EaseUS® Todo Backup
User guide
# Table of contents

Welcome............................................................................................................................................... - 4 -

Getting Started..................................................................................................................................... - 4 -
  Hardware Requirements................................................................................................................... - 4 -
  System Requirements...................................................................................................................... - 4 -
  Supported File Systems.................................................................................................................. - 5 -
  Supported Hard Disks................................................................................................................... - 5 -
  Activation........................................................................................................................................... - 5 -
  Edition Comparison........................................................................................................................... - 7 -

Home Page........................................................................................................................................... - 9 -

Backup................................................................................................................................................... - 10 -
  System Backup................................................................................................................................. - 10 -
  Disk/Partition Backup..................................................................................................................... - 11 -
  Command Line Backup.................................................................................................................... - 13 -
  File Backup...................................................................................................................................... - 15 -
  Smart Backup..................................................................................................................................... - 18 -
  Mail Backup...................................................................................................................................... - 19 -
  Schedule Backup.............................................................................................................................. - 20 -
    Schedule Settings.......................................................................................................................... - 21 -
    Backup type..................................................................................................................................... - 22 -
    Image Reserve Strategy.................................................................................................................. - 23 -
    Edit a Created Backup.................................................................................................................... - 24 -
    Backup Options............................................................................................................................. - 25 -
  Cloud backup...................................................................................................................................... - 28 -

Recovery................................................................................................................................................. - 29 -
  System Recovery.............................................................................................................................. - 30 -
  Disk/Partition Recovery.................................................................................................................... - 32 -
  File Recovery..................................................................................................................................... - 36 -
  Smart Recovery................................................................................................................................... - 38 -
  Mail Recovery...................................................................................................................................... - 39 -
<table>
<thead>
<tr>
<th>Feature</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Browse to Recover</td>
<td>40</td>
</tr>
<tr>
<td>Individual File Recover</td>
<td>41</td>
</tr>
<tr>
<td>System Transfer</td>
<td>42</td>
</tr>
<tr>
<td>Clone</td>
<td>44</td>
</tr>
<tr>
<td>Clone a hard disk</td>
<td>44</td>
</tr>
<tr>
<td>Clone a partition</td>
<td>47</td>
</tr>
<tr>
<td>Advanced Server Tools</td>
<td>48</td>
</tr>
<tr>
<td>Exchange Backup</td>
<td>49</td>
</tr>
<tr>
<td>SQL Backup</td>
<td>51</td>
</tr>
<tr>
<td>Tools</td>
<td>56</td>
</tr>
<tr>
<td>Check Image</td>
<td>57</td>
</tr>
<tr>
<td>Create Emergency Disk</td>
<td>58</td>
</tr>
<tr>
<td>Wipe Data</td>
<td>60</td>
</tr>
<tr>
<td>Tape Management</td>
<td>60</td>
</tr>
<tr>
<td>Enable/Disable Pre-OS</td>
<td>61</td>
</tr>
<tr>
<td>ISCSI Initiator</td>
<td>61</td>
</tr>
<tr>
<td>PXE Server Setting</td>
<td>61</td>
</tr>
<tr>
<td>P2V Copy</td>
<td>62</td>
</tr>
<tr>
<td>P2V Recovery</td>
<td>63</td>
</tr>
<tr>
<td>P2V Conversion</td>
<td>64</td>
</tr>
<tr>
<td>Mount/Unmount</td>
<td>65</td>
</tr>
<tr>
<td>Special Tools Under WinPE</td>
<td>66</td>
</tr>
<tr>
<td>Windows Shell Command</td>
<td>67</td>
</tr>
<tr>
<td>Driver Manager</td>
<td>67</td>
</tr>
<tr>
<td>Network Manager</td>
<td>68</td>
</tr>
<tr>
<td>Fix MBR</td>
<td>68</td>
</tr>
<tr>
<td>Check Partition</td>
<td>68</td>
</tr>
<tr>
<td>Image Tool</td>
<td>68</td>
</tr>
<tr>
<td>Logs</td>
<td>73</td>
</tr>
<tr>
<td>Basic Settings</td>
<td>75</td>
</tr>
<tr>
<td>Support</td>
<td>76</td>
</tr>
</tbody>
</table>
Welcome

Thanks for using EaseUS Todo Backup. As an integrated solution for data protection, EaseUS Todo Backup has been widely used on home computers, business workstations, and servers. With its efficient and stable features, all of your important data including the Operating System, documents, photos, music, and mission critical data will be well protected.

With the image file generated by EaseUS Todo Backup, you will have a reliable backup solution. You will quickly and easily recover from almost all types of software related computer problems, such as a system crash, partition/disk corruption, virus infection, and data loss.

Getting Started

Some basic references about using this product and how to activate trial after purchase are included in this section. User probably get a main idea if this product is suitable for my case after reading it.

Hardware Requirements

500 MHz processor or faster
At least 1 gigabytes (GB) RAM, At least 2 GB RAM under Window 8/8.1
At least 1 GB of available space on the hard disk
CD-R/RW, DVD-R/RW, DVD+R/RW or DVD+R DL drive
Keyboard and a Microsoft Mouse or some other compatible pointing device

System Requirements

Your computer must be running one of the following operating systems:

- Windows XP®
- Windows Vista®
- Windows® 7
- Windows® 8
- Windows® 8.1
- Windows® 10
- Windows Server® 2003
- Windows Server® 2008
- Windows Server® 2008 R2
- Windows Server® 2012
- Windows Server® 2012 R2
- Windows Small Business Server 2003
- Windows Small Business Server 2008
- Windows Small Business Server 2011
**Supported File Systems**

EaseUS Todo Backup supports the following file systems: FAT12, FAT16, FAT32 and NTFS. Other file systems will be listed as **Other**. EaseUS Todo Backup can **Backup** and **Clone** them, however the process will be handled in Sector by sector mode.

**Supported Hard Disks**

IDE, EIDE, SATA, ESATA, ATA, SCSI, iSCSI, USB 1.1/2.0/3.0 disk, and Firewire disks are all supported by EaseUS Todo Backup. The maximum capacity of a disk compatible with EaseUS Todo Backup is **16TB**. Backing up to CD-R/RW DVD-R/RW DVD+R/RW DVD+R DL is also supported. Dynamic disk, MBR and GPT disks are also in the supported list of EaseUS Todo Backup.

**Activation**

When first launching EaseUS Todo Backup Trial version, you will notice a prompt window asking for license code, entering the code consisted of 25 digits and letters to transfer trial to full copy.

