

WINDOWS 10'S BACKUP AND RECOVERY TOOLS

Windows 10 includes many different backup tools. Microsoft has restored the old **Windows Backup** tool that was present in Windows 7, and **File History** is still around. But those are just the tip of the iceberg.

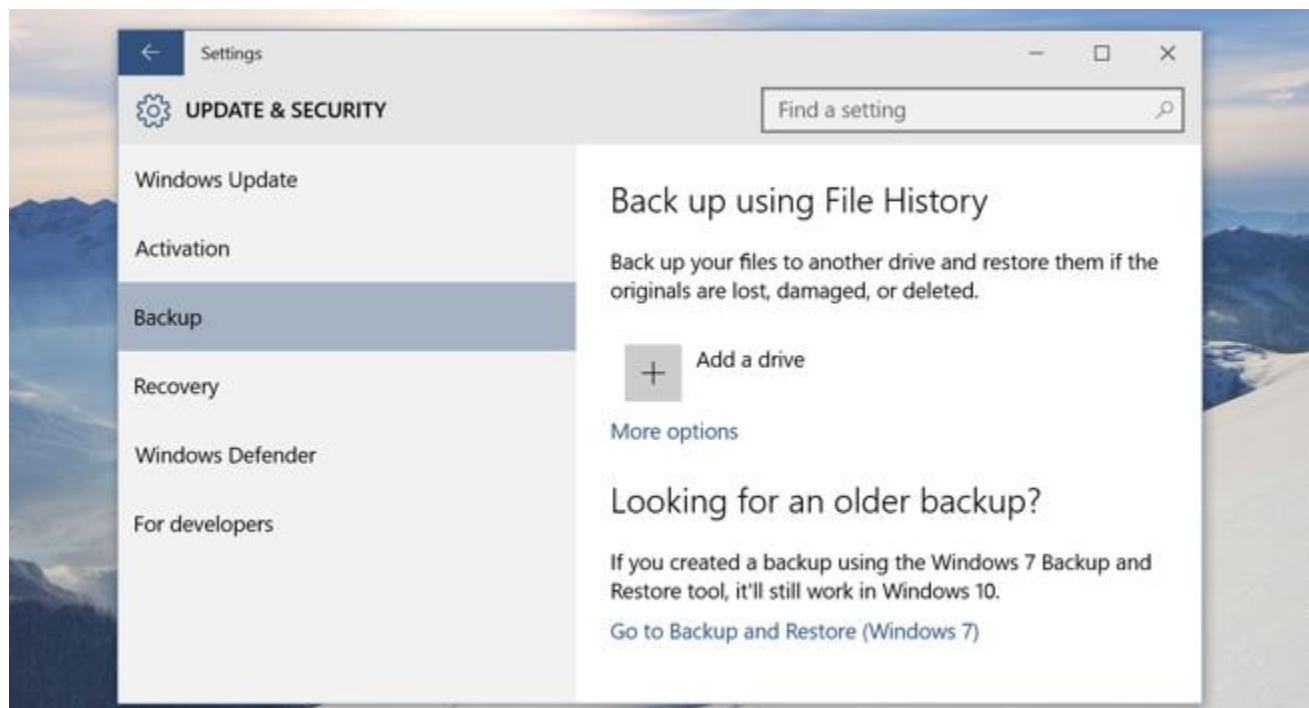
The latest version of Windows also includes a way to back up and restore system images, wipe your computer to its default state, store files online, and make recovery drives you can use in case of emergency.

File History

File History is the recommended way to back up your **data** files and is integrated into the **Settings** app (Winkey + I), then Update and Security, then Backup.

This feature is limited in that it only backs up files located in the six major folders: Desktop, Documents, Backups, Pictures, Music, and Videos. Any data files that fall outside one of these folders will not be included in File History.

