GETTING STARTED – INSTALL ONE-PLUS

Download and install idrive
ONE-PLUS on your Windows

Launch the App
Launch and log in to ONE-PLUS

Create a Backup Set
Create a backup set according to
your preferences

Run Backup Jobs
Run the backup jobs to back up
data

Restore Data
Restore backed up data to your
system

Requirements

Windows Operating System

idrive ONE-PLUS must be installed on a 32 bit or 64 bit Windows Operating System as libraries for OpenDirect only supports Windows platform.

| Windows 2008 R2 SP1 or above	Windows 2012	Windows 2012 R2
Windows 2016	Windows 7 SP1 or above	Windows 8
Windows 8.1	Windows 10	

Temporary Directory Requirement

The temporary directory folder should have at least the same available size as the compressed or image file to be restored and should be located on a local drive to ensure optimal performance.

Download idrive ONE-PLUS

1. In a web browser, go to https://idrive.net.au/signup.html

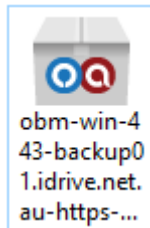2. Under **ONE-PLUS™** , click on Download
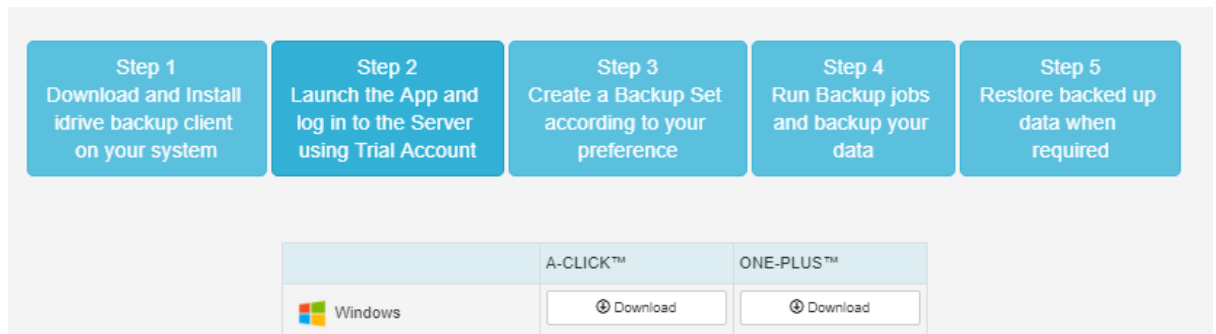
3. ONE-PLUS Client will start downloading. When finished, you will see the following in your Downloads Folder
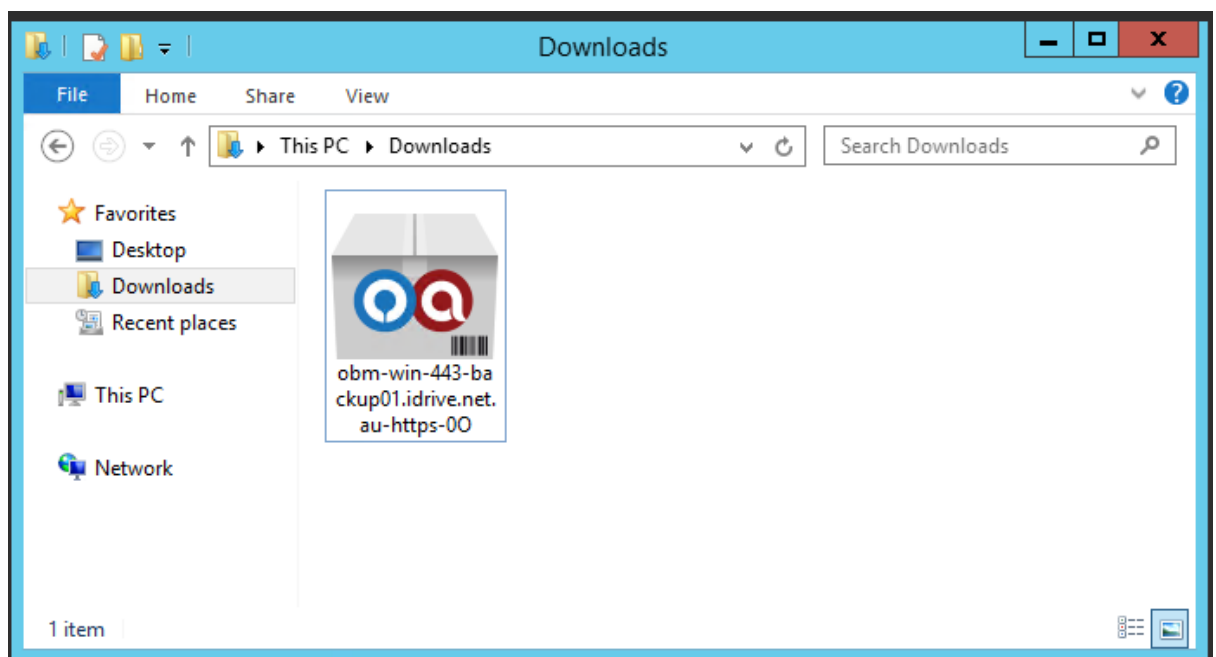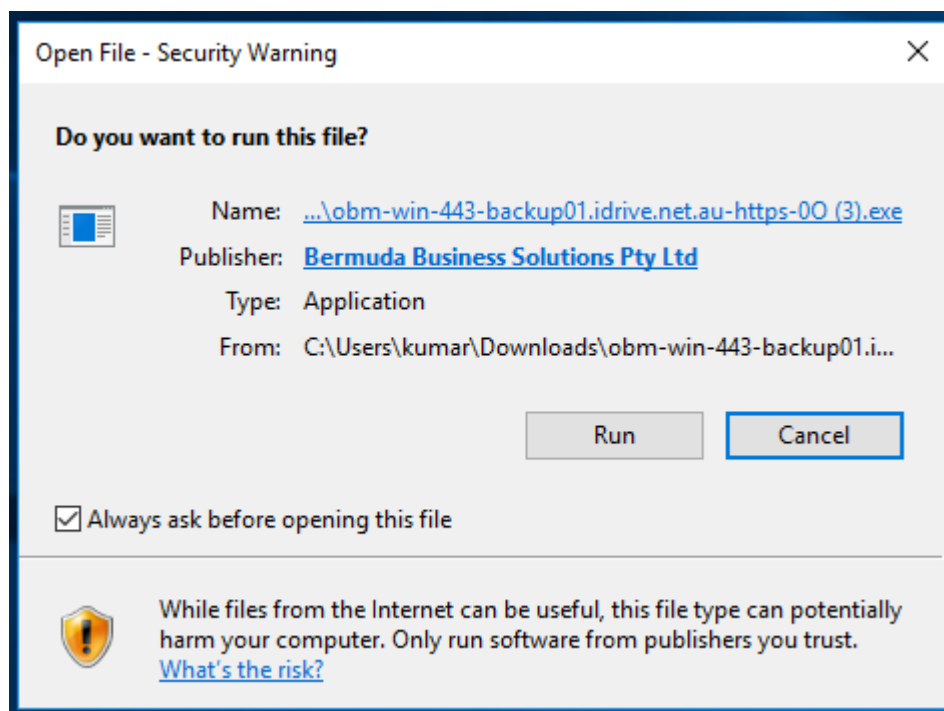
Install idrive ONE-PLUS

1. Launch the online installation package file you have downloaded from the download section above.

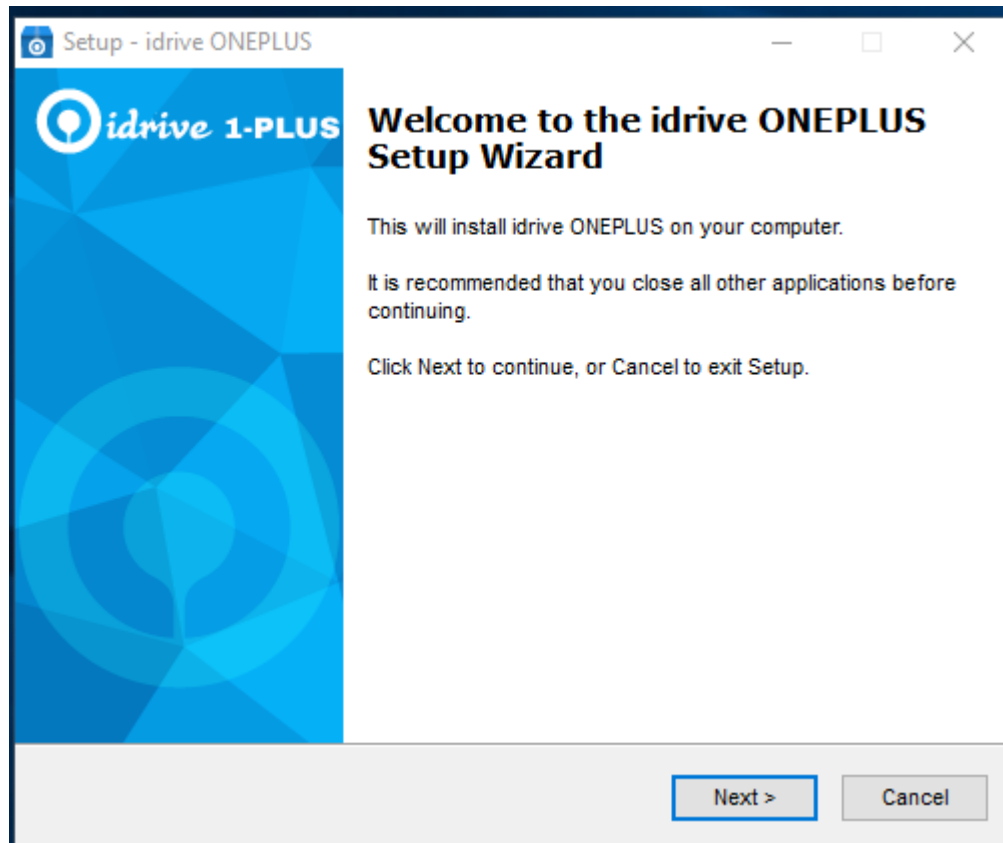obm-win-4
43-backup0
1.idrive.net.
au-https-...

