



# i2i Backup Reference Guide



4287 West 96<sup>th</sup> Street  
Indianapolis, IN 46268  
866-SEE-MORE  
[www.itechdigital.com](http://www.itechdigital.com)

**FOR TECHNICAL SUPPORT CALL 866-733-6673**

## 1. Backup

The Backup feature saves your video to a separate storage device such as an external drive (flash drive) or removable bay. An additional storage device must be installed for this function to be available. The video is saved as special file called an *Archive*, which is then available for replay via the Archive Player.

You can calculate the size of the external drive you are going to need by using the following formula:

$$\frac{\text{\# of Cameras Needed} \times \text{\# of Hours Needed}}{48} = \text{Size (GB) of External Drive}$$

Example: 32 cameras x 24 hours = 768 hours of video. You then divide 768 hours / 48 = 16GB Flash Drive (Approx. 1000MB= 1GB)

The Backup feature must be enabled on the DVR itself. In order to enable backup, you need to log in with an *administrative* username. After you logged in, click on **Setup** button in the *Control* panel and the DVR Setup page will open. On the *Features* tab click in the box next to **Enable Backup**. After enabling the backup feature, the DVR must be rebooted.



**Do not improperly shutdown the i2i System. Contact iTech Digital at 1-866-SEE MORE for assistance with proper shutdown/restart procedure.**

The *Backup Status* light shows you the current mode of the i2i System™ DVR's backup feature. If the light is *gray*, the feature is currently disabled. If the light is *green*, the feature is enabled, but is not currently backing up. If the light is *yellow*, the system is currently backing up.



You can backup video two different ways: *backup now* or *schedule a backup*.

**Backup Now** option allows you to backup video right away, one time only, when you are setting up the backup.

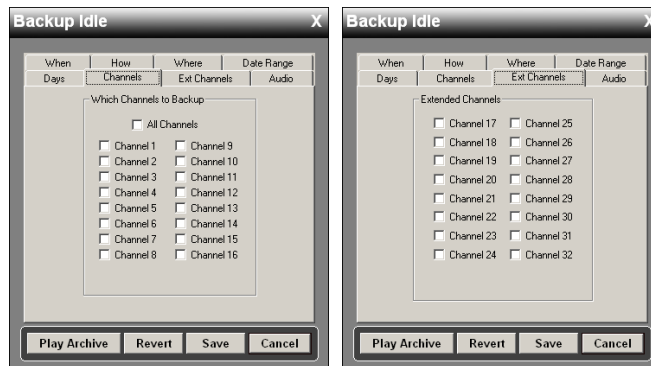
**Schedule a Backup** option allows you to setup the DVR to perform the backup process on a schedule (weekly, monthly). When the external drive is full and you replace the drive, you do not need to setup the schedule again.

## 1.1 Backup Now

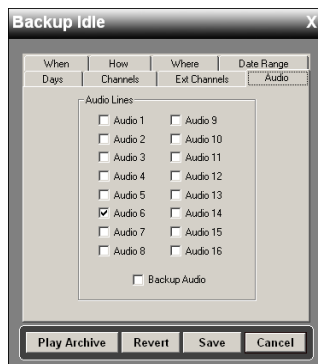
To back up a section of video right away, click the *Backup* button under *Control*.



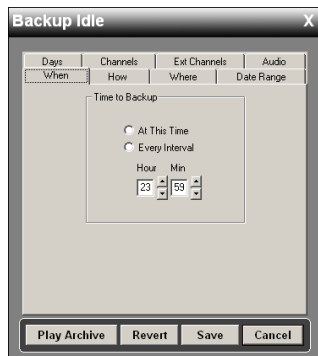
The *Backup* menu will open. Click the *Channel Tab*. Select the channels you wish to backup. If your system has more than 16 channels, click the *Ext Channel* tab and select additional channels.



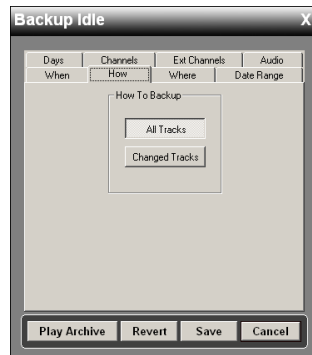
If your system has *Audio* recording capabilities, click the *Audio* tab and select which channels of audio you wish to record.



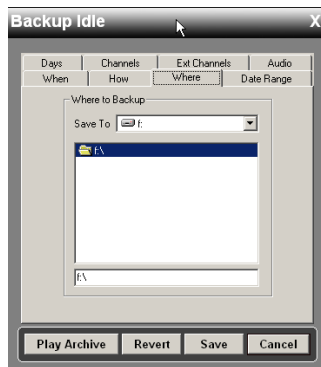
Click the *When* tab and select *At This Time*.



Click the *How* tab and choose *All Tracks* or *Changed Tracks*. *All Tracks* will backup up all of the specified tracks. *Changed Tracks* will only backup tracks that have changed since the last backup.

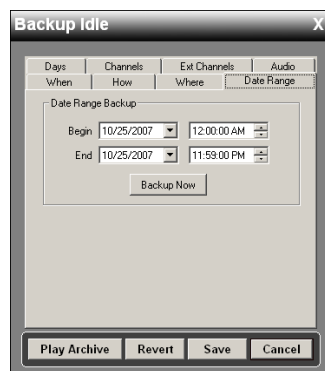


Click the *Where* tab. Select the drive on which you want to backup the video.

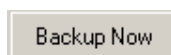


**Note:** Do not backup to the System Drive or any Storage drive. You must select a removable or external drive (flash drive).

