# How To Use This Manual In the toolbar:



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### **Printing:**

While optimized for onscreen viewing, the pages of this manual are formatted for printing on 8 1/2" x 11" and A4 sized paper, giving you the option to print the entire manual or just a specific page or section.

#### To Exit:

From the Menu bar at the top of your screen, select: File > Quit.

#### Icons Used In This Manual

These icons describe the type of information being given:



Important Info: This icon refers to an important step that must be followed.



Tech Note: This icon refers to tips to help maximize performance.



Caution! This icon indicates a potential hazard, and gives tips on how to avoid them.

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# 1. Introduction

LaCie Backup Software makes backing up your files on an external drive as simple as just one click. Forget time consuming file configurations, just install LaCie Backup Software and begin backing up your important data.

# 1.1. LaCie Backup Software Minimum System Requirements

- Any PC with Windows 98 SE, Windows 2000, Windows Me, or Windows XP
- Any Mac with Mac OS 10.1 or later
- External Hard Drive

# 1.2. What LaCie Backup Software Can Do

- Simplicity: Provides rapid and easy data backup.
- Compatibility: Easy to use with Windows and Mac OS.

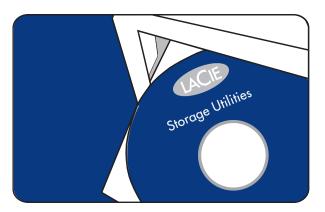
# 2. Installing Backup Software

#### Windows Users

Insert the LaCie Storage Utilities disc into your computer's CD or DVD drive. Follow the on-screen instructions to install the software. Once installation is complete, go into Programs and launch the LaCie Backup Software, click on the LaCie Backup Software icon or simply type "Ctrl. S" from the desktop.

#### Mac Users:

Insert your LaCie Storage Utilities disc into your computer's CD or DVD drive. Once the disc mounts to the desktop, double-click on the LaCie Backup Software icon to open the disc. Next, open the LaCie Backup Software folder, and double-click the LaCie Backup Software Installer. Simply follow the on-screen instructions to get your software setup. A copy of the LaCie Backup Software will be copied to your Applications folder. After the installation has been completed, you will be ready to begin using the LaCie Backup Software to back up your files on an external drive with just a single click. To launch the software, go to your Applications folder or simply type "Ctrl. S" from the desktop.





**Important Info:** To use Backup Software, an external drive must be detected. If no external drive is detected, a warning will appear after you launch the application. Simply connect a drive and continue. You do not need to quit the application.

# 3. Using Your Backup Software

# 3.1. Getting Started

#### Windows Users:

LaCie Backup Software will automatically back up the "My Documents" folder to your external drive, naming it with the date, MyDocuments, and ID, for example, 050511MyDocuments03, was created on May 11, 2005 for the third time. If these are the settings you prefer, **Click OK.** 

#### Mac Users:

LaCie Backup Software will automatically back up the home folder to your external drive, naming it with the date, MyBackup, and ID, for example, 2005-05-12-MyBackup-01 was created on May 12, 2005 for the first time. If these are the settings you prefer, **Click OK.** 





**Important Info:** To change default settings, such as your source files, your target or the name of your files, see 3.2. Customizing Your Settings.

When backup is completed, Click **Quit**. Each time you need to backup files, press **Ctrl + S** from your desktop.



### 3.2. Customizing Your Settings

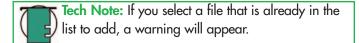
This section outlines how to change the default settings described in section 3.2. Using your Backup Software.

### 3.2.1. Adding files and folders to back up

1) After launching LaCie Backup Software, Click Customize.



- 2) To backup a file other than the file listed, Click Add file.
- 3) From the list available Select the file or folder you want to backup. **Click OK**.





- 3) When you have selected the files and folders you want to back up, Click **Backup Now**.
- 4) When backup is completed, Click **Quit**. These customized settings will be saved for the next time you launch LaCie Backup Software.





**Tech Note:** Each time you back up with customized settings, Backup Software will use those settings the next time unless you customize them again.

### 3.2.2. Removing files and folders from back up

1) After launching LaCie Backup Software, Click **Customize**.



2) Under Files and Folder to backup: click on the file or folder you do not want to backup and Click **Remove file**.



### 3.2.3. Changing the Target

LaCie Backup Software will automatically backup the desired files and folders to your external drive. This section explains how to backup files in another location using LaCie Backup Software.

