Quick Check

- You want to schedule System Image Backup to run every two weeks. How would you do this?

Quick Check Answer

- You would create a batch file that uses the Wbadmin utility to perform a System Image backup. You would use Task Scheduler in the Computer Management console to schedule this task to run on a specified day at a specified time every two weeks.

Configuring a File and Folder Backup

In this practice, you reconfigure your backup to include important files on your computer. You should adjust the procedure to back up your own files on your Canberra computer. You also create a system repair disk.

EXERCISE 1 Reconfiguring a Backup

In this exercise, you specify files and folders on files on your Canberra computer that you want to back up on a regular basis. You also redefine the backup schedule. The exercise assumes you have already configured a file and folder backup on Canberra specifying the default settings.

1. Log on to the Canberra computer with the Kim_Akers account.
2. Open Control Panel, click System And Security, and click Backup And Restore.
3. In the Backup And Restore window, click Change Settings.

> ***NOTE*** **THE CHANGE SETTINGS OPTION**
>
> **The Change Settings option is not available unless you have configured a backup schedule and performed a backup. As discussed earlier in this lesson, you are prompted to do this the first time you open the Backup And Restore console.**

4. Select a destination volume, for example a second internal hard disk drive or a USB external hard disk drive.
5. Click Next. On the Set Up Backup page, select Let Me Choose. Click Next.
6. Choose the files you want to back up. Your choice will probably be different from that shown in Figure 14-7. Do not select the Include A System Image Of *whatever system volumes Windows selects* check box.
7. Click Next.
8. On the Review Your Backup Settings page, click Change Schedule.

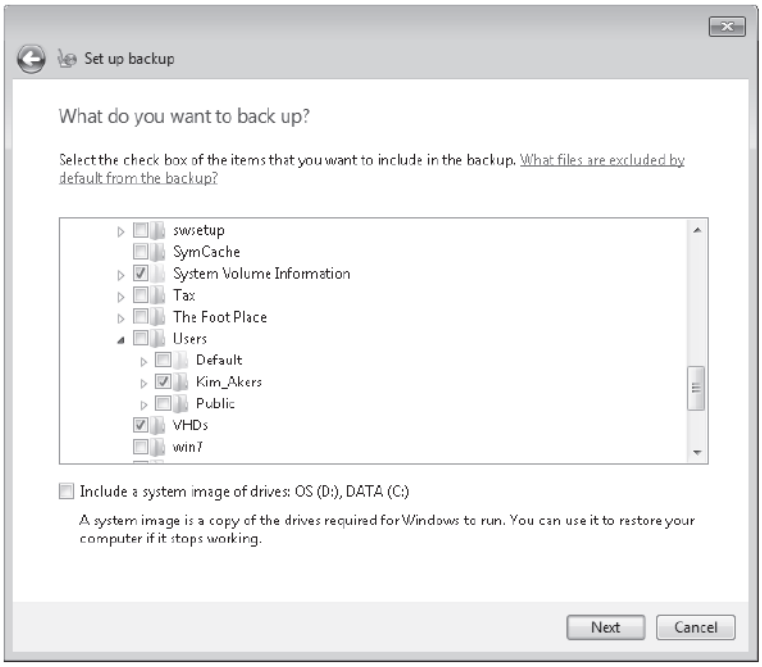

FIGURE 14-7 Choosing the files that you want to back up

9. Select a backup schedule of 12:00 A.M. (Midnight) and Daily, as shown in Figure 14-8.

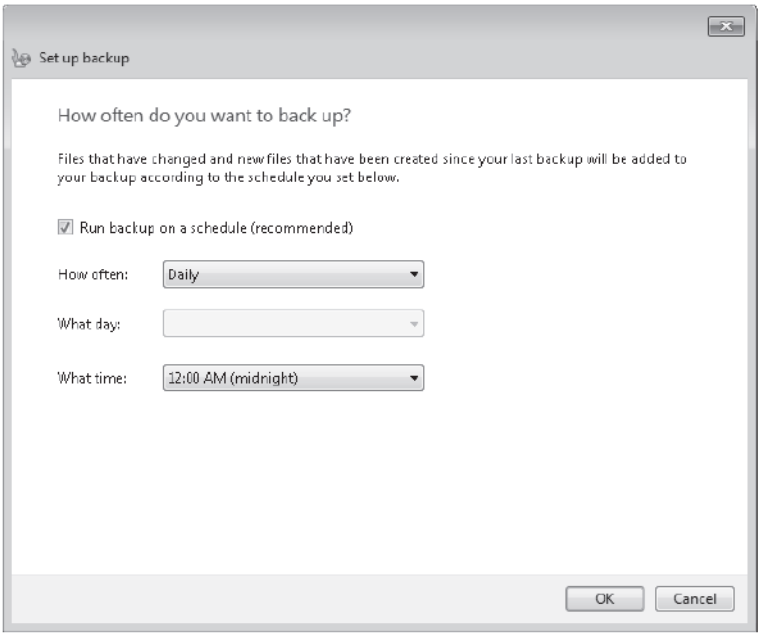

FIGURE 14-8 Choosing a backup schedule

10. Click OK. Review your backup settings. If they are OK, click Save Settings And Exit.

EXERCISE 2 Creating a System Repair Disk

In this exercise, you create a system repair disk for the Canberra computer.

