 'Change or select additional protected folders' link. By default the 'User' folders are protected. Protect either all the files in those folders, or only protect specific categories such as Photos. All settings can be modified later via the 'Settings' button in the main interface. Click 'Next' when ready to continue.



Figure 3 - Easy Setup Wizard Step 1 of 2

Step 2 lets you set ‘where’ and ‘when’ to backup. First, choose whether to enable ‘Local Protection’; backup to a USB key or hard drive. You can enable this feature later via the ‘Settings’ menu. Next, choose whether KeepVault Online Backup protects in ‘Real Time’ or only between certain times. We recommend using ‘Always/Real Time’ for maximum protection. See Advanced Setup Options discussion below.



Figure 4 - Easy Setup Wizard Step 2 of 2

Advanced Setup Options

At the end of the wizard you have the option to ‘show advanced options’. These settings can also be viewed at any time via the “Settings” button in the main KeepVault Online Backup interface.

‘Protected Files and Folders’ – set which files to protect in which locations. You can choose to include files based on their category type, eg Photos, and edit which file extensions are in each category.

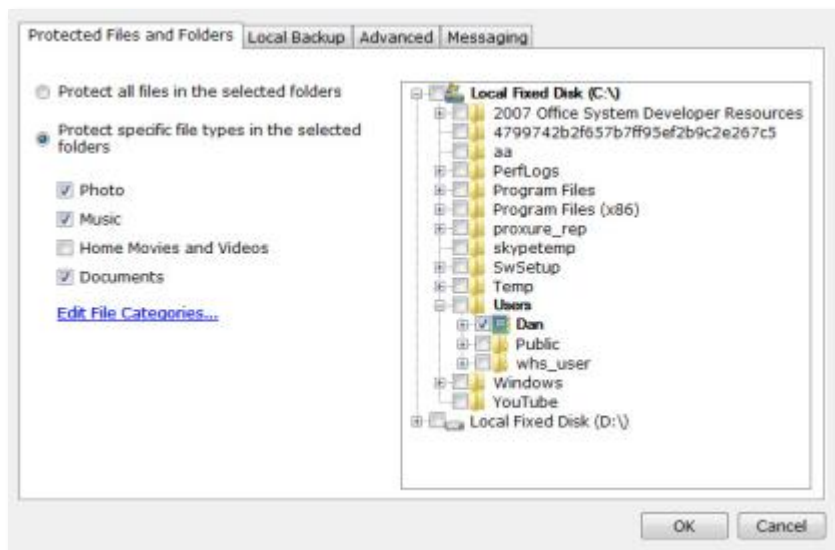
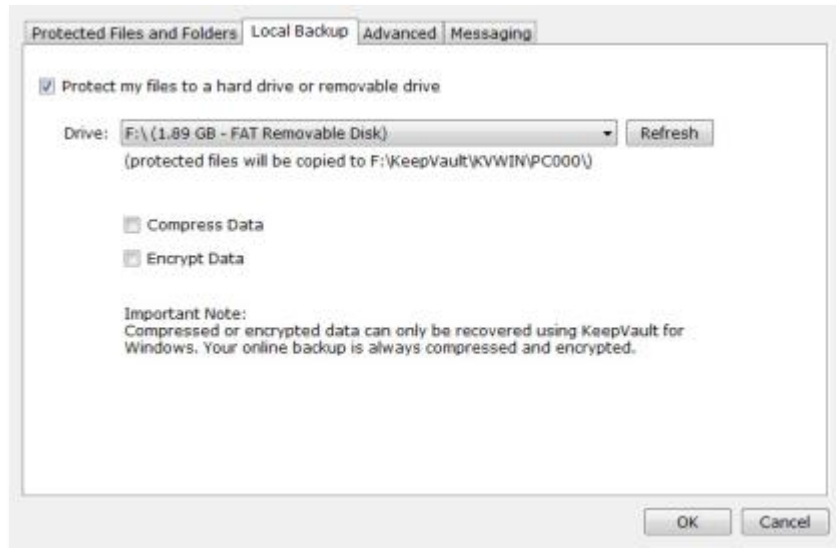
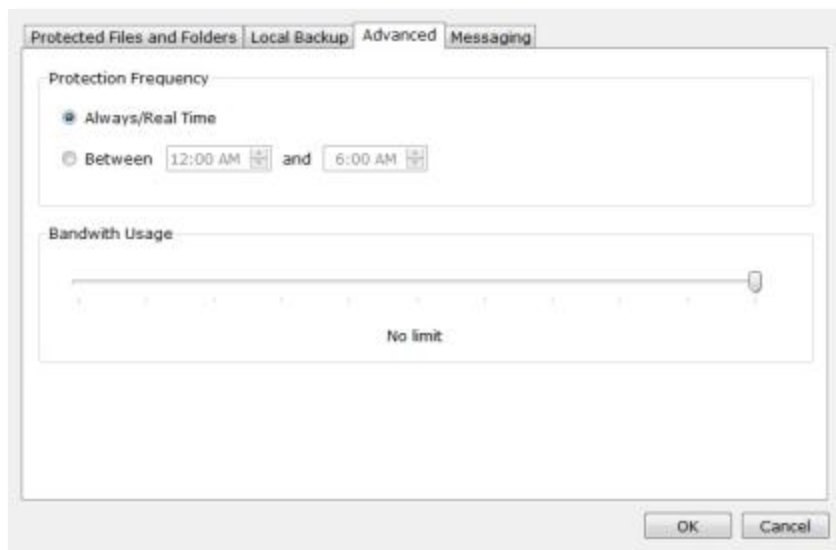


