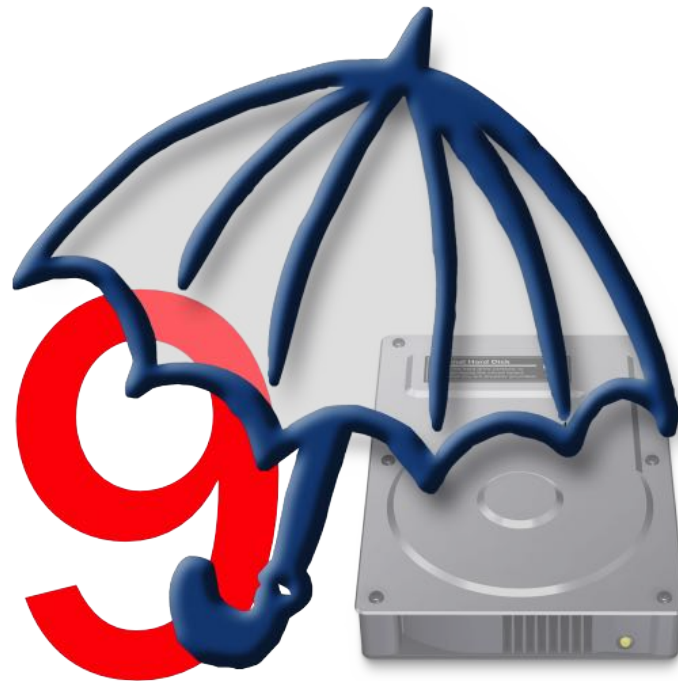


# Tri-BACKUP 9



## Users Guide

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# Introduction

## Welcome!

Thank you for your confidence in purchasing our backup software Tri-BACKUP 9! We are certain that you will find Tri-BACKUP 9 to be the essential tool to protect your data.

*You can start by reading the next chapter, "Getting Started", if you are new to Tri-BACKUP.*

## Thank you for registering

Thank you for registering. You can receive free technical support and be informed of updates and developments of this product, and all the innovations of our production.

If you purchased our software on TRI-EDRE's web store (download purchase), you are automatically registered, and you do not need to register again.

If you purchased our software from a reseller or within a bundle, please use the registration page on our web site <http://www.tri-edre.com>.

## License

You can purchase a license to fully use Tri-BACKUP (see our website). Licenses are available for the "Standard" and for the "Pro" version. A "single-user" license allows the installation and simultaneous use on two machines. Multi-users licenses are available for use on a larger number of machines.

*If you do not have a serial number, you can use Tri-BACKUP 9 in demo mode.*

## Latest version of the software

Check our website <http://www.tri-edre.com> to verify that you have the latest version of this software. If this is not the case, you may download the latest version which allows you to use your serial number.

*Note: serial numbers are compatible with all versions of the same main version number: a serial number for version 9.0 can be used with versions 9.1, 9.2, etc. A serial number from a previous version (5, 6, 7 or 8, for example) can not be used with Tri-BACKUP 9.*

*Note: Tri-BACKUP can check the latest available version and download it. See Preferences.*

## Software Installation

In the disk image you downloaded, the installer is "Tri-BACKUP 9 Installer". Double-click this installer and click the Install button.

## Uninstalling Software

Use the installer "Tri-BACKUP 9 Installer". Double-click this installer and click the Uninstall button.

*Note: You can also uninstall Tri-BACKUP 9 from the application, with the Tools menu.*

*Note 2: If you just want to stop the operation of Tri-BACKUP in the background, open the Tri-BACKUP 9 Preferences and uncheck "Launch Tri-BACKUP Scheduler at startup".*

## Launch and Register Software

Double-click the application icon to launch it. At first launch, the application will ask you to enter the Administrator password (the one you use for each update of the system or applications). Then, a dialog asks you to enter your serial number (provided by e-mail or mail when you purchased a license).

This serial number, that is personal, activates all the features of your software.

Keep your serial number in a safe place. You could need to access technical support or updates.

## Trial version

At each launch, you will be asked for a serial number if your version is not registered. To use Tri-BACKUP 9 in demo mode, wait until the demo button is active. The demo version is fully useable, but is time limited (and some functions could be limited).

You can enter the serial number at any time by selecting the Register item in the menu Tri-BACKUP 9 > License Registration.

## Technical support

Above all, use this guide and the other guides, and our website to check all information on this product and its use. If you do not find the answer to your questions, please contact our technical support by e-mail (see contact information below).

Please have your serial number, your version number, your macOS / OS X version and characteristics of your system ready before initiating contact.

## Contacts

If you have comments about this program, problems or issues that are not answered in this manual or on our website - or if you are interested in site licenses of software - please contact TRI-EDRE (specifying the version and serial number of your copy):

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# Getting Started

Tri-BACKUP offers a wide range of options to fit your needs. But first, here are some basic actions.

## Make a bootable copy of your hard drive

### Why?

A copy of your internal drive will allow you to restart immediately in case of problems, while keeping your environment, your applications and settings, without having to reinstall the System or applications.

You also use a bootable copy if you need to change the disk from your Mac.

### How?

You must have a second drive able to boot your Mac and with a compatible format (GUID Partition and Mac OS extended format). Create a "Bootable Copy" programmed action and start running.

*You can schedule the execution of the action to have it executed periodically, so that the copy is updated regularly.*

## Backup your data

### Why?

The best protection of your data is to have a copy (the ideal is to have multiple copies stored in different places). In case of accidental deletion or loss, you can still use the data from your backup.

**Of course, it is important to have an updated backup. A backup that date a year ago has much less interest!**

### How?

You must have a backup disk. Create a "Copy Folder" action (to backup the contents of a single folder) or a "Mirror Backup" action (to backup multiple disks and folders in a single operation), enter the folder or folders to backup (such as your "home" or your "Documents" and "Images", etc..) and set a regular schedule. The backup will be performed automatically without needing your intervention.

## What next?

You have now set up a basic protection of your data. You can then go further in the use of Tri-BACKUP to refine its action according to your needs.

# Basics

## Backups

A backup is a copy of all or part of your data. If you lose the originals, you can use the copy.

Tri-BACKUP allows many ways of copying and backup to fit your needs.

**Important: Tri-BACKUP copy your data by keeping the hierarchical organization of folders. The copy is identical to the original, and can be used and restored directly from the Finder, without going through Tri-BACKUP.**

## Actions

For all operations (copy, backup etc..), you create an action and define the settings that suit your needs. Then, you launch the action manually (or set the automatic execution).

Tri-BACKUP offers "Programmed Actions" and "Immediate Actions".

The "**Programmed Actions**" have been designed to perform copy and backup operations transparently. They keep your settings (you do not have to redo the setting each time) and run automatically (you can also run it manually). Their execution is done in the background and you can continue to use your computer during this time.

*Note: The automatic execution may be programmed according to various criteria (frequency, the mounting of a disk or on quitting an application, etc.) and may be associated with a context (home, office, nomad). You can choose certain actions to be executed only in the current context (for example, that certain actions execute at the office and not when your computer is at home).*

*Note: The manual execution can be done from the Programmed Actions panel of Tri-BACKUP 9, but also from the Tri-BACKUP 9 Scheduler process, with the possibility of using quick launch shortcuts.*

The "**Immediate Actions**" were created to visualize, check and compare the contents of folders or disks, when you wish to check the content, or if you want to choose specific files or folders to copy or treated.

You can create as many different actions as necessary.

## The operation and organization of Tri-BACKUP

The **Tri-BACKUP 9** application is used to create actions and define the operation.

*Note: Once you have defined actions, you can quit Tri-BACKUP 9. The automatic execution of your actions will be managed by other applications described below.*

The automatic execution of actions is managed by a process (a standalone application called "**Tri-BACKUP 9 Scheduler**" or **Scheduler**) that runs continuously in the background and launch actions based on what you decided. This process displays a small icon in the menu bar.

The execution of the programmed actions uses another standalone application called "**Tri-BACKUP 9 Execute**".

## **The documentation for Tri-BACKUP 9**

This guide in PDF format can be opened from the application (Help menu). You can also download this documentation on our website. In addition, you have in the application multiple context-sensitive help panels.

# Strategy for your backups

## Why save?

The computers and disks are reliable, but sometimes fall down. In addition we can make mistakes and accidentally delete data. Finally a computer or a disk can be destroyed or stolen.

**We must bear in mind that the data in our computer are not completely safe. If the data have any significance, we must save them (in other words, keep copies).**

In addition, a copy of your hard drive can save a lot of time in case of failure, because you can immediately restart the copy to continue using the computer without having to reinstall everything.

## Where to Backup?

You can back up to any media that mounts on the Mac Desktop, as the disks internal or external, networked disks, etc.

### Usable format

The format of the disk must be suitable for your need. For example, to make a bootable copy on Mac, the format of the disk to copy must be HFS extended or APFS.

Preferably use an Apple format, but you can also save on other formats (MSDOS, etc.).

### Using a disk image

You can use disk images for backups, either disk images of fixed size (with the extension .dmg) or images whose size is automatically adapted to the content (type "sparsebundle").

The disk images are practical, for example to keep several versions of the original disk on a same disk volume, to archive a backup, to encrypt backups, etc.

Disk images can be created with the application "Disk utility" located in /Applications/Utilities/.

*Note that you can create a "bootable" copy on a disk image to restore a disk, but you cannot directly boot from the disk image.*

## What to Backup?

The answer to this question is closely related to your use of the computer. It will not be the same if you use a computer to surf the internet, if you keep your personal data (photos, etc.), or if it is your work tool and it contains many data you have created.

Here are some questions to consider (not exhaustive):



**If lost, what data I can easily retrieve or reconstruct (eg, applications and data that can be found easily on the internet) and what data would be unrecoverable (the photos of an exceptional event, the project you are working, your creations, etc.).?**

The answer to this question, you'll know what to absolutely save.

**How important is this data?**

For important data, you will have to heart to save regularly and keep multiple copies in several locations.

**What time do I will save with a backup?**

For some data that could be found and reinstalled, you can choose to make a copy that will save time. This is for example the case of a copy of the primary disk, immediately usable in case of problems.

**What is the ratio of security / cost for me?**

We increase the security of data by multiplying backups and medias (disks, etc..), which has a cost. The choice will not be the same for a company whose data is vital, for a professional who has all his work on his computer or a casual user.

## What to backup at least?

At least save the contents of your "House" (the folder containing all the data for the current user) because there are grouped your data and all your settings.

## Where to store backups?

Obviously keep its backups next to his computer is good security in case of problems with the computer, but not in case of burglary or fire.

For important data, you have to think to have other copies in other locations (hard drives stored in different locations, online backups, etc.).

*Note: It is of course possible to encrypt a disk or data if you wish them to remain accessible only to authorized persons.*

## The copy of your hard drive

Make a copy of your startup disk to restart quickly, with your usual environment, your settings, your applications and documents, if something goes wrong with your hard drive. It is also a very simple solution if you want to replace the drive of your computer.

Tri-BACKUP can make copies of your disks, including complete and bootable copy of a disk containing a System. You can easily set the periodic execution of such a copy action, so that the copy is updated regularly and automatically and remains identical to the original. For this, use a **Bootable Copy** programmed action.

## What type of backup to use?

Tri-BACKUP allows several types of backups to suit all needs.

The **bootable copy** of a disk can be used to create an emergency disk.

The **folder copy** copies all the contents of a folder or a disk.

The **backup mirror** provides an identical copy of one or more disks or folders and then easily retrieve a specific document or an entire file after an accident or loss of files.

*Note: Caution! Any "mistake" made in the original (damaged, modified or deleted item) is reflected in the copy during the next backup.*

The **evolutive backup** creates an identical copy of one or more disks or folders, and keeps the successive versions of each document. So you can retrieve an older version of a document or folder.

*Note: This backup type requires more space than a mirror backup and grows gradually as backups are executed.*

The **incremental backup** backs up all or part of one or more disks or folders into a new folder each time. You keep the successive versions of a document or an entire disk.

You can combine these different types of backup. Use evolutive backup to save your entire disk, or files particularly valuable. You can use the incremental backup for current projects (the data you are working regularly).

## Create configurations for each backup

It is better, more flexible and more efficient to create multiple configurations rather than a single backup of all your data. Indeed, some data are more important than others, some are changed very often and others rarely, and so on.

Use the possibility to create multiple configurations to optimize your backup strategy. It will take less time and occupy less space.

Also made from time to time, global backups and when it makes sense, schedule frequent backups of your important files or sensitive data (clients, projects you're working on right now, etc.).

## Backup multiple networked computers

Tri-BACKUP lets you backup all volumes mounted on the desktop. You can, from your desktop, save the contents of the disks of other computers on your network, possibly with different configurations for each machine.

You can also reserve a disk on a server for backups of all machines in your network. In this case, each machine will have its own backup folder.

## Examples of use

Here's how I use Tri-BACKUP, in association with multiple internal disks, several external hard drives, space on web servers, and use of services like Dropbox.

**Copy of the primary disk:** Very important! To be able to restart quickly if something goes wrong, I have a copy of my primary drive, which is updated regularly (every day). In fact, I have several copies physically stored in different places.

**Copy of current work:** Regular copies of documents, with keeping of older versions. The disk where the copy is made is itself backed up and multiple copies are kept in different places.

**Backups of my pictures:** The size of these data is more important and are managed separately, but also there with several copies in different locations.

**Backups on the Internet:** Regular copies of data on the Internet (encrypted). The size of these data is limited because internet does not (currently) allow easy transfer of large volumes of data. The data is encrypted to increase their protection. This is a copy of last chance, if no other copies would recover the data.

**Transfer and data synchronization:** Actions regularly update the data between different machines, using the local network.

**Transfer and data synchronization between two remote disks:** Actions allow you to use a portable disk (even smaller than the disks to be synchronized) to compare the disks and copy the differences.

**Data transfer via the Internet:** Some synchronization of data between machines that are not on the same geographical location go through internet. Copy of encrypted data on a web server, and recovery and decryption on an other machine.

**Using transfer services such as Dropbox:** Data is stored in a disk image (sparsebundle) encrypted. Tri-BACKUP copies the data to the disk image (after it mounted automatically) and another machines retrieves the data transferred by the service.

*Note: a sparsebundle disk image is composed of a set of small files and only the modified pieces are transferred, thus reducing the transfer. The use of a standard disk image (one big file) would transfer all of the disk image for each change.*

# Which action to choose?

For all operations (copy, backup etc..), you must create or open an action, then define the settings and launch it (or set the automatic trigger).

Tri-BACKUP offers "Programmed Actions" and "immediate Actions".

The "**Programmed Actions**" are designed to keep the settings (to avoid having to repeat setup each time) and run automatically (although they can also be launched manually by the user).

The "**Immediate Actions**" were created to visualize and compare the contents of folders or disks, if you wish to check the content, or to choose specific files or folders to copy or treated.

*Note: There are immediate actions that correspond to each of the programmed actions.*

## How to choose a type of action?

Depending on your needs, you choose the type of action that best suits them. Needs can be diverse, Tri-BACKUP has different actions.

You will find below an explanation corresponding to the main needs.

## Copies and backups

### You wish to copy your boot disk

The goal is to have an identical copy of your primary disk directly usable. We can then restart from the copy if necessary, or if the primary disk has a problem.

Use the programmed action "**Bootable Copy**": The copy will contain the system, your applications, documents and settings (an exact copy of your environment).

If you wish to make a punctual copy, disable the auto-execute settings. Once the action is created, you launch it manually in the panel "Programmed Actions," with the button "Execute Now".

If you want the copy to be automatically and regularly updated to keep it the same as your main drive, program it to run periodically (eg daily).

*Note: The first execution will be long (since everything will be copied). Subsequent runs will be much faster because only a portion of the data will need to be updated.*

### You want to create a bootable rescue disk

The goal is to have a disk with a minimal system where restart in case of need, for example to repair the main disk.

Use the programmed action "**Bootable Copy**", with the option to create a minimal System (in the Options panel).

### You want to make a backup of the contents of a folder

The goal is to have a copy of certain documents.

Use the programmed action "**Copy Folder**": The copy will contain an exact copy of the original. Each execution of the action will update the copy, adding new files and replacing the modified files.

*Note: If you want to do this operation one time only, you can use an immediate action "Copy".*

### **You want to make a backup of several separate files**

The goal is to have a single backup for several folders.

Use the programmed action "**Mirror Backup**" that allows you to save multiple folders or disks. The copy will contain a folder for each source folder / disk, each of these folders containing the exact copy of the related original.

Each execution of the action will update the copy, adding new files and replacing the modified files.

### **You wish a backup that keeps previous versions of each document**

The goal is to have a backup of your data with the latest version, while retaining the successive versions of files (when only the latest version is kept with the copy or mirror backup actions).

Use the programmed action "**Evolutive Backup**": The copy will contain a folder for each source folder / disk, each of these folders containing the exact copy of the related original. Each folder also contains a specific hidden folder where the old versions of changed or deleted files are kept.

Each execution of the action will update the copy, adding new files and replacing the modified files (the old version is moved to the specific folder).

### **You want to make a new separate backup for each execution**

The goal is to have, for each new backup, a new copy of your data in a new folder.

Use the programmed action "**Incremental Backup**": The copy will contain a folder for each source folder / disk, each folder containing the copy of the related original.

You can choose to copy, for each execution, only the recent files (old files are not copied to the backup), or all files from the source (the copy is complete and all files will be copied each time, including those who had not been modified since the last backup).

### **You want to make a copy of your files and organise them**

The goal is to have a copy of your data organised by date and/or by extension. For example, files will be copied and distributed in YEAR/MONTH/DAY folders depending on their date of modification. See more details in the "**Tools**" section.

### **You wish to backup to an FTP server**

The goal is to have a backup of your data to an FTP server (eg internet).

Use the programmed action "**Copy to FTP Server**" which allows you to save multiple folders or disks. The copy will contain a folder for each source folder / disk, each of these folders contains the exact copy of the related original.

Each execution of the action will update the copy, adding new files and replacing the modified files.

*Note: This action is similar to the 'Mirror Backup'.*

*Note: You can use an immediate action to review and select items to copy.*

### **You want to make a local copy of an FTP server**

The goal is to have a copy of the data from an FTP server on a local disk.

Use the programmed action "**Copy from FTP Server**": The copy will contain an exact copy of the original. Each execution of the action will update the copy, adding new files and replacing the modified files.

*Note: This action is similar to the action "Copy Folder".*

*Note: You can use an immediate action to review and select items to copy.*

### **You want to compare the contents of two folders**

Use Immediate Action "**Compare**": The list shows the different items. Select files or folders and click the Compare button and the action will compare the contents of each file.

The results are displayed in a list.

### **You want to synchronize two disks physically distant**

The objective is to synchronize two large disks that are not physically accessible simultaneously by using a third portable disk (which does not need to be as big as the two disks) that you can move from one disk to the other.