1) After launching LaCie Backup Software, Click **Customize**.



- 2) Click Change target.
- 3) Select a target folder from the Browse for Folder window. **Click OK**.



- 4) When you have selected the your desired target, Click **Backup Now**.
- 5) When backup is completed, Click **Quit**. These customized settings will be saved for the next time you launch LaCie Backup Software.



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**Tech Note:** Each time you back up with customized settings, Backup Software will use those settings the next time unless you customize them again.

### 3.2.4. Changing the backup folder name

LaCie Backup Software will automatically backup the "My Documents" folder to your external drive, naming it with the date, MyDocuments, and ID. This section describes how to change the name of the folder.

1) After launching LaCie Backup Software, Click Customize.



2) Type your desired name under Backup folder name. Click **Backup Now**.





**Tech Note:** Each time you back up with customized settings, Backup Software will use those settings the next time unless you customize them again.

# 4. Creating Free Space

If you try to back up a file or folder larger than the remaining space on your target drive, you will receive an error message. Then, LaCie Backup Software will automatically calculate how much additional space is required and will suggest deleting the oldest backup folders to create sufficient space to complete your latest backup.

1) LaCie Backup Software automatically suggests deleting the oldest backup folders from your hard drive. If you choose this option, Click **Delete and back up** to continue. The backup will proceed, deleting the listed files. If you would like to remove a file or files other than the oldest backup folders, move on to Step 2.



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**Tech Note:** Backup Software automatically suggests deleting as many of the oldest backup folders as needed to create enough free space for the latest backup.

2) If you would like to remove backup folders other than the oldest ones or other folders, Click **Customize**.



3) Backup Software will give you a list of folders available with their capacity. The software indicates only the Backup folder files (folders that came from a backup). If you have changed the name of a backup folder, the folder will not appear in this list.

Select the files you want to delete by placing checkmarks next to them. When you have selected all of the files you wish to delete, click **Delete and Back Up**. The **Delete and Backup** button will not be available until you have selected enough files to delete to clear sufficient space for your backup.



4) If you want to delete files or folders other than your old backup folders, click on the **Browse** button and select the files you wish to delete. Then empty the Recycle Bin or Trash and launch Backup Software again.

# 5. Contacting Customer Support

# **Before You Contact Technical Support**

Try to isolate the problem. If possible, make the application the only application open, and make sure that all of the other applications have been quit and closed properly.

If you have read all of the pertinent sections in the user's manual, and you still can't get your LaCie software to work properly, contact us via the provided Web link. Before contacting us, make sure that you are in front of your computer and that you have the following information on hand:

- Operating system and version
- Computer brand and model
- Amount of memory installed
- Names of any other devices installed on your computer
- Names of applications used and version numbers.

# LaCie Technical Support

LaCie Asia, Singapore and Hong Kong

Contact Us At:

http://www.lacie.com/asia/contact

LaCie Belgium

Contact Us At:

http://www.lacie.com/be/contact/

LaCie Denmark

Contact Us At:

http://www.lacie.com/dk/contact/

**LaCie France** 

Contact Us At:

http://www.lacie.com/fr/contact/

LaCie Italy

Contact Us At:

http://www.lacie.com/it/contact/

LaCie Netherlands

Contact Us At:

http://www.lacie.com/nl/contact/

LaCie Spain

Contact Us At:

http://www.lacie.com/es/support/request

LaCie Switzerland

Contact Us At:

http://www.lacie.com/chfr/contact

LaCie USA

Contact Us At:

http://www.lacie.com/contact/

LaCie Australia

Contact Us At:

http://www.lacie.com/au/contact/

LaCie Canada

Contact Us At:

http://www.lacie.com/caen/contact/ (English)

LaCie Finland

Contact Us At:

http://www.lacie.com/fi/contact

LaCie Germany

Contact Us At:

http://www.lacie.com/de/contact/

LaCie Japan

Contact Us At:

http://www.lacie.co.jp

LaCie Norway

Contact Us At:

http://www.lacie.com/no/contact/

LaCie Sweden

Contact Us At:

http://www.lacie.com/se/contact/

LaCie United Kingdom & Ireland

Contact Us At:

http://www.lacie.com/uk/support/request

**LaCie Grand Export** 

Contact Us At:

http://www.lacie.com/intl/contact/