

Case Study about

How to execute a file full and incremental backup plan

Part 1 Case Content

Question	My business documents are stored at My RTX Files; I will execute a full backup every Sunday and then execute an incremental backup at every 9:00am or 11: 00am. How to do it?
Solution	With EaseUS Todo Backup , you need to set two backups: one is full backup, and the other is incremental backup and you can set them at one time. The full backup will be executed every Sunday, and the incremental backup will be executed at 9:00 or 11:00 every day.

Tips: Incremental backup only backups the changed files after the full backup or differential backup.



Part 2 Steps

1. Launch EaseUS Todo Backup, click Data backup (File, Disk/Partition).



2. Choose *File* and then enter Task/Plan name and Description for your file backup.

EaseUS Todo Backup Server 5.0	ſ	Home	Manag	gement	Logs	- x • •
Plan name: File backup		D	escription: This is	a description	n of my backup plan.	
File 🔻 🌱 Disk/Pa	rtition 😂	🌮 Mail 🔻				
 ▷ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	Name	Capacity	Used space	Туре	Modified time	
Destination: E:\My Backups Free space: 430.76 G Schedule : Off Turn on Backup op	B Capacity: 46 tions Ima	5.76 GB age-reserve str	ategy			
K 🕈 Home						Proceed



3. Click File, you can select My RTX Files

Server 4.5	Home Management Logs @ +
Plan name: Description:	Destination Capacity: 49.99 GB
Schedule : Off Turn on Backup options	Calculating required space y Used space Type Modified time
Destination J: Wy Backups	Click here to modify. 🚫
K 🏚 Home	Bocead

4. **Set backup schedule for your backups.** Click Turn on and pop up the Schedule window. Set schedule to backup files via later, daily, weekly, monthly or upon event. Click OK to apply it, click Do not schedule to cancel plans. Please choose every day, set 9.00 pm then click the Appoint weekly first backup as full backup. Click OK to save these settings and Click Proceed to perform file backup.

Ease	Todo Backup				- ×	
Server 5.		Home	Management	Logs	_ 0 🗸	
	📀 EaseUS Todo Backup			\mathbf{x}		
Plan name: Fi	Schedule					
10 - 10 - 10 - 10 - 10 - 10 - 10 - 10 -						
🕨 🖂 🔚 Libr	Later Sun Mon Tue	Wed Thu Fri S	at			
Þ 🗹 🖨 My	Daily Time settings 9	:00 PM 🚔 (h:mm	tt)			
Þ 🗹 ≽ Fav	Weekly					
P ■ Cor Cor Net	Backup scheme:	Incremental backup	•			
Þ ⊠ ∰ Des	Upon event Appoint weekly	first backup as full bac	:kup 💌			
Preserve						
Destination	Run missed backup at system star	tup if computer is shute	lown			
Deschation.	Local administrator account: Administrator	rator Pas	ssword:			
Schedule : Off	Do not schedule		<u>о</u> к	<u>C</u> ancel		
🕻 🏫 Home					Proceed	

Note: Enter account and password with Administrator privilege to make the schedule take effect.