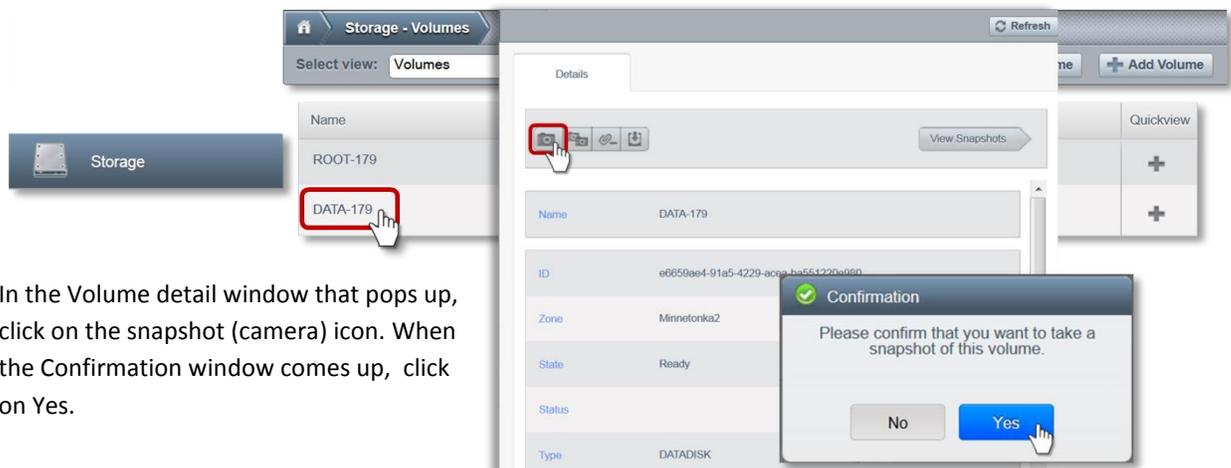


Creating Snapshots

You can back up the data on your volume by creating a snapshot, a point-in-time capture of your virtual machine disk. Snapshots can be created manually, one at a time, or automatically by setting up recurring snapshot policies.

Manual Snapshots

Take a snapshot of your root or data disks by logging on to your ClearRack portal, selecting Storage from your dashboard, and then clicking on the name of the volume for which you'd like to create a snapshot.



In the Volume detail window that pops up, click on the snapshot (camera) icon. When the Confirmation window comes up, click on Yes.

Your snapshot is then created. You can verify that your snapshot has been created by clicking on the View Snapshots button. A list of your snapshots will then be displayed, giving the name of the volume, the snapshot type, the date created and state.

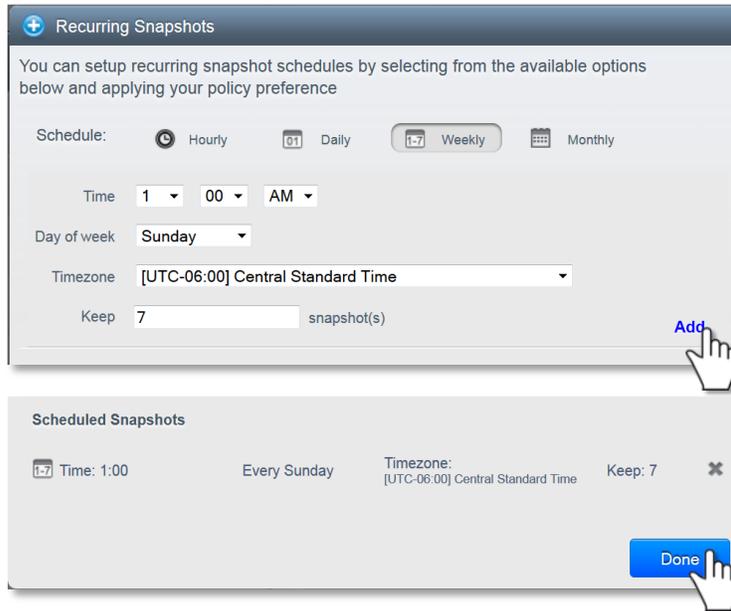
Volume	Interval Type	Created	State	Quickview
DATA-179	MANUAL	23 Jul 2013 19:05:27	 BackedUp	+

Automatic Recurring Snapshots

Set up a recurring snapshot policy to automatically create multiple snapshots of a disk at regular intervals. Snapshots can be created on an hourly, daily, weekly, or monthly basis. One snapshot policy can be set up per disk volume.

When you have selected a Volume from your list in the Storage section, this time click on the Recurring Snapshot (double camera) icon from the Volume detail window.





Recurring Snapshots

You can setup recurring snapshot schedules by selecting from the available options below and applying your policy preference

Schedule: Hourly Daily Weekly Monthly

Time: 1 00 AM

Day of week: Sunday

Timezone: [UTC-06:00] Central Standard Time

Keep: 7 snapshot(s)

Add

Scheduled Snapshots

Time: 1:00 Every Sunday Timezone: [UTC-06:00] Central Standard Time Keep: 7

Done

Next, select a schedule that best fits the time period over which you want your snapshots to be taken and how frequently. You can schedule snapshots to be taken hourly, daily, weekly or monthly. Each option presents you with timing parameters to choose relevant to that schedule—the number of minutes past the hour if the schedule is hourly, the time of day if daily, the time and day of week if weekly, or time and date if monthly. Select your time zone so the system has the correct reference point for your schedule. Finally, enter the number of snapshots you want kept in storage. ClearRack will continue to take snapshots according to the schedule you

set. When the number of snapshots to be kept is reached, the oldest snapshots stored will be overwritten with the most recent.

Click on Add to see the summary of your Scheduled Snapshot, then click on Done.

For more information on ClearRack, go to www.clearrack.com, or call 1-800-874-6837.