Use the actions "**Create MagicProfile**" and "**Sync with MagicProfile**". You first create (with the action "**Create MagicProfile**") a "snapshot" (profile) of the contents of one disk (profile created on the portable disk). Then you compare this profile with the contents of the other disk with the action "**Sync with MagicProfile**" and only the differences will be copied to the portable disk to be copied in turn on the first disk.

*Note: The actions "**Create MagicProfile**" and "**Sync with MagicProfile**" also exist as immediate action.*

## **Synchronization**

### **You wish to synchronize the contents of two folders**

The objective is to perform the update of two folders by copying the missing documents and the latest documents in the other folder.

Use the programmed action "**Synchronize two Folders**": The contents of the two folders will be strictly identical after synchronization. Each execution of the action will update the two folders, adding new files and replacing older files with the latest version.

*Note: If you want to do this operation from time to time, you can use an immediate action "Synchronize".*

**Synchronization modes:** You can use two modes of synchronization:

- The direct synchronization (**Synchronize by comparing the contents of each folder**) compares the contents of folders and replace the old files with new ones, and copy the missing files. The options provide different behavior for the missing items.
- Synchronization of changes (**Synchronize by comparing the changes since the last synchronization**) compares the current contents of each folder with the previous contents to detect what has changed. Items that have been modified, added or deleted on one side since the last synchronization will be copied (or deleted) on the other side.

*Note: To synchronize with change detection, Tri-BACKUP saves (after each synchronization), in each folder, the list of items in this folder in a special reference file (and invisible) named ".tbu\_foldercontents\_forsynchro.data". During the first synchronization (or if the reference file does not exist), a direct synchronization is performed.*

### **You want to synchronize two disks physically distant**

Use the actions "**Create MagicProfile**" and "**Sync with MagicProfile**" (see previous page).

## **Other Actions**

### **You want to survey any changes in the contents of a folder**

The objective is to be notified in case of a change in the contents of a folder. See more details in the "**Tools**" section.

### **You want to compare two states of the same disk**

The objective is to compare the contents of a disk with its content as it appeared at a previous date (eg before / after installing an application).

Use the action "**Create MagicProfile**" to create a "snapshot" (profile) of the initial content of the disk. This creates an identical copy (as would the action "**Copy Folder**") but the copied files are empty and the copy obtained has a very small size (it can be saved to a disk image for reference ).

Then use the "Analyze" option in the immediate action "**Sync with MagicProfile**" to list the differences.

*Note: You can also use the action "**Compare**" by comparing the date of the files (the sizes are of course different).*

### **You want to regularly empty the contents of a folder**

The aim is to regularly clean specific folders (temporary work folders, caches, etc.).

Use the programmed action "**Delete Folder**": With each execution, the contents of the folder will be deleted (note that the removal cannot be cancelled). The folder itself is not deleted.

### **You want to compress (and encrypt) the contents of a folder**

The goal is to convert each file in a folder to a compressed file (and possibly encrypted with password).

Use the programmed action "**Compress Folder**": For each execution, each uncompressed file will be replaced by a compressed version.

*Note: The compression format is a proprietary format of Tri-BACKUP. Tri-BACKUP is necessary to decompress and restore the original file.*

*Note: If you want to compress a copy (not the original), use the action "Copy Folder" and select the compression in the options.*

### **You want to uncompress (and decrypt) the contents of a folder**

The goal is to revert each compressed file in a folder to the original document.

Use the programmed action "**Uncompress Folder**": For each execution, each compressed file will be replaced with the original uncompressed version.

### **You want to change the visibility or change the owner of the items in a folder**

The goal is to edit each file and each folder.

Use immediate action "**Modify Folder**".

### **You want to display the size of the contents of a folder**

The objective is to quickly visualize the size occupied by each subfolder of a folder.

Use immediate action "**Calculate Size of Contents**".

### **You want to compare the size of the contents of two folders**

The objective is to check whether there are differences in size of the contents of two folders.

Use immediate action "**Compare Folders Size**".

### **You want to compare the contents of two folders**

The objective is to detect the differences in two folders.

Use immediate action "**Compare Folders Contents**".



# Tri-BACKUP 9 - The main application

It is from this application that you create and manage your actions. It is also in this application that you have the reports and tools available to you by Tri-BACKUP 9.

## The main window

The main window contains the buttons on the top for creating and managing actions, and for different tools. Clicking a button displays the corresponding panel in the center:

**Welcome:** To start and quickly create your first programmed actions.

**Create Action (programmed):** This panel allows you to create the programmed actions.

**Programmed Actions:** This panel lists all the programmed actions that you have created. You can edit and run manually.

**Executed actions:** Results of the last programmed actions executed.

**Immediate Actions:** In this panel, you can open an immediate action or re-use of the latest actions.

**Restoration:** This panel allows you to restore data that had been saved by Tri-BACKUP.

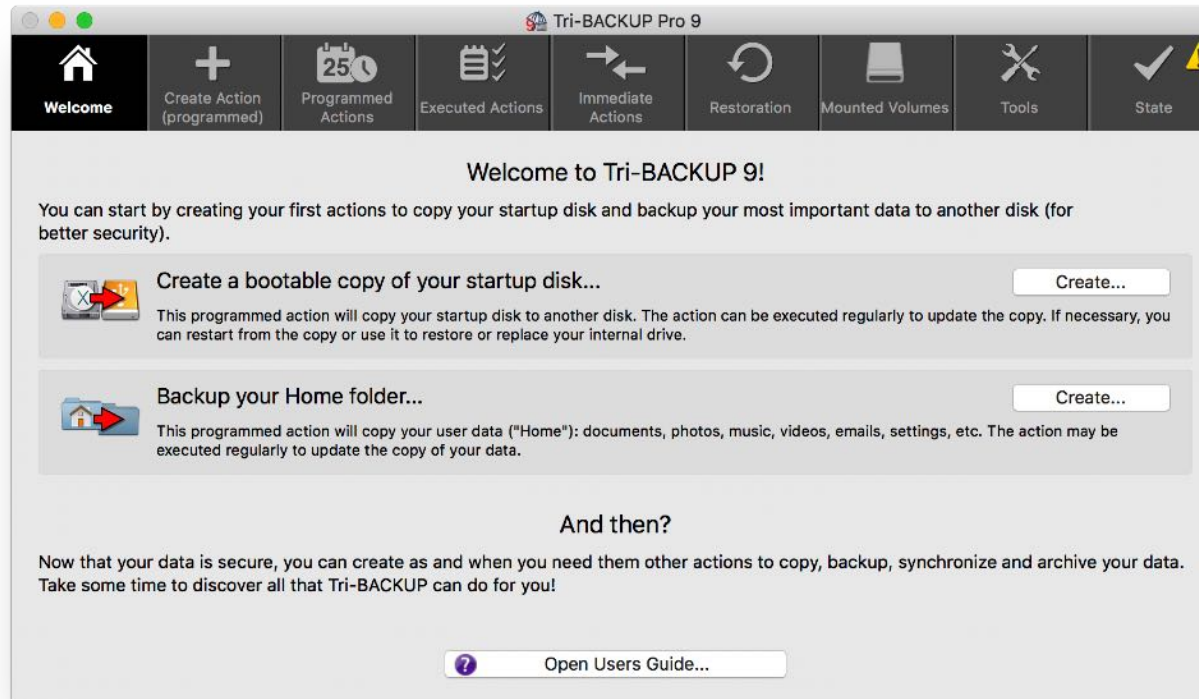
**Mounted Volumes:** Displays information about the currently mounted disks.

**Tools:** Offers various tools and reports.

**State:** Panel to check the general state of Tri-BACKUP (useful if you need to send a report to the technical support).

# Welcome

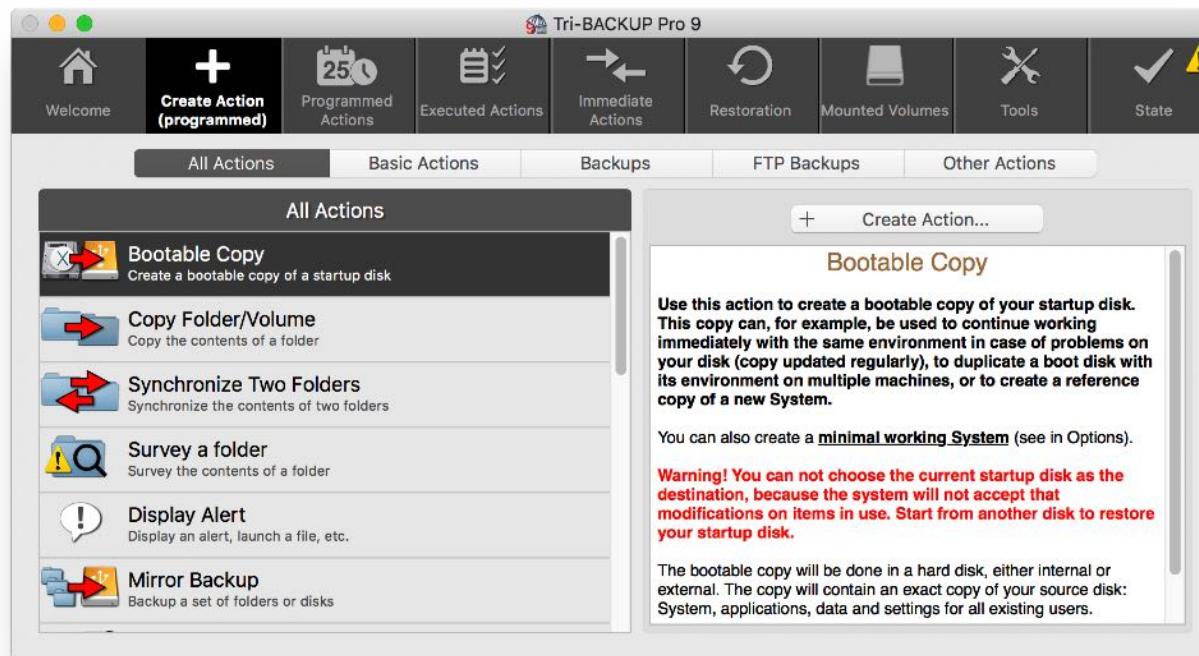
For your convenience, you can easily create from this panel two basic actions (the first ones that anyone should create): a programmed action to make a copy of your internal drive and another action to save your "home" directory (your user folder).



# Create Action

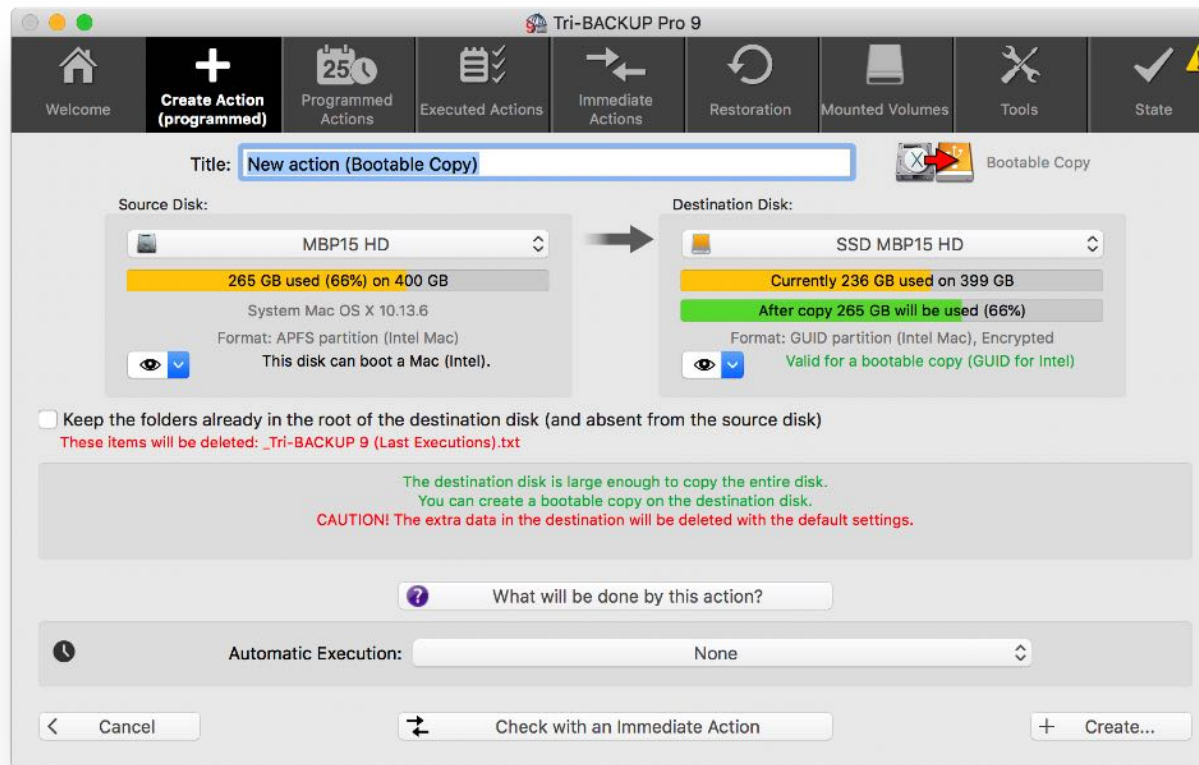
This panel displays the different types of programmed actions available. By clicking the top selector, you can view all types (**All Actions**) of action in the list or certain types (**Basic Actions**, **Backups**, **FTP Backups**, etc.). **Other Actions** list the types that are not in the previous categories (but these actions are also displayed in the **All Actions** selection).

*When you select a type of action, its description is displayed to the right.*



To create an action, double-click a type of action in the list (or use the **Create Action...** button).

A simple editor for the type of action you choose is displayed. It allows you to set the name you want to give this action, the basic settings of the action (depending on the type of action) and basic settings for the automatic execution.



Click the **Cancel** button to return to the list of types of actions without creating the action.

When your settings are done, click the **Create...** button. The settings are saved and this new action is added to the list of actions (accessible by the panel "Programmed Actions") where it can be edited or launched later.

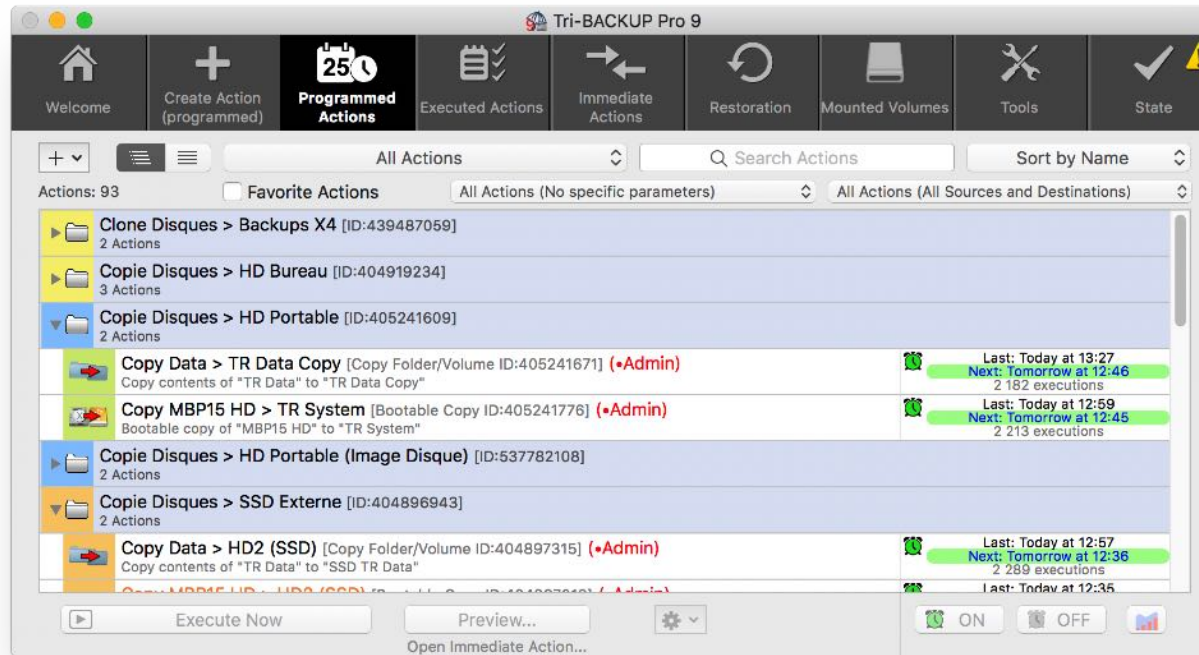
Dialogue offers you to edit the action or launch it immediately.

*Note: The simplified editor only offers the basic settings of each type of action. Other settings and filters are available in the editor of programmed actions. Open the "Programmed Actions" and double-click an action to edit it.*


**What will be done by this action?** displays a brief description.

**Check with an immediate action** will open an immediate action with the settings defined for this action. You can directly check the effect of your settings.

## Programmed Actions



You will find in this panel a list of all the programmed actions that you have created. The list can be displayed with or without groups, filtered and sorted.

**Add:** The pop-up menu  on top left of the list lets you create an action or a group.

**Groups:** You can create groups to organize actions as needed. You move action in a group by drag / drop. The actions can be displayed in a single list or hierarchical groups.

**Filter:** You can filter the list to display only certain types and context or your favorite actions (they are displayed in orange in the list), and use a text search on the title and source and destination items (to show only the actions of a particular disk, for example) .

**Edit:** You can duplicate an action, edit it to change settings or delete it. Edit the action to have full access to all the options of automatic execution.

### Action execution

You can manually launch a programmed action at any time, either if the automatic execution of the action is enabled or disabled. Select the action (or the group) and click the **Execute Now** button.

### Preview with an immediate action (with the settings of the selected action)

Click on the **Preview...** button to open an immediate action with the settings of the selected programmed action. You can use this function to check the result of an action after his execution, check the settings or make a minor update manually.

### Other operations

Use the pop-up menu  to edit, duplicate and delete the selected action. You can also:

**Estimate the size...**: This function will start executing the selected action to calculate the size of which would be copied, replaced, or removed by a normal execution (but this execution does not copy or change anything).

**Create a restore action...**: This option creates a programmed action with settings corresponding to the selected action (for example, if an action copy folder A to folder B, the restoring action will be set to copy the folder B to folder A) .

**Show last executions**: Displays the history of past executions of the selected action, with the files copied or modified and any errors that occurred during the execution.

