



Remote Backup Client Install Procedure for Clinic Pro

Installing the remote backup client application:

If you are using Microsoft's Internet Explorer™, enter the following URL:

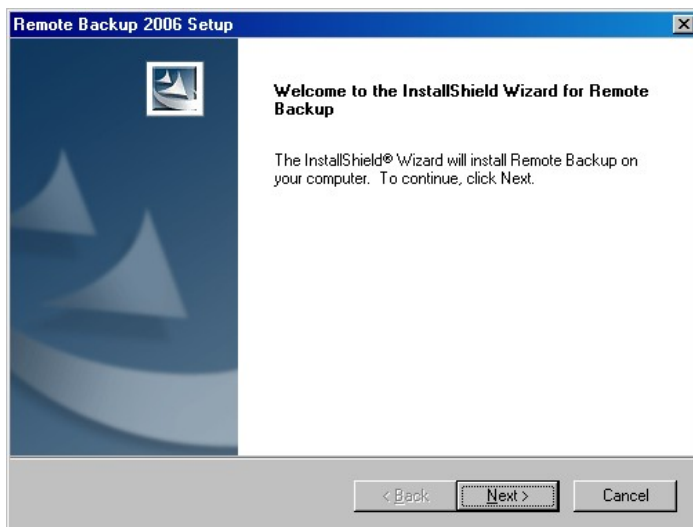
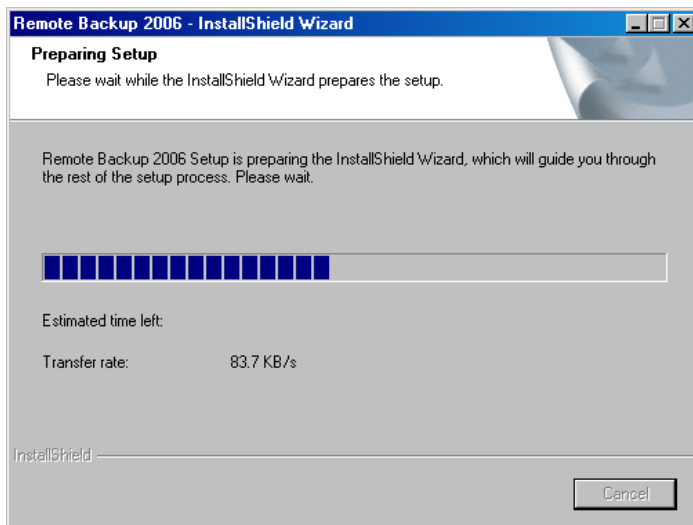
<http://www.acmedatallc.com/clinicpro/OnlineInstaller/Setup.htm/>

If using a different browser, use the following link to download the installer:

<http://www.acmedatallc.com/clinicpro/download/rbsclient.exe>

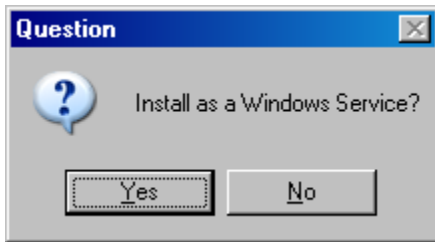
In the next screen, select the Install button.

The next part will take a few minutes to download and start ... you will see the following screens as it loads.

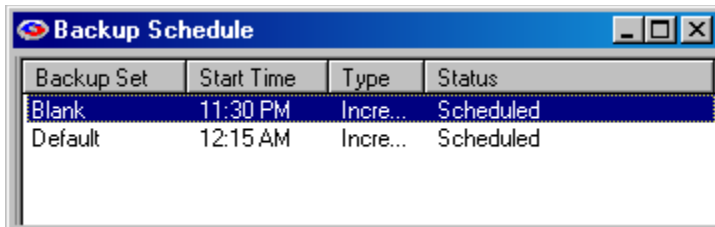




Select **Next** when the screen above is displayed. You will be prompted to install the application as a service. Select **Yes**.