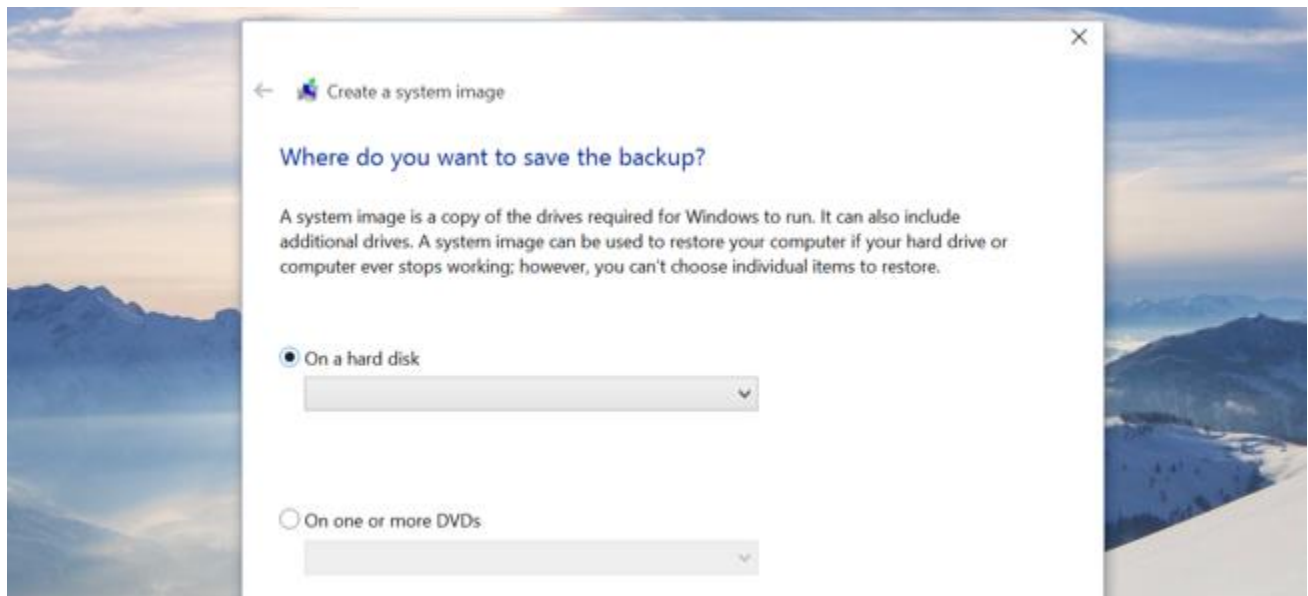
Once you have set up your File History, Windows can automatically create backup copies of your files. You can use it to restore all your files if you ever lose them, restore a single file, or roll back a file to an earlier version.



System Image Backups

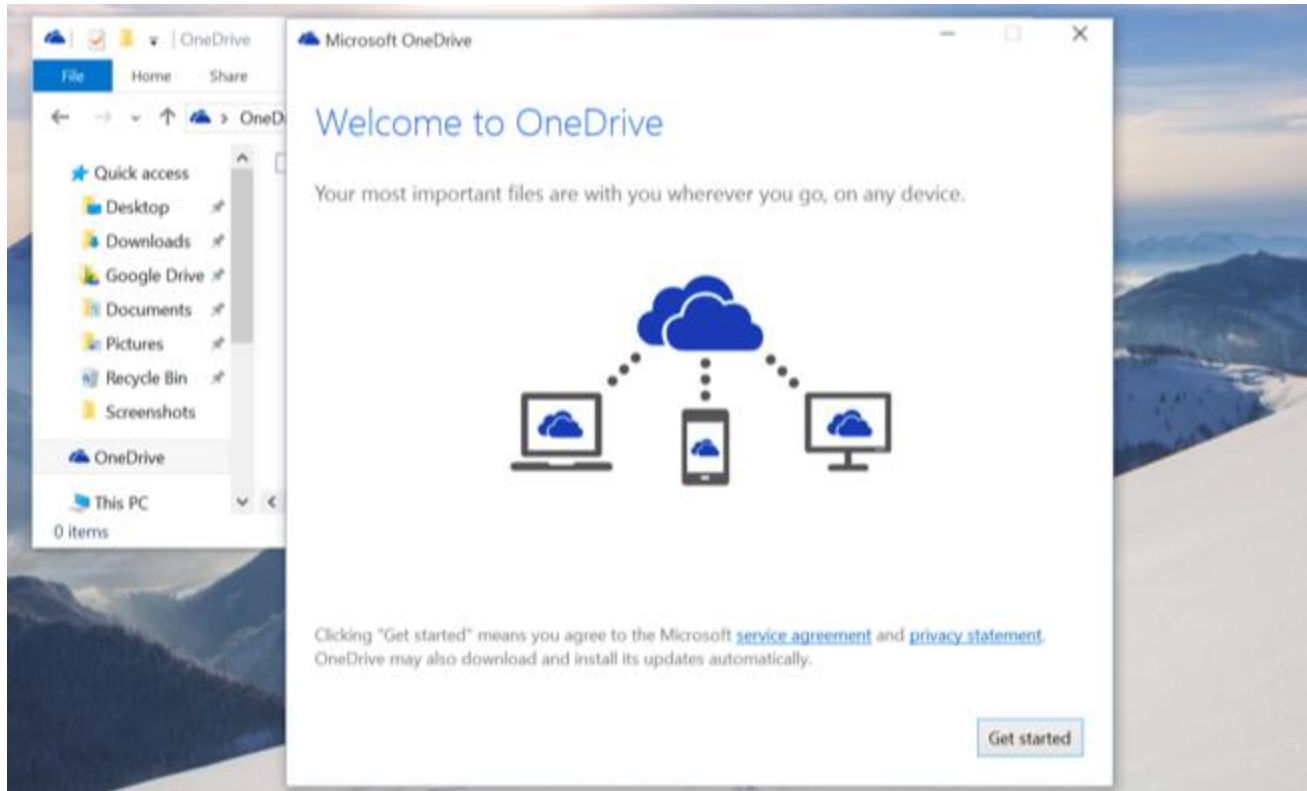
Microsoft has included the old Backup and Restore feature from Windows 7. This was removed from Windows 8.1, but it's back now in Windows 10. It's also known as "Windows Backup." You will find it in the Control Panel under System and Restore: *Backup and Restore (Windows 7)*. Just search for *backup and restore* to locate it.