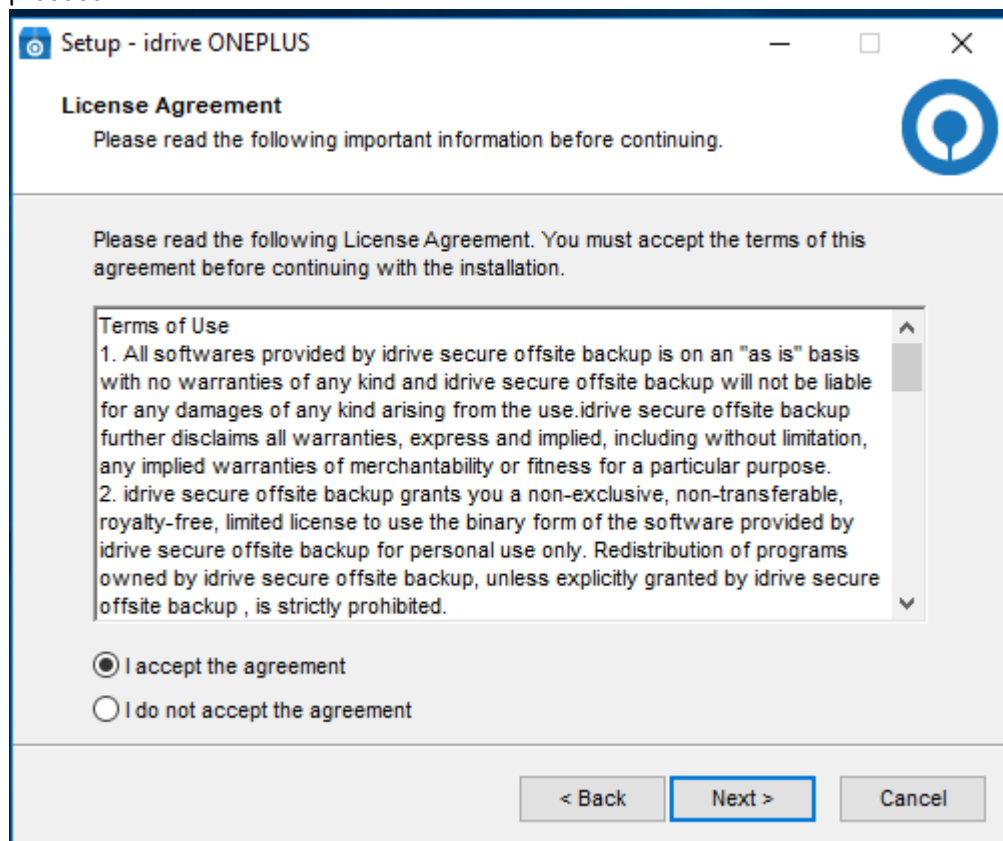2. Click on Run when you see the security warning

3. Click on **Continue** if Windows User Account Control box pops up.
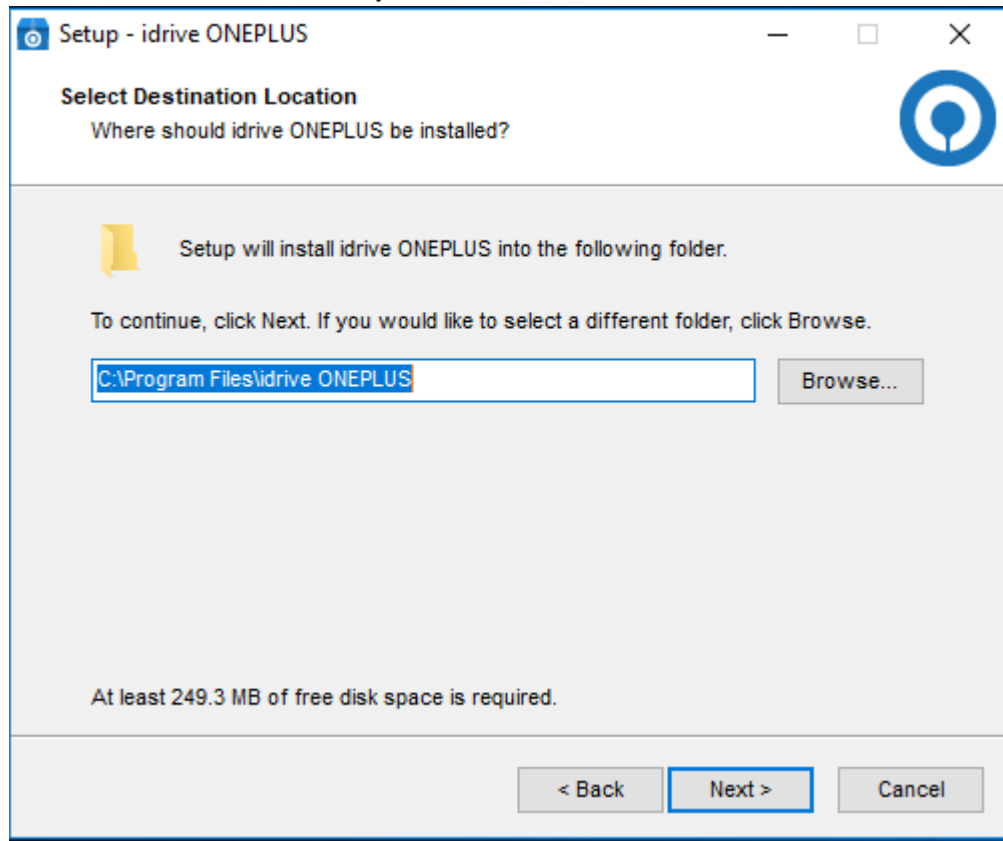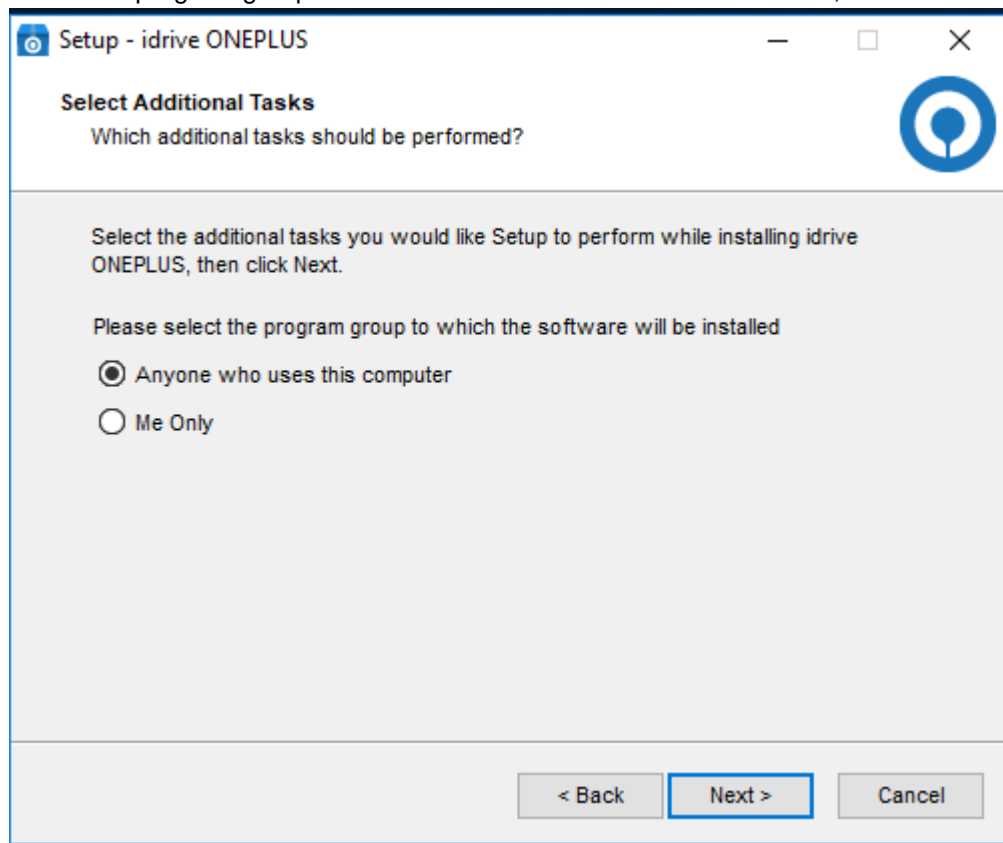
4.   Click **Next** to continue.

5.   Select **I accept the agreement** after reading the license agreement. Then, click **Next** to proceed.
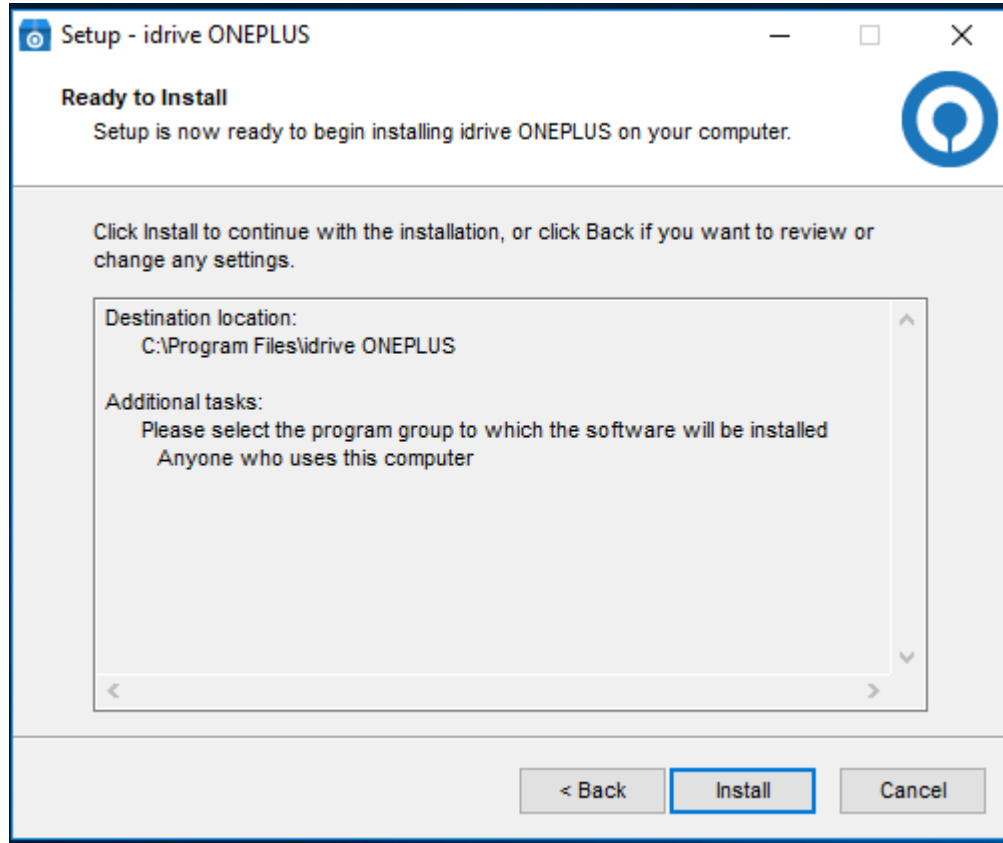
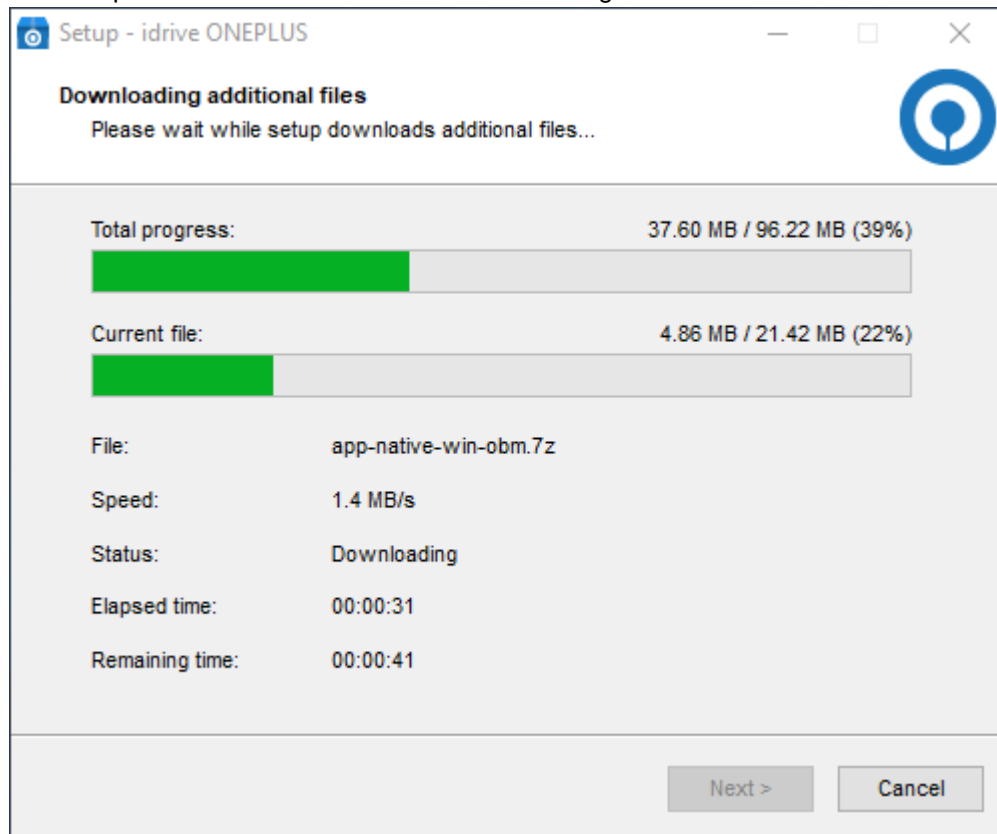6.   Choose the installation directory. Then, click **Next** to continue.

