

UPK (User Productivity Kit)

Scheduling Daily Backup for Developers

Client Install of UPK Developer Kit

The client install of the UPK Developer Kit creates a path on the client's machine to a folder that stores all of the content for the single client developer. This folder needs to be backed up nightly to the UPK Backup network drive. From there the administrator can access and import all the local content into the centralized developer where it can be published to a single Player.exe. The path to this folder is: C: \Program Files\User Productivity Kit\UPK Developer 27.

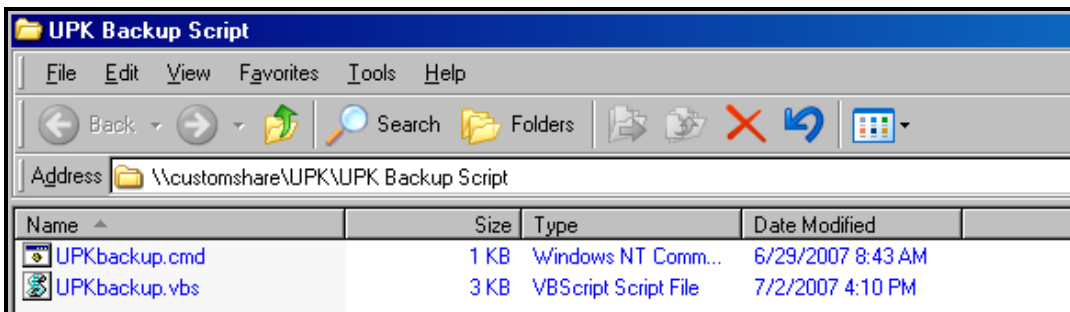
Create the Users Folder on the Network Share

Each individual UPK Developer needs to have a folder created on the root of the UPK Backup share. The path to the UPK Backup network share is: \\customshare\upkbackup. Make a new folder with the user's username. The backup script points to this folder so it is important that it is named correctly.

Copy the UPKbackup Files to the Users C: Drive

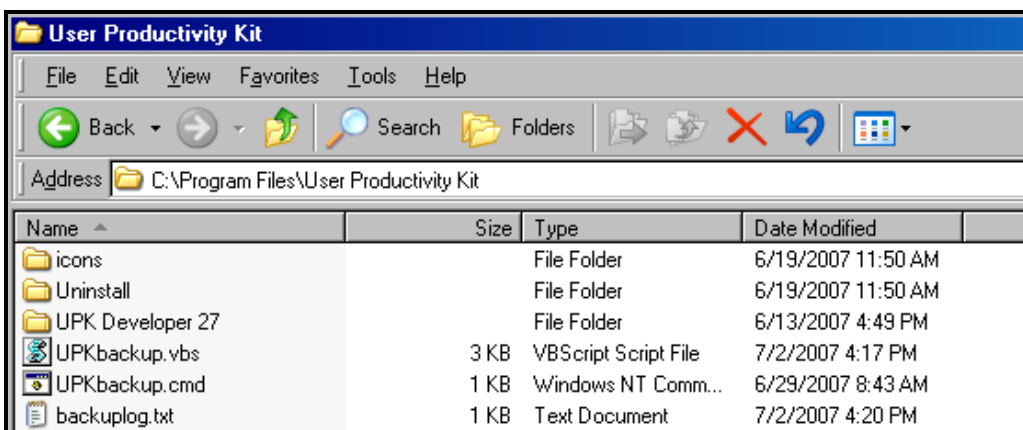
1. Copy the **UPKbackup.cmd** and **UPKbackup.vbs** from the following network share: <\\customshare\UPK\UPK Backup Script> (Figure 1).

