

For Free and Home Edition





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# Welcome

Thank you for using **EaseUS Todo Backup**. Being an integrated solution for crucial data and powerful OS protection, **EaseUS Todo Backup** is spread over millions of home computers. Focusing on efficient and stable backup, **EaseUS Todo Backup** is dedicated to safeguarding the operating system, emails, disks, partitions, documents, photos, pictures and musics, etc.

**EaseUS Todo Backup** generates the .pbd images for your reliable backups, which are to be promptly and easily recovered in the case of system crash, partition/disk corruption, virus infection and unexpected data loss, etc. Being distinguished from OEM backup solutions, NO extra hidden partitions are to be created or required on your hard drive to get EaseUS Todo Backup perform a backup or restore.

# **Getting Started**

This part outlines basic parameters to use **EaseUS Todo Backup.** It is to help you acquire a general understanding before you get started.

## **Hardware Requirements**

500 MHz processor or faster A minimum of 1 gigabytes (GB) RAM; A minimum of 2 GB RAM for Windows 8/8.1/10/11 A minimum of 1 GB of available space on the hard disk CD-R/RW, DVD-R/RW, DVD+R/RW or DVD+R DL drive Keyboard, mouse and other compatible pointing devices

## **System Requirements**

Make sure you are running any one of listed operating systems:

- Windows Vista®
- Windows® 7
- Windows® 8
- Windows® 8.1
- Windows® 10
- Windows® 11

## **Supported File Systems**

**EaseUS Todo Backup** supports file systems, including FAT12, FAT16, FAT32 and NTFS. Other files systems are shown to be **Other**. EaseUS Todo Backup supports the sector-by-sector **Backup** and **Clone** of **Other** Partition/Volume.

## **Supported Hard Disks**

**EaseUS Todo Backup** supports disks, including IDE, EIDE, SATA, ESATA, ATA, SCSI, iSCSI, USB 1.1/2.0/3.0 disk and Firewire disks. As for CD-R/RW DVD-R/RW DVD+R/RW DVD+R DL, **EaseUS Todo Backup** supports saving backup images to them without issue.



Dynamic disk, MBR and GPT disks are supported. EaseUS Todo Backup supports the disk capacity up to **16TB**.

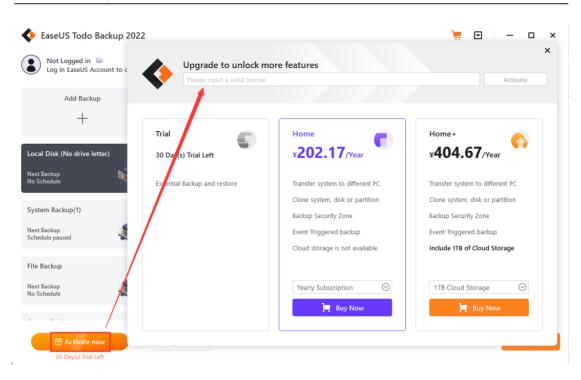
## Activation

In Free version, you can click the shopping cart in the right corner, or **Upgrade** button in the left corner to get the activation window. Enter the 25-digit license code to upgrade to the full version.

EaseUS Tod	o Backup 2022		🗄 Upgrade	▼
٤	Upgrade to unlock mo	pre features	Activate	K Recover
•				Clone
Free		Home	Home+	utilitie the Tc
Essent	tial Backup and restore	Transfer system to different PC Clone system, disk or partition	Transfer system to different PC Clone system, disk or partition	
		Backup Security Zone Event-Triggered backup Cloud storage is not available	Backup Security Zone Event-Triggered backup Include 1TB of Cloud Storage	
		Yearly Subscription	1TB Cloud Storage	

In the trial version, you can see how many days left for the trial version in the left corner. Click the shopping cart or **Activation Now** button to activate the software.





### **Offline activation**

To get offline activation when your computers is off Internet connection, please click <u>here</u>.

EaseUS Todo Backup 2022	!		) 📃 🖸	
Not Logged in EaseUS Account to conner	t.claud.service. About		Drowse to Re	Check for updates
Add Backup + Local Disk (No drive letter)		EaseUS Todo Backup 2022 (build 20220713)		Contact Technical Supp     Generate report     Online Help     About
Next Backup No Schedule	[	License code: Trial version: 30 day(s) left. <u>Replace</u> Machine Code: E7888*68DC1	-	
File Backup Next Backup No Schedule	Easeus Make your life easy! Yiwo <sup>®</sup>	https://www.easeus.com/backup-software/ Copyright: © 2004-2022 EaseUS. ALL RIGHTS RESERVED. EaseUS and Yiwo are registered trademarks of CHENGDU Yiwo Tech Development Co., Ltd.		<b>y Backups</b> Free of 232.2 GB
<ul> <li>Activate now</li> <li>30 Day(s) Trial Left</li> </ul>	Options			Backup Now

#### Tips:

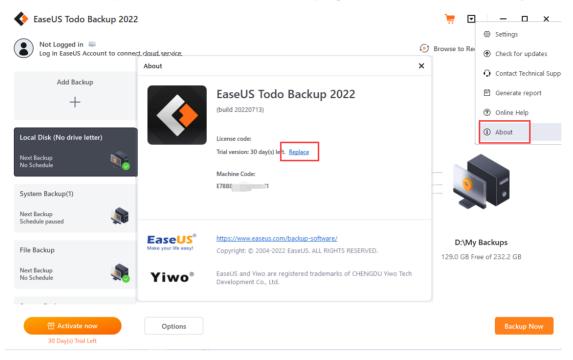
Machine code is a unique ID generated by EaseUS Todo Backup on the basis of your hardware information. It is closely tied with license code.

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## Replace license code

If you want to replace the license code on the machine which already have a code activated before, please click subtract button at the top right corner, select **About** > **Replace.** 



#### Note:

Each edition has its own license code. Only the codes to the same edition can be replaced.

## **EaseUS Account**

Login **EaseUS Account** enables to connect Cloud Server, so that the backup images can be saved in **EaseUS Cloud** directly. If you already have an account, please click the left corner to login.



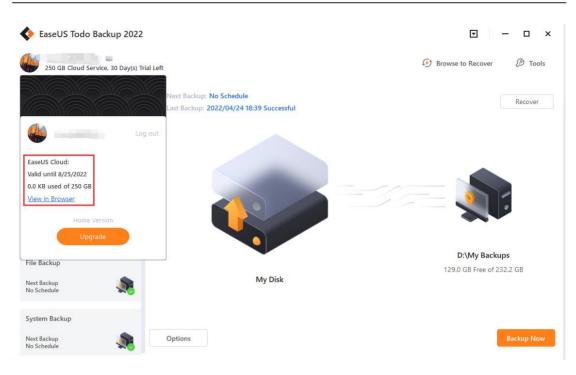


If you have no account, please click Sign up in Log in page to register your own account.

EaseUS Todo Backup 2022			▼ – □ ×
Not Logged in 🕮 Log in EaseUS Account to connect	cloud service		らう Browse to Recover
Add Backup	Next Backup: No S     Last Backup: 20	Schedule	Recover
Local Disk (No drive letter) Next Backup No Schedule		EaseUS Account	
System Backup(1) Next Backup Schedule paused	l	password Forgot Password?	
File Backup Next Backup No Schedule		Sign up	D:\My Backups 129.0 GB Free of 232.2 GB
System Backup Next Backup No Schedule	Options		Backup Now

And after login, the available space and validity of the Cloud Service will appear.





# **Edition Comparison**

For home users, EaseUS provides includes two editions, Home and Free edition.

**Free Edition** - Only used for home users. The license is intended to use the software only on one computer and only for your own personal use.

**Home Edition** - Basic version for home users. It has more features available, such as Backup/clone dynamic volume, System Transfer and Outlook Backup.

#### Tips:

Home edition has its trial edition, free of charge for 30 days' evaluation. Free edition can be activated to Home edition directly with a Home license code.

#### Feature Comparison

	Free	Home
Smart Backup		Υ
Disk/Partition backup	Y	Y
File backup	Y	Y
Incremental backup	Y	Y
Differential Backup	Y	Y



Backup/clone dynamic volume		Y
Schedule backup	Y	Y
System backup	Y	Y
Image-reserve Strategy	Y	Y
System Transfer		Y
WinPE emergency disk	Y	Y
Enable PreOS	Y	Y
Windows right click backup menu	Y	Y
Outlook backup		Y
Email notification, pre/post-command		Y
File Exclusion		Y
Cloud backup	Y	Y
Disk clone		Y
System clone		Y

# **Home Page**

EaseUS Todo Backup is designed to make your routine backup jobs in a more easily and smoothly way. The home page constitutes three main areas.





#### **Backup Task List**

In this entry, you can see the existing backups as well as create new ones by clicking +.

About how to use each of them exactly, please read from the corresponding paragraph. <u>Disk/Partition Backup</u>, <u>File Backup</u>, <u>System Backup</u>, <u>Smart Backup</u>, <u>Mail Backup</u>;

#### **Backup Details**

All basic info of a backup task can be directly found in the list, including the last and next backup time, backup source and target location. It is also possible to edit the backup options.

The **Recover** button in the right corner can bring you the Recover configuration page.

#### Other

Browse to Recover, Clone, System Clone, System Transfer, Check Image and some other useful features are located in this area.

## Backup

Backup generally refers to creating copies of important data. With these copies, you can recover your data after an unexpected computer disaster. Therefore, the main purpose of backup can be summarized as an effective remedy for system failure or data loss.

#### The benefits to protect your system with a regular backup tool:

1. Backup can be scheduled (e.g. regular automatic backups that require no user interaction);

2. Backup changes can be appended incrementally or differentially (i.e. after a full backup,



subsequent backups will take less time and occupy less space than the first one); 3. Backups allow you to keep several versions of the backed up data and you can restore to one of the previous versions (e.g. you can keep backups from one, two and three weeks ago on the same disk and you can recover the backup from the moment that you need);

4. Backup can be mounted and searched through (e.g. if you want to quickly find, view and copy a file from it).

User can easily get system running again after recovering a system image file to original drive even a new drive.

#### Tips:

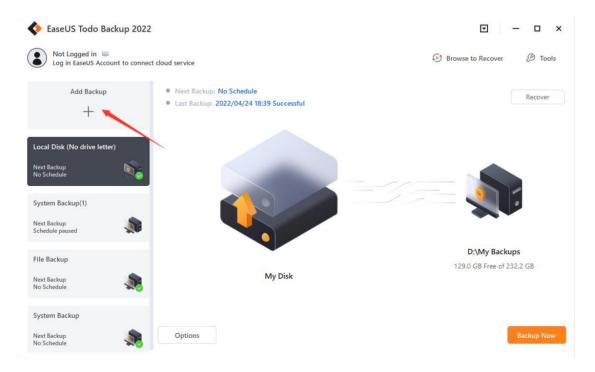
In order to ensure a rapid and successful backup process, please close all other applications before starting the operation and never try to save the image file to the partition/disk which you are backing up.

