



Laptop Backup - User Guide (Linux)

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Use the following procedure to install on your Linux laptop using the custom package provided by your administrator:

1. Locate the **UnixCustomPackage.tar** file provided by administrator.
2. Extract the files of **UnixCustomPackage.tar** using following command:
`tar -xvf <tarfile>`
3. Navigate to the extracted **UnixCustomPackage/pkg** location.
4. Run **./silent_install -p default**
5. The installation is now complete.

Example:

```
<client_computer>/opt/UnixCustomPackage/pkg
```

Example:

```
<client_computer>/opt/UnixCustomPackage# ./silent_install  
-p default
```

```
Performing non-interactive Install of the following modules...
```

```
* Base Client [1002] [CVGxBase]
```

```
* Base0 Client [1003] [CVGxBase0]
```

```
* UNIX File System iDataAgent [1101] [CVGxIDA]
```

```
Install of the above modules completed successfully.
```

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Monitor - Laptop User


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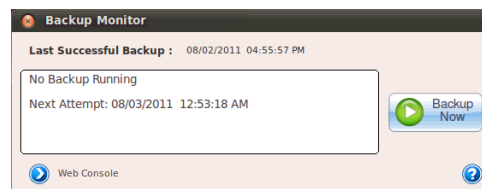
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After installing the custom package, the backup will be performed based on the schedule set by the Administrator.

You can now monitor the backup jobs on your laptop using the **Backup Monitor** that runs on the system tray. Using the Backup Monitor you can view, control and initiate backup operations. The monitor also includes links to launch the Web Console.

Follow the steps described below to monitor your backup job:

1. From the **Panel**, double-click the **Backup Monitor** utility icon .
2. The summary of the backup jobs that was previously run on your laptop will be displayed on **Backup Monitor** dialog box.



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Monitor - Laptop User


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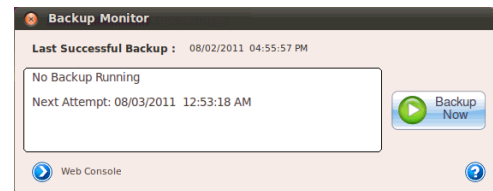
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Advanced Options - Laptop User

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ADDING BACKUP CONTENT

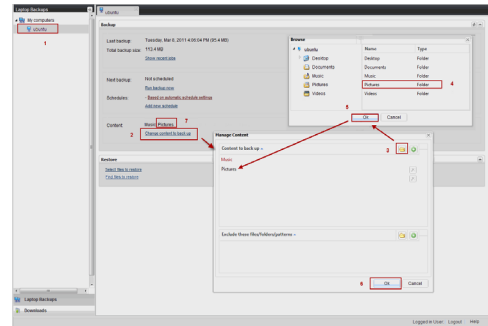
By default, the content of the folder specified by the Administrator in the Create A Subclient Policy will get backed up. If you want to backup files or folders other than the folder(s) specified by the Administrator, use the following steps:

1. From the Web Console, click **<Client_Computer>** on the left pane.
2. Click **Change content to back up** to add or modify additional content to backup.
3. In the **Manage Content** dialog box, perform either of the following to specify the content:

- Click **Browse** icon  to browse for content e.g., Document or Music e.t.c., in **Browse** dialog box and click **OK**.
The content will be displayed in the **Manage Content** dialog box.
- Click **Add** icon  to type the path in the **Manage Content** dialog box.

Default content set by administrator will be shown in red highlight and can not be edited.

4. The content specified for backup will be displayed in the **Content** area.
5. Click **OK**.





FILTERING CONTENTS FROM BACKUPS

Prior to backups, you can set filters to prevent specific type of files from being backed up. Filters can also be used to exclude certain system-related files and application files which consistently fail during a backup operation and are not integral to the operation of the system or application.

CONFIGURING EXCLUSIONS TO FILTERS

You can set filters to prevent specific type of files from being backed up. Follow the steps given below to configure filters from backups:

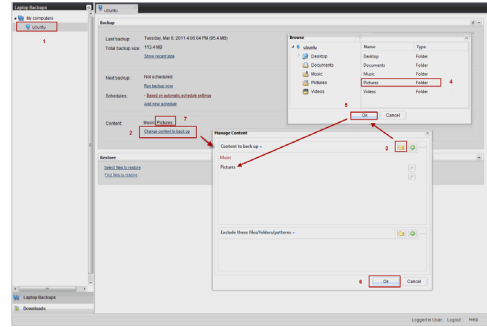
1. From the Web Console, click **<Client_Computer>** on the left pane.
2. Click **Change content to back up** to add or modify additional content to backup.
3. Under **Exclude these files/folders/patterns**, perform either of the following to exclude the content from backups:

- Click **Browse** icon  and click file, folder, or directory that you want to exclude from backup operation and click **OK**.
The content will be displayed in the **Manage Content**.
- Click **Add** icon  to type the path to files and folders that you want to exclude.

