



 **O&O RescueBox 5**  
Personal Edition

O&O RescueBox 5  
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# About O&O RescueBox

## Quick Start

This product contains five O&O tools: three for recovering data, one for imaging, and one for managing your hard disk.

- **O&O UnErase 4:** Recover data quickly and easily
- **O&O FormatRecovery 4:** Find lost data even after formatting the hard disk or defragmentation
- **O&O DiskRecovery 4:** Find deleted data even when the volume shows signs of internal software error.
- **O&O DiskImage 3:** Create images of individual drives and entire systems with just one click; data restoration made quick and easy.
- **O&O PartitionManager 2:** Manage hard disks easily with help of a clearly laid out interface

All these programs are available on the O&O RescueBox CD. You can either start them under Windows after they've been installed or directly from the CD without even starting Windows.

The following chapters have been designed to give you step by step instructions on how best to use this product for optimal results. The detailed Online Help corresponding to each program can be accessed via F1 or under Help.

We hope you enjoy using the O&O RescueBox. If you have any questions regarding our products or licensing, please do not hesitate to contact us.

Your O&O Software Team  
[www.oo-software.com](http://www.oo-software.com)

## Differences between O&O DiskRecovery, O&O FormatRecovery, and O&O UnErase

O&O DiskRecovery, O&O FormatRecovery, and O&O UnErase are three separate software products that are designed to complement each other. It makes sense to use all three products when recovering data.

If O&O UnErase is unable to find your missing data, O&O FormatRecovery or O&O DiskRecovery could still possibly be of help. Here are a few typical application examples to illustrate the differences between the software programs.

	O&O UnErase	O&O Format-Recovery	O&O Disk-Recovery
Files were accidentally deleted from the Recycle Bin.	x	x	x
A virus or malicious software caused damage to some data and now some files or folders are missing.	x	x	x
A drive was formatted		x	x
Windows is saying that the drive has to be reformatted.		x	x
The storage volume was reformatted and the files were heavily fragmented.		x	
O&O UnErase did not produce the desired results.		x	x
Windows can no longer access the hard drive.			x
No file system is present on the drive.		x	x
O&O FormatRecovery and O&O UnErase did not produce the desired results.			x
A new operating system was accidentally installed.			x

# Installation and system requirements

## System requirements

The following minimum requirements must be met when using the products available with the O&O RescueBox:

- System with Intel® Pentium™ III or comparable Processor
- 512 MB RAM (depending on operating system)
- VGA Graphics Card with minimum 800x600 and 256 colors
- CD-ROM-Drive, keyboard and mouse
- Windows™ 2000 Pro, XP and Vista® (from Windows XP: 32-bit/64-bit, respectively)

### Administrative permissions

In order to install products from O&O RescueBox, it is necessary for you to be a member of the local administrator group or possess an equivalent level of permissions. If you are a domain administrator, you usually possess the adequate level of administrative permissions.

## Installation of the individual O&O programs

### Note:

The information in this chapter is not relevant for you if you're starting O&O products directly from the CD without starting Windows. Installing the products is only necessary under Windows.

The products on the O&O RescueBox CD can be installed individually. Please follow the directions below to install any one of the products:

1. Start the computer where you want to install the O&O products, and logon as user with administrative privileges.
2. Place the O&O RescueBox CD in the CD ROM drive. The menu to proceed with the installation will be started.
3. To install a program by O&O, such as O&O DiskImage, please select it on the list (left). The following pages contain additional information about O&O products as well as the detailed handbook as PDF.
4. To start the installation, double click on the installation file (\*.exe).
5. Follow the instructions in the installation dialog.
6. After successfully completing installation, you can start the program using **Start/All Programs/O&O Software**, and then by clicking the corresponding program name. The Registration Wizard will be displayed after the initial start.

## Entering the license key

 **Note:**

In order to activate the product after installation or to gain access to the Full Version at a later time, you must possess a valid license key. This license key is also called a registration code, serial number or product ID.

 **Note:**

O&O RescueBox products can also be installed and uninstalled individually. You will receive 5 license keys when buying O&O RescueBox.

 **Note:**

You have to hold a valid license key to register the product after the installation or to unlock the full version. This license key is also called registration code, serial number or product ID.

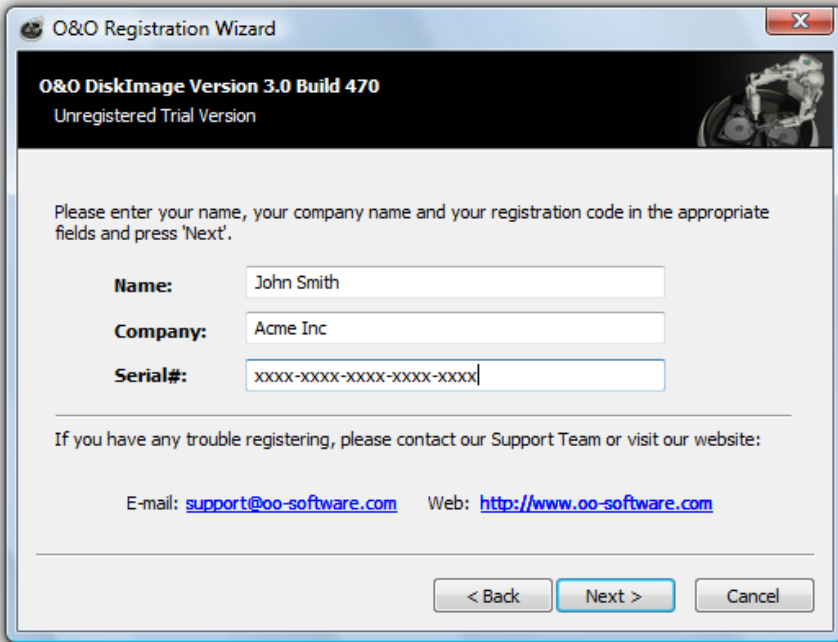
If you do not enter a valid license key, you can still use O&O DiskImage as a fully functional trial version for up to a maximum of 30 days. Should you have any questions, please contact our Support Team.

The dialog for registration always appears automatically at the start to guide you if you are using an unregistered version or have entered the registration code incorrectly.

The Registration Wizard allows for a simple registration process. When you select the option **Enter Registration Code**, a dialog box will appear where you can enter the registration code you received when purchasing the software. Please make sure that you do not enter any empty spaces where they don't belong.

Press **Next** to save the registration data or **Cancel** to leave the dialog window without saving the data.

Should you run into any problems when entering your registration code, please contact our Support Team.



Registration Wizard, for example O&O DiskImage

## Upgrade

### Note:

The information in this chapter is not relevant for you, if you are using O&O products directly from the CD. An upgrade is only possible under Windows.

When upgrading an O&O software product from a previous version to the current one, please take note of the following steps:

1. Please remove the previous version from your computer. The Installation software for the new version can detect the presence of a previous version and will notify you to have it removed.
2. Install the product as described above in the chapter entitled "Installation".
3. Once installation is completed, you can register your upgrade using the license key.

## Uninstallation

### Note:

The information in this chapter is not relevant for you, if you are using O&O products directly from the CD.

 **Note:**

Products contained in the O&O RescueBox can only be installed or removed individually. The license keys for the software in the O&O RescueBox are provided after the successful purchase of the software.

To remove one of the products contained in the O&O RescueBox from your system, open the **Control Panel** under the heading **Settings** in the Start Menu and double-click the icon **Add or Remove Programs**. Please select the desired O&O software product from the list of installed software and click the **Add/Remove**-button.

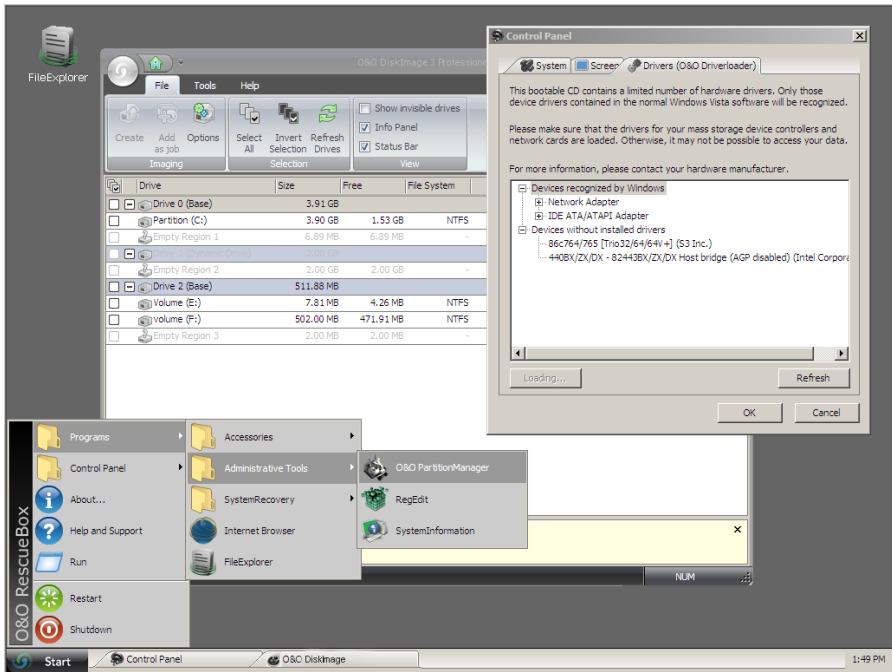
## Start O&O RescueBox directly from the CD without an operating system

To start O&O RescueBox directly from the CD, it is not necessary to install of the programs on it. You will need this function of the CD only when you want to restore your system partition using O&O DiskImage, or if Windows is no longer starting and you still want to restore your data using the integrated data recovery products. To start the O&O RescueBox without an operating system, follow the instructions below:

1. Please ensure that your system can be booted from the CD. The appropriate settings can be created in BIOS. You can obtain further information on this from your motherboard manufacturer.
2. Put the O&O RescueBox CD in your computer's CD/DVD drive.
3. Restart the computer.
4. Follow the instructions at the start of the CD. A window containing the system settings will then appear.
5. Select a language and region.
6. At the next stage you can load drivers for those devices where no drivers under Windows PE were initially found.
7. O&O RescueBox will start after confirmation of the license regulation.

 **Note:**

Under certain circumstances you may receive a message requiring you to restart if you have loaded an additional driver under Windows PE. This message is automatically generated by Windows PE but is irrelevant when starting from CD. Simply decline the request and follow the next instructions in the pop-up window.



Starting O&O RescueBox directly from the CD under Windows PE

## Load drivers

In order for O&O RescueBox to recognize every connected hard disk, hard disk control drivers can be installed before starting O&O BlueCon. Where PE could still not find drivers for certain devices, you can load them under the section Drivers. That also applies to network card drivers.

## About O&O UnErase

Whether it be accidentally deleted text documents or those great photos from your last vacation: with its Explorer-like file structure, O&O UnErase enables you to navigate through your deleted files as if they had never been deleted. With one click of the mouse you can restore single files or entire folders. Never before was it so easy and intuitive to restore deleted files. O&O UnErase can restore all data stored on drives recognized and monitored by Windows.

### **Note:**

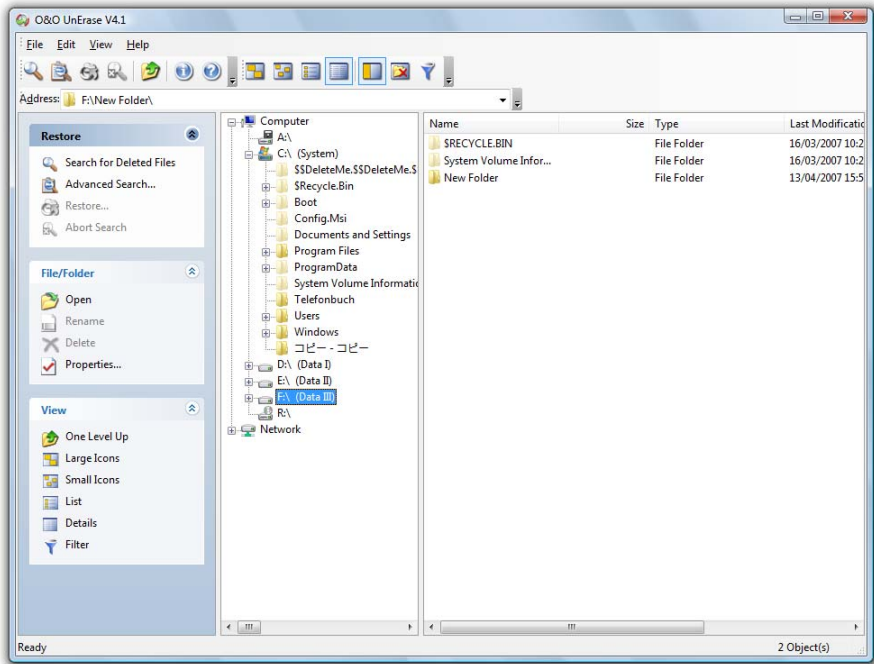
You can find the complete handbook of O&O UnErase in the O&O RescueBox CD as PDF. The detailed Online Help of the program can be accessed via **F1** or under **Help**.

