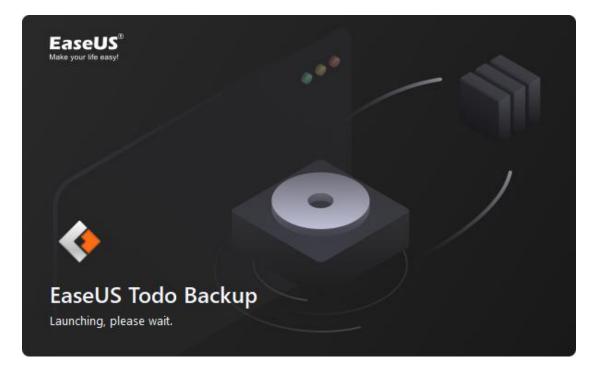


# **EaseUS<sup>®</sup>** Todo Backup User Guide

For Free and Home Edition





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# Welcome

Thank you for using **EaseUS Todo Backup**. Being an integrated solution for crucial data and powerful OS protection, **EaseUS Todo Backup** is spread over millions of home computers. Focusing on efficient and stable backup, **EaseUS Todo Backup** is dedicated to safeguarding the operating system, emails, disks, partitions, documents, photos, pictures and musics, etc.

**EaseUS Todo Backup** generates the .pbd images for your reliable backups, which are to be promptly and easily recovered in the case of system crash, partition/disk corruption, virus infection and unexpected data loss, etc. Being distinguished from OEM backup solutions, NO extra hidden partitions are to be created or required on your hard drive to get EaseUS Todo Backup perform a backup or restore.

# **Getting Started**

This part outlines basic parameters to use **EaseUS Todo Backup.** It is to help you acquire a general understanding before you get started.

# Hardware Requirements

500 MHz processor or faster A minimum of 1 gigabytes (GB) RAM; A minimum of 2 GB RAM for Windows 8/8.1/10/11 A minimum of 1 GB of available space on the hard disk CD-R/RW, DVD-R/RW, DVD+R/RW or DVD+R DL drive Keyboard, mouse and other compatible pointing devices

# **System Requirements**

Make sure you are running any one of listed operating systems:

- Windows Vista®
- Windows® 7
- Windows® 8
- Windows® 8.1
- Windows® 10
- Windows® 11

## **Supported File Systems**

**EaseUS Todo Backup** supports file systems, including FAT12, FAT16, FAT32 and NTFS. Other files systems are shown to be **Other**. EaseUS Todo Backup supports the sector-by-sector **Backup** and **Clone** of **Other** Partition/Volume.

# **Supported Hard Disks**

**EaseUS Todo Backup** supports disks, including IDE, EIDE, SATA, ESATA, ATA, SCSI, iSCSI, USB 1.1/2.0/3.0 disk and Firewire disks. As for CD-R/RW DVD-R/RW DVD+R/RW DVD+R DL, **EaseUS Todo Backup** supports saving backup images to them without issue.



Dynamic disk, MBR and GPT disks are supported. EaseUS Todo Backup supports the disk capacity up to **16TB**.

# Activation

In Free version, you can click the shopping cart in the right corner, or **Upgrade** button in the left corner to get the activation window. Enter the 25-digit license code to upgrade to the full version.

Not Logged in	Activate now			
Log in EaseUS Account to con	Up	grade to enjoy all data pro	otection features	
Add Backup		Free Limited function	Home \$29.95	Home + Cloud \$ <b>89.95</b>
	Backup and restore	~	~	~
⊘ o Schedule	Transfer system to different PC		×.	~
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	Clone system		×	~
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	Exclude useless files from backups	.0	~	×.
	1 TB of EaseUS Cloud storage	0		~
	Current license: Free	dy have a license code	e, input it here	Buy Now
🛱 Upgrade	License code: Please input a valid lice		2 State of the second second second	

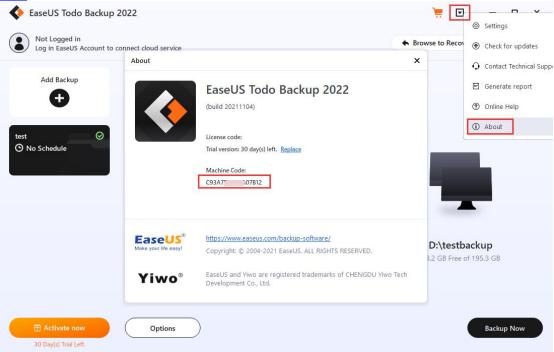
In the trial version, you can see how many days left for the trial version in the left corner. Click the shopping cart or **Activation Now** button to activate the software.



Not Logged in Log in EaseUS Account to	Activate now			
	S	ubscribe for continuous d	ata protection	
Add Backup		Trial 30 days available	Home \$29.95	Home + Cloud \$ <b>89.95</b>
	Backup and restore	~	~	~
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	Transfer system to different PC	۰	×	<b>~</b>
	Clone disk or partition	٠	~	~
	Clone system	۲	×	×
	Create portable version of Windows	٠	¥	¥
	1 TB of EaseUS Cloud storage	0	0	~
			📜 Buy Now 👻	📜 Buy Now 👻
	Current license: Trial version: 30 day(s) let	t.		~
🛱 Activate now	License code: Please input a valid lice	ISP		

## **Offline activation**

To get offline activation when your computers is off Internet connection, please click <u>here</u>.



### Tips:

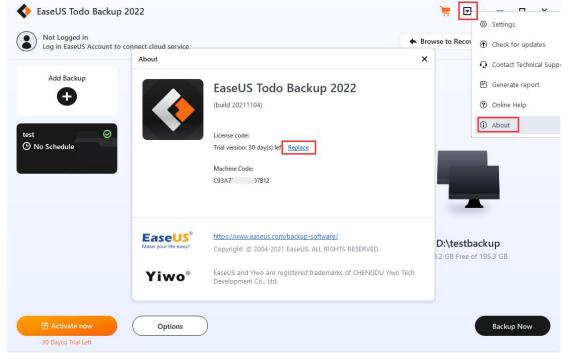
Machine code is a unique ID generated by EaseUS Todo Backup on the basis of your hardware information. It is closely tied with license code.

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## Replace license code

If you want to replace the license code on the machine which already have a code activated before, please click 💌 button at the top right corner, select **About** > **Replace**.



### Note:

Each edition has its own license code. Only the codes to the same edition can be replaced.

## **EaseUS Account**

Login **EaseUS Account** enables to connect Cloud Server, so that the backup images can be saved in **EaseUS Cloud** directly. If you already have an account, please click the left corner to login.



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Not Logged in Log in	
Log in EaseUS Account to connect cloud service	
Home Version Upgrade	
My System	E:\My Backups 142.7 GB Free of 195.3 GB
Options	Backup Now

If you have no account, please click **Sign up** in Log in page to register your own account.

	t to connect cloud service <ul> <li>Next Backup: No Sci</li> </ul>	nedule	
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And after login, the available space and validity of the Cloud Service will appear.



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Local Disk H Schedule		EaseUS Cloud
System Backup O O No Schedule	options	Backup Now

# **Edition Comparison**

For home users, EaseUS provides includes two editions, Home and Free edition.

**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 has more features available, such as Backup/clone dynamic volume, System Transfer and Outlook Backup.

### Tips:

Home edition has its trial edition, free of charge for 30 days' evaluation. Free edition can be activated to Home edition directly with a Home license code.

### Feature Comparison

	Free	Home
Smart Backup		Y
Disk/Partition backup	Y	Y
File backup	Y	Y
Incremental backup	Y	Y
Differential Backup	Y	Y



	Y
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# **Home Page**

EaseUS Todo Backup is designed to make your routine backup jobs in a more easily and smoothly way. The home page constitutes three main areas.



EaseUS Todo Backup	2022	0 – 0 ×
Not Logged in Log in EaseUS Account to c	connect cloud service	8 Other Source Tools
Add Backup	Next Backup: No Schedule     Last Backup: 2021/11/05 17:31 Error     Backup Details	Recover
System Backup ① ① No Schedule test ② ③ No Schedule		
	My System	E:\My Backups 142.7 GB Free of 195.3 GB
	Options	Backup Now

#### and a second second

### **Backup Task List**

In this entry, you can see the existing backups as well as create new ones by clicking +.

About how to use each of them exactly, please read from the corresponding paragraph. <u>Disk/Partition Backup</u>, <u>File Backup</u>, <u>System Backup</u>, <u>Smart Backup</u>, <u>Mail Backup</u>;

### **Backup Details**

All basic info of a backup task can be directly found in the list, including the last and next backup time, backup source and target location. It is also possible to edit the backup options.

The **Recover** button in the right corner can bring you the Recover configuration page.

### Other

Browse to Recover, Clone, System Clone, System Transfer, Check Image and some other useful features 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,

- 8 -



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:

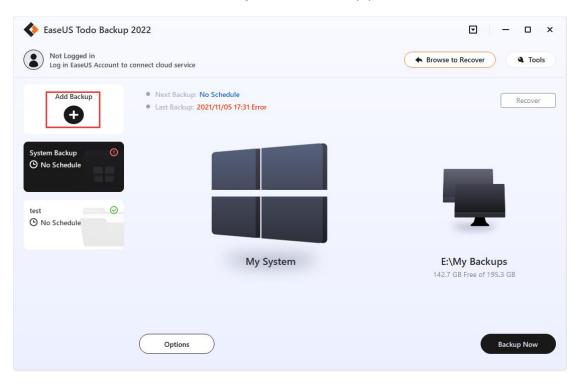
In order to ensure a rapid and successful backup process, please close all other applications before starting the operation and never try to save the image file to the partition/disk which you are backing up.

