

# Backup with Xpresso



**Backup Xpresso** starts automatically every time Windows<sup>®</sup> boots up.

BX icon is displayed in Windows tray, it appears there after installation of the program. To run the **Backup Xpresso Wizard**, double-click on the icon.

Select **Backup Wizard** to proceed with backup by clicking on the upper computer icon

**Backup Expresso** allows to back up contents of email programs **Outlook®**, **Outlook Express®** and **Netscape®**, as well as regular folders and documents



**NOTE!** It does not backup system files and folders.

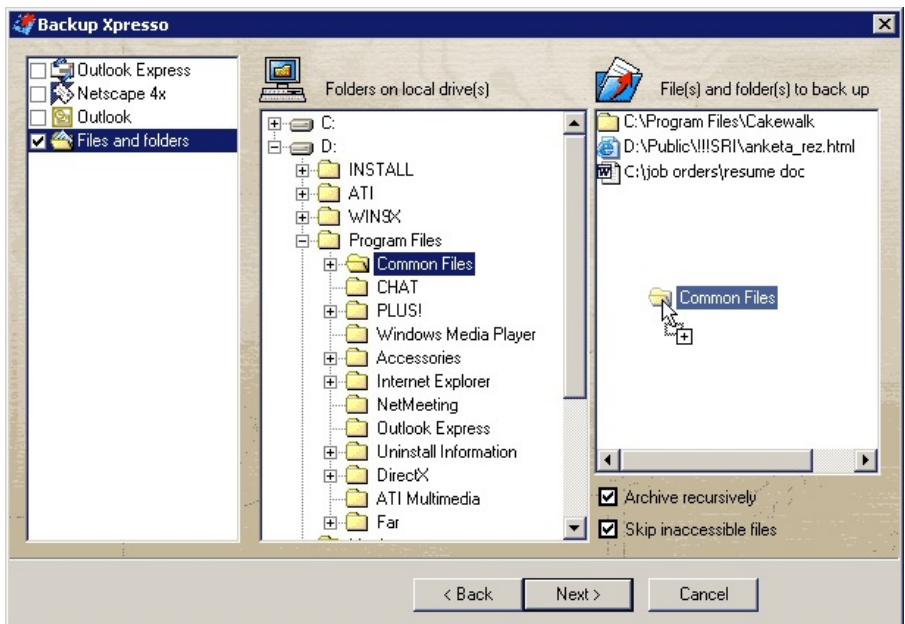
Select backup options. **BX** detects what software is installed on your computer and what it can backup.

Select **mail programs** to back up:

- **BX** can close the mail program automatically if it is running
- **BX** will restart mail programs automatically after backup

Select **Files and folders** to backup:

- Drag-and-drop **Folders on local drive(s)** into **File(s) and folder(s) to back up** or
- Drag-and-drop files or folders from Windows Explorer to the **File(s) and folder(s) to back up list**
- Mark **Archive recursively** checkbox, if selected folders contain subfolder(s)
- To assure that backup succeeded even if some files are inaccessible, mark **Skip inaccessible files** checkbox
- Press **Next** to continue

