# **CRASH PLAN**

## How to use CrashPlan PC Backup Service

Once installed and you log into the CrashPlan console, the backups start almost immediately. There no configuration settings that you need to do. Once fully backed up, your files will back up approximately every 15 minutes. This will help ensure that you have the latest version of files, in the event of a crash or your computer is lost/stolen.

Restoring files is as easy as browsing to the file (s) within the CrashPlan application on your computer and clicking restore.



#### 1. Open the CrashPlan application on your computer

a. Mac User: Click on the CrashPlan icon on the right side of the menu bar

i. Click on the down arrow and choose Open CrashPlan

- b. PC Users: Click on the Up arrow in the bottom right of the screen and choose CrashPlan
  - i. Click on the down arrow and choose Open CrashPlan

#### 2. Click on Restore Files



a. If you have more than 1 machine backed up, choose the appropriate machine to back up



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3. Select the files you want to restore

FJFPJVF3FD					
Restore files from: Code42 Cloud USA East					
<ul> <li>Macinto</li> </ul>	sh HD > Users > kerrij	Q A	s Of Today 🏥 🛛 •••		
Nan	10 ×	Size	Date Modified		
· •	Creative Cloud Files	-	02/07/23 05:29 AM		
× 🗋	Desktop	0 Bytes	08/01/23 08:18 AM		
	Documents	0 Bytes	08/01/23 08:18 AM		
× 🖿	Downloads	-	08/22/23 09:42 AM		
0	Library	-	06/30/23 05:33 AM		
0	Movies	-	09/12/22 10:31 AM		
	Music	-	09/26/22 10:21 AM		
	OneDrive - Children's Hospital of Philadelphia	0 Bytes	09/21/22 10:01 AM		
0 Be	OneDrive-Children'sHospitalofPhiladelphia (Archive)	_	12/21/22 OR 25 AM		

a. Choose the entire folder or double-click on the folder to select individual files

#### 4. Choose Restore Files... at the bottom right of the window

#### 5. Choose where and what to name the restored file

Restore Files Options	
Save selected files to:	Original Locati v
If file already exists:	Rename v R15 A
Permissions:	Current v 09.45 /
	Cancel Go Diama

#### 6. Click Go

#### 7. You will see the status of the restore

RJPPJAP3PD Restore files from: Code42 Cloud USA East		Download Activity		Clear All
		Sunrise_preview.jpg		
		Completed		
Na	+1003014_10106000058146516_018046340043131336			
	clemente-cardenas-Qx3u15VDjOw-unsplash.jpg			
	giphy off	1 MB	09/18/19	08:15 AM
	Moon/heic	114 MB	02/05/19	09:45 AM
	OuRYla.png	691 KB	07/12/20	10:52 AM
•	Photos Library.photoslibrary	-	08/22/21	06:31 AM
	sunrise_preview.jpg	832 KE	10/01/18	01:20 AM
. 4	tenor.gif	1 MB	09/13/19	08:06 AM
	Zombie Donald.jpg	66 KB	07/12/19	01:39 PM



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- 8. Click Done
- 9. Close the CrashPlan window
- 10. Browse to where you saved the files



a. If you chose to rename the file, it will be called "original1.filename" if there is already a file with that name in the location

