How to Configure UTBackup - Mac

Table of Contents

⊘ Tip

IMPORTANT Recommendations

1. Attach your computer to a _wired_ UT Campus Network before starting a first run backup and leave it attached until the backup process completes.
    - Depending on the size of your backup set this may take _several hours_ **or longer**.
2. Select only the files you wish to be backed up
    - For PC files are commonly located on your "Desktop" or in the "My Documents" folder.
    - For Mac files are most commonly located on your "Desktop" or in the "Documents" folder.

Video - Choosing what to Backup with UTBackup

Step 1 - Launch UTBackup and Create your Account

- locate and launch the installed UTBackup client by double clicking the house icon as indicated in wiki article Installing UTBackup - Mac

> ⊘ **Warning**
>
> **If you have previously created a UTBackup account from another computer, select the "Existing Account" radio button and click sign in.**

1. The **First name** and **Last name** fields can be left blank.
2. Enter your UT EID in the **Username** field then enter your UT EID password in the last two fields.
3. Click **Create Account**.

Step 2 - Selecting which files and folders to Back Up

Configuring Back up for Mac:

1. Open the UTBackup Crash Plan client, log in with your UT EID and password.
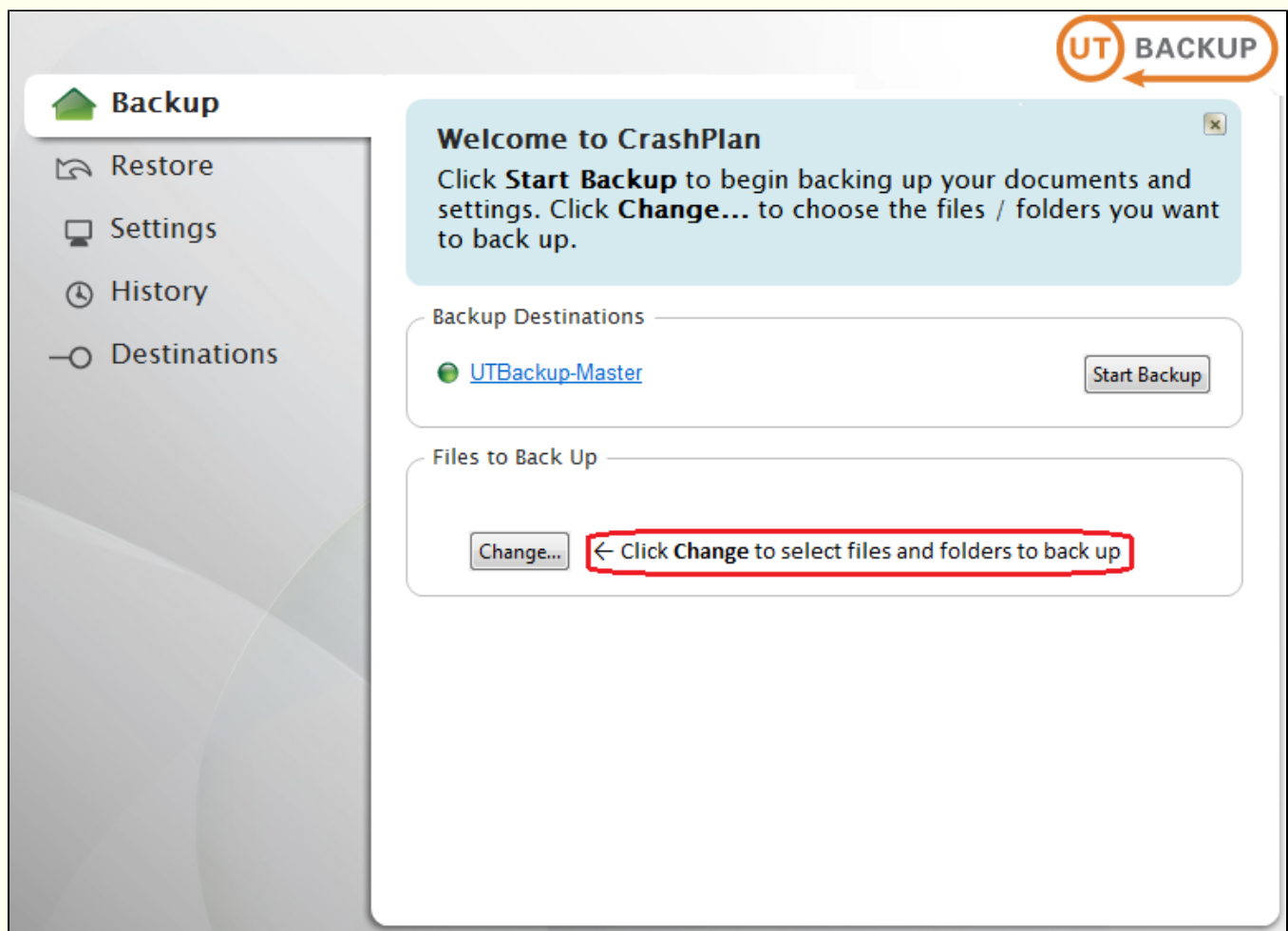
2. Select the **Backup tab**