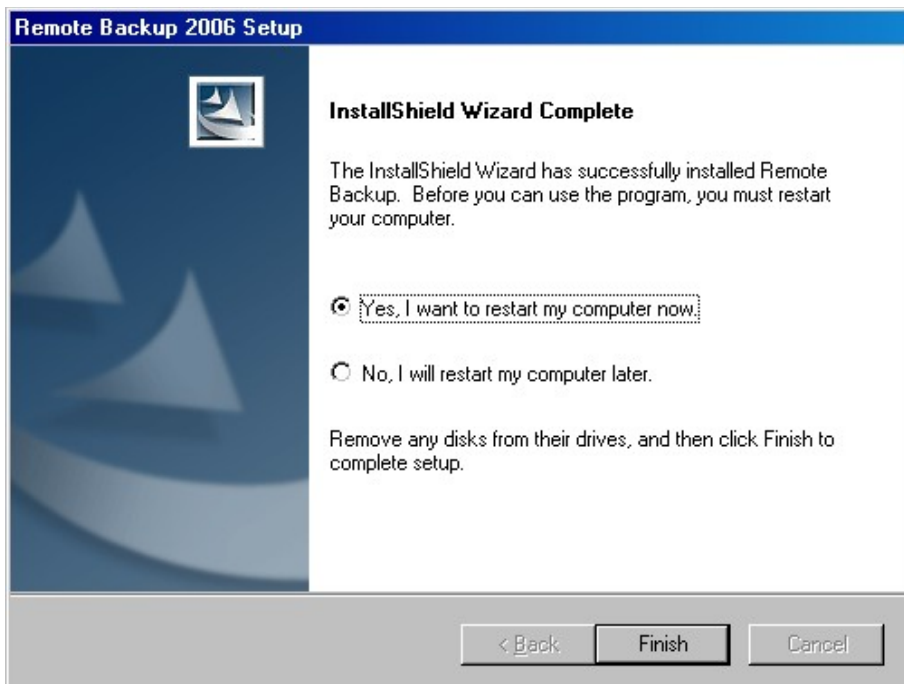


In the lower right-hand portion of your Windows desktop, you should see the following window:



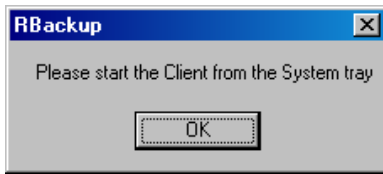
This means that the client has been installed.

You will be prompted to restart your computer. Go ahead and do so ...

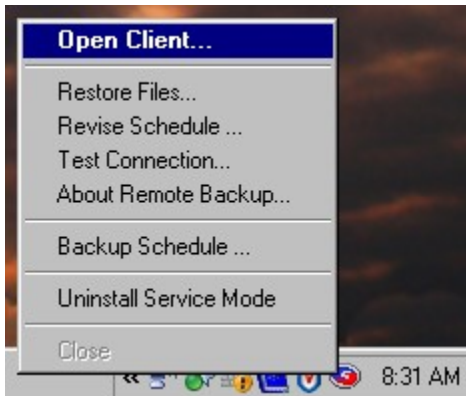




After your Windows system comes back up and you've logged back in, you will see this pop-up window. Select **OK**.



Next, open the remote backup client by right-clicking the remote backup icon from the task tray (lower right-hand portion of your taskbar).