**Show the summary of the action settings**: Displays the settings of the action in the form of text.

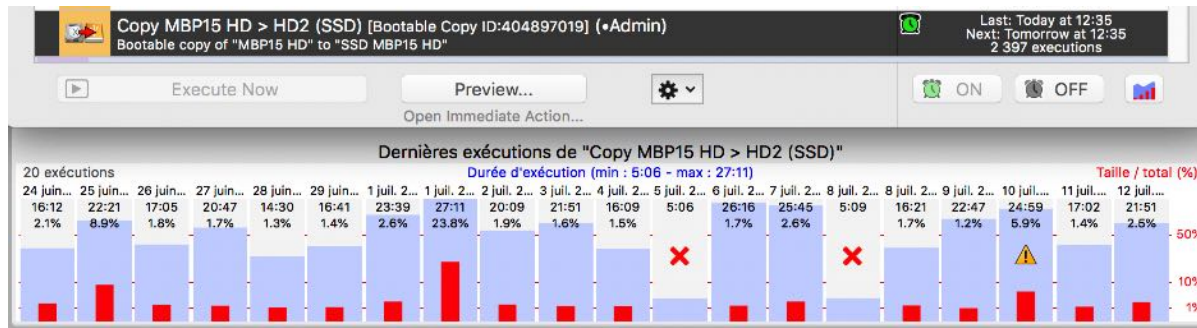
### Activate/Deactivate

Buttons **ON** and **OFF** on bottom right let you enable or disable the automatic execution of selected actions. If you select a group, the execution of all actions of this group will be changed.

*Note: The automatic execution of programmed actions can be associated with a context (home, office, nomad). You can choose certain actions to be executed only in the current context (for example, that certain actions execute at the office and not when your computer is at home).*

### Graph of last executions

The button at the bottom right displays a quick view of the recent executions of the selected action with the execution time and the amount of data copied.



The blue-grey bars indicate the execution time and the red bars the percentage of copied data.

The warning sign (yellow triangle icon) indicates that there were one or more errors during the execution of the action. Finally, the red cross indicates that the action could not be performed (disk not mounted, etc.).

## Execution of actions by a keyboard shortcut

You can manually launch a programmed action at any time through a keyboard shortcut that will open a launch window (Tri-BACKUP 9 does not need to be launched).

You set the keyboard shortcut in the preferences of **Tri-BACKUP 9 Scheduler**. For example, if you set the keys **"Ctrl + right arrow"** as a shortcut, you press both keys simultaneously (at any time and from any application) to make the launch window appear, where you can choose the action to launch in the list (possibly after filtering by name or quick code assigned to an action or a group).

*Note: You can assign a quick code for each action or group to find and launch it quickly.*

*Example: You have assigned the code "bk3" to a group containing three actions. Type the shortcut to bring up the launch window, then enter "bk3" in the search field and hit "Enter" to launch these three actions.*



## Executed actions

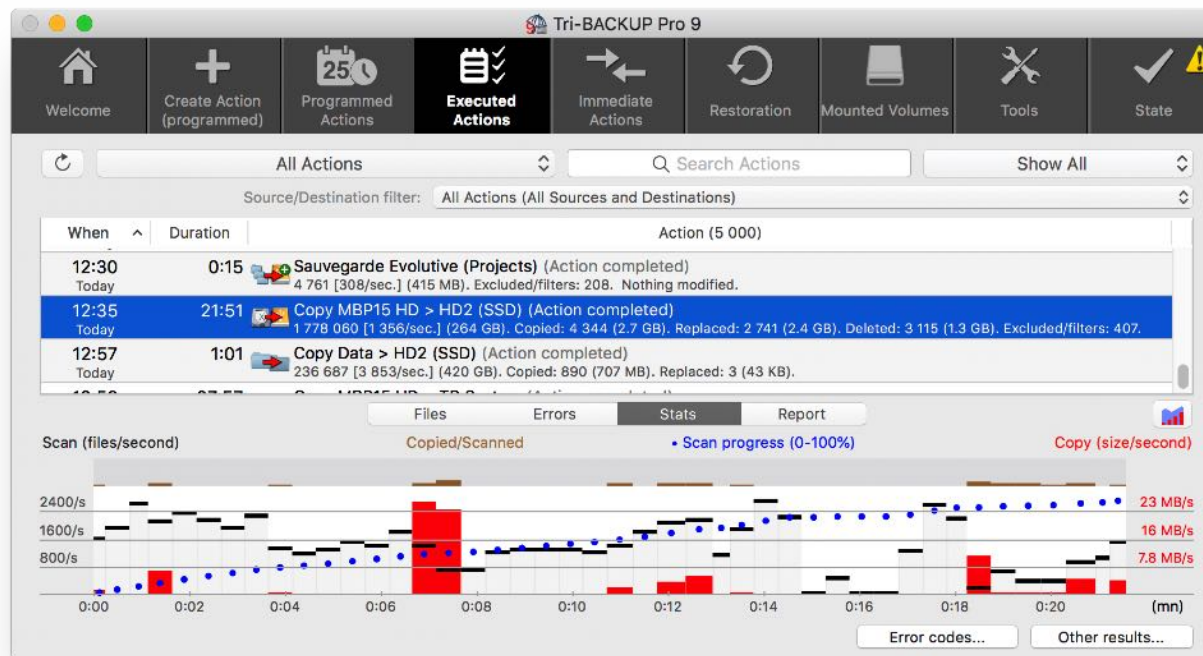
This panel displays the list of the last executed programmed actions (the most recent being at the bottom).

For each action, are displayed time, date and duration of execution and results summaries (number of files, errors, stats, etc.) .

Select an action to display with the tabs a list of the **files** copied or treated as well as the list of **errors** . Each line displays the name and path. An icon indicates the type of operation (see the meanings in the **Help** menu).

*Note: Only 5000 last items are preserved for history of each action, and only the latest histories (olders are deleted).*

You can also view **statistics** for the execution of the action (progress during execution time with quantity copied and analyzed).



The **Report** tab shows information about the execution of the action.

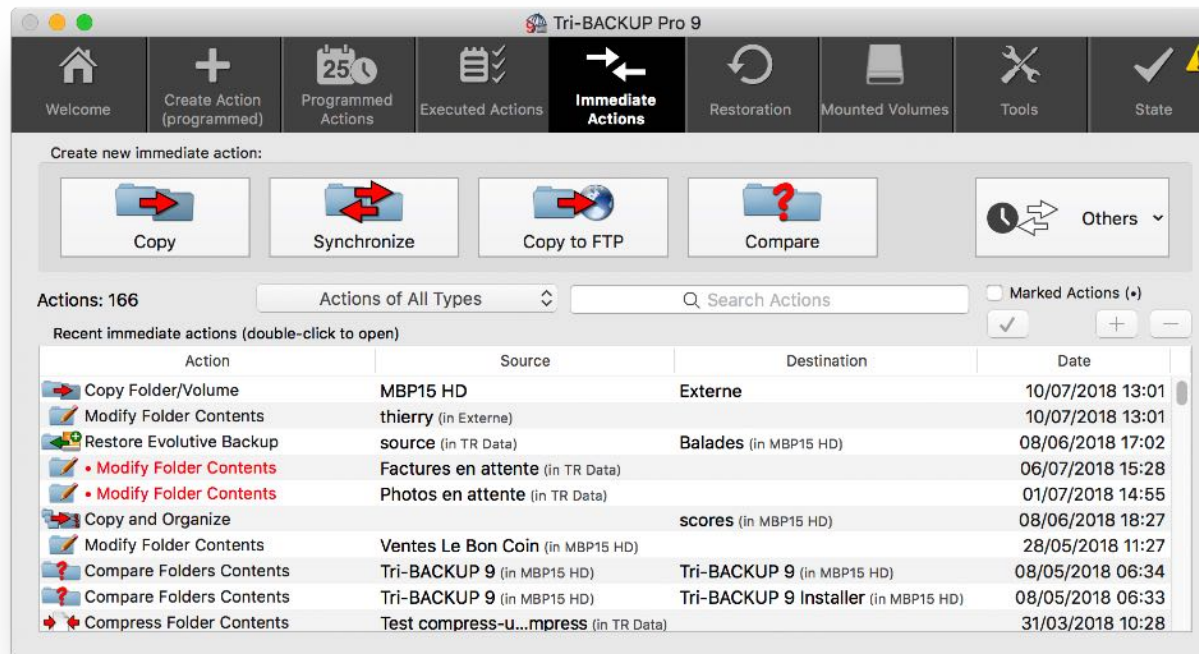


**Other results...** button at the bottom right can display histories from older actions or other machines by directly selecting the file where the data is stored .

*The default folder is the "History" folder, but you can go in old backups or on other machines to select contents of this folder. Immediate Actions*

## Immediate Actions

Buttons allow you to create a new immediate action for the most common types. The **Other** pop-up menu allows the creation of immediate actions of any available type.



### List of the latest immediate actions

This panel lists the last immediate actions, ordered from most recent to oldest.

You can filter the actions displayed by type and with a search on the name of the action, the source or destination.



You can mark some actions to find them more easily (they will be displayed red): select the desired action and click the button

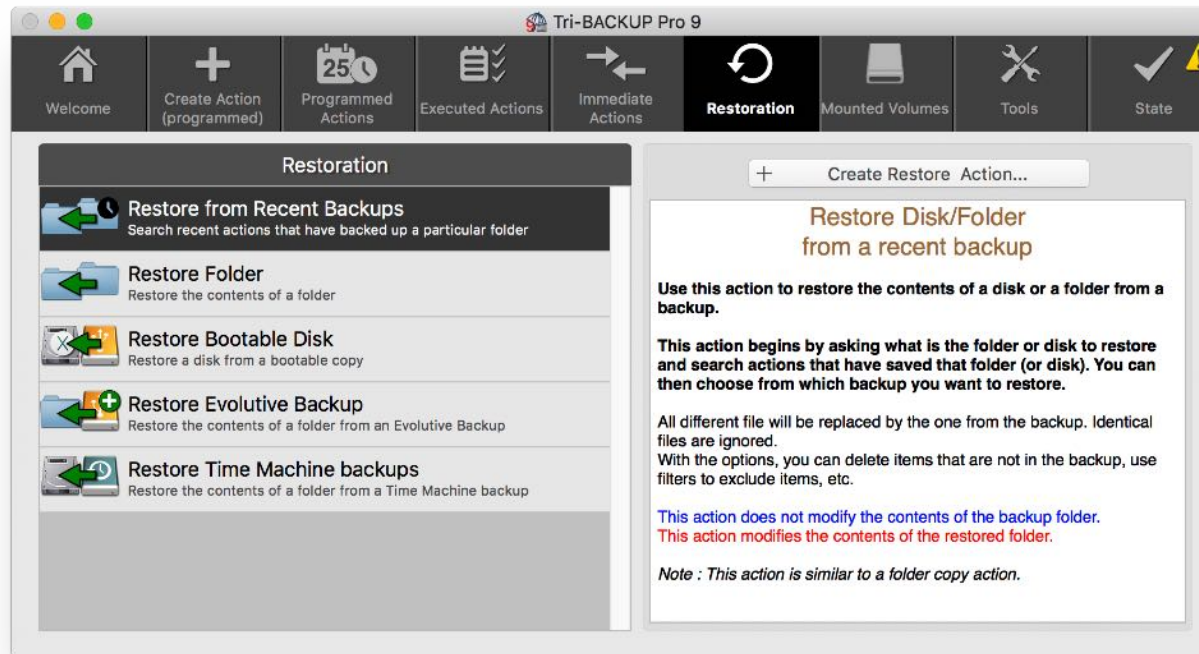
### **Use again one of the actions in the list**

Double-click an action to use it again (with existing settings).

A window opens for each specific type of immediate action (see "Immediate Actions" chapter in this manual).

# Restoration

This panel displays the options for restoration.



By the principle used by Tri-BACKUP for its backups (i.e. copying files to the same preserving the folder hierarchy), you have multiple ways to recover data backed up: manual recovery from the Finder, use of an immediate or programmed actions and use of specific recovery features.

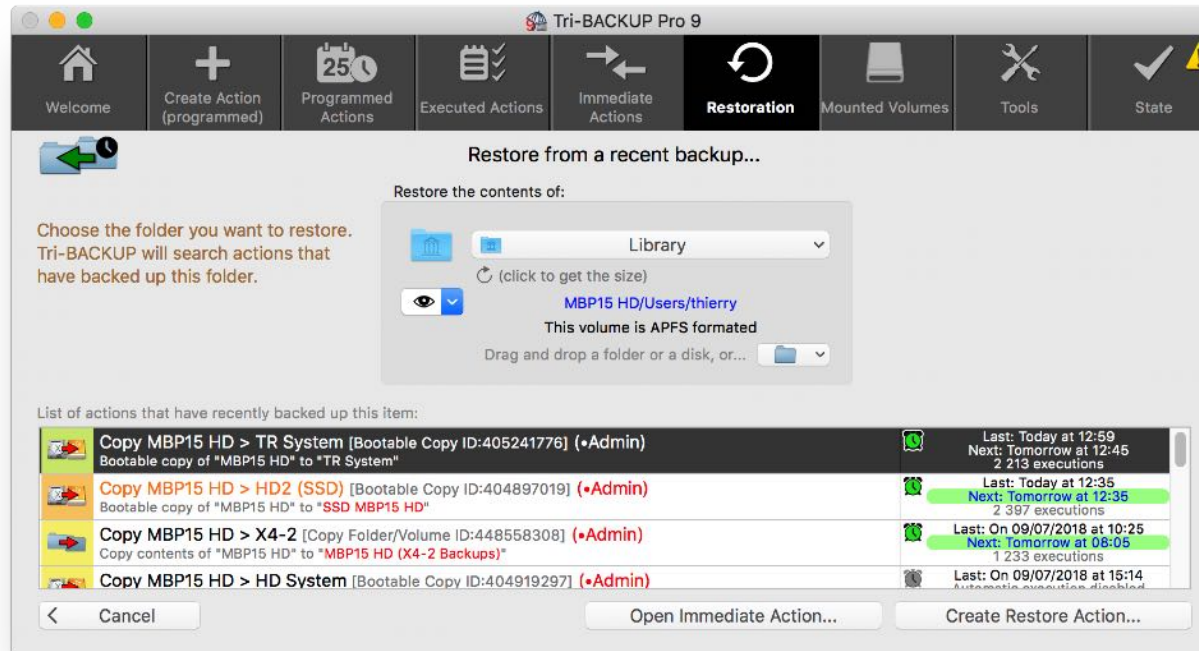
**The various restoration actions offer the options and exclusion filters to restore exactly what you need. The restoration can be done automatically (with a programmed action) or manually using an immediate action.**

*Note: A restoration can be done with any immediate and programmed action to copy the data from the backup to the original location (or any other location).*

## Restore from Recent Backups

To restore a particular folder, this function shows you the programmed actions that have saved it and where the data were saved. The list first displays the last actions having saved this data. You can easily find the backup you want and restore from this backup.

The **Cancel** button returns to the Restoration panel. You can **open an immediate action** to visually verify what has been changed and retrieve what you are interested. Alternatively, you can **create a programmed action** for the restoration.



## Restore Folder

This function is similar to the programmed action "Copy Folder", but some options have been activated for the Restoration: uncompress compressed files and the ability to overwrite files with the saved version, even if it is older.

*Note: You can change the basic settings to suit your needs.*

## Restore Bootable Disk

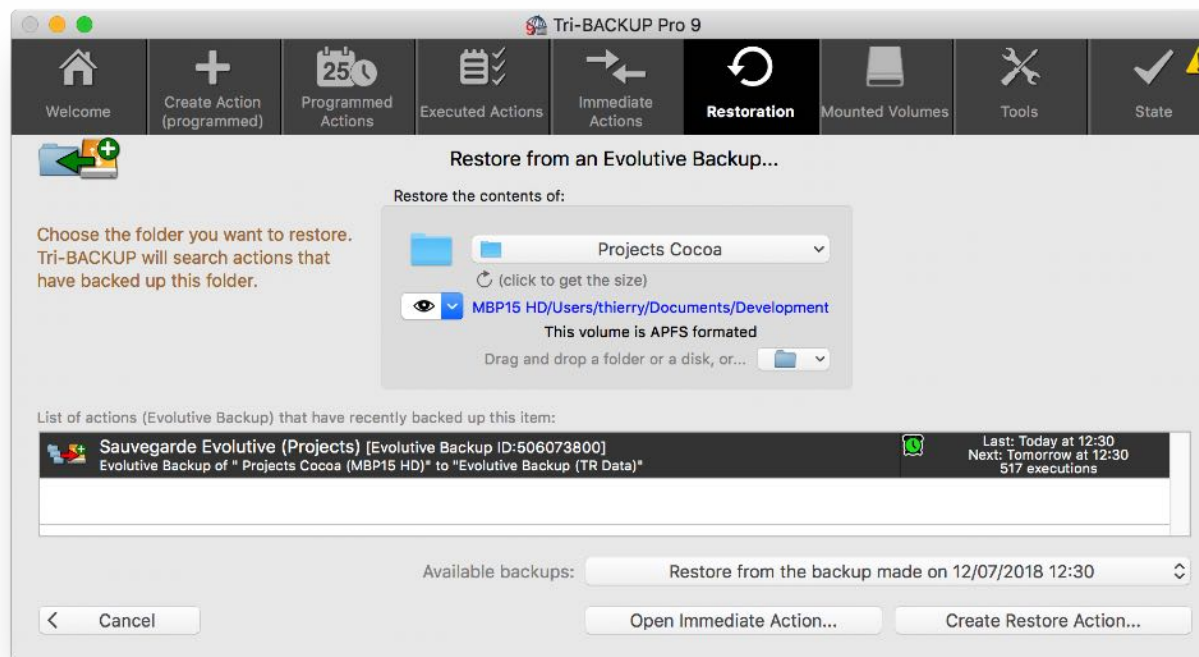
This feature allows you to restore a System disk. It is quite similar to the programmed action "Bootable Copy", but some options have been activated for the Restoration: uncompress compressed files and the ability to overwrite files with the saved version, even if it is older.

*Note: You can change the basic settings to suit your needs.*

## Restore Evolutive Backup

This feature allows you to restore a folder that was saved with a programmed Evolutive Backup action, choosing the date of the backup to restore.

The actions having saved the folder are displayed in the list, where you can choose the one you want. The pop-up menu displays the dates of available backups.

