

# Restoring Backups under Windows NT

## What It Does

Occasionally, you may need to restore volumes or files from a backup tape to your system's hard drive. When you restore files, remember that each DDMS file consists of three separate files: a .dbf, .cdx, and .key. To restore a specific DDMS file, you must restore all three parts to your hard drive.

## How to Do It

Follow these steps to restore system volumes and files:

- 1 Insert the backup tape into your drive.
- 2 *Make sure that you quit any programs that are currently running, including the TBL Server. The system cannot restore any file that is open. To close the TBL Server:*
  - Click the **TBL Server** icon in the lower task bar.
  - When the TBL Server window appears, choose **File** and select **Exit**.
  - At the Warning message, click **OK**.

- 3 Click the **Start** button and choose **Programs**, then **Administrative Tools (Common)**, and finally **Backup**.
- 4 When the Backup window appears, double click the **Tapes** button in the lower portion of the window.
- 5 When the backup tape appears, you can click the corresponding box to restore the entire tape, or you can select the files you want to restore by selecting specific volumes or files on the tape.

If you click the entire tape, the system will restore *all* the files on your backup tape to your hard drive. All your existing data will be replaced with the information on your backup tape.

- To restore all the contents of a tape, click the corresponding box to select it.
- To select contents on the tape to restore, double click the tape to view its contents.

Then, select the specific volumes or files to be restored by clicking the corresponding box(es).

