Manual AceBackup 3

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Welcome to AceBackup!

The AceBackup backup tool helps you to store your confidential data in a safe way. One of the most significant features of AceBackup is the ability to store files on FTP servers, as well as on local storage devices (hard drives, floppies, ZIP, JAZZ or MO disks, LAN folders, or any other writable devices). The user interface is easy to use, and you can store and restore files as in the Windows Explorer.

Other AceBackup features:

Use the AceBackup wizards to create backups of your data on a chosen volume and restore them as easily.

AceBackup implements several strong encryption algorithms to hold your data securely. If you decide to store your backup on a remote FTP server, nobody can access its internal data during direct transfers on the server.

AceBackup projects can be scheduled to run regularly to keep your data up to date. The program scans all local folders of the project and, if it detects new or changed files, they are processed automatically.

AceBackup supports a number of versions for storing and restoring files.

Restoring files of an AceBackup project is very easy. The target can be either the original or any other location.

What is new...

What's new in version 3?

- AceBackup is now completely compatible with Windows Vista!
- The usability has been drastically increased. AceBackup can now be used intuitively by everybody.
- New wizards for backup and restore facilitate working with AceBackup.
- AceBackup is now able to backup files, although they are used exclusively by other applications on the computer.
- New backup destination „Network Resource“. This enables you to process backups on network resources and at the same time have the secure authentication.
- Improved drag & drop of files in a backup project.
- Support of SMTP servers with SSL/TLS authentication for sending status messages.
- Many more improvements and extensions!

What is new in version 2.1?

- The new Project Manager simplifies your project management (creating new projects, opening existing projects, deleting projects and changing properties).
- Windows Explorer integration - you can now add files and entire folders to an AceBackup project and process the project from the Windows Explorer context menu by only one mouse-click.
- Improved support of CD/DVD backup projects: Easily backup your data on CD/DVD. All current CD/DVD-ROMs are supported, the reading and/or writing speed can be modified.

- Improved New project wizard: All the required project settings are directly specified with predefined and recommended values.
- With the help of a new dialog box you can specify file name extensions of files that are to be added to your project.
- New backup format "As Is" - Files are stored to the backup volume without encryption and compression under the same name as on the disk.
- Improved file encryption/compression - small files of less than 8 MB are encrypted in memory and huge files are encrypted by using a temporary swap file.
- Customizable location of project and log directories.
- More flexible email notification: The sent log file may include failed items only or the entire report.
- Correction of bug which fragmented file names if original file included special characters like e.g. @, `, etc.

What is new in version 2.0

- Direct Backups on CD and DVD!
- Simultaneous backup on local storage devices as well as on remote FTP servers!
- Different compression levels for an AceBackup project are available!
- External applications that should be executed before or/and after processing an AceBackup can be specified!
- Strong encryption of files content as well as of file names!
- Manage several backup volumes in a project file
- AceBackup projects may have several volumes with different target locations - simultaneous backup on local storage devices as well as on remote FTP server!

- New user interface with 3 different themes!
- Automatic dial-up before connecting to media on a remote FTP server as well as automatic hang-up after disconnection!
- New function "Smart-Restore"!
- Detailed reports!
- New tutorial and extended help!
- Many other improvements and optimizations!

User interface

Main window

The main window is divided into two sections: Local System and Backup Project.

1. Local folders

The folders on your computer are displayed. Use the *local folder* tree to add items to your project. To see the content of a folder select it in the list and you will be shown its content in the window to the right.

2. Backup project

Here your AceBackup project as well as the files and folders which you want to backup are displayed. If you select a folder in the project folder tree its content will be shown in the window to the right. You will find the most important functions in the project toolbar above the project view.

Project toolbar

Here you find buttons to quickly access frequently used commands.

- **New**

  Opens the New project wizard.

- **Open**

  Opens a saved project file.

- **Close**

  Closes the currently opened project.

- **Backup**

  Allows you to backup and to add new files by opening the Backup Wizard.

- **Restore**

  Allows to you restore your project by opening the Restore Wizard.

- **Refresh**

  Scans the local system for updates files.