## System Backup

Windows Operation System is very important for a computer. It is necessary to protect it in the event of system crash.

EaseUS Todo Backup provides the easiest way to protect your operating system. In System backup, the necessary partitions for system boot will be selected automatically.

Please click **Add Backup** on the left side, select **OS** as the backup contents, select the destination location, then click **Backup Now**. The backup plan name can be edited, too.





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System Backup () () No Schedule	0	
test 📀		-
	Select backup contents	E:\My Backups 142.7 GB Free of 195.3 GB
		Cancel Backup Now
EaseUS Todo Backup 2022		⊡ – □ ×
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New Backup 🖸 🕜 No Schedule		
System Backup		
test 📀 🕙 No Schedule	File Disk	OS Mail
		Back



💠 EaseUS Todo Backup 2022	<b>.</b> – . ×
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System Backup O No Schedule	Select the destination where you want to save the backup
test © No Schedule	
My System C: Selected data: 57.3 GB	E:\My Backups 142.7 GB Free of 195.3 GB
Advanced backup settings Options	Cancel Backup Now

### Advanced backup settings

Advanced backup settings are useful when you want to create a flexible and automatic backup plan. **Backup options** is to edit the advanced parameters. **Backup Scheme** is to create an automatic backup plan. **Backup Filter** is to exclude the added file types and folders to avoid backing up unnecessary files. With **Backup Notification**, you may monitor backup status with E-mail notification.

- 101 (A)			
em Backup 🛛 🗹 Io Schedule	Backup Options Backup S	Scheme Backup Fi	lter Backup Notification
	④ Performance	Priority	Medium
em Backup	Backup Splitting		High priority will occupy more system resources
lo Schedule	Encryption		
	Custom Commands	Network	0 \$
	Offsite Copy		① transfer speed "0" indicates no limit
lo Schedule	🐻 File Settings	Compression	Fast 👻
	Disk/Volume Settings		High compression level will take more time to back up
	🐣 User Account		
		Splitting	Automatic •
			MB (Enter your desired size, at least 50MB)     A size of the size of

For more details, please click:

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Backup option, Backup Scheme, Backup Filter, Backup Notification.

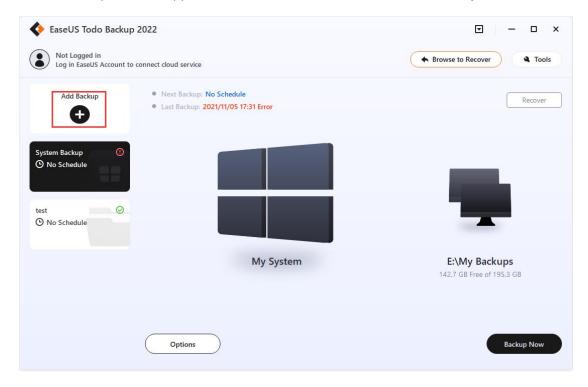
### Tips:

Advanced backup settings are for reference only but not a prerequisite for backup.

# **Disk/Partition Backup**

Suppose there is only one disk with more one partitions on your computer. System Backup is to backup the partition only where the system and boot partitions are saved. In this case, you should use **Disk/Partition Backup** to help you back up the rest data partition.

Please click **Add Backup** on the left side, select **Disk** as the backup contents, tick the source disks/partitions, appoint the destination location, then click **Backup Now**.





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New Backup No Schedule  System Backup No Schedule  test No Schedule	Select disks, files, OS or mails that you want to back up Select backup contents		VMy Backups 7 GB Free of 195.3 GB Backup Now
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	<b>My Disk</b> E: Selected data: 52.6 GB	E:\My Backups 142.7 GB Free of 195.3 GB
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### Advanced backup settings

Advanced backup settings are useful when you want to create a flexible and automatic backup plan. **Backup options** is to edit the advanced parameters. **Backup Scheme** is to create an automatic backup plan. **Backup Filter** is to exclude the added file types and folders to avoid backing up unnecessary files. With **Backup Notification**, you may monitor backup status with E-mail notification.



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### For more details, please click:

Backup option, Backup Scheme, Backup Filter, Backup Notification.

### Tips:

Advanced backup settings are for reference only but not a prerequisite for backup.

### FAQ:

### 1. What's the difference between System Backup and Disk/Partition Backup?

A: Please click here to view the answer.

### 2. Can I backup the network drive?

A: No, EaseUS Todo Backup can just help you backup the files and folders in the network drive. However, it cannot backup the whole network drive.

### 3. Where should I save backup image file?

A: You can save backup image to local hard drive, network drive, other storage device and EaseUS Cloud Storage. Please don't save the backup image to the same partition you want to backup.

### 4. What is dynamic volume? Does EaseUS support its backup?

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

Dynamic volume backup is supported. The backup process is the same as disk/partition backup on basic disk. One big difference lies in display. To be more precise, all the volumes on different disks are listed all together.



# File Backup

You may have a large amount of vital data to be protected as time goes on, such as documents, pictures, musics and videos, etc. It is always a good habit to have a backup on regular basis. File Backup is one of the best choices for you to get over unexpected data loss.

Please click **Add Backup** on the left side, select **File** as the backup contents, browse and tick the files/folders you want to backup, then click **Backup Now**. The backup plan name can be edited, too.

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Add Backup  Next Backup: No Schedule  Last Backup: 2021/11/05 17:31 Error	Recover
System Backup () () No Schedule	
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My System	E:\My Backups 142.7 GB Free of 195.3 GB
Options	Backup Now



EaseUS Todo Backup 2022		0 – 0 ×
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### Advanced backup settings

Advanced backup settings are useful when you want to create a flexible and automatic backup plan. **Backup options** is to edit the advanced parameters. **Backup Scheme** is to create an automatic backup plan. **Backup Filter** is to exclude the added file types and folders to avoid backing up unnecessary files. With **Backup Notification**, you may monitor backup status with E-mail notification.



	It to connect cloud service		
avorites 🛛 🗹 No Schedule	Backup Options Backup Sc	heme Backup Fi	ilter Backup Notification
	Ø Performance	Priority	Medium
ystem Backup	Backup Splitting		High priority will occupy more system resources
O No Schedule	f Encryption		
	Custom Commands	Network	0
est 🖉	Offsite Copy		
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	Disk/Volume Settings		${f 0}$ High compression level will take more time to back up
	😤 User Account	Splitting	Automatic 👻
			MB (Enter your desired size, at least 50MB)

### For more details, please click:

Backup option, Backup Scheme, Backup Filter, Backup Notification.

### Tips:

Advanced backup settings are for reference only but not a prerequisite for backup.

# **Smart Backup**

In File Backup, there is a special backup schedule, **Smart Backup**, which is performed every half an hour provided any changes are made. You can find it in **Options->-Backup Scheme**.



VORITES 🛛 🖸	Backup Options Backu	p Scheme Backup Filter Backup Notification
	O One-time	Smart Backup option can create an intelligent schedule to monitor specified files or folders
stem Backup	O Daily	every half an hour, and generate a new backup image provided any changes are made within the 30 mins.
) No Schedule	O Weekly	Learn more
	Monthly	
st	O Upon Event	
No Schedule	Smart Backup	

### Note:

Smart Backup does not support disk or partition backup. Files/folders saved in network drive is not supported by Smart Backup.

#### When You Need Smart Backup

#### Cases:

- 1. To backup database files that are frequently changed;
- 2. To backup shared files that are frequently updated;
- 3. Want to create multiple backup points for the recovery or rollback.

Before you move to what you are going to get with Smart Backup, you may need to have a knowledge of the differences among full, incremental and differential backup.

### **How Smart Backup Creates Images**

The very first image of Smart Backup is always Full.

Thereafter, a new Full image is created every seven days: the first image on day 1 of the next period is Full.

The first image on days 2-6 is Differential.

Any second or later images on day 1 after the Full, or on days 2-6 after the Differential, is Incremental.

No backup images are created when your computer happens to be powered off or disconnected.

### **How Smart Backup Manages Images**



To avoid insufficient disk space in your backup destination, Smart Backup automatically deletes images as follows:

1. All the Incrementals created yesterday will be deleted with the completion of today's first Differential image.

2. There should be 6 Differentials at most. The 1st Differential from day 2 will be deleted with the completion of the one after the next day 1 Full. For example: The Differential created on day 2 will be deleted with the completion of Differential on day 8 (day 2 of the next period).

3. There should be 2 Full images at most. Therefore you are limited to restore from the images in the past 15 days.

### Tips:

Smart Backup supports to back up the folders/files by right click in Windows Explorer. Select **Create Smart Backup for selected file(s)** in Windows menu to start smart backup.

## **Email Backup**

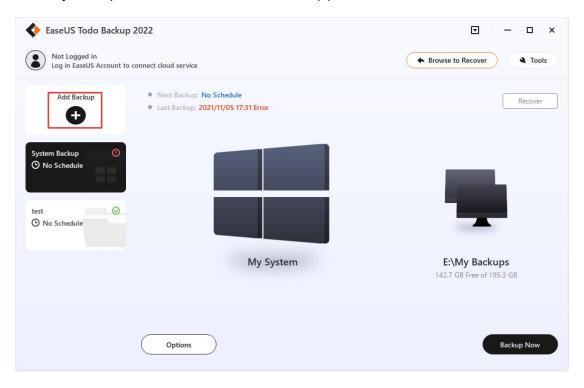
Communication via email is a popular manner and Microsoft Outlook is the most commonly-used email application. After a long time using, you may have many important mails to be backed up. EaseUS Todo Backup can be your guardian to protect these mails.

