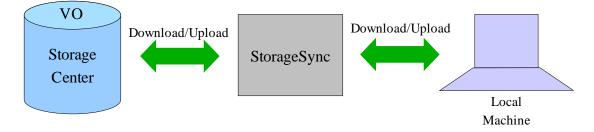


## StorageSync

StorageSync is a tool to help user backup (download/upload) files from local machine to server, server to local machine or Synchronize both way. This is a tool which work with AfterOffice Virtual Office Storage Center. StorageSync is use for ensure the files which located on the local machine/server both are up to date. Below is the graph shows how StorageSync work with AfterOffice Virtual Office Storage Center.



You may download StorageSync at: <u>http://afteroffice.com/guide/storageSyncDownloads.htm</u> Below is the screen of StorageSync (figure 1):

File	<u>E</u> dit		<u>H</u> elp
2	STORAGE	Tue 13-Nov-2007 9:41:11 AM	
	Profiles	Settings Logs	
MyF	Profile	Local Folder	
My	Storage	Browse	
		Remote Folder (Invalid user profile)	
		Browse	
		Selection Schedule Options	,
		Files Folders	
		Include Copy all	
	<b>•</b>	Exclude Exclude Exclude Delete in destination if not in source	
Ne	w Delete		
Rena	ame Clone	Steve Bun	

Figure 1

Disclaimer: All screen shots are use for training purposes, it might be not exactly the same as yours.



### **<u>Create a Profile</u>**

Bring up the StorageSync and you will be able to find a screen like below appear on your monitor screen. Click on the **New** button for add a new profile to StorageSync.

<u>Fi</u> le <u>E</u> dit		<u>H</u> elp
	Tue 13-Nov-2007 9:41:11 AM	
Profiles	Settings Logs	
MyProfile  My Storage	Local Folder	
The storage	Remote Folder (Invalid user profile)	
	Browse	
	Selection Schedule Options	
	Files Folders	
	Include Copy all	
	Include subfolders	
	Exclude Copy empty subfolders	
	Delete in destination if not in source	
New Delete		
Rename Clone	Save Bun	
		_

Figure 2

- New Create new profile on StorageSync
- **Delete** Delete selected profile
- **Rename** Rename selected profile
- Clone Duplicate a selected profile as a new one

# Tips Z

Why profile is needed? With a preset profile, you may eliminate the time on configuring the setting while log on to the server. Follow he sequence below, you will be able to manipulate StorageSync.





	Name of new profile:	
2	My Storage	
-		3
	Cancel	Ok
	Lancei	UK
	Ei	gure 3

Enter a profile name, click **Ok** to proceed.

File Edit	New profile created Your machine path The server path
MyProfile My Storage	Local Folder  Remote Folder  Remote Folder  Clinvalid user profile)  Browse  Selection Schedule Options
	Files Folders a b Include Copy all Copy all Copy all Copy all Copy all Copy empty subfolders C
New Delete	Exclude Copy newer files only d Delete in destination if not in source d e
Rename Clone	Save Run



- a) Copy All if this option selected, all of the files under selected source will be copy to the destination
- b) Include subfolders This option allow you copy the subfolder(s) under the source to the destination
- c) Copy empty subfolders This option allow copy empty subfolder(s) from source to destination
- d) Copy newer files only Copy only new updated file from source to destination by comparing the modify date. The file(s) without update will remain
- e) Delete in destination if not in source If the file(s) in source could not be found in destination, these file(s) will be deleted automatically after the wizard



### **Backup Modes**

There are 3 modes for backup your files, which are:

a) From server to Local machine File(s) will be downloaded from server to local machine

b) From local machine to server File(s) will be uploaded from local machine to server

c) Synchronize server and Local Machine File(s) will be compare between the source and destination, and upload the updated file (automatically) to the destination

### How to StorageSync? (Local Machine to Server Backup method)

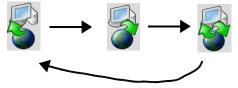
Run StorageSync, select your profile and click the **Browse** button under Local folder (figure 5). Let s use local machine to server backup method as the example for this manual.

	Storage Sync 1.78-3	_ × _
<u>Fi</u> le <u>E</u> dit		Help
	13-Mov-2007 12:05:44 PM Choose Directory X	Click here to bring
Profiles Se	File Filter:	up the choose
MyProfile  My Storage	/home/bernard/Desktop/*	directory screen
	Directories:	
	My Folder	Browse Select a folder
	StorageSync StorageSyncScreen	2
	folders	Click choose to
-	Cuty	proceed
	Choose Local Folder:	
New Delete -	My Folder	
Rename Clone	<u>Choose Eilter Cancel H</u> elp	Run