- **Verify**

  Opens the Verify Project wizard which adds and removes files which are in the project, but not on the backup volume and vice versa.

Local folders

The folders on your computer are displayed. Use the local folder tree to add items to your project.

Local file list

The content of the folder selected in the local folder tree is displayed. Use the local file list to add items to your project. Click the corresponding header to sort the list by columns (name, size, type, modified).

Project folder

The folders of your AceBackup project are displayed. If you select a folder in the project folder, the content is displayed in the list of the project items.

Project item list

The content of the project folder selected in the project folder tree is displayed. AceBackup uses color codes, so that it becomes easier for you to identify project items. The default colors are:

Blue for items to back up

Green for items to restore

Gray for items to be deleted from the project.

Note that you can change the default colors in the Options dialog box. If you wish to sort the list by columns, click on the corresponding column heading.

Main menu

In the menu bar of **AceBackup** you find the following options. To get more information about the sub-menus, click on the corresponding menu.

- File menu
- Edit menu
- View menu
- Project menu
- Tools menu
- Help menu

File menu

In the **File** menu you have access on these options:

- **New**

  Creates a new AceBackup Project. Refer to the New project wizard section to learn more about creating a new project.

- **Open**

  Opens an existing AceBackup project.

- **Reopen**

  Quickly accesses several recently used AceBackp projects.

- **Save**

  Saves the current project.

- **Save as**

  Saves the current project under a different name.

- **Close**

  Closes the current project.

- **Delete**

  Marks the items that are selected for deletion in the project folder tree or the project list. Note that these items are not deleted, until you click the *Process* button in the Project menu.

- **Rename**

  Renames the selected item.

- **Properties**

  Displays the properties of the selected items. You can use this command for your local files and folders, as well as for your project items.

- **Exit**

  Exits AceBackup.

Edit menu

In the **Edit** menu you have access on these options:

- **Copy**

  Copies the selected items to clipboard. You can later paste these items either into the local file list or into your project. Note that you can only copy from the local file list.

- **Paste**

  Pastes items from clipboard into the current file list.

- **Select All**

  Select all items of the current list.

View menu

In the **View** menu you have access on these options:

- **Local System**

  Shows or hides the local system.

- **Toolbar>Project**

  Shows or hides the project toolbar.

- **Toolbar>Local System**

  Shows or hides the local system toolbar.

- **Toolbar>Volume**

  Shows or hides the selected volume in the project toolbar.

- **Status bar**

  Displays the status bar.

- **Go >up**

  Goes up one level in the folder hierarchy. You can use this command for your local files and folders, as well as for your project items.

- **View project log**

  Displays the project log file. The project log contains information about all the operations performed on this project. Note that you might need to make the required settings to your project to log all the operations.

- **Refresh**

  Refreshes the content of your file list or project item list. You can use this command for your local files and folders, as well as for your project items.

Project menu

In the **Project** menu you have access on these options:

- **Backup Wizard**

  Starts the Backup Wizard.

- **Restore Wizard**

  Starts the Restore Wizard.

- **Verify**

  Displays the Verify project wizard.

- **Import**

  Displays the Import project wizard.

- **Process>Process all**

  Performs all backup, delete and restore operations at once.

- **Process>Backup**

  Creates a backup for all selected project items.

- **Process>Delete**

  Deletes all selected project items.

- **Process>Restore**

  With this command you can restore all selected project items.

- **Reset updates**

  If you change your project, you can restore the original state of the project (that is the state after it was opened).

- **Connect**

  Connects to the backup volume. The status bar displays the actual status of connection.

- **Disconnect**

  Disconnects from the backup volume.

- **Properties**

  Displays the Project properties dialog box.

> **HINT**: Note that you can still work on your project offline, but you cannot save your data to the backup media, until you reconnect.

Tools menu

In the **Tools** menu you have access on these options:

- **Options**

  Displays the Options dialog box. Use the *Options* dialog box to change program settings.

Help menu

In the **Help** menu you have access on these options:

- **Help topics**

  Displays the program help.

- **More Products**

  Opens the websites of other AceBIT products.

- **Update Manager**

  Searches for updates for your product.