Figure 1



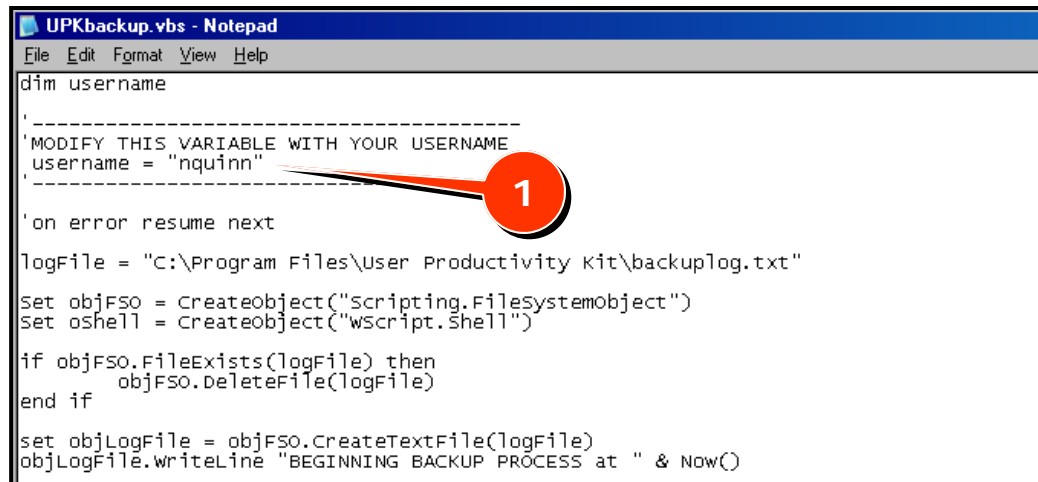
2. Paste these files at the root of the **User Productivity Kit** folder found at **C:\Program Files\User Productivity Kit** (Figure 2).

Figure 2



3. **Right-click** on the **UPKbackup.vbs** file and choose **Edit**.
4. In the username variable section on line three type in between the "(quotes)" the username of the person whose backup routine you are setting up (Figure 3, 1).

Figure 3



```

UPKbackup.vbs - Notepad
File Edit Format View Help
dim username
'-----
'MODIFY THIS VARIABLE WITH YOUR USERNAME
username = "nquinn"
'-----

'on error resume next

logfile = "C:\Program Files\User Productivity Kit\backuplog.txt"

set objFSO = CreateObject("Scripting.FileSystemObject")
set oshell = CreateObject("wscript.Shell")

if objFSO.FileExists(logfile) then
    objFSO.DeleteFile(logfile)
end if

set objLogFile = objFSO.CreateTextFile(logfile)
objLogFile.WriteLine "BEGINNING BACKUP PROCESS at " & Now()

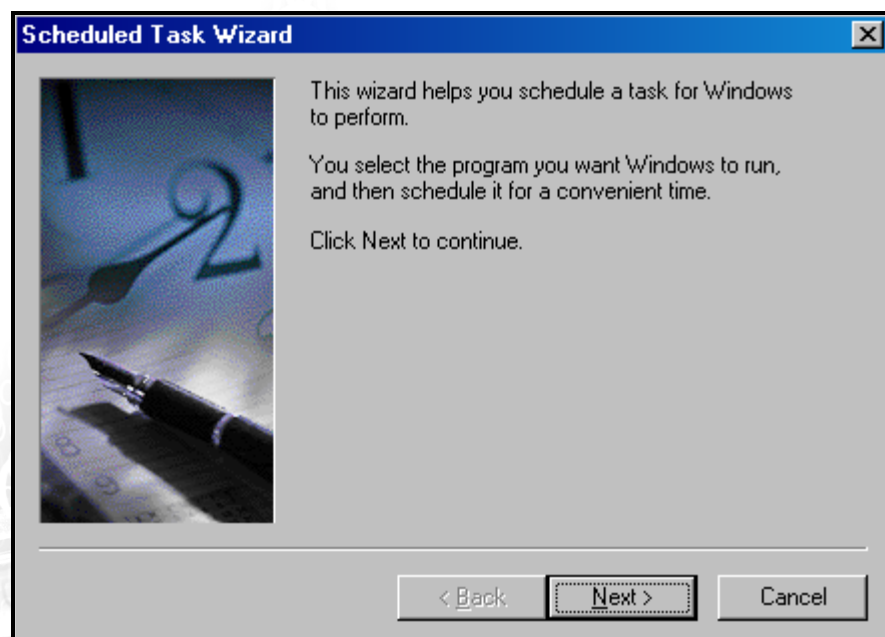
```

5. Select the **File** menu and choose **Save**.

Setup the Scheduled Task

1. From the **Start** menu choose **Settings > Control Panel > Scheduled Task > Add Scheduled Task**.
2. Choose **Next** (Figure 4).