### Tips:

Windows live mail and Mozilla Thunderbird are not supported.

Please click **Add Backup** on the left side, select **Mail** as the backup contents, specify contents for backup, then click **Backup Now**. The backup plan name can be edited, too.

You may backup whole mailbox, individual folder(s), Contacts and Calendar, etc.



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Not Logged in Log in EaseUS Account to connect cloud service	A Tools
Outlook backup   No Schedule     Select the destination we you want to save the backup     My Mail   inter:     Dry Mail     The ma	
Advanced backup settings Options Cancel Backup	p Now

### Advanced backup settings

Advanced backup settings are useful when you want to create a flexible and automatic backup plan. **Backup options** is to edit the advanced parameters. **Backup Scheme** is to create an automatic backup plan. **Backup Filter** is to exclude the added file types and folders to avoid backing up unnecessary files. With **Backup Notification**, you may monitor backup status with E-mail notification.



Outlook backup	Backup Options Backup Scheme	Backup Fi	Iter Backup Notification
O No Schedule	Ø Performance	· · · ·	Medium •
	🕒 Backup Splitting		High priority will occupy more system resources
	Encryption	Network	
	Custom Commands		0 +
	Offsite Copy		transfer speed "0" indicates no limit
	🐻 File Settings	Compression	Fast 🔹
	Disk/Volume Settings		${f I}$ High compression level will take more time to back up
	음 User Account		
	当前文 按住 C	7档 CTRL 并单击鼠标	
			r your desired size, at least 50MB)

### For more details, please click:

Backup option, Backup Scheme, Backup Filter, Backup Notification.

### Tips:

Advanced backup settings are for reference only but not a prerequisite for backup.

# **Advanced Backup Settings**

Scheduled backup runs automatically in a regular time interval or at a specified time point. Here you are going to have a brief idea on how to configure the advanced settings.

## **Backup Options**

Backup Options is available for both created backups and newly created ones.

### Performance

Performance includes Priority and Network.



EaseUS Todo Backup 20	022				- 🗆 ×
Not Logged in Log in EaseUS Account to con	nnect cloud service			Browse to Recover	Tools
System Backup 🗹 🕑 No Schedule	Backup Options Backup Scheme	Backup Fil	Iter Backup Notification		
	<ul> <li>Performance</li> <li>Backup Splitting</li> </ul>	Priority	Medium		
System Backup ① O No Schedule	Encryption	Network	High priority will occupy more	e system resources	
test 📀	Custom Commands	Network	transfer speed "0" indicates n	o limit	
O Schedule	<ul> <li>File Settings</li> <li>Disk/Volume Settings</li> </ul>	Compression	Fast	ike more time to back up	
	😤 User Account	Splitting	Automatic 👻		
			MB (Enter your desired size, a	at least 50MB)	
	Reset to Initial		C	Back	ок

### Priority

Windows is a multitasking operating system that supports simultaneous running of multiple applications. Backup runs faster with Priority checked.

### Network

This option means the network transfer limit. It is 0 Mbps by default. In this case, EaseUS Todo Backup is unlimited to utilize the network and disk I/O resource.

### **Backup Splitting**

Backup Splitting includes Compression and Splitting.



<ul> <li>EaseUS Todo Back</li> <li>Not Logged in Log in EaseUS Account</li> </ul>	up 2022 t to connect cloud service	<ul> <li>Browse to Recover</li> <li>Tools</li> </ul>
System Backup 🛛	Backup Options Backup S	Scheme Backup Filter Backup Notification
System Backup 3	Backup Splitting	Compression Fast ① High compression level will take more time to back up Splitting Automatic
test 🔗	<ul> <li>Offsite Copy</li> <li>File Settings</li> <li>Disk/Volume Settings</li> </ul>	MB (Enter your desired size, at least 50MB)  Enable backup encryption  Type password
	Subscr Account	Confirm password  O Please keep your password confidential. If lost, the data will not be recovered.
		Custom Commands
	Reset to Initial	Back OK

### Compression

A backup file can be compressed with different compression levels. In most cases, images with **High** compression is in a smaller size than the ones with **None** or **Fast** compression.

### Tips:

Backup with **High** compression level is not supposed to generate a small image. The reason is some files that have been compressed won't be repeatedly compressed any more, such as .jpg, .pdf and .mp3, etc.

### Splitting

To accommodate different storage medium, images require to be split into small pieces with Backup Splitting.

**Automatic** - Image size is automatically split by file system type of destination storage device with Automatic checked.

### Encryption

To protect images with password, please **enable Backup Encryption.** The password adopts AES256 algorithm, which should be less than 15 characters.



EaseUS Todo Backup	2022	☑ – □ ×
Not Logged in Log in EaseUS Account to	connect cloud service	Browse to Recover     Tools
System Backup 🗹 ⓒ No Schedule	Backup Options Backup Sc	cheme Backup Filter Backup Notification
	Ø Performance	Enable backup encryption
System Backup	🕒 Backup Splitting	Type password
No Schedule	1 Encryption	Confirm password
	🖉 Custom Commands	The password is empty.
test	Offsite Copy	${f 0}$ Please keep your password confidential. If lost, the data will not be recovered.
No Schedule	G File Settings	Custom Commands
	Disk/Volume Settings	Pre-command
	🐣 User Account	Post-command
		${\color{black} \Phi}$ The backup task may be pended if the command you set needs user operation.
		Offsite Copy
	Reset to Initial	Back

### Note:

Make sure the password is properly saved. EaseUS is unable to decrypt the encrypted images.

### **Custom Commands**

You may set any commands to be executed before or after a backup plan. For more details, please click <u>here</u>.

### **Offsite Copy**

To better protect images, you may set Offsite Copy. Images will be automatically duplicated to FTP server with the completion of backup.



Not Logged in Log in EaseUS Accou	nt to connect cloud service		Browse to Recover     Tools
System Backup [ O No Schedule	Backup Options Backup	icheme Backup Filter Backup Notific	cation
	Ø Performance	Offsite Copy	
System Backup	Backup Splitting	FTP address	Port 21
No Schedule	⑦ Encryption	User name	Anonymity
	Custom Commands	password	Passive mode
test (	Offsite Copy	Retry	Times Test connection
No Schedule	C̄∂ File Settings	① The image files on tape/cloud d	levice do not support FTP.
	Disk/Volume Settings	File Settings	
	은 User Account		
		Preserve file security settings in	backup
		Include all contents referred to	Reparse Point

### **Basic settings:**

**FTP address** - Specify the FTP address with subdirectory included . **Port** - Specify a port number for the FTP connection. **Username** and **Password**- Input the username and password to log in the FTP.

#### Note:

Check **Anonymity** when there is no FTP password or user name or FTP is accessible to everyone.

### Additional settings:

**Retry**- Set the retry times. EaseUS Todo Backup automatically retries to connect to the server as many times as it is specified in case of FTP connection failure. **Passive mode** - FTP has two working modes, **PORT** and **PASV**. The default mode is PORT.

**Test connection-** Test parameters for FTP to make sure FTP is accessible before backup.

### **File Settings**

This feature can enable you to preserve file security settings in backup as well as include all contents referred to Reparse Point.



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Not Logged in Log in EaseUS Account to o	connect cloud service	<ul> <li>♠ Browse to Recover</li> <li>▲ Tool</li> </ul>	5
System Backup 🗹 🕑 No Schedule	Backup Options Backup Sc	heme Backup Filter Backup Notification	
	⑦ Performance	File Settings	
System Backup ① ① No Schedule	Backup Splitting C Encryption	<ul> <li>Preserve file security settings in backup</li> <li>Include all contents referred to Reparse Point</li> </ul>	
test 📀	Custom Commands  Offsite Copy  Gille Settings	Disk/Volume Settings	
	<ul> <li>Disk/Volume Settings</li> <li>User Account</li> </ul>	Sector by sector backup When running the task, use the following user account:	
		System Run As	
	Reset to Initial	Back	

### **Disk/Volume Settings**

This feature is available for disk/partition/system backups. By ticking **Sector by sector backup**, all the data sectors and blank ones are to be backed up. It is useful when there are errors on the file system. However, it slows down backup speed with a relatively larger image compared with a normal backup.

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System Backup 🗹 ⓒ No Schedule	Backup Options Backup Sc	theme Backup Filter Backup Notification		
	Ø Performance	Disk/Volume Settings		
System Backup ① ① No Schedule	<ul> <li>Backup Splitting</li> <li>Encryption</li> </ul>	Sector by sector backup		
	🖉 Custom Commands	When running the task, use the following user ac	count:	
test 💿	Ø Offsite Copy	System Run As		
No Schedule	a File Settings			
	Disk/Volume Settings			
	🐣 User Account			
	Reset to Initial		Back	ок

### **User Account**

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You can specify the user account to run the task. Please click **Run As** and input the correct account name and password.

tem Backup 🖸	Backup Options Backup	Scheme Backup Filter Backup Notification	
No Schedule	@ Performance	When running the task, use the following user account:	
tem Backup	Backup Splitting	System Run As	
No Schedule	Encryption	User Account	×
	Custom Commands		
No Schedule		Enter your account name and password:	
No Schedule	File Settings		
	S User Account	password	
	B USER ACCOUNT		

# **Backup Scheme**

EaseUS Todo Backup provides six **Schedule Types**.