- **About AceBackup**

  Displays information about AceBackup, e.g. the version number.

Project properties

General tab

Use the *Name* edit box to change the project name.

The *Encryption* label shows the encryption type. Click the *Modify* button to change the security settings.

At Compression you find the compression options.

The *Size* label shows the size of the project and the Content label shows the number of files and folders of the project.

Use the Included *file extensions* and *Excluded file extensions* boxes to select the type of files to be included in or excluded from the project. Enter a list of file types, separated by semicolon, into either of them.

> **EXAMPLE**
> If you enter `*.a*` into the *Included file extension* box and `*.??c` in the *Excluded file extension* box,
> `*.aba` - will be included, since it matches the *included* mask,
> `*.baa` - will *not* be included, since it does not match the *included* mask,
> `*.abc` - will *not* be included, since it matches the *excluded* mask.

Use the *Default action on name collision* drop-down list to choose the action AceBackup will take by default, if you place a file into a project folder that already contains a file with the same name.

- ***Replace existing files*** - to always replace existing files.
- ***Update older files only*** - to replace existing files, only if the new files have a more recent timestamp.
- ***Create a new version*** - to create a new file version, preserving both the new and the old file copies.

Note that this property determines the default setting for each new project item you add. You can override this property for each item separately. For more details, refer to the Project item properties.

Volume tab

The Volume tab displays information about the volume on which your data is stored. The path is the same as defined in the ***New project wizard***.

Note that you cannot change the volume type, and the server host name (in case of an FTP server), while your project is created.

On the Volume tab you can select your backup destination. Click the *Add* button to indicate a new volume or a new path. In the following dialog box in the System field, you can select between **Local System**, **FTP server**, **CD/DVD drive and Network Resource**. By clicking the Settings button you can change the Internet settings. If you wish to create your backups on CD or DVD, indicate the drive of your CD writer. After that the application recognizes the model and the CD writer's writing speed automatically.

In the drop-down list Synchronization Mode you can select between **All volumes are synchronized** and **All volumes are independent**. If you select option **All volumes are synchronized**, the same content is saved on all volumes. If you select **All volumes are independent**, you can save diverse contents on all volumes.

Advanced tab

Mark the *Maintain log file* checkbox to enable AceBackup to log all the operations performed. By default, AceBackup stores the log files in the *Report* subfolder of its program directory. You can also mark the *Send report via e-mail* checkbox to enable AceBackup to send a report via e-mail. Choose one of these options: send e-mail after each operation or only after failed operations.

> **NOTE**: Do not forget to enter your e-mail address in the Options dialog box.

In the **External Applications** section you can indicate a batch file you have written, which is supposed for example to exit the running server application. Indicate the path of this file in the field Before processing, and select a time period. In the field After processing indicate the batch file which is supposed to run the server application again.

You can configure AceBackup to perform operations, such as backing up or updating your project according to a schedule. To add, edit or remove a scheduled task, click the *Edit* button. For more information, refer to the Task scheduling section.

Project item properties

The *Project item properties* dialog box displays information concerning the project items. You can edit the properties of the project items. To display the item properties, select an item in the project list and click **Properties** from the ***File*** menu.

General tab

The *Type* label shows the type of your file or files.

The *Added* label shows the date and time, when the file was first added to the current AceBackup project. Note that this label is only available, if a single file or folder is selected.

The *Modified* label shows the date and time of the last modification of the file. Note that this label is only available, if a single file is selected.

The *Size* label shows the size of your file or files in the AceBackup project. The real size of the files can be different, since AceBackup uses file compression to save space. If you have selected several items, this label displays the size of all selected items and subitems.

The Location label shows the location of the item in the current AceBackup project. Note that this label is only available, if a single file or folder is selected.

The *Original size* label shows the size of your file. Note that this is only available, if a single file is selected.

Use the *Collision* list to choose the action AceBackup will take, if you place a file with the same name over the selected file.

- ***Replace existing*** - to use the new version.
- ***Update older files only*** - to use the new version only if it has a more recent timestamp.
- ***Create a new version*** - to create a new file version - to preserve the new and the old file copies.