7.   Select the program group to which the software will be installed. Then, click **Next** to proceed.
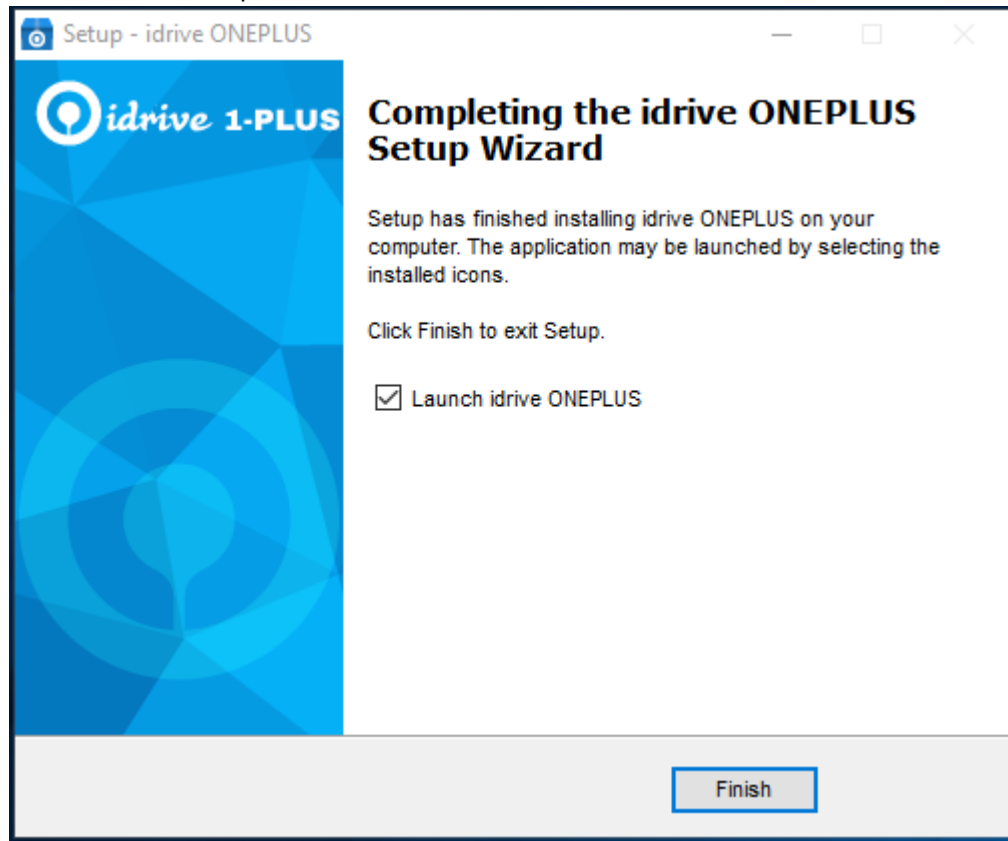
8. The installation will start after you click **Install**.

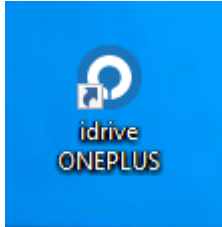9. The component files will be downloaded first during installation.

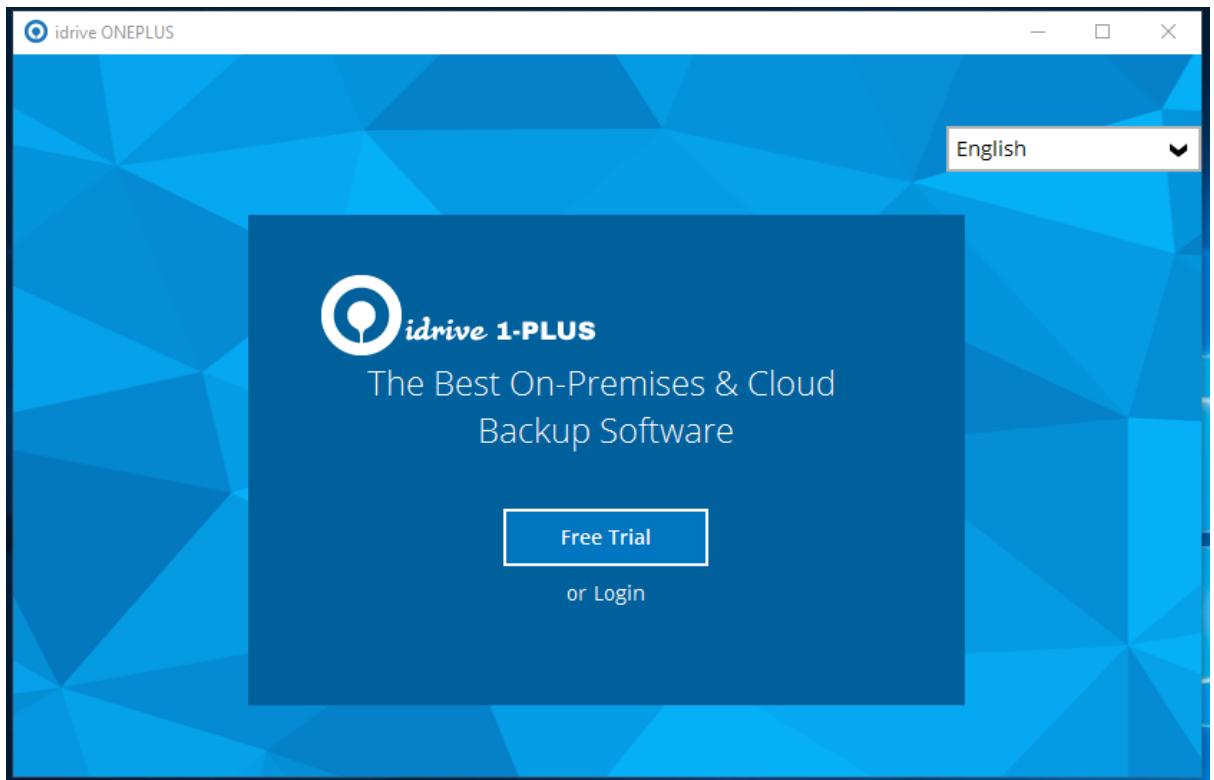10. Click **Finish** to complete the installation.

1   Start idrive ONE-PLUS

Login to idrive ONE-PLUS

1. A shortcut icon of Idrive ONE-PLUS will be available on your desktop after installation. Double-click the icon to launch the application.
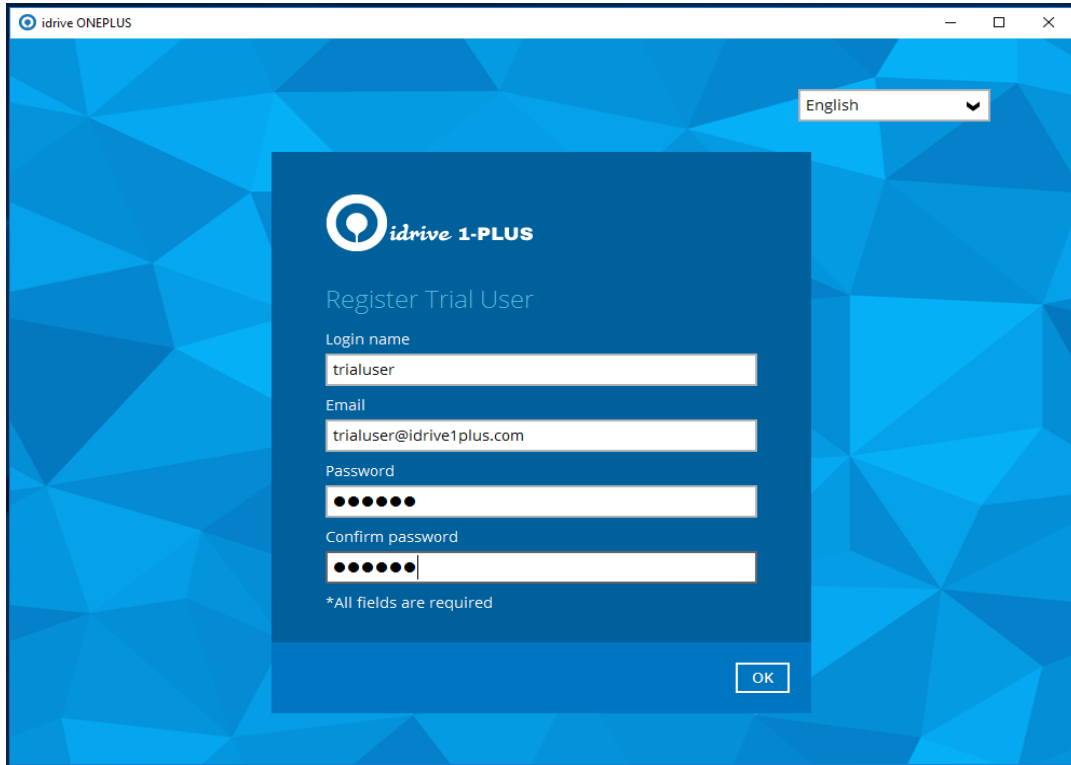

