Backing up with Macrium Reflect

By Dick Evans

Running a Backup

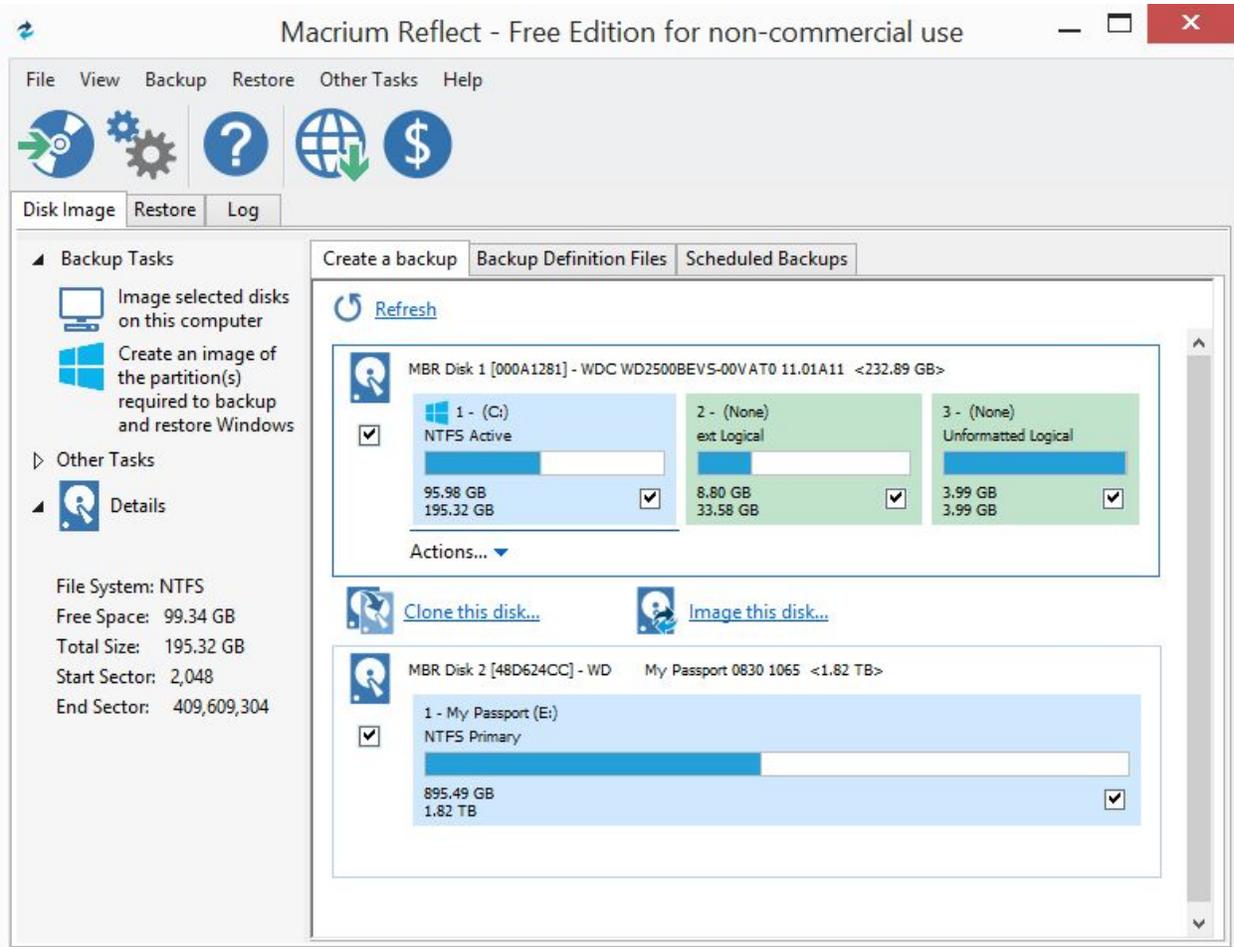Now it is time to locate your external drive. Plug it into a USB port and let the computer locate it.

This is mine and notice it has plenty of free space. To see this I opened File Explorer using the keyboard shortcut Windows+E and then opened This PC to view all the drives on my computer.

Locate the Reflect icon on your desktop **and double-click** to open the program.

Click Yes to allow the program to run.

The main screen will display all your hard drive information and allow you to make changes as to what to backup and how. We are not going to make any changes.