![Activation Window](image)

If the first activation request was skipped, the **Activation Now** button at the bottom of the main page can bring you the activation window again.
EaseUS Todo Backup user guide

Offline activation

EaseUS Todo Backup also supports offline activation for the computers which has no Internet connection. Please click here to learn the detailed steps.
**Tips:**
Machine code is a unique ID based on your hardware info generated by our product, which can ensure your license will be never hijacked by any illegal actions.

**Replace license code**

If you want to enter a new code on the machine which already have a code activated before, please click [Replace] button at the top right corner, then select About > Replace.

![Replace license code](image)

**Note:**
Only the codes belong to same edition can be replaced by each other.

**Edition Comparison**

Six different Editions are included in EaseUS Todo Backup, each offers different authorization, available features, and usable scopes.

**Free Edition** - Only used for home users. The license is intended to use the software only on one computer and only for your own personal use.

**Home Edition** - Basic version for home users, it contains part of key functions.

**Workstation Edition** - Commercial version for business users. It has more features available, such as Backup/clone dynamic volume, System Transfer and Virtualization.

**Server Edition** - Commercial version for Windows Server users. It inherits all the features
of Workstation edition and can support all Windows Server OS.

**Advanced Server Edition** - Advanced version for Windows Server users. It supports backing up Exchange server and Microsoft SQL besides the basic options standard server edition has.

**Technician Edition** - It is designed for IT professionals, system administrators, and technicians to provide technical services with unlimited usage. It covers all the features of Advanced Server edition.

**Tips:**
*All Editions have their own trial version except Technician Edition and Free Edition, free of charge for 30 days' evaluation.*

### Feature Comparison among these editions

<table>
<thead>
<tr>
<th>Feature</th>
<th>Free</th>
<th>Home</th>
<th>Workstation</th>
<th>Server</th>
<th>Advanced server</th>
<th>Technician</th>
</tr>
</thead>
<tbody>
<tr>
<td>Smart Backup</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Disk/Partition backup</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
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<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>File backup</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Incremental/Differential backup</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Backup/clone dynamic volume</td>
<td></td>
<td></td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Schedule backup</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>System backup</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Image-reserve Strategy</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>System Transfer</td>
<td></td>
<td></td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Backup MS SQL Server</td>
<td></td>
<td></td>
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<td></td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Backup Exchange Server</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Back up to tape</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>WinPE emergency disk</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Enable PreOS</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Windows right click backup menu</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Support Microsoft server OS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Virtualization (P2V)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>
EaseUS Todo Backup user guide

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<thead>
<tr>
<th>Feature</th>
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<th>Y</th>
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<th>Y</th>
<th>Y</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outlook backup</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Email notification,</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>pre/post-command</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>File Exclusion</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Command line backup</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cloud backup</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Home Page**

We made a huge improvement on product UI since version 7.0, we hope this can help you maintain the routine backup jobs more easily and smoothly. In the new home page, it contains 3 main areas.

![Home Page Screenshot](image)

**Backup**

The entries of all available backup options can be found in this area, with them, you can directly start a new backup job here.

The items in the drop-down menu of Other Backup varies based on the license you have, the higher license you have, the more options you will find in it.

About how to use each of them exactly, please read from the corresponding paragraph. **Disk/Partition backup**, **File Backup**, **System Backup**, **Command Line Backup**; Other Backups - **Smart Backup**, **Exchange Backup**, **Mail Backup**, **SQL Backup**.
Backup Management and Recover

The old Backup Management page has been integrated in the home page and all created backup tasks are listed here. All basic info of a backup task can be directly found in the list. Including Plan name, Image location and you are also allowed to Pause an auto schedule here.

Besides, directly starting a recovery from this area since version 7.0 is possible. There is a Recover icon for each backup record. Click it can bring you the Recover configuration page.

About the 2 separate recovery buttons, you can learn them from: System Transfer, Browse to recover.

Others

Clone option, user log and some other useful tools are located in this area.

Backup

Backup generally refers to creating copies of important data. With these copies, you can recover your data after an unexpected computer disaster. Therefore, the main purpose of backup can be summarized as an effective remedy for system failure or data loss.

The benefits to protect your system with a regular backup tool:

1. Backup can be scheduled (e.g. regular automatic backups that require no user interaction);
2. Backup changes can be appended incrementally or differentially (i.e. after a full backup, subsequent backups will take less time and occupy less space than the first one);
3. Backups allow you to keep several versions of the backed up data and you can restore to one of the previous versions (e.g. you can keep backups from one, two and three weeks ago on the same disk and you can recover the backup from the moment that you need);
4. Backup can be mounted and searched through (e.g. if you want to quickly find, view and copy a file from it).
User can easily get system running again after recovering a system image file to original drive even a new drive.

Tips:

In order to ensure a rapid and successful backup process, close all other applications before starting the operation, and never try to save the image file to the partition/disk which you are intending to image.

System Backup

Windows Operation System is very important for a computer. It is very necessary to protect it in the event of system crashes.
EaseUS Todo Backup provides the easiest way to protect your operating system. As the necessary partitions for system boot will be selected as the backup target here automatically. You just need to perfect the **Destination, Plan name** and **Description**.

**Basic Settings:**

- **Destination** - Click the folder icon to modify your backup destination.

- **Plan name** and **Description** - An accurate plan name and appropriate description can help you find the needed image file easily.

**Advanced backup settings**

These advanced settings can help you create a flexible and automatic backup plan. Create an automatic backup plan with **Schedule**, edit the advanced parameters with **Backup options**, add image retention rule with **Image-reserve strategy**. About how to use each of them exactly, please click the hyper link below.

**Schedule**, **Backup option**, **Image-reserve strategy**.

However, without these advanced settings, EaseUS Todo backup can still give you a simple and intact backup image.

**Disk/Partition Backup**

Generally, every computer has one hard disk at least. When you get a new computer, the vendor will help you partition the hard disk to install Windows system, program and store files.
If there are two partitions on a hard disk, one must be C: partition (Windows partition), other one may be the data partition or special-purpose partition.

**System backup** helped you back up the C: partition, however, it cannot back up the entire hard disk. If you want to protect all the data on the hard disk, or just need a backup for different partition, then please utilize **Disk/Partition Backup**.

---

**Basic Settings:**

**Sector by sector backup** - Back up selected disk/partition with sector mode. All the data sectors and blank sectors will be backed up. Sector level backup can give you best backup quality, however, the image is usually larger than normal one and the whole backup process will take more time.