Tips

Figure 5

You may (left) click on the icon directly to switch the backup mode





<u>Fi</u> le <u>E</u> dit				<u>H</u> elp
	Tue 13-Nov-2	007 12:18:44 PM		
Profiles	Settings Lo	gs ]		
MyProfile		cal Folder		
My Storage		home/bernard/Desktop/My F	Folder	Browse
	Re	mote Folder	(Invalid user profile)	
				Browse
	Selection	Schedule Options		
			Clic	k browse to
	Files Fi	olders	log	in to your <b>4</b>
	Include		Copy all	server
			Include subfolders	
	Exclude		Copy empty subfolders	
-	LACIOLO		Copy newer files only	
• • •			🔜 Dølete in destination if not	in sou or
New Delete			]	
	Sav	'e		Bun
Rename Clone				
		Figure	6	
	VO Server	vo.lookafter.com	<<	<b>`</b>
	Email	bernard@lookafter.com		5
	Host	lookafter.com		Enter your logi
	Name	bernard		information her
	Password	******		
	Password			
		Save password		ノ
			6	
		Cancel Oł	<	
		Eiguro 7		

Once the local folder selected, the you will be able to see a similar screen as below (figure 6):

Figure 7

After you click the **Browse** button, you will be prompt to enter your login information (as figure 7). Once complete fill in the login information, click **Ok** button to proceed to next step.



₩ <b>6</b> \$ ′	bernard (lookafter.com)	Ť
Company HomePage/ Company Share/ Network Share/		1
Private/ Private HomePage/ Public Share/		
4		3
older:6 Files:0	Cancel	

Figure 8

Once you success login to your Storage Center, a list of folders (figure 8) will be show. Select a folder as your destination, or navigate to any subfolders of the list above as your destination. Click **Ok** to proceed.

<u>Fi</u> le <u>E</u> dit		Help
	e 13-Nov-2007 12:19:37 PM	
Profiles Se	ttings Logs	
MyProfile My Storage	Local Folder /home/bernard/Desktop/My Folder Remote Folder bernard (look /Private	after.com) Browse
	Selection Schedule Options	Destination selected
	Include Copy all	Once the stpes
	Include subfolde	1
-	Exclude Copy rever files	execute the
New Delete	Delete in destina	vition if not in some se wizard
Rename Clone	Save	Run
You may click save at this stage, for saving the setting for this particular profile	Figure 9	



To execute this wizard, click on the **Run** button (figure 9), and a screen similar with below will appear (figure 10a & 10b):

		[Date]	1 [9	Size]	[Action]	[Ren]
em name]				Jizej	Includi	
documents.doc	c	13-Nov-07 9	:45 1	04448	copy->	
nusic.mp3		2-Nov-07 15	:26 5	119434	copy->	+-
picture.gif		13-Nov-07 9	:46 2	497	copy->	
spreadsheet.×I	S	13-Nov-07 9		9840	copy->	
ext_file.txt		13-Nov-07 9	:42 1	0	copy->	
			Slide to r	ight to vi	ew more info	
lers:1 Files:5 S	lize: 5.1 MB Siz	e to transfer: 5.1 MB			Company (	Dessared
lers:1 Files:5 S dy	iize: 5.1 MB Siz					Proceed
	šize: 5.1 MB Siz	e to transfer: 5.1 MB <i>Figure 1</i>	10a		Clic	Proceed k here t roceed
	size: 5.1 MB Siz		10a		Clic	k here t
					Clic	k here t
Jy Local Fold	ler /home	Figure 1 Abernard/Desktop/My Fo			Clic	k here t
vk F	ler /home	Figure 1 Abernard/Desktop/My Fo			Clic	k here t
Jy Local Fold	ler /home	Figure 1 Abernard/Desktop/My Fo			Clic	k here t
ly Local Fold Remote Fo	ler /home older /Priva [Action]	<i>Figure 1</i> Abernard/Desktop/My Fo te	lder	[[	Clic: pr bernard (loc Comments]	k here t
ly Local Fold Remote Fi	ler /home older /Priva [Action]	<i>Figure 1</i> Abernard/Desktop/My Fo te	lder		Clic. pr bernard (loc	k here t
dy Local Fold Remote Fi [Size] 104448	ler /home older /Priva [Action]	<i>Figure 1</i> Abernard/Desktop/My Fo te	lder		Clic: pr bernard (loc Comments] lot in Remote	k here t
4y Local Fold Remote Fo [Size] 104448 5119434	ler /home older /Priva [Action] copy-> copy->	Figure 1 /bernard/Desktop/My Fo te [Remote Date]	lder [Size]		Clic: pr bernard (loc Comments] lot in Remote lot in Remote	k here t
dy Local Fold Remote Fold [Size] 104448 5119434 2497	ler /home older /Priva [Action] copy-> copy-> copy->	Figure 1 Abernard/Desktop/My Fo te [Remote Date] StorageSync	lder [Size]		Clic: pr bernard (loc Comments] lot in Remote lot in Remote lot in Remote	k here t
dy Local Fold Remote Fold [Size] 104448 5119434 2497 99840	ler /home older /Priva: [Action] copy-> copy-> copy-> copy->	Figure 1 /bernard/Desktop/My Fo te [Remote Date]	lder [Size]		Clic: pr bernard (loc Comments] lot in Remote lot in Remote lot in Remote lot in Remote	k here t
dy Local Fold Remote Fold [Size] 104448 5119434 2497 99840	ler /home older /Priva: [Action] copy-> copy-> copy-> copy->	Figure 1 Abernard/Desktop/My Fo te [Remote Date] StorageSync	lder [Size]		Clic: pr bernard (loc Comments] lot in Remote lot in Remote lot in Remote lot in Remote	k here t
dy Local Fold Remote Fold [Size] 104448 5119434 2497 99840	ler /home older /Priva: [Action] copy-> copy-> copy-> copy->	Figure 1 Abernard/Desktop/My Fo te [Remote Date] StorageSync	lder [Size]		Clic: pr bernard (loc Comments] lot in Remote lot in Remote lot in Remote lot in Remote	k here t