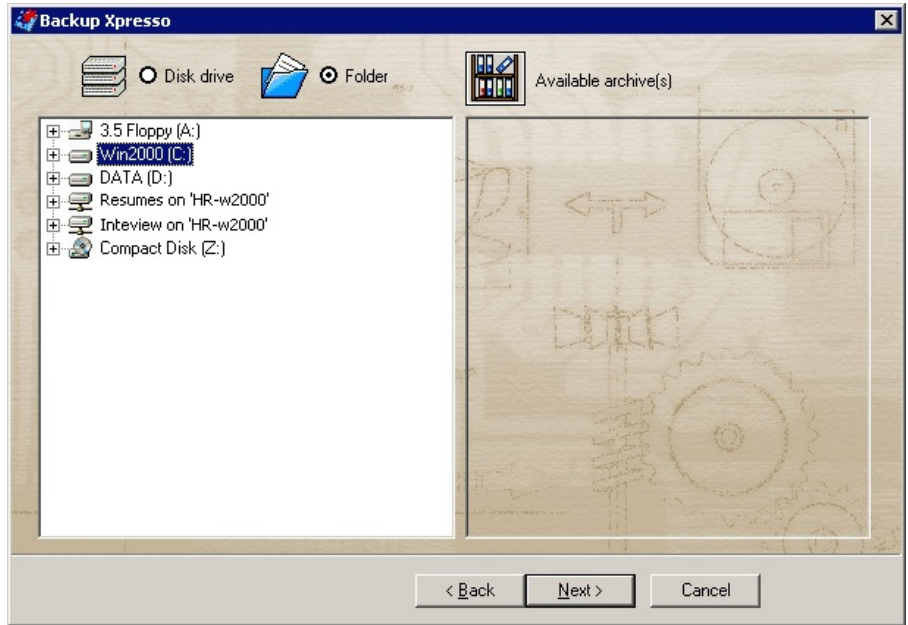


- Select **Disk drive** to store backup on local or removable drive such as Zip, floppy

or

- Select **Folder** to store backups on local folders or mapped network drives

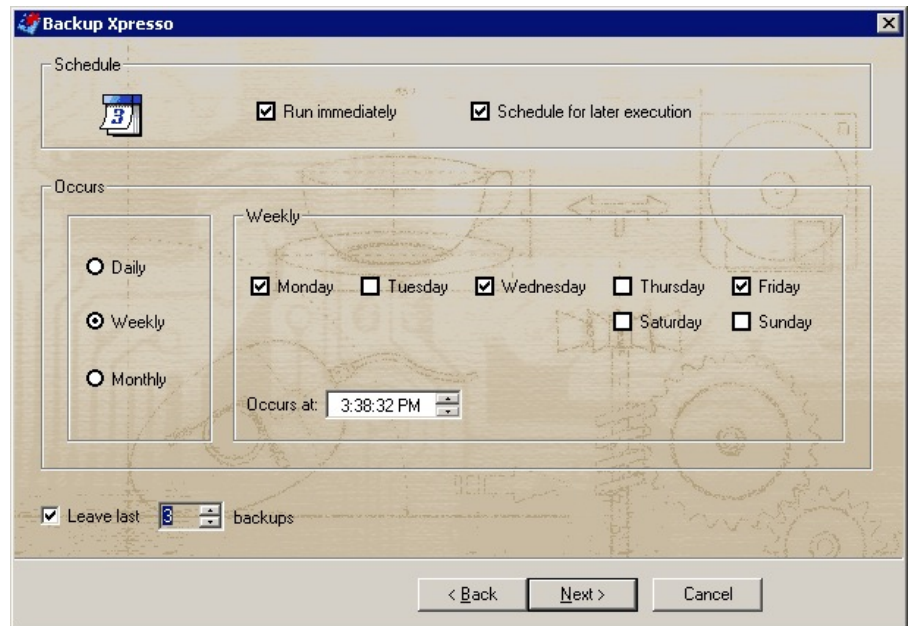
Press **Next** to continue



To schedule repeated backups check **Schedule for later execution**

- Select preferable choice to back up data daily, weekly or monthly.
- Set the time when you want the program to back up data
- **BX** can delete older backups automatically. Set the number of backups you want to keep

Press **Next** and then press **Finish**



If the backup doesn't complete successfully the BX tray icon will blink to alert you. Double-click on the icon to see the list of errors.

**NOTE!** If you schedule backups, make sure your computer and **Backup Xpresso** are running!



To run the **Backup Xpresso Wizard**, double-click on the icon.