**Destination** - Click the folder icon to modify your backup destination.

**Plan name** and **Description** - An accurate plan name and appropriate description will help you distinguish easily.

**Advanced backup settings**

These advanced settings can help you create a flexible and automatic backup plan. Create a automatic backup plan with **Schedule**, edit the advanced parameters with **Backup options**, add image retention rule with **Image-reserve strategy**. About how to use each of them exactly, please click the hyper link below. **Schedule**, **Backup option**, **Image-reserve strategy**.

However, without these advanced settings, EaseUS Todo backup can still give you a simple and intact backup image.
Dynamic volume backup

A dynamic volume is part of a dynamic disk, this kind of hard disk manages the volumes with a LDM (short for Logical Disk Manager) database. Compared with a basic disk, a dynamic disk can be divided into multiple types of volumes. Most of the volume types have advanced features in data storage, such as data redundancy in a Mirrored volume and fault-tolerant features in a RAID-5 volume.

The backup process would be the same as a common disk/partition backup task. The only difference is that all of the dynamic volumes would be listed in a single disk in the Disk Map of EaseUS Todo Backup, though they may be located on different dynamic disks.

FAQ:

1. What's the difference between System Backup and Disk/Partition Backup?
   A: Please click here to view the answer.

2. Can I back up the network drive?
   A: No, EaseUS Todo Backup can just help you back up the files and folders on network drive. It cannot back up the whole network drive.

3. Where should I save backup image file?
   A: You can save backup image to local hard drive, network drive, or other storage device. Please don't save the backup image to the same partition which you are willing to back up.

Command Line Backup

EaseUS Todo Backup Command Line tool can create and execute backup task under Windows command line directly, these operations will not run any window of EaseUS Todo Backup. The feature is only available for creating disk backup, partition backup and system backup task.

The Windows Command Prompt should be run as Administrator, then run the command etbcmd to start EaseUS Todo Backup Command Line tool:

```
C:\WINDOWS\system32>etbcmd
EaseUS Todo Backup command line tool. Version: 9.0
```

All the command and parameters of this tool will be listed as below:
Here is an example for creating backup task:

```bash
easeus.exe /a create /n "Demo Task" /d "This is a Demo Task" /s 1 /i 1 /d "new backup" /e "password" /s 1 /i 0 /r 0 /f 0
```

You’d better list all partitions and disks on your computer first to confirm which partition you need to backup before creating a task.
If you want to backup your system, you could use the parameter “/s system”, Todo Backup will choose the system and boot partitions to backup them directly. You can also choose partition manually, it should be partition 1 and 3 on above list.

For backing up to network drive, the location could be set as below:

File Backup

After using computer for a long time. You may have many important data (document, picture, music, video, etc). It will be a good habit that backing up them regularly.

The reliable file backup option can help you face nearly all kinds of unexpected data lose.
Basic Settings:

**Preserve file security settings in backup** - Check this option will keep the security attributes of NTFS encrypted files.

**Include all contents referred to Reparse Point** - Enable this option can ensure all Windows Reparse Point or link will be included in this file backup. However, this usually creates a larger image file than regular one, so checking this option is not always recommended.

**Destination** - Click the folder icon to modify your backup destination.

**Plan name** and **Description** - An accurate plan name and appropriate description will help you distinguish easily.

Advanced backup settings

These advanced settings can help you create a flexible and automatic backup plan. Create a automatic backup plan with **Schedule**, edit the advanced parameters with **Backup options**, add image retention rule with **Image-reserve strategy**. About how to use each of them exactly, please click the hyper link below. **Schedule**, **Backup option**, **Image-reserve strategy**.

However, without these advanced settings, EaseUS Todo backup can still give you a simple and intact backup image.

Only back up the selected file types
If you just want to backup one or some specific file types from one folder, the option at top right corner can help you exclude the others files.

Click **User defined** and press File type in the appeared drop-down menu.

Some commonly used file types have been preset and divided into 6 categories.
Select the file types you want to backup from default categories or click Add to create a new entry for your special file type(s).

Please don’t forget you have to decide which folder you want to backup from the file tree on left panel.

The figure above means I want to backup all Documents on my desktop.

**Tips:**
*It is also possible that starting a file backup directly by right clicking the files in Windows Explorer, and choose Include in EaseUS Todo Backup in Windows menu. Then our product will be loaded and the file will be selected as the backup source.*

**Smart Backup**

Shortly speaking, the new added Smart Backup option since version 7.0 can create an intelligent schedule to monitor specified files or folders every half an hour, and create a new backup image file if there is any changes made to them in the past 30 minutes.

**Note:**
*Files and folders on network location cannot be protected with this option. It cannot be used to backup partition and disk.*

**When to use it**

Smart Backup is especially useful when you have some frequently changed database files, or a shared folder updated by all internal users (create backup from local side). It can help you creates multiple backup points every day and allow you recover to any of them or even roll-back to past days.
What image type it creates every time

If this question concerns you, you have to learn the difference between full, incremental and differential before reading the next paragraph. The first image of Smart Backup will be always Full, and every 7 days, there will be a new full image created at the beginning of that day. All other days will start with a differential image file.

The rest image files on every valid day will be incremental backups. If the computer powers off or becomes malfunction, then it will be seen as an invalid day and no image files is going to be created on that day.

How to handle with the old image files

To avoid filling up the destination space, Smart Backup deletes old image files with the following rules.

1. All the incremental image files built on yesterday will be removed after today’s first image file created.
2. There will be 6 differential image files at most. That means the first differential image file will be deleted after the 7th one created.
3. There will be 2 full image files at most. It limits that the oldest day you can turn back to will be nearly 15 days.

Mail Backup

Communication via email is still a popular manner and Microsoft Outlook is the most common email application. After a long time using, you may have many important mails and do not want to lose them. Then EaseUS Todo Backup can also become your guardian to protect the mails in case of any issue.

Tips:
Windows live mail and Mozilla Thunderbird are not supported.
Specify contents for backup. You can choose to back up whole mailbox, some individual folder(s), Contacts, Calendar, etc.

**Basic Settings:**

**Destination** - Click the folder icon to modify your backup destination.

**Plan name** and **Description** - An accurate plan name and appropriate description will help you distinguish easily.

**Advanced backup settings**

These advanced settings can help you create a flexible and automatic backup plan. Create a automatic backup plan with **Schedule**, edit the advanced parameters with **Backup options**, add image retention rule with **Image-reserve strategy**. About how to use each of them exactly, please click the hyper link below. **Schedule**, **Backup option**, **Image-reserve strategy**.

However, without these advanced settings, EaseUS Todo backup can still give you a simple and intact backup image.

**Schedule Backup**

Scheduled backup can be run automatically in regular time interval or at a specified time point after it is created, this option can definitely easy backup jobs and release users’ attention for more valuable tasks.