2. Free Trial Registration menu will be displayed. Click on **Free Trial** to register for a trial backup account.
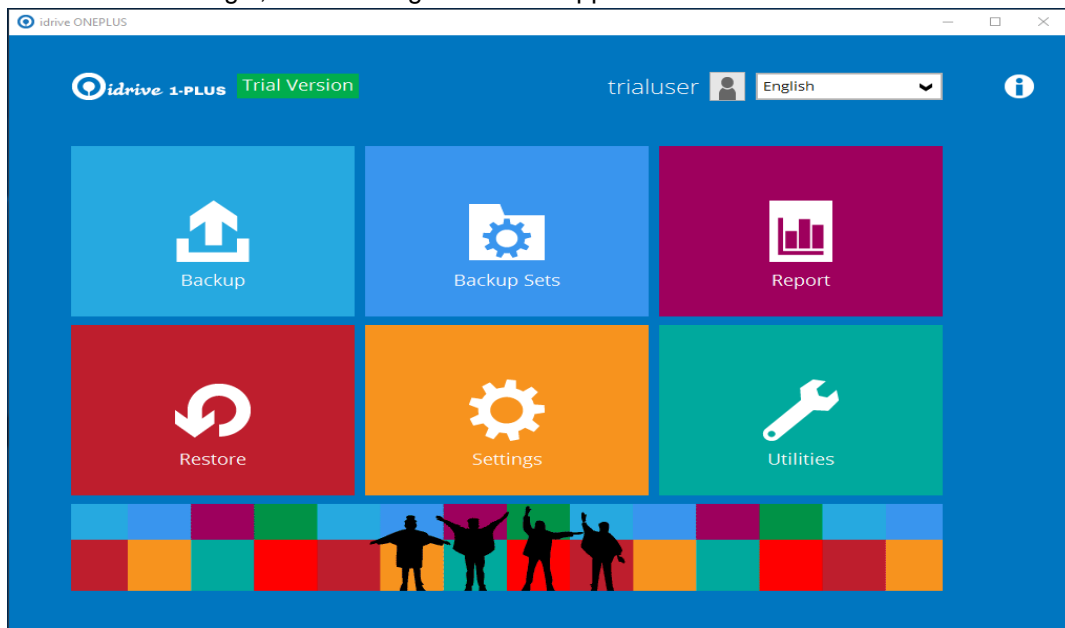

- If you already have login account, click on Login and Enter Details

3.   Enter your details and click on OK.
     Password Requirements. Minimum 6 characters, combination of numbers, uppercase,
     lowercase and special characters (?!~$%^&*-+=:;"',.)
     Eg. T?ngo23 or Char!u33 or S^mo$$33CAT

4.   After successful login, the following screen will appear.

2   Create a Backup Set
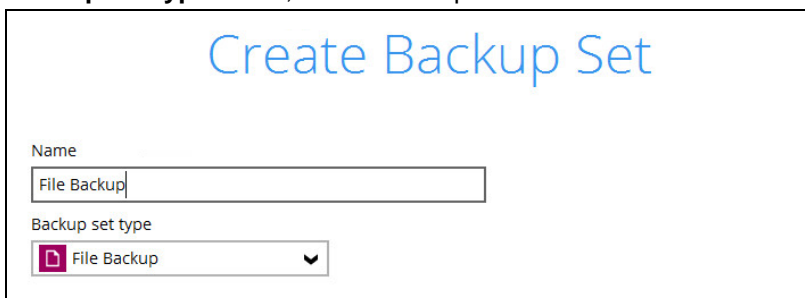
1. Click the **Backup Sets** icon on the Idrive ONE-PLUS main interface.

2. Create a new backup set by clicking the "**+**" icon next to **Add new backup set**.
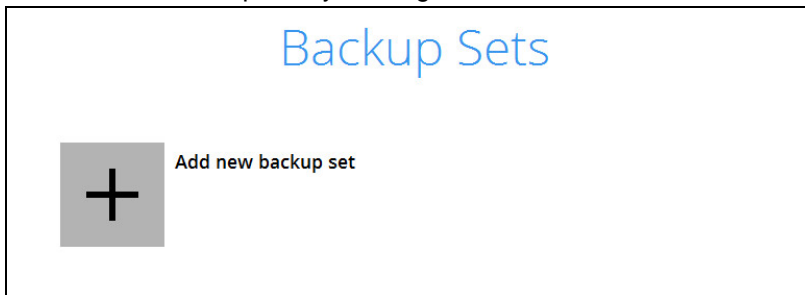
3. When the Create Backup Set window appears, name your new backup set and select the **Backup set type**. Then, click **Next** to proceed.

4. In the Backup Source window, select the files and folders for backup. Click **I would like to choose the files to backup** to select individual files for backup.
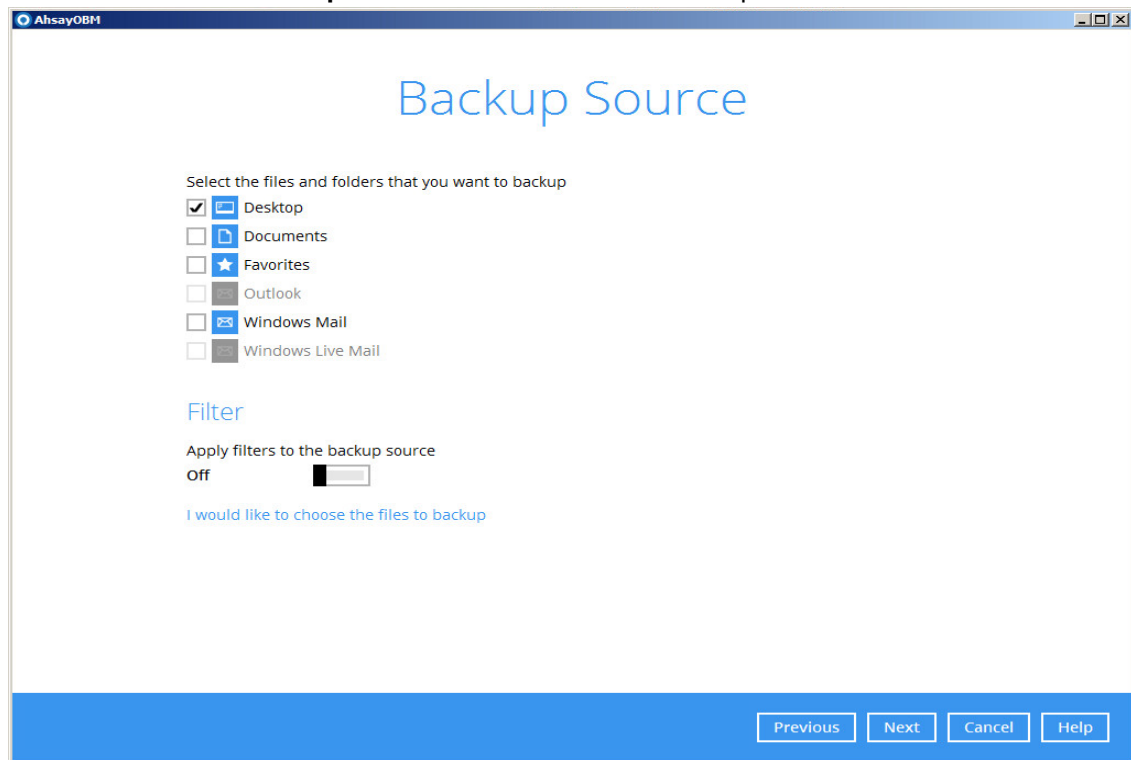
5. In the Advanced Backup Source window, select folder(s) to back up all files in the folder(s).
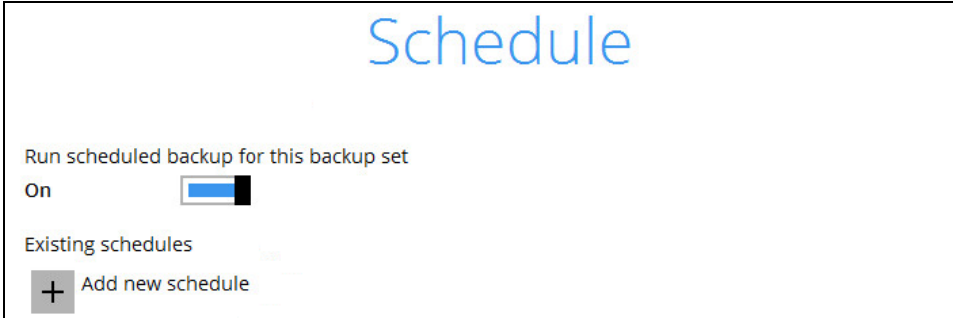
6. Alternatively, if you want to back up only individual files instead of all files in your selected folder(s), select the **Show files** checkbox at the bottom of the screen. A list of files will appear on the right hand side. Select the checkbox(es) next to the file(s) to back up. Then, click **OK** to save your selections and close the **Advanced Backup Source** window.
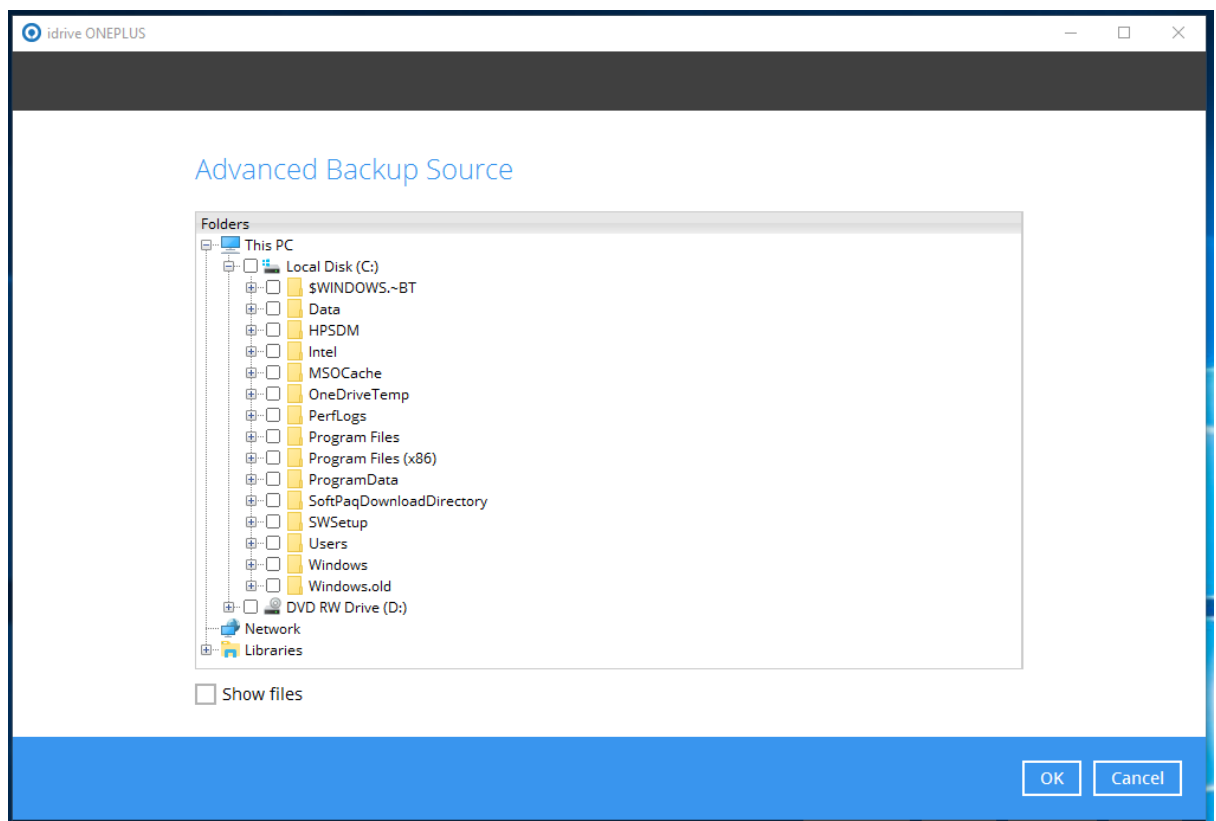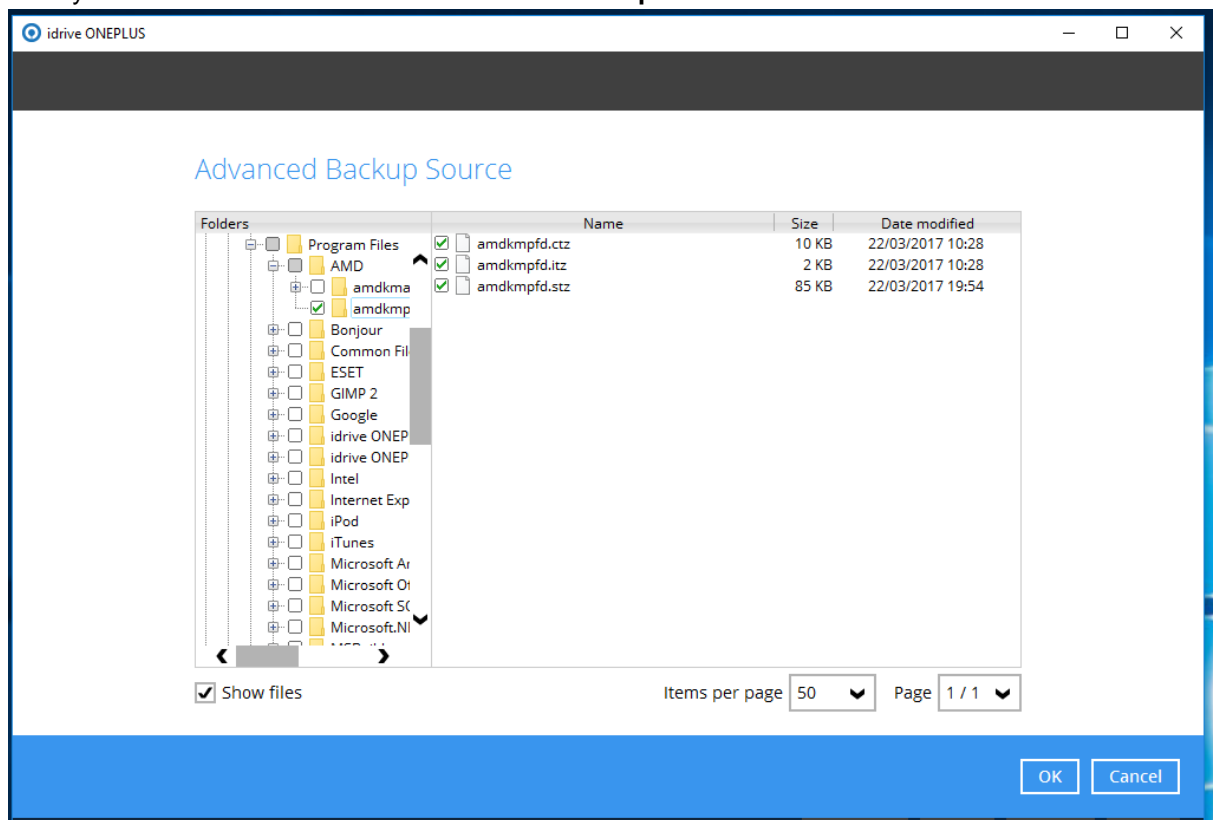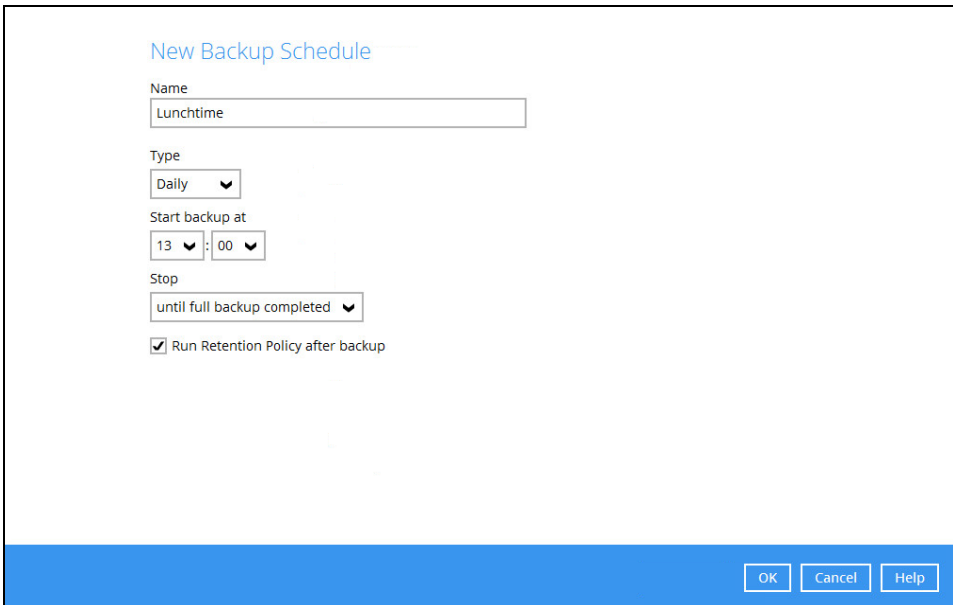