EaseUS Todo Backup 2	022	
Not Logged in Log in EaseUS Account to co	nnect cloud service	Srowse to Recover
Local Disk (No drive le ビ の No Schedule	Backup Options Backup Sch	eme Backup Filter Backup Notification
System Backup ① ③ No Schedule test	<ul> <li>One-time</li> <li>Daily</li> <li>Weekly</li> <li>Monthly</li> <li>Upon Event</li> <li>Smart Backup</li> </ul>	<ul> <li>Execute backup immediately when task created</li> <li>Execute backup at 13:43 * On 2021/11/11 #</li> <li>Backup method Incremental *</li> <li>Create a full backup every 5 * Backups</li> <li>Wake the computer to run this backup</li> <li>Run missed backup at system startup if computer is shutdown</li> </ul>
		Enable image reserve strategy  I will preserve no more than  Back  OK

### **One-time backup**

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It specifies a time to execute the backup task once.

### Daily backup

The backup is to be automatically executed at the scheduled time every day, which may be either at specific time point(s) or by time interval.

**Time**- Execute the plan at specific time point(s). Click F to add new time points. Five time points are limited within one day. To remove the time point, please click F. **Interval** - Set start time, finish time and interval time for the plan. Suppose start time is at 6:00 am and finish time at 10:00 am with 2-hour interval time. Backups will be executed for three time at different time points, 6:00 am, 8:00 am and 10:00 am.

### Weekly backup

The backup is to be automatically executed at the scheduled time every week.

### Monthly backup

The backup is to be automatically executed at the scheduled time every month, which may be based on date or week. An exact time point on the exact day(s) to execute the backup is required.

**Every** - Schedule the time by week. You may choose first, second, third, fourth or last week of each month to execute the backup.

**On-** Schedule the time by date. You may choose any exact day(s) to execute the backup in each month.

### Upon event

The backup is to be automatically executed in the event of:

System startup - Backup runs automatically when system starts up.
System shutdown - Backup runs automatically when system is shutdown.
User log on - Backup runs automatically when user logs in.
User log off - Backup runs automatically when user logs off.
USB device plugged in - Backup runs automatically when USB device is plugged in provided that it is set to be the destination.

### Once a day only

The event backup will be executed once a day only in any cases with **Once a day only** checked.

### **Specified date**

The event backup will be executed on the exact date checked only. The event backup is to be executed everyday with **Specified date** unchecked.

#### Note:

Exchange backup does not support **Upon event**.

### Smart backup

Smart Backup option can create an intelligent schedule to monitor specified files or folders



every half an hour, and generate a new backup image provided any changes are made within 30 mins. For more information please click <u>here</u>.

Apart from choosing the backup time schedule, there are other options like **Backup method** and **Image Reserve Strategy.** 

### Backup method

There are three backup methods, **Full**, **Incremental** and **Differential**. You may get a knowledge of <u>differences among Full</u>, <u>Differential and Incremental</u> here.

EaseUS Todo Backut Not Logged in Log in EaseUS Account	to connect cloud service	<ul> <li>Browse to Recover</li> <li>Tools</li> </ul>
Add Backup		Scheme Backup Filter Backup Notification
System Backup ① ② No Schedule	<ul> <li>One-time</li> <li>Daily</li> <li>Weekly</li> <li>Monthly</li> </ul>	<ul> <li>● Time</li> <li>○ 1nterval</li> <li>Start time:</li> <li>○ 000</li> <li>◆ Finish time:</li> <li>○ 23:59</li> <li>◆</li> <li>Interval time:</li> <li>○ 00:01</li> <li>◆</li> </ul>
test 🧼	O Upon Event	Backup method       Incremental         Image: Create a full backup every       5       Backups         Image: Wake the computer to run this backup       Image: Create backup at system startup if computer is shutdown
		Fnahle imane reserve stratenv Back OK

### Create a full backup every X backups

You can set up to create a full backup regularly. For example if you set the number as 5, the 6<sup>th</sup>, 11<sup>st</sup>, 16<sup>th</sup> backup images would be full ones.

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

The latest missed backup will be automatically executed at the startup of Windows in the case that your computer happens to be shutdown or power failure in **Daily**, **Weekly** or **Monthly** scheduled backup.

### Image reserve strategy

Destination storage is to be out of space sooner or later without **Image Reserve Strategy**. It can delete the old backups automatically. Here is how it works in image retention rule to save storage space.



<i>,</i>	ant to connect cloud service	
ystem Backup O No Schedule	Backup Options Backup S	cheme Backup Filter Backup Notification
	One-time	✓ Wake the computer to run this backup
ystem Backup	① Daily	✓ Run missed backup at system startup if computer is shutdown
3 No Schedule	O Weekly	
	Monthly	✓ Enable image reserve strategy
est	O Upon Event	● I will preserve no more than 1
No Schedule	O Smart Backup	I will preserve the last backup(s)
		✓ Don't delete the first image
		Reserve image via image merging method
		$\oplus$ (It saves the space occupied by images. But the backup process requires more time.)

Images are be deleted on the basis of period, numbers, week, month and year. For more details, please click <u>here</u>.

**Don't delete the first image** - First full image will neither be deleted nor be counted into preserved images as per image retention rule with Don't delete the first image checked.

**Reserve image via image merging method** - Images are to be intelligently merged with Reserve image via image merging method checked. For more details, please click <u>here</u>.

### **Backup Filter**

This feature can exclude the certain file types and folders to avoid backup the unnecessary files. You can add the files/folders by imputing the file extension, path, or browse them. Click the delete icon to remove them from the filter list.



<ul> <li>EaseUS Todo Back</li> <li>Not Logged in Log in EaseUS Account</li> </ul>	to connect cloud service	Srowse to Recover	Tools
Disk 0 🖸 O No Schedule	Backup Options Backup Scheme Backup Filter Backup Notification		
System Backup	I SRecycle.Bin I *.pbd ∴tmp		
test 📀	C:\Users\xys\AppData\Local\Temp C:\Users\xys\AppData\Local\Microsoft\Windows\NetCache C:\Windows.old		
	File extension, mask or path	Browse	Add

#### Note:

You can not edit the Backup Filter list when creating System Backup.

## **Backup Notification**

You may monitor backup status with E-mail notification. Here is how to set an email notification. For more details, please click <u>here</u>.

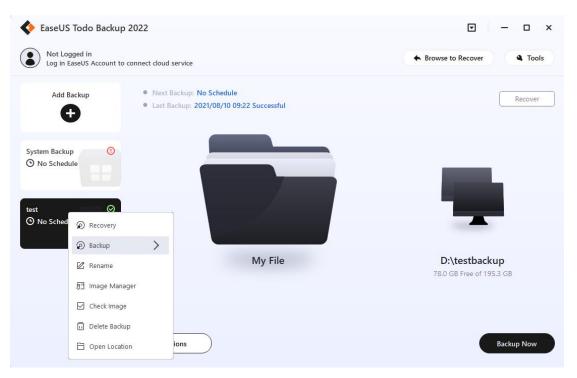
EaseUS Todo Backup 2	022	☑ – □ ×
Not Logged in Log in EaseUS Account to co	onnect cloud service	Browse to Recover     Tools
System Backup 🖸 🕜 No Schedule	Backup Options Backup Scheme Backup Filter Backup Net	otification
	To: easeus@gmail.com	
System Backup () O No Schedule	E-mail subject contains Computer name: DESKTOP-test	Plan name: System Backup
	SMTP settings	
test 📀	Server name:	Port: 25 Display name:
O No Schedule	Password:	Send test message
	Additional notification settings  Send notification when operation succeeds  Send notification when operation fails	
		Back



## **Edit Existing Backup Task**

Highlight the task and you will see the execute time of the last and the next backup on the home page. By clicking the source and destination icon you can change the backup content and the destination locations.

Right click the existing backup task, there are several other options including Recovery, Backup and others.



#### Recovery

To click Recovery is to restore the backup. For more details, please click Recovery.

#### Backup

To click Backup is to manually run a Full, Incremental or Differential backup, which will not affect the subsequent scheduled backups.

#### Rename

To rename the backup task.

#### **Image Manager**

To click Image Manager is to manually delete or merge the created images.

#### Check image

For more information, please refer to Check image.

#### **Delete Backup**

To remove the backup task only with Delete related images unchecked.

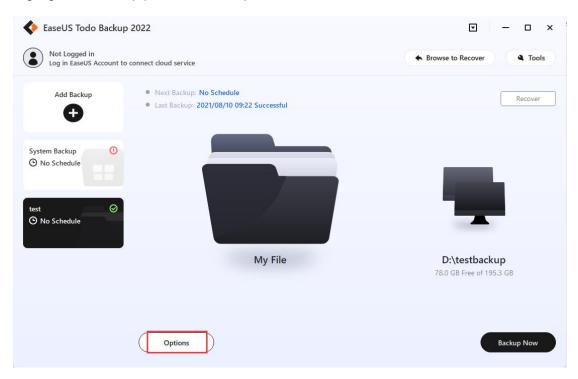
#### **Open Location**

To access the file directory where you saved backup image file.



#### Edit Task

Highlight the backup plan and click Options.



## **Cloud backup**

Currently there are 2 kinds of cloud backup options in Todo Backup Home.

#### Public Cloud Storage

You can backup to public cloud storage like **OneDrive**, **DropBox** and **GoogleDrive**. Cloud backup supports **File backup**, **Smart backup**, **Mail backup** and **Exchange backup** only.

You will find the Cloud backup in **Local Drive->-Cloud Device**.