The following introduction will help you understand how to configure all the schedule settings and image retention rule.
Schedule Settings

Schedule time

The full version of EaseUS Todo Backup provides five Schedule Types.

One-time backup

Set a specific future time to perform the backup.

Daily

Create a backup plan to auto execute every day. Set it to run at specific time point(s) or by time interval.

**Time**- Execute the plan at specific time point(s). Click + to add new time point. Our product can run the plan at most 5 times a day. Click − to remove one of them.

**Interval** - Set start time, finish time and interval time for the plan. For example, if you set the start time at 6:00 am, finish time at 10:00 am, and interval time is 2 hours, then the task will be executed three times at 6:00 am, 8:00 am and 10:00 am.

Weekly

Specify the time point on selected weekday(s) to perform the backup, the backup will repeat every week.

Monthly
Run the plan on specific day(s) every month. The plan can be set based on date or week. And it also requires an exact time point when to perform the plan on selected day(s).

**Every** - Schedule the time by week. For example, run backup on the first Monday of each month.

**Start** - Choose exact day(s) of a month to run backup.

**Upon event**

EaseUS Todo Backup creates backup triggered by the following four system events:

- **System startup** - The backup plan will run when system starts up.
- **System shutdown** - The plan will run when system shutdown (Currently, this option is not available for Windows Vista and later version).
- **User log on** - The plan will run when you log in Windows.
- **User log off** - The plan will run when you log off Windows.
- **USB device plugged in** - The plan will automatically run when you plug in the USB device that is set as the destination.

**Once a day only**
After this option checked, the event backup will be executed once a day only.

**Specified date**
Specify one day for the event backup. Uncheck the option will make the event backup available every day.

**Run missed backup at system startup if computer is shutdown**

Regarding **Daily, Weekly, Monthly** type. If your scheduled backup is missed due to power failure, or computer shut down, then the latest missed backup will automatically run after the computer starts.

*Note:*
**Upon event option is not available in Exchange backup.**

**Backup type**

There are three backup types: **Full, Incremental** or **Differential**. Each of them can be specified to a created schedule and decide how the schedule goes.
If your backup scheme is incremental or differential, then you can Appoint [daily/weekly/monthly] first backup as full or differential backup to make the image chain shorter. To understand this more clearly, it requires to learn the difference between Full, differential and incremental first.

**Note:**
If it is not Disk/Partition backup, System backup or File backup plan, our product needs system administrator privileges when creating the schedule to ensure the schedule can be executed when the system is log off/sleep/hibernate. So you have to enter a valid Administrator and its password to activate a schedule correctly.

**Image Reserve Strategy**

After a long run schedule, no matter how large the target storage is, the permanently increasing image files will fill up all the available space some day. So it is always necessary to remove part of old image files and ensure there is enough space for upcoming image files.

With EaseUS Todo Backup, the **image-reserve strategy** option can automatically delete old image files under a specified rules.

For a new creating backup/schedule, the rule configuration page will appear after clicking the hyper link Image-reserve strategy.
Check **Enable image reserve strategy**, then the following options will be available. Delete old image based on time or numbers, week, month and year are all available in the time option. You can click [here](#) to learn how the rule works.

**Don’t delete the first image**

By ticking this option, the first full image will neither be counted into the preserved number you have specified, nor deleted by the image-reserve rule.

**Reserve image via image merging method**

By ticking this option, the software will merge image files to save disk space, but, the backup process requires more time. You can click [here](#) to learn how the rule works.

**Edit a Created Backup**

Users are allowed to edit a created backup/schedule, and these options give you the chance to correct an error or add some new rules to a current task to smooth your backup jobs.

All options can be done to a created backup are listed in the Home page. They are:

**Recovery**

Restore the backup plan. For details, please click **Recovery**.

**Backup**

Choose to run **Full, Incremental** or **Differential** backup manually. For a schedule backup, this will not influence next scheduled auto backup.

**Advanced**
**Edit plan** - All the changes made here only take effect for current plan, enable schedule, change backup options and add image retention rules can all be finished in this option. Please do not forget click **Save** to activate the changes just made.

**Image manager** - All the created images are listed here with their type included, they can be deleted manually.

**Check image** - Refer to **Check image** for more information.

**Delete backup** - Delete the task info only. Or delete all image files too by checking **Delete related images**.

**P2V conversion** - Convert system image to a virtual hard disk file, make it available for VMware Workstation or MS Virtual PC. Click **here** for detailed information.

**P2V recovery** - Directly restore a system backup image to virtual machine. Click **here** for detailed information.

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**Backup Options**

Some advanced parameters can be specified before backup starts or modified from **Edit Plan** entry. The section below has a detailed description of each parameter.

**Space**

**Compression**

A backup file can be compressed. Drag the arrows to determine the compression level for a backup plan. Normally, the backup image with **High** compression level will be smaller than the one come with **None** or **Normal**.

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**Note:**

*Please note that the size of generated image file may not significantly decrease even through the **High** compression level is selected. That is because some kinds of files are*
already compressed, such as .jpg, .pdf or .mp3.

Splitting

To fit different storage medium, the image file can be split into several pieces. For example, you can split a large image file to smaller ones and save them to DVDs.

Automatic - The split size depends on the file system of the destination storage medium. Manual - Select an existing size or manually input the split size. Notice that the minimum size is 50MB.

Encryption

A backup file can be protected with password. Checking Set password to activate this option. The password should be less than 15 characters. The password protect uses AES256 algorithm. Recover a password-protected image, the program will ask for the password in a pop-up window, allowing access only to authorized users.

Performance

Windows is a multitasking operating system. This means that several applications can run simultaneously. The parameter of Property tells the system which task will be executed prior to others.

Network transfer speed

- 26 -
0 Mbps means there is no limits and all available I/O resource will be utilized by our product.

**E-mail Notification**

Except for checking Logs, email is a good way to let users know the result of backup plan.

You just need to fill in your email and SMTP information here to complete this setting. More detailed introduction, please click [here](#).

**Custom Commands**

Execute command before or after a backup plan. For example, you can add a command to shut down computer after backup completes. For details, please click [here](#).

**Offsite copy**

EaseUS Todo Backup not only supports creating backup image on hard drive, but also supports transferring the created image to local FTP server.

Checking **Enable FTP copy**, and fill in the following parameters.

**Basic settings:**

**FTP address** - Specify the FTP address for your network.
**Port** - Specify a port number for the FTP connection.
In FTP networking, a port is an application-specific or process-specific software construct serving as a communications endpoint, providing a multiplexing service.
**Username** and **Password** - Input the username and password to log in the FTP.