Figure 4

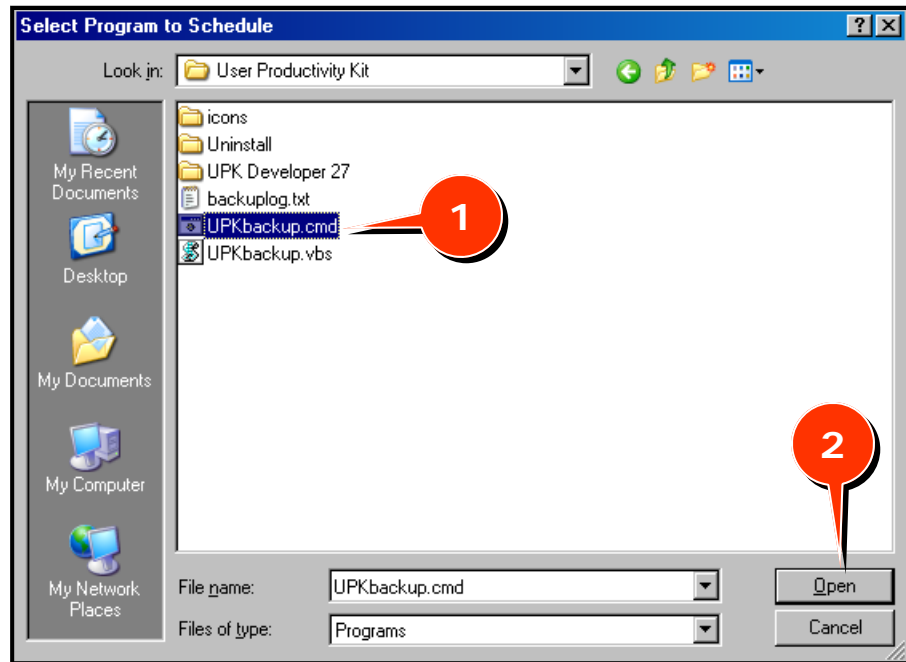


3. **Browse** to the **UPKbackup.cmd** file that you copied in the **C:> Program Files > User Productivity Kit** folder.

to

- Highlight the **UPKbackup.cmd** file and choose **Open** (Figure 5, 1).

Figure 5



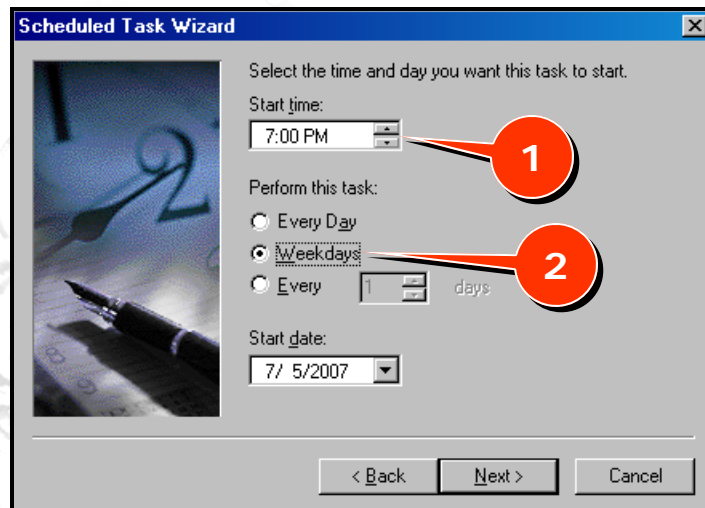
- Keep **UPKbackup** as the program name and choose the **Daily** radio button from the **Perform this task:** area (Figure 6).
- Click on **Next**.



Figure 6

- Type in the Start time as **7:00 PM** (Figure 7, 1) and choose the **Weekdays** option (Figure 7, 2).
- Click on **Next**.

Figure 7



9. Enter the user name of **TOWSONU\upkbackup** (Figure 8).
10. Enter the password of *********.
11. Confirm the password of *********.
12. Click **Next**.
13. Check the *Open advanced properties for this task when I click Finish* (Figure 9, 1)
14. Click on **Finish** (Figure 9, 2).
15. Select the **Settings** tab (Figure 10, 1).
16. Check the *Wake the computer to run this task* checkbox (Figure 10, 2).
17. Click on **Apply** (Figure 10, 3).