Click the *Date Range* tab and select the *Begin and End* date/time for the backup.



Press the *Backup Now* button.

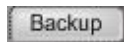


The yellow *Backup Status* light shows that the system is currently backing up. When the backup process is complete the *Backup Status* light turns green.

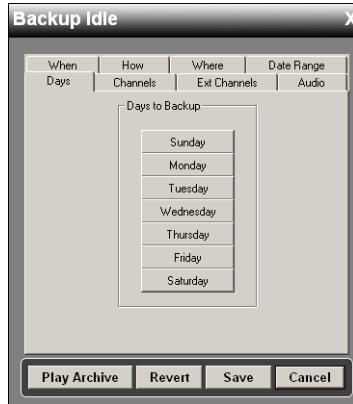


## 1.2 Schedule a Backup

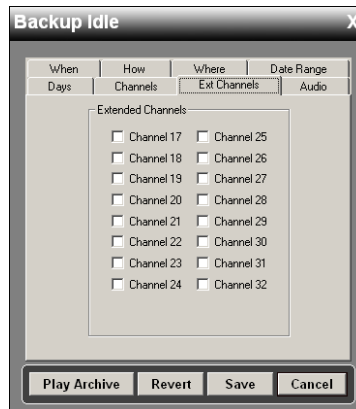
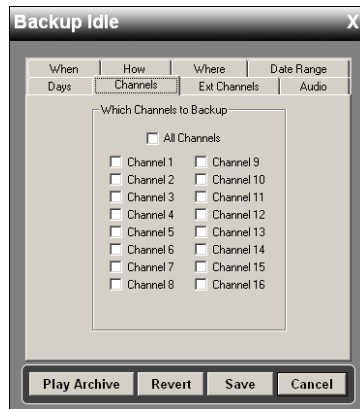
To *Schedule a Backup*, click the *Backup* button under *Control*.



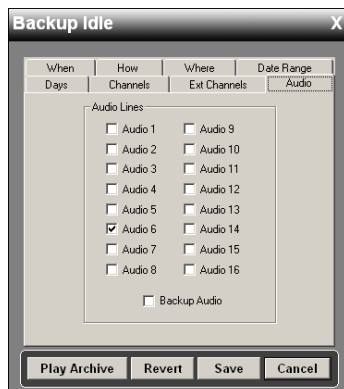
The *Backup* menu will open. Select which days you want the DVR to backup.



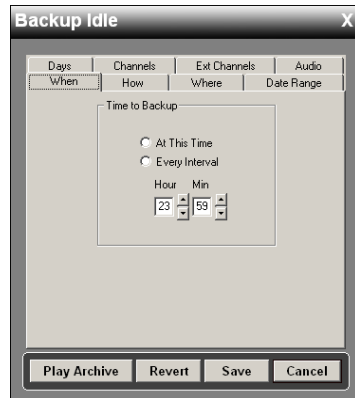
Click the *Channel* tab. Select the channels you wish to backup. If your system has more than 16 channels, click the *Ext Channel* tab and select additional channels.



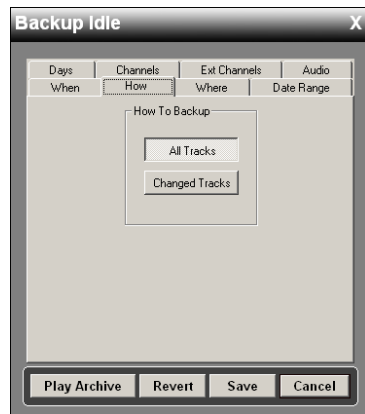
If your system has *Audio* recording capabilities, click the *Audio* tab and select which channels of audio you wish to record.



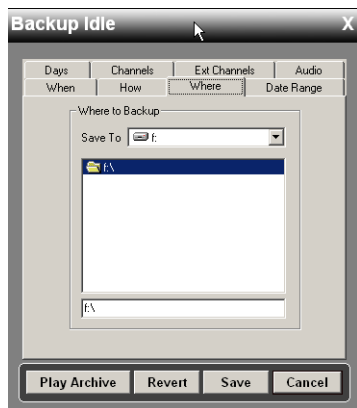
Click the *When* tab and select *Every Interval*. Then select the interval at which you want the DVR to backup.



Click the *How* tab and choose *All Tracks* or *Changed Tracks*. *All Tracks* will backup all of the specified tracks. *Changed tracks* will only backup tracks that have changed since the last backup.

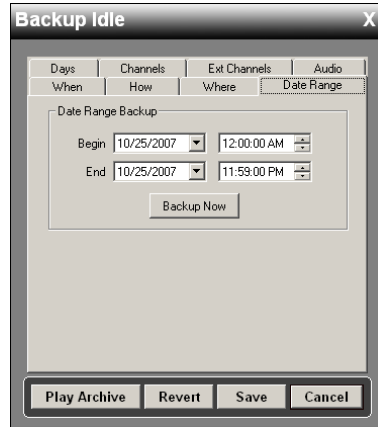


Click the *Where* tab. Select the drive on which you want to backup the video.



**Note:** Do not backup to the System Drive or any Storage drive. You must select a removable or external drive (flash drive).

Click the *Date Range* tab and select the *Begin* and *End* date/time for the backup.



Click the *Save* Button.



**Do not modify the directory structure that the backup utility creates!**

**Example:**

```
060310_142629
  --Vol00
  --Vol01
```

This structure and the included files under the “top” dated folder need to be maintained for the backup to play correctly!

To playback video that has been backed up, you will need to use the *Archive Player*. Please refer to the Archive Player Guide for instructions.

**For more information or assistance please contact iTech Digital technical support at 1-866-SEE MORE.**