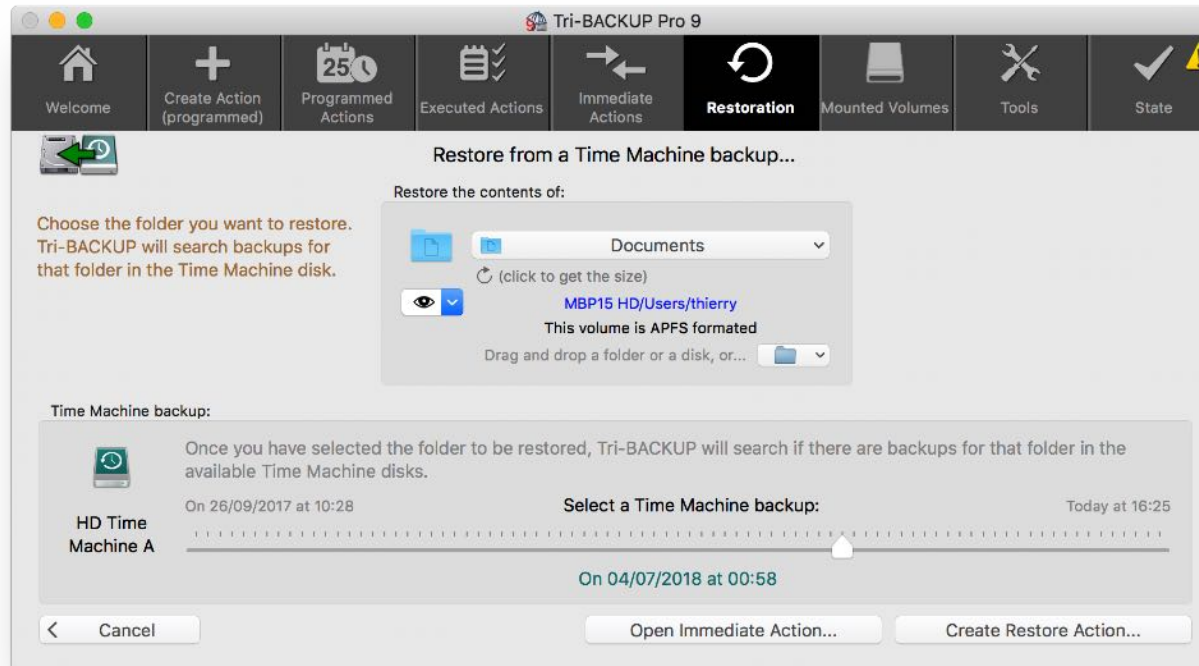


You can **open an immediate action** to visually verify what has been changed and retrieve what you are interested. Alternatively, you can **create a programmed action** for restoration.

## Restore Time Machine backups

If the Time Machine disk is mounted, Tri-BACKUP is able to go digging through the data looking for all backups of a particular folder.

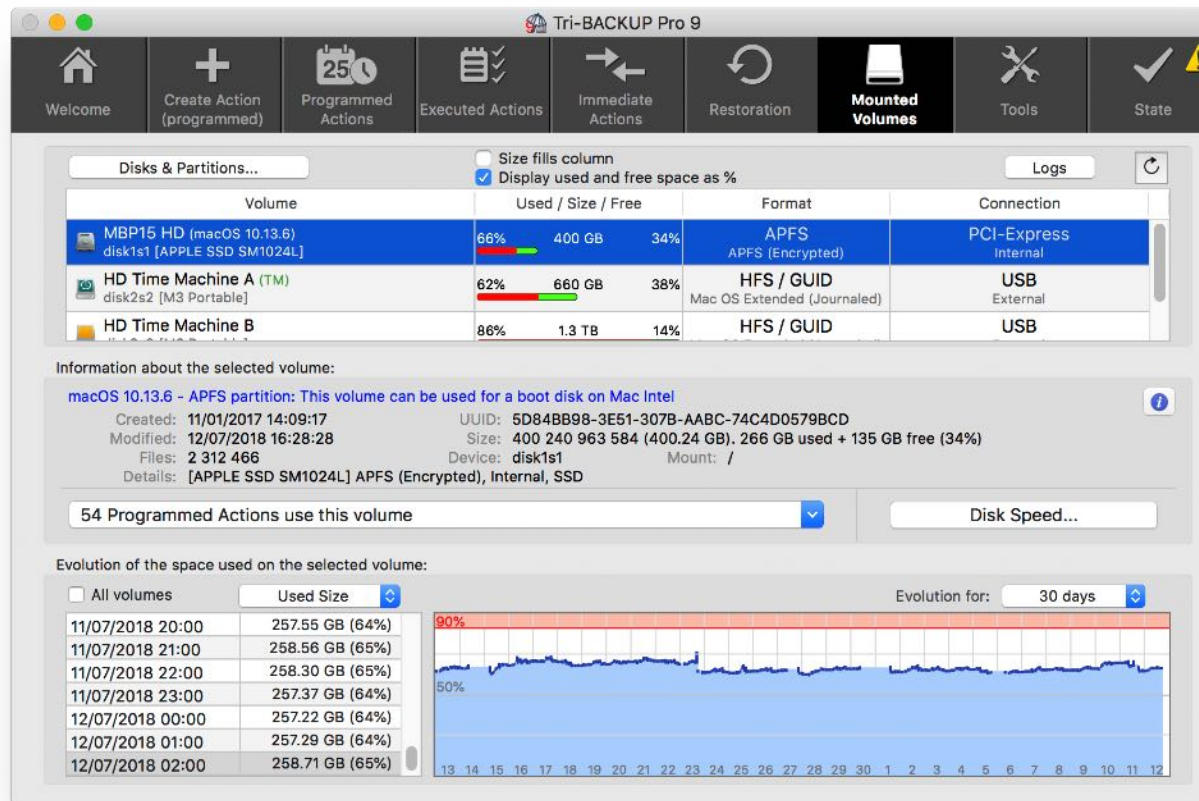
This feature allows you to restore a folder that was backed up by Time Machine, choosing the date of the backup to restore. You specify the folder to be restored and Tri-BACKUP search and proposes all Time Machine backups of this data, with selection of the date to restore.




## Volumes

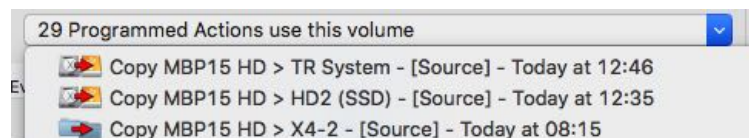
This tool displays mounted volumes and shows different information on each disk: size, format, useable as a boot disk, OS X version (if any), etc.





**More information:** Click the  button to get extended informations on the selected volume. These are information reported by the System.

**Programmed actions using this volume:** A pop-up menu list the programmed actions that use the selected disk (or one of its folders) as source or destination.



**Disk Speed:** You can make a summary measure of disk access speed. This tool gives an indication and does not claim to replace specialized tools.

**Volumes Free Space:** Tri-BACKUP records regularly occupied space on the mounted disks. With this tool, you can view the evolution of the occupation of your disks. You can then decide when it will be time to change a disk to a bigger one, or clean a disk to make free space.

## Tools

This panel gives quick access to various tools provided by Tri-BACKUP.

### Edit Common Filters

Programmed actions and immediate actions have filters to exclude certain files or folders, or otherwise treat only certain files or folders.

Each action has its own filters, but you can also create sets of filters that you can use in several actions (eg if you need identical filters for these actions).

### Clean Evolutive Data

Actions "Evolutive Backup" keep the extra data (old versions, etc.) in specific folders that are invisible by default.

With this tool, you can make these folders visible or remove some of this data to free space on the backup disk.

### Global Disk Change

When you define a source or destination folder in a programmed action, Tri-BACKUP records information on the disks containing these folders to detect it if necessary. In addition to the disk name, Tri-BACKUP saves the size and creation date of the disk, to distinguish, for example, two different drives having the same name.

If you change or reformat an internal or backup disk, you must redefine each action to set the new disk.

This tool allows you to globally change the references to a disk for all the actions that use it, which greatly simplifies the change.

## Other Tools

Some other tools are available in the Tools menu.

### Access the Settings folder...

This menu displays the folder in the Finder where are saved all settings and reports of Tri-BACKUP. This folder is located in the /Library/Application Support/ folder of the user. The /Library/ folder is hidden by the System and the menu gives you easy access to it.

### Copy the settings of Tri-BACKUP on mounted volumes...

This menu automatically creates copies of the contents of the Settings folder (list of programmed actions, reports, settings). The copy can be used when needed (loss or erasing of the disk, change of computer) to find settings and logs. It is possible to program copies on multiple disks to increase security.



## Export a list of the contents of a disk/folder...

Tri-BACKUP can create a list of content and save it in a file. You can keep the files of various contents for later analysis or comparison or to easily send the list (for technical support or otherwise).

*Note: The resulting file contains only the names of files and folders (no data from the files is added).*

## Open a list of contents...

This function is to read the list of previously saved content to view, navigate and search the folder structure or the recorded contents.

## Show Information about Connected Disks

Display information for each of the disks and volumes connected to your Mac, whether mounted or not, including system partitions.

You can select an item for more detailed information.



## Duplicate Partitions Map...

See the chapter for this tool later in this manual.

## Copy Hidden Partition Contents...

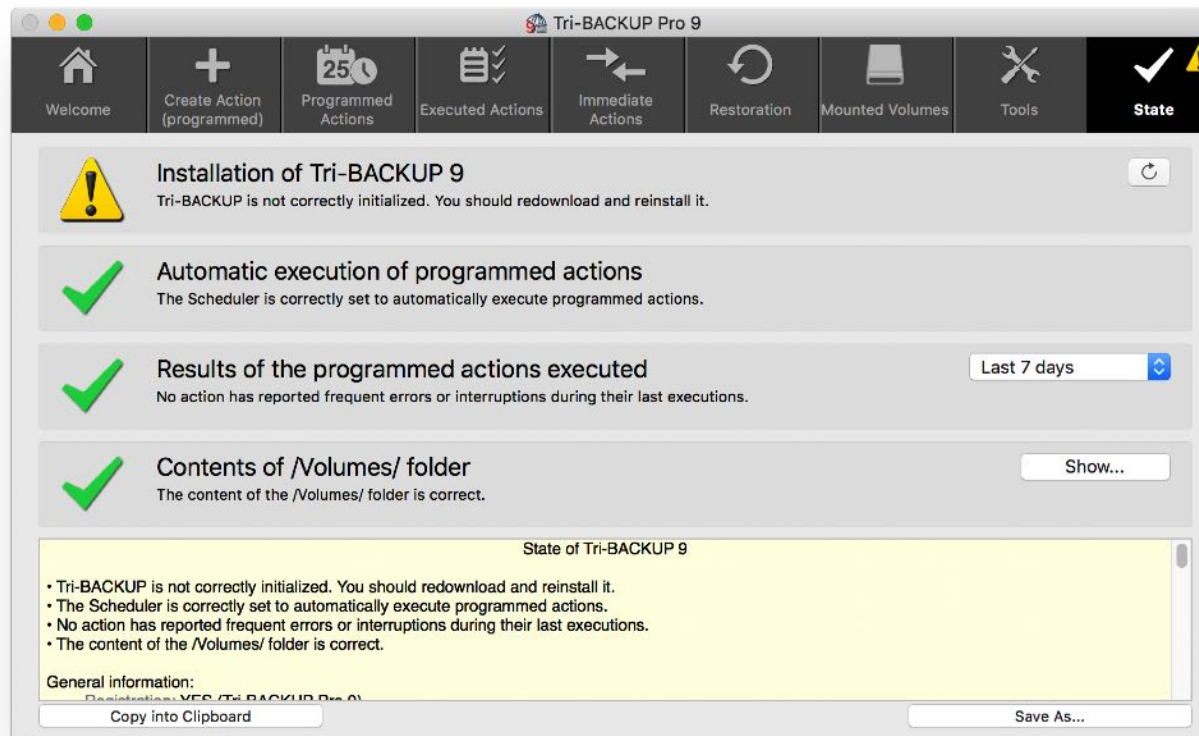
See the chapter for this tool later in this manual.

## Create Recovery HD Partition...

See the chapter for this tool later in this manual.

## Check status

This panel gives an overview of the general state of Tri-BACKUP and its associated processes. You can use it to check the status of the application and if all is correctly installed and working. You can copy the summary text and send it to our technical support when needed (it will help us see the context if you have a problem).



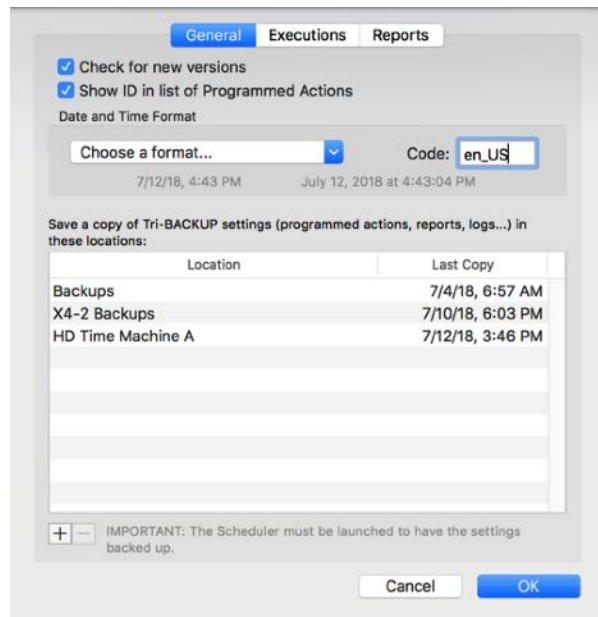
*Note: On the above example, we have forced an installation error. The screen copy shows information text and an "alert" icon for the installation and the "State" button.*

# Preferences

In the menu Tri-BACKUP 9, you access the Preferences settings.

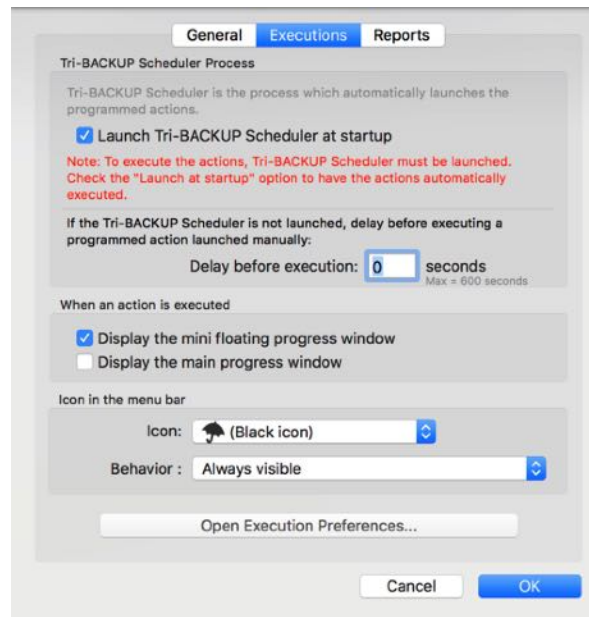
Preferences are grouped into several panels:

- **General** settings: check updates, date format and possibility to save the Tri-BACKUP settings on one or more volumes (so that you can restore the settings if needed).
- **Executions** of the programmed actions: basic and display settings. A button lets you access all the execution preferences of the Scheduler.
- **Reports** settings: a daily email can be sent to an administrator or to yourself to have a follow-up of backups and other copies and operations made by Tri-BACKUP.

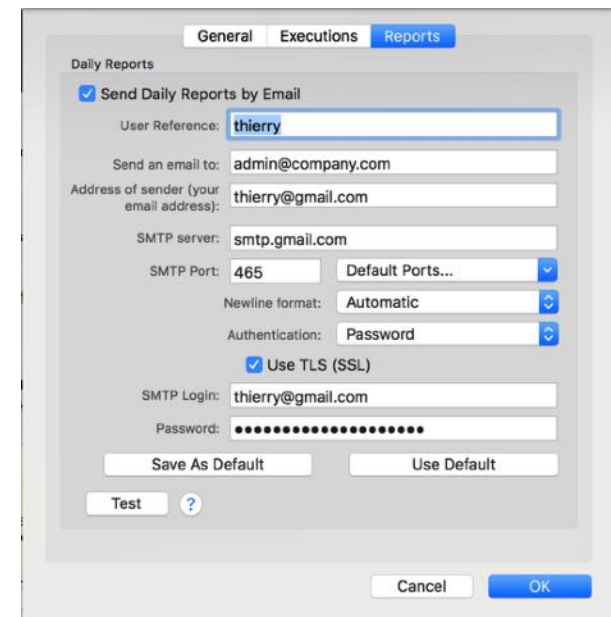


The General preferences panel includes options for checking for new versions and showing IDs in the list of programmed actions. It features a date and time format section with a dropdown menu and a code field set to 'en\_US'. Below this is a table for saving settings locations, showing locations like 'Backups', 'X4-2 Backups', and 'HD Time Machine A' with their last copy dates. At the bottom, there is an important note about launching the scheduler and buttons for 'Cancel' and 'OK'.

Location	Last Copy
Backups	7/4/18, 6:57 AM
X4-2 Backups	7/10/18, 6:03 PM
HD Time Machine A	7/12/18, 3:46 PM



The Executions preferences panel describes the Tri-BACKUP Scheduler process and offers options to launch it at startup. It includes a note about the requirement to launch the scheduler for actions to execute. A delay before execution is set to 0 seconds. There are checkboxes for displaying progress windows and a section for the icon in the menu bar, including an icon selector and a behavior dropdown set to 'Always visible'. An 'Open Execution Preferences...' button is at the bottom, along with 'Cancel' and 'OK' buttons.



The Reports preferences panel is for configuring daily email reports. It includes fields for user reference, email recipient, sender address, SMTP server, port, and authentication. There are checkboxes for using TLS (SSL) and buttons for 'Save As Default' and 'Use Default'. A 'Test' button with a help icon is also present, along with 'Cancel' and 'OK' buttons at the bottom.

## Actions Menu

In this menu, you can activate, duplicate, import, export the programmed actions, create immediate actions, etc.

## GoTo Menu

This menu displays the mounted volumes and allows to navigate in their content (including in invisible folders).

## Tools Menu

Allows you to access the folder containing Tri-BACKUP settings and automatically make copies of your Tri-BACKUP settings.

You can also create a list of the contents of a folder and export it (in order to reuse it later or to transmit it for support or other).

You can also in this menu stop and uninstall Tri-BACKUP.

## Window Menu

Other features are available in the Window menu of Tri-BACKUP.

### Show Logs and Messages

During operation, Tri-BACKUP and associated processes record various information about their activity.

This tool displays a window that lists the latest logs.

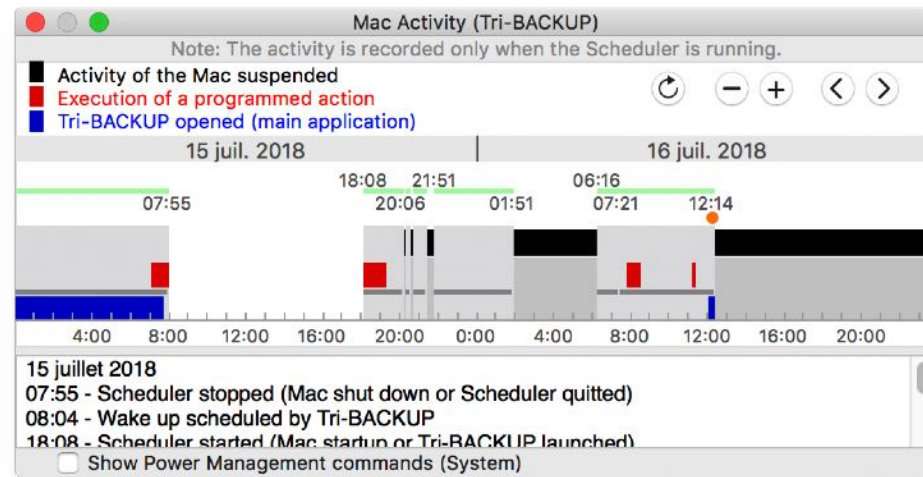
### Show Daily Reports

Displays activity reports day by day.