Figure 8



Figure 9

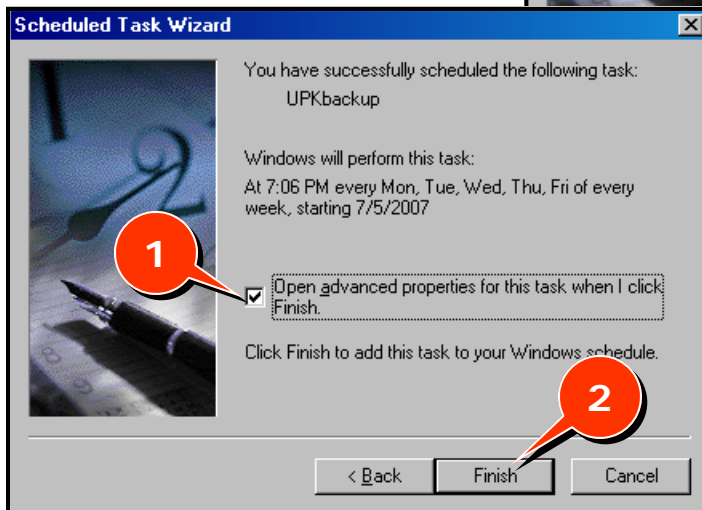
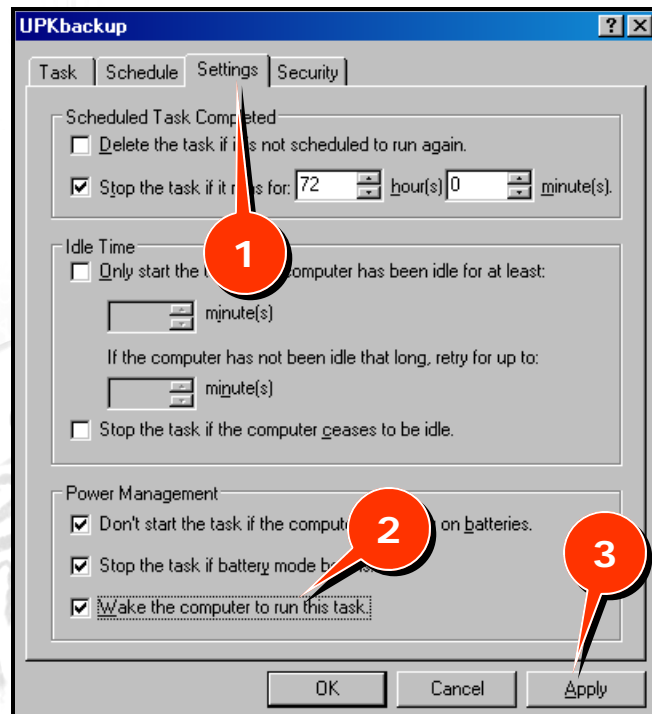


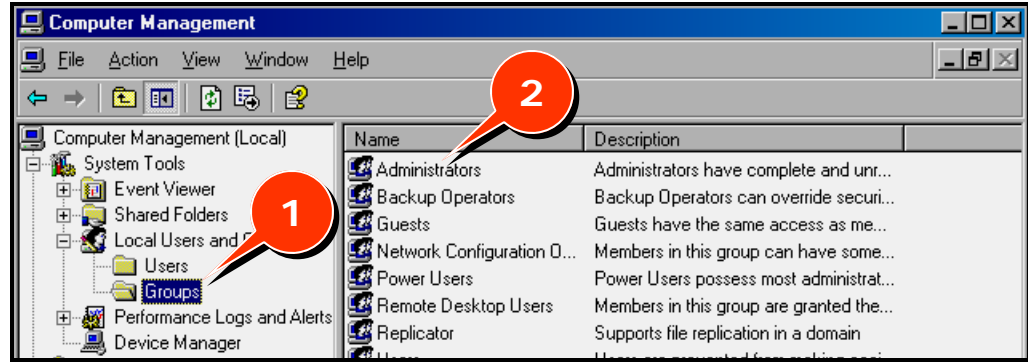
Figure 10



Grant TOWSONU\upkbackup Administrative Privileges

1. From the desktop **right-click** on **My Computer** and choose **Manage**.
2. Expand **Local Users and Groups** and select **Groups** (Figure 11, 1).
3. **Double-click** on the **Administrators** Group (Figure 11, 2).