## Main View

The Main View in O&O UnErase works very similarly to Windows Explorer, enabling you to easily use the program with only little or no previous knowledge.

The Main View is divided into three vertically tiled panes:

- **Frequently used commands and settings** are accessible through the pane on the left. These commands are also accessible through the menu, the Toolbar or by right-clicking.
- The **list of drives and directories** in the middle pane enables an easy navigation through existing and deleted files as in Windows Explorer.
- The **list of folders and files** on the right-hand side gives you all pertinent file information regarding existing and deleted files.



Main view of O&O UnErase 4

### Status Bar

The Status Bar can be found at the very bottom of the main view and displays the progress of all running searches as well as status reports.

### Toolbar

The Toolbar is the fastest way to access the most important functions of O&O UnErase. All commands, however, can be accessed through the drop down menus at the top of the Main View. Through the View Menu you can customize the composition of the Toolbar to meet your needs.



All Toolbars Including the Quick Search Bar

Displayed from left to right:

- Search
- Advanced Search

- Restore
- Abort Search
- Go up one level.
- Up
- About
- Help
  - o Large Icons
  - o Small Icons
  - o List
  - o Details
  - o Task Pane
  - o Deleted Files/Folders Only
  - o Filter View

### Filter

If you would like to limit the files displayed in the file list on the right-hand side, it is possible to use the 'filter' function. This feature may be enabled through the View Menu or by pressing the filter icon in the Toolbar. Once enabled, a series of fields will appear in which specific text may be entered to narrow down the number of files displayed. As before, it is possible here to use place holders.

Name	Size	Type	Last Modification
Geben Sie Text hier ein	Geben Sie T...	Geben Sie Text hier ein	Geben Sie Text hier ein
admin		Systemordner	27.03.2007 11:08:52
All Users		Dateiordner	02.11.2006 14:00:38
Default		Dateiordner	02.11.2006 14:00:38
Default User		Dateiordner	02.11.2006 14:00:38
Public		Systemordner	02.11.2006 13:49:43
desktop.ini	174 B	Konfigurationseinstellun...	02.11.2006 13:49:43

File list with filter function enabled

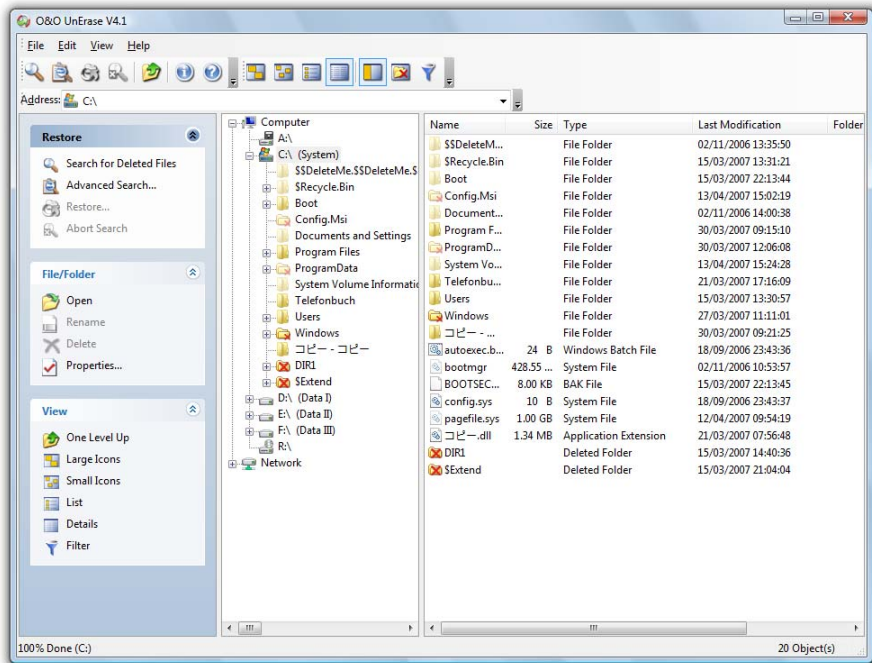
### Tip:

In general, it is easier and faster to just use the Advanced Search function to find and display a specific set of files.

## Searching for Deleted Files and Folders

To find deleted files and folders on a drive, please follow the directions below:

1. Select from the list of drives on the system the drive which you would like to search.
2. From the **File** menu at the top of the screen select the command **Search for Deleted Files**.
3. The search will now be initialized. You can follow the progress of the running search in the Status Bar at the bottom of the screen.
4. After the search is completed, the files and folders found during the search will be marked with a red "X" or arrow in the lists of drives and files.



Main view with deleted files and folders

**Tip:**

You can also execute a Quick Search by using the **Search** field in the Toolbar. Just enter the drive letter and the path of the directory you would like to search and press Enter on your keyboard.

## Canceling a Search

If you would like to cancel a search, select **Cancel Search** from the **File** menu or press the corresponding icon in the Toolbar. The search will then be canceled and the files and folders that have already been found will be displayed.






'Cancel Search' icon in the Toolbar during a search

**Tip:**

As an alternative, you can use the keyboard shortcut **Ctrl+Esc** to interrupt a running search.

## Deleted Files and Folder Designations

The red "X" indicates a file or folder is deleted. A small "X" displayed with a folder indicates that deleted files have been found in this folder, although the folder itself is still intact.

Icon	Definition
	The folder has been completely deleted (large red "X")
	The folder contains deleted files or folders (small red "X")
	This file has been deleted and can probably be restored (red arrow).

Normally, the original filenames of the deleted files can be restored. If this is not possible, however, the folders and files will be generically numbered and named by O&O UnErase.

## Restoring Files and Folders

The next step after deleted files or folders have been found is to restore the ones you need (if this is possible).

1. Files and/or folders you wish to restore can be selected in either the middle or right-hand panes of the main view.

 **Tip:**

Please note that in the middle pane of the main view, only one single folder may be selected for restoration. In the right-hand pane it is possible to select more than one file for restoration by pressing the **Ctrl** key on the keyboard while selecting multiple files. Use the keyboard shortcut **Ctrl+A**, to select all files in a specific order.

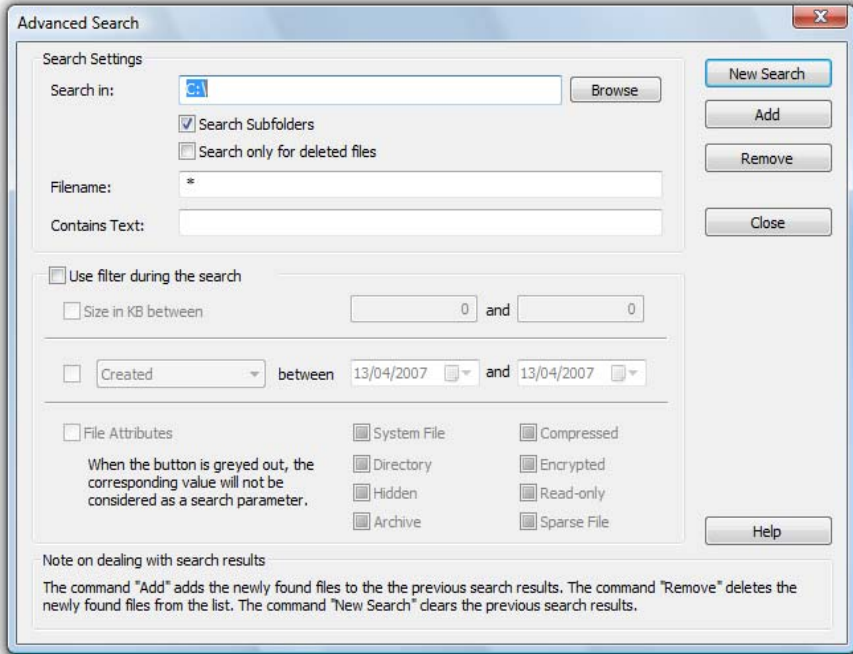
2. Press the **Restore** icon on the Toolbar or select the corresponding heading by right-clicking.
3. It is now possible to select where the restored files are to be saved. You may create a new folder as your target folder or select one that already exists.
4. In order to avoid any possibility of data loss, it is recommended that you save the newly restored files onto a different partition than the one where the files were originally stored. Please be aware that it is possible to store the files onto a network drive as well.

 **Tip:**

It is also possible to simply drag and drop deleted files and folders you would like to restore into a folder displayed in the main view. The restoration of the deleted files will automatically follow.

## Advanced Searches

With the O&O UnErase's Advanced Search function, you possess a powerful tool to quickly and securely find deleted files. Through a series of user-defined search parameters, it is possible to considerably increase the precision of your search result.



Advanced Search dialog

### Search Settings

The Search Settings dialog enables you to define the drive or folder to be searched. If you would also like to search subfolders, select the option with the same name.

There is also an option of expanding the search to include files that have not been deleted. To do so, please uncheck the option **Only Search for Deleted Files**. If this option is selected, only deleted files will appear in the search results.

### Filename

In the field called **Filename**, you can either enter an exact filename or a filename containing a placeholder. For example, "\*.BMP" would indicate you only wanted to search for Bitmap images.

Letter capitalizations are not considered by the search function. You can use the special characters "\*" and "?". "\*", whereby "\*" can be used for multiple characters and "?" may only stand for a single character.

### **Contains Text**

An especially powerful option is searching for text contained in the file. If you are looking for a file but only can remember a fragment of its name or contents, this could be very useful to you.

### **Use filter during the search**

In order to customize your search further, it is possible to use various filtering functions.

### **Size in KB between**

Here you can limit the size of the files that are to be searched. Just enter a range in Kbytes for the desired file.

### **Date**

This option allows you to enter a time period between two dates and select a date which should be considered during the search:

- **Created** – Date when the file was first created
- **Modified** – Date when the file was last saved
- **Accessed** – Date when the file was last accessed

### **File Attributes**

The search can also be narrowed down to look for specific attributes of the desired file. You can select from three options regarding each specific attribute:

- **Marked (Checked)** – The file must exhibit this attribute.
- **Unmarked (Empty)** – The file may not exhibit this attribute.
- **Marked Green** – This attribute will not be considered as a search parameter.

### **Running an Advanced Search**

To run an Advanced Search you have three options:

- **New Search** – A search will be initialized and all previous search results will be lost.
- **Add** – The search will be initialized and the search results will be added to the search results already displayed.
- **Remove** – The search will be initialized and those search results found will be filtered out of the list of search results already displayed.

You may repeat the search function as many times as you like, adding or removing the results from the displayed list of search results as you go. While the search is running, the search dialog box will remain closed.

When you no longer wish to run a search, you can close the search dialog by pressing the **Close** button.

## About O&O FormatRecovery

It has happened to the best of us: your hard disk is mistakenly formatted; important files are deleted and presumably lost forever. Whether it is the result of a computer virus, a software error, or user error, this can be devastating. Important documents and business data aside: in the age of digital photography, the loss of captured moments can be irreplaceable.