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No Schedule					
ocal Disk H 🛛 🔗 D No Schedule		Local Drive	EaseUS Cloud	NAS	
ystem Backup 📀 D No Schedule	L	Local Drive	Only for file backup	NAS	
mart Backup 🛛 🔊 D When file changes					Back
When file changes  EaseUS Todo Backup 20  Not Logged in Log in EaseUS Account to con  system Backup		ice		Browse to Recover	
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When file changes  EaseUS Todo Backup 20  Not Logged in Log in EaseUS Account to con  ystem Backup No Schedule aved Pictures	Add Cloud storage servi Cloud	Select a Cloud drive to	up to get authorization to access y	Browse to Recover	
When file changes  EaseUS Todo Backup 20  Not Logged in Log in EaseUS Account to con  ystem Backup No Schedule  aved Pictures  No Schedule  ocal Disk H	Add Cloud storage service	Select a Cloud drive to For EaseUS Todo Back select Cloud Service to	up to get authorization to access y	Browse to Recover	
<ul> <li>When file changes</li> <li>EaseUS Todo Backup 20</li> <li>Not Logged in Log in EaseUS Account to con</li> <li>No Schedule</li> <li>No Schedule</li> <li>No Schedule</li> </ul>	Add Cloud storage service Add Cloud storage servi → □ Library. → □ Any Documents → □ Favorites → □ Computer → ③ Network ← Cloud Device ↓ Add Cloud s	Select a Cloud drive to For EaseUS Todo Back select Cloud Service to	up to get authorization to access y o connect.	Browse to Recover      X rour account, please	
<ul> <li>When file changes</li> <li>EaseUS Todo Backup 20</li> <li>Not Logged in Log in EaseUS Account to con</li> <li>No Schedule</li> </ul>	Add Cloud storage service Add Cloud storage servi → □ Library. → □ Any Documents → □ Favorites → □ Computer → ③ Network ← Cloud Device ↓ Add Cloud s	Select a Cloud drive to For EaseUS Todo Back select Cloud Service to	up to get authorization to access y o connect.	Browse to Recover      X rour account, please OneDrive	

Cloud storage requires to be authorized via webpage. Here is an example of GoogleDrive:



6 0	Sign in - G	Soogle Accour $ imes$	+ ~		-		×
$\leftarrow \rightarrow$	ۍ ۵	ት 👌 http:	://accounts.google.com/o/oauth2/auth/identifier?redirect_uri=http%3A%2F%2Flocalhost%3A12335%2F&response_tyr 🛄 📩	մ⊨	h	Ŕ	
			G Sign in with Google  Sign in to continue to EaseUS Todo Backup  Email or phone  I Forgot email?  Before using this app, you can review EaseUS Todo Backup's privacy policy and terms of service.  Next				

#### **EaseUS Cloud Storage**

Based on Amazon S3, EaseUS Cloud Storage is provided for the cloud-subscription users. And the backup images can be saved to EaseUS Cloud directly.

Currently it only supports File Backup.

🔖 EaseUS Todo Backup 2022			<b>I</b> – – ×
Not Logged in Log in EaseUS Account to connect cloud service			Browse to Recover     Tools
New Backup 🖸 O No Schedule			
System Backup () () No Schedule	-		
file backup 📀 🕙 No Schedule	Local Drive	EaseUS Cloud	NAS
		Only for file backup	
			Back

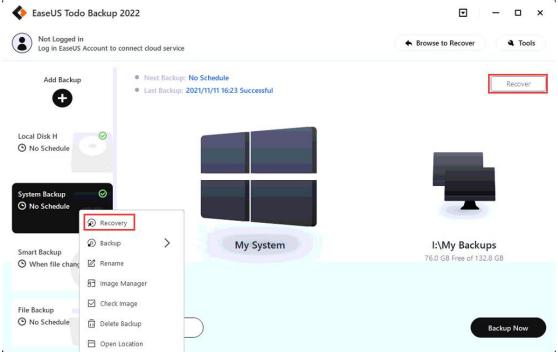


# Recovery

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**

1. Highlight the backup task, right click and select Recover, or click Recover in the right corner.



2. Choose one **History version** of backup image, after confirming the contents, click Next button.



Add Backup Disk H No Schedule stem Backup Recovering task	
History Version 2021-11-11 16:11 Full 2021-11-11 16:11 Full 2021-11-11 16:11 Full 2021-11-11 16:11 Full 2021-11-11 16:11 Full ✓ Hard disk 0 (232.89 GB, Basic, MBR) System C: (NTFS) 141.91 GB Free of 232.89 GB	
tal Disk H No Schedule System C: (NTFS) 141.91 GB Free of 232.89 GB Recovering task	
al Disk H No Schedule system C: (NTFS) 141.91 GB Free of 232.88 GB	
No Schedule system C: (NTFS) 141.91 GB Free of 232.88 GB tem Backup Recovering task	
tem Backup	
Recovering task	
Recovering task	
art Backup 💿	
art Backup 💿	
When file changes	
Backup	
No Schedule Cancel	Next
EaseUS Todo Backup 2022	A Too
EaseUS Todo Backup 2022   Not Logged in Log in EaseUS Account to connect cloud service  Browse to Recover	
Not Logged in  Browse to Recover	
Not Logged in Log in EaseUS Account to connect cloud service	
Add Backup  Hard disk 0  Advanced options  X	
Add Backup  Add Backup  Add Backup  Add Backup  Add Backup  Sys  Advanced options  X  Advance	
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Not Logged in Log in EaseUS Account to connect cloud service       Image: Browse to Recover         Add Backup       Image: Browse to Recover         Image: Browse to Recover       Image: Browse to Recover         Add Backup       Image: Browse to Recover         Image: Browse to Recover       Image: Browse to Recover         Image: Browse to Recover <td></td>	
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Not Logged in Log in EaseUS Account to connect doud service     Add Backup     al Disk H   No Schedule     Image: System Transfer   Image: Optimize for SSD   Image: Hard disk 1   Image: Sector by sector recovery     Image: Term Backup	
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Not Logged in Log in EaseUS Account to connect doud service     Add Backup     Image: Control of the service     Add Backup     Image: Control of the service     Image: Control of the service<	

#### Attention:

The original system will be overwritten once the recovery starts. A <u>WinPE bootable disk</u> or <u>Pre-OS</u> is required for recovery in the case of OS failure.

#### 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 <u>here</u>.

**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. **Create a portable Windows USB Drive-** Check this option if the target disk is connected via USB.

4. Adjust the disk layout of the target disk, then click Proceed.

Not Logged in Log in EaseUS Account to	connect cloud service				Browse to R	ecover 🍳 Tools
Add Backup	Source disk layout	Ð				
cal Disk H	Disk 0     232.89 GB     Basic MBR	system (C:) 232.88 GB NTFS				
) No Schedule	Target disk layout	after copy				Autofit the disk 🔹
	Disk 1	1			- i -	Autofit the disk
stem Backup	465.76 GB	system (D:)	E	G:	Unallo H:	Edit disk layout
ystem Backup Recovering task	Basic MBR	100.00 GB NTFS	183.00 GB	30.29	12.82 6.84 GB	132.81 GB
mart Backup 😔						
le Backup 🔗			Car		Back	Proceed

### **Disk/Partition Recovery**

1. Highlight the backup task, right click and select Recover, or click Recover in the right corner.



💠 EaseUS Todo	Backup 2022	<b>•</b> – • ×	
Not Logged in Log in EaseUS A	ccount to connect cloud service		Srowse to Recover
Add Backup	<ul> <li>Next Backup: No</li> <li>Last Backup: 202</li> </ul>	Schedule 1/11/11 16:24 Successful	Recover
Local Disk H O No Schedule	Recovery     Backup	$\mathbf{O}$	
System Backup ③ No Schedule	☑ Rename 8∃ Image Manager	•	
Smart Backup ⓒ When file change	Check Image	My Disk New Volume H:	I:\My Backups 76.0 GB Free of 132.8 GB
File Backup ④ No Schedule	Open Location  Options	)	Backup Now

2. Choose one **History version** of backup image, after confirming the contents, click Next button.

EaseUS Todo Backup 2022			⊽	– 🗆 ×
Not Logged in Log in EaseUS Account to connect cloud service			<ul> <li>Browse to Recover</li> </ul>	A Tools
Add Backup Disk/Partition History Version	mode File mode			
Local Disk H ③ Recovering task	disk 1 (465.76 GB, Basic, MBR) New Volume H: (NTFS)	۲		
System Backup O O No Schedule	6.80 GB Free of 6.84 GB			
Smart Backup 😔 🕑 When file changes				
File Backup 📀 🕙 No Schedule			Cancel	Next

3. Choose the target disk and tick the Advanced Options if needed, then click Next.



Not Logged in Log in EaseUS Account to	connect cloud service	Browse to Recover     A Too
Add Backup	Recover to: Disk 1	
Ð	Advanced options	×
al Disk H	Optimize for SSD	
al Disk H 🛛 💌 Recovering task	Sector by sector recovery	10 K8
	Create a portable windows USB Drive	
tem Backup 😔	✓ Har	
No Schedule		
		GB
art Backup 💿	ОК	Cancel 32)
When file changes	15.44 GB Free of 183.00 GB	30.27 GB Free of 30.29 GB

#### 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.

**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. **Create a portable Windows USB Drive-** Check this option if the target disk is connected via USB.

4. Adjust the disk layout of the target disk, then click Proceed.



EaseUS Todo B	ackup 2022			⊡ – □ ×
Not Logged in Log in EaseUS Acc	ount to connect cloud service			Browse to Recover     Tools
Add Backup	Source disk lay	out		
Ð	Disk 1 465.76 GI Basic MBF			
ocal Disk H Recovering task	Target disk laye	out after copy		Autofit the disk 🗸
ystem Backup ) No Schedule	Disk 0 232.89 GI Basic MBF			Autofit the disk Edit disk layout
y No Schedule				
mart Backup When file changes				
le Backup ) No Schedule			Cancel	Back Proceed

### Disk/Partition mode and File mode

Two options are available for Disk/Partition recovery. Apart from restoring the entire backup as a disk/partition, you can restore individual files from the disk/partition image flexibly.