**Note:**
Select **Anonymity** if the FTP network server is shared with all users in the network.

**Additional settings:**

- **Retry** - Set the retry times. If the program fails to connect to the FTP server, the program will try to connect to the server as many times as you specify.
- **Passive mode** - FTP has two working modes: PORT and PASV. The default mode is PORT, check the option will become PASV mode.
- **Test parameter** - Test whether the FTP server can be connected with the parameters above.

**File Exclusion**

This feature can exclude the added file types and folders to avoid backing up unnecessary files.

Cloud backup

Cloud backup is only available for **File backup**, **Smart backup**, **Mail backup** and **Exchange backup** under EaseUS Todo Backup. It can backup to Cloud Storage (OneDrive, DropBox or GoogleDrive).
The cloud storage should be authorized via web page after selecting it, this is an example for OneDrive:

![OneDrive Authorization]

**Recovery**

This feature is the reverse process of a backup. It will expand the files compressed in the backup image and restore files to the time point when the image file was created. With a simple recovery process, you can rescue the computer from a variety of disasters, such as virus infection, system crashes, partition failure and data loss.
System Recovery

A System Backup plan has **Recovery**, **Backup** and **Advanced** buttons. Directly click the **Recovery** button to restore the backup you created before.

Choose one **History version** of backup image, after confirming the contents, click **Next** button and select target location to restore.
Note: when you proceed a System recovery, the original system will be overwritten, so please be careful to use this feature. You need a WinPE bootable disk or Pre-OS to recover a failure OS.

Advanced restoration settings

These advanced settings can help you restore the backups more stably and smoothly in some special case. However, without these advanced settings, EaseUS Todo backup can still give you a full restoration.
System Transfer - Restore the image which contains windows system to dissimilar computer, for details please click here.

Optimize for SSD - If the destination disk is SSD, check this option will ensure sector alignment in the process.

Sector by Sector recovery - Checking this option will recover the contents from an image file sector by sector. It ensures that the recovery process finishes successfully even if there are some logic errors on the original partition or hard disk. If you want every file distributed to its original sector after recovery, checking this option will meet that goal.

Disk/Partition Recovery

A Disk/Partition Backup plan has Recovery, Backup and Advanced buttons. Directly click the Recovery button to restore the backup you created before.
Choose one History version of backup image, after confirming the contents, click Next button and select target location to restore.

**Note:**
when you proceed a Disk/Partition recovery, the data on destination drive will be overwritten, please be careful that selecting the correct drive to restore.
Advanced restoration settings

These advanced settings can help you restore the backups more stably and smoothly in some special case. However, without these advanced settings, EaseUS Todo backup can still give you a full restoration.

System Transfer - Restore the image which contains windows system to dissimilar computer, for details please click here.
Optimize for SSD - If the destination disk is SSD, check this option will ensure sector alignment in the process.
Sector by Sector recovery - Checking this option will recover the contents from an image file sector by sector. It ensures that the recovery process finishes successfully even if there are some logic errors on the original partition or hard disk. If you want every file distributed to its original sector after recovery, checking this option will meet that goal.

Disk/Partition mode and File mode

The two options are available for System and File Disk/Partition backup image. You can restore individual files from the disk/partition image flexibly.
Disk/Partition mode

Restore the entire disk/partition image.

File mode

Recover individual file/folder(s) from Disk/Partition backup image.

Specify a recovery location - The selected files or folders will be recovered to a specified location.
Recover to original location - The files or folders will be recovered to their original location.

Decide the partition size after recovery

If the size of destination disk is different from the source one, then EaseUS Todo Backup will automatically resize the partitions before restoration starts, or you can edit the size by yourself.
1. Select the destination disk and click Edit button.
2. Once the disk structure is displaying. Drag the partition to determine the size after restoration Then click Proceed to restore.

Dynamic volume recovery

Recovering a dynamic volume is similar to recovering a basic partition.

*Note:* If there is an Operating System installed on the backed up volume, the volume will become a primary partition after recovering it to a basic disk, otherwise, it will be a logic partition.

File Recovery

A File Backup plan has Recovery, Backup and Advanced buttons. Directly click the Recovery button to restore the backup you created before.
Choose one **History version** of backup image, after confirming the contents, click **Next** button and select target location to restore.

1. Indicate the files to recover. You can specify the files to recover with three modes: **Files**, **Types** and **Search**.

- 37 -
2. Recover the files and folders to original or a different location.

Replace existing files - After checking this option, the original files and folders will be overwritten after recovery.

Smart Recovery

A Smart Backup plan has Recovery and Advanced buttons. Directly click the Recovery button to restore the backup you created before.

Choose one History version of backup image, after confirming the contents, click Next button and select target location to restore.
All the steps are same with File recovery, and based on the image cleanup rules, you are able to recover to 
1. All backup points created on the same day. 
2. The initial status (first backup of a day) on past 14 days at most. 
The figure below shows where to select History Version for recovery.

**Mail Recovery**

A Mail Backup plan has Recovery, Backup and Advanced buttons. Directly click the Recovery button to restore the backup you created before.

Choose one History version of backup image. Indicate the mailbox/folder/file(s) you want to recover to.
After confirming the contents, click **Next** button and select target location to restore.

**Note:**
*The existing emails/contacts will not be replaced in the recovery process.*

**Browse to Recover**

Sometimes, if the backup plans lost due to re-install EaseUS Todo Backup, and you cannot find the plan record in Home page. Or you try to restore under WinPE emergency disk. Then the **Browse to recovery** option is necessary.
Click this button to locate your image file manually from Windows directory tree for restoration.

**Individual File Recover**

EaseUS image files can be directly accessed. You can double click on the .PBD image file or right click it and choose open to browse it. Find the target file, right click it to display the menu, and then open, copy and recover specified files in the image.
System Transfer

Since most hardware requires corresponding driver installed to be functional, users cannot simply move system to a new machine with different hardware configuration and expect the system to run as original due to lack of necessary hardware driver.

EaseUS Todo Backup provides **System Transfer** feature which can help users solve the trouble easily. The most common situations this option can handle are:

1. Migrate system to a new and more powerful PC.
2. Restore and keep old system available after some hardware upgraded.

**Note:**

*Please note this option only available in Workstation and higher editions. If you are using the Trial Edition, you need to create a WinPE emergency disk manually to get this feature.*

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**Preliminary**

The essential preparation before the recovery.