This feature allows you to create an entire image of your current Windows system, including your operating system, installed programs, settings, and user files. This backup can be stored on an external hard drive. (The backup is too large for a USB drive.)



OneDrive

OneDrive may not really be a "backup" solution in the traditional sense, but it's now integrated into Windows itself. Data files that you store in OneDrive will be stored in your OneDrive account online so you can access them on your other devices, too. If you blow Windows away and restart from scratch — or use Windows on a different device — you just have to log in with your Microsoft account and all your OneDrive data files will be available for you in File Explorer.

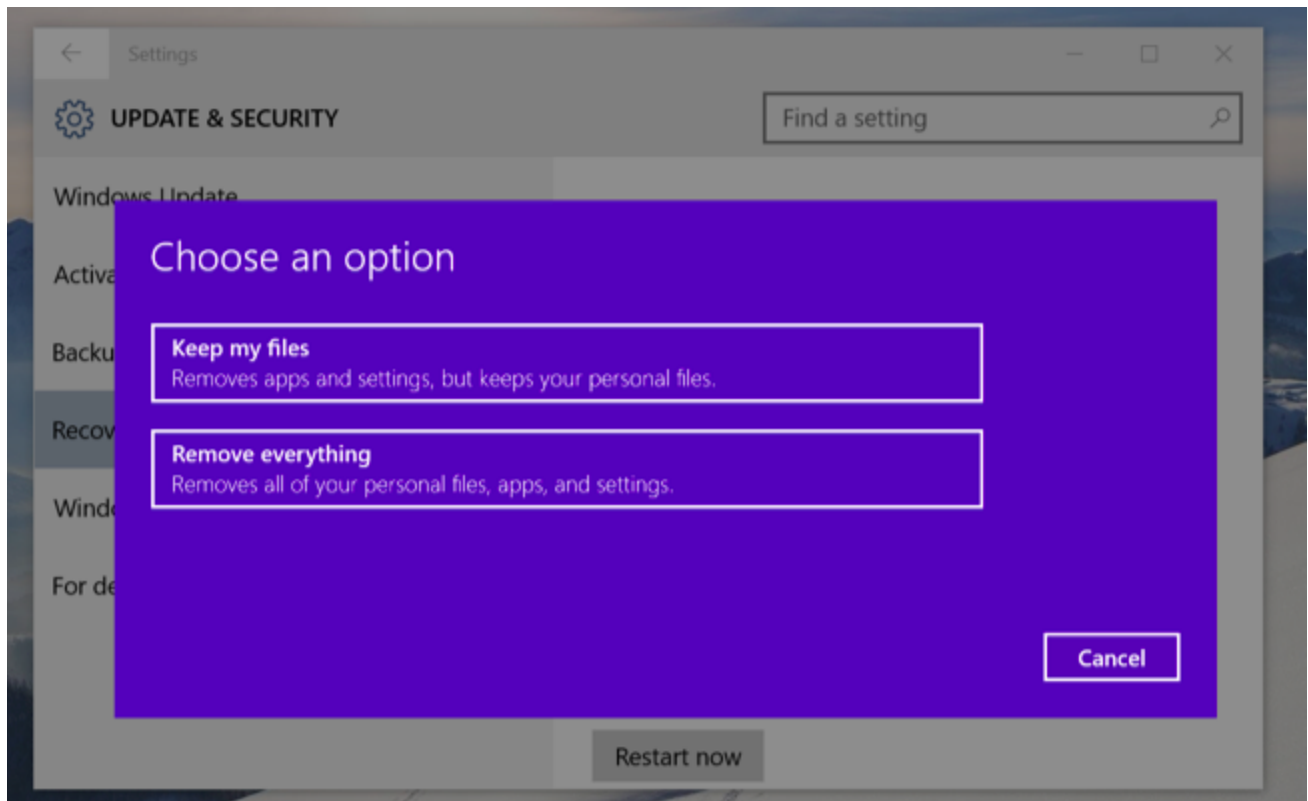


Reset This PC

Rather than relying on system image backups, many people use the “Reset this PC” feature to restore your computer to its default operating system state. This also replaces the need to ever reinstall Windows from scratch using an installer DVD or USB drive — just tell Windows to reset your PC and it’ll go back to its factory default settings.

To accomplish a reset, open **Settings**, select Update & security, select Recovery, and click the “Get started” button under “Reset this PC.”

You can tell Windows to keep your user files and reset the operating system and installed programs to their default state, or remove everything. If you remove everything, you can tell Windows to securely erase the drive — something you should do before getting rid of a Windows 10 computer or any other device.



Advanced Startup Options