The top section shows your hard drive on the computer and the various partitions it contains. The bottom is your external backup drive that you plugged into the USB port. Leave everything as it is and **click** the middle link that reads **"Image this disk…"**
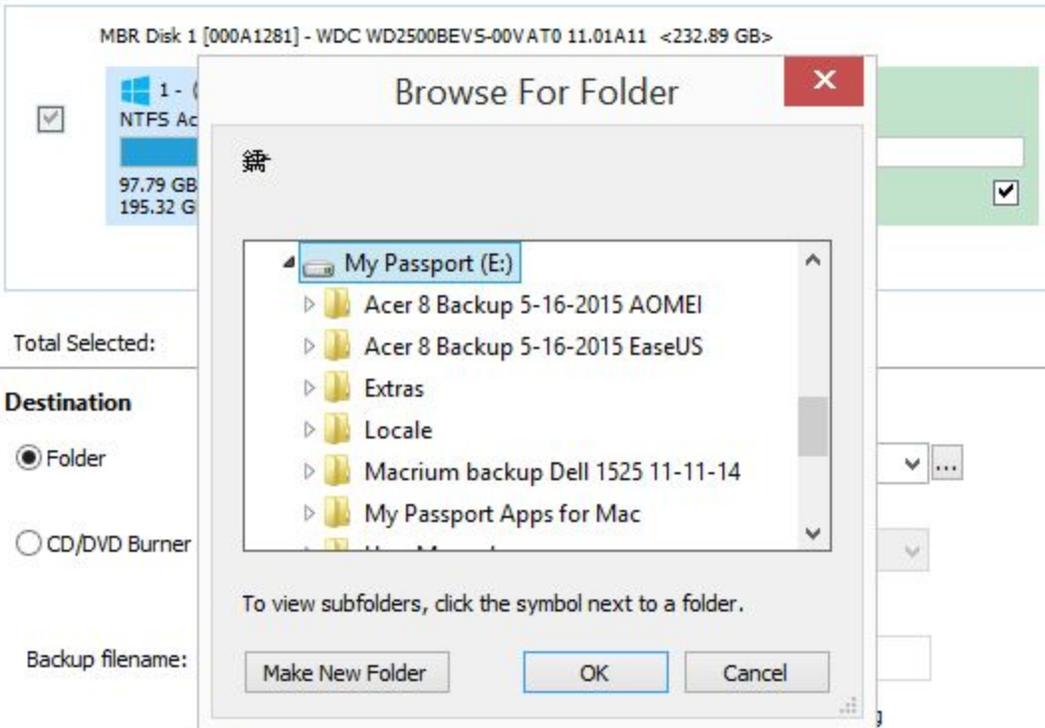

Make sure the Folder radio button is selected, then **click the … box** to the right of that line to open the Browse For Folder dialog box.