Figure 5 - Protected Files and Folders Settings

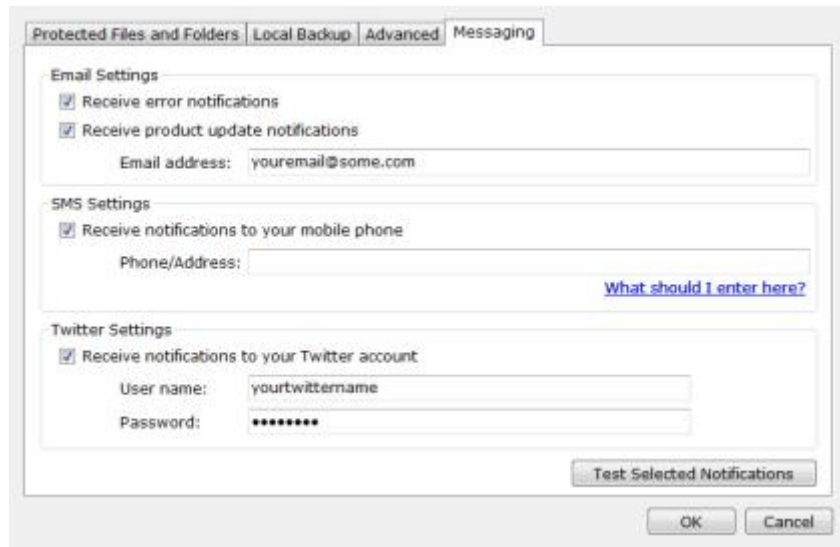
'Local Backup' – Enable or disable local backup, and select which device to use. Also, you can enable data compression and encryption to the local drive. **IMPORTANT** – encrypted and compressed data can only be accessed via KeepVault Online Backup.



'Advanced' – set whether KeepVault Online Backup is continually protecting your data (whenever new or changed files are detected) or whether backups only occur between certain time (perhaps at night when your computer is not busy). You can also set the amount of bandwidth KeepVault Online Backup uses.



'Messaging' – KeepVault Online Backup will notify you if it is unable to backup your files. Enter your email, SMS, or Twitter contact information to receive these notifications.



User Interface Explained

The main interface is where you review the status of both your internet/online and local backups. Use the 'pause' and 'play' buttons to control real-time backups.

The amount of storage space consumed and remaining is shown via text and the visual bar graph. The lower section of the interface shows progress for the file currently being backed up and the total number of files under protection. Access the 'Restore', 'Settings', and 'History' features along the top left of the interface. Free-up space online via the 'Delete Protected Files' link in the lower left of the interface. Increase your online storage capacity via the 'Buy More Storage' link.



Full Recovery

If you need to recover all your files simply click ‘Recover’ in the main interface, then select ‘One-click Recovery’. This will bring back any file missing on your PC, but will not overwrite existing files. Full recovery can take a long time, especially if your bandwidth is low.



Figure 10 - Full Recovery

Selective File Recovery & Selective Download

If you only want to recover certain files to their original location, choose the ‘Selective Recovery’ option. On the subsequent screen choose which file to restore and whether to overwrite existing files. ‘Selective Download’ lets you download files to a location/directory of your choosing.