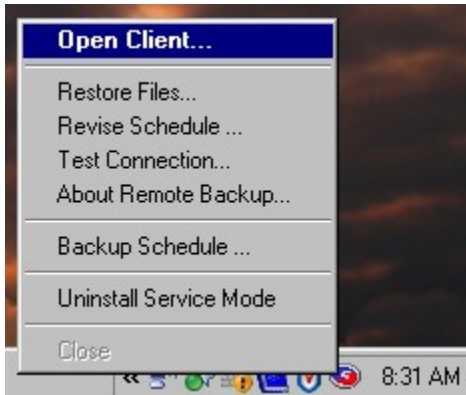
The client will begin to load, and since this is the first time you've run the client, you'll be prompted with the following screen:



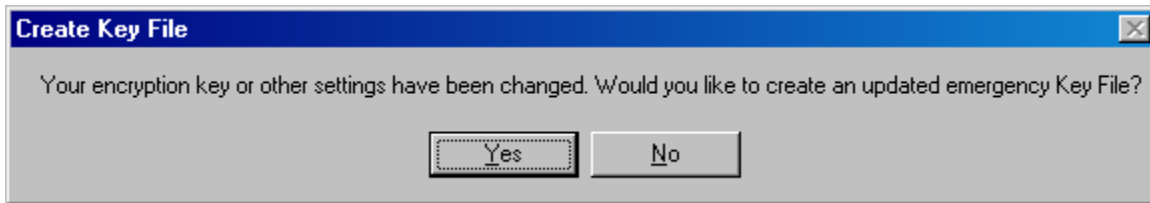
Select **New Registration**. The registration wizard will begin. Follow the directions in the registration wizard. When prompted to provide a user name and password, enter the user name and password that Acme Data has assigned to you.



Once you've registered successfully, open the remote backup client again.

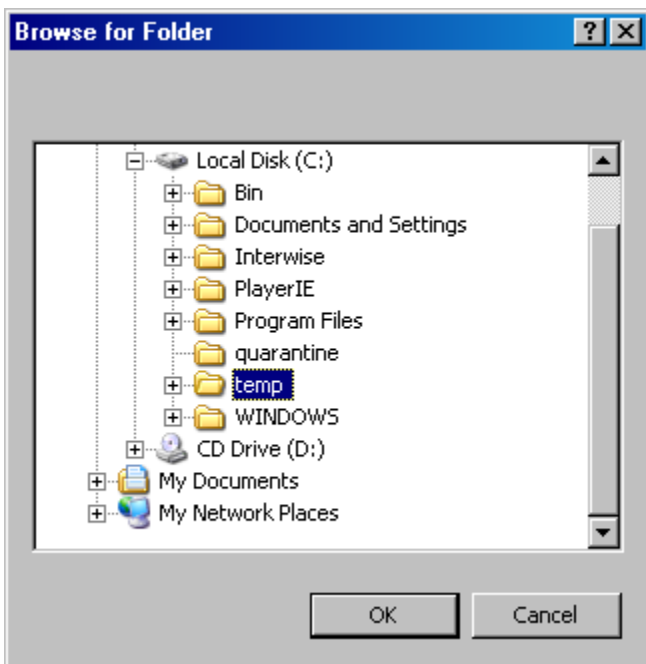


You will be presented with the following pop-up window:



You will need to create an emergency Key File, so select **Yes**. This is so you will be able to recover your system (disaster recovery) if your computer or hard disk is destroyed.

Save your Key Files (there will be 2 files generated) to a directory where you'll be able to find them (example: C:\temp).





These files should be saved to a floppy disk, CD or emailed to Acme Data for safe keeping. Make sure that these files are kept in a safe place, preferably not in the same location as the computer that you are installing this application on.

