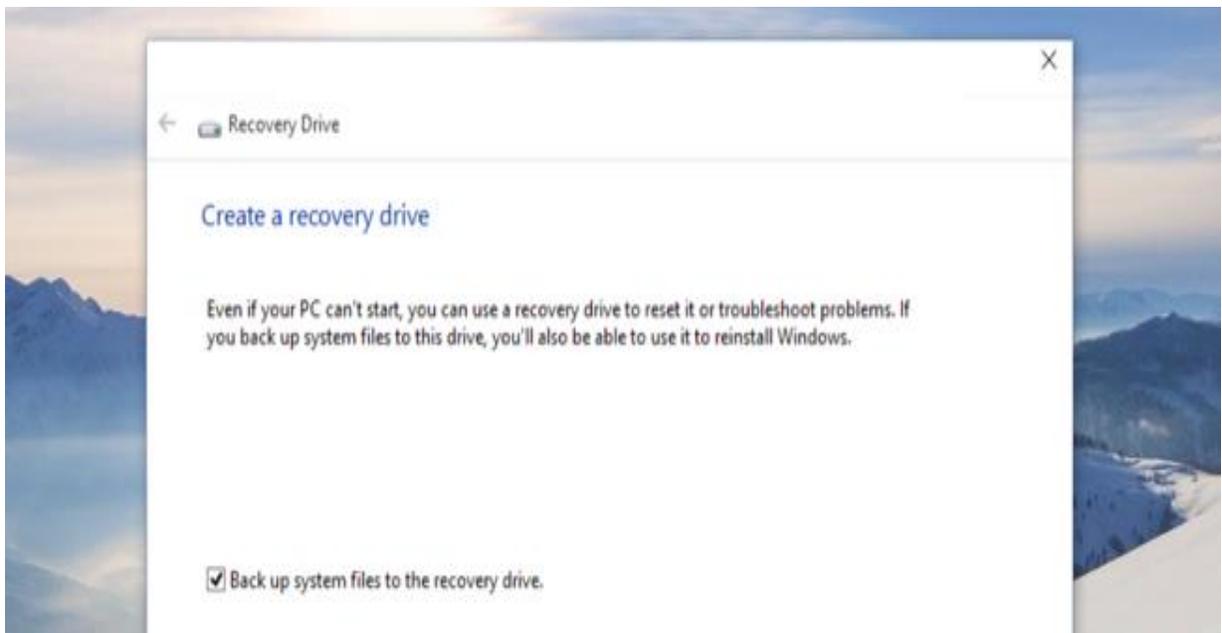


# MAKE AN IMAGE OF YOUR ENTIRE SYSTEM

## First Step: CREATE A RECOVERY DRIVE ON A FLASH DRIVE

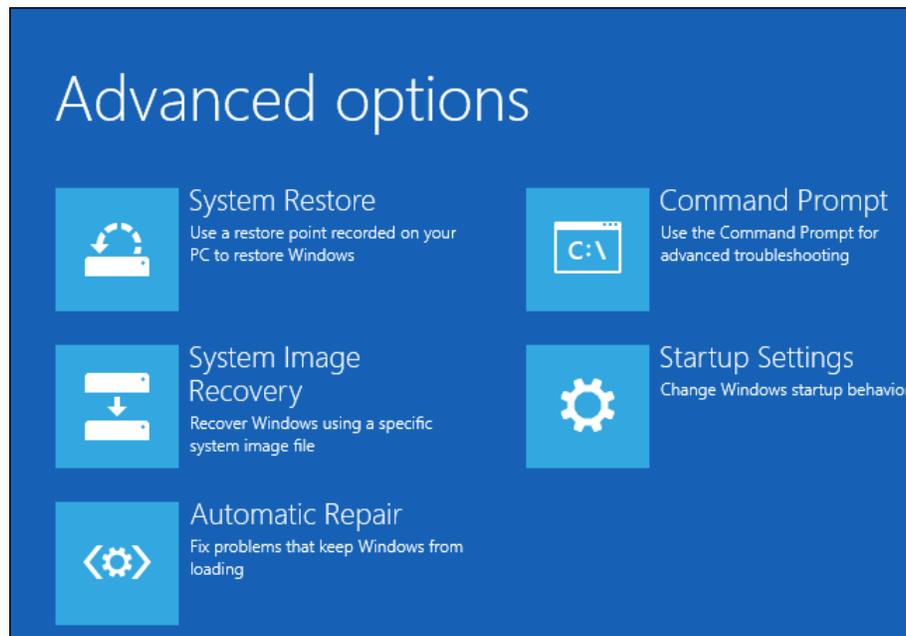
You can **create a USB recovery drive** that will allow you to access advanced startup options, even if your Windows 10 installation becomes completely damaged in the future. Just remember: you must make this recovery drive when your computer is operational. If you wait for a crisis when the computer will not start, it is too late!