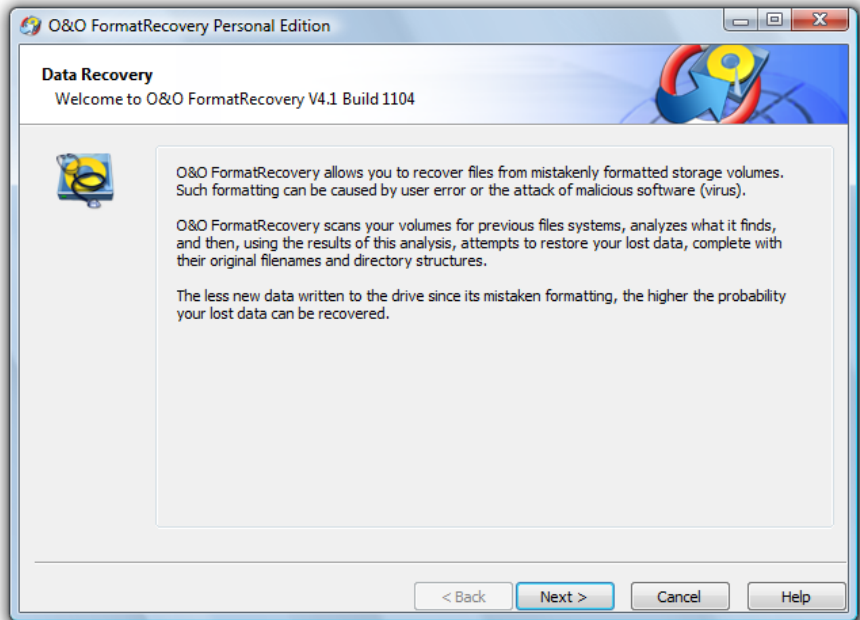
What can be done when such a disaster strikes? Many users cut their losses and accept that their files are lost. This is, however, not necessarily the way it has to be. Even when Windows does not offer a viable solution for the recovery of lost data: there is still hope with O&O FormatRecovery, an easy and secure way to recover data you thought was deleted. Accompanied by an on-screen Wizard, you are guided through the data recovery process, step by step. When the process is completed you will be able to use the once deleted data just as before.

The online software documentation is your best source for all details regarding the operation of O&O FormatRecovery. Access to this documentation is possible via the program group in the Start Menu or through the Help Menu in O&O FormatRecovery itself. The software's internal **Help** file can also be reached by hitting the F1 key while O&O FormatRecovery is running.

 **Note:**

The complete handbook of O&O Format Recovery as a PDF version is also available on the O&O RescueBox CD. The detailed Online Help of the program can be accessed via F1 or under Help.

## Main View



O&O FormatRecovery Startup Dialogue Box

## Selecting a drive

Select the drive where you would like to scan for deleted data. It is possible to select a partition (e.g. C: or D:) or an entire hard disk drive. In addition you can select any storage media, from USB sticks to memory cards for digital cameras. Clicking **Next** will conclude the drive selection dialog.

If you would like to add drives after O&O FormatRecovery has been loaded (e.g. USB stick or digital camera), click on **Refresh Drives**. The newly connected hardware will be loaded and displayed in the list of drives.

Drives can be scanned for previous partitions and file systems. This is necessary, for example, when a partition has been deleted or a volume has been reformatted with a different file system. To start the analysis of your storage volumes, click "**Analyze Drive**".

### **Note:**

Regardless of the size of the storage volume, this analysis can take some time.

## Data recovery settings

After the drive has been selected, you have the opportunity to select some options that will affect the precision and duration of the scanning process. In most cases, the default settings are sufficient and do not require any modification.

### Recover Empty Folders

With this option, you can restore folders, even if they do not contain any data.

It allows for the restoration of complicated folder structures containing multiple intertwined folders.

### Recover Empty Files

With this option, you can have files restored, even if they do not contain any data.

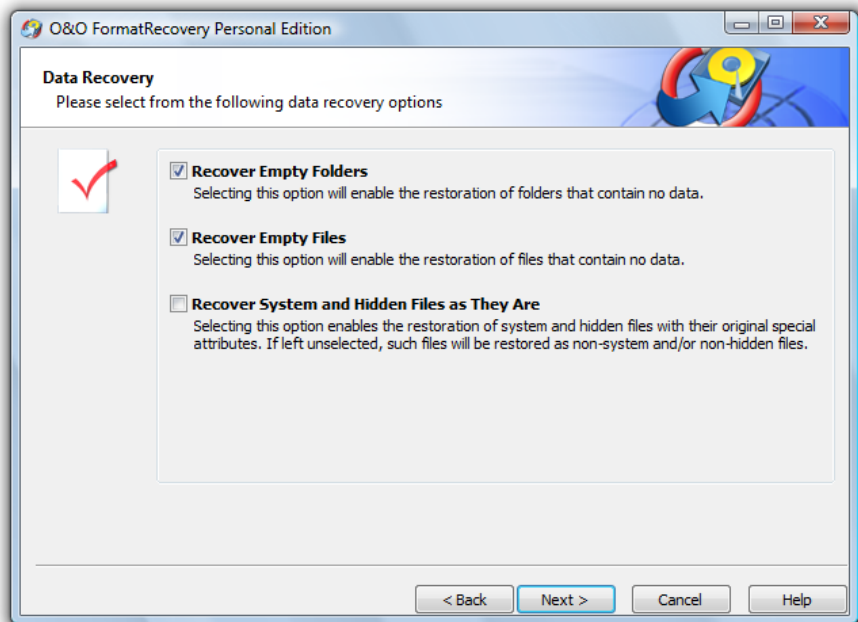
### Recover System and Hidden Files as They Are

This option allows for the restoration of system files and hidden files with their original attributes intact.

When this option is not selected, these files will be restored as "normal" files (not system files, and not hidden).

 **Note:**

Please consult your folder options in Windows when modifying this setting. It is possible that files will not be visible after they have been restored.



Selecting Data Recovery Options

## Additional recovery settings

### Drive Errors

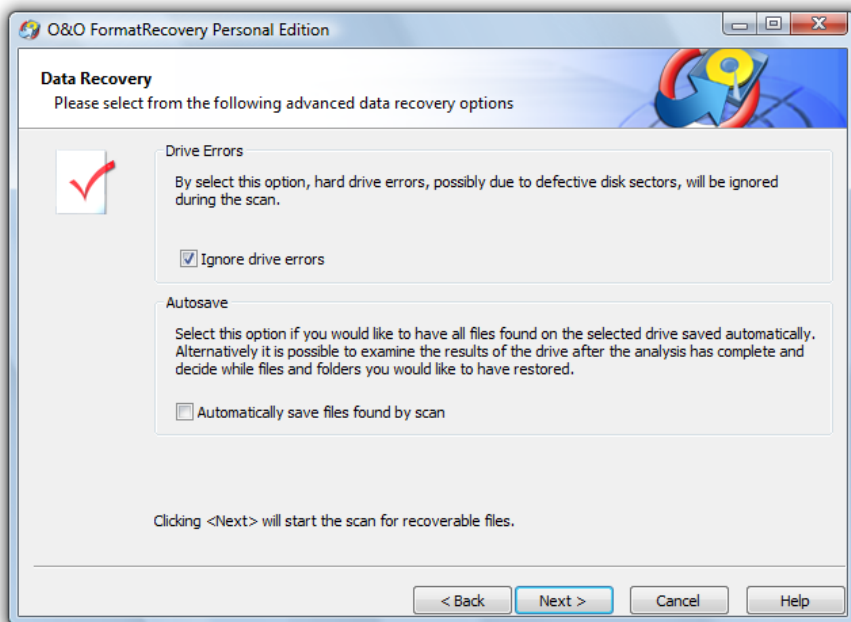
This option allows you to instruct the software to ignore areas of the storage volume where drive errors have occurred.

### Automatically saving files after they are found

If you would like to execute an unsupervised scan, it is possible to instruct O&O FormatRecovery to save and restore all of the scan results automatically. This can save time. If you would like to select this option, your next step will be to define a target folder. Once this is completed, the scan will be initiated. More information on this can be found in the section entitled "Saving files".

#### **Note:**

This function is not available in the trial version of the software.



### Setting Additional Options

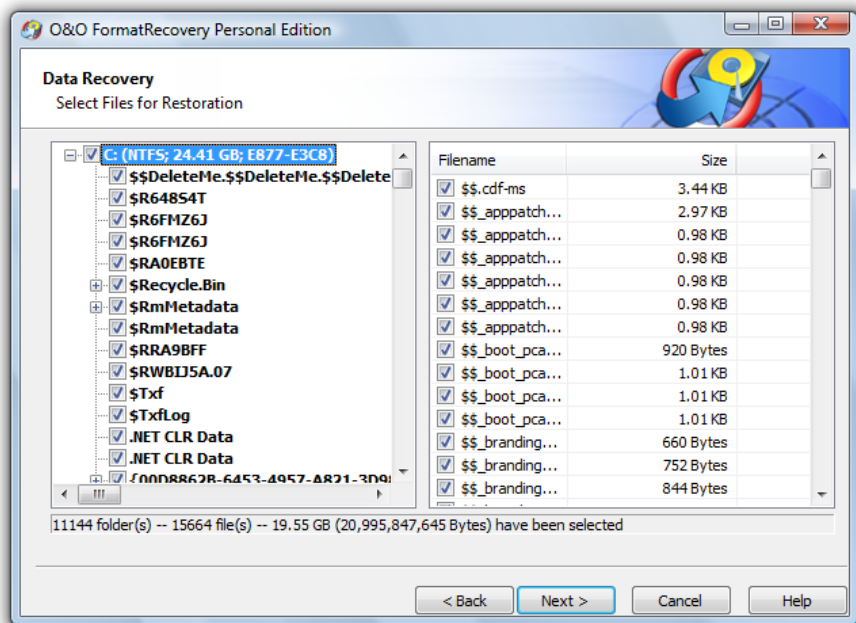
## Running and interrupting a scan

During the scan you will receive information regarding the O&O FormatRecovery scan by way of a status dialog box. In it you will find the overall progress of the scan and the number of files found to this point.

O&O FormatRecovery can be minimized into the system tray. Pressing **Cancel** will interrupt the scan. When the scan is interrupted you will returned to the previous page of the assistant where you will be given the option of resuming the scan or running it again.

## Select Files for Restoration

After the scan has been completed, all files found, regardless of their respective storage locations, are displayed on the left-hand side. When you are finished selecting the files for restoration, click **Next** to continue. Click the check box next to the drive's letter to have all of the contained files restored. In some circumstances, the sorting and listing of a large number of files can take some time.



Selecting Files

## Selecting Files

### Note:

ALL files and folders found on the scanned drive are displayed here in the list. These consist of all files and folders visible to Windows. This list does not indicate, however, whether specific files or folders are restorable or not.

## Select a Target Folder

To recover selected files, you need to enter a storage location. You can select any folder, including a network folder. O&O FormatRecovery automatically creates a subfolder into which the recovered files are saved. At this point, you can specify whether a report should be created for the completed data recovery.

Please note that you will not be able to save the recovered files onto the same partition where the deleted data was originally located. In addition, don't forget to make sure you have enough room on your disk to save the data.

Click **Next** to initiate the recovery of data.

## Create a Report

Enable this option if you wish to see a detailed report regarding the completed data recovery session. You can have this report saved to a different target folder as that in which the recovered files are to be saved. By default, the report will have the filename "oofr\_report.rtf".

The reports are saved in Rich Text Format (RTF) and can be viewed and printed with the help of applications such as WordPad, Microsoft Word, or any other text editing programs.

## Save Files

While the recovered files are being saved to their target folder, O&O FormatRecovery keeps you up-to-date by way of a convenient dialog box. Information, such as overall progress and the total size of the saved files, is displayed in real time as the operation progresses.

The elapsed time, as well the estimated time remaining, can also be found here.

O&O FormatRecovery can be minimized into the system tray. Pressing **Cancel** will let you interrupt the saving operation at any time.

## Completing the Data Recovery

After the successful recovery of files is completed, a summary of the data recovery will appear. From here you can **Open Target Folder** and immediately access the restored files.

By clicking **Finish**, O&O FormatRecovery will be closed.

## About O&O DiskRecovery

It has happened to the best of us: with the blink of an eye important files can be deleted and presumed lost forever. Whether the result of a computer virus, a software error, or user error, this can be devastating.

What can be done, when such a disaster strikes? Many users cut their losses and accept that their files are lost. However, this is not necessarily the way it has to be. Even when Windows does not offer a viable solution for the recovery of lost data (i.e. the Recycle Bin), there is hope with O&O DiskRecovery, an easy and secure way to recover data you had thought were lost. O&O DiskRecovery intensely combs storage volumes for lost data and can restore files other software programs cannot.

The online software documentation is your best source for all details regarding the operation of O&O DiskRecovery. Access to this documentation can be made through the program group in the Start Menu or through the **Help** menu in O&O DiskRecovery itself. The software's internal Help file can also be reached by hitting the F1 key while the O&O DiskRecovery is running.

### **Note:**

The complete handbook of O&O Format Recovery is also available as a PDF version on the O&O RescueBox CD. The detailed Online Help of the program can be accessed via **F1** or under **Help**.