*Note: These reports can be automatically sent daily by email to the recipient of your choice (you specify in the Preferences).*

### Show Mac and Tri-BACKUP activity...

This window shows the periods of use, stop and sleep of your computer and Tri-BACKUP. For example you can check if the execution of an action was interrupted by a sleep of your computer.



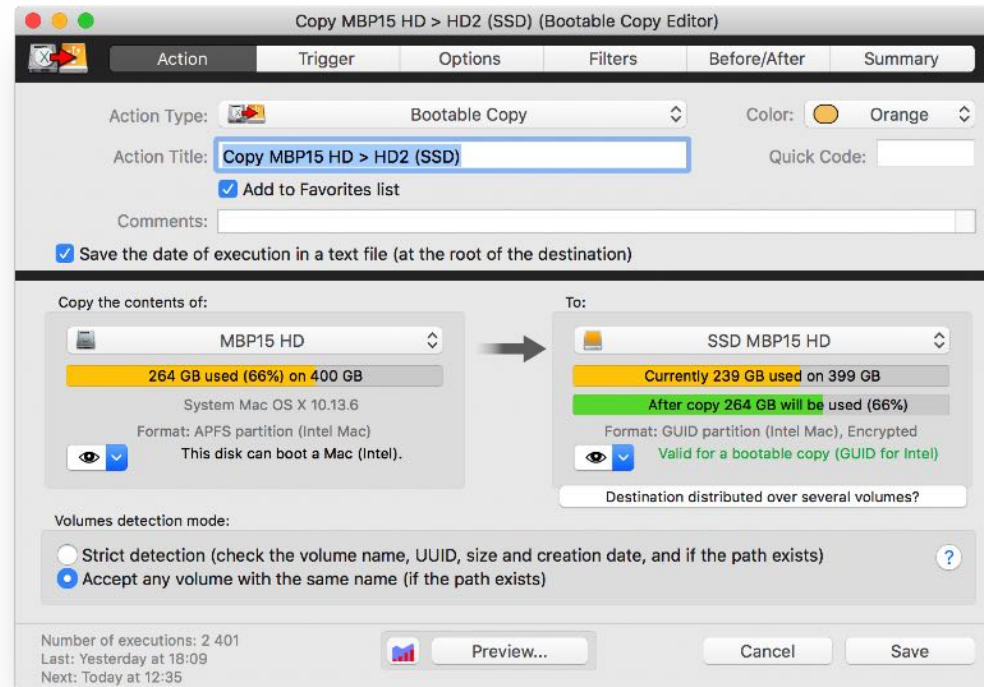
*Buttons at the top right allow you to display the period that interests you, by displaying more or less days and earlier period.*

### Show CrashLogs...

This window displays the diagnostic reports for Tri-BACKUP applications and process (you can also access it via the Console).

# Edition of the Programmed Actions

To edit a programmed action, select the panel "Programmed Actions" and double-click the action.



Settings of Programmed Actions (and Immediate Actions) are edited in a window. One window is opened for each action that is edited.

## Panels

The edit window has always the same organization in different panels, accessed by clicking the top bar.

**Action:** To set the type of action, the title you want for this action (for easy retrieval in the list) and the basic settings (source and destination, for example).

**Trigger:** This panel allows you to define the conditions of automatic triggering of the action (at a specified time or after specific events, such as mounting a disk - to execute a backup on this disk - or when you leave an application - to copy or backup data modified by this application, for example). You can set multiple trigger conditions (eg every week, and also if you connect the backup disk).

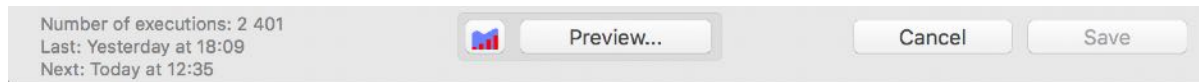
**Options:** This panel is specific to each type of action. You will find options for copying, using compression, permission to delete files, etc..

**Filters:** Filters are used to exclude certain items (eg not to copy temporary data and unnecessary files) to lighten the copy or treatment, or not to modify certain files or folders. A button allows you to **Test Filters** to check their effect on the action.


**Before/After:** In this panel, you can define conditional operations to be performed before or after the execution of the action. This may be sending a message in case of error, the execution of a script or to exit an application before the execution of the action, the execution of another programmed action, etc.

**Summary:** Displays a text of all settings of the action. You can use it to check your settings globally, but also to send the settings to our technical support if needed.

## Common Buttons and information



### Graph of the last executions

The button  at the bottom left shows a graph of last executions, with the duration and the amount copied.

### Preview

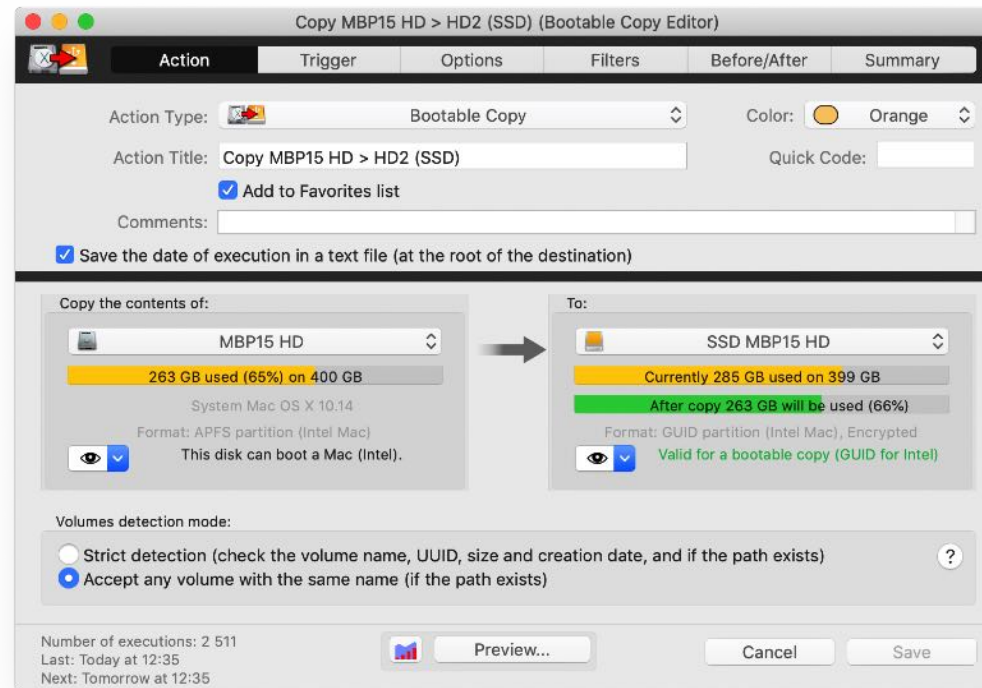
The **Preview...** button opens an immediate action with the programmed action settings. You can watch the results of the analysis which will be made by Tri-BACKUP when running the action.

### Save Changes

When the settings suit your needs, click the "**Save**" button.

If you wish to cancel changes and return to the previous settings, click "**Cancel**".

# Action panel



The first panel lets you change the **type of action** and the **title** that you wish to display (it makes sense to customize the title of each of your actions in order to more easily identify them when you need to modify them or execute them ). You can assign a **color** to display the action (always with the aim of identifying more easily).

The **Quick Code** can be used for manual quick launch of the action, particularly from the Scheduler. See the chapter about **Tri-BACKUP 9 Scheduler** in the manual **Tri-BACKUP 9 (QuickStart Guide)**.

The option **Add to Favorites list** marks this action of an orange colour in the list of programmed actions and facilitates its launch (the favorite actions are placed at the top of the launch menu of the Scheduler).



A **comment box** is available. These comments are not used during the execution of the action, but you can use it as a reminder, to inform another user, summarize what the action is, or specify the terms of use.

The lower part of the panel action depends on the type of action chosen.

For most actions, it shows the source and destination folders or disks.

### Disk (bootable copy)

A pop-up menu lets you choose among the currently mounted disks, the source (left) and the destination where the copy will be done (right). The area under the menu tells you the size and variety of information on the selected disk, especially if the source disk contains a system and if the destination format is compatible to make a bootable disk.

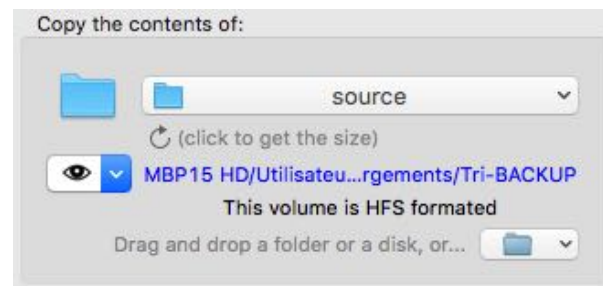
*Note: The information "size after copy" of the destination disk is given for the case where additional data already present on this disk (and not in the source disk) will be removed (you can change this behavior in the Options panel).*

### Folders or drives (other actions)

If you choose a type of action different from the bootable copy (and Alert), one or two areas for selecting a folder or a disk are shown.

You can choose a folder (or disk):

- **Drag and drop** that folder from the Finder onto the area.
- With the "+" green button if no choice has already been done.
- With the **pop-up menu at the bottom right**, by selecting one of the newly defined items or Choose ... that opens the selection dialog.
- With the **pop-up menu displaying the current folder** showing the hierarchical path, to choose one of its parent folders.

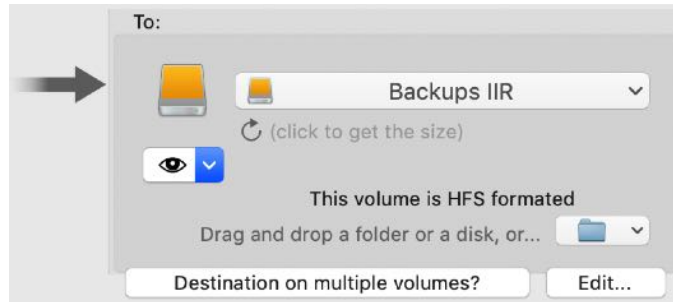


The pop-up menu under the folder icon displays the folder in the Finder and its contents.

The rotating arrow starts a calculation of the current size of the file.

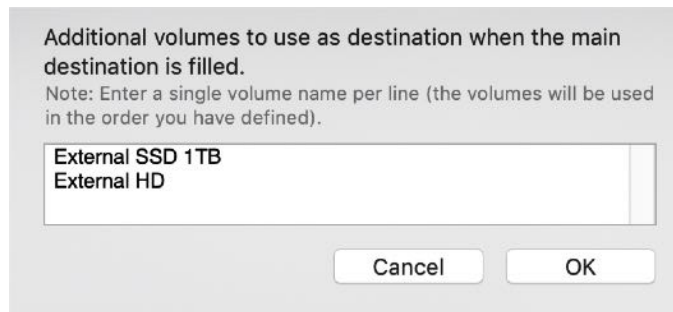
### Distribute copy/backup to multiple destination disks

If the size of the source does not allow the data to be held in the destination disk, there are several ways to distribute the data to multiple disks. When the action type allows this option, the "Destination on multiple volumes?" button appears at the bottom of the destination area:



The different possibilities are:

- 1/ Manual mode:** When the destination disk is full, Tri-BACKUP proposes to continue on another disk (Note: if you do not confirm within 5 minutes, the action will be automatically interrupted).
- 2/ Automatic:** Give the destination volume a name ending with "#1" (eg Backup#1). Give other destination volumes the same name with "#2", "#3", etc. (Backup#2, Backup#3...). Mount all these volumes before launching the action. When XXX#1 is full, Tri-BACKUP automatically continue on XXX#2, then XXX#3, etc. until everything is copied.
- 3/ Automatic with a list of volumes:** Click the "Edit..." button to edit the list of additional volumes to use as destination.

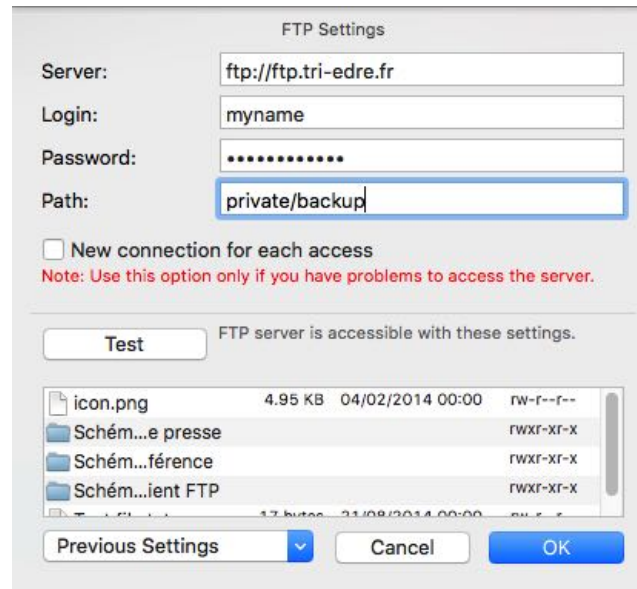


You can enter the name of each disk (one per line) or drag the disk directly into the text field (remove "/Volumes/" before the name). The additional volumes will be used in the order you have established.

## FTP server

For actions where the source or destination is an FTP server, the area shows the server.

You can edit the server information by clicking the edit button in the area (or "+" green button if no choice has yet been done).



*Note: In the editor of the FTP server, a "Test" button allows you to verify that your settings are correct to access the server (the server content is displayed in the list).*


## Detection mode of the volumes

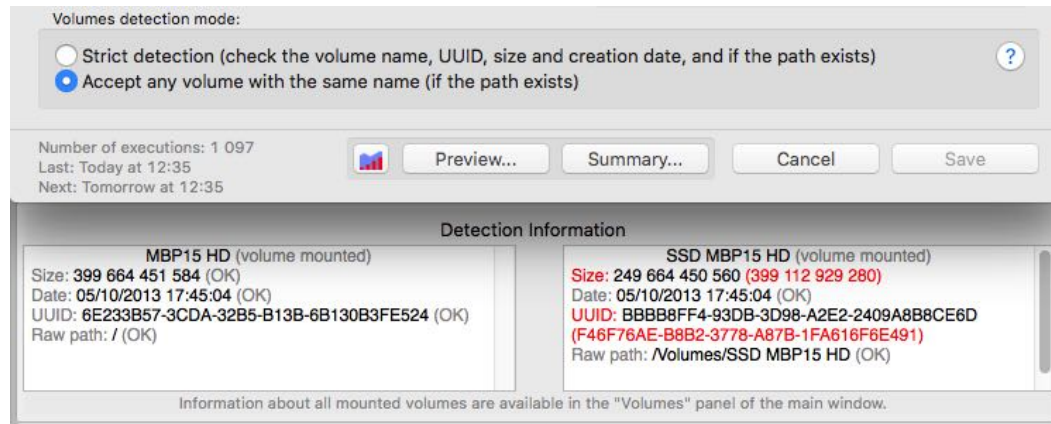
You can choose between two methods of detecting the volumes:

- **strict detection** of a volume (if two disks of the same name should not be confused). The strict detection checks information of the disk (name, size and creation date of the disk) to differentiate two discs that have the same name. This is usually the option to choose to avoid confusion between two discs (**but it is highly advised to give distinct names to each of your disks**).
- **tolerant detection**: This mode only checks the name of the disk. This mode can be selected, for example, if you use two alternating backup disks of the same name for the same action (one for the even days, one for odd days).

**Important: Any initialization, repair or reformatting of a drive can change its size and creation date. In this case, if you use strict detection, you must redefine the items (source and destination) of the actions using this disk.**

## How is working this detection?

The button  on the right in the "volumes détection Mode" box is display data used for strict detection (size, date, UUID). The information indicates stored during programming of the source and destination data and data read from the found volumes. If there are differences, they are indicated in red.



For example, in the screenshot, the size of the initial "SSD MBP15 HD" disk is different from the size of the mounted disc, and the UUID (unique volume identifier) is also different. With a strict detection, Tri-BACKUP will consider that this is not the proper volume (even if it has the same name).

On the other hand, you can use a tolerant detection in the case of backups alternated on two drives of same name and Tri-BACKUP will accept without problem this disk (because of the same name).

## Automatic mounting of volumes

Tri-BACKUP can automatically mount remote volumes needed to perform an action, either with an alias, or with the "Mount a remote disk" function available in the Before/After panel.

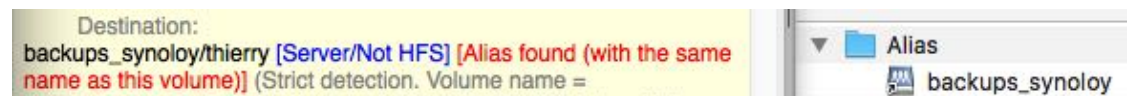
### 1/ Using an alias

*Note: If Tri-BACKUP mounts a volume using an alias, it will unmount it after the action.*

To do this, put an alias of the remote disk, **with as name exactly the volume's name (without additional extension)** in ~/Library/Application Support/ Tri-BACKUP 9/Alias/. You can access this folder using the menu **Tools > Access to Settings Folder**.

*Note: To save the volume password, unmount the remote disk, then double-click the alias and select "Save password in keychain". Thus, the password will not be asked when Tri-BACKUP mount this volume.*

If an action needs this disk (and if it is not mounted), Tri-BACKUP searches in the Alias folder for an alias of that name and, if so, uses it to mount the disk automatically .



You can check with the **Summary** available in the programmed action editor that Tri-BACKUP properly detects the alias (meaning it has been correctly created).

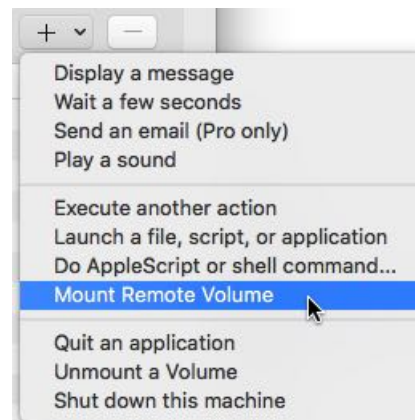
## The alias does not seem to work?