## **System Backup**

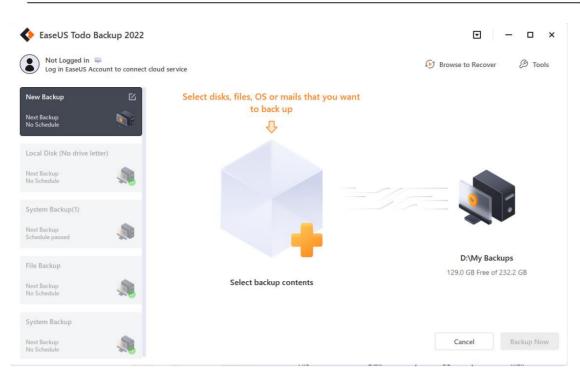
Windows Operation System is very important for a computer. It is necessary to protect it in the event of system crash.

EaseUS Todo Backup provides the easiest way to protect your operating system. In System backup, the necessary partitions for system boot will be selected automatically.

Please click **Add Backup** on the left side, select **OS** as the backup contents, select the destination location, then click **Backup Now**. The backup plan name can be edited, too.









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#### Advanced backup settings

Advanced backup settings are useful when you want to create a flexible and automatic backup plan. **Backup options** is to edit the advanced parameters. **Backup Scheme** is to create an automatic backup plan. **Backup Filter** is to exclude the added file types and folders to avoid backing up unnecessary files. With **Backup Notification**, you may monitor backup status with E-mail notification.

stem Backup 🛛	Backup Options Backup Scheme	Backup Filt	ter Backup Notification	
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	😤 User Account			
	Sp	litting	Automatic     MB (Enter your desired size, at least 50MB)	

For more details, please click:

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Backup option, Backup Scheme, Backup Filter, Backup Notification.

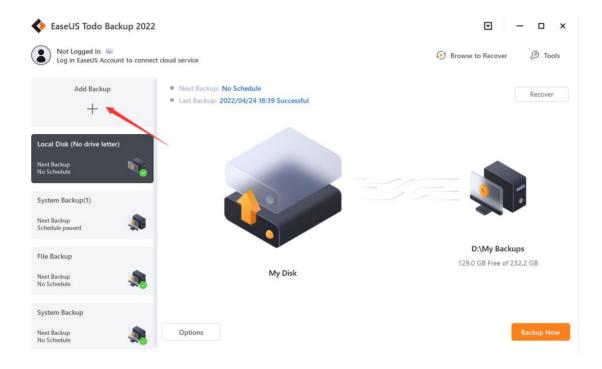
#### Tips:

Advanced backup settings are for reference only but not a prerequisite for backup.

## **Disk/Partition Backup**

Suppose there is only one disk with more one partitions on your computer. System Backup is to backup the partition only where the system and boot partitions are saved. In this case, you should use **Disk/Partition Backup** to help you back up the rest data partition.

Please click **Add Backup** on the left side, select **Disk** as the backup contents, tick the source disks/partitions, appoint the destination location, then click **Backup Now**.





EaseUS Todo Backup 2022		⊡ – □ ×
Not Logged in 💷 Log in EaseUS Account to connect	cloud service	😥 Browse to Recover 🖉 Tools
New Backup C Next Backup No Schedule	Select disks, files, OS or mails that you w to back up U	ant
Local Disk (No drive letter) Next Backup No Schedule		
Next Backup Schedule paused File Backup Next Backup	Select backup contents	D:\My Backups 129.0 GB Free of 232.2 GB
No Schedule System Backup Next Backup No Schedule		Cancel Backup Now
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System Backup Next Backup No Schedule		
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#### Advanced backup settings

Advanced backup settings are useful when you want to create a flexible and automatic backup plan. **Backup options** is to edit the advanced parameters. **Backup Scheme** is to create an automatic backup plan. **Backup Filter** is to exclude the added file types and folders to avoid backing up unnecessary files. With **Backup Notification**, you may monitor backup status with E-mail notification.



cal Disk E 🖸	Backup Options Backup Scheme	Backup F	ilter Backup Notification	
	Ø Performance	Priority	Medium	
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	Disk/Volume Settings		$\Phi$ High compression level will take more time to back up	
	😤 User Account	c-linia-		
		Splitting	Automatic     Automatic     MB (Enter your desired size, at least 50MB)	

#### For more details, please click:

Backup option, Backup Scheme, Backup Filter, Backup Notification.

#### Tips:

Advanced backup settings are for reference only but not a prerequisite for backup.

#### FAQ:

#### 1. What's the difference between System Backup and Disk/Partition Backup?

A: Please click <u>here to view the answer</u>.

#### 2. Can I backup the network drive?

A: No, EaseUS Todo Backup can just help you backup the files and folders in the network drive. However, it cannot backup the whole network drive.

#### 3. Where should I save backup image file?

A: You can save backup image to local hard drive, network drive, other storage device and EaseUS Cloud Storage. Please don't save the backup image to the same partition you want to backup.

#### 4. What is dynamic volume? Does EaseUS support its backup?

A: Dynamic volume is a part of a dynamic disk. Dynamic disk manages the volumes with a LDM (short for Logical Disk Manager) database. Compared with basic disk, dynamic one is divided into multiple types of volumes. Most dynamic volumes have advanced features in data storage, such as data redundancy in a Mirrored volume and fault-tolerant features in a RAID-5 volume.

Dynamic volume backup is supported. The backup process is the same as disk/partition backup on basic disk. One big difference lies in display. To be more precise, all the volumes on different disks are listed all together.



## File Backup

You may have a large amount of vital data to be protected as time goes on, such as documents, pictures, musics and videos, etc. It is always a good habit to have a backup on regular basis. File Backup is one of the best choices for you to get over unexpected data loss.

Please click **Add Backup** on the left side, select **File** as the backup contents, browse and tick the files/folders you want to backup, then click **Backup Now**. The backup plan name can be edited, too.





EaseUS Todo Backup 202	22	• – • ×
Not Logged in 🔤 Log in EaseUS Account to conr	nect cloud service	🗊 Browse to Recover 🛛 🖉 Tools
New Backup 🗹 Next Backup No Schedule	Select disks, files, OS or mails that you want to back up 4	
Local Disk (No drive letter) Next Backup No Schedule		
System Backup(1) Next Backup Schedule paused		
File Backup Next Backup No Schedule	Select backup contents	D:\My Backups 129.0 GB Free of 232.2 GB
System Backup Next Backup No Schedule		Cancel Backup Now







#### Advanced backup settings

Advanced backup settings are useful when you want to create a flexible and automatic backup plan. **Backup options** is to edit the advanced parameters. **Backup Scheme** is to create an automatic backup plan. **Backup Filter** is to exclude the added file types and folders to avoid backing up unnecessary files. With **Backup Notification**, you may monitor backup status with E-mail notification.



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lo Schedule	Ca File Settings	Compression	Fast •
	Disk/Volume Settings		${\scriptstyle \textcircled{0}}$ High compression level will take more time to back up
	😤 User Account	Splitting	Automatic 👻
			MB (Enter your desired size, at least 50MB)

#### For more details, please click:

Backup option, Backup Scheme, Backup Filter, Backup Notification.

#### Tips:

Advanced backup settings are for reference only but not a prerequisite for backup.

## **Smart Backup**

In File Backup, there is a special backup schedule, **Smart Backup**, which is performed every half an hour provided any changes are made. You can find it in **Options->-Backup Scheme**.



EaseUS Todo Backup 2022		<b>I</b> – – ×
Not Logged in EaseUS Account to connect of	cloud service	🕑 Browse to Recover 🖉 Tools
Favorites 🖸	Backup Options Backup Sch	neme Backup Filter Backup Notification
Next Backup No Schedule	One-time	Smart Backup option can create an intelligent schedule to monitor specified files or folders
Local Disk (No drive letter)	<ul> <li>Daily</li> </ul>	every half an hour, and generate a new backup image provided any changes are made within the 30 mins.
Next Backup No Schedule	O Weekly	Learn more
	O Upon Event	
System Backup(1)	Smart Backup	
Schedule paused		
File Backup		
Next Backup No Schedule		
System Backup		
Next Backup		Back OK
No Schedule		

#### Note:

Smart Backup does not support disk or partition backup. Files/folders saved in network drive is not supported by Smart Backup.

#### When You Need Smart Backup

#### Cases:

- 1. To backup database files that are frequently changed;
- 2. To backup shared files that are frequently updated;
- 3. Want to create multiple backup points for the recovery or rollback.

Before you move to what you are going to get with Smart Backup, you may need to have a knowledge of <u>the differences among full</u>, incremental and differential backup.

#### **How Smart Backup Creates Images**

The very first image of Smart Backup is always Full.

Thereafter, a new Full image is created every seven days: the first image on day 1 of the next period is Full.

The first image on days 2-6 is Differential.

Any second or later images on day 1 after the Full, or on days 2-6 after the Differential, is Incremental.

No backup images are created when your computer happens to be powered off or disconnected.

#### **How Smart Backup Manages Images**



To avoid insufficient disk space in your backup destination, Smart Backup automatically deletes images as follows:

1. All the Incrementals created yesterday will be deleted with the completion of today's first Differential image.

2. There should be 6 Differentials at most. The 1st Differential from day 2 will be deleted with the completion of the one after the next day 1 Full. For example: The Differential created on day 2 will be deleted with the completion of Differential on day 8 (day 2 of the next period).

3. There should be 2 Full images at most. Therefore you are limited to restore from the images in the past 15 days.

#### Tips:

Smart Backup supports to back up the folders/files by right click in Windows Explorer. Select **Create Smart Backup for selected file(s)** in Windows menu to start smart backup.

### **Email Backup**

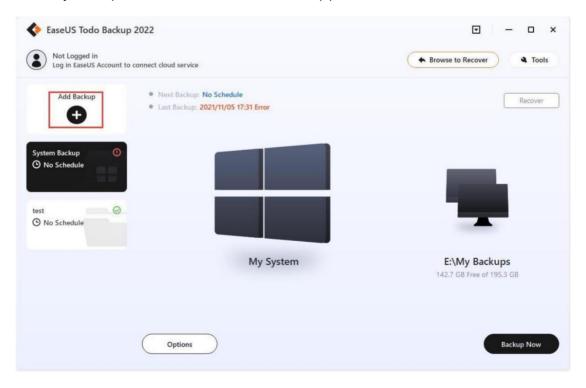
Communication via email is a popular manner and Microsoft Outlook is the most commonly-used email application. After a long time using, you may have many important mails to be backed up. EaseUS Todo Backup can be your guardian to protect these mails.

