



## Full Image Backup Service Description

(Activities to Setup Dr.Backup Client for VHD Image Creation)

1. Make sure VSS storage space allocated on all server configurations. Touch all drives to be backed up inside of shadow copy property tab in explorer or through disk management (servers only)
2. Download and run VSSTest tools from Dr.Backup tools page to test OS volume and ensure that critical VSS writers are functional.
3. Ensure that power settings are at FULL POWER within Windows. This will help to keep drives from powering down completely during inactivity periods – and not spinning up quick enough.
4. Make sure that User Manager settings designate PC as a Server – even if the device itself is a workstation. This is required due to licensing restrictions.
5. Install/Upgrade to Dr.Backup client software to latest version that includes Full Image backup support v11.11 or greater required. Run a test connection to set FIB permission.
6. Define cloud storage area on backup media using Options > Cloud Backup Options menu item. By convention, use “LocalCloud” as top level folder name.
7. Inside of Dr.Backup client, select Full Image Backup set for configuration. On the right pane, make sure that NTFS partitions you want backed up have a check mark on them.
8. Select “Cloud Service” on the backup schedule menu so images will be put on the backup media where you configured the LocalCloud folder.
9. In most all cases, you will want to place a checkmark in front of the “skip free space” option. This enables the software to create space-efficient dynamic VHDs.
10. Schedule the image backup for a time when no other backup sets run. Best practices seems to indicate running full image job on Saturday or Sunday – and skipping offsite backup on that day of the week.
11. Use administrator mode within the Dr.Backup client to set retention parameters for FIB job. Give yourself some slack here as partially transferred backup image and other real-life events could cause waste on the backup media. Minimum recommended value is KLV+1 (space for 3 VHDs)
12. Make sure FIB runs as “System” user from the task scheduler and that task scheduler reflects the backups scheduled execution time.
- 13. If this client is a candidate for the P2V service (i.e., may want to do a virtual machine of the system image,) then complete the first section of the P2V Service Description.**