If an alias does not seem to function to mount a volume, check the following:

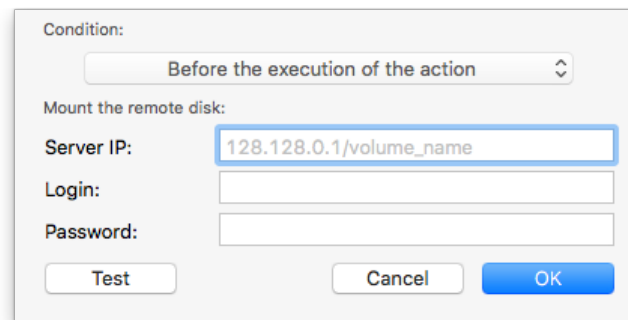
- Double-click the alias to make sure it works properly (after ejecting the volume, of course). If not, the alias does not work. Re-create another alias that works.
- The alias being put into the Alias folder (in the settings folder of Tri-BACKUP), use the menu "Mount Volumes..." of the Scheduler to mount the volume using the alias. If the alias does not appear in the menu, it was not placed in the right place. If the volume does not mount, the alias is not functional.
- Finally, check in the summary of the programmed action, that the alias is correctly found (see above). If not, the alias has probably not the correct name.

## 2/ With the "Mount a remote disk" function

You can use the "Mount a remote disk" function available in the Before/After panel of the programmed action editor (in the "+" pop-up menu).



You enter in the dialog the information to the remote volume and you can check it with the **Test** button.



# Trigger panel

A programmed action can be launched manually at any time.

Tri-BACKUP offers controls for your actions can run automatically without your intervention to secure your data without having to worry about.

Copy MBP15 HD > HD2 (SSD) (Bootable Copy Editor)

Action Trigger Options Filters Before/After Summary

Settings for automatic execution:

☒ Execute this action automatically Execution context: Any Context

☐ Execute this action only if all necessary volumes are already mounted

When: Every Day At... 12:35

Custom Programmed Scheduling:

When	Next
All weeks: Monday Wednesday Friday - 10:00	Today at 10:00
All months: First day of month - 09:00	On 01/08/2018 at 09:00

With these settings, next automatic execution will be: Immediately

Limitation of executions:

☐ Allow automatic execution only from... to... From: 08:00 to: 20:00

☐ Prevent manual launch

☐ Prevent remote control launch

Notification if the action has not been executed for several days:

No (Do nothing) After days

Number of executions: 2 401  
Last: Yesterday at 18:09  
Next: Immediately

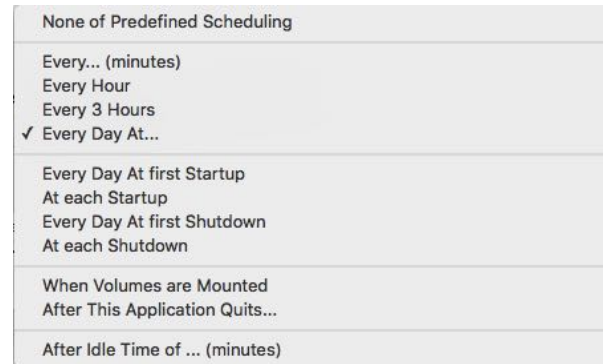
Preview... Cancel Save

The checkbox "**Execute this action automatically**" allows you to enable or disable the automatic execution of the action.

The checkbox "**Execute only if all necessary volumes are mounted**" stops execution if the volumes are not present without trying to mount them via aliases (a message indicates that the action could not be executed). You can define one or more scheduling, but also executions triggered by events (for example, to execute a backup when a drive is connected, or save documents when you have finished and quit a particular application).

Execution can be limited to a particular **Context**, such as Home or Office (the current context is selected in the options of the Scheduler - in the Scheduler menu). This allows you to trigger certain actions when you have chosen a particular context (actions for the House, actions for the Office, etc.).

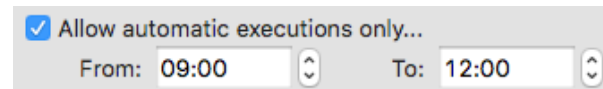
Predefined triggers are accessible through the menu **"When"**:



The "+" pop-up menu allows you to add periodic triggers (daily, weekly, monthly, etc.).

### Limitation of executions in a timeslot

These options allow you to limit the execution of the action. For example, if you set triggering all hours but you want to limit it in the day between 9:00 and 12:00.



### Protection against unwanted launching

The options allow you to lock the manual launch or the remote launch of the action.

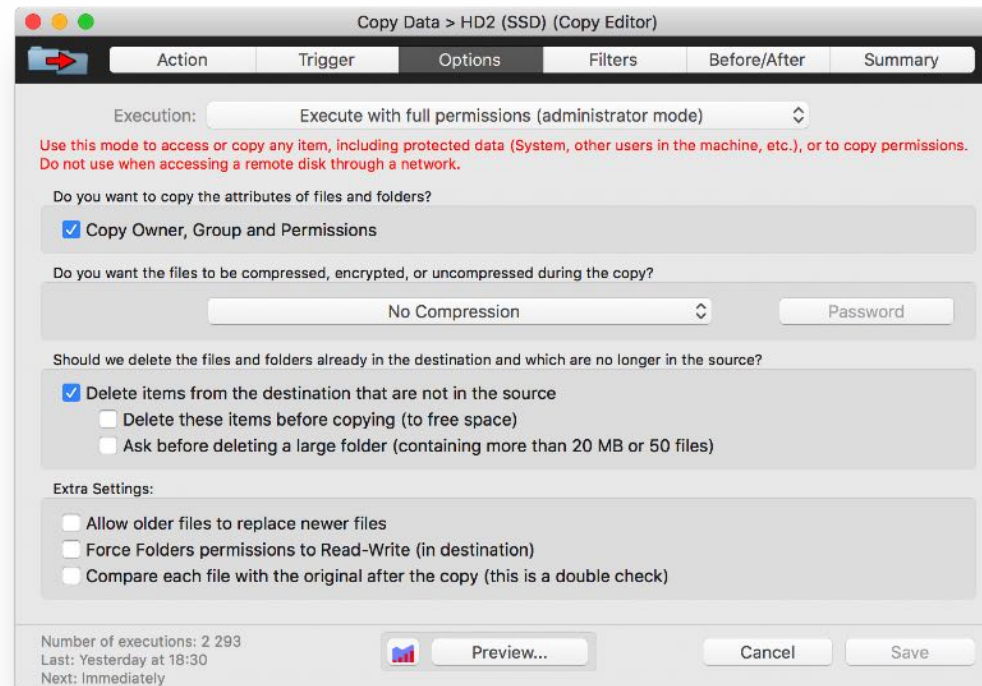
### Notification in case of non execution

You can be alerted (message or email) if this action is not executed for several days while his the automatic execution is activated (eg if the conditions of his execution are not met).

# Options panel

The options are specific to each type of action.

There are however options common to several types of actions:



- **Execute with the current user / Administrator permissions:** With Administrator mode, the entire disk is available, including the System and the accounts of other users. With the permissions of the current user, other accounts may not be copied nor the System.  
*Note: We usually use the "current user" mode unless if you want to copy the data to all users. Administrator mode is automatically activated if you choose a "Bootable Copy" action.*
- **Copy owner and permissions:** Every file and folder has an owner and permissions. You can choose to copy these attributes (in this case, you must set the Execute with Administrator option), or conversely to have the default attributes (the copy will have the current user as owner).



- **Compression:** You can choose to have every file saved or copied as compressed (which reduces the size of the backup) and possibly encrypted with a password (the recovery of each file can only be done if you have the password which was used to encrypt the file).

*Note: Compression and encryption routines are proprietary. Tri-BACKUP is necessary to restore the original file.*

- **Delete:** If the folder (or disk) destination already contains items that are not in the source folder (or disk), you can delete them or not. Delete gives an identical copy of the original, but any error made on the original will be reproduced in the destination.

*Note: For Bootable Copy actions, you can choose not to delete the folders already present on the root of the disk (eg if the destination disk already contains data that you do not want to delete during the creation of a bootable copy).*

- **Replace newer files:** Normally, recent files replace the old files, but it may be useful to replace a file by an older version (eg if in the original file is reverted to an earlier version of a document). This option authorize the replacement.

## Options to create a minimal System

For actions of type **Bootable Copy**, you have an option to copy only the bare minimum to achieve a functional minimum System. You can make a rescue disk or an USB key where you can then install the utilities of your choice.

*This minimal system will occupy 10 to 20 GB on the destination volume (the size will depend on the contents of your system).*

*Note: In the Filters panel, you can add filters to the action to exclude unwanted items, languages, etc.*

## Other options

For Evolutive Backups, there are specific options for the keep life of data (given that the latest version of each file is always preserved).

Specific settings for Evolutive Backup:

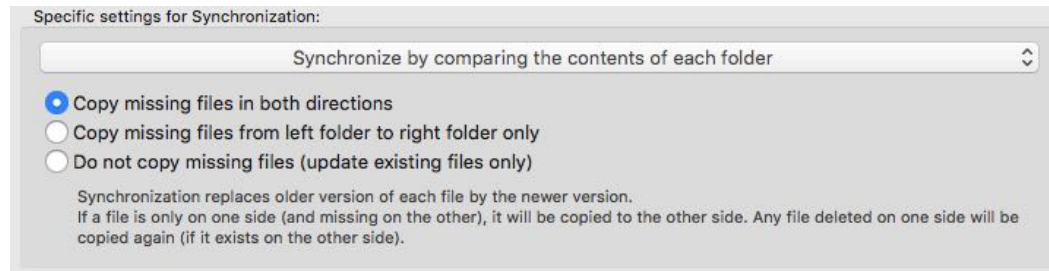
<input type="checkbox"/> Make Evolutive Data visible		
<input checked="" type="checkbox"/> Remove older versions after:	30	Days
<input type="checkbox"/> Retain a maximum of:	4	Versions

For Incremental Backups, you can set after how long - or how many executions - backups are deleted.

Specific settings for Incremental Backup:

<input type="checkbox"/> Partition the Backup in folders with a maximum size of:		MB
<input type="checkbox"/> Remove previous backups after:	7	Days
<input type="checkbox"/> Remove previous backups if more than:	10	Backups

For Synchronization, the action normally copy the recent files and files that are missing. You can change the behavior of this action:

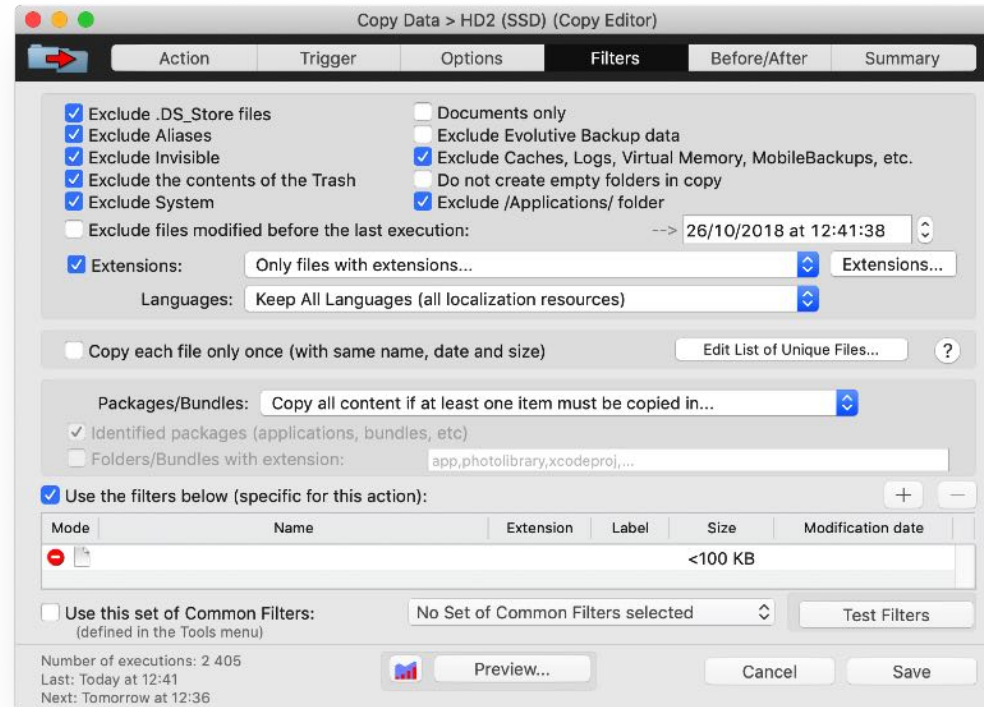


You can use two modes of synchronization (from the pop-up menu):

- Direct synchronization (**Synchronize by comparing the contents of each folder**) compares the content to replace the old files with new ones, and copy the missing files. The options provide different behavior for the missing items.
- Synchronization of changes (**Synchronize by comparing the changes since the last synchronization**) compares the current contents of each folder with the previous contents to detect what has changed. The items modified, added or deleted on one side since the last synchronization are copied (or deleted) on the other side.

# Filters panel

The filters are used to exclude certain items of a copy or a backup.



There are a number of predefined filters, such as **.DS\_Store** (which contain the settings for each file format), **aliases**, **invisible** items or the contents of the Trash or Caches. You can exclude **System** files (System and Library folders at the root of the disk, as well as a number of hidden folders, and the **Applications** folder. You can filter files based on their **extension** (to exclude or otherwise copy only .doc, .jpeg... files for example).

The option "**Copy each file only once**" allows not to copy the duplicates, not to copy again files that have already been copied, including after changing the destination. The list of files already copied (*unique files*) can be edited, for example to reset it to zero or to add files to be considered as already copied (for example by analyzing a folder or disk that had already been copied).

You can exclude **languages** resources keeping only one of your choice (in addition to English, which is always preserved).

You can also create an exclusion list of files or folders based on their name, size, etc.

*Note: The items excluded are ignored: they are not copied nor deleted.*

**Packages/Bundles:** You can use the filters in the normal way when copying the contents of applications, bundles, or folders with an extension (for example, unidentified packages), but you can also have the entire package copied if one or more of its items are modified. This allows you to have complete applications or databases, regardless of the filters.

To add an item in the list of filters, you can:

- **Drag and drop** a folder or file on the list: It will automatically be taken as a reference for the filter.
- **Click the "+" button:** The filter editor will open.
- **Drag and drop a filter** for the edit window of another action (or from the window of the common filter).

To edit an existing filter, double-click the filter in the list.

You can add as many filters as necessary. The execution of the action will only process files and folders that are not excluded by a filter.

The "**Test filter**" button will display a window showing for each item in the folder (or disk) source, whether it is excluded by filters or not.

## Common filters

With Tri-BACKUP, you can create sets of filters that you can use for various actions. Changing a set of filters modifies all the actions to which it applies.

The edition of the common filters is located in the menu (or panel) Tools.

# Filter Editor

The edit dialog displays various filter options:

The screenshot shows the 'Filter Editor' dialog box with the following sections:

- Filter Mode:** Two radio buttons: 'Exclude matching items' (selected, with a red minus icon) and 'Include only matching items' (with a green plus icon).
- Type of items:** Three radio buttons: 'All (Files and Folders)' (with a folder icon), 'Files' (with a file icon), and 'Folders, Bundles, Packages...' (selected, with a folder icon).
- Items with path, name, extension and label matching:** A checked checkbox followed by a dropdown menu showing 'The name starts with', a text input field containing '.Trash', and a dropdown menu showing 'exactly...'. Below this are two unchecked checkboxes: 'The extension is one of these:' with a text input field 'Extensions separated by ","' and 'The label is:' with a color picker and a dropdown menu showing 'None'.
- Files with size and modification date matching:** Two unchecked checkboxes: 'The size is smaller than...' with a text input field '100' and a dropdown menu 'KB', and 'The modification date is older than...' with a text input field '28/ 1/2016 11:35' and a dropdown menu.

At the bottom are three buttons: 'Choose Example...', 'Cancel', and 'OK'.

- **Filter Mode:** A filter can be used to exclude certain items (eg exclude all files that are larger than 10 MB) or instead to include only some items (eg copy only files with the extension "jpeg").
- **Type of items:** You can choose a filter applying only to folders or files.
- **Name and extension:** Here you specify the criteria for detection of items involved in the filter.
- **Criteria on files:** You specify the criteria in the area to filter depending on the size and modification date.

*Note: The criteria of size and date do not apply to folders.*

The button "Choose Example" takes a file or folder as an example, and copies the information of name, extension, size and date of the example.

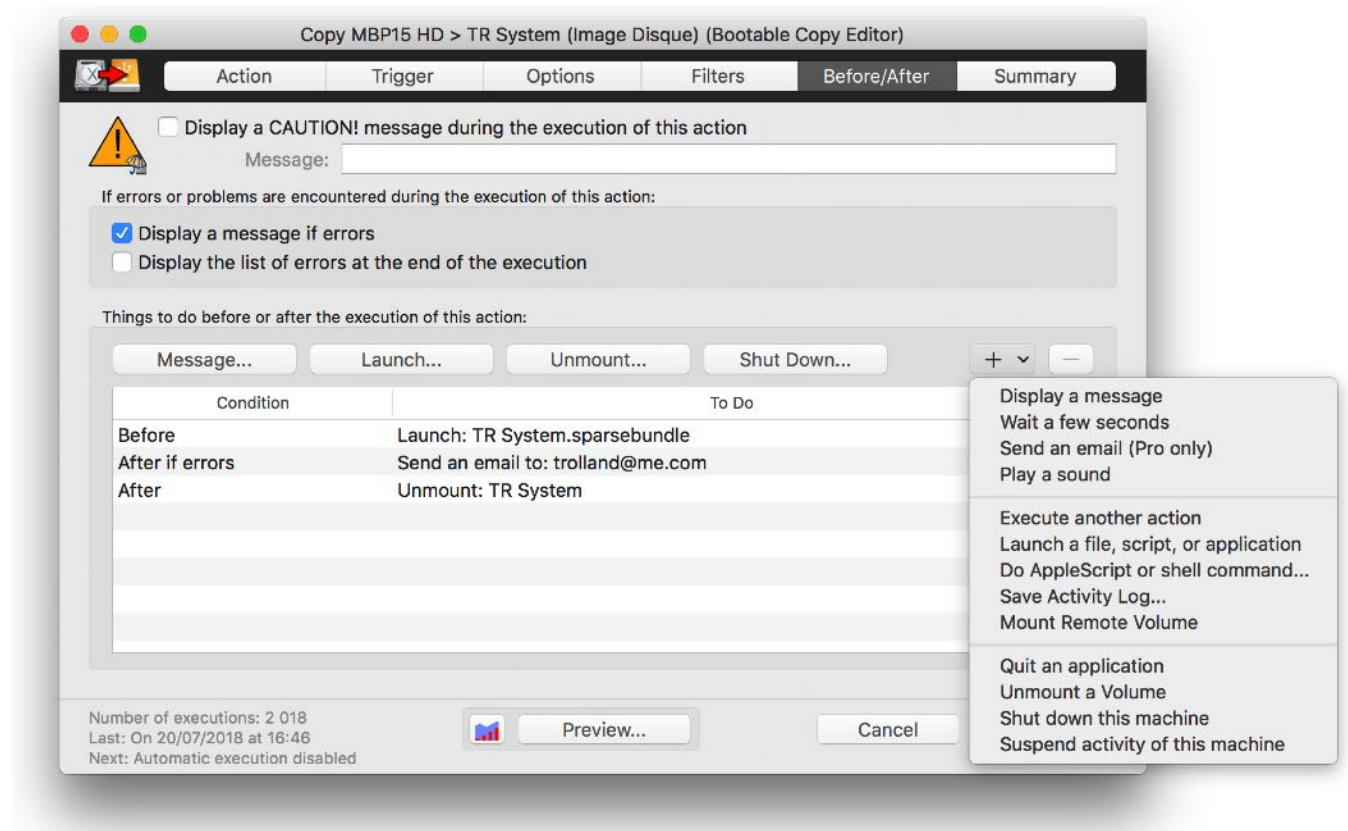
## Before / After panel

The first option can be used to **display a message** on the screen during execution, for example to warn not to turn off the Mac or disconnect a disk.