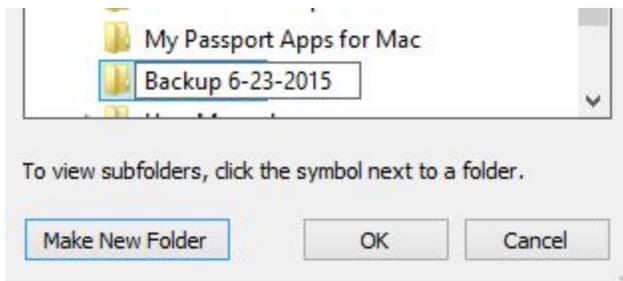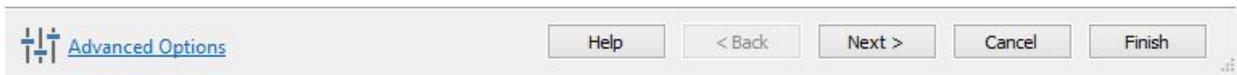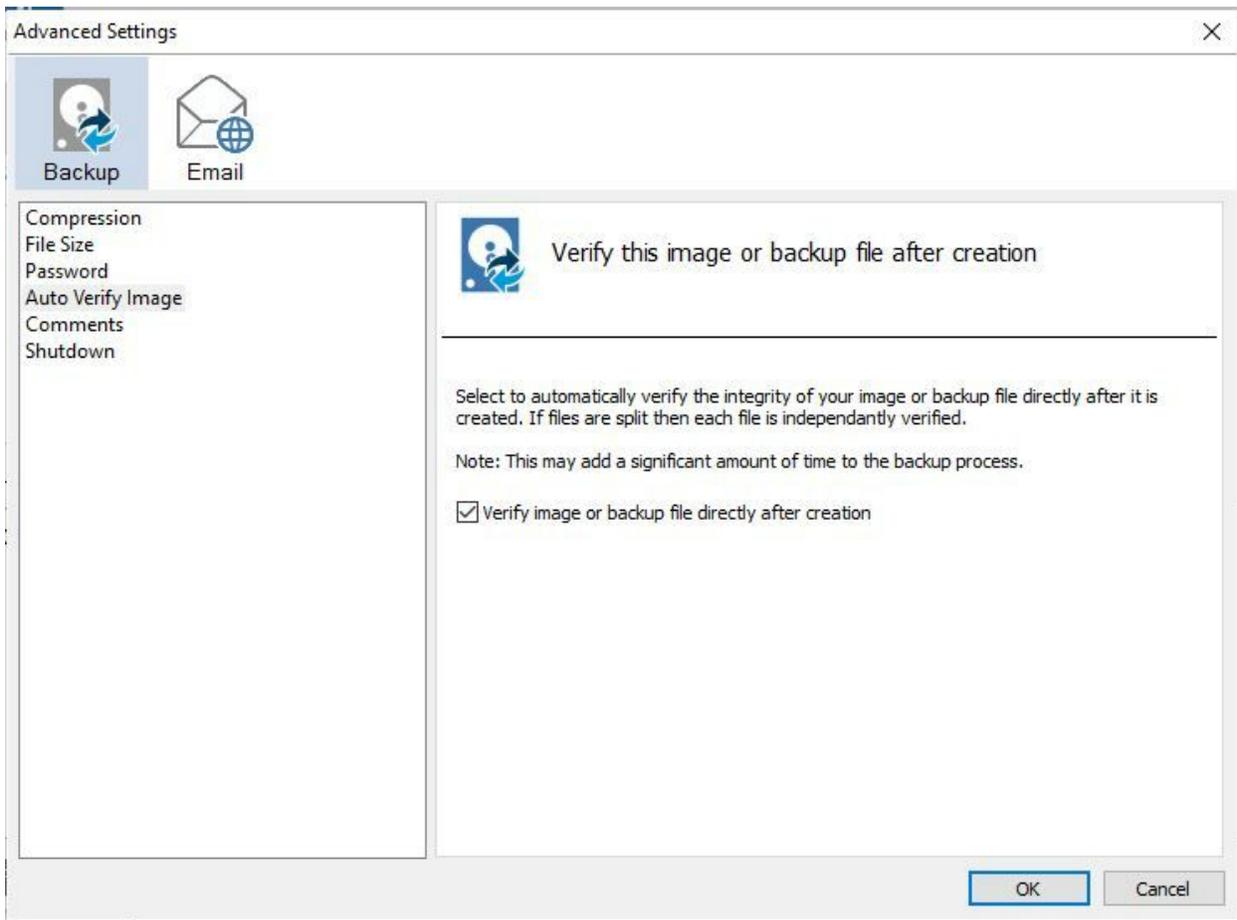Scroll down to **locate your external drive**, **select it**, and then **click the Make New Folder button**.