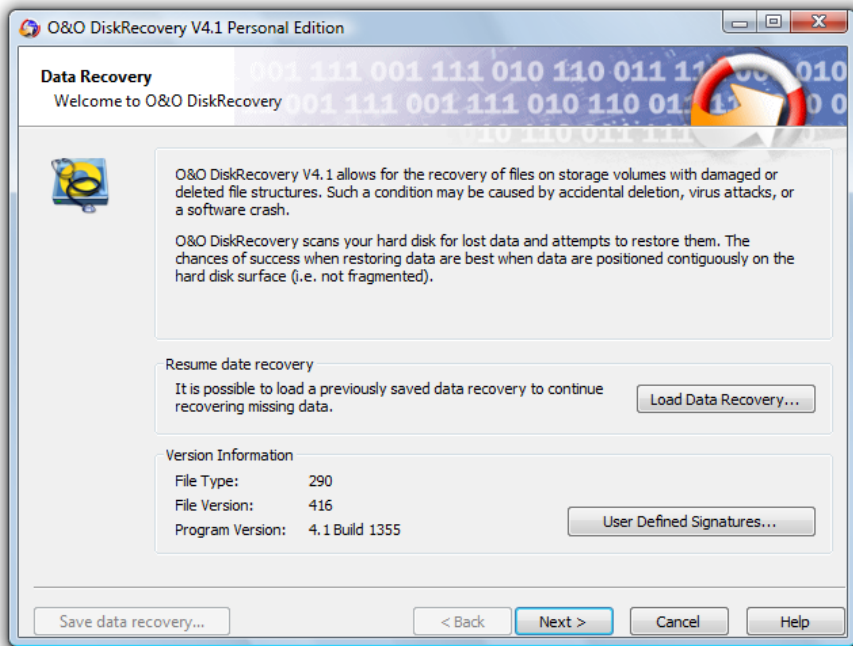
## Starting O&O DiskRecovery

As soon as O&O DiskRecovery starts, it is possible to begin a new data recovery session or continue one you have saved. Clicking **Next** will take you to the Drive Selection dialog box. O&O DiskRecovery may be canceled at any time.

### Loading a Saved Data Recovery

- Select **Load Data Recovery** and select the data recovery file. Such a file generally has the extension DRD.
- The data recovery information will be loaded and you will then be able to continue with your saved settings.

If the storage volume on which you wanted to recover data is not present on your computer, an error message will appear.



O&O DiskRecovery startup dialog box

## Selecting a drive

Select the drive where you would like to scan for deleted data. It is possible to select a partition (e.g. C: or D:) or an entire hard disk drive. In addition you can select any storage media, from USB sticks memory cards for digital cameras. Clicking **Next** will conclude the drive selection dialog.

By default, the areas of a hard drive unable to be partitioned, or those located beyond the partitioned areas of the disk, are hidden. Unselect the option **Hide Unpartitionable Areas**, to reverse this.

Differing from unpartitionable areas, unpartitioned areas on the hard disk can also exist under some circumstances. Although these areas on the disk cannot be accessed by Windows, O&O DiskRecovery is able to scan these regions. These areas are listed in the list of partitions as RAW or "unpartitioned".

If you would like to add drives after O&O DiskRecovery has been loaded (e.g. USB stick or digital camera), click on **Refresh Drives**. The newly connected hardware will be loaded and displayed in the list of drives.

## O&O DiskRecovery scan settings

After the drive selection you will be able to define the settings; as a result, you will have a lot of influence on the precision and length of the scan. In addition, you can lay down a minimum length for text files. If a device (e.g., hard disk or USB stick) has been selected instead of a partition, the options **O&O SmartScan** and **O&O RawScan** cannot be selected. The default settings are generally sufficient for most cases and, therefore, do not need to be changed.

### **Use the maximum scan depth possible to recover data (O&O DeepScan)**

Enable this option when you are scanning for especially small files. Please note that the O&O DeepScan requires more time to be completed.

### **Ignore existing files (O&O SmartScan)**

A common problem that occurs with data recovery is that it isn't only deleted files that are recovered but existing files as well, which are then restored as copies. You then have the tedious job of sifting through the already existing files on your system. O&O SmartScan takes over this job for you so that only deleted files are found and restored. This can greatly accelerate the data recovery process, depending on the settings.

Please note that this option is only available when scanning partitions.

### **Do not consider file system during the scan (O&O RawScan)**

If the partition on which you would like to recover data has been formatted (possibly with another file system), O&O DiskRecovery can be set up to ignore the file system. This can increase the duration of the scan.

Please note that this option is only available when scanning partitions.

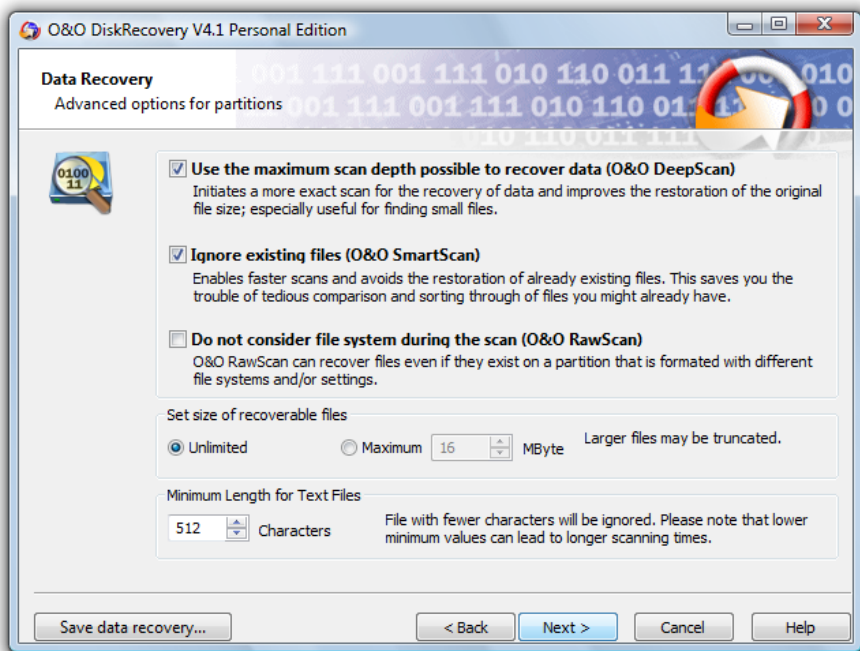
### **Set size of recoverable files**

This function limits the scanning sequence to notice only files smaller than a set number of Megabytes. This maximum value can be set anywhere between 1 and 1024 MB.

By default, all recoverable files, regardless of their size, are scanned. Using this function will conserve system resources and possibly accelerate the entire scanning operation.

### **Minimum Length for Text Files**

O&O DiskRecovery can recognize a number of different text files (HTML, source text files etc.). The default value of 512 characters means that all text files that consist of 512 characters or less will not be picked up by the scan. If you would like to set this value lower, you can do so here. Please note that the minimum value is 16 characters; the smaller the value, the longer the scan duration.



Defining the scan settings

## Running and interrupting a scan

During the scan you will receive information regarding the O&O DiskRecovery scan by way of a status dialogue box. In it you will find the overall progress of the scan, the progress pertaining to a specific file, and the number of files found to this point.

The elapsed time, as well the estimated time remaining, can also be found here.

You can minimize O&O DiskRecovery into the System Tray. Pressing **Cancel** will interrupt the scan. When the scan is interrupted you will be returned to the previous page of the assistant, where you will be given the option of resuming the scan or running it again.

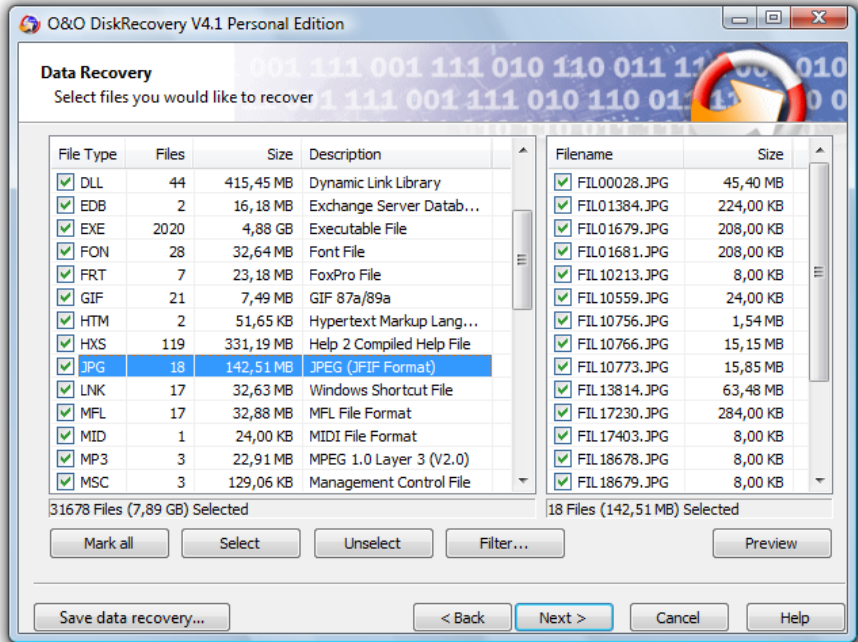
## Selecting files for restoration

After the scan has been completed, the files found will be displayed in two lists; the list to the left displaying the types of files found, the one on the right showing the actual files of this type found. By selecting a specific file type on the left, the corresponding list on the right will change. Depending on which list is activated, the commands **Select All**, **Select**, and **Unselect** may be used.

When your selections are made, click on Next to continue to the next step.

**Note:**

In the Personal Edition of O&O DiskRecovery, the maximum number of files that may be restored in a single data recovery session is 10,000. In both the Admin and Tech Editions of the software there is no limit to the number of files restored in a single data recovery.

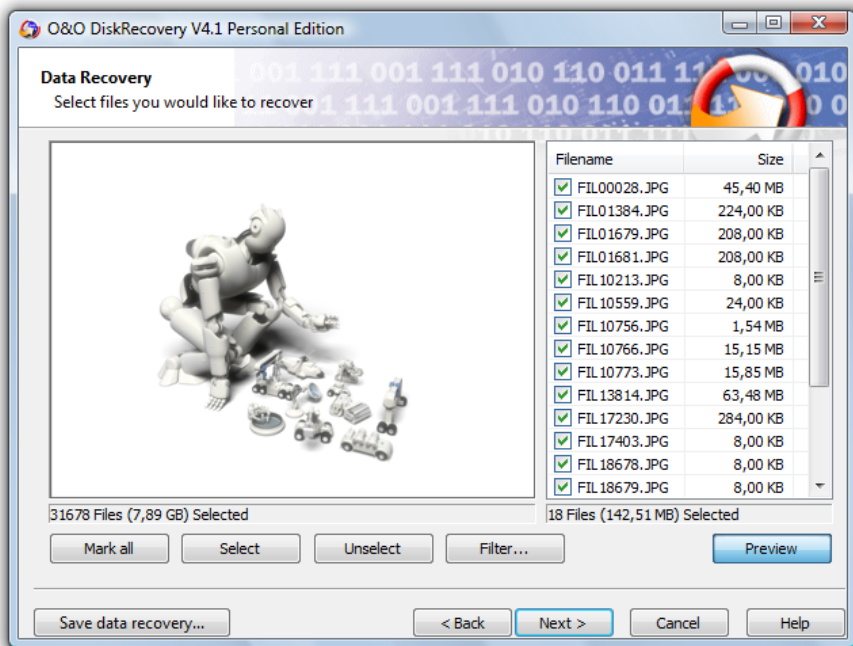


### Selecting files

Many image and text files can be previewed before they are restored.

The preview function must be enabled. First, select a file type group to the left, and then click the "Preview" button. If the button is grayed-out, these types of files cannot be previewed.

A preview of a file selected on the right-hand side will be immediately displayed.



Preview (Image File)

To disable the preview function, simply click the "Preview" button one more time.

**Note:**

The fact that a preview is not available for some files does not rule out the chance for a successful and flawless restoration of those files. This function should not be seen as a way to judge the quality of a pending restoration, but rather as a means to make the file identification process easier.

**Filter**

With the **Filter** option it is possible to include or exclude specific files from the list depending on their size. To do so, enter the size range in which the desired files should fall. You can also stipulate whether the filter should consider all files, only those previously selected, or only those you previously left unselected.

