# ZCB Quick Start Guide

## Release 4.2

Zmanda, Inc



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## Introduction

ZCB is a secure and convenient way to back up Windows workstations and servers to Local Folder or Cloud storage (Amazon S3). With ZCB, you can select any of the following as backup type:

- Windows files and folders
- Microsoft SQL Server 2000, 2005 and 2008
- Microsoft Exchange Server 2003, 2007 and 2010
- Microsoft Share Point Server 2007, 2010 and WSS 3.0
- Windows System State (registry, certificate server and active directory information)
- Oracle 11i

Getting started with ZCB is easy and you can start backing up in less than 15 minutes. This guide introduces you to the main steps of configuring and running your first backup.

# **Installing ZCB**

Before you begin:

- Make sure your machine has JRE 6 (Update 20 or higher) installed. You need to install the correct package for your machine platform (32 bit or 64 bit) from here.
- The sure your security/anti-virus program allows for installation of system services.

ZCB leverages the highly robust Amazon S3 infrastructure. The metering of customer usage and billing is performed by Amazon Web Services. Hence, to set up ZCB correctly with Amazon S3, perform the following steps:

- Complete the ZCB purchase from Zmanda Website. At the end of the process, you will be redirected to your Zmanda Network account page.
- Download ZCB and your Zmanda, Inc certificate named s3.zmanda from the Zmanda Network. This certificate is used by ZCB only to identify your ZCB account to Amazon and can't be used for any other purpose, such as encryption.
- Install ZCB. You will be asked to provide a password for a new Windows user named amandabackup. Please remember/document this password as you will need it to perform certain advanced operations.

In the Windows Start Menu, locate ZCB. If you are using Windows Vista/ Windows 7/Server 2008, right click on it and choose "Run as Administrator".
 When ZCB starts up, you need to import the s3.zmanda certificate which you downloaded from the Zmanda Network. To import, click on Cloud -> Import Cloud Certificate and input your cloud certificate's location.

If you see the message below, congratulations! You now have ZCB up and running! If you see an error, double check the steps and contact support if the problem persists.

Cloud Co	nnection Test	Republic Training	x
0	Connection to close	ud successful	
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You can click **Cloud > Check Cloud Connection** in the ZCB user interface at any other time to check connectivity to Amazon S3.

## **Backup Overview**

Logically, the task of managing your backups involves answering four key questions:

- What you want to back up?
- Where you want to back up and for how long?
- How you want to back up?
- When you want to back up?

A ZCB backup is made up of your answers to the above four basic questions.

## Create a backup set

As shown below, upon first use ZCB offers you a choice to create a new backup set. Choose this option and create your first backup set. Please note that backup set names are limited to 32 characters and you cannot use Windows reserved characters such as  $/|?\_.<>*":+&$ 



### **Backup What**

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Nightly Backup	E- Computer	Max Upload Rate: 0 🐥 Unlimited Throttle by Time
	🗄 🖃 📕 Local Disk (C:)	Retention Override Max Download Rate: 0 _ Unlimited Throttle by Time
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	- Boot.BAK	Backup How
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	- ComboFix	Compression: Encryption: None
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	- 🗋 🔹 eula.2052	Save configuration and backup "Nightly Backup" to both disk and cloud now
	- 🗋 🛛 eula. 3082	
	🗌 🖷 🧧 globdata 🗧 🗧	
	Exclude Files:	

Choose what type of data you want to backup – File System or an application such as Microsoft Exchange Server. If you have chosen File System, select the folders/files which you wish to

backup. For your convenience, ZCB automatically selects files/folders in your home directory. You can deselect the files which you don't wish to include in your backup set.