The predefined options offer to display a message in case of error and display the list of errors.

You can perform conditional operations before or after the execution of the action, such as sending a message in case of errors, launching another action if this action was successful, unmount a disk or launch a script or application after the action.

*For example, you can mount a disk image, perform a backup in this disk image and unmount it at the end of action, and send an email if errors have been detected.*



The "+" button displays a menu. Select the desired operation in this menu. In the editor, you can choose from the pop-up menu the condition for the operation to be performed: before or after the execution, in case of error or when copying files, etc.

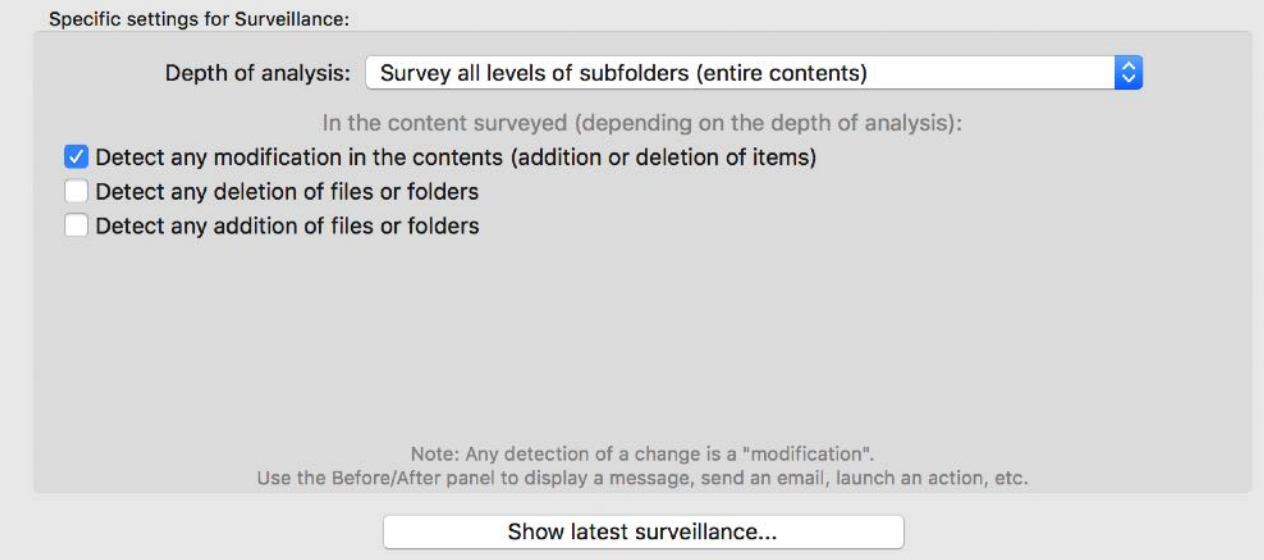
# Special programmed actions

There are different types of programmed actions that allow you to copy your data, but also to delete or compress/uncompress data. Special actions can survey the contents of a folder or reorganise data.

## Survey the contents of a folder

This action warns you if changes are detected in the contents of a folder or disk.

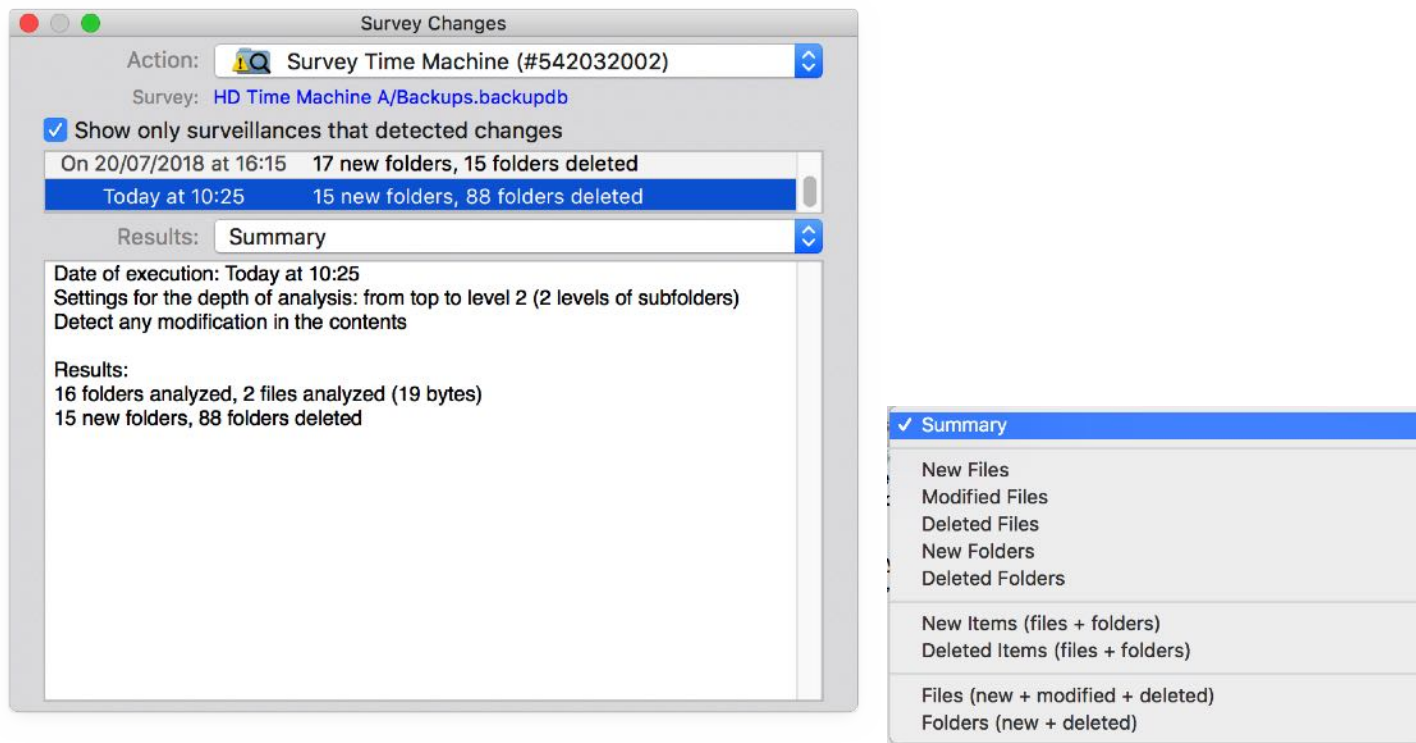
In the editor of this action there are specific settings in the "Options" panel. You can choose the depth of analysis in the subfolders and the changes to be detected.



The screenshot shows a dialog box titled "Specific settings for Surveillance:". Inside, there is a section for "Depth of analysis:" with a dropdown menu set to "Survey all levels of subfolders (entire contents)". Below this, a note states "In the content surveyed (depending on the depth of analysis):". There are three checkboxes: "Detect any modification in the contents (addition or deletion of items)" which is checked, "Detect any deletion of files or folders" which is unchecked, and "Detect any addition of files or folders" which is unchecked. At the bottom, there is a note: "Note: Any detection of a change is a 'modification'. Use the Before/After panel to display a message, send an email, launch an action, etc." and a button labeled "Show latest surveillance...".

The "Show latest surveillance..." button (or the same item in the Actions menu) shows the results of recent surveillance actions.

In the window, the pop-up menu lets you choose the programmed action that you want to see the results. The list shows the latest executions of this action, with a summary of the changes detected. On the bottom are details of the changes.



The "Results" pop-up menu displays a summary or the detailed list of detected modifications.

When performing a surveillance action, if changes are detected an alert icon appears on the Scheduler's icon in the menu bar and the alert is also displayed on the summary window (right side of the Tri-BACKUP icon).



You can display the "Surveillance results" by the Scheduler menu. The "Clear" button resets the indication of modifications.

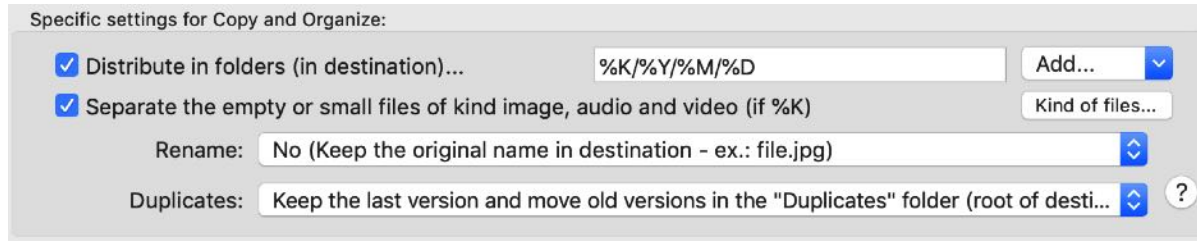


## Copy and organize data

With this action, it is possible to copy files while rearranging them, for example by their date.

*Note: The original content remains unchanged, only the destination is reorganized.*

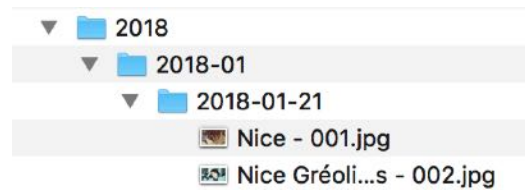
In the editor of this action, there are specific settings in the "Options" panel to distribute files in folders depending of the kind (%K), extension and date of each file. The "Add" pop-up menu helps you to insert the correct codes in the description field.



Specific settings for Copy and Organize:

- ☒ Distribute in folders (in destination)...  Add... ▾
- ☒ Separate the empty or small files of kind image, audio and video (if %K) Kind of files...
- Rename:  ▾
- Duplicates:  ▾ ?

After the copy, files are rearranged. For example, with "%Y/%Y-%M/%Y-%M-%D", the result will be:



**Kind of files:** The kinds are defined by the extensions of each file. The "Kind of files" button displays the editor where you can change the kinds and the linked extensions..

**Empty or small files:** You can separate small files in specific folders of kind (e. g., "Image < 1K" for small images).

**Rename:** The name of files copied in the destination may include the date.

**Duplicates:** If several files of the same name are found in the same folder, you have the choice between keeping only the latest version, or moving the duplicates to a folder called "<DUPLICATES (COPY&ORGANIZE)>".

## Move data

With this action you can move files and folders from a folder/disk to another.

The moved items will be deleted from the original folder.

# Immediate Actions

Immediate actions are intended to visually check the condition and contents of two folders or control what you want to copy or delete.

**It is recommended to reserve the use of immediate actions for verifications and specific operations. For overall performance as well as for global copies, it is best to use a programmed action.**

## Opening an immediate action

You can create an immediate action from the **Immediate** menu. Select one of the desired type:

New Immediate Action	⌘ N
Immediate Copy	⌘ >
Immediate Copy and Organize	
Immediate Synchronization	⌘ Y
Immediate Copy to FTP Server	
Immediate Copy from FTP Server	
Immediate Create MagicProfile	
Immediate Sync with MagicProfile	
Immediate Restore	
Immediate Compress	⌘ K
Immediate Uncompress	⇧ ⌘ K
Delete Contents	⌘ -
Modify Owner, Visibility...	
Calculate Size of Contents	
Compare Folders Sizes	
Compare Folders Contents	

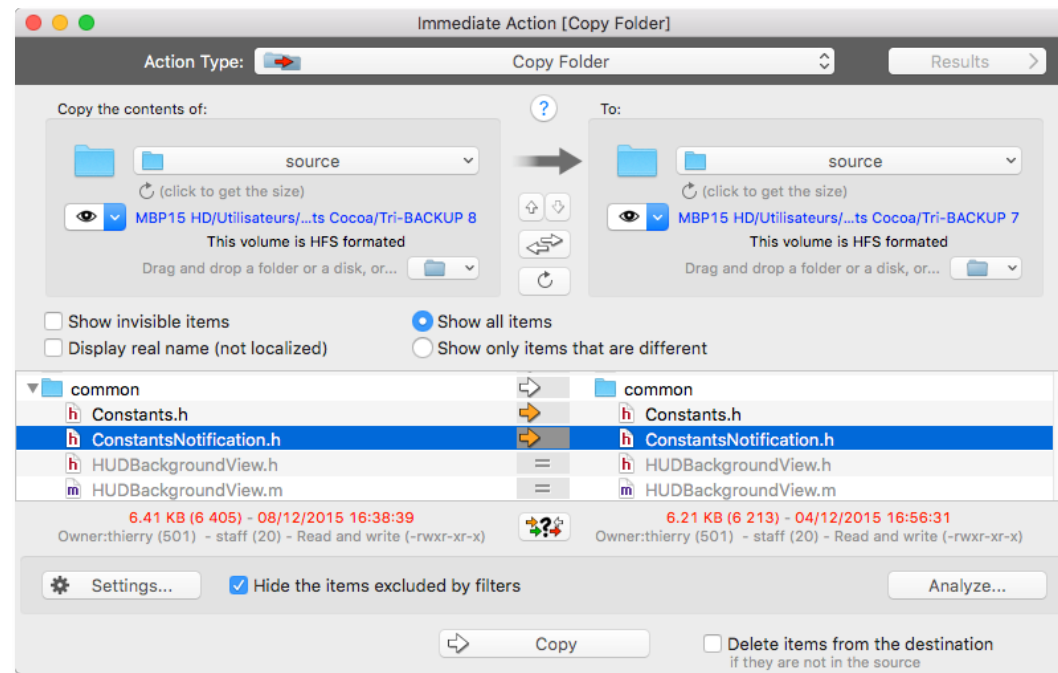
You can also open an immediate action using the settings of a programmed action (use the "**Preview**" button).

You can reuse an immediate actions already saved in the **Immediate Actions** Panel.

This will open a window for the immediate action.

## Window of an immediate action

Opening an immediate action opens a window displaying the contents of the selected folders and information for comparison and possible operations.



### Action Type

At the top (in the black band) is a pop-up menu to choose the type of action.

If you change the type of action, the settings and the buttons are modified (if necessary) to accommodate the new type.

*Note: If the settings are compatible, they are kept (for example, a "copy" action changed to "synchronization" will take the same folders but the buttons at the bottom and the presentation of the list will be changed).*

## Areas of folders selection

Below the menu are areas where you can choose the folder (or disk) to process. You can drag and drop a folder or disk on one of these areas, or use the pop-up menu at the bottom right in the box to select the desired folder.

*Note: The menu offers a list of folders or disks you have recently viewed.*

## Areas navigation buttons

The buttons between the zones can update the contents, switch source and destination and go up or down into the hierarchy.



## Display options

**Show invisible items:** This displays (or hides) the invisible files and folders in the list.

**Display real names:** This option displays (or hides) the real names (not translated).

*Note: Mac OS X automatically translates certain folder names when displaying the Finder windows (for example, "Library" will be translated).*

**View All / Only differences:** The items identical in both cases are normally displayed in gray. With this option, you can hide them so that only the differences in the list are displayed (this reduces the content of the list making it easier to find items to be copied).

**Hide the items excluded by filters** (bottom): The settings allow you to add filters to exclude certain files or folders. This displays (or hides) the items excluded by these filters.

## The list of contents

The list shows one or two columns (depending on the type of action) and presents the content in the form of hierarchical list sorted alphabetically.

When the list displays the contents of two folders (i.e. with two columns), Tri-BACKUP displays on the same row items of the same name on both sides. If an item is present only in one folder, it is only displayed on one side. The center column displays information as icons (same or different items, etc.).

Certain actions (delete, compress, etc..) only shows one column. The list displays the contents on the left and information icons on the right.

## Information on selection

When an item is selected in the list, the size, date, owner, etc.. are displayed at the bottom of the list. If a folder or a package is selected, Tri-BACKUP shows its size and the number of items.

*Note: Differences are indicated in red. For example, if a file is selected and is present in both folders (then displayed in two columns), a size in red indicates that the sizes of the two files are different.*

## Settings and execution buttons

At the bottom of the window are buttons for various settings and the execution of the action. These buttons are dependent of the type of action chosen.

## Settings

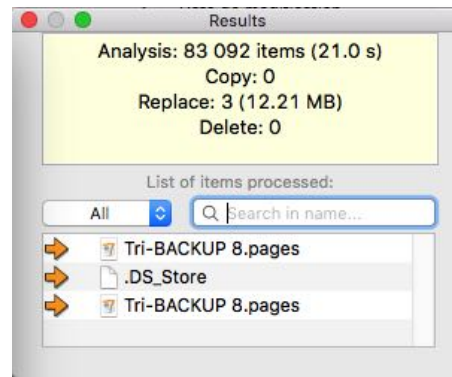
For immediate action, you have the same options and same filters as for the programmed actions. Click the Settings button to open a window for editing the settings.

**See the guide of the editor of programmed actions for more details.**

*Note: Some tabs are grayed out in the editor (as trigger) because these settings are not available for immediate action.*

## Analyze

Immediate actions allow you to launch an analysis of the selected items. The analysis does not change the contents but displays items that should be copied or modified if you launch the execution of the action.



During an analysis, the output window shows the summary and found items (with an icon for the type of operation to do for this element).

*Note: You can display (or hide) the window by the button "Results" in the upper right corner of the Immediate Action window.*

The results window contains a menu and a search field to display only certain items.

If you click an item in the list, it is displayed in the main list of Immediate Action.