The command **Select** highlights all corresponding files for restoration. **Unselect**, in contrast, removes those highlights.



Applying a filter

## Selecting a target folder

To recover selected files you need to enter a storage location which is your 'My Documents' folder, by default. You can, however, select any folder, including network folders as well. O&O DiskRecovery automatically creates a subfolder into which the recovered files are saved. Because an individual subfolder is created for every file type recovered, it is advised that you select a target folder that is new or empty. In addition, it is possible to create a report regarding the completed data recovery.

Please note that you will not be able to save the recovered files onto the same partition, where the deleted data was originally located. In addition, make sure you have enough storage capacity on your disk for saving the newly recovered files.

Click **Next** to initiate the recovery of data.

### Create a report

Enabling this option will enable you to view a detailed report regarding the completed data recovery session. You can have this report saved to a different target folder as that in which the recovered files are to be saved. By default, the report will have the filename "DiskRecoveryReport.rtf".

The reports are saved in Rich Text Format (RTF) and can be viewed and printed with the help of applications such as WordPad, Microsoft Word, or any other text editing programs.

## Save files

While the recovered files are being saved to their target folder, O&O DiskRecovery keeps you up-to-date by way of a convenient dialog box. Information, such as overall progress and the total size of the saved files, is displayed in real-time as the operation progresses.

The elapsed time, as well the estimated time remaining, can also be found here.

You can minimize O&O DiskRecovery in the System Tray. Pressing **Cancel** will interrupt the saving operation. When the operation is interrupted you will be returned to the previous page of the assistant, where you will be given the option of changing the target folder and reselecting the files to be recovered. Please note that all files that have already been successfully saved will be unselected so that you can continue to save files where you left off.

## Completing the data recovery

After the successful recovery of files is completed, a summary of the data recovery will appear. From here you can **Open Target Folder** and immediately access the restored files.

By clicking **Finish**, O&O DiskRecovery will be closed.

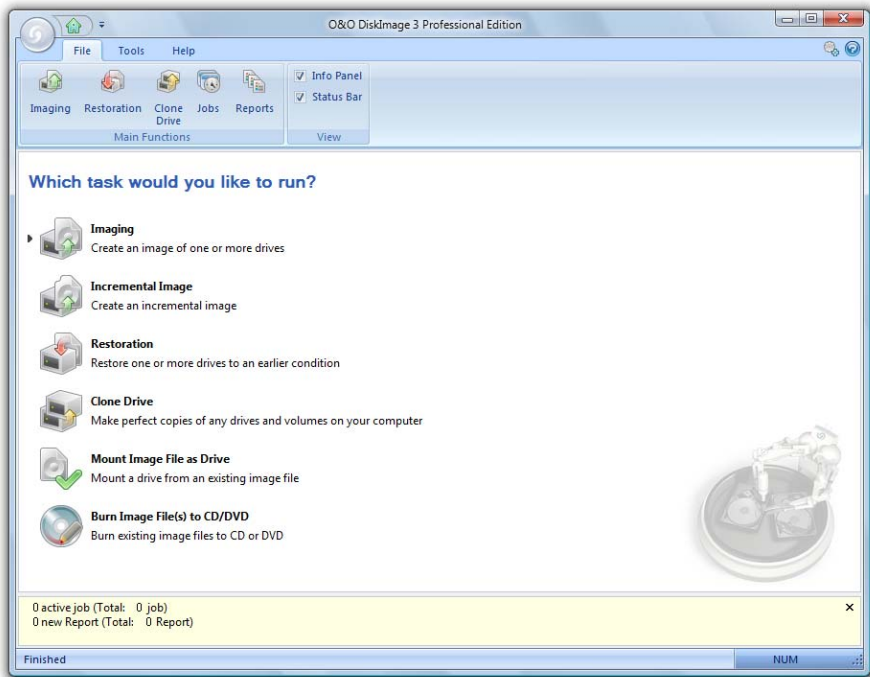
# O&O DiskImage

## About O&O DiskImage

Create images and restore entire systems quickly and easily. All the standard and professional features are combined into one single product. You can adjust all the functions to suit your requirements, with options that range from fully automatic to individually customized. Thanks to an improved user interface, it's now possible to create and manage images even faster. Creating images on a regular basis is really the best way to protect your data from being lost unexpectedly.

- automatic imaging
- imaging on external hard disks, DVD/CD, USB sticks
- powerful encryption
- intuitive user interface, looks and feels like Windows
- supports all Windows storage volumes
- and much, much more...

Start O&O DiskImage either from an icon on the Desktop or under **Start/Programs/O&O Software/O&O DiskImage**. You can receive online help by simply clicking on **Help** or by pressing F1.



Start Page of O&O DiskImage

## General Terms and Definitions

### Drive/Partition

A drive is a reserved area of the hard disk. Multiple drives can be found on a hard disk. In the following text, the term “drive” will be used to depict (single) partitions as well as logical drives in expanded partitions.

Drives are used, for example, to separate documents from programs. A division in two partitions has become generally accepted.

- Drive C: for operating systems and programs
- Drive D: for documents, e.g. photos, Office documents, music, etc.

This makes it easier to image data using data imaging products such as O&O DiskImage.

### Image

An image is a “copy” of your drive or partition. This “copy” contains all information taken from the original. A special feature of an image is that the file format is especially compressed and takes up much less disk space than the original. The more often you create images of your drive, the less you need to worry about data loss. Should data on the original

drive be lost or damaged, you can restore your last image with all its data onto your computer. With just a few mouse clicks, you can recover the original status of your drive before the last imaging.

### **Image file**

An image can be made up of many image files (\*.omg). For instance, if the storage medium you wish to put the image on is not large enough, you can split the image onto different storage media. You can also manually set the number of MB per storage volume. When you wish to split an image onto several storage volumes, a new image file is created on each volume that forms part of one image. It is vital that the volumes (CD/DVD) are numbered in case you wish to recover a drive with the image or use it as a base image for an incremental imaging.

### **Base image**

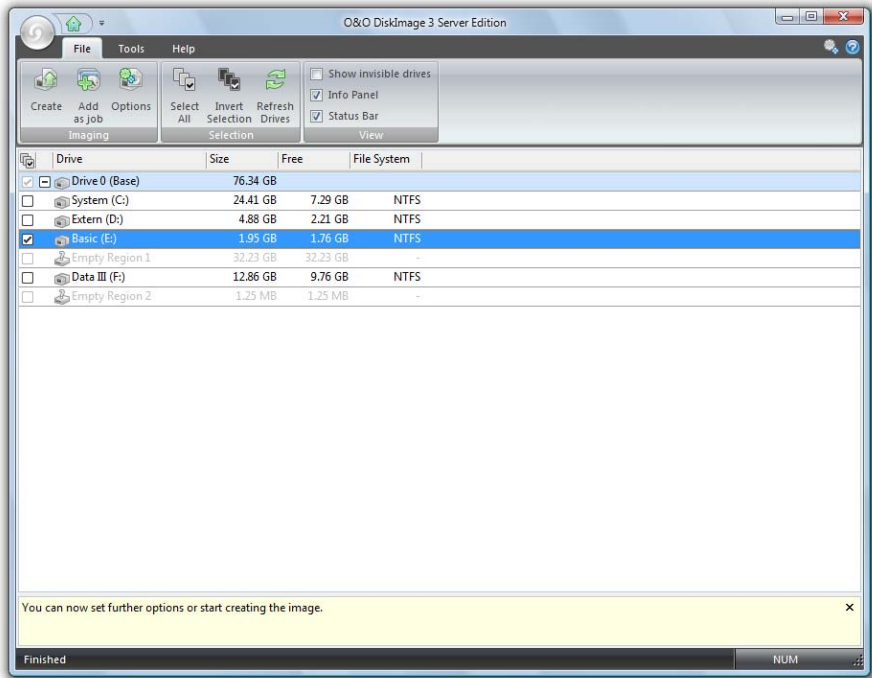
A base image is an image of your drive that can be created using all imaging methods. It serves as a basis for the creation of an incremental image. An incremental image can also be applied as a base image. In order to create or restore an incremental image, you will require the entire base image as well as all the subsequent incremental images. An exception to this occurs when the option Use Checksums to administer unchanged data under **Imaging Options/Advanced** is selected. In this case, only the last incremental image is required for creating a new Incremental Image. This option is set by default.

### **Incremental image**

An incremental image can be created using the Incremental Imaging Method (see also "Imaging options/Imaging methods"). In this way, only changes to the base image are saved. A base image has to have been made previously from the drive you now wish to image incrementally (see Base image). This method saves you time and computer load, as the image is generally smaller and contains only recent changes. Should you have built up a number of Incremental Images, you can combine them to form a new Base Image.

## **Create an image of your drive**

To create an image of one or more drives, please follow the instructions below:



Program Window for creating an image

1. In the start screen or file menu, click on **Imaging**. The program window for creating images will appear.
2. Select the drive for imaging by ticking the box next to it.
3. You can create advanced settings for your image under **Options**.

**Note:**

Additional setting options, i.e. Imaging Methods, will be described in the chapter "Imaging Options".

4. Click on **Create**, once you have completed the additional optional settings.
5. Enter the target path of the drive on which you want to save the image. You can either accept the suggested default path or select another location. Under **Program Settings**, you can also select individual default paths.
6. The image is automatically named after the date of creation. You can, however, enter a name manually. All information from the image will be saved and can later be accessed through **Image Information**.
7. Select **Start**. The image file will now be created.

**Note:**

If a storage volume is not large enough to fully store an image, you will be prompted to select a new target path.

 **Note:**

Should not all connected drives be displayed, above Selection click on Refresh Drives.

## Carry out an incremental imaging

An incremental image is recommended when you have already made several images of your drive. When creating an incremental image, only an image of the changes to the base image is made.

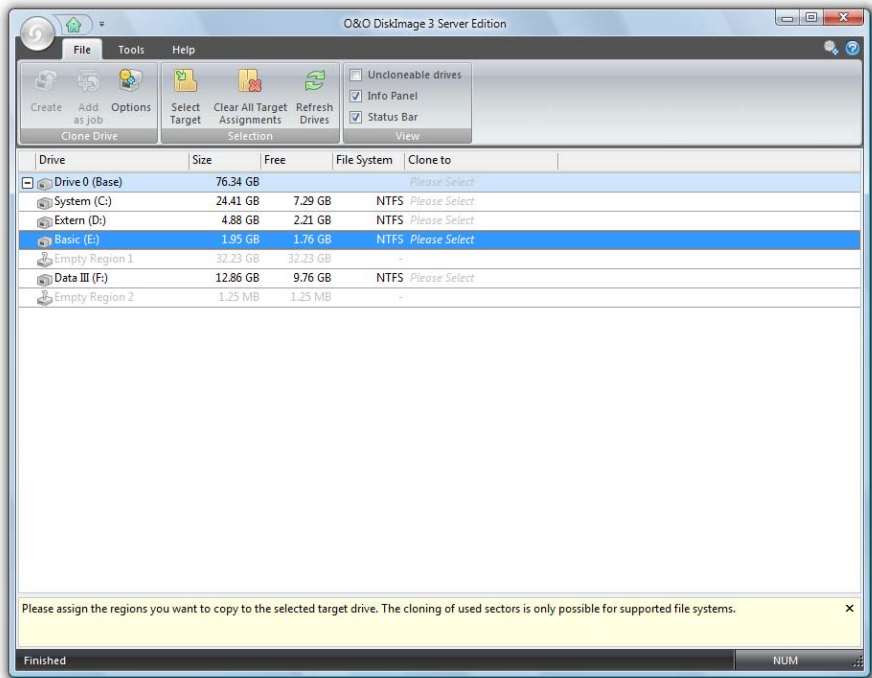
To create an incremental image, you must have first created a base image of the respective drive. As a base image you can use either a “complete” image, using the methods **Used Sector Imaging**, **Forensic Imaging** or **Direct Forensic Imaging**, or by using a previously created incremental image. The last option is only possible when the option **Use Checksums** to administer unchanged data was selected when creating the last incremental image. This option is a default setting. Should **Use Checksums to administer unchanged data** not have been selected, the complete image, along with all previous incremental images, will be required for accessing as part of the imaging process.