1. A valid system image file created with **System backup** or **Disk/partition backup** option.
2. A proper **WinPE emergency disk/USB** which can be loaded on target machine correctly.
3. The inf driver file of the new hardware on target machine.

**Note:**

*It is allowed to place the system image file and the inf driver file on the WinPE bootable drive if you have enough free space there.*
Steps

1. Load target machine from the WinPE emergency disk and ensure the drive which contains system image files has connected to the machine already.
2. Find the option **System Transfer** in the main window.
3. Browse and load the system image file.

4. Select the target drive to restore.
5. Confirm the effect if restoration completes.
Note:
Sometimes, if you have some special hard drives, say, hardware RAID, SCSI drive, they may be not listed by default in WinPE environment. Then corresponding driver needs to be installed in order to make the drives available. For more info, you can read: What to do if the drive cannot be listed by default.

6. After system recovery finishes, you may get some prompted windows asking for driver (.inf file) of a specific hardware. You can find the driver according to the listed hardware info, and add it to ensure you can load from the system normally after the entire system migration is done.

Clone

It’s a common job to replace the hard drive where Windows exists. This may be resulted from a failing drive or requirement for larger disk capacity. Disk Clone option in EaseUS Todo Backup can deal with the job easily.

Clone a hard disk

Disk clone will transfer all data (include operating system and program) on the selected hard disk to another. It is especially useful when you want to replace hard disk with a new one. For a successful disk clone, please ensure that the capacity of destination disk is larger than the used space of source disk.

Steps

1. Click Clone option at the top right corner.
2. Select a hard disk as source, then click **Next**.

3. Select a hard drive as target, then click **Next**.

**Tips:**
The disk structure will display after clicking **Edit**. Drag the partition to determine the size.
**after clone.**

4. Click **Proceed** after you preview and confirm the hard disk layout.
Advanced clone settings

These advanced settings can help you clone a drive more stably and smoothly in some special case. However, without these advanced settings, EaseUS Todo backup can still give you an exact and intact clone.

**Optimize for SSD** - If the destination disk is an SSD, checking this option will ensure sector alignment in the process.

**Sector by sector clone** - A sector by sector clone ensures that the destination hard disk/partition is exactly the same as the source hard disk/partition. It will clone all the sectors if the option is checked, even if the sector is blank. As a result, the target will be equal in size to the disk being cloned after the process. This option is found in the same step where you choose the destination hard disk/partition both in the Disk clone and Partition clone wizard.

*Note:*
*The disk/partition cannot be resized if you choose to clone your disk in the Sector by sector mode.*

Clone a partition

Though backup is very convenient and systematic, yet partition clone is still a simple and intuitive way to create an exact same copy of partition.

**Step**

1. Select a source partition and click **Next**. Only one partition can be cloned at a time.
2. Select a target partition to proceed clone.

![Disk/Partition Clone Interface]

**Note:**
The target partition structure will display after clicking **Edit**. Drag the partition to determine the size after clone.
Check **Set active** option if you want to boot from the target partition.

**Dynamic Disk/volume clone**

EaseUS Todo Backup supports cloning dynamic disk/volume with **Clone** feature. All dynamic volumes will be listed in a single dynamic disk, although they are located on different disks.

**Advanced Server Tools**

Nowadays, server administrators are supposed to utilize different tools to perform better business data management, such as MS Exchange for email management, MS SQL for relational data query and update. This data is very important for the daily work of a company. The server administrator has the responsibility of keeping the physical security, integrity, and safety of the data. A regular backup is really a good habit, which not only helps users face the unexpected server failure, but also saves the data in a specified status.

With EaseUS Todo Backup **Advanced Server Edition** and **Technician Edition**, you can
quickly and easily backup Exchange server, MS SQL server and archive image file to Tape device for better management and storage.

**Exchange Backup**

Exchange Server is the physical/virtual server with Microsoft Exchange installed. It is a server product from Microsoft. Its main features include electronic mail, calendaring, contacts and tasks; supports for mobile and web-based access to information; and supports for data storage. With the current version of EaseUS Todo Backup, you may select the storage group and individual mail folder as the basic backup unit.

*EaseUS Todo Backup supports the following Exchange versions: Exchange 2003, 2007, 2010 and 2013*

**Start backup**

Please ensure the Exchange server is mounted before executing the backup task. Then click **Other Backups > Exchange backup** in backup area to start the process.

1. Specify the task/plan name and Description.
2. Select the backup source. Now there are two ways to backup Exchange.

   **Storage group mode**

   ![Exchange Backup Window](image)

   **Mailbox mode**
3. Specify where to save the image file. A Local disk, Network directory or Tape drive can be set as the backup destination. Click the Down Arrow to get the destination history.

4. Click **Proceed** to finish the setting. The backup will be executed immediately if the schedule is not configured.

**Start recovery**

This is a reverse process of Exchange backup. You can restore Exchange storage groups or mail folder with this feature.

1. Locate the Exchange backup plan and click Recovery.

2. Choose one History version of the Exchange images.

3. Specify which storage group/mailbox to recover. It is unnecessary to choose the entire content if you just want to recover part of it, such as only choosing one storage group in an image file which includes multiple storage groups.

4. Confirm every detail about the current recovery, click Proceed to implement it. EaseUS Todo Backup will automatically recover the storage group to its original location, so you don't need to specify the destination.

**Note:**

*Existing mail will not be overwritten when recovering a mailbox*
SQL Backup

SQL is an acronym of Structured Query Language which is designed for managing data in relational database management systems. Produced by Microsoft, the main function of Microsoft SQL Server includes insert data, query updates/deletes, create/modify schema, and data control access, etc. MS SQL 2000/2005/2008 are supported by EaseUS Todo Backup. The extension of MS SQL backup image file is .bak.

User login

Click Other Backups > SQL backup in the menu. An authentication box will pop up. Input a valid Windows administrator or a SQL server account to get through the authentication. Don't forget to select the instance you want to login here.

Home

After authenticating, you will be presented with a SQL backup home page which includes a database list, a backup task list and some available options.

All the databases will be listed in the left panel. You can perform the operation you need after selecting one or more of them. Pressing the Disconnect button in the lower left corner will cut off the connection to the instance and take you back to the login window. Clicking Refresh will update the latest changes in the instance.
Backup

Unlike backing up normal data and Exchange data, you can set all related parameters in one step under the Backup page to back up the SQL databases.

Basic information

- **Task name** - Specify a name for the current task.
- **Destination** - Specify the destination to save the image file.
- **Continue if error** - Decide whether to ignore media errors or not in the process.