Note that this option is only available, if you have selected a single file or folder.

The *Original location* label shows the location of the item on your computer. Note that you cannot modify this property.

> **NOTE**: You can select a default setting for newly added files in the Project properties dialog box.

Versions tab

Note that the *Versions* tab is only available, if you have selected a single file from the project list.

The *Available versions* list shows all file versions that are available. Select a version and click the *Restore* button to save the selected version to a specified folder. Click the *Open* button to open the selected file version. AceBackup opens the file as if it was opened from your local system. Click the *Delete* button to delete the selected version.

> **Note** that you are not deleting the project item itself, but one of its versions. You can only delete versions if there is more than one version available in the project.

Report

The *Report* window shows the log that was generated by AceBackup after a backup or restore operation. Normally, you see this window only if an error has occurred.

You can print the report by clicking the *Print* button, or you can save the report to a file by clicking the ***Save as ...***option.

On the right, at **View**, you can select if you wish to display all operations or only those that failed.

Security settings

If you click the *Modify* button under Encryption in the ... properties dialog box, the Security settings dialog box opens, where you can change the security settings of the current project.

Use this dialog box to change the security settings of the current project. If you wish to change the encryption method and/or the password, enter the old password into the *Old password* box.

Use the *Encryption* drop-down list to select a new encryption method, and enter a new password in the *New password* box. Confirm the new password by re-entering it into the *Verify password* box.

1. **WARNING**: Changes to the encryption method or password will only apply to newly added files. All files that are already stored on your backup volume will keep the old encryption settings. Therefore, restoring files may require different passwords and/or encryption methods. To avoid such situations, it is recommended not to use different passwords and/or encryption methods within the same project.

Mark the *Store password* checkbox, if you do not wish to enter the password every time you open the project.

Working with AceBackup

Working with your projects

Create projects

Before you can start working with an AceBackup project, it is necessary to create one.

Add files and folders

Select a file or folder from the local file list and drag and drop it to the project view. For more details, refer to the Adding items to your project section.

Backup

Use this command to perform the actual transfer of your data to the backup volume using the Backup Wizard.

Restore

Use this command to perform the actual transfer of your data from the backup volume onto your computer using the Restore Wizard.

Delete

Use this command to delete the files or folders from your backup volume.

Reset

To discard the changes you made to the project, select ***Reset updates*** from the ***Project*** menu.

Creating a new project

To start working with an AceBackup project, it is necessary to create a new project. Click *New* in the **File** menu or the *New* button on the project toolbar. The New project wizard opens.

Add the files and folders to the project per drag & drop or by opening the Backup Wizard from the **Project toolbox** or **Project** menu.

New project wizard

The ***New project wizard*** helps you to create a new AceBackup project. Click the *Next* button to follow the wizard steps.

Welcome

Enter the project name into the *Project name* box.

In addition, define the location of your backups. Click the *Add* button to indicate a new volume or a new path. In the following dialog box in the **System** field, you can select between **Local directory**, **FTP server**, **CD/DVD drive** and **Network Resource**.

For backups on the **Local System**, specify the path of the folder where you wish to store your data. For **Network Resources** you can apart from the path also enter a user name and password. For backups on **CD/DVD** please select the drive on which the volume can be found.

For **FTP Servers**, specify the following:

- *Address* - the host name of the FTP server (e.g. `ftp.myserver.com`).
- *Port* - the FTP port.
- *Directory* - the folder on the FTP server, where you wish to store your data.
- *User* - the login name.
- *Password* - the password for your FTP connection.
- *Passive* - mark this checkbox for a passive mode connection, clear it for an active mode connection.

By clicking the *Settings* button you can change the Internet settings.

In case you would like to use more than one volume for backup you can select between **All volumes are synchronized** and **All volumes are independent**. If you select option **All volumes are synchronized**, the same content is saved on all volumes. If you select **All volumes are independent**, you can save diverse contents on all volumes.

Security and Encryption Settings

If you are storing confidential data, you can encrypt your data using one of the five encryption methods. Otherwise, please select **Store Files "AS IS"** at **Files Format**. Select an encryption method from the *Encryption* drop-down list and enter a password for encryption. AceBackup will prompt you to enter this password, whenever you try to restore your data from the backup volume.