#### Tips:

Windows live mail and Mozilla Thunderbird are not supported.

Please click **Add Backup** on the left side, select **Mail** as the backup contents, specify contents for backup, then click **Backup Now**. The backup plan name can be edited, too.

You may backup whole mailbox, individual folder(s), Contacts and Calendar, etc.



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EaseUS Todo Backup 2022				⊡ – □ ×
Not Logged in Log in EaseUS Account to connect clou	d service		+ Brows	se to Recover
New Backup 🗹 O No Schedule		, OS or mails that you to back up		
System Backup ① No Schedule	-	2		÷.,
O No Schedule		•		-
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			Cancel	Backup Now
EaseUS Todo Backup 2022				⊡ – □ ×
Not Logged in Log in EaseUS Account to connect clou	d service		+ Brow	rse to Recover 🔹 Tools
New Backup C O No Schedule Saved Pictures				
O No Schedule		0		
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System Backup 📀 No Schedule				
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EaseUS Todo Backup 20.	22	▼ - □ ×
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Outlook backup ③ No Schedule	plan name	Select the destination where you want to save the backup
Adva (	Options	Cancel Backup Now

#### Advanced backup settings

Advanced backup settings are useful when you want to create a flexible and automatic backup plan. **Backup options** is to edit the advanced parameters. **Backup Scheme** is to create an automatic backup plan. **Backup Filter** is to exclude the added file types and folders to avoid backing up unnecessary files. With **Backup Notification**, you may monitor backup status with E-mail notification.



Outlook backup	Backup Options Backup Schem	e Backup Fi	ilter Backup Notification
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	File Settings	Compression	Fast •
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	😤 User Account	-	
	当前按住	又相 CTRL 并单击鼠标	示以跟踪链接 r your desired size, at least 50MB)

#### For more details, please click:

Backup option, Backup Scheme, Backup Filter, Backup Notification.

#### Tips:

Advanced backup settings are for reference only but not a prerequisite for backup.

# **Advanced Backup Settings**

Scheduled backup runs automatically in a regular time interval or at a specified time point. Here you are going to have a brief idea on how to configure the advanced settings.

## **Backup Options**

Backup Options is available for both created backups and newly created ones.

#### Performance

Performance includes Priority and Network.



Log in EaseUS Accou	nt to connect cloud service		Browse to Recover	Tools
iystem Backup [ D No Schedule	Backup Options Backup S	icheme Backup Fi	Iter Backup Notification	
	Ø Performance	Priority	Medium	
ystem Backup	Backup Splitting		${}^{}$ High priority will occupy more system resources	
3 No Schedule	Encryption		0 +	
	Custom Commands	Network	0 ♦ © transfer speed "0" indicates no limit	
	Offsite Copy			
3 No Schedule	C ile Settings	Compression	Fast -	
	Disk/Volume Settings		${\rm I} \!$	
	😤 User Account	Splitting	Automatic •	
		Spinning	MB (Enter your desired size, at least 50MB)	

#### Priority

Windows is a multitasking operating system that supports simultaneous running of multiple applications. Backup runs faster with Priority checked.

#### Network

This option means the network transfer limit. It is 0 Mbps by default. In this case, EaseUS Todo Backup is unlimited to utilize the network and disk I/O resource.

#### **Backup Splitting**

Backup Splitting includes Compression and Splitting.



Not Logged in Log in EaseUS Accour	t to connect cloud service	Srowse to Recover
ystem Backup 🕑 D No Schedule	Backup Options Backup	Scheme Backup Filter Backup Notification
	Ø Performance	Compression Fast
ystem Backup	Backup Splitting	High compression level will take more time to back up
No Schedule	Encryption	Splitting Automatic •
	Custom Commands	MB (Enter your desired size, at least 50MB)
st	Offsite Copy	
) No Schedule	□ File Settings	Enable backup encryption
	Disk/Volume Settings	Type password
	😤 User Account	Confirm password
		$\boldsymbol{\Phi}$ Please keep your password confidential. If lost, the data will not be recovered.
		Custom Commands

#### Compression

A backup file can be compressed with different compression levels. In most cases, images with **High** compression is in a smaller size than the ones with **None** or **Fast** compression.

#### Tips:

Backup with **High** compression level is not supposed to generate a small image. The reason is some files that have been compressed won't be repeatedly compressed any more, such as .jpg, .pdf and .mp3, etc.

#### Splitting

To accommodate different storage medium, images require to be split into small pieces with Backup Splitting.

**Automatic** - Image size is automatically split by file system type of destination storage device with Automatic checked.

#### Encryption

To protect images with password, please **enable Backup Encryption.** The password adopts AES256 algorithm, which should be less than 15 characters.



Log in EaseUS Account	t to connect cloud service		
ystem Backup	Backup Options Backup S	cheme Backup Filter Backup Notificatio	on
	Ø Performance	Enable backup encryption	
ystem Backup	🕒 Backup Splitting	Type password	
No Schedule	Encryption	Confirm password	
	Custom Commands	The password is empty.	
est	Offsite Copy	Please keep your password confide	ntial. If lost, the data will not be recovered.
No Schedule	File Settings	Custom Commands	
	Disk/Volume Settings	Pre-command	✓ Edit
	😤 User Account	Post-command	- Edit
		① The backup task may be pended if t	the command you set needs user operation.
		Offsite Copy	

#### Note:

Make sure the password is properly saved. EaseUS is unable to decrypt the encrypted images.

#### **Custom Commands**

You may set any commands to be executed before or after a backup plan. For more details, please click <u>here</u>.

#### **Offsite Copy**

To better protect images, you may set Offsite Copy. Images will be automatically duplicated to FTP server with the completion of backup.



	nt to connect cloud service					e to Recover	A Tools
ystem Backup 🛛 🖸 No Schedule	Backup Options Backup S	icheme Backup Filter	Backup Notificati	ion			
	Ø Performance	Offsite Copy					
ystem Backup	Backup Splitting	FTP address			)	Port 21	
No Schedule	Encryption	User name			)	Anonymity	
	Custom Commands	password				Passive mode	
st	Offsite Copy	Retry	0	\$	Times	Test connection	
) No Schedule	File Settings	① The image files	s on tape/cloud devi	ce do not su	pport FT	P.	
	Disk/Volume Settings	File Settings					
	😤 User Account						
		Preserve file se	ecurity settings in ba	ckup			
		Include all cont	tents referred to Rep	oarse Point			

#### **Basic settings:**

**FTP address** - Specify the FTP address with subdirectory included . **Port** - Specify a port number for the FTP connection. **Username** and **Password**- Input the username and password to log in the FTP.

#### Note:

Check **Anonymity** when there is no FTP password or user name or FTP is accessible to everyone.

#### Additional settings:

**Retry**- Set the retry times. EaseUS Todo Backup automatically retries to connect to the server as many times as it is specified in case of FTP connection failure. **Passive mode** - FTP has two working modes, **PORT** and **PASV**. The default mode is PORT.

**Test connection-** Test parameters for FTP to make sure FTP is accessible before backup.

#### **File Settings**

This feature can enable you to preserve file security settings in backup as well as include all contents referred to Reparse Point.



ystem Backup [ No Schedule	Backup Options Backup	Scheme Backup Filter Backup Notification	
	③ Performance	File Settings	
	Backup Splitting	Preserve file security settings in backup	
No Schedule	<ul> <li>Encryption</li> <li>Custom Commands</li> </ul>	Include all contents referred to Reparse Point	
est (	Offsite Copy	Disk/Volume Settings	
No Schedule	C File Settings	Sector by sector backup	
	<ul> <li>Disk/Volume Settings</li> <li>User Account</li> </ul>	When running the task, use the following user account:	
		System Run As	

#### **Disk/Volume Settings**

This feature is available for disk/partition/system backups. By ticking **Sector by sector backup**, all the data sectors and blank ones are to be backed up. It is useful when there are errors on the file system. However, it slows down backup speed with a relatively larger image compared with a normal backup.

EaseUS Todo Back	up 2022	E	×
Not Logged in Log in EaseUS Account	to connect cloud service	Browse to Record	ver A Tools
System Backup 🖸	Backup Options Backup St	cheme Backup Filter Backup Notification	
System Backup No Schedule test No Schedule	<ul> <li>Performance</li> <li>Backup Splitting</li> <li>Encryption</li> <li>Custom Commands</li> <li>Offsite Copy</li> <li>File Settings</li> <li>Disk/Volume Settings</li> <li>User Account</li> </ul>	Disk/Volume Settings Sector by sector backup When running the task, use the following user account: System Run As	
	Reset to Initial	Back	ОК

#### **User Account**

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You can specify the user account to run the task. Please click **Run As** and input the correct account name and password.

em Backup 🖸	Backup Options Backup	Scheme Backup Filter Backup Notification	
No Schedule	Ø Performance	When running the task, use the following user account:	
em Backup	Backup Splitting	System Run As	
Vo Schedule	Encryption	User Account	×
	🖉 Custom Commands		
	🔗 Offsite Copy	Enter your account name and password:	
lo Schedule	Co File Settings		
	Disk/Volume Settings	password	
	음 User Account		

## **Backup Scheme**

EaseUS Todo Backup provides six **Schedule Types**.

EaseUS Todo Backup	2022	⊡ – □ ×
Not Logged in Log in EaseUS Account to c	connect cloud service	Srowse to Recover Tools
Local Disk (No drive le 亿 ④ No Schedule	Backup Options Backup	Scheme Backup Filter Backup Notification
System Backup (2) No Schedule test (2) No Schedule	<ul> <li>One-time</li> <li>Daily</li> <li>Weekly</li> <li>Monthly</li> <li>Upon Event</li> <li>Smart Backup</li> </ul>	<ul> <li>Execute backup immediately when task created</li> <li>Execute backup at 18:43 Ton 2021/11/11</li> <li>Backup method Incremental T</li> <li>Create a full backup every 5 Backups</li> <li>Wake the computer to run this backup</li> <li>Run missed backup at system startup if computer is shutdown</li> </ul>
		Enable image reserve strategy  I will preserve no more than  Day(s)
		Васк ОК

#### **One-time backup**

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It specifies a time to execute the backup task once.

#### Daily backup

The backup is to be automatically executed at the scheduled time every day, which may be either at specific time point(s) or by time interval.

Time- Execute the plan at specific time point(s). Click to add new time points. Five time points are limited within one day. To remove the time point, please click . Interval - Set start time, finish time and interval time for the plan. Suppose start time is at 6:00 am and finish time at 10:00 am with 2-hour interval time. Backups will be executed for three time at different time points, 6:00 am, 8:00 am and 10:00 am.