7. In the Backup Source window, click **Next** to proceed.

8. When the **Schedule** window appears, you can configure a backup schedule to automatically run a backup job at your specified time interval. In the Schedule window, the Run scheduled backup for this backup set is **Off** by default.

⊙ You can leave it as is if you want to add a schedule later.
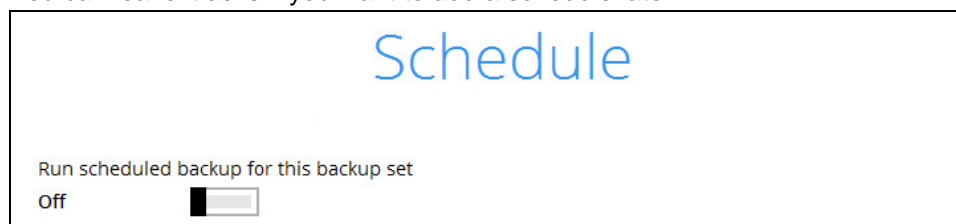
⦿ If you want to add a schedule now, switch **On Run scheduled backup for this backup set**. Then, click ⊞ next to **Add new schedule**.

When the New Backup Schedule window appears, specify your backup schedule. Then, click **OK** to save your changes and close the New Backup Schedule window.

9. In case you have added a schedule, it will be shown in the Schedule window. Click **Next** to proceed when you are done setting.

10. The **Destination** window will appear.
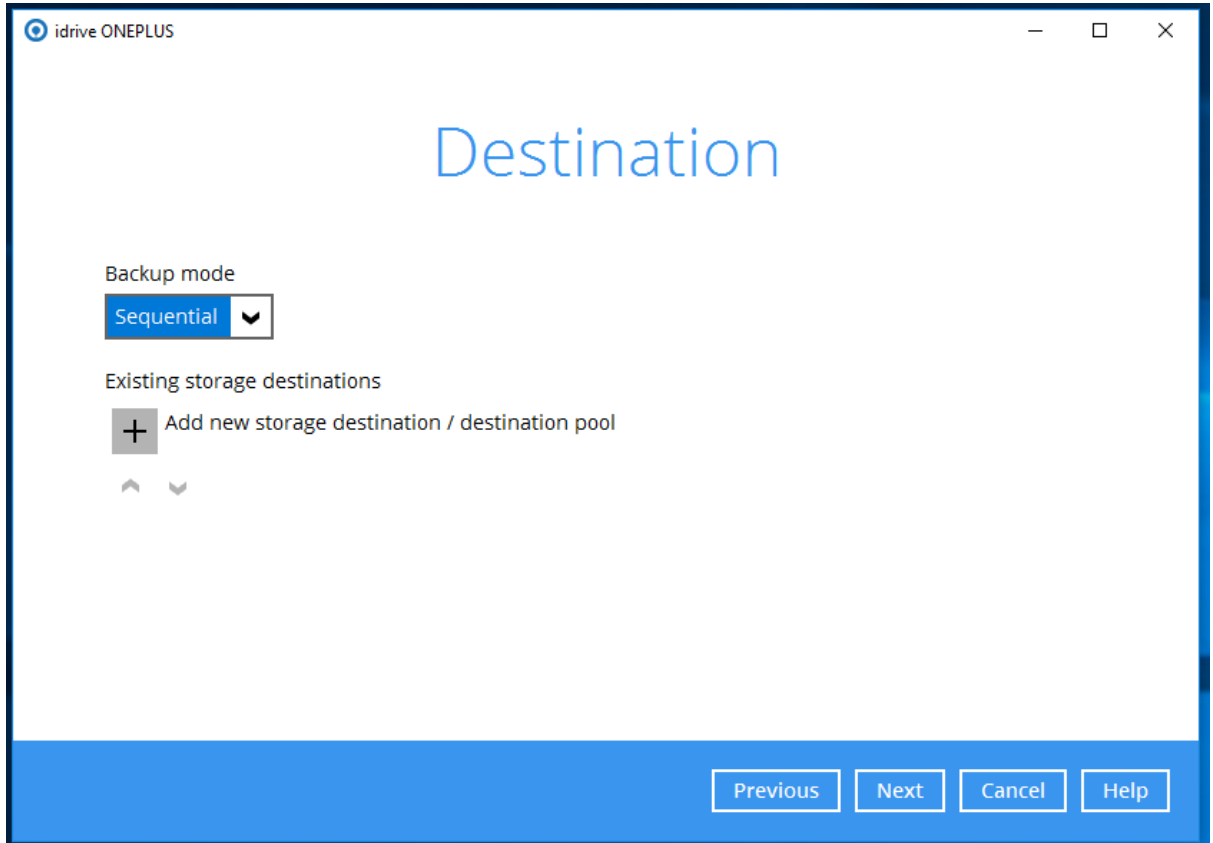
Select **Backup mode** as **Sequential** (default value) – run backup jobs to each backup destination one by one

- ⦿ **Concurrent** – run backup jobs to all backup destinations at the same time (not recommended)

To select a backup destination for the backup data storage, click ➕ next to **Add new storage destination / destination pool**.