Follow the instructions below:

1. Please make sure that the drive containing the base image is connected to your computer.
2. Click **Incremental Image** in the start screen of O&O DiskImage.
3. A pop-up window will open where you can select your Base Image. You can find all details of the Image under Image Information and the related **Drive Information**.
4. Then click Create.
5. You can either select the suggested drive for creating the Incremental Image or select a new target path. For greater clarity, it’s advisable to store the base image and its respective Incremental Image file on the same drive. You may, however, use any drive you wish.
6. The image is automatically named after the creation date. You can however enter a name manually. All information from the image will be saved, which you can later access through **Image Information**.
7. Now click **Open** and then **Start**. An incremental image will be created from the base image. The imaging method of the original “complete” image, e.g. Used Sector Imaging, remains the same and cannot be amended.

## Clone Drive

This function enables you to make a cloned image of an entire drive with all the saved data, and without having to create image files. The drive is then saved on a selected storage volume as a proper drive without compression. The advantage of a clone as opposed to the creation of an image is that there is no detour through the image file. You can directly access the clone of the drive without having to restore the drive itself. You do, however, require much more disk space for a clone as you do for an image.



Program Window for cloning a drive

**Important:**

When cloning your drive (Source Drive), the selected target drive, i.e. the place chosen for the clone to be stored, will be overwritten. All data stored on it will be deleted and replaced by the clone! You should therefore save the cloned image on, for example, an external hard disk chosen for this purpose.

**Note:**

When making a cloned image of the drive, you should adjust the features of the target drive for future application. Make sure, for example, that the system partitions of the cloned image will be able to boot.

**Note:**

Additional options for cloning the image may be selected under **Cloning Options**. See chapter "Cloning Options".

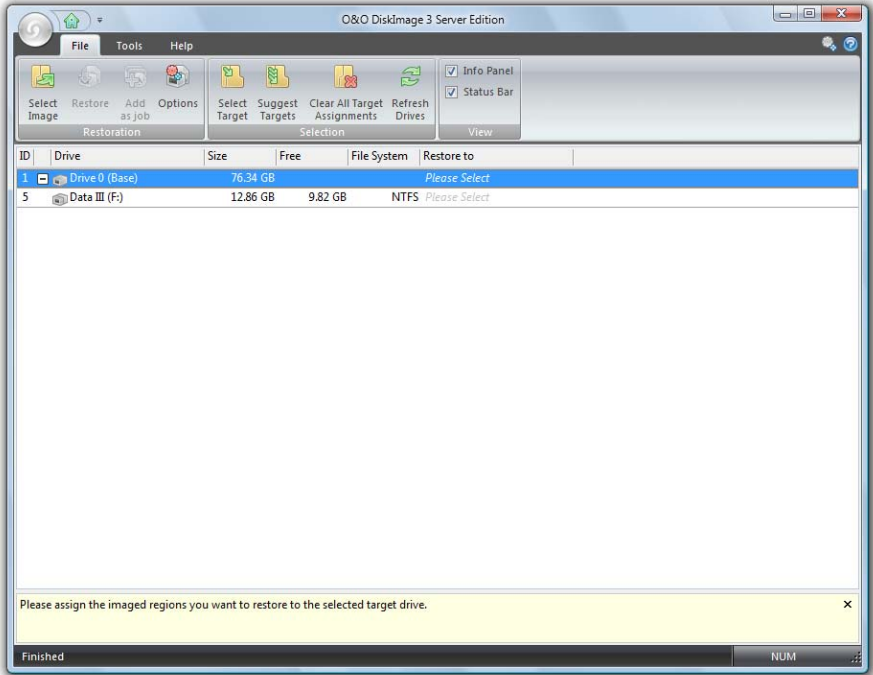
1. Select **Clone Drive** from the start page.
2. Select from the list the drive you wish to copy.
3. Select a location for the clone in the column **Clone to**.
4. Click **Create** and confirm your entry.

You can also "reverse" your clone in exactly the same fashion.

## Image restoration

If you wish to transfer an existing image to your computer, click **Restoration** on the start page or in the file menu.

You can access all information on your newly created image in Image Information and display the related **Drive Information**. You can also apply further settings under **Options**.



Program Window for restoring an image

 **Important:**

During restoration, the image overwrites your selected drive with the data of the drive contained within the image. All data on the target drive is thereby lost and replaced by that of the image.

 **Note:**

If you split your image onto various storage volumes, all such storage volumes will be required for a restoration. If you have opted to make an Incremental Image, all images from the original base image to all subsequent Incremental Images will be required.

 **Note:**

When you wish to restore a system drive, you must use the O&O DiskImage Start CD and start the restoration from there.

To restore an image, please follow the instructions below:

1. Please make sure that the drive containing the image is connected to your computer.
2. Under File click **Select Image**.
3. A window appears with the drive and image file. (\*.omg). Should the image file presented not match the one required, browse through your drives and enter the path to the image file.
4. Select **Open**.
5. Now click either **Select Target** or **Suggest Target**.
6. Select a target drive for the image file. You can either replace an existing drive or create a new drive, for example, in an empty sector.
7. Now click **Restore**.
8. Click **Start** in the program window. The image file will now be transferred to the computer.

## Save Images onto CD/DVD

To save your image to CD/DVD, it is necessary to have first created an image, as described in the section entitled "Creating an Image". The image file(s) must be stored on an internal or external drive. Only then will it be possible to save your image file(s) (\*.omg) to CD/DVD. Images cannot be saved directly on CD/DVD without having first been saved on an external or internal drive.

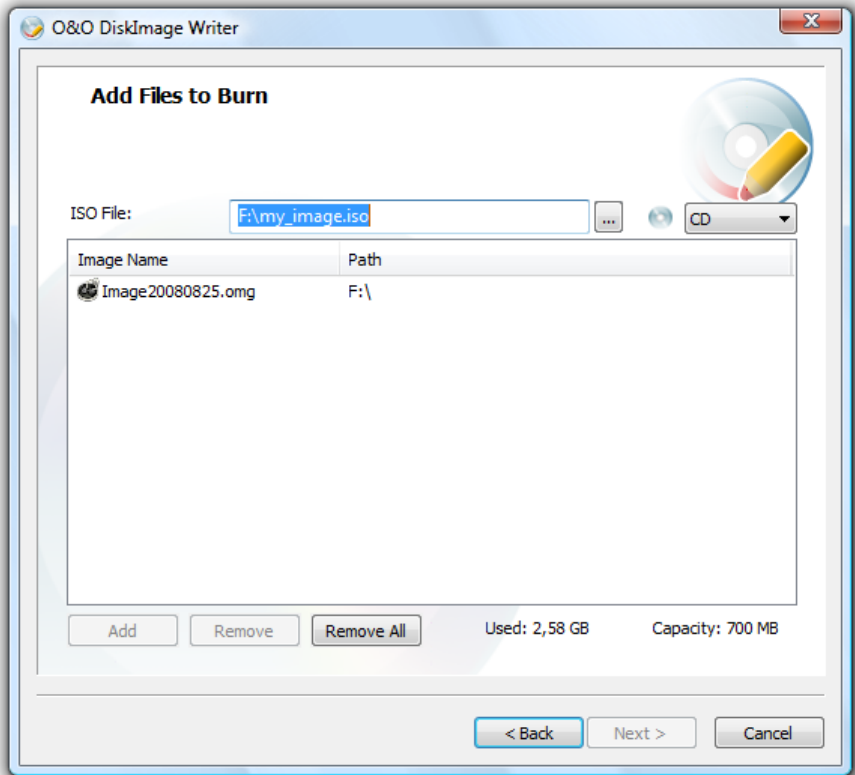
1. Under Imaging **Options/Image File/File Size** limit the image files to the size of your blank CD/DVD. The image will then be split into multiple image files. The splitting of the image file at a later time is also possible, (See "Converting Image File"). It is recommended, however, that you split the image file when it is being created.
2. Go back to the O&O DiskImage start page and then click on **Burn Image File(s) to CD/DVD**
3. Follow the instructions in the dialogue window.

### **Note:**

Only image files (\*.omg) or ISOs created using O&O DiskImage can be saved onto CD/DVD.

### **Note:**

When renaming individual parts of the image, it is recommended to keep the "number portion" of the filename (the number in parentheses) so that you can trace the order of the files and avoid problems when restoring the images at a later time



Create an \*.iso file

## Job Assistant

To keep you from having to set a program function manually every time you use it, O&O DiskImage provides you with special time scheduling and job planning features that will run your applications automatically.

By using these features you can determine the exact moment and any additional parameters for setting a time scheduled action.

This will allow you to edit, disable, or even delete jobs.

## Creating a job – General information

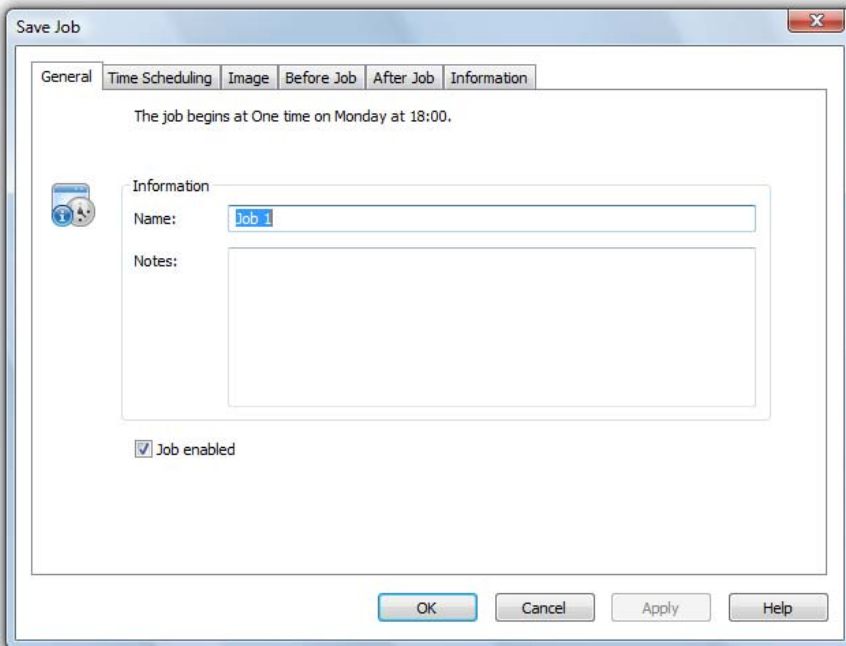
Before setting up a job, you'll have to select the corresponding activity.

1. Once the start page is opened, click the activity desired, for example, **Imaging, Clone Drive, or Restoration**.
2. Put in place all the settings that are necessary for the job. Select, for example, an imaging for particular drives or select additional settings from among the various options on the program page. Your settings will then be saved and applied to the subsequent job.
3. Now click **Add Job** and enter a name in the Job Assistant for this particular job. This will be later used for preparing the report and will serve as information regarding the activity this job will run. The name of the job has only symbolic meaning and can also be already applied to other jobs.

In the field **Notes** you may enter text that can provide a few details about the job.

### Enable Job

If you don't wish to carry out the job for the time being, but don't want to delete it, you can choose to disable it. The job will thereby remain dormant until it is once again enabled.



Job Assistant general information

## Plan a schedule

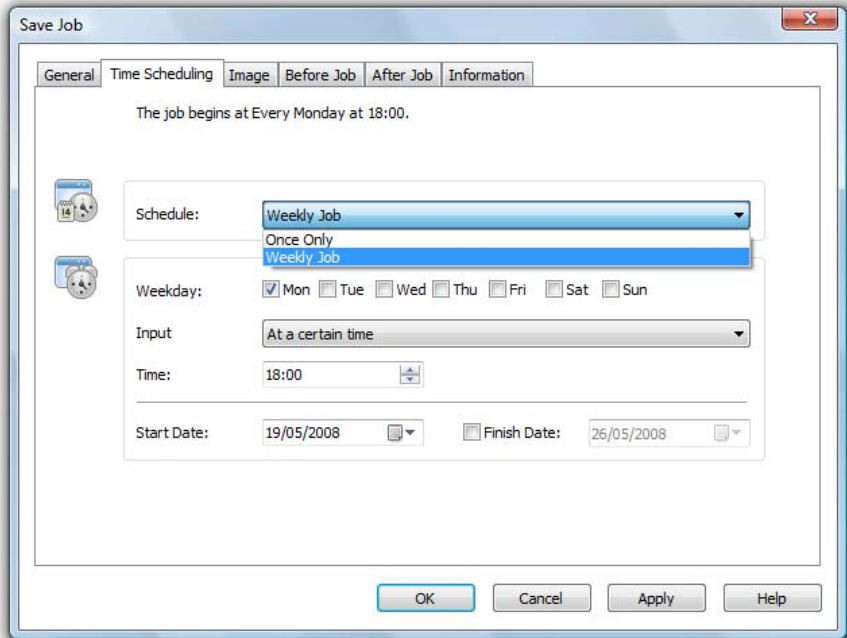
Under **Time Scheduling** in the Job Assistant, you can determine the exact moment when the job should be carried out. A job can be performed one time only or repeatedly. The options for how this should be done will change according to the way you select to run the job.