#### Weekly backup

The backup is to be automatically executed at the scheduled time every week.

#### Monthly backup

The backup is to be automatically executed at the scheduled time every month, which may be based on date or week. An exact time point on the exact day(s) to execute the backup is required.

**Every** - Schedule the time by week. You may choose first, second, third, fourth or last week of each month to execute the backup.

**On-** Schedule the time by date. You may choose any exact day(s) to execute the backup in each month.

#### Upon event

The backup is to be automatically executed in the event of:

System startup - Backup runs automatically when system starts up.
System shutdown - Backup runs automatically when system is shutdown.
User log on - Backup runs automatically when user logs in.
User log off - Backup runs automatically when user logs off.
USB device plugged in - Backup runs automatically when USB device is plugged in provided that it is set to be the destination.

#### Once a day only

The event backup will be executed once a day only in any cases with **Once a day only** checked.

#### **Specified date**

The event backup will be executed on the exact date checked only. The event backup is to be executed everyday with **Specified date** unchecked.

#### Note:

Exchange backup does not support **Upon event**.

#### Smart backup

Smart Backup option can create an intelligent schedule to monitor specified files or folders



every half an hour, and generate a new backup image provided any changes are made within 30 mins. For more information please click <u>here</u>.

Apart from choosing the backup time schedule, there are other options like **Backup method** and **Image Reserve Strategy.** 

#### **Backup method**

There are three backup methods, **Full**, **Incremental** and **Differential**. You may get a knowledge of <u>differences among Full</u>, <u>Differential and Incremental</u> here.

Not Logged in Log in EaseUS Account	to connect cloud service	A Browse to Recover
Add Backup	Backup Options Backu	p Scheme Backup Filter Backup Notification
	O One-time	● Time 0:00 + •
System Backup () O No Schedule	Daily	
	O Weekly	◯ Interval Start time: 0:00
	O Monthly	Interval time: 00:01 🗢
-	O Upon Event	Backup method Incremental
test 🔗		
	<ul> <li>Smart Backup</li> </ul>	Create a full backup every 5
		✓ Wake the computer to run this backup
		Run missed backup at system startup if computer is shutdown
		E nun missed backup at system startup in computer is snattorin
		Fnahle imane reserve strateny

#### Create a full backup every X backups

You can set up to create a full backup regularly. For example if you set the number as 5, the 6<sup>th</sup>, 11<sup>st</sup>, 16<sup>th</sup> backup images would be full ones.

#### Run missed backup at system startup if computer is shutdown

The latest missed backup will be automatically executed at the startup of Windows in the case that your computer happens to be shutdown or power failure in **Daily**, **Weekly** or **Monthly** scheduled backup.

#### Image reserve strategy

Destination storage is to be out of space sooner or later without **Image Reserve Strategy**. It can delete the old backups automatically. Here is how it works in image retention rule to save storage space.



Cog in Easeos	Account to co	onnect cloud service	
stem Backup No Schedule	R	Backup Options Backup So	cheme Backup Filter Backup Notification
		O ne-time	☑ Wake the computer to run this backup
System Backup ① ③ No Schedule	0	Daily	Run missed backup at system startup if computer is shutdown
		O Weekly	
		O Monthly	Enable image reserve strategy
it 👘		O Upon Event	● I will preserve no more than 1
O No Schedule		Smart Backup	I will preserve the last 1 + backup(s)
			Don't delete the first image
			Reserve image via image merging method
			$\oplus$ (It saves the space occupied by images. But the backup process requires more time.)

Images are be deleted on the basis of period, numbers, week, month and year. For more details, please click <u>here</u>.

**Don't delete the first image** - First full image will neither be deleted nor be counted into preserved images as per image retention rule with Don't delete the first image checked.

**Reserve image via image merging method** - Images are to be intelligently merged with Reserve image via image merging method checked. For more details, please click <u>here</u>.

## **Backup Filter**

This feature can exclude the certain file types and folders to avoid backup the unnecessary files. You can add the files/folders by imputing the file extension, path, or browse them. Click the delete icon to remove them from the filter list.



Not Logged in Log in EaseUS Account	A Browse to Recover
Disk 0 🖸	Backup Options Backup Scheme Backup Filter Backup Notification
	Enable Backup Filter
ystem Backup	SRecycle.Bin
No Schedule	S *,pbd
	tmp
est No Schedule	C:\Users\xys\AppData\Local\Temp
	C:\Users\xys\AppData\Local\Microsoft\Windows\NetCache
	C:\Windows.old
	File extension, mask or path Add

### Note:

You can not edit the Backup Filter list when creating System Backup.

## **Backup Notification**

You may monitor backup status with E-mail notification. Here is how to set an email notification. For more details, please click <u>here</u>.

tem Backup 🛛 🗹 No Schedule	Backup Options Back	up Scheme Backup Filter	Backup Notification		
	To: easeus@gmail.com				
tem Backup 🕚 No Schedule	E-mail subject contains Computer name:	DESKTOP-test	Plan name:	System Backup	)
	SMTP settings Server name:		Port:	25	)
No Schedule	Username: Password:		Display name:	Send test message	]
	Additional notification setti	hen operation succeeds			

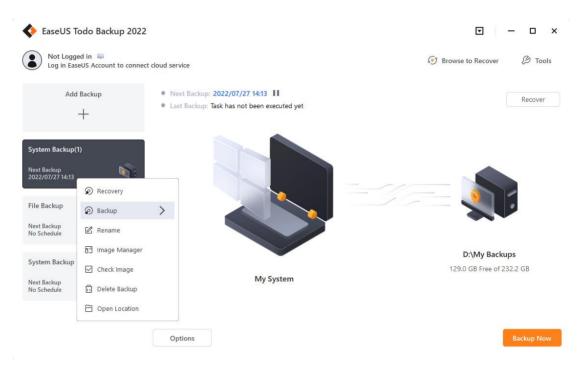
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# **Edit Existing Backup Task**

Highlight the task and you will see the execute time of the last and the next backup on the home page. By clicking the source and destination icon you can change the backup content and the destination locations.

Right click the existing backup task, there are several other options including Recovery, Backup and others.



### Recovery

To click Recovery is to restore the backup. For more details, please click Recovery.

### Backup

To click Backup is to manually run a Full, Incremental or Differential backup, which will not affect the subsequent scheduled backups.

### Rename

To rename the backup task.

### Image Manager

To click Image Manager is to manually delete or merge the created images.

### Check image

For more information, please refer to <u>Check image</u>.

### **Delete Backup**

To remove the backup task only with Delete related images unchecked.

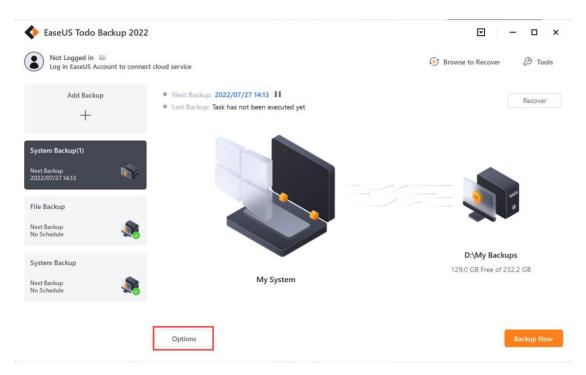
### **Open Location**

To access the file directory where you saved backup image file.



### Edit Task

Highlight the backup plan and click Options.



## **Cloud backup**

Currently there are 2 kinds of cloud backup options in Todo Backup Home.

### Public Cloud Storage

You can backup to public cloud storage like **OneDrive**, **DropBox** and **GoogleDrive**. Cloud backup supports **File backup**, **Smart backup**, **Mail backup** and **Exchange backup** only.

You will find the Cloud backup in Local Drive->-Cloud Device.



#### EaseUS Todo Backup 2022 Not Logged in 🔤 Log in EaseUS Account to connect cloud service S Tools Browse to Recover New Backup Next Backup No Schedule 6 System Backup(1) Next Backup 2022/07/27 14:13 File Backup Next Backup No Schedule Local Drive EaseUS Cloud NAS Security Zone Only for file backup System Backup Next Backup No Schedule 1 EaseUS Todo Backup 2022 • – 🗆 × Not Logged in 🔤 Log in EaseUS Account to connect cloud service Browse to Recover 🖉 Tools New Backup Add Cloud storage service Next Backup No Schedule 6 Select a Cloud drive to add > 🗀 Library x > 🖹 My Documents For EaseUS Todo Backup to get authorization to access your account, please select Cloud Service to connect. System Backup(1) > 🕞 Favorites Next Backup 2022/07/27 14:13 ∨ 🖵 Computer > 🗌 New Volume (D > 🗋 (C:) File Backup DropBox GoogleDrive OneDrive > 🕄 Network Next Backup No Schedule 🗸 🗅 Cloud Device O + Add Cloud stor System Backup > 🖺 Desktop Cancel Next Backup No Schedule New folder ОК Back

Cloud storage requires to be authorized via webpage. Here is an example of GoogleDrive:

EaseUS Todo Backup User Guide



n in - Gooç	gle Accour 🗙	+ ~		-		×
ଇ (	合 https	x//accounts.google.com/o/oauth2/auth/identifier?redirect_uri=http%3A%2F%2Flocalhost%3A12335%2F&response_tyr 🛄 🖈	垥	R	ß	
		G Sign in with Google          Sign in         to continue to EaseUS Todo Backup         Email or phone                   Forgot email?         Before using this app, you can review EaseUS Todo Backup's privacy policy and terms of service.         Next				
		-	A ttps://accounts.google.com/o/oauth2/auth/identifier?redirect_uri=http%3A%2P%2Flocalhost%3A12335%2F&response_byr () *	A https://accounts.google.com/c/counth2/auth/identifierTredirect_uri=http?%3A%2F%2Flocalhost%3A12335%2F&response_tyr () *	A https://accounts.google.com/o/ouuth2/auth/identifier?redirect_uri=http%3A%2F%2Flocalhost%3A12335%2F&response_by  k t	A https://accounts.google.com/o/oauth2/auth/identifier?redirect_uri=http%3A%2P%2Flocalhost%3A12335%2F&response_by □ ★ ▲ ℓ ↓

### **EaseUS Cloud Storage**

Based on Amazon S3, EaseUS Cloud Storage is provided for the cloud-subscription users. And the backup images can be saved to EaseUS Cloud directly.

Currently it only supports File Backup.

