

# Back up Now! User Manual



**Hier klicken, um eine aktuelle Online-Version** dieses Dokuments aufzurufen. Auch finden Sie hier die aktuellsten Inhalte sowiærweiterbare Illustrationen, eine übersichtlichere Navigation sowie Suchfunktionen.

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# Back Up Now! (Windows)

Connect your Seagate storage device to your computer and you're ready to back up your important files and folders. The fastest way to back up is to select items on your computer and copy them to your drive by dragging and dropping. If you want to make sure your data is continuously backed up, you can easily create an automated backup plan.



1. Open a File Explorer window and click on your drive.



Windows 7 – Use Windows Explorer to drag and drop items.

2. Open another File Explorer window and select folders or files on your computer to back up.



3. Drag items to your drive.





#### Want a faster way? Just copy and paste

1. Open a File Explorer window and select folders or files on your computer to back up.



Windows 7 – Use Windows Explorer to select items.

#### 2. Click **Copy** on the Home menu.



#### Other ways to copy to the clipboard

- Hold down the Ctrl key and pressC.
- Right-click on files and select Copy from the context menu.
- 3. Click on your drive.



4. Click **Paste** on the Home menu.



Other ways to paste files copied to the clipboard

- Hold down the Ctrl key and pressV.
- Right-click on files and select Paste from the context menu.



# Set up a Toolkit backup plan

Toolkit has an easy-to-use backup feature for your PC! For details, see the Toolkit User Manual.

#### Windows native backup solutions

Windows also has backup solutions. For details, choose your version of Windows:

- Windows 10
- Windows 11

# Back Up Now! (Mac)

## Format your drive for macOS

The external storage device you purchased is formatted NTFS, the native file format for Windows PCs. Your Mac can read the NTFS format but it can't write to the drive or delete files from it. You can format the storage device to give your Mac full read/write access.

- Formatting erases everything on the storage device. Seagate and its subsidiary, LaCie, are not responsible for any data lost due to formatting, partitioning, or using a storage device.
- 1. Open the Finder and go to Applications > Utilities > Disk Utility.
- 2. In the sidebar to the left, select your storage device.

			Disk Utility		
View	Volume	୍ଷ Par	Tition Erase Restore	 Mount	(i) Info
Internal APP Ca	LE SSD AP0 ontainer disk1 Macintosh	Seac USB Exte	gate Backup+ ernal Physical Disk • Mas	SL Media ster Boot Record	1 TB
External	gate Backup ≜ eagate Back ≜	<ul> <li>Seagate Backup Plus 1 TB</li> </ul>	3		
		Location:	External	Capacity:	1 TB
		Partition Map:	Master Boot Record	Type:	Disk

macOS starting version 10.13 – Make sure to select the storage device and not just the volume. If you don't see two entries listed in the sidebar, change the view in disk utility to show both the drive and the volume. The view button is in the upper left side of the Disk Utility window. Change the view to Show All Devices. This feature was introduced in macOS 10.13 and is not available in 10.11 or 10.12.



3. Select Erase. A dialog box opens.

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	Disk Utility		
	~~ ( <b>d</b> ) [2] (5) [	\$	
View Volume	First Aid Partition Erase Restore	Mount	Ir
Internal	Erase "Seagate Backup+ SL Media" wisstored on it, and cannot be undone. Provichose a partition map and format, and proceed.           Name:         Seagate Backup Plus           Format:         Mac OS Extended (Journaled)           Scheme:         GUID Partition Map           Security Options         Cancel	ia"? ii delete all data ide a name, click Erase to co co to Erase	1 TB
	Location: External	Capacity:	1 TB
	Connection: USB	Child count:	1
	Partition Map: Master Boot Record	Туре:	Disk
	S.M.A.R.T. status: Not Supported	Device:	disk2

- 4. Enter a name for the drive. This will be the name displayed when the drive mounts.
- 5. For Format, select OS X Extended (Journaled).
- 6. For Scheme, select GUID Partition Map.
- 7. Click Erase.
- 8. Disk Utility formats the drive. When it's finished, clickDone.

### Start backing up

Connect your Seagate storage device to your computer and you're ready to back up your important files and folders. The fastest way to back up is to select items on your computer and copy them to your drive by dragging and dropping. If you want to make sure your data is continuously backed up, you can easily create an automated backup plan.



1. Open a Finder window and click on your drive

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Devices My Mac Backup Plus	4		

2. Open another Finder window and select folders or files on your computer to back up

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	l.	Searche	
Favorites Desktop Documents		Important Files	ž.

3. Drag items to your drive

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Favorites				
Desktop				
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Backup Plus	_			

#### Want a faster way? Just copy and paste

1. Open a Finder window and select folders or files on your computer to back up



2. Choose Copy from the Edit menu

Edit		
Undo	ЖZ	
Redo	☆ℋZ	
Cut	ЖХ	
Сору	N %C	
Paste Item	¶ ₩V	
Select All	ЖA	

Another way to copy to the clipboard

Hold down the Command key (%) and pressC.

3. Click on your drive



4. Choose Paste Item(s) from the Edit menu



Another way to paste files copied to the clipboard

Hold down the Command key (%) and press V.



# Set up a Time Machine plan

Time Machine is an automated backup feature built into your Mac. For details, see this apple support article.