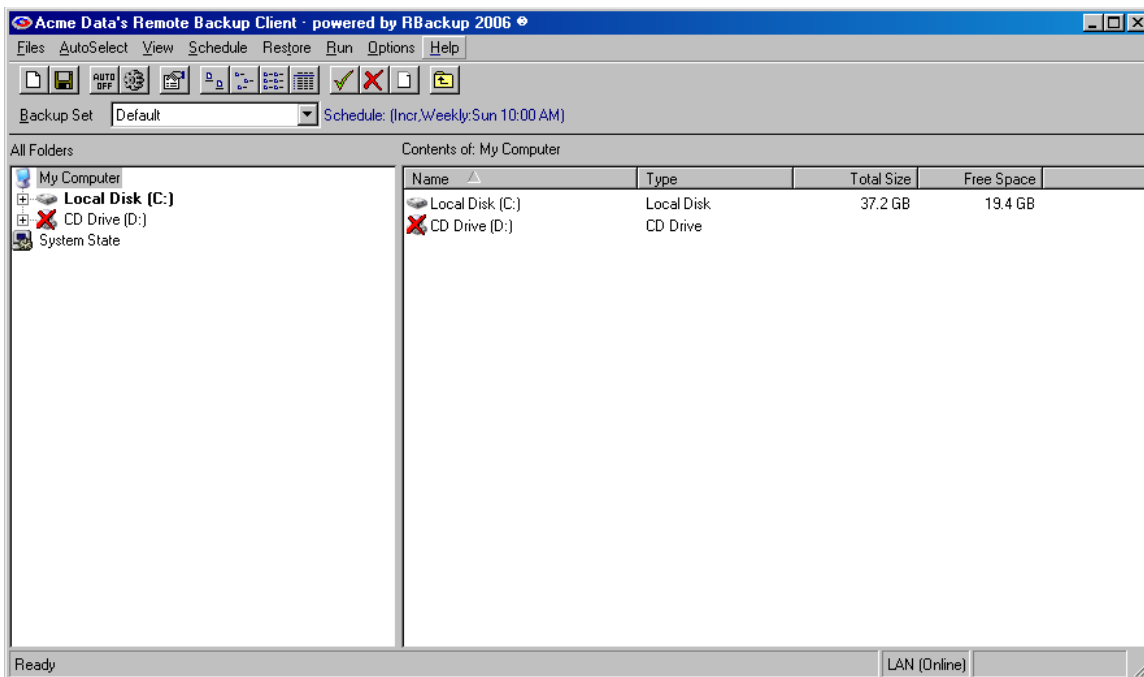
You will then need to print out a confirmation of your Key information (see below). Save this printout in a safe location.

*** IMPORTANT: Your Encryption Key Information is displayed below. Please Print this page or write down the key info AND store it in a safe location.**

User Name:	YOURID	User Information	Name(First,La	YOUR NAME
Password:	YOUR PASSWD	Company:	Company	
Encryption Method:	DES (8.2 Compatible)	Address:	Your Address	
Encryption Key (ASCII):	!00X&i	City:	Your City	
In HEXadecimal Notation:	5E13D64F58E0A8EF	State:	Your State	
Date & Time:	6/23/2006 10:07:36 AM	Zip:	012345	
		Country:	USA	
		Telephone:	800-555-1212	
		FAX:		
		E-Mail:	email@domain.com	

Print Form Close

After this, you can set your backup schedule as described in the next section.





Configuring your backup sets

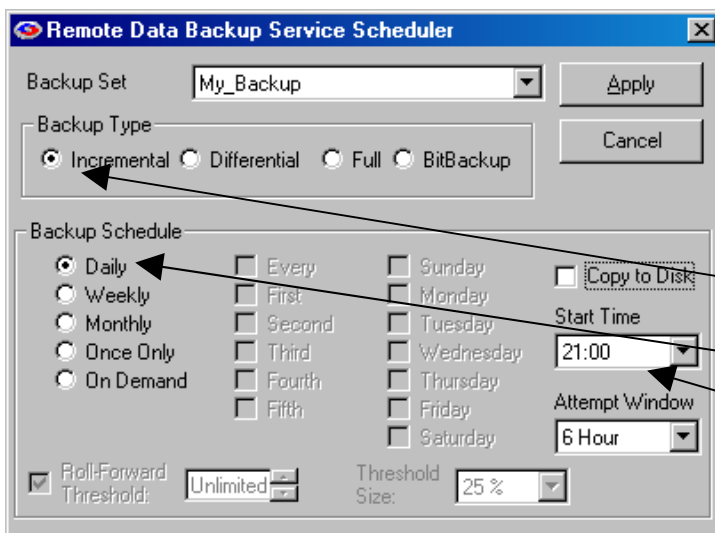
Next you can go through and select what you want to back up.