To access the advanced Startup options, open **Settings**, select Update & security, select Recovery, and click “Restart now” under Advanced startup.

From here, you can restore Windows from a system image you created earlier, use system restore to correct problems, and perform other maintenance tasks. This menu should also appear if your computer attempts to boot properly and can't.

Advanced options



System Restore

Use a restore point recorded on your PC to restore Windows



Command Prompt

Use the Command Prompt for advanced troubleshooting



System Image Recovery

Recover Windows using a specific system image file



Startup Settings

Change Windows startup behavior



Automatic Repair

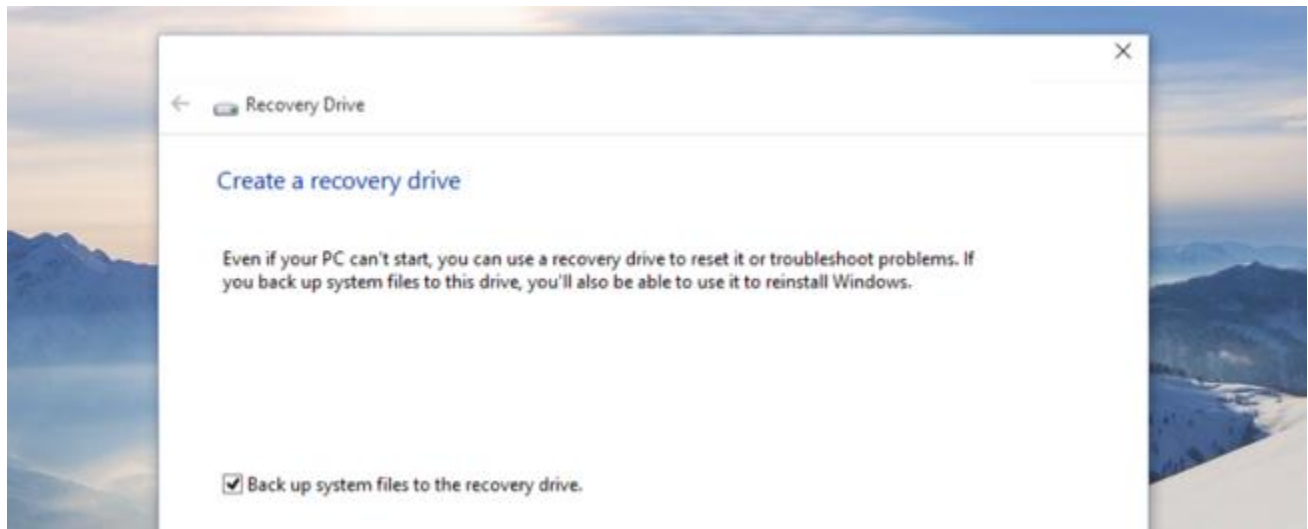
Fix problems that keep Windows from loading

Recovery Drive Creator

You can create a USB recovery drive that will allow you to access these advanced startup options, even if your Windows 10 installation becomes completely damaged and you can't access this menu.

To do so, open the Control Panel and search for "Recovery." Click the Recovery icon and you'll see a list of advanced recovery tools. Click "Create a recovery drive" to create a USB recovery drive.

You could also open the Search box, type **RecoveryDrive.exe** into the box, and press Enter to access this tool directly. Boot from this drive to access these tools if Windows ever won't allow you to access them normally.



Windows 10 includes other troubleshooting features found in previous versions of Windows, too. If your computer becomes unstable, you can use the system restore feature to revert your system files and settings back to a known-good state.