EaseUS Todo B	ount to connect cloud	service			(+I	Rrowse to Recove	
Add Backup		Partition mode Version 2021	File mode -11-11 16:23 Full ▼	Q Sea	rch in the current d	irectory	Current folder
ocal Disk H ) Recovering task		📕 н:	<ul> <li>✓ Name</li> <li>✓ D System Volume Info</li> </ul>	Size	Type Folder	Date Modifi 8/4/2021 10:	
stem Backup ) No Schedule	0		☑ EUMONBMP.SYS	438 KB	System file	11/11/2021	4:23 PM
nart Backup 9 When file changes		over to					Browse
e Backup I No Schedule					C	ancel	Proceed

### **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.

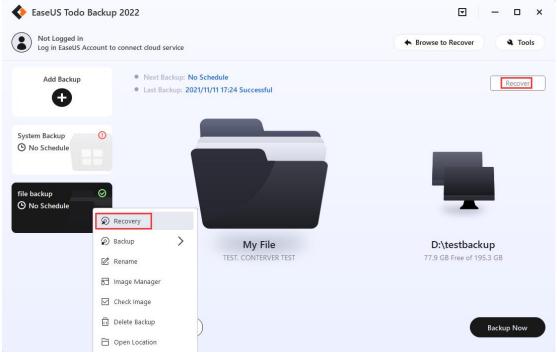
### **Dynamic volume recovery**

Dynamic volume recovery is similar to partition recovery on basic disk.

As a kindly reminder, dynamic volume with operating system will be a primary partition after being recovered to a basic disk.

### **File Recovery**

1. Highlight the backup task, right click and select Recover, or click Recover in the right corner.



2. Choose a **History version** of backup image, confirm the contents and select a target location for recovery.



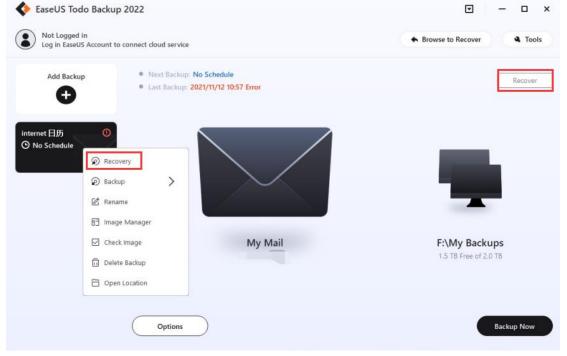
Add Backup	History Version 20.	21-11-11 17:24 Full 🔻	Qs	earch in the current	directory	Current folder
	> 🖬 📕 c:	Name ^	Size	Туре	Date Modifi	ed
tem Backup	> 🖉 🔔 E:	🗹 🗁 Users		Folder	2021/4/21 1	9:23
	Recover to     Recover to origina	I location				Browse

You can 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 by the recovery.

### **Email Recovery**

1. Highlight the backup task, right click and select Recover, or click Recover in the right corner.





2. Choose one **History version** of backup image. Indicate the mailbox/folder/file(s) you want to recover to.

Add Backup	History Version 2021-11-12 10:50 Full -	Q Search in a	l mailboxes	All mailbox
Ð	> 🛛 🖾 Microsoft Outlook 🕑 Subject	From	Date	Size
m				
Recovering task				

3. After confirming the contents, please select a target place and click the **Proceed** to restore.

The email backup image can also be restored to another computer, provided that the version of outlook on target computer is equal to or higher than the one where you taken the backup from.

#### Note:

The existing emails/contacts will not be overwritten. In another word, it is a filling-up restore in the process of mail recovery.

### **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. **Browse to recover** option is helpful to restore the backups.



<ul> <li>EaseUS Todo Backup</li> <li>Not Logged in Log in EaseUS Account to</li> </ul>				-      X     A Tools
Add Backup	<ul> <li>Next Backup: N</li> <li>Last Backup: 21</li> </ul>	Browse to Recover	×	Recover
System Backup () O No Schedule		EaseUS Cloud based on Amazon 53		
test 🥥 🕑 No Schedule		Local Drive or LAN		
		NAS Device		E:\My Backups 142.6 GB Free of 195.3 GB
	Options	$\supset$		Backup Now

Click **Browse to Recover** in the right corner, then locate your image file manually from Local disk, LAN or EaseUS Cloud to do restoration.

### **Individual File Recover**

EaseUS image files can be directly accessed. You can double click 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.

le Home Share View					^
to Quick ccess Copy Paste sho Clipboard	Move Conv Delete Rename New		Properties Querties Open	Select all Select none Invert selection Select	i.
→ 👻 🛧 📙 > This PC > syst	em (C:) > My Backups > Saved Pictures			v ♂ Sea	rch Saved Pictures
This PC	Name	Date modified	Туре	Size	
🗊 3D Objects	Saved Pictures_20211112_Full_v1.pbd	11/12/2021 11:25	Folder	4 KB	
Cesktop	Saved Pictures_20211112_Inc_v1.pbd	11/12/2021 11:28	Folder	1,172 KB	
- Downloads	G: ← → · · ↑ → « system (C;) → My				
Videos	Organize 🕶		tures > Saved Picture Pictures	s_20211112_inc_v1.pl	bd → G: →
Pictures	Organize  This PC  Diplects		Pictures	s_20211112_Inc_v1.pl	
Pictures Videos System (C:) Documents (D:) Tools and Installations (F:) OTHER (G:) New Volume (H:)	Organize 🕶		Pictures Open Open in	n new window Quick access	
Pictures Videos System (C:) Documents (D:) Tools and Installations (F:) OTHER (G:) New Volume (H:) New Volume (I:) 10	Organize  This PC  Dobjects Desktop Documents Documents Downloads		Pictures Open Open in Pin to 0 Pin to 0 Recove Recove	n new window Quick access Start er to original location er to specified location	tin and the second sec
Pictures Videos  system (C:) Documents (D:) Tools and Installations (F:) OTHER (G:) New Volume (H:) New Volume (I:)	Organize ▼ This PC 3 D Objects Desktop Documents Downloads Music Pictures		Pictures Open Open in Pin to 0 Pin to 0 Recove Recove	n new window Quick access Start tr to original location	tin and the second sec



Another method is to select a version to recover according to the backup time. G: C - C × 

The Addition (19)	
OTHER (G:)     New Volume (H:)	
Tools and Installations (F:)	
Documents (D:)	
system (C:)	
Videos	
E Pictures	
b Music	
👃 Downloads	
Documents	
30 Objects      Desktop	

# Tools

.

#### There are some useful features in Tools menu.

Not Logged in Log in EaseUS Account	to connect cloud service	Browse to Recover     A Tools
Add Backup	<ul> <li>Please wait, backing up</li> <li>Estimated time remaining: 00:09:18</li> </ul>	Cione System Cione System Transfer
Local Disk H ③ Waiting		Check Image Create Emergency Disk
System Backup(1) 00:09:18 50%		<ul> <li>Mount/Unmount</li> <li>E Logs</li> <li>民 Refresh Disk</li> </ul>
Smart Backup $\oslash$ When file changes	My System	I:\My Backups 132.6 GB Free of 132.8 GB
File Backup 🔗 🔗	Do Nothing 👻 after backup completes	Cancel

### Clone

Disk/Partition clone will transfer all data 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 clone, please ensure that the capacity of destination disk/partition is larger than the used space of source disk/partition.



#### Steps:

- 1. Click **Tools**, and choose **Clone**.
- 2. Choose the source disk/partition, and click Next.

1 NOL LOGGE	Disk/Partition Clone		
Log in Eas	Source: Disk 1 G:		
Add Bac	□ ∨ Hard disk 0 (232.89 GB, Basic, MBR)		Recover
	system C: (NTFS)		
cal Disk H	105.56 GB Free of 232.88 GB		
:00:06	■ ✓ Hard disk 1 (465.76 GB, Basic, MBR)		
	Documents D: (NTFS)	Tools and Installations F: (NTFS)	
stem Backup(1 No Schedule	96.77 GB Free of 98.03 GB	15.44 GB Free of 183.00 GB	
	OTHER G: (FAT32)	New Volume H: (NTFS)	25
art Backup When file ch	30.27 GB Free of 30.29 GB	6.80 GB Free of 6.84 GB	.8 GB
e Backup			Next

#### 3. Select the target location and click Next.

Not Logge Di	sk/Partition Clone			ъ×	
Log in East	ource: Disk 1 G:	Target: Disk 1 *:			A Tools
Add Bac	Hard disk 0 (2	27 RD GR. Racie MAREN			Recover
Ð		Advanced options	×		
cal Disk H	syste 105.	Optimize for SSD	-		
No Schedule	🗌 🗸 Hard disk 1 (•	Sector by sector clone			
	Doct	Create a portable windows USB Drive			
stem Backup(1 No Schedule	96.7				•
art Backup	Tool	ОК	Cancel		9 <b>5</b> 8 GB
When file ch					
e Backup	Advanced options	Π	Back	Next	
No Schedule		puons /			Backup Now

#### **Advanced options**

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 - 50 - Copyright © 2004 - 2022 EaseUS. ALL RIGHTS RESERVED.