The content will be displayed in the **Manage Content**.

Default content set by administrator will be shown in red highlight and cannot be edited.

4. The content specified for exclude will be displayed in the **Content** area.
5. Click **OK**.

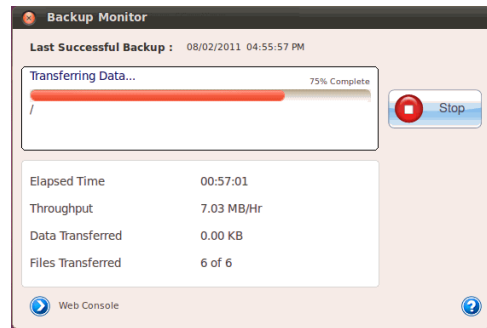


PERFORM AN ON-DEMAND BACKUP

Use the following steps to perform an on-demand backup:

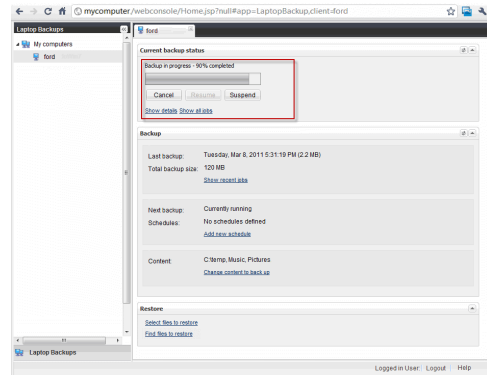
FROM BACKUP MONITOR

1. From the **System Tray**, double-click the **Backup Monitor** utility icon.
2. Click **Backup Now** button.
3. The job status changes to **Backup in progress on Server, Transferring Data**.
You can track the progress of the job from the monitor.



FROM WEB CONSOLE

1. From the Web Console, click **<Client_Computer>** on the left pane.
2. Click **Run backup now** in the right-pane.
3. You can track the progress of the job from the **Current backup status**.
4. To view the details of the current backup job, click **Show details**.
5. When the backup job is complete, the **Current backup status** shows **Backup completed successfully**.



MANAGING JOBS

Jobs can be managed in a number of ways. The following sections provide information on the different job management options available:

CONTROLLING JOBS

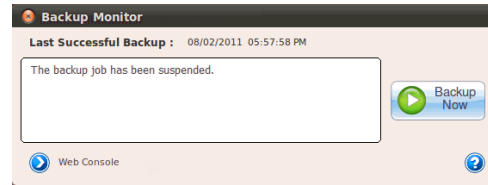
The following controls are available for running jobs in the Job Controller window:

SUSPEND	Temporarily stops a job. A suspended job is not terminated; it can be restarted at a later time.
RESUME	Resumes a job and returns the status to Waiting, Pending, Queued, or Running. The status depends on the availability of resources, the state of the Operation Windows, or the Activity Control setting.

SUSPENDING A JOB

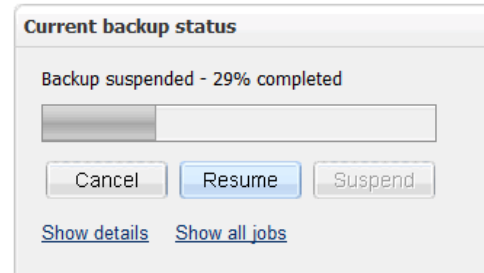
FROM BACKUP MONITOR

1. From the **Panel**, double-click the **Backup Monitor** utility icon.
2. From the **Backup Monitor** dialog box, click the **Stop** button.
3. The job status may change to **Stopping..** for a few moments while the operation completes. Once completed, the job status then changes to **The backup job has been suspended.**



FROM WEB CONSOLE

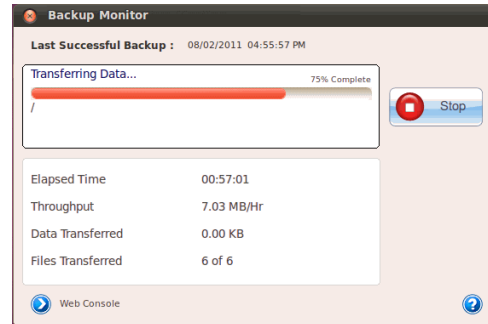
1. From the **Panel**, double-click the **Backup Monitor** utility icon.
2. From the **Backup Monitor** dialog box, click **Web Console**.
3. From the **Current backup Status** of the Web Console, click **Suspend**.
4. The job status then changes to **Backup Suspended**.