1. Log on to the Canberra computer with the Kim_Akers account.
2. Open Control Panel, click System And Security, and click Backup And Restore.
3. In the Backup And Restore dialog box, click Create A System Repair Disk.
4. Insert a blank writable DVD-ROM disk in the Canberra computer.
5. Click Create Disk.
6. The Creating A System Repair Disk dialog box appears, as shown in Figure 14-9. Click Close.

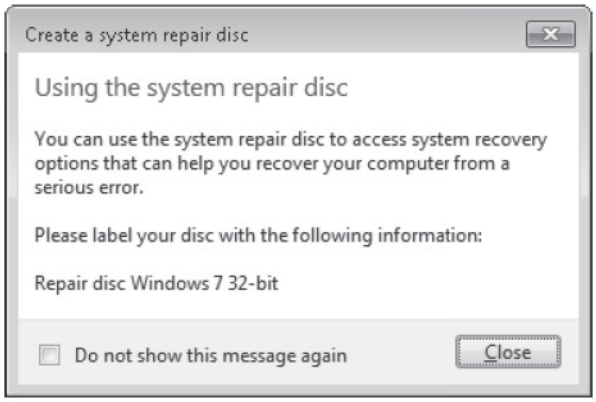

FIGURE 14-9 Creating a System Repair disk

Lesson Summary

- You can use the Backup And Restore console to schedule a file and folder backup and to start such a backup immediately.
- You can use the Backup And Restore console to start a System Image backup but not to schedule such a backup. You can, however, start a System Image backup from the command line and schedule a batch file with Task Scheduler to perform such a backup regularly.
- Whenever a file and folder backup occurs, it creates a backup set.

Lesson Review

You can use the following questions to test your knowledge of the information in Lesson 1, "Backup." The questions are also available on the companion DVD if you prefer to review them in electronic form.

> ***NOTE*** **ANSWERS**
>
> **Answers to these questions and explanations of why each answer choice is correct or incorrect are located in the "Answers" section at the end of the book.**

1. Clients running Windows 7 Enterprise on your employer's production network are all configured to perform a file and folder backup to a second internal hard disk every Sunday at 7:00 P.M. Company policy dictates the same setting for each computer. This is to let Windows decide what is backed up. A user has created a folder on her computer called C:\Contracts. She wants to ensure that the folder and its contents are backed up. What do you ask her to do?
   A. Ask her to open the Backup And Restore console and click Change Settings. Have her select Let Me Choose on the What Do You Want To Back Up? page, and then specify the C:\Contracts folder.
   B. Ask her to open the Backup And Restore console and click Change Settings. Ask her to configure her backup destination to be a network share on the company file server.
   C. Ask her to add the C:\Contracts folder to her Documents library.
   D. Ask her to open the Backup And Restore console and click Backup Now.
2. A user on your company network creates a new file and works on it during the day. He saves the file but decides he no longer needs it and deletes it just before the office closes. Overnight, a file and folder backup takes place. The next morning, the user decides he needs the file after all. He calls you for help. What action can you take?
   A. Restore the file from the previous night's backup.
   B. Restore the Recycle Bin from the previous night's backup. The file will be in the restored Recycle Bin.
   C. Restore the file from an older backup.
   D. Ask the user to open his Recycle Bin.
3. Kim Akers has an administrator account on a computer running Windows 7 Enterprise. Don Hall has a standard account on the same computer. Both users have Microsoft Office Word and Microsoft Office Excel files saved in their Documents library. Don stores Microsoft Office PowerPoint presentations in a subfolder of his Documents library named Presentations. He also stores digital photographs in his Pictures library. Don has created a folder called Secret in his Documents library and has encrypted the folder and its contents. He stores confidential files in that folder. When Don last logged on, he deleted some personal files but did not empty his Recycle Bin. Kim is logged on to the computer. She has plugged in a USB flash memory device that holds personal files but has not yet copied any of these files to the computer. She has never formatted the flash memory device. The computer is configured to let Windows decide what files and folders to back up. Kim opens the Backup And Restore console but does not change any settings. She clicks Backup Now. Which files are backed up? (Choose all that apply.)
   A. The Word and Excel files in Don's Documents library
   B. The Word and Excel files in Kim's Documents library

C. The PowerPoint files in Don's Presentation folder

D. The digital photographs in Don's Pictures library

E. The files in Don's Secret folder

F. The files in Don's Recycle Bin

G. The files on Kim's USB flash memory device

4. You have recently installed Windows 7 Ultimate on a laptop computer, installed applications such as Office, and downloaded and installed all outstanding updates. The computer has two internal hard disks, both formatted with the NTFS file system. You also have an external USB hard disk that you have plugged into the laptop. You used the *convert fs/ntfs* command to convert the external hard drive to the NTFS file system. You have an 8-GB USB flash memory device and the laptop contains a DVD-ROM writer. In your workplace, you can plug in to the corporate network and connect to a network share on a file server running Windows Server 2008 R2. On what devices can you create a full System Image backup of the laptop's system volume? (Choose all that apply.)

   A. The second internal hard disk

   B. The external hard disk

   C. The USB flash drive

   D. Multiple DVD-ROMs

   E. The network share

5. You want to centralize backups by backing up all client computers in your company's production network to a network share on a file server running Windows Server 2008 R2. All your client computers run Windows 7, but because your company has grown through a series of mergers, some run Windows 7 Professional, some run Windows 7 Enterprise, and some run Windows 7 Ultimate. Which computers can you back up to a network share?

   A. Only the computers running Windows 7 Ultimate

   B. Only the computers running Windows 7 Enterprise

   C. Only the computers running either Windows 7 Ultimate or Windows 7 Enterprise

   D. All your company's client computers