> **HINT**: When choosing an encryption method you can define the security and encryption time. A higher bit encryption is safer, but takes more time to encrypt. Normally, you use the Rijndael 128-bit encryption. For higher security you can use a higher bit encryption.

Mark the ***Hide*** checkbox to hide the password. Mark the ***Remember*** checkbox, if you do not want to enter the password every time you open the project.

In addition, you can choose, to make the file name anonymous. Just check the option **Automatically make anonymous file names on volume**.

To store your files in a compressed way so that they use less space on the volume, select a **Compression** from the list. Decide whether the speed is more important to you or whether you want the files maximally compressed.

General Settings

Use the *Default action on name collision* drop-down list to choose the action AceBackup will take by default, if you place a file into a project folder that already contains a file with the same name.

- ***Replace existing files*** - to always replace existing files.
- ***Update older files only*** - to replace existing files, only if the new files have a more recent timestamp.
- ***Create a new version*** - to create a new file version, preserving both the new and the old file copies.

Note that this property determines the default setting for each new project item you add. You can override this property for each item separately. For more details, refer to the Project item properties.

Use the Included *file extensions* and *Excluded file extensions* boxes to select the type of files to be included in or excluded from the project. Enter a list of file types, separated by semicolon, into either of them.

> **EXAMPLE**
> If you enter `*.a*` into the *Included file extension* box and `*.??c` in the *Excluded file extension* box,
> `*.aba` - will be included, since it matches the *included* mask,
> `*.baa` - will *not* be included, since it does not match the *included* mask,
> `*.abc` - will *not* be included, since it matches the *excluded* mask.

Mark the *Maintain log file* checkbox to enable AceBackup to log all the operations performed. By default, AceBackup stores the log files in the *Report* subfolder of its program directory. You can also mark the *Send report via e-mail* checkbox to enable AceBackup to send a report via e-mail. Choose one of these options: send e-mail after each operation or only after failed operations. In addition, define if you want to receive the complete report or only a failure report.

Advanced settings

You can configure AceBackup to perform operations such as downloading or uploading data according to a schedule. To add, edit or remove a scheduled task, click the *Edit* button. For more information, refer to the Task scheduling section.

Moreover, you can indicate a batch file you have written which is supposed for example to exit the running server application. Indicate the path of this file here. Select the batch file which is supposed to run the server application again.

In the last step of the wizard, please check if all options and settings are correct and click **Finish** to create the project.

Volume settings

You can select between **Local system, CD/DVD drive**, **FTP server and Network Resource**. By clicking the *Settings* button you can change the settings. If you wish to create your backups on CD or DVD, indicate the drive of your CD-writer. After that the application recognizes the model and the CD-writer's writing speed automatically.

Project properties

General tab

Use the *Name* edit box to change the project name.

The *Encryption* label shows the encryption type. Click the *Modify* button to change the security settings.

At Compression you find the compression options.

The *Size* label shows the size of the project and the Content label shows the number of files and folders of the project.

Use the Included *file extensions* and *Excluded file extensions* boxes to select the type of files to be included in or excluded from the project. Enter a list of file types, separated by semicolon, into either of them.

> **EXAMPLE**
> If you enter `*.a*` into the *Included file extension* box and `*.??c` in the *Excluded file extension* box,
> `*.aba` - will be included, since it matches the *included* mask,
> `*.baa` - will *not* be included, since it does not match the *included* mask,
> `*.abc` - will *not* be included, since it matches the *excluded* mask.

Use the *Default action on name collision* drop-down list to choose the action AceBackup will take by default, if you place a file into a project folder that already contains a file with the same name.

- ***Replace existing files*** - to always replace existing files.
- ***Update older files only*** - to replace existing files, only if the new files have a more recent timestamp.
- ***Create a new version*** - to create a new file version, preserving both the new and the old file copies.

Note that this property determines the default setting for each new project item you add. You can override this property for each item separately. For more details, refer to the Project item properties.