Plan

All options under this section will be available after the **Schedule** is turned on. Then you can specify time in daily, weekly or monthly units and decide which type of plan to use.
**Full** - Always backup all databases and the transaction log.
**Differential** - Only backup changed files since last full backup. The transaction log will be included.
**Transaction log** - Backup transaction logs only.

**Options**
Compression - Decide whether compress the backup image file (this option is only available for MS SQL 2008 Enterprise and higher versions).

Notification - Decide whether send the backup result to email. For more information about this setting, you may refer to Email notification.

Recovery mode

Specify a recovery mode for the current task.

Simple - No log backups. Clear the log space automatically to keep space requirements small, essentially eliminating the need to manage the transaction log space. Putting a database into simple mode means that you don't want to make log backups and all you intend to do is rely on full backups for your recovery.

Full - Requires log backups. In this mode everything is fully logged so you can always recover individual transactions.

Bulk log - Requires log backups. It permits high-performance bulk copy operations and reduces log space usage by using minimal logging for most bulk operations.

Recovery

Please refer to the following steps to recover an MS SQL image file.
1. Switch to Recovery page.

2. Select the database and specify an image to recover.

3. In the Select recovery mode, you can decide to overwrite the existing database or recover to a new database by specifying a database name and location.

   Our product will automatically skip all media errors in the process if you check Continue If Error.

4. Click Proceed to implement the operation.

**Export/Import**

**Export**

Export a database as MDF and LDF files. Following are the detailed steps.
1. Select a database from the database list on the left hand.
2. Specify a location where to save the MDF and LDF files.
3. Click Proceed to implement the operation.

**Import**

Click Browse to import the MDF file. If you don't need the operation record of the database, just ignore the Browse behind the log file.
With the import feature, you can decide to overwrite the existing database or create a new database for importing MDF.

**Log**

All operations will be recorded in a log file. You can see what task was completed, when it was created, etc.

**Tips:**
*Be careful when pressing the Clear button, because it will remove all information in the log file.*

**Tools**

There are some useful options in Tools menu. Part of them can make your backup/recovery process more efficient and flexible.
Check Image

Check image can verify the validity of an image file. If our product finds errors during checking process, then the image file might be damaged and cannot be used for recovery.

After clicking Check Image, select one backup plan to verify all related image files, or click Browse at the top right corner to check one image file only.
**Note:**
*All the images under this backup plan will be checked. So it would take a long time if the backup plan has a large number of images.*

**Create Emergency Disk**

EaseUS Todo Backup allows users to create an emergency USB disk or CD/DVD. It is indispensable when windows system fails to boot.

**Procedure of creating emergency disk**

1. Click **Tools - Create emergency disk**.
2. In this step, you have a choice to create a WinPE or Linux emergency disk.
Uncheck the "Compatibility mode" will get necessary drivers from current computer and then add to the WinPE emergency disk. If the created emergency disk can't boot normally, you can only check "Compatibility mode" to recreate.

3. Select USB to create an emergency USB disk or choose CD/DVD to burn an emergency CD/DVD, then click Proceed.

4. For the first time, if you have checked "Compatibility mode", EaseUS Todo Backup will prompt a window to ask you select Download from Microsoft or Manually specify the location. Download WinPE component from Microsoft is recommended if the computer is connecting to internet.
If you did not check "Compatibility mode", it will create directly after click the "Proceed" button.

![Creating WinPE ISO...]

**Note:**
To learn more information between WinPE and Linux emergency disk, please click [here](#).

**Some useful articles about WinPE bootable disk**

- WinPE component download failure. Click [here](#).
- Hard Drive Fails to List in WinPE. Click [here](#).
- Network Access Issue in WinPE. Click [here](#).

**Wipe Data**

Permanently erase data on the disk(s) or partition(s). You can set Erase Times to wipe data. Use care, as once you perform this operation, it cannot be undone and the data will be permanently lost.

**Tape Management**

If you always save images to tapes for long term storage, it may be difficult to figure out what a tape contains without a physical label. We provide this feature to help you manage the image in tape.

Under this option, you can Copy the image from tape to local drive, Eject and Wipe the tapes.
Enable/Disable Pre-OS

Pre-OS can be considered as an alternative of WinPE bootable disk. So it can also help you recovering system when unexpected failure occurs.

Switch the status of Pre-OS between Enable and Disable. The name of the button depends on the current status of Pre-OS. If Pre-OS is currently enabled, the button will be Disable Pre-OS.

Once the Pre-OS enabled, you will get a EaseUS boot menu when computer boots. After select it, you will get into EaseUS Todo Backup instead of Login Windows.

There are two kinds of Pre-OS environment for different editions.

**Linux Pre-OS**
For all Trial editions which is based on Linux environment and only contains basic **Recover** and **Clone** options.

**Windows Pre-OS**
The Linux Pre-OS will be converted to Windows version after **WinPE** created. Nearly all features are available in this environment.

ISCSI Initiator

Connect and configure the iSCSI device.

There are two connection modes.

**Quick connect**

On the **Targets** tab, type name or IP address of the target device in **Quick Connect** text box, then click **Quick Connect**.

**Advanced connection**

1. Click the **Discovery** tab.

2. Click **Discover Portal** to add the target portal. Type the **IP address** or **name** to connect.

*Once connected, you can backup and restore the iSCSI drive like local hard drive.*

PXE Server Setting

The PrebooteXecution Environment can boot computers with network interface independently of data storage devices.

EaseUS Todo Backup PXE server allows users to launch EaseUS Pre-OS Environment on target machines with network booting. It is especially useful for bare metal recovery or network deployment. This feature is available in **EaseUS Todo Backup Server Edition, EaseUS Todo**

You just need to click "Enable PXE" in Tools to enable PXE option. Our product will configure boot image directory automatically.

Confirm the Network Interface Card of a client machine which supports PXE boot, please choose "Network boot" in BIOS. If the network connection to PXE server is available, the client machine will boot from the network.

Note:
Make sure there is a working DHCP (Dynamic Host Control Protocol) in your network, so that the booting computers can automatically get IP addresses and boot into EaseUS Todo Backup PXE environment.

P2V Copy

EaseUS Todo Backup provides P2V tool for customers to migrate drive from Physical machine to Virtual machine conveniently and efficiently.
When you want to convert a running system to virtual environment. Please click Tools > P2V copy. It can help you create a Virtual Machine without backup & recovery.
1. Specify the disk/partition(s) to convert. System and boot partition has been selected by default and cannot be deselected. You can add other partitions and disks to convert together.
2. Specify the destination to save the virtual machine. Local disk and Network directory can be set as the destination. Click the Down Arrow to get the destination history.
3. Configure the parameters for the virtual machine.