Figure 10b



After you click on **Proceed**, a status screen will pop up and showed you the status of the transmission (figure 11).

ltem 3 of 6 /music.mp3	
niavo nipo	
File copy progress	Elapsed Time
	53 sec
Transfered 1.3MB of 4.9MB (27.5%)	Est. Remaining 3 min 18 sec
Overall progress	Elapsed Time
	1 min 21 sec
Transfered 1.4MB of 5.1MB (28.4%) [18.2KB/s]	Est. Remaining 3 min 24 sec
Cancel	

Figure 11

Time taken:	3 min 50 sec
Files transfered:	5
Subfolders created:	0
Files deleted:	0
Run result:	0 Errors
	g for details. ose

Figure 12

Once the transmission complete, a summary page will be display (figure 12). Click **Close** to exit from this screen.



Right now, you may log on to your Storage Center to check the existence of the the backup file(s).

Storage Center	Folder Contents		(?)
편 My Storage 형- 👝 Public Share 형- 👝 Company Share	🗈 🗄 👔 👕 / Private /	Disk Usage: 17%	9MB / 50MB
ල Company HomePag	∧ Name	Date S	Size
Private HomePage	🗆 📵 🖿 new /	22-Aug-2007, 09:32am	
network Share	🗆 🕞 😭 Project /	27-Sep-2007, 11:48am	
😜 Shared Items	🗆 👩 🗋 cabling.odt	17-Oct-2007, 04:03pm	23.7 KB
DropBox (0)	🕞 🙀 catalogue-2.jpg	22-Nov-2005, 11:10am	694.0 KB
🕜 Help	🗖 🝙 🙀 coke_newpackage.jpg	26-Sep-2007, 05:38pm	21.7 KB
	🗖 🕞 🖬 music.mp3	02-Nov-2007, 03:26pm	4.9 MB
	🗖 👔 🖬 picture.gif	13-Nov-2007, 09:46am	2.4 KB
	🕞 📾 FAQ - questions - Bernard.doc	22-Aug-2007, 09:22am	106.5 KB
	🗆 🕞 🗑 text_file.txt	13-Nov-2007, 09:42am	10
	🕞 🕞 music.mp3	02-Nov-2007, 03:26pm	4.9 MB
	🗆 🕤 🖬 picture.gif	13-Nov-2007, 09:46am	2.4 KB

Figure 13

The file(s) has been uploaded/Backup successfully.



#### **Schedule**

You can set a schedule for execute the backup wizard which you have defined. Go to the Schedule Tab (figure 14):

<u>File</u> <u>E</u> dit	<u>H</u> elp
STORAGE     Tue 13-Nov-2007 3:12:10 PM       Profiles     Settings	
MyProfile Local Folder	
Active this option first You can backup your file(s) by	
before you set a te hourly, daily, weekly, monthly e What is the start time	
schedule or once a year	
Active Hourly Start at 02:00 AM	
New         Delete           Rename         Clone	

Figure 14

- Hourly Allowed you backup your file from 5 minutes once up to 1 hour once
- Daily Allowed you choose a specific time to run this wizard once a day
- Weekly Allowed you set a day(s) to perform the backup wizard on a specific time
- Monthly Allowed you to set a day of the month to perform the backup wizard on a specific time
- Once allowed you to perform the backup wizard on the specific date, specific time once a year



#### **Options**

<u>Fi</u> le <u>E</u> dit		<u>H</u> elp
	Tue 13-Nov-2007 3:13:07 PM	
Profiles	Settings Logs	
MyProfile  My Storage	Local Folder Browse	
	Remote Folder bernard (lookafter.com)	
	Browse	
	Selection Schedule Options f	
b	SSL login Encrypt & compress remote files (*.enc)	g
	SSL file transfers Password	
	Verify after transfer	
d	Send log report by e-mail Enable resumption of transfers (*,part)	h
	Chily after a achechiled run 🔲 Use delta-transfer, if possible 🔟	
le e		A
New Delete		
Rename Clone	Save	

Figure 15

- a) Login through SSL (Secure Socket Layer)
- b) Transfer file through SSL
- c) Verify the file once the transmission done
- d) If this option check, the user will receive a log report through email.
- e) Only after a schedule run if this option check, ONLY schedule task will send out log report
- f) If this option checked, the file will be encrypted during the transmission
- g) Enter the encryption password ( the check box allow you to save your password here)
- h) Allows resumption of interrupted downloads/uploads
- Delta Transfer uses an algorithm for updating a file on one machine to be identical to a file on another remote machine. The algorithm identifies parts of the source file which are identical to some parts of the destination file, and only sends those parts which cannot be matched in this way.