



DICE Systems Backing up a PC hard drive using Acronis True Image 2015

For all systems using a DICE supplied Industrial PC

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Versions

Version	Notes	Date	Personnel
1.0	Initial Release	6/07/2017	MJE
1.1	Updated with step 9	6/08/2017	MJE





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Purpose

This document will guide you through the procedure to backup a PC hard drive using Acronis True Image 2015. It is recommended to backup your PC after any major changes to your PC. Each machine provided by PPSI will have a backup hard drive that comes in addition to the active hard drive.

This duplicate copy ensures all your vital data is backed up in case the original drive becomes corrupted, destroyed, or lost.

In any of these events, the new duplicate drive can be inserted and used immediately. This drastically reduces down time in the event of a hard drive failure.

Tools Required

Acronis True Image 2015 - This program should come pre-installed on your PC. If it is not, please contact PPSI and we will download this software for you.

Duplicate hard drive - This hard drive must be an exact copy of the current hard drive installed in your PC. If you are unaware what specifications your hard drive has, you can contact PPSI and we will help you find out.





Procedure

1. Launch Acronis True Image 2015.



2. Choose Tools -> Clone Disk.







3. Choose Automatic and press next.







4. Select the source hard disk. This is the disk you are currently using that will be cloned to the new duplicate disk. It should be named Windows (C:) and will most likely be located in the Disk 1 slot. It should also be the disk with the most memory used if your duplicate disk is empty (which it should be). After the disk is selected, press next.

Clone Disk Wiza	rd					
Required steps:	Select the s	ource hard di	sk from the list b	elow.		
V <u>Clone Mode</u>	📔 Disk prope	ties				<u> </u>
Destination Disk	Drive	Capacity	Model ST500DM002-18D142	Int	terface	
Finish	Disk 2	465.8 GB	ST500DM009-2F110A	ATA	A(0) Primary Master	
						2
	Name				Me	emory used
	165.8 GB S	/indows (C:)				
	Primany // L	55.7 GB NTFS		Inallocated	// Unsupported	
0	Prinary // L	gical // Dynamic	Acronis secure 2016		Next >	Cancel





5. Select the destination disk. This should be the only remaining disk, likely in Disk 2 slot, and named New Volume (E:). It should also have very little to no memory used. After the disk is selected, press next.

Clone Disk Wizar	d				
Required steps:	Select the	target hard c	lisk from the list bel	low.	
V <u>Clone Mode</u>	📔 Disk prope	erties			e
Destination Disk	Drive Disk 1	Capacity 465.8 G	Model B ST500DM002-1BD142	Interface ATA(0) Primary Master	
<u>Finish</u>	Disk 2	465.8 G	B ST500DM009-2F110A	ATA(0) Primary Master	
Optional steps: What to exclude	Name 465.8 GB New 465.8 GB New	Volume (E:) GB NTFS .ogical // Dynamic	Acronis Secure Zone	Memory used	<u>C</u> ancel

6. Select okay on this pop up message. (This confirmation warns us that anything saved on the destination disk will be deleted when we start the cloning operation, so make sure the disk is empty, or doesn't have any important data).



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7. Click proceed.

Class Disk Wissed	
Clone Disk Wizard Required steps: Clone Mode Source Disk Destination Disk Finish	Source disk: Disk 1 Target disk: Disk 2
	Before: 465.8 GB New Volume (E:) 465.8 GB NTFS After:
	465.8 GB S Windows (C:) 465.7 GB NTFS
Optional steps:	Primary // Logical // Dynamic Acronis Secure Zone Unallocated // Unsupported The selected disk will be restored as is (disk's layout will remain MBR).
What to exclude	<u>Options</u> <u>Proceed</u> <u>Cancel</u>

8. Acronis will now begin its cloning process. There are two steps to this process. It will first initialize itself to clone the disk and then ask you to restart the PC. After clicking restart, the PC will shut down. On re-power up, there should be a dialog that displays the progression of the disk clone. After it is complete, your PC should start up as expected, with both hard drives exact copies of each other. You can then shutdown the PC and remove the backup hard drive and store it somewhere for safekeeping.

9. To use this backup, first power down the pc. Remove the old drive and insert the backup drive in the same slot. Power up the PC and resume operation.





Appendix A: Contact Information

Please address any comments or questions to:

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Office: (763) 557-9348 Email: <u>support@prototypesys.com</u> Online: <u>www.prototypesys.com</u>