3. Navigate to the **Files to Back Up** section and click **Change...** to open the window for selecting files and folders.

> ⊘ Warning
>
> **NOTE: Clicking the box to the left of the hard drive icon will back up the full contents of this drive and is not recommended.**
>
> > ⓘ Tip
> >
> > It is recommended that **Desktop** and **Documents** folders get backed up, but other folders might need to be added as well.

Warning

Change File Selection

- ☐ ▶ 📁 home
- ☐ ▶ 📁 net
- ☐ ▶ 💻 Untitled 1

☐ Show hidden files

[Cancel] [Save]
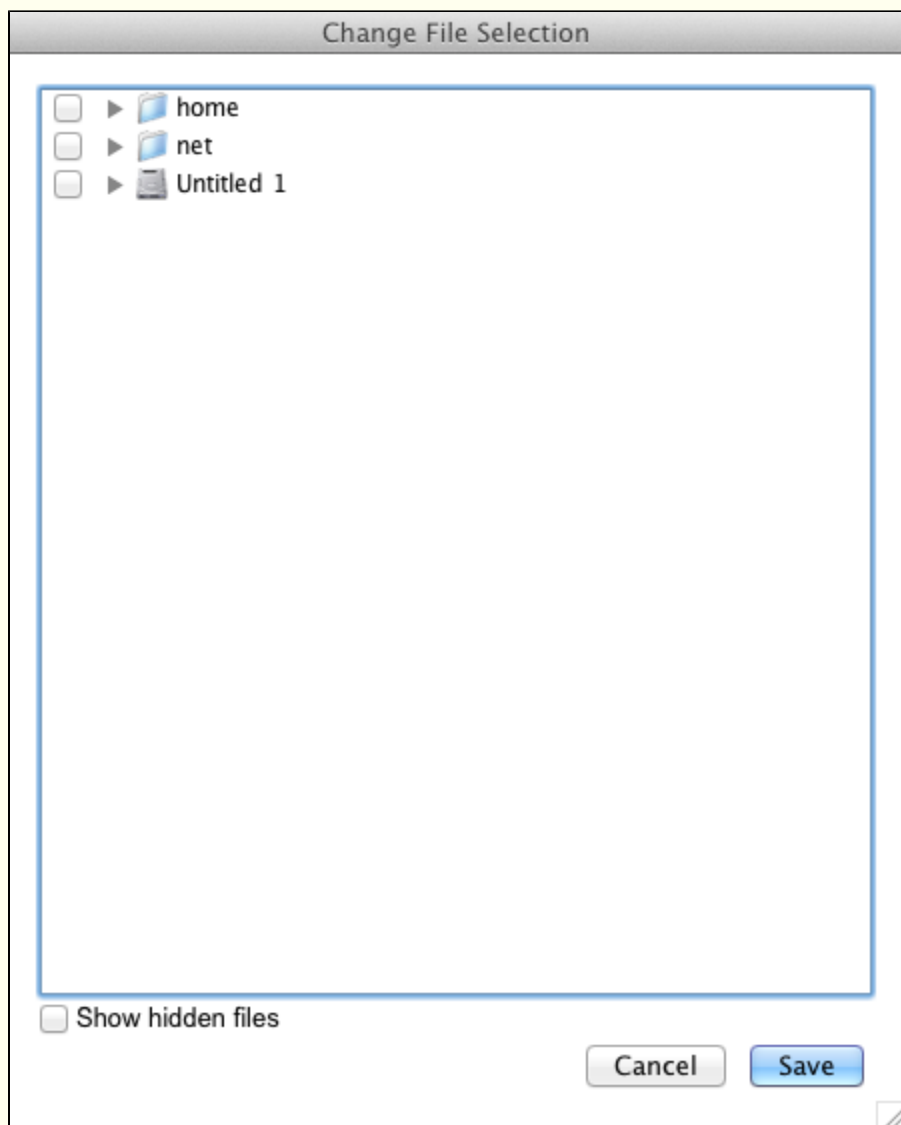
4. In the **Change File Selection** window the Mac's hard drive will be listed, click the triangle to the left of the hard drive icon and expand the file structure.