11. In the **New Storage Destination / Destination Pool** window, select the idrivestoragepool1 as destination storage. Then, click **Next and OK** to confirm your selection.
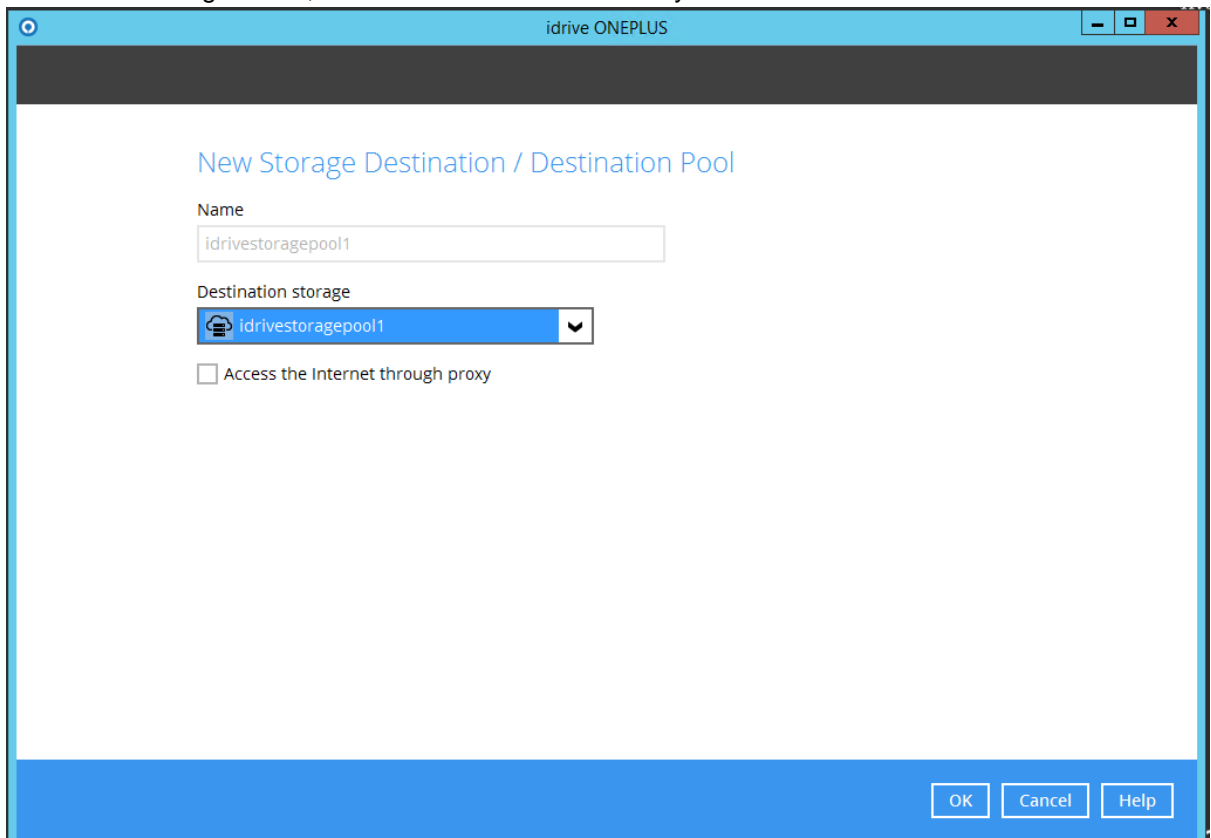
12. Disable **OpenDirect Restore** feature, Click **Next** to proceed.
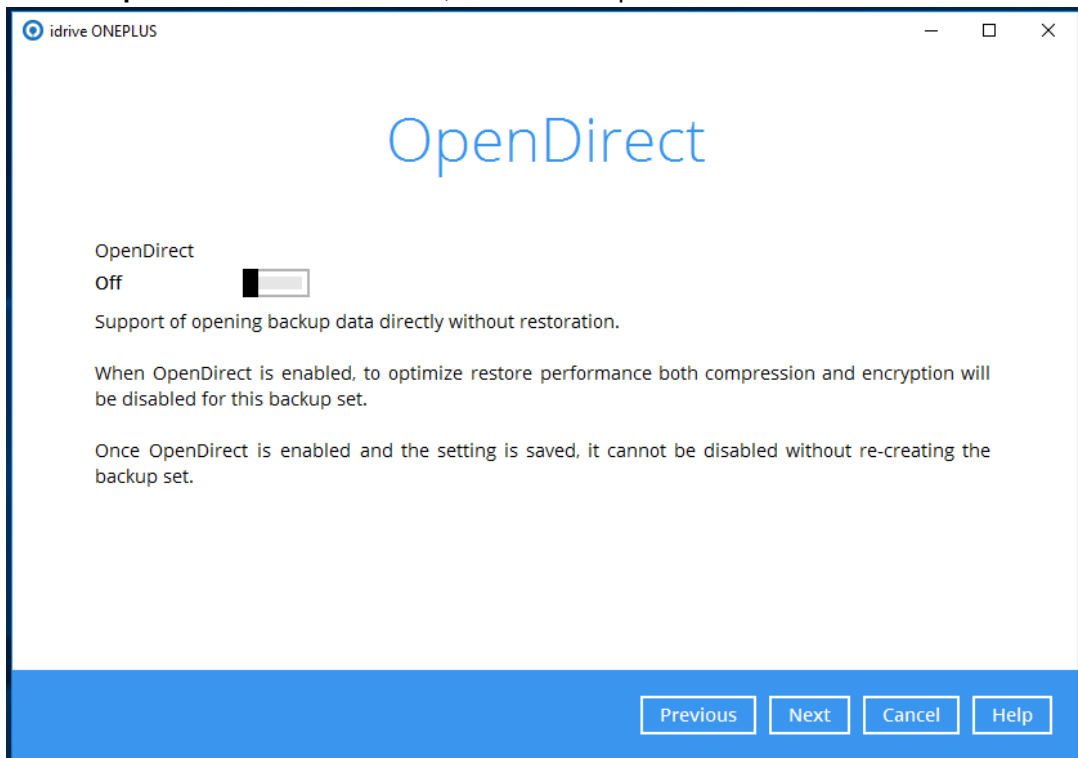
Notes

1. Once the OpenDirect Restore feature is enabled and the backup set is saved, it is **NOT** possible to disable it afterwards, and vice versa. A new backup set will have to be created again if you wish to do so.

2. It is possible to enable both OpenDirect restore and Run Direct restore at the same time. However, idrive ONE-PLUS restore job will only allow either OpenDirect or Run Direct to run, but not both to run concurrently.

3. OpenDirect restore requires an additional OpenDirect restore module license to work. Contact your backup service provider for further details.

13. In the Encryption window, the default **Encrypt Backup Data** option is enabled with an encryption key preset by the system which provides the most secure protection.
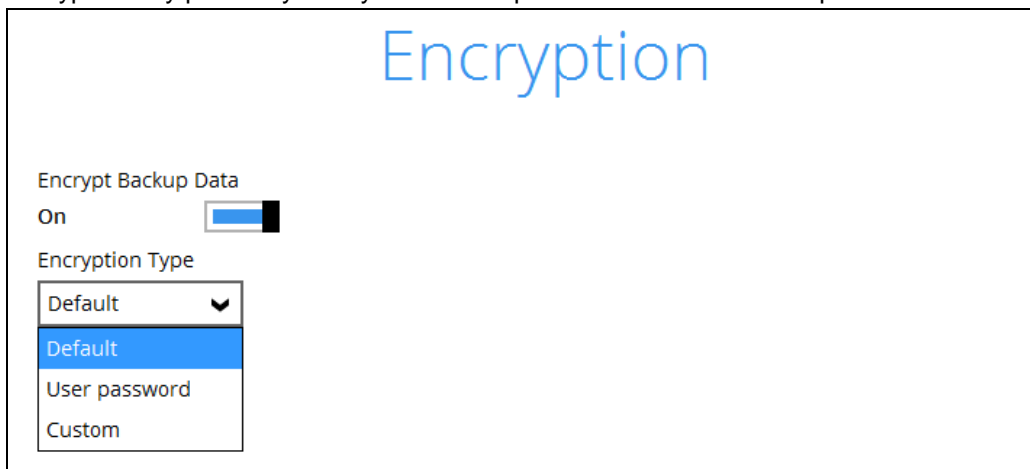

You can choose from one of the following three Encryption Type options:

➢ **Default** – an encryption key with 44 alpha numeric characters will be randomly generated by the system
(NOT RECOMMENDED)

➢ **User password** – the encryption key will be the same as the login password of your idrive ONE-PLUS at the time when this backup set is created. Please be reminded that if you change the idrive ONE-PLUS login password later, the encryption keys of the backup sets previously created with this encryption type will remain unchanged.

(Must be safely stored) You cannot retrieve data if you forget your password.

> **Custom** – you can customize your encryption key, where you can set your own algorithm, encryption key, method and key length.

(Must be safely stored) You cannot retrieve data if you forget your encryption key

14. If you have enabled the Encryption Key feature in the previous step, the following pop-up window shows, no matter which encryption type you have selected.

The pop-up window has the following three options to choose from:

➢ **Unmask encryption key** – The encryption key is masked by default. Click this option to show the encryption key.
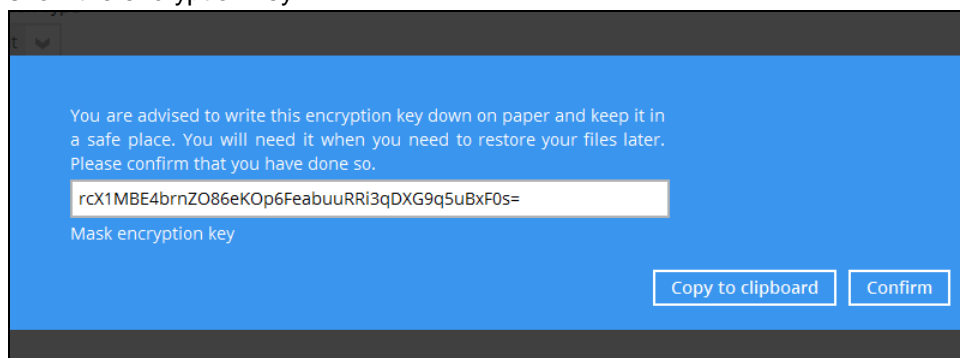
➢ **Copy to clipboard** – Click to copy the encryption key, then you can paste it in another location of your choice.

➢ **Confirm** – Click to exit this pop-up window and proceed to the next step.

15. The following screen prompts you to enter the Windows login credentials for user authentication, if you have enabled the Schedule Backup feature in step 8.

Note
If you have selected to back up individual folder(s) / file(s) on your local computer's drive in step 5, the

Windows User Authentication request will be bypassed and therefore the screen shown above will not display even though the Schedule Backup feature has been turned on.

16. Upon successful creation of the backup set, the following screen will appear. You can click **Backup now** to back up your data or click **Close** to exit.
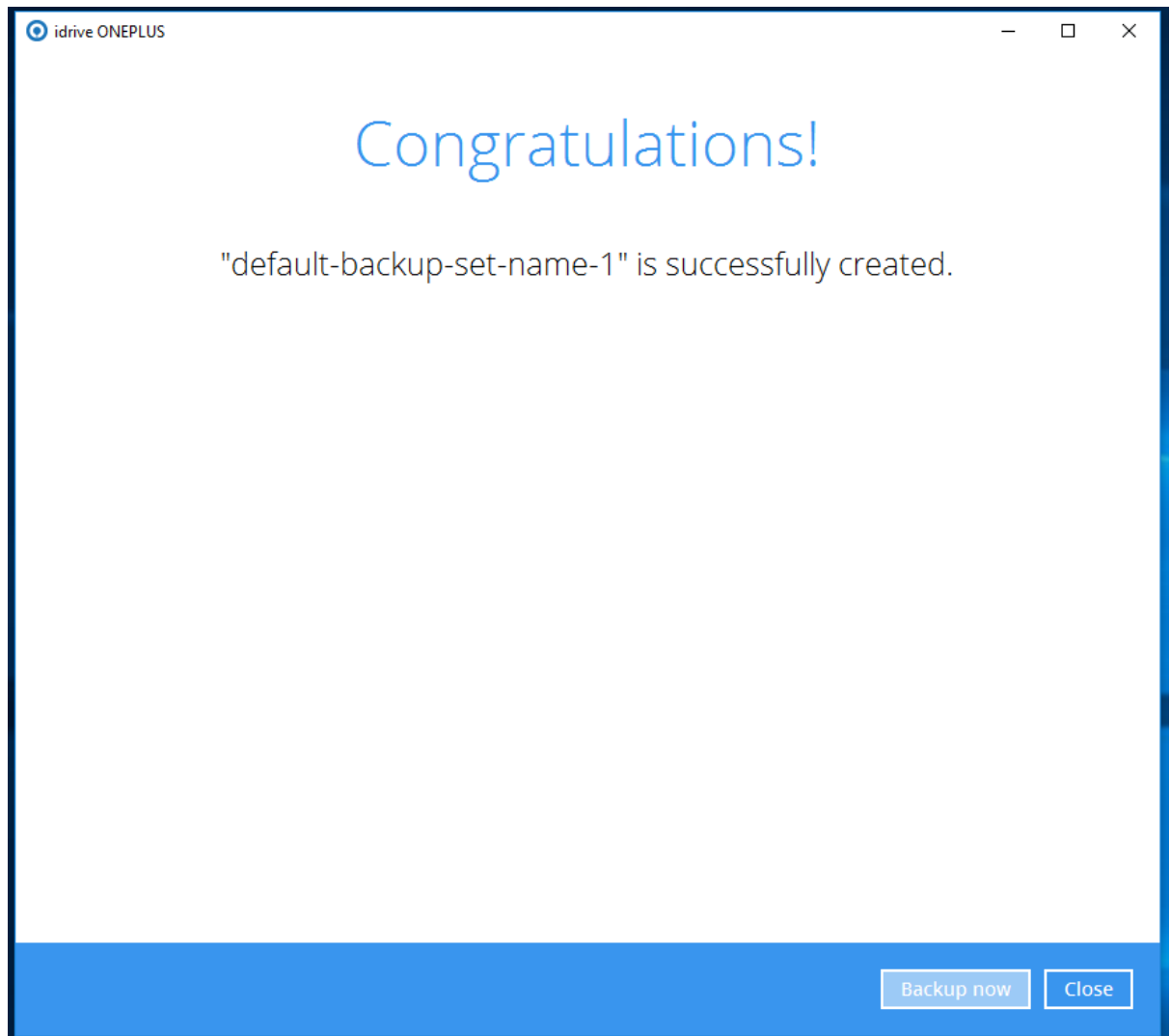
3 Overview on Backup Process