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File Cloud Tools Pre	ferences Help	
Backup Restore Monitor	Report	
Badup Sets	Backup What	Backup Where Local Storage Locaton: Inande Cloud Backup Folder WedaServer PC+Highty Backup Inn Retention: -1 Delete after Upload Return Control of Forever
Nightly Backup	Computer     Local Disk (C:)     O    and     O    boot	Max Upload Rate:     0     Inimited     Throttle by Time       Retention Override     Max Download Rate:     0     Unimited     Throttle by Time       If Always retain last full baduap     Secure Transfer
	BootBAK     Gambofix     Cambofix     Cambofix     Cambofix     e.cala.1028	Backup How Compression: Off Max Encryption: None •
	e eds. 1031     e eds. 2033     e eds. 2035     e eds. 2049     e eds. 1040     e eds. 1040	Backup Now Scheduled Backup Backup Set Preferences Backup to both disk and doud  Full O Differential O Incremental
	e eds. 1042     e eds. 2052     e eds. 2082     e eds. 3082     e eds. 3082	Save configuration and backup "Nightly Backup" to both disk and cloud now
	Exclude Piess Extimate Sackup Size	Save "Nightly Backup"

Choose where you wish to store your backup data. You have the following choices:

- Only Cloud Storage: Choose the desired Amazon data center from the dropdown under the Cloud Storage section.
- Only Local Storage: Choose the local disk location using browse button under the Local Storage section
- Both Cloud and Local Storage: Choose desired locations from both under the Local Storage section and the Cloud Storage section

Click on **Secure Transfer** check box to make the data transfers to the cloud SSL-enabled.

#### **Backup How**

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	Local Dek (C:)	Retention Override Max Download Rate: 0 + Unlimited Throtife by Time
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	- • e.4s. 1023	Compression: Y I I I Encryption: None
	- • eds.1031	
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	- • e.a. 1041	
	• eds. 1042	Save configuration and backup "Nightly Backup" to both disk and cloud now
	- + eva.2052	save configuration and backup Highly Backup to both disk and cloud how
	Exclude Files:	Save "Nightly Backup"

Choose desired compression setting to reduce the size of backup data ZCB stores and transfers to the cloud. Once you get to know ZCB better, you can also turn on backup data encryption so that your data is truly secure at all times. For details on how to enable encryption, please refer to the ZCB User Guide.

#### Backup When

File Cloud Tools Prefer	ences Help	
Backup Restore Monitor Re	port	
Badrup Sets	Backup What	V Always retain last ful badup
	File System 👻	Backup How
Nightly Backup	Computer	Off Max
	🗄 🖃 🎍 Local Disk (C:)	Backup When
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	0- 🗋 🎉 Boot	Add Schedule V
	- Boot.BAK	
	🕀 🗌 🎉 ComboPix	
	- ComboFix	
	- • eula. 1028	
	- 🗋 🗢 eula. 1031	
	- 🗋 🗢 eula. 1033	Please ensure that a full backup has completed before a differential or incremental backup is triggered
	- 🗋 🗢 eula. 1036	Backup to both disk and doud 🚽 🛞 Pull 🔿 Differential 🔿 Incremental
	- eula. 1040	Every Week v At v 23 v 59 v Hours
	- eula. 1041	
	- 🗋 🗢 eula. 1042	On Sun Mon Tue Wed Thu Pri Sat
	- 🗋 🗢 eula.2052	Override retention for this schedule Local Storage: -1 x Delete after Upload v Cloud Storage: 0 x Forever
	- 🗋 🔹 eula.3002	
	Exclude Files	
	Estimate Backup Size	Save "Nightly Backup"

If you wish to do a manual backup, click on the **Backup Now** tab as shown below in the <u>Start</u> <u>Backing up!</u> section below. If, however, you wish to add a backup schedule, click on **Add Schedule** button to choose from easy to use schedule templates.

## Save Configuration

Backup Sets	Backup What	Backup Where
	🚑 File System 🔹	Local Storage Cloud Storage
		Location: Imanda Cloud Badup/Badup_Folder/MedaServer PC+Hightly Badup Location: 🕥 USA
		Retention: 1 🗍 Delete after Upload 🔹 Retention: 0 👶 Forever
Nightly Backup	B- 🖸 🗼 Computer	Max Upload Rate: 0 + Unlimited Throttle by Time
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	- evia. 1028	Off Max
	- evia.1031	Backup When
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	- C + eula.2052	Save configuration and backup "Nightly Backup" to both disk and cloud now
	• ex/a.3082	
	- e giobdata -	
	Exclude Files:	
	Estimate Backup Size	

Congratulations! Your first backup set is now configured. Save the backup set configuration by clicking the **Save** *backup-set-name* button at the bottom of the page.