Change File Selection

- ▶ 📁 home
- ▶ 📁 net
- ▼ 💻 Untitled 1
  - ▶ 📁 Applications
  - ▶ 📁 home
  - ▶ 📁 Library
  - ▶ 📁 net
  - ▼ 📁 Users
    - ▼ 📁 choptop
      - ▶ 📁 Desktop ✓
      - ▶ 📁 Documents ✓
      - ▶ 📁 Downloads
      - ▶ 📁 Library
      - ▶ 📁 Movies
      - ▶ 📁 Music
      - ▶ 📁 Pictures
      - ▶ 📁 Public
    - ▶ 📁 itsadmin
    - ▶ 📁 Shared
  - 📁 var

☐ Show hidden files

Cancel   Save
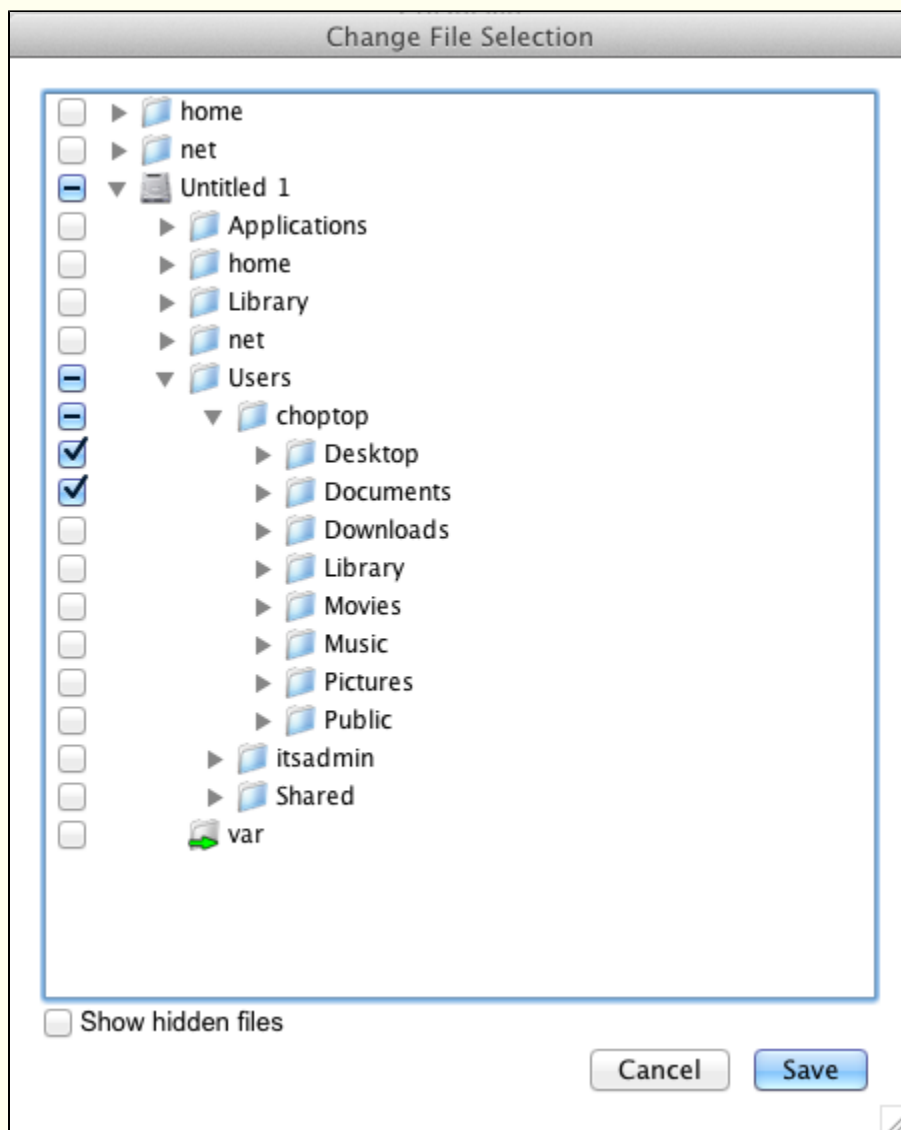
5. To back up your User Profile folder, click the triangle to the left of **Users** and expand the contents.