### Once only:

- Choose the starting event
- Time
- After User Logon

### Weekly job:

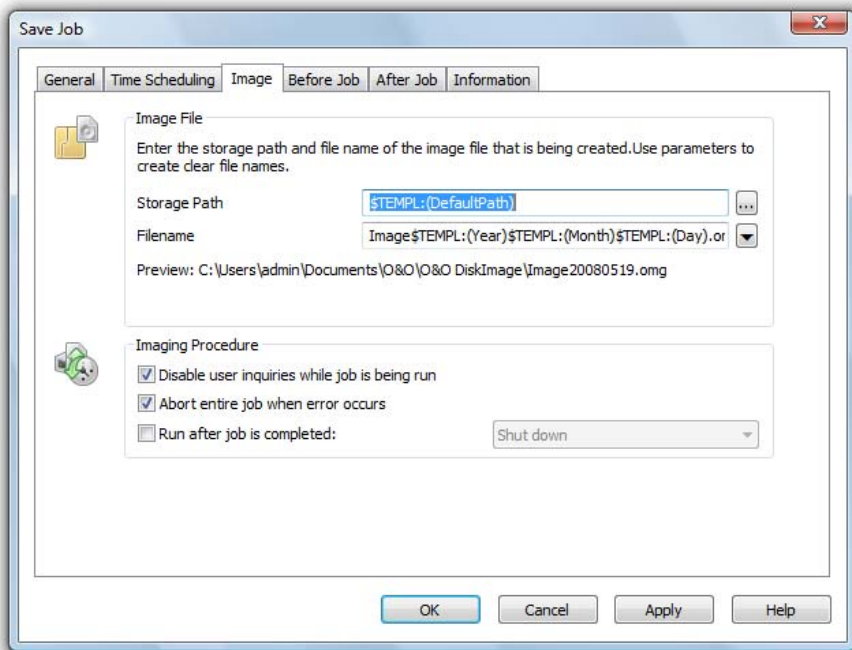
- It's possible to select the day of the week, the date and time
- It's possible to select the start and finish date for the length of the interval. The job will be performed for example, five weeks in a row, once a week.



Job Assistant Time Scheduling

## Settings for a job

You can set additional options for your job in the third tab (Image) of the Job Assistant. The choice of settings is based on your selected activity. For an imaging activity, you could, for example, enter a storage location and a name for the image.



Job Assistant: Imaging

### Disable user inquiries while job is being run

User inquiries are questions that can arise during the normal course of carrying out a job. The job will thereby be interrupted, because the user either has to make a decision or additional information is required for continuing.

There might, for instance, be a confirmation dialog if there's already a filename being used for the image.

Should this interactive option be turned off, in a worst case scenario there will be no confirmation dialog, while the job is being run, and it will be aborted by default and logged as an error.

### Abort entire job when an error occurs

The job will be aborted whenever an error occurs.

### Run after job is completed

Here you can choose between Restart, Shut Down und Log out. If you don't select any activity, the computer will return to its condition prior to making the image and remains, as a rule, simply ready to go.

## Reports

A status report will be created for every action performed by O&O DiskImage. It can be accessed as an HTML document in the File menu on the start page via Reports. In the report you will find all information about the progress of an installation or a job

# O&O PartitionManager

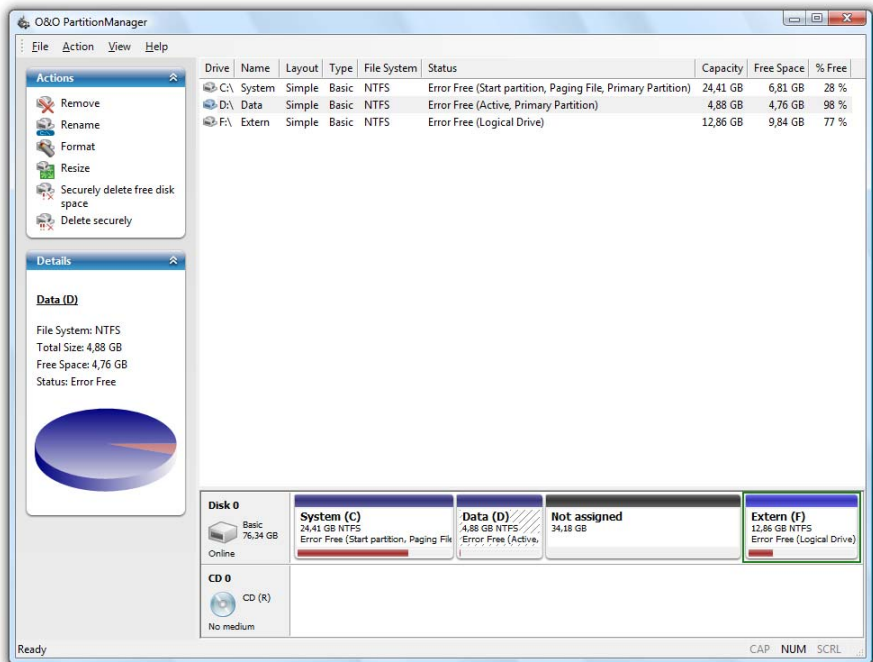
## About O&O PartitionManager

O&O PartitionManager provides a number of advanced options such as changing the size of a drive, or moving it from one place to another. What makes it even more unique is the integration of O&O SafeErase, our multiple award winning tool for deleting data securely. This is something that comes in very handy, when you no longer need a certain partition and wish to free the space it's taking up on the disk.

The following chapters will give you a broad view of the program functions available on O&O PartitionManager. Many functions on it have been designed in a way similar to the Windows Disk Manager. Beyond that, however, O&O PartitionManager has a number of useful functions that will make it even easier for you to manage your hard disk.

### Note:

You can find the complete handbook of O&O DiskRecovery in the O&O RescueBox CD as PDF. The detailed Online Help of the program can be accessed via F1 or under Help.



Start Page from O&O PartitionManager

## Tips and important instructions

### **Important:**

Create an image of your data! Before you use O&O PartitionManager, it's a good idea to create an image of your hard disk's contents with the help of special software like O&O DiskImage. This is important because in the process of deleting, creating or extending the partition of a volume, existing data could, under certain conditions, be permanently destroyed. Even if you're not intending to change individual partitions or volumes, you should still create an image of important data or your entire hard disk, before you begin using O&O PartitionManager.

### **Note:**

You must be a member of a local administrator group or possess comparable permissions in order to work with O&O PartitionManager on a local computer.

### **Note:**

Deleting the system partition with O&O PartitionManager is only possible by using the Start CD from and under Windows PE.

## General information about disk management

O&O PartitionManager will allow you to create and convert ("change") various types of disks.

### **Note:**

The original disk must be empty in order for it to be changed into another disk type.

### **Basic disks**

A basic disk is a physical disk, e.g., a hard disk. It's possible to create up to four primary partitions on a basic disk, or three primary partitions and one extended partition with any number of logical drives.

O&O PartitionManager will let you change a basic disk into

- a GPT Disk or
- a dynamic disk.

### **Dynamic disks**

A dynamic disk is a physical disk, e.g., a hard disk, which is formatted to also support dynamic volumes. Dynamic volumes can be sprawled over a number of disks.

Dynamic disks from new or unknown hard disk will initially be displayed as unallocated spaces. With the help of O&O PartitionManager, you can import them so that they will be displayed as dynamic disks. A dynamic disk can be changed into

- a basic disk or
- a GPT Disk.

 **Note:**

Certain problems may arise when trying to import disks of various Windows Versions, e.g., W2K and XP. This is why you should only import disks of the same Windows version.

### GPT Disks

A GPT Disk (GUID Partition Table) can be changed into

- a basic disk or
- a dynamic disk.

## Convert to dynamic disk

You can change a basic disk into a dynamic disk. Dynamic disks make it possible to create volumes that extend over a number of disks. All volumes present on dynamic disks are labeled as dynamic volumes.

You can select the function **Convert to Dynamic Disk** by right-clicking the disk, or under the program setting **Action**.

 **Note:**

A disk may only be changed into a dynamic disk, when the original disk contains no partitions or volumes.

## Convert to GPT Disk

You can change dynamic disks into a GPT Disk (GUID Partition Table). A GPT Disk is the same as an MBR basic disk, except that a GPT Disk can have up to 128 partitions created on without the need for an extended partition. You can change a disk into a GPT Disk by selecting **Convert to GPT Disk** when you right-click the disk, or by clicking under **Action**.

 **Note:**

A disk can only be changed into a GPT Disk, if the original disk contains no partitions or volumes.

## Convert to MBR Disk

You can change dynamic disks and GPT Disks into an MBR (Master Boot Record) disks.

You can select the function **Convert to MBR Disk** by right-clicking the disk, or under the program setting **Action**.

 **Note:**

A disk can only be changed into an MBR Disk when the original disk contains no partitions or volumes.

## Detect new disks

Should newly connected disks, e.g., USB sticks, internal and external hard disks not be displayed, under Action select Search for New Devices to refresh the view of disks.

 **Note:**

Restart your computer if the new disk is not identified.

 **Note:**

New disks will be added to your computer as basic disks by default.

 **Note:**

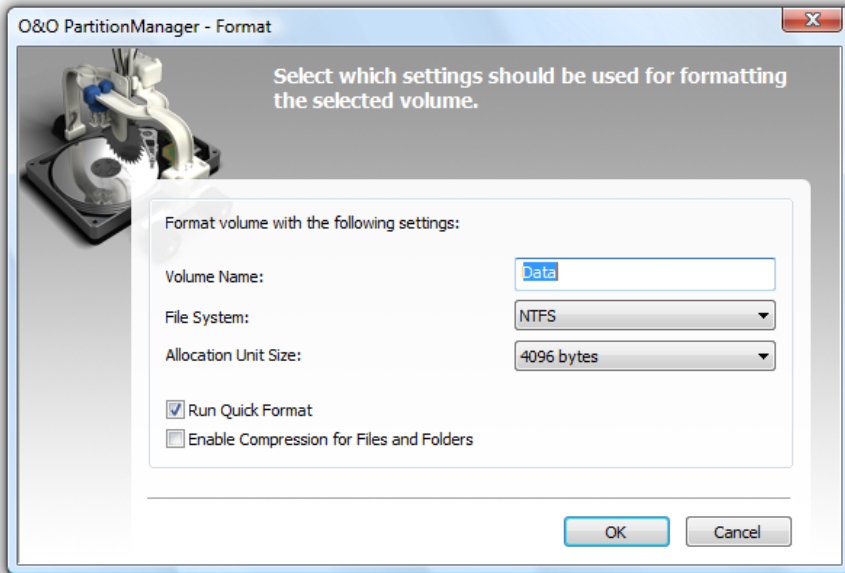
Dynamic disks of new or unknown hard disks will first be displayed as unallocated spaces. O&O PartitionManager will help you import them so that they will then be displayed as dynamic disks.

## Format drives

You can format a selected drive, partition, or a volume by right-clicking the corresponding object, or by clicking under Jobs. Formatting will delete all existing data in the object and also create a file system on the drive, which will later permit you to save data on it.

 **Note:**

Any data on the drive you want to format will be lost as a result of the formatting. To be on the safe side, create an image of this data before formatting, using a program like O&O DiskImage.