Figure 11



4. Click on **Add** button (Figure 12, 1).
5. Type in **upkbackup** in the open text area (Figure 13, 1).
6. Click on **Check Names** (Figure 13, 2).
7. Select the first **UPK Backup** in the list (Figure 14, 1), this will bring in the underlined **UPK Backup (upkbackup@towson.edu)** into the text area (Figure 13, 1).
8. Click **OK** until all windows are closed.

Figure 12

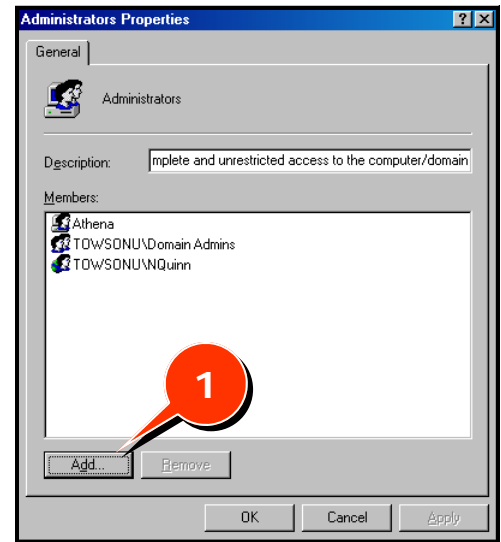


Figure 13

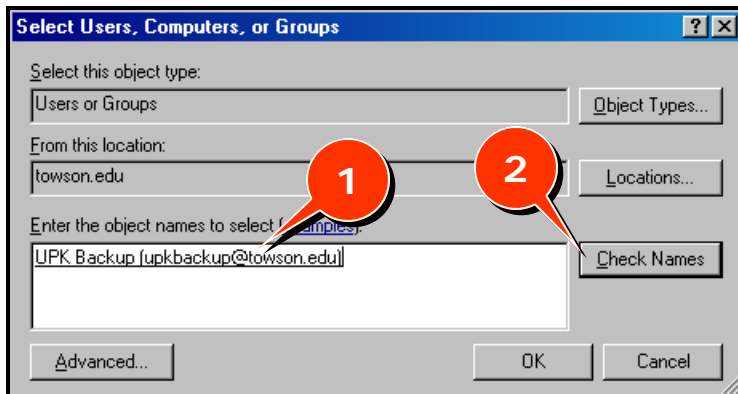
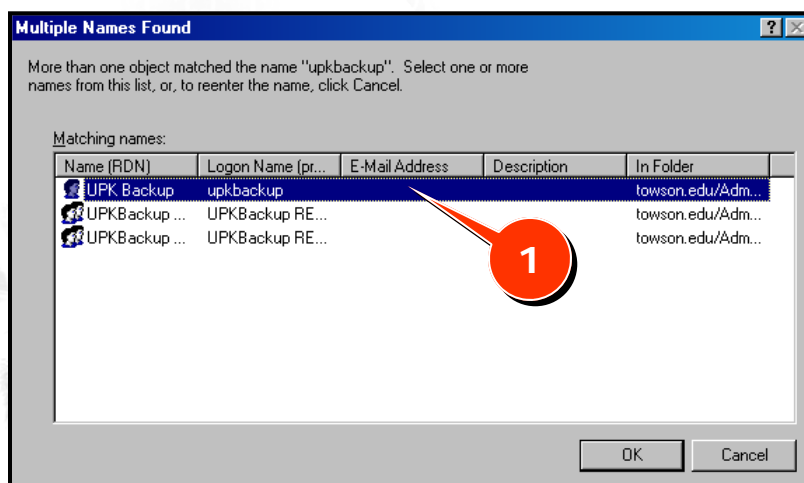


Figure 14



! Make sure the user leaves their machines on but logged-off at night so this back procedure can run.

Check the LOG folder on the \\customshare\upkbackup drive to see the different records of the backups of the different users by username.