## Start Backing up!

File Cloud Tools Prefer	ences Help		
Backup Restore Monitor Res	port		
Badrup Sets	Backup What	📝 Always retain last full backup	Secure Transfer
	File System 🔹	Backup How Conpression	Encryption None
Nightly	B- Default ^	Backup When	
	⊕- 🔲 🎍 Mox1-MEDIAGERVER-PC ⊕- 😥 🎍 MediaServer	Backup Now Scheduled Backup Backup Set Preferences	
	(i)- 🗹 🅌 AppData	Contraction and activation and activ	
	🕫 – 🗹 🌺 Contacts	Backup to cloud 💌	Full O Differential O Incremental
	🐵 🗹 🕌 Desktop		
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	🕀 🗹 🕌 AfterUninstal	Save configuration and	backup "Nightly" to cloud now
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	MEDIASERVER-PC_M		
	Exclude Pleas		
	Estinate Badrup Size	Save "Nightly"	

If you had added schedules for backups, the backups will start at the configured time and you can sit back!

If you had not added backup schedules and wish to instead run an immediate backup to cloud manually, you can do so. Choose the **Backup to Cloud** operation from the dropdown list in the **Backup When** section and press the **Backup to cloud now** action button.

That's it! Your data will now start getting backed up and will soon be completely protected in the robust and reliable storage of Amazon S3!

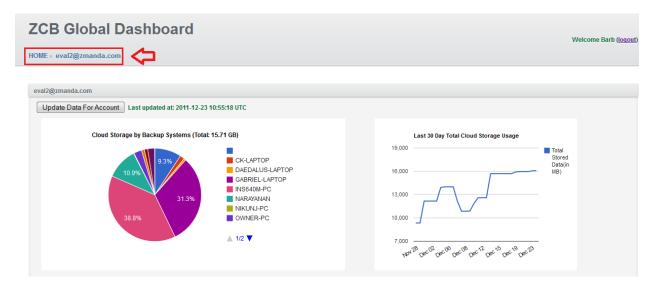
## Monitoring the Backup Runs

File Cloud Tools Preferences Help Backup Restore Monitor Report							
Backup Sets Activity Start Time Elapsed (D:H:M:S) Size Progress Details							
	Backup to Cloud	00	3/21/2012 15:49	00:00:00:13	448 KB	0 files uploaded	Uploading to USA @ 275.69 kbps
	Upload from Disk						
	Download						
Nightly	Restore						

You can monitor the backup tasks being run by ZCB on the Monitor page. This page shows information about all the ongoing tasks for all the backup sets, giving you a consolidated view of what ZCB is doing at any moment.

#### Using ZCB Global Dashboard

ZCB Global Dashboard is a web interface which enables you to monitor backup activity across multiple ZCB machines and even multiple ZCB accounts. A sample screenshot is below:



For more information, please visit our <u>website</u>. To access ZCB Global Dashboard, go to <u>http://zgd.zmanda.com/</u> and login using your existing Zmanda Network account credentials.

#### **Checking Usage and Buying More Storage**

This section pertains to ZCB with Google Storage only.

You can check your usage and buy more storage through the Cloud menu, as shown below. Simply click the appropriate option.

File	Clou	d Tools	Preferences	Help	
Backı					
Back					
		Buy More			
		Import Cl	oud Certificate	Ctrl+I	

## Learning More

We understand that you will have more questions about the way ZCB works. We recommend that you check out <u>ZCB FAQs</u>. For detailed instructions about particular features, you can refer to the <u>ZCB User guide</u>.

You can also visit the Zmanda forums - <u>http://forums.zmanda.com</u> and search the ZCB forums for questions already asked by our users and resolved by the community.

In case you need technical assistance, please open a support case by clicking on **Help > Contact Support** in the ZCB user interface. For any general query, you can write to us at <u>zcb@zmanda.com</u>.