The following steps are performed during a backup job:

1 Establishing connection

Connection from the backup client to the backup server is established.

2 Running pre-backup command

Pre-backup command is run (if necessary).

3 Compiling file list

Local file list is compiled according to the backup source setting.

6 Generating delta files

Delta files are generated for modified files (if required).

5 Comparing files

Local and remote file lists are compared to identify new, updated, or deleted files and folders since the last backup job.

4 Downloading files

Remote file list and checksum files are downloaded from the backup destination.

7 Uploading files

Data are compressed, encrypted, divided into individual data block of size either 16 MB or 32 MB, and then uploaded to the backup destination(s).

8 Saving files

Latest index files on client computer are saved to the backup destinations.

9 Running post-backup command

Post-backup command is run (if necessary).

10 Removing temporary files

Temporary files are removed from the temporary directory.

Backup job completed

4   Run Backup Jobs

Login to idrive ONE-PLUS

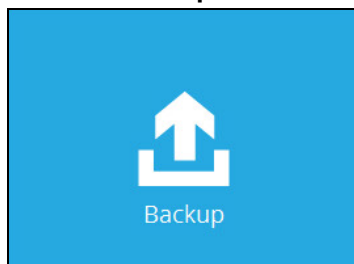Login to the idrive ONE-PLUS application. May already be running on the task bar.
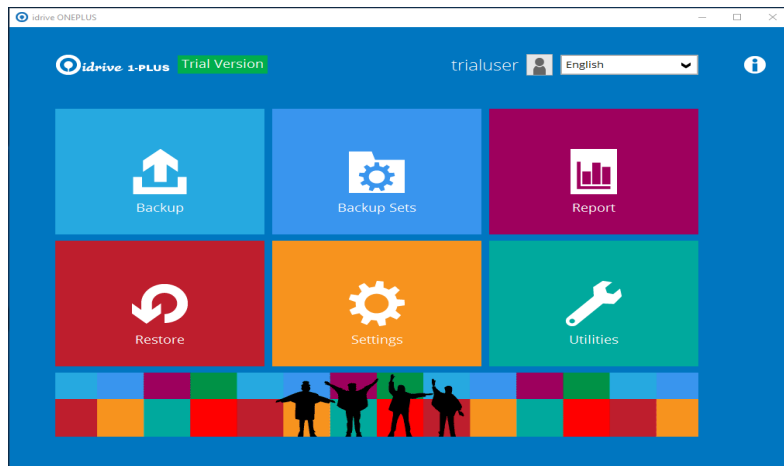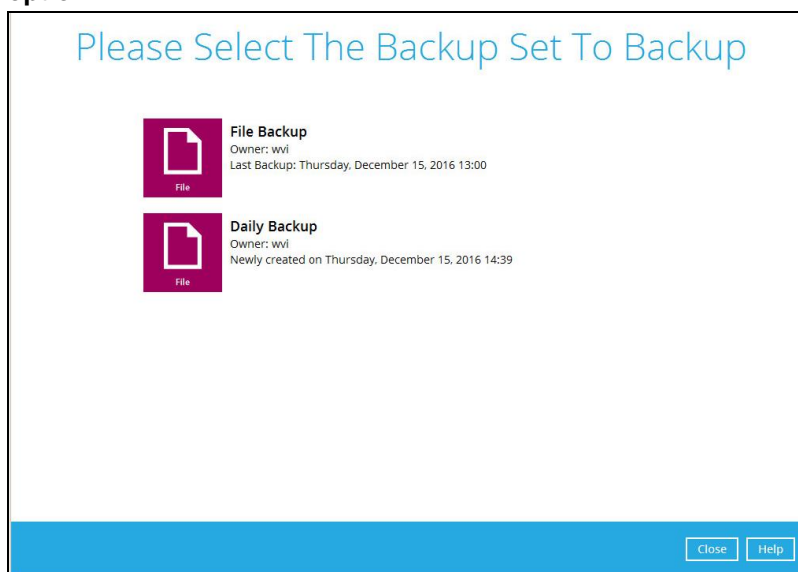

Start a Manual Backup

1.   Click the **Backup** icon on the main interface of idrive ONE-PLUS.

2.   Select the backup set which you would like to start a backup for. In case you want to modify the In-File Delta type, Destinations and Retention Policy settings, click **Show advanced option**.

3.   When advanced options are shown, it is recommended that you tick the checkbox next to **Run Retention Policy after backup** in the Retention Policy section at the bottom. This will help you save hard disk quota in the long run. In the In-File Delta type section, the following three options are available:
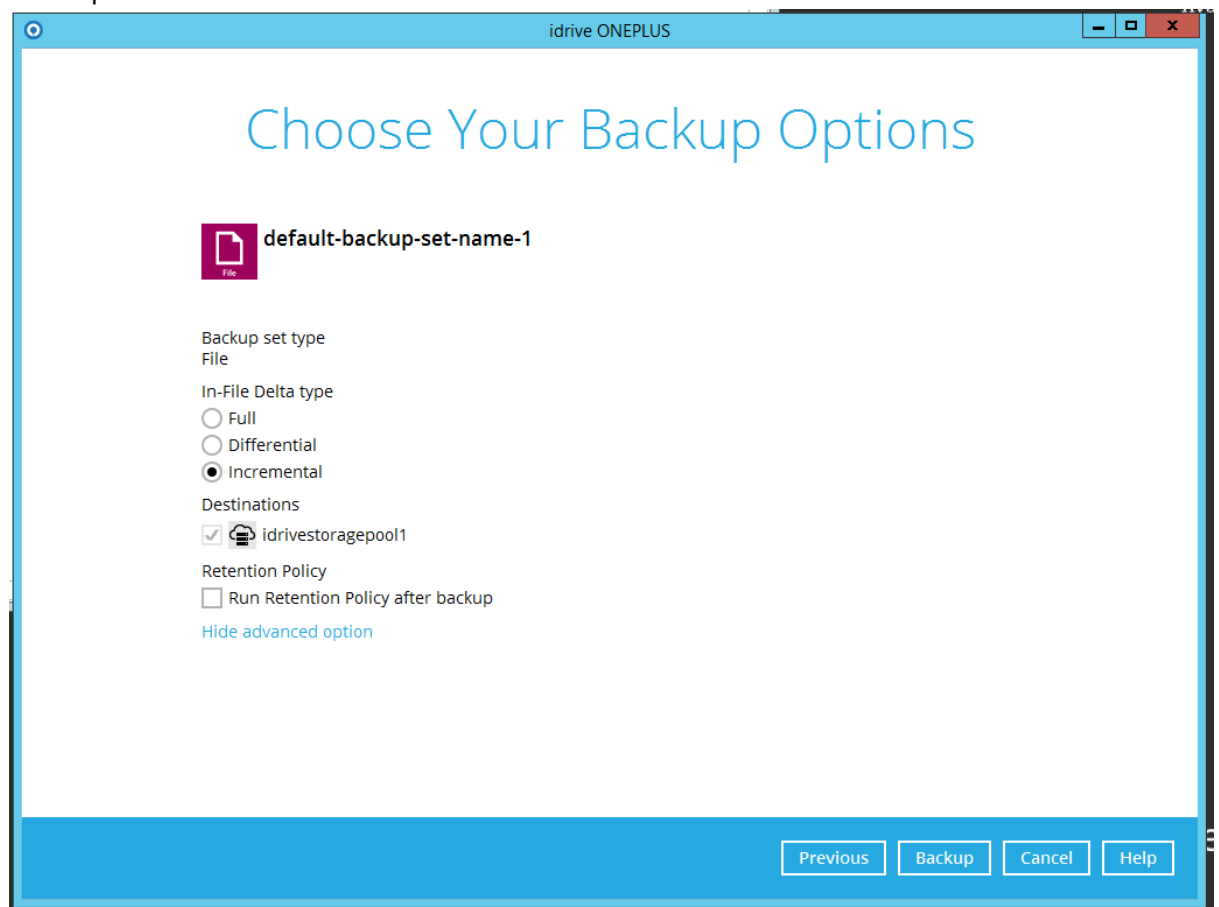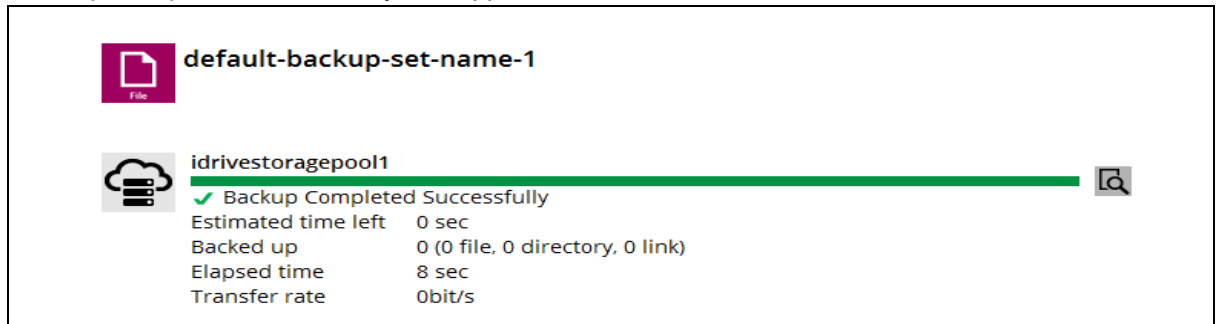

- ⊙ **Full** – A full backup captures all the data that you want to protect. When you run a backup job for the first time, idrive ONE-PLUS will run a full backup regardless of the in-file delta setting.

- ⊙ **Differential** – A differential backup captures only the changes made as compared with the last uploaded full file only (i.e. changes since the last full backup, not since the last differential backup).