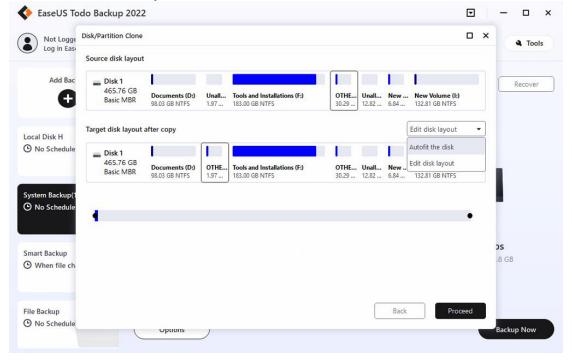
give you an exact and intact clone.

**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.

**Create a Portable Windows USB drive** - It will appear when you want to clone the system drive. This option ensures that the cloned USB system disk is able to boot normally.

4. You can select to autofit the disk, or edit disk layout yourself. After you preview and confirm the hard disk layout, click Proceed to start the clone.



Note:

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

### System Clone

This option enables you to migrate only your system partitions to a new hard drive.

Steps:

1. Click Tools, and choose System Clone.

2. The current system partition and boot partition will be automatically selected. Select the target drive in the disk list and click Next.



system Clone		
Source: Microsoft Wi	ndows 10 Target: Disk 1	
✓ Hard disk 0	232.89 GB, Basic, MBR)	Recove
sys	em C: (NTFS) Unallocated	
105	.56 GB Free of 232.88 GB Capacity: 184.00 KB	
🗹 🗸 Hard disk 1	465.76 GB, Basic, MBR)	
Do	Advanced options	×
96.	77 GB Frei	
	Sector by sector clone	
	Create a portable windows USB Drive	os
15.	4 Gb Frei	.8 GB
Advanced options	_	Next
	Source: Microsoft Wir V Hard disk 0 (2 V Hard disk 0 (2 105. V Hard disk 1 (1 0 0 15.4	Source: Microsoft Windows 10 → Target: Disk 1 ✓ Hard disk 0 (232.89 GB, Basic, MBR) system C: (NTFS) 105.56 GB Free of 232.88 GB ✓ Hard disk 1 (465.76 GB, Basic, MBR) ✓ Hard disk 1 (465.76 GB, Basic, MBR) Documents D 96.77 GB Free 96.77 GB Free 96.77 GB Free Coptimize for SSD Sector by sector clone Sector by sector clone Create a portable windows USB Drive

#### Advanced options

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.

**Create a Portable Windows USB drive** - It will appear when you want to clone the system drive. This option ensures that the cloned USB system disk is able to boot normally.

3. If the unallocated space on the target disk is not large enough, the error message will pop up, asking you whether you want to delete the following partitions. Click Continue to confirm the deletion.



1 NOL LOGGE	System Clone			a To
/ Log in Eas	Source: Microsoft Window	rs 10 → Target: Disk 1		
Add Bac	✓ Hard disk 0 (232.8)	9 GB, Basic, MBR)		Recov
	Warning	×		
al Disk H No Schedule	⊮ ∨ Harc	There is no sufficient unallocated space on the target disk. The program will delete following partition(s) to start System Clone: D: (Documents) 98.03 GB		
tem Backup(1 No Schedule	-	F: (Tools and Installations) 183.00 GB Do you want to delete the partition(s) and start System Clone? Continue Cancel		
rt Backup When file ch	15.44 GB	Free of 183.00 GB 30.27 GB Free of 30.29 GB		<b>)S</b> .8 GB
Backup No Schedule	Advanced options		Next	

4. For the target disk layout, you can select to autofit the disk, or edit disk layout yourself. After you preview and confirm the hard disk layout, click Proceed to start the clone.

Laseus IU	do Backup 2022				:
INOL LOGGE	System Clone			□×	A Tools
Log in Easi	Source disk layout				
Add Bac	Disk 0 232.89 GB Basic MBR	<b>system (C:)</b> 232.88 GB NTFS			Recover
ocal Disk H	Target disk layout	after copy	Autofit the		
No Schedule	Disk 1 465.76 GB Basic MBR	system (D:) 282.94 GB NTFS	G: Unallo H: 30.29 12.82 6.84 GB 132.81 GB		
ystem Backup(1 D No Schedule					
mart Backup When file ch					<b>)S</b> .8 GB
ile Backup 9 No Schedule		Options /	Back	Proceed	Backup Now

## **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.

Essential preparations before the recovery include:

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

#### Note:

System Transfer is only available for Home and higher editions. 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:

Load the target machine from the WinPE emergency disk and ensure the drive which contains system image files has connected to the machine already.
 Find the option System Transfer in Tools menu in the right corner.

Not Logged in Log in EaseUS Account	to connect cloud service	Srowse to Recover
Add Backup	Next Backup: No Schedule     Last Backup: 2021/11/05 17:31 Error	Clone
vstem Backup No Schedule le backup No Schedule		© Syste ○ Creat □ Enable ■ Mour ■ Logs
	My System	E:\My Backups
	Options	142.6 GB Free of 195.3 GB Backup No

3. Browse and load the system image file, click OK.



🔖 EaseUS Todo Backup 2	022	• – • ×
Not Logged in Log in EaseUS Account to co	nnect do Browse to Recover	× Browse to Recover Tools
Add Backup	Ne     Las     MobiMover.exe     MobiMover.exe     My Backups     File Backup	Recover
Local Disk H $\overline{\bigcirc}$ $\bigcirc$ No Schedule	Coral Disk H     Coral Disk H     Coral Supt Backup     Coral System Backup(1)	
System Backup(1) Solution Schedule	System Backup(1)_20211111_Full_v1.pbd  ) System Volume Information  ) Win11Builder  ) Network	
Smart Backup 📀	File name: System Backup(1)_20211111_Full_v1.pbd File type: *.pbd	I:\My Backups 132.6 GB Free of 132.8 GB
File Backup 🔗	Options	Backup Now
Select the versio	n you want to restore, confirm the co	ontent, and click Next.
EaseUS Todo Backup 2		• – • ×
Not Logged in Log in EaseUS Account to co	nnect cloud service	Browse to Recover     Tools
Add Backup	History Version 2021-11-11 16:11 Full ▼	
<ul> <li>Recovering task</li> </ul>	system C: (NTFS) 141.91 GB Free of 232.88 GB	
Local Disk H 🔗		

ickup(1) O			
rt Backup 🔗	(	Cancel	

#### 5. Select the target drive, and restore.

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.

#### 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 - 55 - Copyright © 2004 - 2022 EaseUS. ALL RIGHTS RESERVED.



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.

### **Check Image**

Check image can verify the validity of an image file. If our product finds errors during checking process, 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.

Check Image	×
Select a backup task or browse for backup image	Browse
System Backup_ Location: C:\My Backups\System Backup_	Check
System Backup(1) Location: I:\My Backups\System Backup(1)	Check
Local Disk H     Location: I:\My Backups\Local Disk H	Check
Desktop	Check
Complete check	Cancel

#### 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.

#### Steps

- 1. Click Tools->- Create Emergency Disk.
- 2. In this step, you can choose the ISO, USB flash drive or CD/DVD as boot disk location.



Cancel

Create

Create Emergency D	isk	×
	Boot disk location	
	C:\Users\cuixixi\Desktop\EmergencyDisk.iso Browse	
Add Driver		

3. Check the **Add Driver** option then click the **Add** to add desired driver for your WinPE bootable disk. You are suggested to add disk, RAID and network card driver to avoid Todo backup have a trouble to recognize your hard disk or network drive in WinPE environment.

#### Note:

To learn more information between WinPE emergency disk, please click here.

### **Enable/Disable Pre-OS**

EaseUS Todo Backup User Guide

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.

### **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 image is valid or not.

#### Steps

1. Click Tools->-Mount/Unmount, all available backups will be listed.



punt/Unmount		
Backup Tasks Mounted Drives		Browse
<b>System Backup_2020_11_04_17_35_56</b> Location: C:\My Backups\System Backup_2020_11_04_1	7_35_56	Mount
System Backup(1) Location: I:\My Backups\System Backup(1)		Mount
Local Disk H     Location: I:\My Backups\Local Disk H		Mount
		Cancel
Select one backup and click Mount. Select the Source and click Proceed to	start the mount operation.	
unt/Unmount	History Version	2021-11-11 16:23 Full
unt/Unmount	History Version	2021-11-11 16:23 Full
unt/Unmount	History Version	2021-11-11 16:23 Full

4. If you need to unmount the image, please click Mounted Drives.

Proceed

Cancel



#### Mount/Unmount

×
Unmount all
Unmount

	Cancel
<i>Tips:</i> <i>Disk/Volume backup</i> and <i>System backup</i> image are supported only. A password is necessary for encrypted backup image. To fully access mounted virtual partition, please make sure the image is mounted in same Windows account. Mounted drive will automatically disappear after computer restarts.	created and

# Logs

All the backup operations and statuses are recorded in Logs.

EaseUS Too	do Backup 2022	
Not Logged	in IS Account to connect cloud service	Browse to Recover     Tools
-	Logs	×
Add Bac	The last operation: 2021-11-11 17:24-Successful	Details
ystem Backup ) No Schedule	System Backup The last operation: 2021-11-05 17:31-Error	Details
est ) No Schedule		
		<b>ір</b> 3 G8
		Export all Clear all
	Options	Backup Now



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.

*Note:* Failed operations are marked in red.