💠 EaseUS Todo Ba	ckup 2022				▼ – □ ×
Not Logged in EaseUS Account	unt to connect clo	ud service		🗊 Brow	rse to Recover 🤌 Tools
New Backup	ß				
Next Backup No Schedule	<b>N</b>				
System Backup(1)					
Next Backup 2022/07/27 14:13	۲				
File Backup					
Next Backup No Schedule	<b>A</b>	Local Drive	EaseUS Cloud	NAS	Security Zone
System Backup		Local Diffe	Only for file backup		Security Lone
Next Backup No Schedule					
					Back

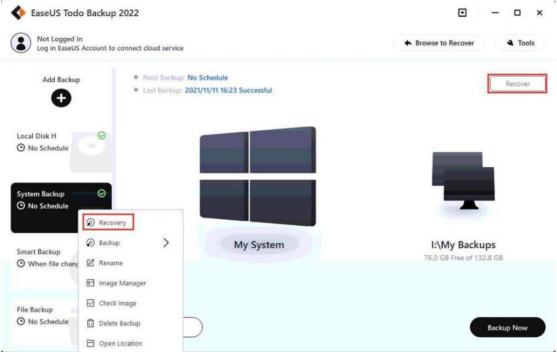


# Recovery

This feature is the reverse process of a backup. It will expand the files compressed in the backup image and restore files to the time point when the image file was created. With a simple recovery process, you can rescue the computer from a variety of disasters, such as virus infection, system crashes, partition failure and data loss.

# **System Recovery**

1. Highlight the backup task, right click and select Recover, or click Recover in the right corner.



2. Choose one **History version** of backup image, after confirming the contents, click Next button.



Not Logged in Log in EaseUS Account to	o connect cloud service	Browse to Recover     Coole
Add Backup		
Ð	History Version 2021-11-11 16:11 Full -	
•	2021-11-11 16:11 Full	
cal Disk H	Hard disk 0 (232.89 GB, Basic, MBR)	
No Schedule	system C: (NTFS)	
	141.91 GB Free of 232,88 GB	
stem Backup 💽		
Recovering task		
nart Backup		
When file changes		
e Backup 🕑		
		(Cancel ) Next
EaseUS Todo Backup	get disk and tick the Advanced Option <sup>9 2022</sup>	ns if needed, then click Next. ☑ – □
	p 2022	ns if needed, then click Next. ☑ – □
EaseUS Todo Backup	p 2022	ns if needed, then click Next. ☑ – □
EaseUS Todo Backup Not Logged in Log in EaseUS Account to	o 2022	ns if needed, then click Next. ☑ – □
EaseUS Todo Backup Not Logged in Log in EaseUS Account to Add Backup	o connect cloud service    Recover to:   Hard disk 0  Advanced options	ns if needed, then click Next.
EaseUS Todo Backup Not Logged in Log in EaseUS Account to Add Backup (+) Cal Disk H	o 2022	ns if needed, then click Next.
EaseUS Todo Backup Not Logged in Log in EaseUS Account to Add Backup (+) Cal Disk H	o connect cloud service    Recover to:   Hard disk 0  Advanced options	ns if needed, then click Next.
EaseUS Todo Backup Not Logged in Log in EaseUS Account to Add Backup (+) Cal Disk H	o connect cloud service	ns if needed, then click Next.
EaseUS Todo Backup Not Logged in Log in EaseUS Account to Add Backup (************************************	o connect cloud service	Ans if needed, then click Next.
EaseUS Todo Backup Not Logged in Log in EaseUS Account to Add Backup (************************************	o connect cloud service	Ans if needed, then click Next.
EaseUS Todo Backup Not Logged in Log in EaseUS Account to Add Backup (************************************	p 2022      p 2022      p connect cloud service       Recover to:	Ans if needed, then click Next.
EaseUS Todo Backup Not Logged in Log in EaseUS Account to Add Backup Cal Disk H No Schedule Stem Backup Recovering task	e connect cloud service	Ans if needed, then click Next.
EaseUS Todo Backup Not Logged in Log in EaseUS Account to Add Backup Cal Disk H No Schedule Stem Backup Recovering task	e connect cloud service	Ans if needed, then click Next.
EaseUS Todo Backup Not Logged in Log in EaseUS Account to Add Backup Cal Disk H No Schedule Stem Backup Recovering task	e connect cloud service	Ans if needed, then click Next.
EaseUS Todo Backup Not Log in EaseUS Account to Add Backup Cal Disk H No Schedule Stem Backup Recovering task	e connect cloud service	Ans if needed, then click Next.
EaseUS Todo Backup Not Logged in Log in EaseUS Account to Add Backup Cal Disk H No Schedule Stem Backup Recovering task	e connect cloud service	Ans if needed, then click Next.

### Attention:

The original system will be overwritten once the recovery starts. A <u>WinPE bootable disk</u> or <u>Pre-OS</u> is required for recovery in the case of OS failure.

### Advanced restoration settings

These advanced settings can help you restore the backups more stably and smoothly in some special case. However, without these advanced settings, EaseUS Todo backup can



still give you a full restoration.

**System Transfer** - Restore the image which contains Windows system to dissimilar computer, for details please click <u>here</u>.

**Optimize for SSD** - If the destination disk is SSD, check this option will ensure sector alignment in the process.

**Sector by Sector recovery** - Checking this option will recover the contents from an image file sector by sector. It ensures that the recovery process finishes successfully even if there are some logic errors on the original partition or hard disk. If you want every file distributed to its original sector after recovery, checking this option will meet that goal. **Create a portable Windows USB Drive-** Check this option if the target disk is connected via USB.

4. Adjust the disk layout of the target disk, then click Proceed.

Not Logged in Log in EaseUS Account to	connect cloud service				Browse to R	Recover A Tools
Add Backup	Source disk layout	t				
ocal Disk H	Disk 0 232.89 GB Basic MBR	system (C:) 232.88 GB NTFS				
O No Schedule	Target disk layout	after copy				Autofit the disk 🔹
	Disk 1					Autofit the disk
ystem Backup	465.76 GB	system (D:)	F:	G:	Unallo H:	Edit disk layout
Recovering task	Basic MBR	100.00 GB NTFS	183.00 GB	30.29	12.82 6.84 GB	132.81 GB
mart Backup						
When file changes						
ile Backup 📀						

## **Disk/Partition Recovery**

1. Highlight the backup task, right click and select Recover, or click Recover in the right corner.



EaseUS Todo  Not Logged in Log in EaseUS A	Backup 2022		Herowse to Recover     Tools
Add Backup Local Disk H O No Schedule	Next Backup: No :     Last Backup: 2021	Schedule /11/11 16:24 Successful	Recover
System Backup O No Schedule			
Smart Backup ⓒ When file change	Check Image Delete Backup Copen Location	My Disk New Volume H:	I:\My Backups 76.0 GB Free of 132.8 GB
File Backup	Options	)	Backup Now

2. Choose one **History version** of backup image, after confirming the contents, click Next button.

💠 EaseUS Todo E	ackup 2022			– 🗆 ×
Not Logged in Log in EaseUS Act	ount to connect cloud service		Browse to Recover	A Tools
Add Backup	Disk/Partition mode File mode History Version 2021-11-11 16:23 Full -	1		
Local Disk H ⑦ Recovering task	Hard disk 1 (465.76 GB, Basic, MBR) New Volume H: (NTFS)	•		
System Backup	6.80 GB Free of 6.84 GB			
Smart Backup				
File Backup () No Schedule			Cancel	Next

3. Choose the target disk and tick the Advanced Options if needed, then click Next.



Not Logged in Log in EaseUS Account to	connect cloud service	<ul> <li>Browse to Re</li> </ul>	ecover 🍳 Tools
Add Backup	Recover to: Disk 1		
G	Advanced options	×	
cal Disk H	Optimize for SSD		
Recovering task	Sector by sector recovery	10 K8	
	Create a portable window	s USB Drive	
stem Backup 🥥			
No Schedule	-	GB	
art Backup 💿		OK Cancel	
When file changes		32)	
	15.44 GB Free of 183.00 GB	30.27 GB Free of 30.21	J GB
Backup 📀			

### Note:

when you proceed a Disk/Partition recovery, the data on destination drive will be overwritten, please be careful that selecting the correct drive to restore.

### Advanced restoration settings

These advanced settings can help you restore the backups more stably and smoothly in some special case. However, without these advanced settings, EaseUS Todo backup can still give you a full restoration.

**Optimize for SSD** - If the destination disk is SSD, check this option will ensure sector alignment in the process.

**Sector by Sector recovery** - Checking this option will recover the contents from an image file sector by sector. It ensures that the recovery process finishes successfully even if there are some logic errors on the original partition or hard disk. If you want every file distributed to its original sector after recovery, checking this option will meet that goal. **Create a portable Windows USB Drive-** Check this option if the target disk is connected via USB.

4. Adjust the disk layout of the target disk, then click Proceed.



EaseUS Todo B	lackup 2	022				
Not Logged in Log in EaseUS Acc	count to co	nnect cloud service			+ Brows	se to Recover 4 Tools
Add Backup		Source disk layout				
Ð		Disk 1	1			
		465.76 GB Basic MBR	New Volume (H:) 6.84 GB NTFS			
ocal Disk H D Recovering task						
S Recovering task		Target disk layout	after copy			Autofit the disk 🔹
		Disk 0	1			Autofit the disk
System Backup		232.89 GB Basic MBR	New Volume (C:) 232.89 GB NTFS			Edit disk layout
No Schedule			232.09 00 11175			
Smart Backup When file changes						
File Backup						
No Schedule				Cancel	Back	Proceed

### Disk/Partition mode and File mode

Two options are available for Disk/Partition recovery. Apart from restoring the entire backup as a disk/partition, you can restore individual files from the disk/partition image flexibly.

Log in EaseUS Acc	count to cor	nnect cloud service			<b>+</b> I	Browse to Recove	er 🍳 Tools
Add Backup		Disk/Partition History Version	mode File mode	O Sea	rch in the current d	irectory	Current folder •
ocal Disk H	•	> 🖬 🗖 н:	✓ Name	Size	Туре	Date Modifi	ed
Recovering task			System Volume	e Infor	Folder	8/4/2021 10:	36 AM
				YS 438 KB	System file	11/11/2021	4:23 PM
stem Backup ) No Schedule							
hart Backup		O Recover to					Browse
When file changes		Recover to or Replace exist	riginal location				
When file changes		- replace entry					

### **Disk/Partition mode**



Restore the entire disk/partition image.

### File mode

Recover individual file/folder(s) from Disk/Partition backup image.