**Virtual machine name**
Edit the name of virtual machine, EaseUS Todo Backup will name the machine with the operating system by default.

**Virtual software vendor**
Specify the type of virtual machine which you convert to, VMWare Workstation and MS Virtual PC are supported.

**Version**
Select a proper version so that the converted virtual machine could work with your virtual software correctly.

**Edit virtual machine**
Configure the settings for virtual machine, including number of processors & cores, memory size, hard disk type and capacity.

**P2V Recovery**
You can directly restore an EaseUS disk/backup image to virtual machine with P2V Recovery. Click Tools > P2V recovery.
1. Select a backup plan to restore. The backup must be System backup or a Disk/Partition backup included system. If the backup is not in the list, please manually locate it by clicking **Browse**.

2. Specify the destination to save the virtual machine. Local disk and Network directory can be set as the destination. Click the Down Arrow to get the destination history.

3. Configure the parameters for the virtual machine.

**P2V Conversion**

It is easy to convert a created EaseUS disk/partition image to virtual disk, please click **Tools > P2V conversion**.
1. Select a backup plan to restore. If the backup you want to recover is not in the list, manually locate it by clicking **Browse**.
2. Choose the partition(s) or hard disk(s) to convert.
3. Specify the destination to save the virtual disk. Local disk and Network directory can be set as the destination. Click the Down Arrow to get the destination history.
4. Configure the parameters for the virtual disk.

**Virtual disk name** - Specify the name of the virtual disk

**Virtual software vendor** - Select VMware or Virtual PC to create .vmdk or .vhd

### Mount/Unmount

In order to browse/confirm the files and folders in a disk/partition image or system image (*.PBD file), we provide the mount function. Users can directly copy needed files from the mounted drive without restoring entire image.

Besides, mount function is a good way to check whether the created image is valid or not.
1. Tools > Mount/Unmount, all available backups will be listed.

2. Select one backup and click Next.

3. Select the Source and click Next to proceed mount operation.

If you need to unmount the image, please click Manage the mounted disks.

**Tips:**

*File backup does not support Mount/Unmount option.*

*If the selected archive is encrypted, you need to type in the password to continue the process.*

*Please create the image and mount it with same Windows account. This will ensure you have full access permission.*

*The mounted drive will automatically disappear after computer restarts.*
In WinPE and Pre-OS environment, some options in **Tools** menu are replaced by a new option to ensure the recovery process in WinPE can be finished smoothly.

**Windows Shell Command**

Invoke MS-DOS command box to input different user commands to make backup tasks more efficient and safe. For example, checking errors before backing up a partition with CHKDSK, add hardware driver with Drvload or create a partition with DISKPART.

The knowledge of Windows Command statement is required to use this advanced option,

**Driver Manager**

Since hardware RAID, SCSI and some network cards cannot be directly recognized without drivers installed in WinPE and Pre-OS environment, So we provide this option to help user add driver for a specific hardware and ensure you can finish the recovery job without interruption.
Network Manager

With this option, user can manage or configure network access parameters if the operation needs to read shared folder but our product failed in the first try.

Map network drive - Map a network drive as a local drive to backup or restore.
Edit network drive - Change parameters of the mapped drive.
Disconnect network drive - Remove mapped drive created with Map network drive option.
IP settings - Configure the IP parameter.

Fix MBR

Fix MBR can help you get rid of some boot problems. It will write fresh boot information to the MBR sector.
You can locate this feature in Tools in WinPE Pre-OS or WinPE emergency environment, click Fix MBR, choose the disk you want to repair and then press Proceed.

Check Partition

A partition with logic errors may fail to back up with our product, so it is necessary to check and fix errors before backup. This feature is available in WinPE Pre-OS or WinPE emergency environment, click Tools > Check partition, choose the partition and check Automatically fix file system errors, after that click Next to start the operation.

Image Tool

Thanks for using EaseUS Todo Backup Image Explorer, a convenient and simple tool for extracting files or folders from a PBD image file without installing EaseUS Todo Backup.

This handy tool is less than 3 MB and very easy to use as it manages image files like Windows Explorer. We believe the benefits can bring users a totally new and more efficient way to work with PBD image file.

System Requirements
Your computer must be running one of the following operating systems:

- Windows XP®
- Windows Vista®
- Windows® 7
- Windows® 8
- Windows Server® 2003
- Windows Server® 2008
- Windows Server® 2008 R2
- Windows Server® 2012
- Windows Server® 2012 R2
- Windows Small Business Server 2003
- Windows Small Business Server 2008
- Windows Small Business Server 2011

**How to Use**

The following procedure will help you learn how to extract files from an image.

1. Launch **EaseUS Todo Backup Image Explorer** (ImageTool.exe). You will get the following message if this is the first time you run the tool. Normally, you should click **Yes** to build the connection between PBD image file and this tool.
2. Desktop folder will list by default, click the marked drop down arrow button will bring you other paths.

3. Locate the image file and double click to browse into it.
4. All files and folders in the image file has special mark than others, so you can easily determine whether you are checking an image file or not.
Click **Property (F3)** or directly **Open** the file/folder to check if this is the correct one you are looking for.

5. The **Export (F2)** button or **Copy** in right click menu can both extract the file/folder you want. Even directly dragging the file to Windows or the hot key **Ctrl+C** for copy is also allowed.
**Tips:**

There will be an additional copy created in the path "C:\Program Files\EASEUS\" after you run the tool, do not miss it if you want to remove this tool completely.

**Logs**

Click Logs, all the backup operations and results will be recorded here. The failure operation will be marked in red. Click Details to troubleshoot the issue.
These operations can be performed:

**Export all** - Output all logs to a TXT or XLS file.
**Clear all** - Delete all logs.
**Details** - Show the detailed records of one backup plan
Basic Settings

There is a drop-down menu at the top right corner, click it, there will be an option **Settings** in the menu.

Click **Settings** will bring you the following configuration panel, the first 2 options here are very important. You can switch among German, English, Spanish, French, Italian and Japanese in **Language** box and edit/modify **Default backup path** here.

For the other 2 check boxes, there will be no update report if you uncheck the option **Automatically check for updates**.

**Join the Customer Experience Improvement Program** can help us improve our product better with the info from your daily operation with our product.

Todo backup will not show any notification tray if you uncheck the **Show notification tray when backup**.
Support

If you cannot find what you are looking for in this help, we encourage you to visit our Knowledge Base which includes solutions for some common issues and detailed guide regarding how to use EaseUS Todo Backup.

When you encounter an error/problem, please Generate report and sent it to us, so we can assist you more efficiently.