To create a recovery drive, open the Search box, type **RecoveryDrive.exe** into the box, and press Enter. (See the first clip that appears below. **Remove the checkmark** to “Back up system files to the recovery drive” before you proceed.). This procedure will allow you to quickly create the recovery drive. Once it has been created, you will be able to boot from this drive to access the five *Advanced Options* if Windows won't allow you to access them normally.



Using your newly created Recovery Drive, you will be able to boot to this screen (below) if your computer will not boot normally. To arrive at this destination, shut down your computer, insert the Recovery Drive, and as you reboot, *keep tapping the key* that will take you to where you can change the boot sequence for your

computer. (Your possible choices are ESC, F2, F8, F9, F10, or F12, depending upon the computer manufacturer.)

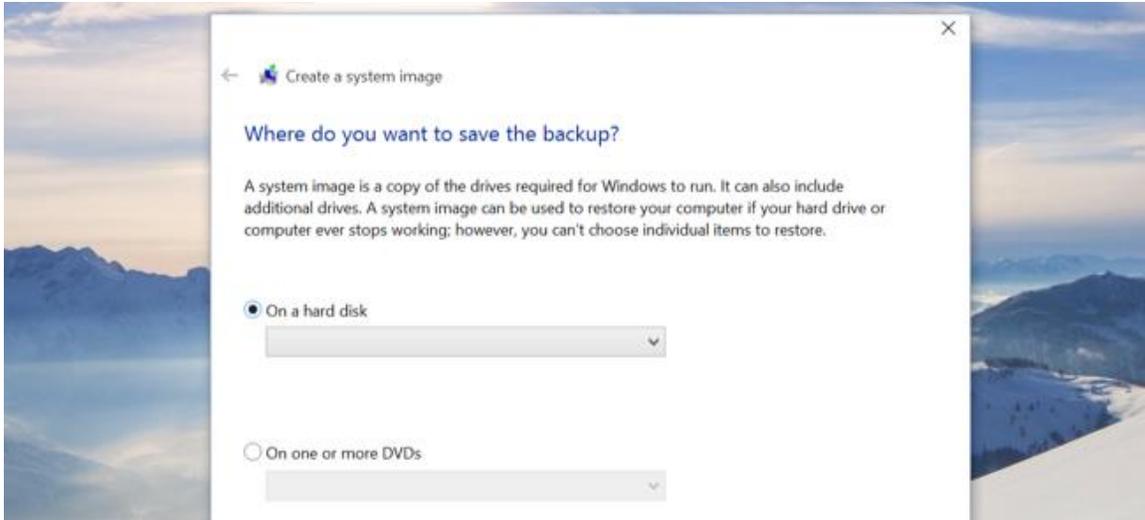


## **Second Step: CREATE A SYSTEM IMAGE RECOVERY (a second hard drive is required)**

Windows 10 has included the Backup and Restore feature from Windows 7. You will find it in the Control Panel's (Winkey + X, then P) Category View, under **System and Security: Backup and Restore (Windows 7)**.

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 or internal hard drive provided that the secondary drive has a capacity that is at least as large as the size of the primary drive. (The backup is too large for a USB drive.)

Once you access the Backup and Restore feature, you will be taken to the following screen.



### **In the Future: IF YOUR HARD DRIVE WILL NOT BOOT**

Insert your Recovery Disk, and as you reboot, keep tapping the key that will take you to the change of boot order for your computer. (Your possible choices are ESC, F2, F8, F9, F10, or F12, depending upon the computer manufacturer.)

You will be taken to the **Advanced Options** page. Click on the **System Image Recovery** tile and follow the prompts.