**Specify a recovery location** - The selected files or folders will be recovered to a specified location.

**Recover to original location** - The files or folders will be recovered to their original location.

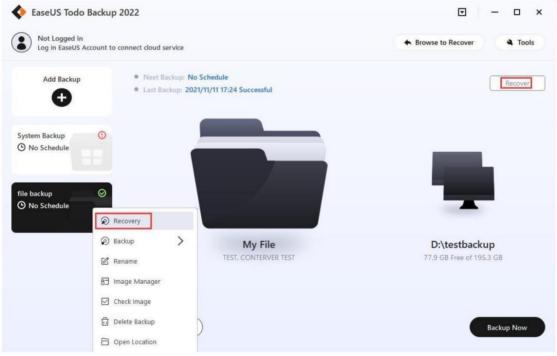
## Dynamic volume recovery

Dynamic volume recovery is similar to partition recovery on basic disk.

As a kindly reminder, dynamic volume with operating system will be a primary partition after being recovered to a basic disk.

## **File Recovery**

1. Highlight the backup task, right click and select Recover, or click Recover in the right corner.



2. Choose a **History version** of backup image, confirm the contents and select a target location for recovery.



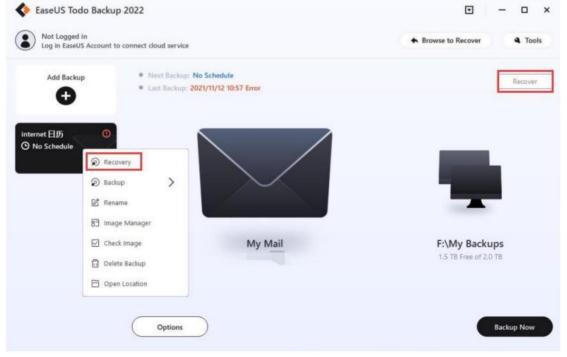
/ Log in EaseUS Account	to connect cloud service			•	Browse to Reco	ver 🍳 Too
Add Backup	History Version 20	21-11-11 17:24 Full 👻	Q s	earch in the current	directory	Current folder
	> 🗖 🗖 c:	Name ^	Size	Туре	Date Mod	fied
tem Backup ① No Schedule Dackup Recovering task		🗹 🗁 Users		Folder	2021/4/21	19:23
	Recover to     Recover to origina     Replace existing fi					Browse

You can recover the files and folders to original or a different location.

**Replace existing files** - After checking this option, the original files and folders will be overwritten by the recovery.

## **Email Recovery**

1. Highlight the backup task, right click and select Recover, or click Recover in the right corner.



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2. Choose one **History version** of backup image. Indicate the mailbox/folder/file(s) you want to recover to.

EaseUS Todo Back	sup 2022			• – • ·
Not Logged in Log in EaseUS Accoun	t to connect cloud service		<ul> <li>Browse to R</li> </ul>	ecover 4 Tools
Add Backup	History Version 2021-11-12 10:50 Full	Q Search in all ma	Rboxes	All mailbox 🔹
•	> 🗹 🖂 Microsoft Outlook 🕑 Subject	From	Date	Size
	Recover to Office Outlook			
		C		
		C	Cancel	Proceed

3. After confirming the contents, please select a target place and click the **Proceed** to restore.

The email backup image can also be restored to another computer, provided that the version of outlook on target computer is equal to or higher than the one where you taken the backup from.

### Note:

The existing emails/contacts will not be overwritten. In another word, it is a filling-up restore in the process of mail recovery.

## **Browse to Recover**

Sometimes, If the backup plans lost due to re-install EaseUS Todo Backup, and you cannot find the plan record in Home page. Or you try to restore under WinPE emergency disk. **Browse to recover** option is helpful to restore the backups.



Add Backup	Next Backup:      Last Backup: 2	Browse to Recover	×	(	Recover
stem Backup ① No Schedule		EaseUS Cloud based on Amazon 53			
t 💿		Local Drive or LAN		- 👾	
No Schedule					
		NAS Device		E:\My Backup 142.6 GB Free of 195.3	

Click **Browse to Recover** in the right corner, then locate your image file manually from Local disk, LAN or EaseUS Cloud to do restoration.

## **Individual File Recover**

EaseUS image files can be directly accessed. You can double click the .PBD image file or right click it and choose open to browse it. Find the target file, right click it to display the menu, and then **open, copy** and **recover** specified files in the image.

					^
★ Copy Paste Short Copy Copy Paste Short Clipboard	Mous Conv Dalata Banama Neu		roperties Open *	Select all Select none Invert selection Select	,
→ × ↑ 📙 > This PC > syst	em (C:) > My Backups > Saved Pictures			v Č Sea	erch Saved Pictures
This PC	Name	Date modified	Туре	Size	
3D Objects	<ul> <li>Saved Pictures_20211112_Full_v1.pbd</li> <li>Saved Pictures_20211112_Inc_v1.pbd</li> </ul>	11/12/2021 11:25 11/12/2021 11:28	Folder	4 KB 1,172 KB	
Desktop	Saved Pictures_20211112_inc_v1.pbd	11/12/2021 11:20	Folder	1,172 ND	
Downloads     Music     Pictures	← → × ↑ ■ « system (C:) > My Organize ▼	Backups > Saved Picto	ures > Saved Picture	s_20211112_Inc_v1.p	bd → G: →
Videos	This PC	Saved P	lictures		
system (C:)	This PC	Saved P	lictures		
system (C:) Documents (D:) Tools and Installations (F:) OTHER (G:) New Volume (H:)	This PC  Desktop  Cocuments  Commonserved Downloads	Saved P	Open Open i	n new window Quick access Start	
system (C:) Documents (D:) Tools and Installations (F:) OTHER (G:) New Volume (H:) New Volume (I:) 10	This PC  To Objects  Control Desktop  Documents	Saved P	Open Open in Pin to 0 Pin to 5 Recove	Quick access	
system (C:) Documents (D:) Tools and Installations (F:) OTHER (G:) New Volume (H:) New Volume (I:)	<ul> <li>This PC</li> <li>3D Objects</li> <li>Desktop</li> <li>Documents</li> <li>Downloads</li> <li>Music</li> <li>Pictures</li> </ul>	Saved P	Open Open in Pin to 0 Pin to 5 Recove Recove	Quick access Start r to original location r to specified location	

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Another method is to select a version to recover according to the backup time.

rganize 🔻			-	0	Backup Time	File Siz
			E.	 •	2021-11-12 11:25:29	
This PC	^	Saved Pictures		1	2021-11-12 11:28:14	
3D Objects						
Desktop						
Documents						
4 Downloads						
1 Music						
Pictures						
Videos						
system (C:)						
Documents (D:)						
- Tools and Installations (F:)						
OTHER (G:)						
- New Volume (H:)						
- New Volume (l:)						
and the second s	0.00				Recover to origi	nal location
~ //						

# Tools

There are some useful features in **Tools** menu.

💠 EaseUS Todo Bad	kup 2022				▼ - □ ×
Not Logged in Log in EaseUS Accou	int to connect cloud se	rvice		🔊 Bro	wse to Recover 🖉 Tools
New Backup Next Backup No Schedule System Backup(1)					Clone System Clone System Transfer Check Image
Next Backup 2022/07/27 14:13 File Backup					Create Emergency Disk  Frable PreOS  Mount/Unmount  Logs
Next Backup No Schedule System Backup	<b>A</b>	Local Drive	EaseUS Cloud Only for file backup	NAS	, 🔒 Refresh Disk
Next Backup No Schedule					

## Clone

Disk/Partition clone will transfer all data on the selected hard disk to another. It is especially useful when you want to replace hard disk with a new one. For a successful clone, please ensure that the capacity of destination disk/partition is larger than the used space of source disk/partition.



### Steps:

- 1. Click **Tools**, and choose **Clone**.
- 2. Choose the source disk/partition, and click Next.

EaseUS Too	do Backup 202				- 0
Not Logge Log in Ease	Disk/Partition Clone	1			A Tools
Add Bac	Source: Disk 1 G:	sk 0 (232.89 GB, Basic, MBR)			Recover
Ð		system C: (NTFS)			
ocal Disk H 0:00:06	■ ∨ Hard di	sk 1 (465.76 GB, Basic, MBR)			
/stem Backup(1 ) No Schedule	-	Documents D: (NTFS) 96.77 GB Free of 98.03 GB	Tools and Installations F: (NTFS) 15.44 GB Free of 183.00 GB	-	
nart Backup		OTHER G: (FAT32)	New Volume H: (NTFS)		s
) When file ch		30.27 GB Free of 30.29 GB	6.80 GB Free of 6.84 GB		8 GB
e Backup No Schedule				Next	

### 3. Select the target location and click Next.

Not Logge Disk	/Partition Clone			ο×	A Tools
	urce: Disk 1 G: —	Target: Disk 1 *:			
Add Bac	□ ∨ Hard disk 0 (	237 RD (TR Racin MARR)			Recover
Ð		Advanced options	×		
18111	syste	Optimize for SSD			
ocal Disk H ) No Schedule	□ ∨ Hard disk 1 (	Sector by sector clone			
_	Doc	Create a portable windows USB Drive			1
vstem Backup(1 ) No Schedule	96.7			- 1	
	Tool				
mart Backup When file ch	15.4	0	K Cancel jB		8 GB
le Backup	Advanced options	1	Back	Next	

### **Advanced options**

These advanced settings can help you clone a drive more stably and smoothly in some special case. However, without these advanced settings, EaseUS Todo backup can still - 50 - Copyright © 2004 - 2022 EaseUS. ALL RIGHTS RESERVED.



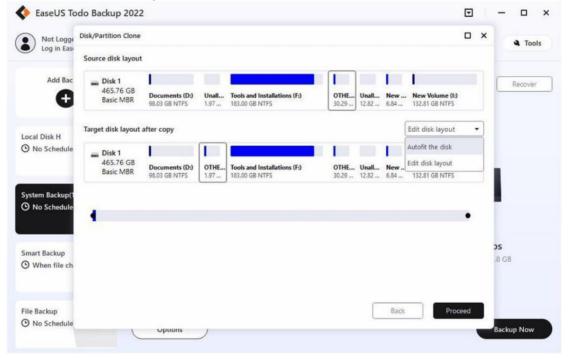
give you an exact and intact clone.

**Optimize for SSD** - If the destination disk is an SSD, checking this option will ensure sector alignment in the process.

**Sector by sector clone** - A sector by sector clone ensures that the destination hard disk/partition is exactly the same as the source hard disk/partition. It will clone all the sectors if the option is checked, even if the sector is blank. As a result, the target will be equal in size to the disk being cloned after the process. This option is found in the same step where you choose the destination hard disk/partition both in the Disk clone and Partition clone wizard.

**Create a Portable Windows USB drive** - It will appear when you want to clone the system drive. This option ensures that the cloned USB system disk is able to boot normally.

4. You can select to autofit the disk, or edit disk layout yourself. After you preview and confirm the hard disk layout, click Proceed to start the clone.



Note:

The disk/partition cannot be resized if you choose to clone your disk in the Sector by sector mode.

