



How to Prepare a USB Backup Drive:

Step 1: Connect the backup drive to the server's USB port and plugin the power adaptor.



Step 2: Open the Smart-Net web interface in your web browser and login with an admin account i.e. "sysadmin".

Username:	<input type="text" value="sysadmin"/>
Password:	<input type="password" value="*****"/>
	<input type="button" value="Login"/>

Step 3: Click on "Server Management" located on the left hand side of the page.

Administration
Server Management

Step 4: Click on “Universal Backup” under the category “System Configuration”.

System Configuration
Smart-Net System Configuration



Universal Backup

If Unibackup is currently “disabled”, click the “Enable UniBackup” button.

Step 5: Click on “Prepare Media”.

Select Files / Backup Sets / Schedule / **Prepare Media** / E-Mail Notification / Disable UniBackup

Create Selection

Selection Name	Locations selected for backup
defaultselection	teacherwrite, teacherread, studentwrite, studentread, sms, officefiles, libraryfiles, webfiles, utils, profiles, netlogon, galleries, common, cdroms, applications, homes, smartnet

Step 6: Select the days that the media can be used on e.g. Monday-Friday.

USB Hard Drive

Device Attached: /dev/sdc

Device Description: Seagate External

Media Can Be Used On:

Monday Tuesday Wednesday
 Thursday Friday Saturday
 Sunday

There is a USB drive attached to your server, but it is not prepared for UniBackup.
Preparing a drive for backup purposes will wipe all data currently on the drive.

Prepare Drive

Step 7: Click “Prepare Drive”. Wait until the drive has been prepared. You will see screens similar to the two below while it is being prepared.

This page will auto-refresh every 5 seconds...

Formatting USB media /dev/sdc, this may take some time...

USB Hard Drive
Device Attached: /dev/sdc
Device Description: Seagate External
You can not prepare media at this time, as a Universal Backup process is still running.

This page will auto-refresh every 5 seconds...

Creating media label on /dev/sdc.

USB Hard Drive
Device Attached: /dev/sdc
Device Description: Seagate External
You can not prepare media at this time, as a Universal Backup process is still running.

Congratulations. If you see the screen below, the USB backup drive has now been successfully prepared and is ready for use.

USB Hard Drive
Device Attached: /dev/sdc
Device Description: Seagate External
Prepared: YES
Label: UniBackup-20120613123741-798902000
Media Can Be Used On: Mon Tue Wed Thu Fri [Change Days](#)
Current Backups: No backups on this drive.
There is a USB drive attached to your server and it is already prepared for UniBackup. Preparing a drive for backup purposes will wipe all data currently on the drive.

Remember to repeat this process for all UniBackup USB drives.