RESUMING A JOB

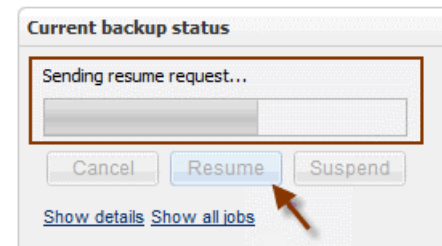
FROM BACKUP MONITOR

1. From the **Panel**, double-click the **Backup Monitor** utility icon.
2. From the **Backup Monitor** dialog box, click **Backup Now** button.
3. The job status changes to **Backup in progress on Server, Transferring Data.**



FROM WEB CONSOLE

1. From the **Current backup Status** of the Web Console, click **Resume**.
2. The job status changes to **Sending resume request...**



INSTALL UPDATES

1. From the **System Tray**, double-click the **Backup Monitor** utility icon.
2. From **Backup Monitor** dialog, click **Install Updates** link.

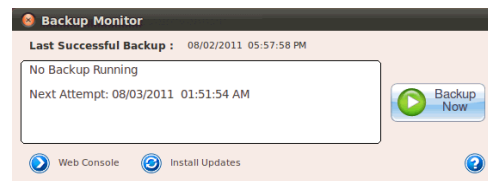
Install Updates link will appear only if the updates are available.

You will be prompted with a message install update job has been submitted.

3. The **Backup Monitor** dialog will be closed.

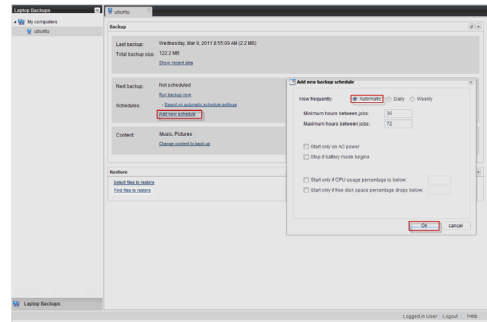
SCHEDULE A BACKUP

Use the following steps to schedule a backup:



1. From the **Panel**, double-click the **Backup Monitor** utility icon.
2. Click the **Web Console** link.
3. From the Web Console, click **<Client_Computer>** on the left pane.
4. Click the **Add new schedule**.
5. From the **Add new backup schedule** dialog box that appears, select the appropriate scheduling options. For example:
 - o Click **Automatic**.
 - o Specify the number of hours in **Minimum hours between jobs** box to start a backup job if the below criteria is/are satisfied.
 - o Specify the number of hours in Maximum hours between jobs box to start a job even if the below criteria is/are not satisfied.
 - o Set the following criteria's to run an automatic backup:
 - Select **Start only on AC power** to run the job only when the computer is on A/C power.
 - Select **Stop if battery mode** begins to stop the job if the computer is switched to battery mode.
 - Select **Start only if CPU usage percentage is below** option and specify the number to run the job when CPU utilization is below the specified percentage.
 - Select **Start only if free disk space percentage drops below** and specify the number to run the job when disk space is below the specified percentage.
 - o Click **OK** to save the schedule.
6. The newly created schedule will be displayed under **Schedules** as **Based on automatic schedule settings**.

Default automatic schedule set by administrator will be shown in red highlight and cannot be edited.



VIEW BACKUP JOB DETAILS

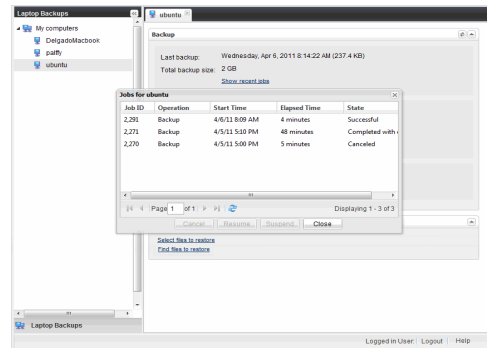
Use the following steps to view the details of backup job:

1. From the **Panel**, double-click the **Backup Monitor** utility icon.
2. Click the **Web Console** link.
3. From the Web Console, click **<Client_Computer>** on the left pane.

The summary of the client computer will be displayed in the right-pane.
4. If any backup jobs are running, you can track the progress of the job from the **Current backup status**.
5. To view the details of the running job, click **Show details**.
6. To view all the jobs ran on this client computer, click **Show all jobs** or **Show recent jobs**.

Jobs for <client_computer> dialog box will be displayed with recent jobs.

Click **Close**.