## Execution of an action

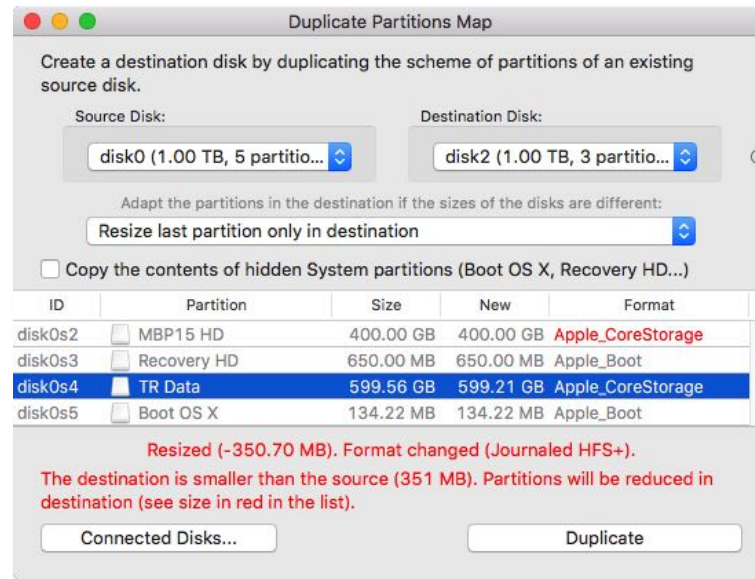
Select from the list files and folders that you want to perform operations, and then click the button corresponding to the chosen action (if multiple buttons are present) at the bottom of the window.

*Note: As with the analysis, the results window shows a list of items processed.*

# Tools

## Duplicate Partitions Map...

A disk contains one or more partitions. With this Tri-BACKUP tool, you can easily recreate a new disk with partitions similar to those of another drive, including hidden System partitions.



With the pop-up menus, you select the disk which will serve as a reference for the organization of the partitions, and as destination the disk which will be deleted to create the same partitions scheme as in the source disk.

If the disks have different sizes, the created partitions will be adapted accordingly (enlarged or reduced), except the hidden System partitions which retain the size of the original. Sizes are displayed in the list.

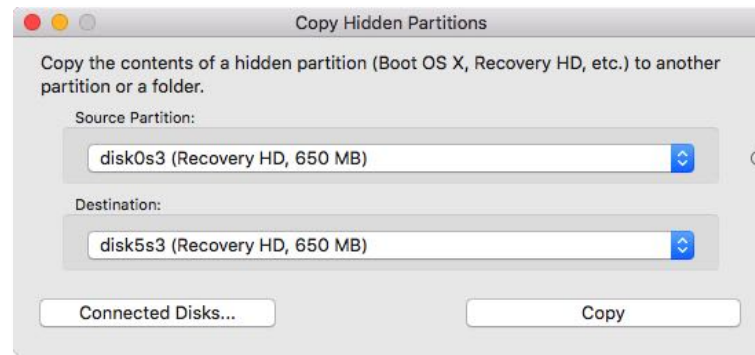
The format of the new partitions will be identical to the format of partitions from the source disk, except the encrypted partitions that will be journaled HFS.

**Copy contents:** You can copy the contents of the hidden System partitions on the new disk.

**CAUTION! All data of the destination disk will be deleted.**

## Copy Hidden Partition Contents...

Some hidden system partitions (as Recovery HD, Boot OS X, etc.) are never mounted on the Desktop and cannot be easily copied. With this Tri-BACKUP tool, you can easily copy the contents of a hidden System partition on another partition (including a hidden partition).



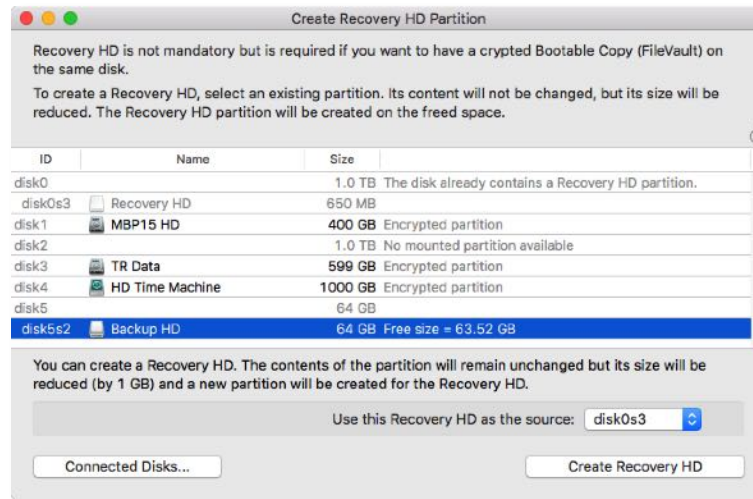
The "source" pop-up menu indicates the various hidden partitions found on the drives currently connected.

Depending on the choice of the source partition, the "destination" pop-up menu offers the corresponding destinations. Alternatively, you can select a folder or a disk (or a disk image) where the data will be copied.

## Create Recovery HD Partition

The Mac OS X Installer creates by default a partition named "Recovery HD" on the startup disk. This partition is hidden in the Finder, as well as in Disk Utility. This partition is used to reinstall Mac OS X, but is also required to enable FileVault protection. If you create a bootable copy of your disk to an external disk, you need to install a "Recovery HD" if you wish to activate FileVault.

Tri-BACKUP allows you to create this Recovery HD partition on a drive, and copy the contents of an existing Recovery HD partition. The function is accessed through the Tools menu.



The window displays a list of existing partitions. To create the partition Recovery HD, Tri-BACKUP reduces the size of an existing partition (of about 1 GB) to free the place where the new partition will be created.

The pop-up menu at the bottom of the window lets you select the Recovery HD reference (the partition from where the data for the new Recovery HD will be copied).

**Important: This operation will change the structure of the destination disk, and it is recommended to make a BACKUP of its contents before you create a Recovery HD partition.**

*Note: You cannot change the current startup disk.*

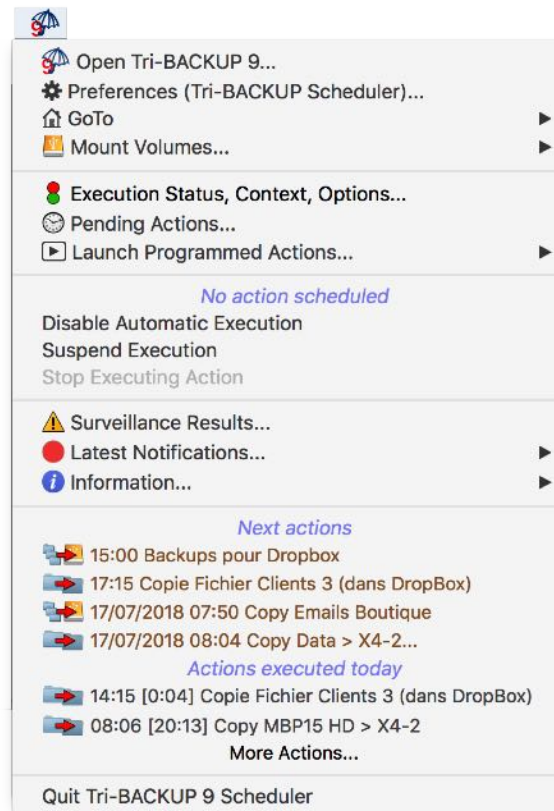
*Note 2: If you select an existing Recovery HD, you can update its contents (that is, to copy the contents of the selected source).*



# Tri-BACKUP 9 Scheduler

This application runs in the background and triggers the execution of programmed actions. It is also the main point to control backups when the main application Tri-BACKUP 9 is not launched. You can start or stop actions and monitor their execution.

It is visible only by its icon in the menu bar. Click the icon:



Clicking this icon access the various controls of the execution, and in particular, you can:

- **Open the main application** Tri-BACKUP 9.
- Open the **Preferences dialog** of Tri-BACKUP 9 Scheduler (display of the icon in the menu bar, displaying information during execution, display messages, etc.).. With these preferences, you can make the execution of actions very discreet, or otherwise have all the tools to monitor their execution).
- **Mount volumes** (if alias of these volumes are in the folder ~/Library/Application Support/Tri-BACKUP 9/Alias/), for example for the execution of an action.
- **Execution Status, Context, Options...**: change the status of the automatic execution of programmed actions (eg to temporarily disable the automatic execution of actions) and the **execution context** (for example, when you're traveling with your laptop, so that only certain actions will be triggered automatically.)
- **Pending Actions...**: View and modify the list of actions awaiting execution.
- **Launch Programmed Actions...**: Manually start the execution of a programmed action or of a group of actions.
- **Disable Automatic Execution**: Disable or enable the automatic execution of programmed actions.
- **Suspend or stop** the programmed action in progress.

In this menu, you also have the history of last executions and next actions.

## Disable automatic execution of actions

If you wish to interrupt the automatic execution of scheduled actions, you can:

- **Suspend** (the current execution is paused): The current action temporarily stops until you resume normal execution of this action. Other actions of the queue are themselves also put on hold.
- **Disable automatic execution**: The current action is completed, but the following will not be executed.
- **Disable after completing pending actions**: The current action terminates, and all actions that are in the queue. No new action is added to the queue.

*Note: The icon in the menu bar is grayed out if the automatic execution is disabled.*

## Change the execution context

The current **context** is changed in the Execution Status window (in the Scheduler menu).

Each programmed action can be set to run automatically in a particular context (Office, Home, etc.).. For example, if you brought your laptop at home, you may want only certain actions can run automatically. In this case, change the context for **Home** and only actions set with a **Home** context (or all contexts) will be executed.

*Note: You can manually launch any of the actions (context intervenes only for automatic executions).*

## Execution of actions by a keyboard shortcut

You can manually launch a programmed action at any time through a keyboard shortcut that will open a launch window (Tri-BACKUP 9 does not need to be launched).

You set the keyboard shortcut in the preferences of **Tri-BACKUP 9 Scheduler**. For example, if you set the keys "**Ctrl + right arrow**" as a shortcut, you press both keys simultaneously (at any time and from any application) to make the launch window appear, where you can choose the action to launch in the list (possibly after filtering by name or quick code assigned to an action or a group).

*Note: You can assign a quick code for each action or group to find and launch it quickly.*

*Example: You have assigned the code "bk3" to a group containing three actions. Type the shortcut to bring up the launch window, then enter "bk3" in the search field and hit "Enter" to launch these three actions.*

## Errors Summary

If errors occurred during the execution of actions, the icon the the Scheduler in the menu bar becomes red and a message is displayed with the last problems.

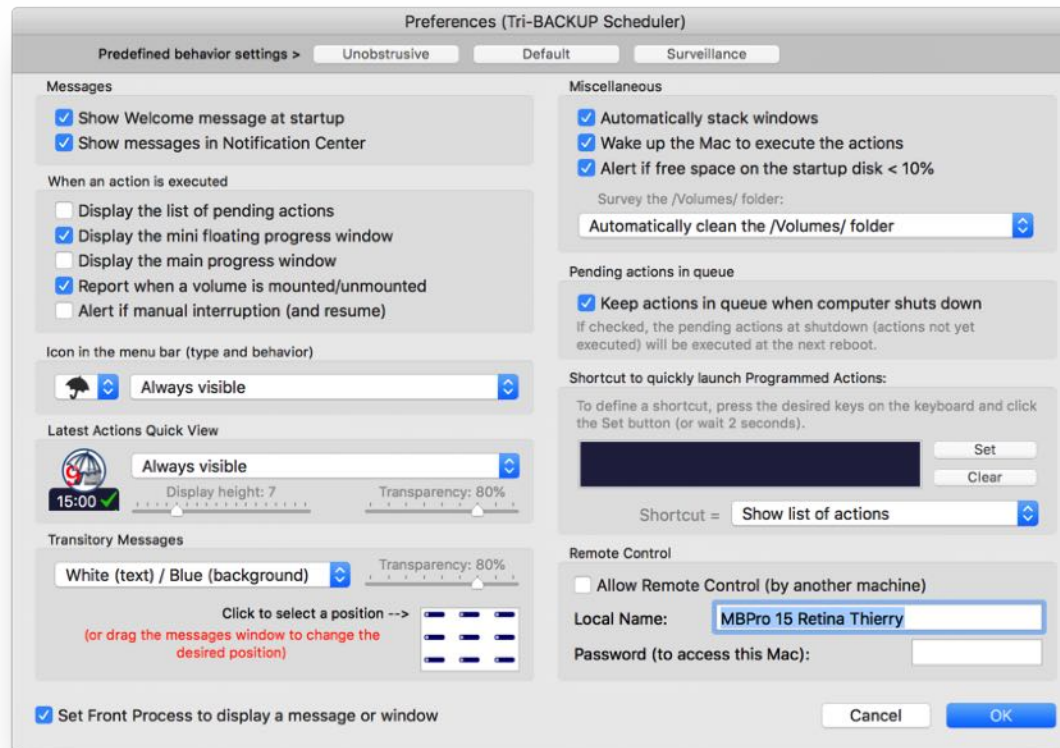
The **Show** button shows the action in the **Last Actions** panel of the main application.

You can disable this message by clicking the **Clear** button (until next error), or by unchecking the option (to no more show this message). You can have this message displayed again in the **Information...** submenu of the Scheduler menu.

## Preferences of the Scheduler

You can access the Preferences by the menu or by the Preferences of Tri-BACKUP 9.

The following window is displayed:



On the left you have the display options. They allow you to closely survey the activity of Tri-BACKUP or on the contrary to be the least disturbed possible. The buttons at the top of the window are presets, from "Unobstrusive" (you will not be disturbed) to "Surveillance" (you can check all activities). These predefined settings can then be tailored to your own needs.

**Show posts in Notifications Center:** Messages are displayed using the notification system in Mac OS X.

**Display the progress in a mini window:** Show the progress in a small window.



**Display the progress window:** Show the normal progress window of Tri-BACKUP Execute. You can also view the progress by clicking on the icon Tri-BACKUP Execute in the Dock, during the execution of an action.



**Icon in the menu bar:** Offers various possibilities to display the icon in the menu bar. If the icon is always hidden, you can open the Preferences by Tri-BACKUP 9 (button in the Preferences window).

**Latest actions Quick View:** A small window displays the status of the last executed actions: the time they were executed, and the global result (normal, errors, interruption). You can choose in preferences the number of actions that must be displayed.



On the right, you have the other settings of the Scheduler, and in particular:

**Wake up the Mac:** The Mac is awake if its activity is suspended and whether action should be executed. If the Mac is switched off, this option does nothing.

**Alert if free space too low:** Survey the free space on the startup disk.

**Survey the contents of the /Volumes/ folder:** If incorrect elements located in the system folder it can be automatically cleaned or you can be alerted.

# Tri-BACKUP 9 Execute

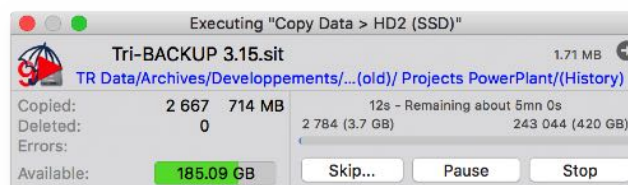
This application is launched for every execution of a programmed action. Its icon appears in the Dock with a progress bar indicating its progress.



You may at any time, by clicking on the icon, display the progress of the execution of the action, or stop it.

## Progress Window

This window allows you to monitor the current action. It shows the folder being analyzed, the number of items compared and copied, and the space available in the destination disk.



You have 3 buttons in this window:

**Skip ...:** This function allows you to record running.

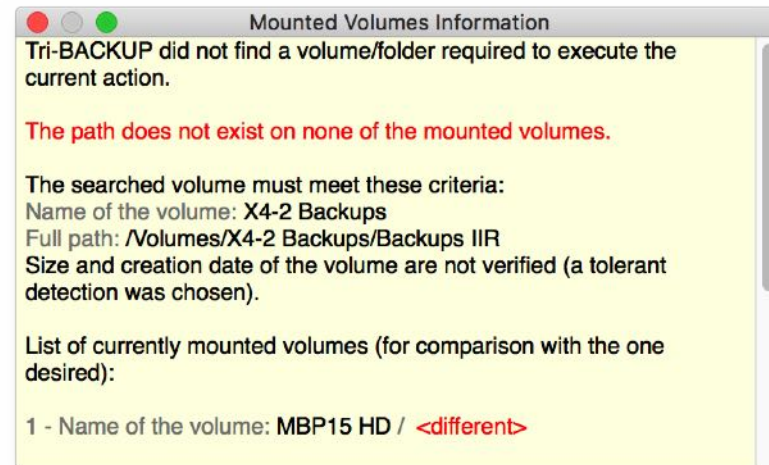
**Pause:** Pause the execution (the button becomes "Continue" to resume execution).

**Stop:** Stops the current action. The current position is stored, and at next execution, you will be asked if you want to resume from that position or start over.

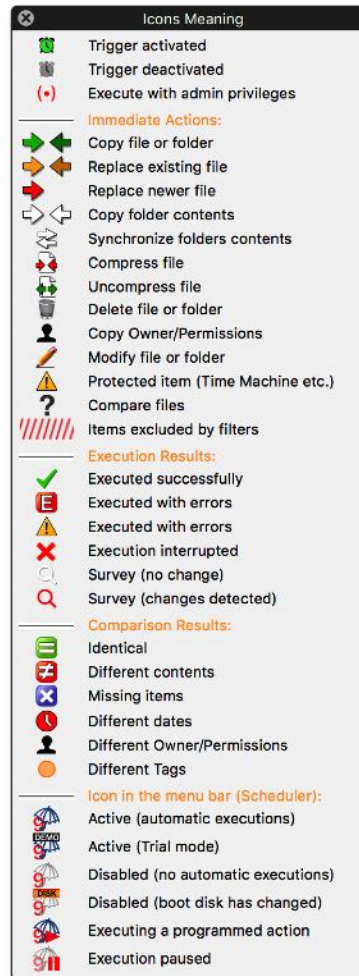
## In case of missing volume

At the launch of the action, Tri-BACKUP checks if disks (source and destination) are mounted. If not, it tries to mount them via their alias (see paragraph on the alias).

If one or more volume are missing, a window is displayed to indicate this lack and leave a few minutes to mount the volume (or choose another). The **Show Volumes** button displays the mounted volumes and difference criteria to help you to detect the cause of the problem.



# Icons meaning (Help menu)





# Error Codes

Errors are displayed with a code which you can find the meaning below:

- E1 - Error: File not found (there was no file at this location)
- E2 - Error: Insufficient free space in the volume to complete the operation
- E3 - Error while reading the file (unable to read file information or contents)
- E4 - Error copying file (unable to create the folder hierarchy or to copy the file at destination)
- E5 - Error deleting file (unable to delete a file)
- E6 - Error renaming file (unable to change the name of the file)
- E7 - Error copying file's attributes (unable to set the correct attributes, owner or permissions)
- E8 - Copy aborted by user
- E9 - Files have not the same contents
- E10 - Error creating or opening stream for FTP access
- E11 - Error creating or opening stream for FTP access
- E12 - Error with proxy, username or password for FTP access
- E13 - Error with proxy, username or password for FTP access
- E14 - Error with proxy, username or password for FTP access
- E15 - Error: File not found (there was no file at this location)
- E16 - Error creating destination
- E17 - Error time out exceeded (FTP access)
- E18 - Copy aborted by user
- E19 - Error: Types are different (replacement of a file/folder by a folder/file is not allowed)
- E20 - Files have not the same date
- E21 - Files have not the same permissions
- E26 - The source or destination path is incorrect