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## Tips for using Apple's Time Machine backup software

Time Machine is a new feature that was added to Apple's OS X in 10.5(Leopard). This feature allows you to completely backup your entire machine, provided you have enough storage space on your external drive. Here's a few tips to help you get the most out of Time Machine:

1. **What size drive do I need?** Get an external drive that is at least twice the size of your existing hard drive. The bigger the better.
2. **Format it for "Extended Journaled":** Most external drives come pre-formatted/pre-partitioned with the Windows format. Open up Disk Utility and format/partition the drive for the "Mac OS X Extended Journaled" format.
3. **Configure Time Machine:** Time machine by default backs up the entire Macintosh HD every hour. The only Time Machine options you can set are:
  - a. turn Time Machine off and on
  - b. what NOT to backup (it starts with "everything", then you tell it what to exclude)
  - c. what external drive to backup to
4. **Restore single files or entire hard drive:** You can restore individual files/folders or in the case of a complete hard drive failure restore your entire hard drive.
5. **Add additional protection with offsite backup services:** Time Machine by itself is not an all-encompassing backup solution. All hard drives have the potential to fail. Augmenting Time Machine with an offsite backup solution (which backs up automatically over the internet to an offsite location) will allow you to have a extra layer of reliability to protect you from hardware failure or corruption. (Contact DRI if you'd like more details regarding an offsite backup solution).

### About Desktop Resources, Inc.

Desktop Resources, Inc. was founded in 1995 by Tony Schafer, and is a leader in helping organizations couple their business initiatives with the technology to address those needs. DRI's "InformIT" managed services offerings proactively manage client infrastructure and strive to prevent problems before they occur. For more details, contact DRI at (317) 596-3650 or <http://www.DesktopResources.com>