## **System Clone**

This option enables you to migrate only your system partitions to a new hard drive.

Steps:

1. Click Tools, and choose System Clone.

2. The current system partition and boot partition will be automatically selected. Select the target drive in the disk list and click Next.



1 NOL LOGGE	m Clone			X Tool
Log in Ease Sou	rce: Microsoft Windows 10	Target: Disk 1		4 1001
Add Bac	✓ Hard disk 0 (232.89 GB,	Basic, MBR)		Recover
G	system C: (NTF	(S) Unallocat	ed	
al Disk H No Schedule	105.56 GB Free	c of 232.88 GB Capacity:	184.00 KB	
No Schedule	✓ Hard disk 1 (465.76 GB,	Basic, MBR)		
	Documents D	Advanced options	×	
tem Backup(1 No Schedule	96.77 GB Free	Optimize for SSD		
	Tools and Ins	Sector by sector clone		
art Backup	15.44 GB Free	Create a portable windows USB Drive		<b>)</b> .8 GB
When file ch				10 60
	Advanced options		Next	
Backup				

### **Advanced options**

These advanced settings can help you clone a drive more stably and smoothly in some special case. However, without these advanced settings, EaseUS Todo backup can still give you an exact and intact clone.

**Optimize for SSD** - If the destination disk is an SSD, checking this option will ensure sector alignment in the process.

**Sector by sector clone** - A sector by sector clone ensures that the destination hard disk/partition is exactly the same as the source hard disk/partition. It will clone all the sectors if the option is checked, even if the sector is blank. As a result, the target will be equal in size to the disk being cloned after the process. This option is found in the same step where you choose the destination hard disk/partition both in the Disk clone and Partition clone wizard.

**Create a Portable Windows USB drive** - It will appear when you want to clone the system drive. This option ensures that the cloned USB system disk is able to boot normally.

3. If the unallocated space on the target disk is not large enough, the error message will pop up, asking you whether you want to delete the following partitions. Click Continue to confirm the deletion.



Not Logge	System Clone		× 4 To
Cog in Easi	Source: Microsoft Windows 10> Target: Disk 1		
Add Bac	✓ Hard disk 0 (232.89 GB, Basic, MBR)		Recove
_	Warning	×	
al Disk H No Schedule	✓ Harc I There is no sufficient unallocated space on the target disk. delete following partition(s) to start System Clone:	The program will	
tem Backup(1 No Schedule	D: (Documents) 98.03 GB F: (Tools and Installations) 183.00 GB Do you want to delete the partition(s) and start System Clou	ne?	1
	Continue	Cancel	25
art Backup When file ch	15.44 G8 Free of 183.00 G8 30.27 G8	Free of 30.29 GB	.8 GB
Backup	Advanced options	Next	

4. For the target disk layout, you can select to autofit the disk, or edit disk layout yourself. After you preview and confirm the hard disk layout, click Proceed to start the clone.

EaseUS To	do Backup 2022	2		T	
Not Logge	System Clone				× Tools
Log in East	Source disk layout				
Add Bac	Disk 0 232.89 GB Basic MBR	system (C:) 232.88 GB NTFS			Recover
Local Disk H	Target disk layout	after copy		Autofit the disk	
No Schedule	Disk 1			Autofit the disk	
	465.76 GB Basic MBR	system (D:) 282.94 GB NTFS	G: Unallo H: 30.29 12.82 6.84 GB	Edit disk layout 132.81 GB	4
System Backup(1 ④ No Schedule					
Smart Backup When file ch					<b>)5</b> .8 GB
File Backup ④ No Schedule			Bac	k Proceed	

## **System Transfer**

Since most hardware requires corresponding driver installed to be functional, users cannot simply move system to a new machine with different hardware configuration and expect the system to run as original due to lack of necessary hardware driver.



EaseUS Todo Backup provides System Transfer feature which can help users solve the trouble easily. The most common situations this option can handle are:

- 1. Migrate system to a new and more powerful PC.
- 2. Restore and keep old system available after some hardware upgraded.

Essential preparations before the recovery include:

- 1. A valid system image file created with System backup or Disk/partition backup option.
- 2. A proper WinPE emeregncy disk/USB which can be loaded on target machine correctly.
- 3. The inf driver file of the new hardware on target machine.

### Note:

System Transfer is only available for Home and higher editions. It is allowed to place the system image file and the inf driver file on the WinPE bootable drive if you have enough free space there.

### Steps:

1. Load the target machine from the WinPE emergency disk and ensure the drive which contains system image files has connected to the machine already.

<ol><li>Find the option System Transfer in Tools menu in the right co</li></ol>	corner.
---	---------

🔇 EaseUS Todo Backu	ip 2022	▼ - □ ×
Not Logged in Log in EaseUS Account	to connect cloud service	Browse to Recover     Tools
Add Backup	<ul> <li>Next Backup: No Schedule</li> <li>Last Backup: 2021/11/05 17:31 Error</li> </ul>	Cone System Clone System Tran
System Backup () O No Schedule		☑ Check Image @ Create Emer □ Enable PreO
file backup 🔗		E Mount/Unm     E Logs     民 Refresh Disk
	My System	E:\My Backups 142.6 GB Free of 195.3 GB
	Options	Backup Now

3. Browse and load the system image file, click OK.



Not Logged in Log in EaseUS Account to connect cl	Browse to Recover	× Browse to Recover Tools
Add Backup cal Disk H No Schedule stem Backup(1) No Schedule	> MohiMover eve	Recover
	Network File name: System Backup(1)_20211111_Full_v1.pbd	I:\My Backups
art Backup 📀 When file changes		132.6 GB Free of 132.8 GB

4. Select the version you want to restore, confirm the content, and click Next.

EaseUS Todo Backup 2	022	⊡ – □ ×
Not Logged in Log in EaseUS Account to co	onnect cloud service	Browse to Recover     Tools
Add Backup	History Version 2021-11-11 16:11 Full -	
System Backup(1)_202 • O Recovering task	<ul> <li>Hard disk 0 (232.89 GB, Basic, MBR)</li> <li>system C: (NTFS)</li> <li>141.91 GB Free of 232.88 GB</li> </ul>	
Local Disk H 🔗		
System Backup(1) O O No Schedule		
Smart Backup 🔗 🕲 When file changes		Cancel Next

5. Select the target drive, and restore.

6. After system recovery finishes, you may get some prompted windows asking for driver (.inf file) of a specific hardware. You can find the driver according to the listed hardware info, and add it to ensure you can load from the system normally after the entire system migration is done.

### Note:

Sometimes, if you have some special hard drives, say, hardware RAID, SCSI drive, they may be not listed by default in WinPE environment. Then corresponding driver needs to

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be installed in order to make the drives available. For more info, you can read: <u>What to do if the drive cannot be listed by default</u>.

## **Check Image**

Check image can verify the validity of an image file. If our product finds errors during checking process, the image file might be damaged and cannot be used for recovery.

After clicking **Check Image**, select one backup plan to verify all related image files, or click **Browse** at the top right corner to check one image file only.

×
Browse
Check
Check
Check
Check

### Note:

All the images under this backup plan will be checked. So it would take a long time if the backup plan has a large number of images.

## **Create Emergency Disk**

EaseUS Todo Backup allows users to create an emergency USB disk or CD/DVD. It is indispensable when Windows system fails to boot.

### Steps

- 1. Click Tools->- Create Emergency Disk.
- 2. In this step, you can choose the ISO, USB flash drive or CD/DVD as boot disk location.



EaseUS To	do Backup	User Guid	е
-----------	-----------	-----------	---

Create Emergency D	ISK	>
	Boot disk location	
	C:\Users\cuixixi\Desktop\EmergencyDisk.iso Brows	2
Add Driver	[€] Add	

3. Check the **Add Driver** option then click the **Add** to add desired driver for your WinPE bootable disk. You are suggested to add disk, RAID and network card driver to avoid Todo backup have a trouble to recognize your hard disk or network drive in WinPE environment.

### Note:

To learn more information between WinPE emergency disk, please click here.

## **Enable/Disable Pre-OS**

Pre-OS can be considered as an alternative of WinPE bootable disk. So it can also help you recovering system when unexpected failure occurs.

Switch the status of Pre-OS between Enable and Disable.

The name of the button depends on the current status of Pre-OS. If Pre-OS is currently enabled, the button will be Disable Pre-OS.

Once the Pre-OS enabled, you will get a EaseUS boot menu when computer boots. After select it, you will get into EaseUS Todo Backup instead of Login Windows.

## **Mount/Unmount**

In order to browse/confirm the files and folders in a disk/partition image or system image (\*.PBD file), we provide the mount function. Users can directly copy needed files from the mounted drive without restoring entire image.

Besides, mount function is a good way to check whether the image is valid or not.

### Steps

1. Click Tools->-Mount/Unmount, all available backups will be listed.



Ba	ckup Tasks Mounted Drives		Browse
	System Backup_2020_11_04_17_35_56 Location: C:\My Backups\System Backup_2020_11_04_17_35_56		Mount
	System Backup(1) Location: I:\My Backups\System Backup(1)		Mount
	Local Disk H Location: II\My Backups\Local Disk H		Mount
ele	ect one backup and click Mount. ect the Source and click Proceed to start <sup>Unmount</sup>	the mount operation.	Cance
ele	ect the Source and click Proceed to start	the mount operation. History Version	2021-11-11 16:23 Fr
ele nt/ Lo	ect the Source and click Proceed to start		

4. If you need to unmount the image, please click Mounted Drives.



Mount/Unmount	
---------------	--

×
Unmount all
Unmount

	Cancel
Tips:	
<i>Disk/Volume backup</i> and <i>System backup</i> image are supported only.	
A password is necessary for encrypted backup image.	
To fully access mounted virtual partition, please make sure the image is o	created and
mounted in same Windows account.	
Mounted drive will automatically disappear after computer restarts.	

# Logs

All the backup operations and statuses are recorded in Logs.

/ Log in EaseL	in IS Account to connect cloud service	Browse to Recover	A Tools
	Logs	×	
Add Bac	The last operation: 2021-11-11 17:24-Successful	Details	Recover
stem Backup No Schedule	System Backup The last operation: 2021-11-05 17:31-Error	Details	
t No Schedule			
		נ <b>ו</b> ז מ	
		Export all Clear all	

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These operations can be performed: **Export all** - Output all logs to a TXT or XLS file. **Clear all** - Delete all logs. **Details** - Show the detailed records of one backup plan.

