

Lab Report: 12.11.6 Back Up the Computer

Your Performance

Your Score: 1 of 1 (100%)

Elapsed Time: 3 minutes 35 seconds

Pass Status: Pass

Required Score: 100%

Task Summary

Actions you were required to perform:

Pa Configure Windows 10 backups on ExecHide Details

- ☐ Back up files daily
☐ Keep files for 6 months
☐ Back up the Data (D:) volume
☐ Make a backup now

Explanation

In this lab, your task is to create a Windows 10 backup using the following settings:

- Save the backup to the **Backup (E:)** volume.
- Back up files **daily**.
- Keep files for **6 months**.
- Back up the entire **Data (D:)** volume.
- Make a backup now.

Complete this lab as follows:

1. Right-click **Start** and select **Settings**.
2. Maximize the window for easier viewing.
3. Select **Update & Security**.
4. From the left menu, select **Backup**.
5. Select **Add a drive**.
6. Select **Backup E:**.
7. Verify that **Automatically back up my files** is on.
8. Select **More options**.
9. Under Back up my files, select **Daily**.
10. Under Keep my backups, select **6 months**.
11. Under Back up these folders, select **Add a folder**.
12. Expand **This PC**.
13. Select **Data (D:)**.
14. Select **Choose this folder**.
15. Select **Back up now**.