Volume tab

The Volume tab displays information about the volume on which your data is stored. The path is the same as defined in the ***New project wizard***.

Note that you cannot change the volume type, and the server host name (in case of an FTP server), while your project is created.

On the Volume tab you can select your backup destination. Click the *Add* button to indicate a new volume or a new path. In the following dialog box in the System field, you can select between **Local System**, **FTP server**, **CD/DVD drive and Network Resource**. By clicking the Settings button you can change the Internet settings. If you wish to create your backups on CD or DVD, indicate the drive of your CD writer. After that the application recognizes the model and the CD writer's writing speed automatically.

In the drop-down list Synchronization Mode you can select between **All volumes are synchronized** and **All volumes are independent**. If you select option **All volumes are synchronized**, the same content is saved on all volumes. If you select **All volumes are independent**, you can save diverse contents on all volumes.

Advanced tab

Mark the *Maintain log file* checkbox to enable AceBackup to log all the operations performed. By default, AceBackup stores the log files in the *Report* subfolder of its program directory. You can also mark the *Send report via e-mail* checkbox to enable AceBackup to send a report via e-mail. Choose one of these options: send e-mail after each operation or only after failed operations.

> **NOTE**: Do not forget to enter your e-mail address in the Options dialog box.

In the **External Applications** section you can indicate a batch file you have written, which is supposed for example to exit the running server application. Indicate the path of this file in the field Before processing, and select a time period. In the field After processing indicate the batch file which is supposed to run the server application again.

You can configure AceBackup to perform operations, such as backing up or updating your project according to a schedule. To add, edit or remove a scheduled task, click the *Edit* button. For more information, refer to the Task scheduling section.

Adding items to your project

To add files or folders to your project, select the related items either in the Local folders tree or in the local file list. Drag and drop the selected items to the project item list or to the Project folders tree.

You can also copy the selected items and paste them to the project item list. You can also click the *Backup* button in the **project toolbar** to start the Backup Wizard or right-click an item and select **Add to Backup**.

Project item properties

The *Project item properties* dialog box displays information concerning the project items. You can edit the properties of the project items. To display the item properties, select an item in the project list and click **Properties** from the ***File*** menu.

General tab

The *Type* label shows the type of your file or files.

The *Added* label shows the date and time, when the file was first added to the current AceBackup project. Note that this label is only available, if a single file or folder is selected.

The *Modified* label shows the date and time of the last modification of the file. Note that this label is only available, if a single file is selected.

The *Size* label shows the size of your file or files in the AceBackup project. The real size of the files can be different, since AceBackup uses file compression to save space. If you have selected several items, this label displays the size of all selected items and subitems.

The Location label shows the location of the item in the current AceBackup project. Note that this label is only available, if a single file or folder is selected.

The *Original size* label shows the size of your file. Note that this is only available, if a single file is selected.

Use the *Collision* list to choose the action AceBackup will take, if you place a file with the same name over the selected file.

- ***Replace existing*** - to use the new version.
- ***Update older files only*** - to use the new version only if it has a more recent timestamp.
- ***Create a new version*** - to create a new file version - to preserve the new and the old file copies.

Note that this option is only available, if you have selected a single file or folder.

The *Original location* label shows the location of the item on your computer. Note that you cannot modify this property.

> **NOTE**: You can select a default setting for newly added files in the Project properties dialog box.

Versions tab

Note that the *Versions* tab is only available, if you have selected a single file from the project list.

The *Available versions* list shows all file versions that are available. Select a version and click the *Restore* button to save the selected version to a specified folder. Click the *Open* button to open the selected file version. AceBackup opens the file as if it was opened from your local system. Click the *Delete* button to delete the selected version.

> **Note** that you are not deleting the project item itself, but one of its versions. You can only delete versions if there is more than one version available in the project.

Backup Wizard

To add files which you would like to backup to your project, use the **Backup Wizard**.

You can open it either via the **Project** menu or in the project toolbar via the **Backup** button. Furthermore, the wizard will automatically open, once you drag a file via drag& drop into the project.

In the list you see the files which are to be added to your project and backed up. Using the **Add Folder** button you can select folders to add. Single files can be selected via the **Add Files** button. Via the **Delete** button you can remove single items from the list.