*Note: Failed operations are marked in red.* 

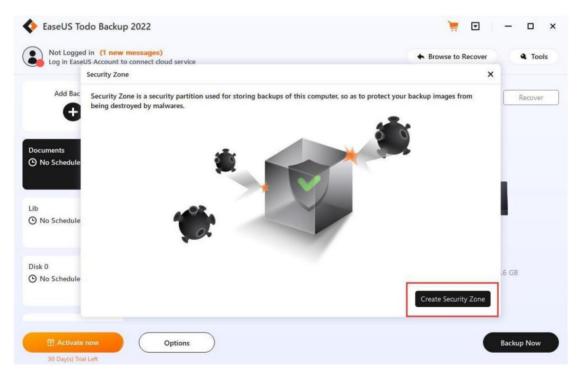
# **Refresh Disk**

Refresh Disk is used to load the latest status of local hard drives after a disk is updated or newly added when our product is still running. It is also necessary to use this option after adding driver file of a disk in WinPE.

## **Security Zone**

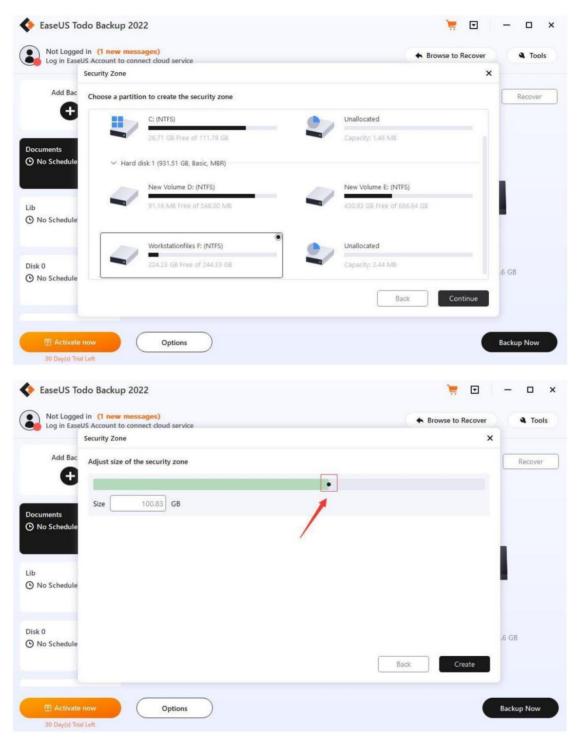
Security Zone is a secret partition used to safely store your backup image files. The security partition cannot be explored or modified on Windows once created, and it is able to protect your backup files from being destroyed either by malware or faulty operation.

Go to **Tools=>Security Zone**. Click **Create Security Zone** to start creating the security partition. Note that only one security partition can be created on one computer.





Select the partition with enough space to store your backup files, and adjust the size of the security zone based to your requirement.





EaseUS Todo Backup will use the space you assign to create a security partition. This partition does not have drive letter, and it cannot be viewed or opened in Windows Explorer.

Click Set Password to create a password for the security partition. This password will be used when you remove the security zone.

	JS Account to connect cloud se Security Zone	rvice		×
	Security Zone			^
Add Bac	Security zone details			Recover
e	Disk 1			
	931.51 GB Basic MBR 548 MB	New Volume (E:) 686.64 GB NTFS	Workstationfi Security 143.50 GB NTFS 100.83 GB	
cuments No Schedule	Security Zone		×	
No Schedule	Total Size: 100.8 GB	Set password for security zone	~	
-	Used Size: 96.2 MB Enable encryption: No	After password protection is set, it is required to ty restoring the backup from the security zone. Please		
<b>,</b>		confidential, if lost, data cannot be restored.	2 1923 0 1	
No Schedule		Type password		
		Retype password		
k 0				.6 GB
No Schedule				.6 GB
	Remove Security Zone		Set Password	
	Remove Security Zone			

Once the security partition is created, you can also: 1. **Modify password** for the partition.

- 2. Remove the security zone.



Log in Ease	US Account to connect cloud service	Srowse to Recover	Too
	Security Zone	×	
Add Bac	Security zone details	Re	cove
G	Disk 1 931.51 GB Basic MBR New V New Volume (E)	Workstationfi Security	
uments	DASIC MIDR 548 MB 686.64 GB NTFS	143.50 GB NTFS 100.83 GB	
No Schedule	Security Zone Total Size: 100.8 GB Used Size: 96.2 MB Enable encryption: Yes		
lo Schedule			
0		.6 GB	
No Schedule	Remove Security Zone	Modify password	

When you set the destination for your backup task, if you have a security partition, you can find and select it from the list.

🔶 EaseUS Todo Backu	p 2022	> — ⊡ 🛒 🖂 — 🗆 🗮
Not Logged in (1 new Log in EaseUS Account t		Browse to Recover     Tools
Add Backup	Security Zone	Goto
G	> 🗀 Library	
Documents 🛛 🛇	<ul> <li>My Documents</li> <li>Heavorites</li> </ul>	
No Schedule	> Computer	
	<ul> <li>Network</li> <li>Cloud Device</li> </ul>	
Lib ①	Security Zone	
	> 🔄 Desktop	
Disk 0 () () No Schedule		
O HO STITUTE	New folder	
🛱 Activate now		Back OK
30 Day(s) Trial Left		

# Image Tool

Thank you for using **EaseUS Todo Backup Image Explorer**. It is to extract files/folders from a .PBD image file without installing EaseUS Todo Backup. Being less than 3 MB, it is simple and easy use, managing files as Windows Explorer.



### How to Use

Here is to guide you how to extract files from .pbd image file with Image Tool.

1. <u>Download</u> EaseUS Todo Backup Image Explorer then launch it. Tick Yes in pop-up window below to build connection between .pbd image file and Image Tool.

	Tips	×
Would you like to make Eas file browser?	eUS Todo Backup Image Explorer your	default .pbd
	Yes	No

2. Desktop folder will be automatically displayed. Click the marked drop-down arrow to unfold other paths.

2	EaseUS Todo Backup Image Explorer -	×
Export(F2) Prop	perty(F3) Refresh(F5)	? Left Click
Imag	ers\Keny\Desktop mputer bocal Disk (C:) Users Keny C:\Users\Keny\Desktop VD Drive (D:) HRM_CENA_X64FREV_EN-US_DV5 Y arries	×
	2.84 MB (1 files) in total	.ef

3. Locate the .pbd image file and double click it.



		EaseUS Todo	Backup Image Exp	plorer	- 🗆 🗙
Export(F2) Property	(F3) Refresh(F5)				PHEIP(F
14.1	kups\File Backup 2015	-03-03 15-57			1
lame	double click	ype	Size	Date	
		lie folder		3/3/2015 12:26:54 AM	
File Backup 2015-03-	-03 15-57.pbd	PBD File	41.22 MB	3/2/2015 11:58:02 PM	

4. All files and folders belong to .pbd image file are marked with EaseUS logo.

2	EaseUS Todo Backu	ip Image E	xplorer	- 🗆 🗙
Export(F2) Property(F3) Refree	•h(F5)			Help(F1)
Name	Type File folder Configuration settings	Size	Date 8/13/2014 4:59:29 PM 8/13/2014 4:59:29 PM	
Freecorder Setup Log.txt	Open Copy Ctrl+C Cut Ctrl+X Paste Ctrl+V Export F2 Properties F3		1/15/2014 1:30:39 AM	
2.88 KB (1 files) selected		3.38 KB (2 fil	es) in total	

To check the desired content, please click Property (F3) or directly Open the file/folder. 5. To extract the desired file/folder, please click Export (F2) or Copy in right-click menu.



Export(F2) Property(F3) Refresh(F	EaseUS Todo Backup Image Explorer Browse for Folder	×
Name      Freecorder Setup Log.bt	Desktop	1:59:29 PM 1:59:29 PM 1:30:39 AM
2.88 KB (1 files) selected	3.38 KB (2 files) in total	j.

### Tips:

An additional copy of Image Tool is automatically created in "C:\Program Files\EASEUS\". To completely uninstall Image Tool, please manually delete it after uninstallation.

# **Basic Settings**

There is a drop-down menu at the top right corner, click it to find **Settings** in the menu.



EaseUS Todo Back	up 2022		<mark>− ⊓ ×</mark> ⊙ Settings
Not Logged in Log in EaseUS Account	to connect cloud service	Browse to Recc	Check for updates
Add Backup	Next Backup: No Schedule		Contact Technical Suppo
-	Last Backup: 2021/11/05 17:31 Error	E	🗄 Generate report
v		(	Online Help
System Backup		(	D About
No Schedule test     O No Schedule			
	My System	E:\My Bac	kups
		142.6 GB Free of	195.3 GB
	Options	(	Backup Now

Clicking **Settings** will bring you the following configuration panel. You can switch among German, English, Spanish, French, Italian, Japanese and Others in **Language** box, or edit/modify **Default backup path**.

Settings		×
Language English   Default backup path		
E:\My Backups	142.6 GB Free of 195.3 GB	Browse
Automatically check for updates		
☑ Join the Customer Experience Improvement Program		
C Enable EaseUS Todo Backup tray		
Notify when backup starts		
✓ Notify when backup completes		
<ul> <li>Notify when backup encountered any problems</li> </ul>		
<ul> <li>Regularly remind me to create backup</li> </ul>		
	Save	Cancel

**Automatically check for updates** - uncheck it if you are satisfied with the current version and do not want to upgrade.

Join the Customer Experience Improvement Program - help us improve our product better with the info from your daily operations with our product.

**Enable EaseUS Todo Backup Tray** - You can easily check the backup status, run backup, edit backup task or launch EaseUS Todo Backup from the tray.

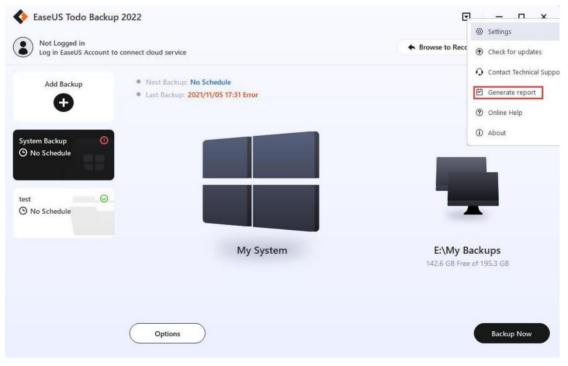


Last backup: 2021/11/11 17:24 Successful Next backup: No Schedule	
Control Barling	
System Backup	
Last backup: 2021/11/05 17:31 Error Next backup: No Schedule	

# **Support**

If you cannot find what you are looking for in this help, we encourage you to visit our <u>Knowledge Base</u> which includes solutions for some common issues and detailed guide regarding how to use EaseUS Todo Backup.

When you encounter an error/problem, please **Generate report** and take a screenshot of the issue then sent them to **techsupport@easeus.com**, so we can assist you more efficiently.



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