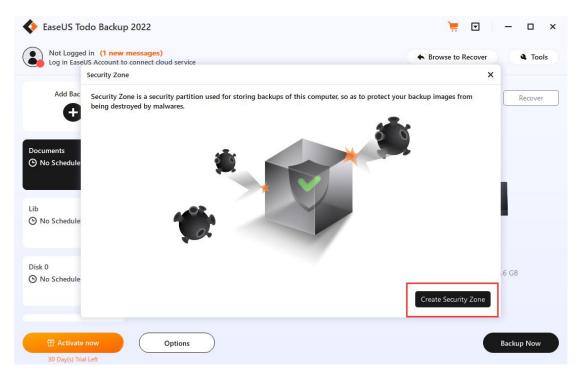
### **Refresh Disk**

Refresh Disk is used to load the latest status of local hard drives after a disk is updated or newly added when our product is still running. It is also necessary to use this option after adding driver file of a disk in WinPE.

### **Security Zone**

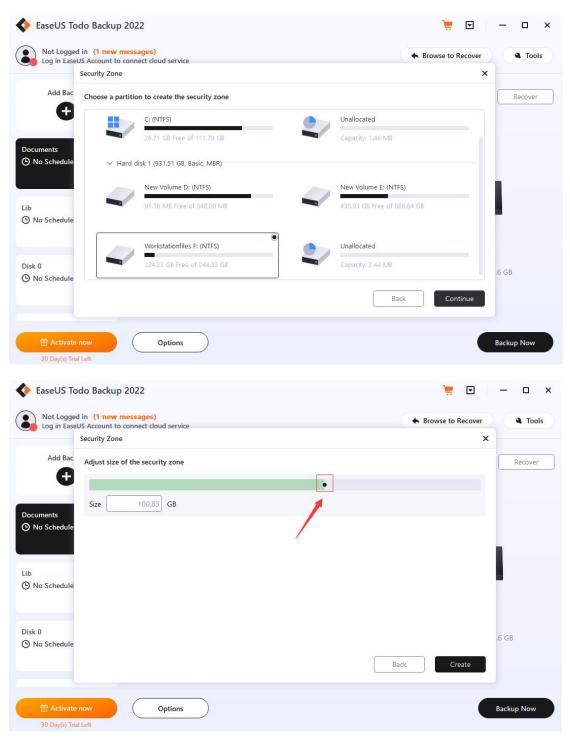
Security Zone is a secret partition used to safely store your backup image files. The security partition cannot be explored or modified on Windows once created, and it is able to protect your backup files from being destroyed either by malware or faulty operation.

Go to **Tools**=>**Security Zone**. Click **Create Security Zone** to start creating the security partition. Note that only one security partition can be created on one computer.





Select the partition with enough space to store your backup files, and adjust the size of the security zone based to your requirement.





EaseUS Todo Backup will use the space you assign to create a security partition. This partition does not have drive letter, and it cannot be viewed or opened in Windows Explorer.

Click **Set Password** to create a password for the security partition. This password will be used when you remove the security zone.

	IS Account to connect cloud se Security Zone			×
Add Bac	Security zone details			Recover
<b>(+</b>	Disk 1 931.51 GB Basic MBR 548 Me 548 MB	New Volume (E:) 686.64 GB NTFS	Workstationfi 143.50 GB NTFS	
No Schedule	Security Zone Total Size: 100.8 GB Used Size: 96.2 MB Enable encryption: No	Set password for security zone After password protection is set, it is required to ty		
No Schedule		restoring the backup from the security zone. Please confidential, if lost, data cannot be restored. Type password Retype password	a keep your password	
k 0 No Schedule				.6 GB
	Remove Security Zone	ОК	Cancel Set F	Password

Once the security partition is created, you can also:

- 1. Modify password for the partition.
- 2. Remove the security zone.



	US Account to connect cloud service	Browse to Recover     A Tr
	Security Zone	×
Add Bac	Security zone details	Recov
Ð	Bisk 1 931.51 GB	
uments	Basic MBR         New V         New Volume (E:)           548 MB         686.64 GB NTFS	Workstationfi Security 143.50 GB NTFS 100.83 GB
lo Schedule	Security Zone Total Size: 100.8 GB Used Size: 96.2 MB Enable encryption: Yes	
lo Schedule		
0		.6 GB
lo Schedule	Remove Security Zone	1 Modify password

When you set the destination for your backup task, if you have a security partition, you can find and select it from the list.

💠 EaseUS Todo Backup 2022		) <u> </u>
Not Logged in (1 new r Log in EaseUS Account to		Showse to Recover Tools
Add Backup	Security Zone	Goto
+ Documents O No Schedule	<ul> <li>Childreng</li> <li>My Documents</li> <li>Favorites</li> <li>Computer</li> <li>Network</li> <li>Cloud Device</li> </ul>	
No Schedule	Security Zone	
Disk 0 <sup>O</sup> No Schedule	New folder	
<ul> <li>Activate now</li> <li>30 Day(s) Trial Left</li> </ul>		Back OK

# Image Tool

Thank you for using **EaseUS Todo Backup Image Explorer**. It is to extract files/folders from a .PBD image file without installing EaseUS Todo Backup. Being less than 3 MB, it is simple and easy use, managing files as Windows Explorer.



#### How to Use

Here is to guide you how to extract files from .pbd image file with Image Tool.

1. <u>Download</u> EaseUS Todo Backup Image Explorer then launch it. Tick Yes in pop-up window below to build connection between .pbd image file and Image Tool.

1	lips	×
Would you like to make EaseUS Todo Ba file browser?	ckup Image Explorer your o	default .pbd

2. Desktop folder will be automatically displayed. Click the marked drop-down arrow to unfold other paths.

EaseUS Todo Backup Image Explorer -	×
	? ft Click
C:Ulsers\Keny\Desktop     Imag     C:Ulsers\Keny\Desktop   Keny   DVD Drive (D:) HRM_CENA_X64FREV_EN-US_DV5   Keny   Libraries   Network	
2.84 MB (1 files) in total	t

3. Locate the .pbd image file and double click it.



£		EaseUS Todo	Backup Image Exp	olorer	- 🗆 🗙
Export(F2) Property(F3)	Refresh(F5)				P Help(F1)
🗈 🔒 C:\My Backups	\File Backup 2015	-03-03 15-57			~
Name 🍌	double click	ype ile folder	Size	Date 3/3/2015 12:26:54 AM	
🂷 File Backup 2015-03-03 1	5-57.pbd	PBD File	41.22 MB	3/2/2015 11:58:02 PM	
1.22 MB (1 files) selected			41.22 MB (1 fil	les) in total	

4. All files and folders belong to .pbd image file are marked with EaseUS logo.

E	EaseUS Todo Back	cup Image E	kplorer	- 🗆 🗙
Export(F2) Property(F3) Refresh	(F5)			Help(F1)
Name	Type File folder Configuration settings	Size 0.49 KB	Date 8/13/2014 4:59:29 PM 8/13/2014 4:59:29 PM	
Freecorder Setup Log.txt		x	1/15/2014 1:30:39 AM	I
2.88 KB (1 files) selected		3.38 KB (2 fil	es) in total	.1

To check the desired content, please click Property (F3) or directly Open the file/folder. 5. To extract the desired file/folder, please click Export (F2) or Copy in right-click menu.



	EaseUS Todo Backup Image Explorer		- 🗆 🗡
Export(F2) Property(F3) Refresh(F5) Export(F2) Videos Name  desktop.ini Freecorder Setup Log.txt	Browse for Folder      Browse for Folder      Desktop     Metwork     Met	4:59:29 PM 4:59:29 PM 1:30:39 AM	Help(F1)
	OK Cancel		
2.88 KB (1 files) selected	3.38 KB (2 files) in total		

#### Tips:

An additional copy of Image Tool is automatically created in "C:\Program Files\EASEUS\". To completely uninstall Image Tool, please manually delete it after uninstallation.

# **Basic Settings**

There is a drop-down menu at the top right corner, click it to find **Settings** in the menu.



EaseUS Todo Backı	ıp 2022	⊡ ×
Not Logged in Log in EaseUS Account	to connect cloud service	Browse to Recc     ① Check for updates
Add Backup	Next Backup: No Schedule     Last Backup: 2021/11/05 17:31 Error	<ul> <li>Contact Technical Supp</li> <li>Generate report</li> </ul>
Ð		⑦ Online Help
System Backup () O No Schedule		About
test 🥥		
	My System	E:\My Backups 142.6 GB Free of 195.3 GB
	Options	Backup Now

Clicking **Settings** will bring you the following configuration panel. You can switch among German, English, Spanish, French, Italian, Japanese and Others in **Language** box, or edit/modify **Default backup path**.

Settings		×
Language English -		
Default backup path		
E:\My Backups	142.6 GB Free of 195.3 GB	Browse
<ul> <li>Automatically check for updates</li> <li>Join the Customer Experience Improvement Program</li> <li>Enable EaseUS Todo Backup tray         <ul> <li>Notify when backup starts</li> <li>Notify when backup completes</li> <li>Notify when backup encountered any problems</li> <li>Regularly remind me to create backup</li> </ul> </li> </ul>		
	Save	Cancel

**Automatically check for updates** - uncheck it if you are satisfied with the current version and do not want to upgrade.

Join the Customer Experience Improvement Program - help us improve our product better with the info from your daily operations with our product.

**Enable EaseUS Todo Backup Tray** - You can easily check the backup status, run backup, edit backup task or launch EaseUS Todo Backup from the tray.



• test		
Last backup: Next backup:	2021/11/11 17:24 Successful No Schedule	
• System Back	cup	
Last backup: Next backup:	2021/11/05 17:31 Error No Schedule	

# Support

If you cannot find what you are looking for in this help, we encourage you to visit our <u>Knowledge Base</u> 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 take a screenshot of the issue then sent them to **techsupport@easeus.com**, so we can assist you more efficiently.