> **Note**: Only checked items will be added to your backup.

To start the backup immediately leave the option **Process backup immediately** checked. In case you only like to add items to your project for now uncheck the check box. By clicking *Next* you will start the process and **AceBackup** will add the files to your project.

Backup volume

The *Backup volume* is the location in which the backup data is copied (backed up).

As backup volume you can use, for example, a FTP server, a local folder, or a shared folder on your local area network.

Restore Wizard

To restore files which you have backed up with **AceBackup**, use the **Restore Wizard**.

You can either open it via the **Project** menu or via the **Restore** button in the **project toolbar**.

First, select all files and folders in the list which you would like to restore. In order to do this, check the according items in the list. Afterwards, click *Next*.

In the next step of the wizard you can determine to which location you would like to restore the files.

- **Restore to original location**: Adds the items to the original folder from which they were backed up.
- **Restore to alternate location**: Restores the items to any other possible location.

In case you do not want to restore all files, but only missing or additional files, check the **Smart Restore** option.

To start to restore the items immediately, leave the option **Process restoring immediately** checked.

Afterwards, click *Next* to start restoring.

Password prompt

The *Password prompt* dialog box appears, if you try to open an encrypted AceBackup project.

Enter the password and click the *OK* button. To mask the password while typing, mark the *Mask* checkbox. Mark the *Remember* checkbox, if you do not want to enter the password every time you re-open the project.

Confirm local file replacement

This dialog box prompts you to select the action that should be performed, if the file being restored has the same name as a file in your local folder.

You can choose between the following:

- *Yes* - to replace the local file,
- *Yes to all* - to replace this and other existing local files,
- *No* - to keep the local file,
- *Cancel* - to keep the local file and stop the operation.

File restoring error

This dialog box opens, when you are trying to restore a file that has been encrypted with different encryption settings and/or password than defined in your project.

To restore such a file, specify the encryption method and/or password that were originally used to backup this file.

Click

- *Yes* - to restore the file with the specified settings,
- *Yes to all* - to restore this and other files with the specified settings,
- *Ignore* - to ignore this file,
- *Abort* - to stop the restoring process.

To mask the password while typing, check the *Mask* box.

Features

File versions

With AceBackup you can keep multiple revisions of your files: You can create backup copies of important data and keep track of the revision history of your files.

How does it work?

Normally, if you process an AceBackup project, AceBackup will overwrite older file versions with the new versions. However, if you use the save versions function, AceBackup will preserve the old and the new file version.

Using the save versions function

By default, AceBackup is configured to replace old file versions. To save versions, select the project items and open the Project item properties dialog box. Select ***Create a new version*** from the *Collision* drop-down list. AceBackup will then save new versions of the selected items, instead of replacing the old ones with the new ones.

To set up the default settings of newly added files, select the project and open the Project properties dialog box. Go to the *Advanced* tab and select ***Create a new version*** from the *Default action on name collision* list.

Task scheduling

You can configure AceBackup to perform operations, such as backing up or updating your project according to a schedule.

To add, edit or remove a scheduled task, open the Project properties dialog box, switch to the Advanced page and click the *Edit* button.

AceBackup opens the Scheduled task properties dialog box. Switch to the *Schedule* page and set the necessary schedule settings. For more information, refer to the Windows online help.

> **HINT**: You can also configure scheduled tasks via the Windows Explorer. Just start the Windows Explorer and go to the *Scheduled tasks* folder. Locate the necessary task and double-click it.

Attention: If you wish to schedule a backup on a CD or DVD, make sure that a CD or DVD is inserted into the drive.

Backups on CD or DVD

AceBackup allows you to easily perform backup operations on CD or DVD. The application recognizes your CD writer and its writing speed automatically. You can use the following volume to burn on a CD or DVD: CD-R, CD-RW, DVD-R, DVD-RW.

To perform backup operations on a CD or DVD, define the medium and the path in the dialog box Properties/Volume.

Attention: If you wish to perform a scheduled backup operation on a CD or DVD, make sure that a CD or DVD is inserted in the drive.