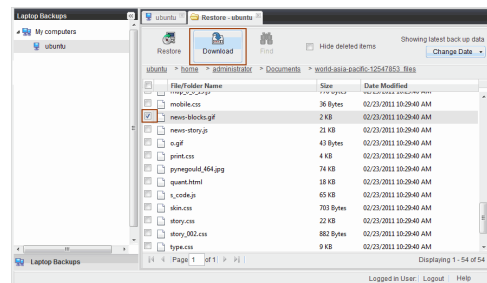


DOWNLOAD A FILE

Use the following steps to download a file:

1. From the **Panel**, double-click the **Backup Monitor** utility icon.
2. Click the **Web Console** link.
3. From the Web Console, click **<Client_Computer>** on the left pane.

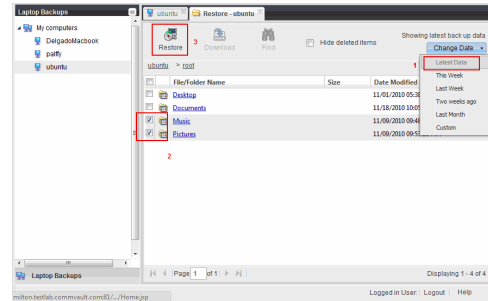
The summary of the client computer will be displayed in the right-pane.
4. Click **Select files to restore**.
5. Navigate and select a file.
6. Click **Download** icon.
7. Specify the location where the file needs to be downloaded in the Web Browser's download dialog box.
8. You will be prompted with a message restore job has been submitted.



RESTORE DATA FROM A SPECIFIC TIME RANGE

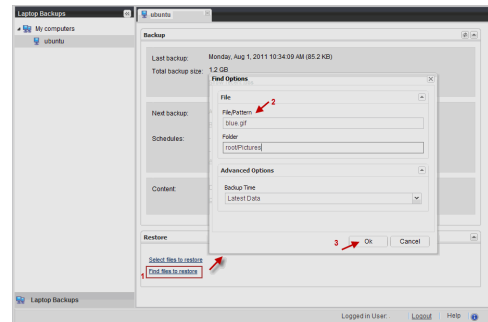
Follow the steps described below to browse and restore data that was backed up some time earlier or within a specific time range:

1. From the **Panel**, double-click the **Backup Monitor** utility icon.
2. Click the **Web Console** link.
3. From the Web Console, click **<Client_Computer>** on the left pane.
4. From **Change Date** list select one of the following options:
 - o **This Week**
 - o **Last Week**
 - o **Two Weeks ago**
 - o **Last Month**
 - o **Custom** - For custom perform the following
 - Select the time range in **To** list.
 - Select **From** box and specify the time range.
 - Click **OK**.
5. Navigate to the file to be restored on the right pane.
6. Click **Restore** icon.
7. From the **Destination Computer** list, click the name of the client computer.
8. By default, **Restore to same folder** will be selected. Clear the **Restore to same folder** checkbox if you wish to restore at different location.
9. Specify the path in the **Specify Destination Path** box to change the default location.
10. Click **OK**.
11. You will be prompted with a message restore job has been submitted.
 - You can monitor the progress of the restore job by clicking the **<Client>** in the left pane to see the status of the submitted job.



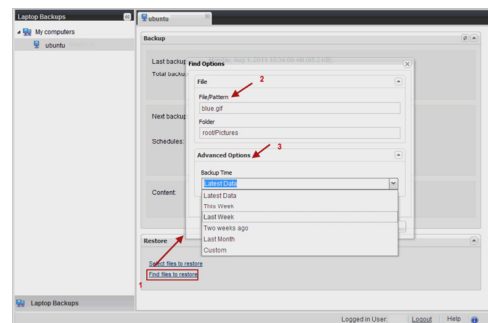
FINDING DATA WITHIN A SPECIFIC FOLDER

1. From the **Panel**, double-click the **Backup Monitor** utility icon.
2. Click the **Web Console** link.
3. From the Web Console, click **<Client_Computer>** on the left pane.
4. Click **Find Files to restore** on the right pane.
5. In **Find options** dialog box, type the file name or folder name in the **File/Pattern** box.
6. Click **OK**.



FINDING DATA WITH A SPECIFIC MODIFIED TIME

1. From the **Panel**, double-click the **Backup Monitor** utility icon.
2. Click the **Web Console** link.
3. From the Web Console, click **<Client_Computer>** on the left pane.
4. Click **Find files to restore** on the right pane.
5. In **Find options** dialog box, type the file name or folder name in the **File/Pattern** box.
 - From the **Backup Time** list, select the time range (such as Latest Data, This Week, Last Week, etc.) when the files were modified.
6. Click **OK**.



DELETING A SCHEDULE

1. From the **Panel**, double-click the **Backup Monitor** utility icon.

2. Click the **Web Console** link.
3. From the Web Console, click **<Client_Computer>** on the left pane.
4. From the **Schedules**, click the schedule you wish to delete.
5. Click **Delete Schedule** button.
6. From the **Confirm Delete** dialog box, click **Yes**.