Select **Restore Wizard** to proceed with restore by clicking on the lower computer icon



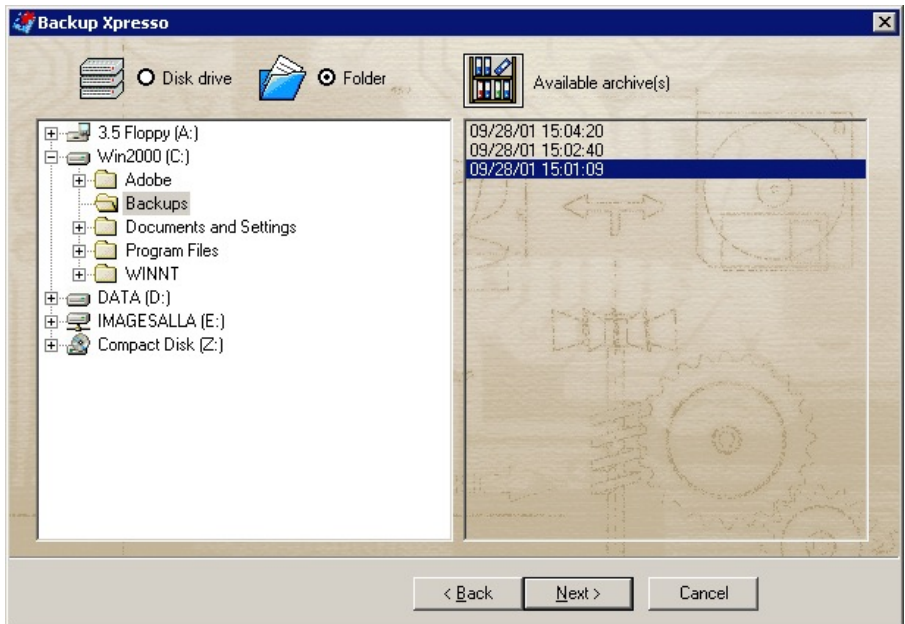
- Select **Disc drive** to restore data from local or removable drive

- Press **Available archive(s)** icon to display backups on the current drive

or

- Select **Folder** to restore data from local folders or mapped network drives
- Select a backup you wish to restore

Press **Next** to continue.



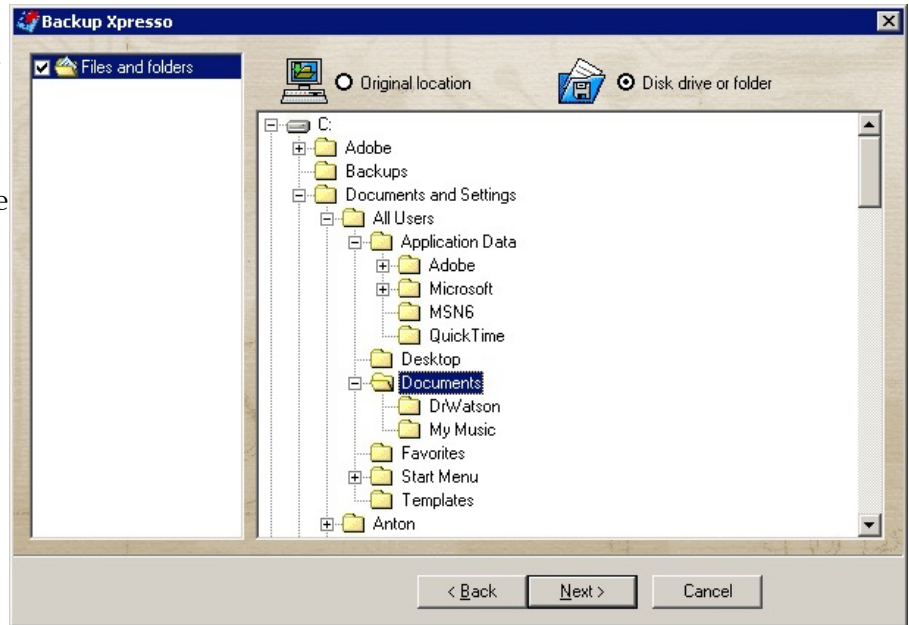
- To restore the data to a location different from original, mark **Disc drive or folder** checkbox

- Select the destination where you want the data to be restored to

Press **Next** to continue

- To overwrite existing files during restore, mark appropriate checkbox.

Press **Finish**



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