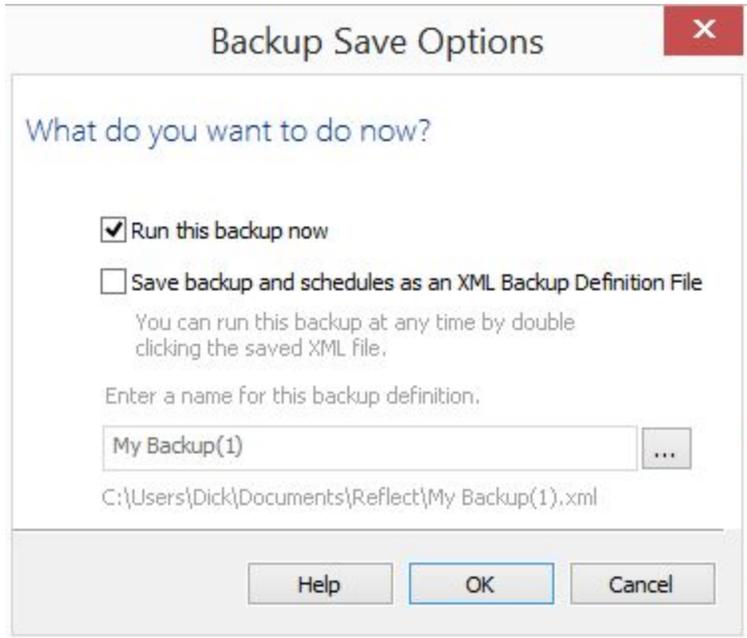
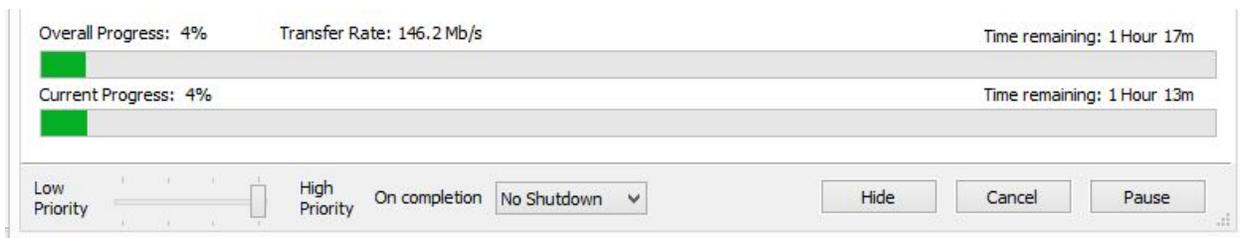Give it a name and **click OK**

Click Advanced Options

In the left panel, click **Auto Verify Image**. Then **check the box** on the right that reads Verify image or backup file directly after creation.

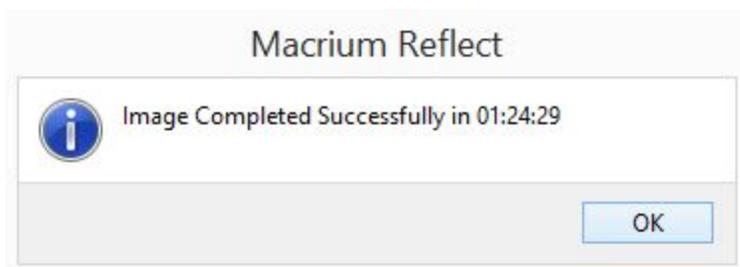**Click OK** and then on the next screen, **click Finish**

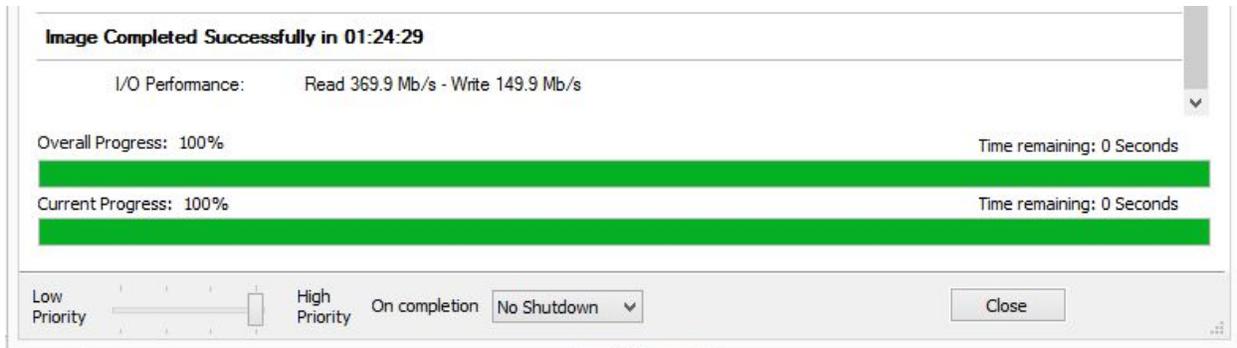Uncheck the Save backup… box and then **Click OK**

Now it is time to wait. The Time remaining will change as it runs.

Do not panic as this starts out as a long time but drops quickly as the backup continues. Be patient. Go have a cup of coffee for a while.

And we are done. The backup has finished. **Click OK**.

Click Close to finish the operation.

Click the red X to close the backup program

Safely remove the external drive and put it somewhere safe. Off site is a pretty good idea.