Import project wizard

This wizard helps you to import an existing AceBackup project from your backup volume.

NOTE: This feature is useful, if you have lost your project file, but the backed up data is still available on a remote server or a local drive or computer.

On the *Location of project files* page of the wizard, enter the exact name of your project. Use the *Volume on* drop-down list to indicate where the data is located: on an FTP server, a local file, or LAN drive. Enter all the required information. The path is the same as defined in the ***New project wizard***. Click the *Next* button.

AceBackup searches for available files and folders, and displays a report. Click the *Finish* button to create the new project.

Verify project wizard

The ***Verify project wizard*** helps you to verify the consistency of the current project.

EXAMPLES
The wizard adds items that are on the backup volume, but not in the project file.
The wizard removes files that are in the project, but not on the backup volume.

Click the *Next* button to start verifying. The wizard will synchronize the project, if it finds any difference between the project file and the current content of the project.

> **HINT**: The wizard will not verify, if files are changed on the local system, it verifies only if the files have the same content as in the project. For example, if the files text1.txt, text2.txt, text3.txt are present in the project file and the files text1.txt.nsz, text4.txt.nsz, text5.txt.nsz are present on the volume, after the verifying the files text1.txt, text4.txt, text5.txt are present in the project file, because the wizard removed the files which were not present on the volume, and added those files which could be found on the volume.

Options: Appearance

Select the *Appearance* tab of the Options dialog box to modify the program appearance.

User interface theme

Here you can change the appearance of AceBackup.

User interface language

You can change the user interface language using the *User interface language* drop-down list at the bottom of the window. AceBackup currently supports *English* and *German*.

Highlighting project items

You can customize the way your project files and folders are highlighted.

First select an item state from the *Item state* drop-down list:

- ***Not marked*** - for items that are already backed up, and for which you do not want to perform any additional operations,
- ***Back up*** - for items that are to be copied to the backup volume,
- ***Restore*** - for items that are to be copied from the backup volume onto your computer,
- ***Delete*** - for items that are to be deleted from the backup volume.

Then you can choose the color for the selected item state using the *Color* drop-down list. You can also choose the font style by marking the *Bold*, *Italics*, *Underline* or *Strikethrough* checkboxes.

Play sounds

To receive an acoustic signal for every single action, check the box and click the button *Configure Sounds* to define the desired settings.

Show hidden files and folders

Check this option to be able to see hidden files and folders as well.

Options: Internet Settings

Proxy/Firewall

If your are connected to the Internet via a proxy server, specify the address (or host name) of the server.

- ***Use default proxy settings*** - to use the default (Windows) settings of the server address and port. Click *Modify* to change the system settings.
- ***Direct connection (no proxy)*** - if you are not connected via a proxy server.
- ***Manual configuration*** - enter the address (or host name) of the server into the *Address/Host name* box and the port number into the *Port* box.

Options: E-Mail settings

Enter your e-mail address into the *Address* box. AceBackup will use it (if configured) to send reports after performing backup operations. Enter the e-mail address of the addressee into the Addressee field, and the e-mail address of the sender into the Sender field.

To enable AceBackup to send e-mail messages, specify the e-mail server settings. Enter the address of your e-mail server into the *SMTP* box and the port number into the *Port* box. Some e-mail servers require that you login to its incoming mail account before sending an e-mail. Mark the *Authentication required* checkbox to login and enter the user name and password.

In case your server **requires an encrypted connection**, you can select this option below and choose the correct TSL Level from the drop down list.

Options: Advanced

Folders

Here you can change the path for storing the **log files** and **project files** of **AceBackup**.

CD/DVD drive

Use the slider to to set the Read and Write Speed for a CD/DVD.

Options: Volume

For new project use as default

In this section you can select if you wish to apply your **last selected project settings** for new projects or if you wish to apply the **default backup settings**.

Default backup destination

As default backup destination, you can select between

- **Local System**: Indicate the path on the local system.
- **FTP server**: Indicate **Address**, **Port**, **Directory**, **User name** and **Password**. For passive transfer check the box **PASV mode**.
- **CD/DVD drive**
- **Network Resource**

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