6. Locate your User home folder, this folder may be named with your UT EID or by another name if you are logging in with a local account.

Change File Selection

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  - ☐ ▼ 📁 Users
    - ☐ ▼ 📁 choptop
      - ☑ ▼ 📁 Desktop
        - ☑ 📄 20110720_Mac_OS_X_10.7_Lion_Install_
        - ☑ 🖼 Screen Shot 2011-10-12 at 8.52.16 AM
        - ☑ 🖼 Screen Shot 2011-10-12 at 8.52.55 AM
        - ☑ 📄 test.txt
      - ☑ ▼ 📁 Documents
        - ☑ ▶ 📁 About Stacks.lpdf
        - ☑ ▶ 📁 Microsoft User Data
        - ☑ ▶ 📁 RDC Connections
        - ☑ 📄 encrypt.rtf
      - ☐ ▶ 📁 Downloads
      - ☐ ▶ 📁 Library
      - ☐ ▶ 📁 Movies
      - ☐ ▶ 📁 Music
      - ☐ ▶ 📁 Pictures
      - ☐ ▶ 📁 Public

☐ Show hidden files

[Cancel] [Save]
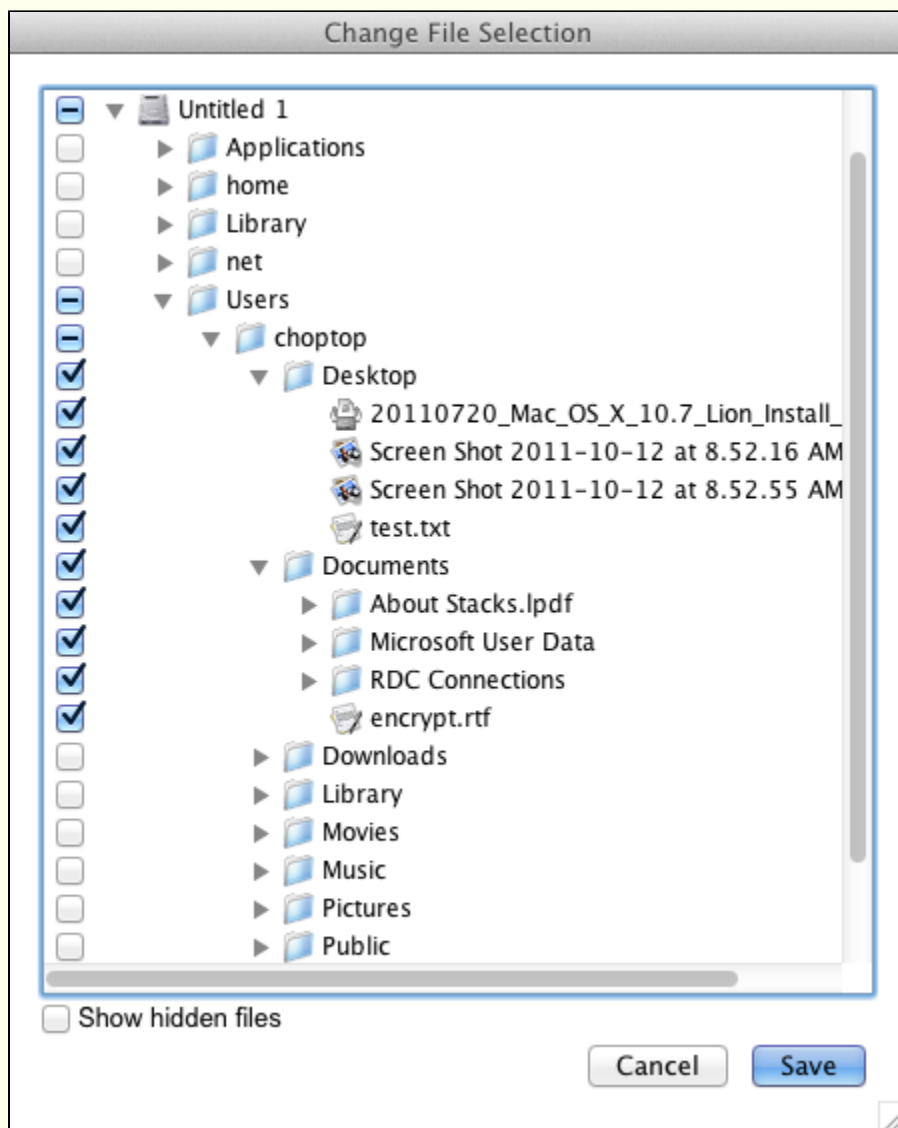
7. Clicking the box to the left of your User folder will select the entire contents of that folder for backup.

Change File Selection

- ☐ ▼ 🖥 Untitled 1
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  - ☐ ▶ 📁 net
  - ☐ ▼ 📁 Users
    - ☐ ▼ 📁 choptop
      - ☑ ▼ 📁 Desktop
        - ☑ 🖨 20110720_Mac_OS_X_10.7_Lion_Install_
        - ☑ 🖼 Screen Shot 2011-10-12 at 8.52.16 AM
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        - ☑ ▶ 📁 RDC Connections
        - ☑ 📄 encrypt.rtf
      - ☐ ▶ 📁 Downloads
      - ☐ ▶ 📁 Library
      - ☐ ▶ 📁 Movies
      - ☐ ▶ 📁 Music
      - ☐ ▶ 📁 Pictures
      - ☐ ▶ 📁 Public