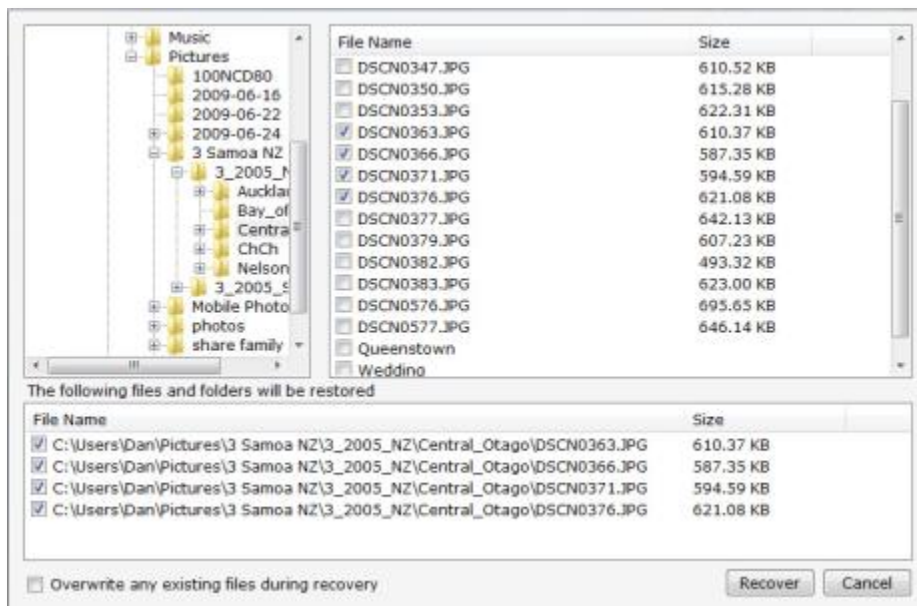


Figure 11 - Selective File Recovery

Viewing the KeepVault Online Backup History

There are three tabs within the 'History' view.

The first tab deals with events that occur within the application; these are usually the start and stop events that occur when you startup and shutdown your PC. Other events include out of space and backup error messages.

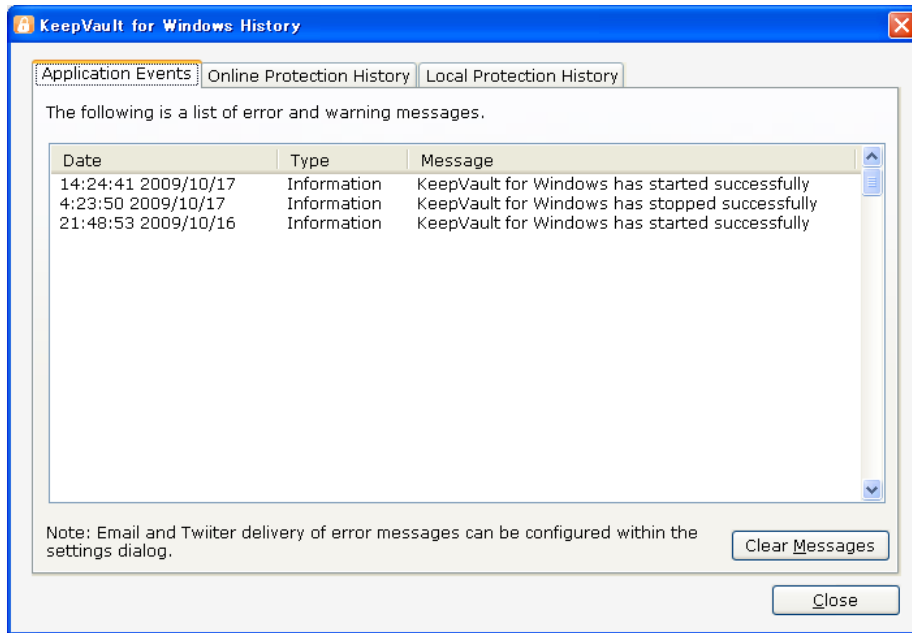


Figure 12 - Application event history

The other tabs show what files were protected online and locally, and when they were protected.

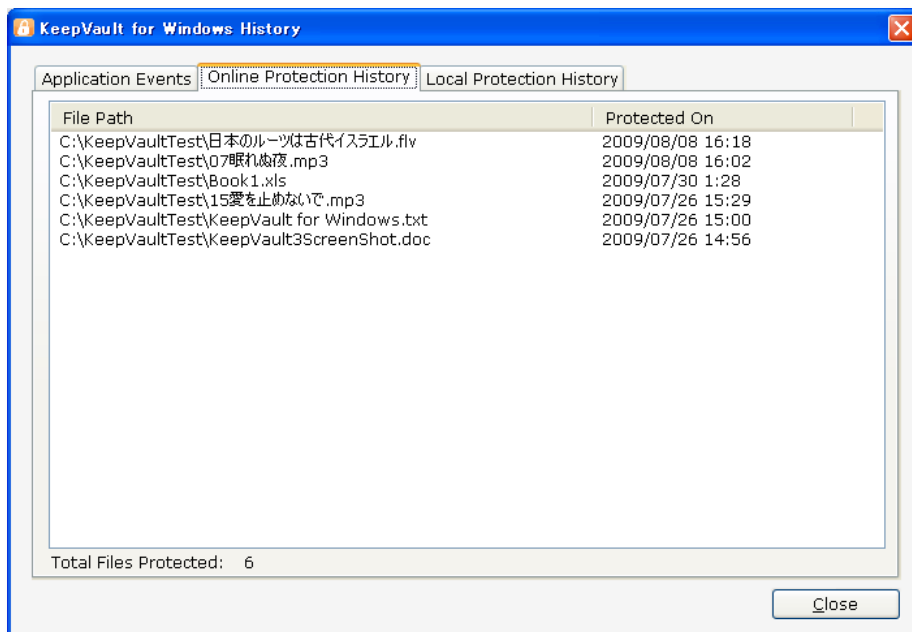


Figure 13 - Protection History