Select the drives and folders you want to backup (*use the HELP menu to determine what you want to backup and how to select the files*).

The RBS client comes with 2 different backup configurations – **Default & Blank**. In the **Schedule** menu option, select **Backup Schedule**. This will open a window similar to the one in Figure 1. Set up the **Default** backup to run as a **Daily, incremental** backup.

Figure 1 shows the setup that I use, which is a daily, incremental backup that runs at 9pm every night. You can rename it to something other than Default (I named mine My_Backup), or leave it as Default. It will not affect how the program runs.

The Blank backup can be set to the monthly differential backup. See Figure 2 for what that looks like.



Select "Incremental"

Select "Daily"

Select a time for the backups to run.

Figure 1.

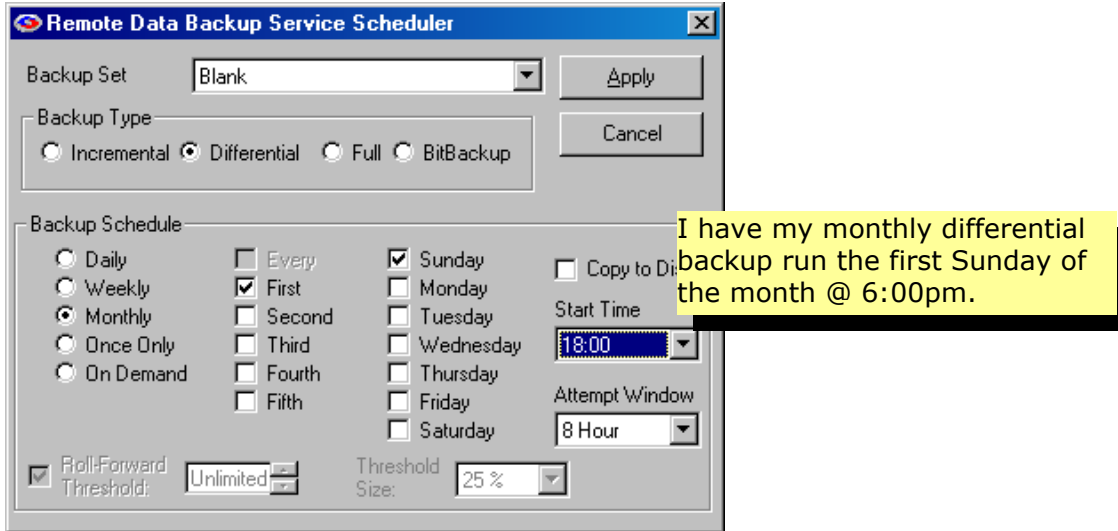


Figure 2.

The following backup strategy assures the most thorough data backup:

- Full backup on the **first day of each month** (use "Copy-to-Disk" and store on an external drive).
- Incremental backups **daily**
- Differential backups **weekly**

This will assure that you will have the most thorough backup sets on our server, and the shortest recovery time if you need to restore a file. You will have to create 3 different backup schedules in order to do this. By default, the client comes loaded with two backup schedules – default and blank. You can modify them as much as you like, but remember to save them if you do change them. You can also rename them to whatever name you like.

Because this will back up more data, it will also put more data on the server. This may affect your monthly/yearly cost.

Here is the minimum recommended backup schedule:

- One **full** backup (the first time you backup your computer with the RBS client software, this will happen by default). You can have this backup to a local or attached disk (**copy to disk** option), or backup to our remote backup server.
- **Daily** incremental backups
- **Monthly** differential backups.

This will provide adequate data protection, but longer restores as you get closer to the end of a month.

If you have any questions, please do not hesitate to call.