☐ Show hidden files

Cancel   Save
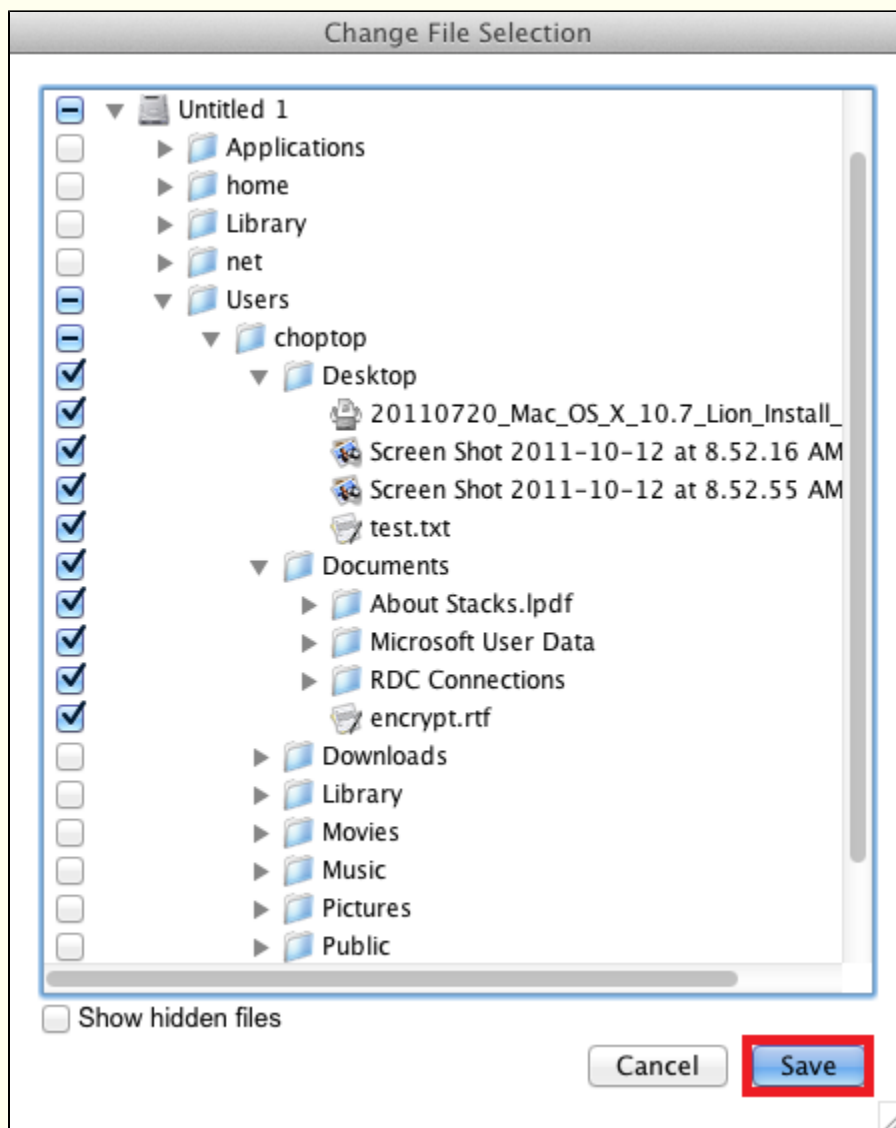
8. Clicking the arrow next to your User folder will expand the list of sub-folders which allows cafeteria style selection of which folders are to be backed up.

9. For example, you may want to only back up your **Documents** folder. This is accomplished by specifically clicking the box to the left of the **Documents** folder.

10. If you were to click the triangle to the left of **Documents** you would see that the entire contents of this folder is selected for back up.

11. Certain files or folders from selected directories may also be excluded from the backup by clearing the check mark to the left of each of those folders.

12. After file and folder selections are complete, click **Save**.

13. The files and folders you chose to back up will show up listed under **Files to Back Up**.

14. Click the "**Start Backup**" button to begin...

⊘

✓ Tip

Please note that you may see an indication of time left for backup.

* The back up will continue even if you close the application.

* If your computer goes to sleep, the back up will continue when it wakes up.

⊘ Warning

To maximize backup efficiency the initial seeding of a backup set should be allowed to complete while the computer is attached to a _wired_ UT Campus Network.

○ ○ ○   CrashPlan

UT BACKUP

🏠 **Backup**

↩ Restore

🖥 Settings

🕐 History

⊸ Destinations

Welcome to CrashPlan
Click **Start Backup** to begin backing up your documents and settings.
Click **Change...** to choose the files / folders you want to back up.

Backup Destinations

🟢 cp01.its.utexas.edu   ▐▌▌▌▌▌▌▌▌▌▌▌▌▌▌▌▌▌▌▌▌▌▌▌▌▌▌▌▌▌ ⏸
         Backup running — 22.6 hours remaining ℹ

Files to Back Up

📁 waj288   42,077 files 5.7 GB
         TOTAL 42,077 files / 5.7 GB

(Change...)   (Scan)