- ⊙ **Incremental** – An incremental backup captures only the changes made as compared with the last uploaded full or delta file (i.e. changes since the last incremental backup).

4.   Click Backup to start the backup job. The status will be shown.
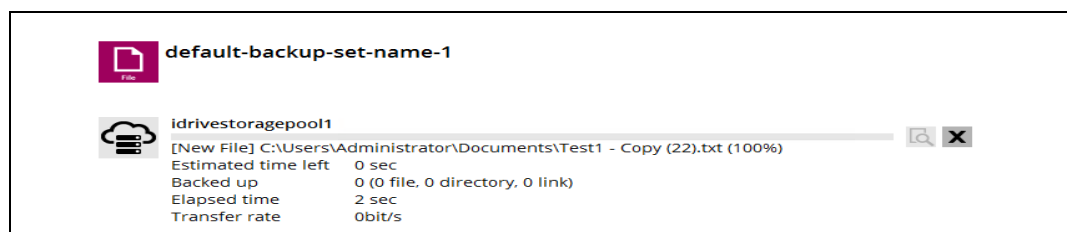
5. When the backup is completed, the progress bar will be green in color and the message "Backup Completed Successfully" will appear.

default-backup-set-name-1

idrivestoragepool1
✓ Backup Completed Successfully
Estimated time left   0 sec
Backed up   0 (0 file, 0 directory, 0 link)
Elapsed time   8 sec
Transfer rate   0bit/s

You can click the 🔍 **View** icon on the right hand side to check the log. A window will pop up to show the log. Click **Close** to exit the pop-up window.
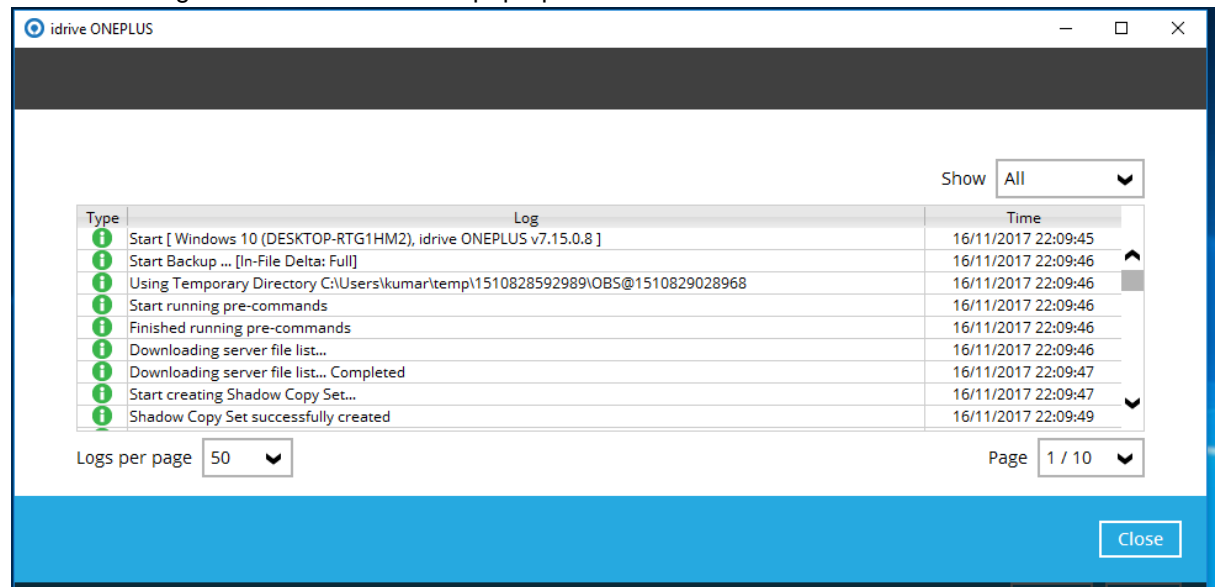

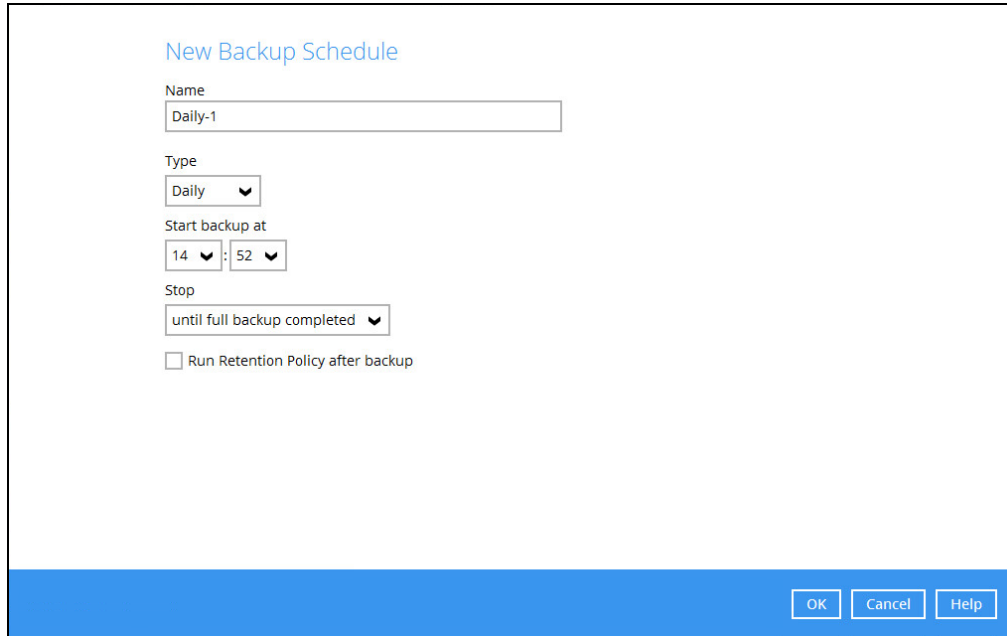## Configure Backup Schedule for Automated Backup

1. Click the **Backup Sets** icon on the Idrive ONE-PLUS main interface.
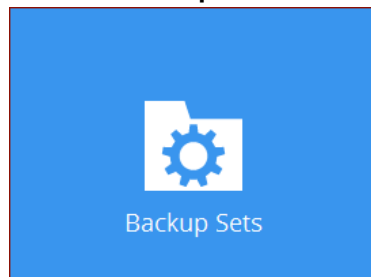
2. All backup sets will be listed. Select the backup set that you would like to create a backup schedule for. A screen will pop up, showing the General tab.

3. Go to the **Backup Schedule** tab. In case Run scheduled backup for this backup set is off, switch it **On**. Existing schedules will be listed at the bottom if there is any.
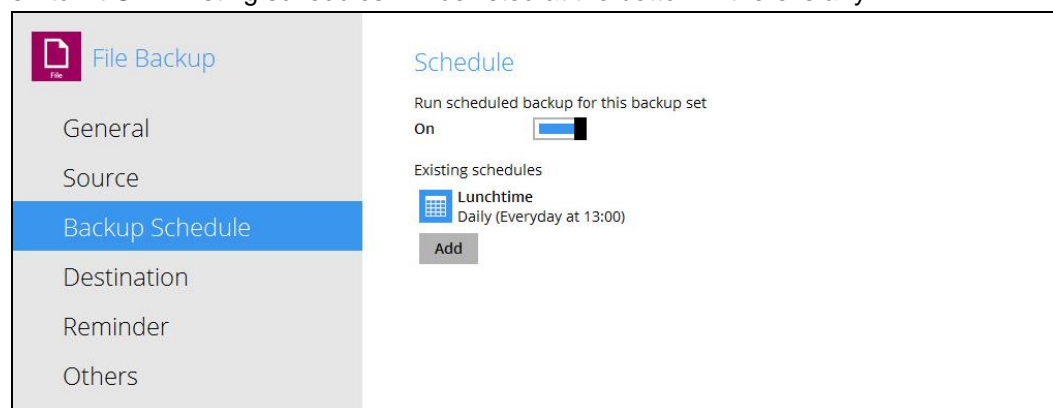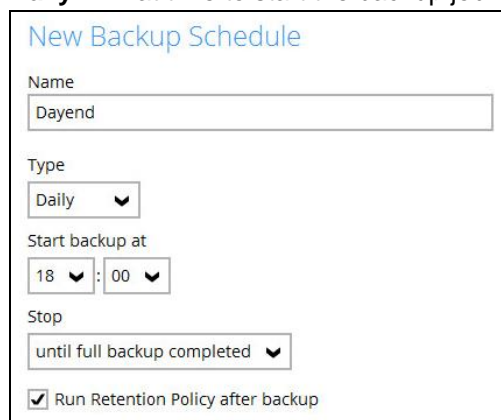
4. Click **Add** to add a backup schedule. The New Backup Schedule window will appear.
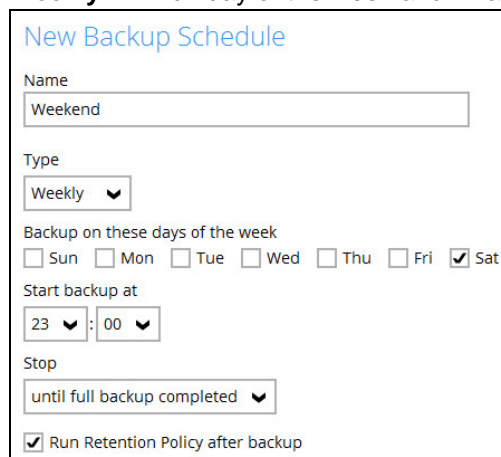

5. In the New Backup Schedule window, you can configure your backup schedule settings. To save hard disk quota in the long run, it is recommended that you tick the checkbox next to **Run Retention Policy after backup** at the bottom. The rest of the setting options will vary by which option you choose from the **Type** dropdown menu:

○ **Daily** – what time to start the backup job

○ **Weekly** – which day of the week and what time that day to start the backup job

○ **Monthly** – which day of the month and what time that day to start the backup job

New Backup Schedule

Name
Monthly Closing

Type
Monthly ∨

Backup on the following day every month
◉ Day Last ∨
○ First ∨ Sunday ∨

Start backup at
23 ∨ : 59 ∨ on the selected days

Stop
until full backup completed ∨

☑ Run Retention Policy after backup

○ **Custom** – which particular date to start a one-off backup job

New Backup Schedule

Name
New Year Eve

Type
Custom ∨

Backup on the following day once
2016 December ∨ 31 ∨

Start backup at
23 ∨ : 59 ∨

Stop
until full backup completed ∨

☑ Run Retention Policy after backup

The **Stop** dropdown menu offers two options:

○ **until full backup completed** – in case you prefer a complete backup

Stop

until full backup completed ∨

until full backup completed

after
kup

○ **after [how many] hr** – in case you prefer the backup job to stop after a certain number of hours regardless of whether or not the backup job is completed

Stop

| after | ⌄ | 1 | ⌄ | hr |

✔ Run Retention Policy after backup

As an example, the four types of backup schedules may look like the following.

Schedule

Run scheduled backup for this backup set

On

Existing schedules

Lunchtime
Daily (Everyday at 13:00)

Dayend
Daily (Everyday at 18:00)

Weekend
Weekly - Saturday (Every week at 23:00)

New Year Eve
Custom (2016-12-31 at 23:59)

Add

6.   Click **Save** to confirm your settings. Then, click **Close** to exit Backup Sets.