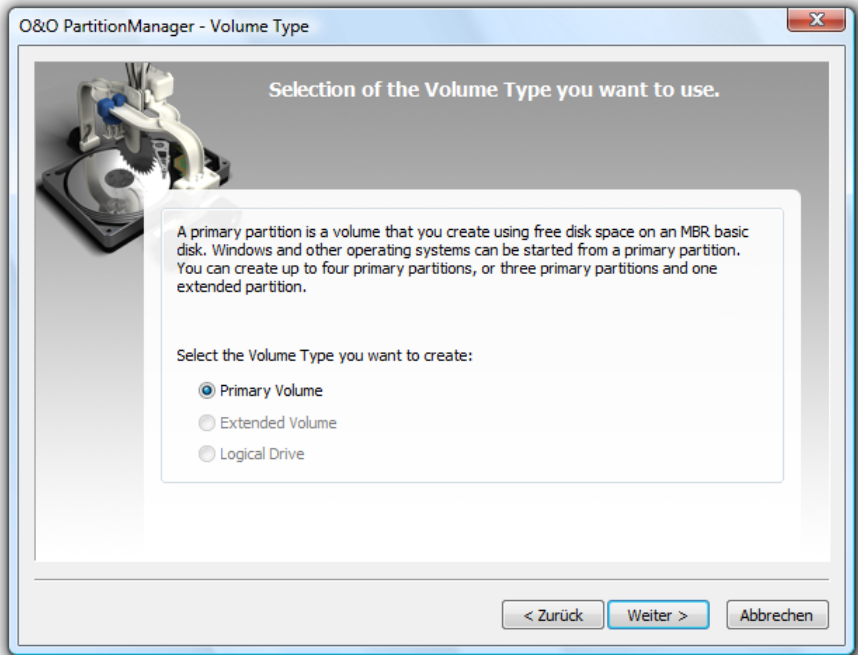


Format volume

## Create a primary partition out of a new drive

You can change unallocated spaces of the hard disk(s) /basic disk(s) into a new primary partition. A primary partition functions just like a separate disk: It can be used for installing an operating system. It's possible to create up to four primary partitions on a basic disk or three primary partitions and one extended partition with any number of logical drives.

1. To create a primary partition, right-click the unallocated space and then click **New Partition**, or click under **Action** in the Menu Bar.
2. Follow the questions in the dialog and in the dialog **Select Volume Type**, click **Primary Partition**.
3. In the next step you should specify properties such as drive letters and size of the partition.
4. You can then format the drive immediately (recommended) or at a later moment, the initialization will follow automatically.
5. Following confirmation, the new partition will be displayed graphically.



Creating a Primary Partition

## Create an extended partition

An extended partition can only be created on an MBR Disk and may contain one or more logical drives. Extended partitions are useful for creating more than four partitions on an MBR Disk.

You can create an extended partition in an unallocated space of the hard disk.

1. To create an extended partition, right-click the unallocated space then click **New Partition**, or click under **Action** in the menu bar.
2. Follow the questions in the dialog and in the dialog **Select Volume Type**, click **Extended Partition**.
3. In the next step you should specify properties such as the size of the partition.
4. After confirmation, the extended partition will be displayed graphically as "Free Space".

## Create a logical drive

A logical drive can only be created on an extended partition. Logical drives perform the same function as primary partitions, but cannot be used for booting the operating system.

1. To create a new logical drive, right-click the extended partition, then click **New Partition**, or click under **Action**.
2. Follow the questions in the dialogue, and in the dialogue **Select Volume Type**, click **Logical Drive**.
3. In the next step you should specify properties such as drive letters and size of the partition.
4. You can then format the drive immediately (recommended) or at a later moment, the initialization will follow automatically.
5. After confirmation, the logical drive will be displayed graphically.

## Create a new simple volume

A new simple volume can only be created on an unallocated space of a dynamic disk.

1. To create a new simple volume, right-click the unallocated space then click **New Simple Volume**, or click under **Action**.
2. In the next step you should specify properties such as drive letters and size of the partition.
3. You can then format the drive immediately (recommended) or at a later moment, the initialization will follow automatically.
4. After confirmation, the new simple volume will be displayed graphically.

## Create a new spanned volume

A spanned volume is a partition that's shared by at least two disks. A spanned volume can only be created on dynamic disks. A minimum of two disks, e.g., hard disks, are required for doing this.

### **Note:**

This function is not supported by Windows XP Home.

1. To create a new spanned volume, right-click the unallocated space of a dynamic disk and click **New Spanned Volume**, or click under **Action**.
2. In the next step you should select the disks you want to use and add them to the selection. You must select at least two disks.
3. You can also select the size of the individual parts. In the selection, mark the corresponding disk in the list and specify the size you desire.
4. You can then assign the drive letters.
5. You can then format the drive immediately (recommended), the initialization will follow automatically.
6. After confirmation, the new spanned volume will be displayed graphically.

## Create a new striped volume

A stripe set volume can only be created on dynamic disks. There have to be at least two disks, e.g., hard disks, available in order to do this. A stripe set volume saves data alternately in stripes on selected disks. As this involves simultaneously contacting ever more (at least two) disks, the load will be divided, which means data can be written and read faster with a stripe set volume than with a simple or spanned one.

 **Note:**

This function is not supported by Windows XP Home.

1. To create a new stripe set volume, right-click the unallocated space of a dynamic disk and select **New Striped Volume**, or by clicking under **Action**.
2. In the next step you should select the disks you want to use and add them to the selection. You must select at least two dynamic disks.
3. You can also specify the size of each part. The size of each part will always remain identical.
4. You can then select the drive letters.
5. You can then format the drive immediately (recommended), the initialization will follow automatically.
6. After confirmation, the new striped volume will be displayed graphically.

## Create a new mirrored volume

A mirrored volume can only be created on dynamic disks. A minimum of two disks, e.g., hard disks, are required for doing this.

 **Note:**

A mirrored volume can only be created under Windows Server 2000, 2003 or 2008 (all Editions).

Unlike stripe set volumes, identical data will be written onto the disks of a mirrored volume. The data will therefore be "mirrored" from one disk, e.g., hard disk, to another. This provides you with a "backup copy", just in case one disk is defective.

1. To create a new mirrored volume, right-click the unallocated space of the dynamic disk and select **New Mirrored Volume**, or click under **Action**.
2. In the next step you should select the disks you want to use and add them to the selection. You must select at least two dynamic disks.
3. You can also specify the size of each part. The size of each part will always remain identical to the other.
4. You can then assign the drive letters.
5. You can then format the drive immediately (recommended), the initialization will follow automatically.
6. After confirmation, the new mirrored volume will be displayed graphically.

## Create a new RAID 5 volume

A RAID 5 volume can only be created on a dynamic disk. At least three (and a maximum of 32) dynamic disks are required for doing this.

 **Note:**

A RAID 5 volume can only be created under Windows Server 2000, 2003 or 2008 (all Editions).

A RAID 5 volume is a mixture of payload and data redundancy. This makes a RAID 5 volume very fault-tolerant. If you create, for example, a RAID 5 volume using three dynamic disks of 10GB each, the entire volume will have a capacity of 20 GB. The remaining disk space will be used for storing backup data (parity). RAID 5 volumes cannot be extended or mirrored.

1. To create a new RAID 5 volume, right-click the unallocated space of the dynamic disk and click **New RAID 5 Volume**, or click under **Action**.
  - a. In the next step you should select the disks you want to use and add them to the selection. You must select at least three dynamic disks.
2. You can also specify the size of each part. The size of each part will always remain identical to the other.
3. You can then select the drive letters.
4. You can then immediately format the drive (recommended), the initialization will follow automatically.
5. After confirmation, the new RAID 5 volume will be displayed graphically.

## Mirror drive

You can create a mirror out of a simple volume. The data on it will then be copied onto another drive. Every change that is made to the original drive will automatically be made to the mirror.

1. To create a mirror, right-click the original drive and click **Mirror** or **Add Mirror**, or click under **Action**.
2. In the next step you should select the disk where the mirror should be saved.
3. After confirmation, the mirroring process will be run.

## Rename drive and change paths

If you want to change the drive letters, right-click the drive then click **Change Drive Letter and Paths** and enable your settings in the dialog window.

Paths can also be assigned instead of drive letters. Just like a shortcut, the created partition will then be displayed in the new folder (only with NTFS).

## Delete drive

You can delete an existing drive by either right-clicking it, or clicking under **Action**. This will result in both the drive and all data on it being permanently lost.

 **Note:**

When you remove a drive, all data on it will be lost. To be on the safe side, before deleting, create an image of your data drive with special software like O&O DiskImage.

 **Note:**

Deleting the system partition with O&O PartitionManager is only possible by using the Start CD from and under Windows PE.

## Delete the contents of a drive securely

When you delete data, they are no longer visible to the system. Your data, however, are still present on your hard disk. To be sure that your data are permanently deleted, right-click the drive and select the function **Delete Drive Securely**. This is something you should really do in the event you want to give your computer away or sell it.

 **Note:**

When you delete the contents of a drive securely, all data on it are destroyed. This data will then be securely deleted using the technology of O&O SafeErase. At this point, not even special data recovery software will be able to restore them. To be on the safe side, before deleting, create an image of your data drive with special software like O&O DiskImage.

 **Note:**

Deleting the system partition with O&O PartitionManager is only possible by using the Start CD from and under Windows PE.

## Securely Delete

When you delete a drive, its space will once again be labeled as free space on the hard disk. Your data are still present on the hard disk, but they are no longer visible to the system. To be absolutely certain your data are permanently deleted, right-click the drive and click **Delete Drive Securely**. This is something you should really do in the event you want to give your computer away or sell it.

 **Note:**

When you delete a drive securely, the drive will be permanently deleted with the technology of O&O SafeErase and all data on it can never be recovered. At this point, not even special data recovery software will be able to restore them. To be on the safe side, before deleting, create an image of your data drive with special software like O&O DiskImage.

**Note:**

Deleting the system partition with O&O PartitionManager is only possible by using the Start CD from and under Windows PE.



Securely Delete

## Delete free disk space securely

Deleted doesn't always mean deleted. Even when you delete data from the Windows Recycle Bin, they are still present on your hard disk. It's just that they are no longer being "read" by the system. Once you use **Delete Free Disk Space Securely** on an area of the hard disk, all data that have ever been stored there will be permanently destroyed.

This can be done by right-clicking a partition, an unallocated space, or a free space and then clicking **Delete Free Disk Space Securely**. Not even special data recovery software will be able to restore any data from these free space areas.

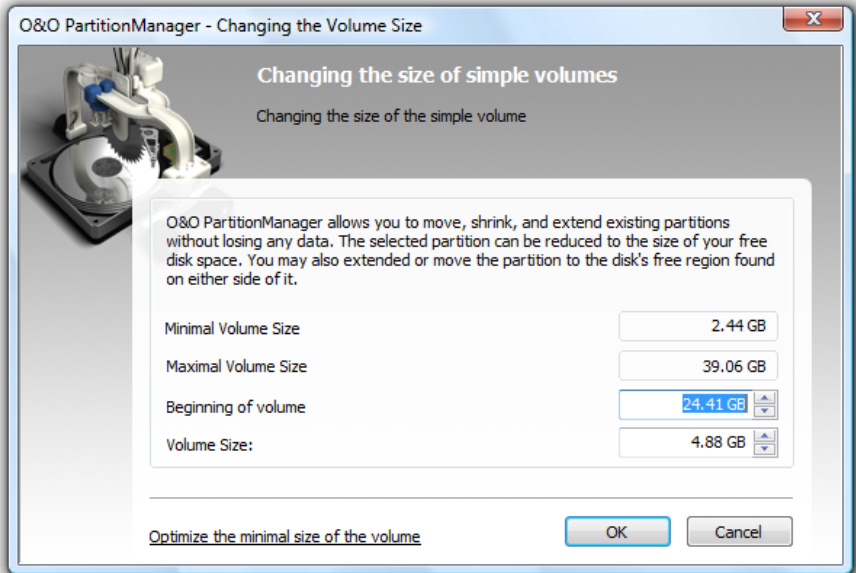
**Please note:**

Once you delete free disk space, all data that have ever been stored there will be permanently deleted with the technology of O&O SafeErase. Not even special data recovery software will be able to restore them. To be on the safe side, before deleting, create an image of your data drive with special software like O&O DiskImage.

## Change the size of a drive

### Note:

Increasing or reducing the size of a system partition is not possible with O&O Partition-Manager.



Changing the size of a volume

## Increase drive

### Note:

If the job is not successfully run, there is a risk that data saved on the drive will be partially or fully lost. To be on the safe side, before increasing the size of a drive, create an image of the original drive with O&O DiskImage.

- Right-click the drive or click under **Action** and then click **Change Size**. You should then adjust the size of the drive in the dialogue window. Please note that you can only increase a drive onto the disk space displayed directly behind it.

## Shrink drive

You can shrink a volume down to its free space or even until its last physical file. You can also find free space in between files in some volumes (so called holes), which cannot be used while decreasing in size. These holes can be closed if you optimize the volume. We therefore recommend optimizing your volume before reducing it. As a result, all files will be reorganized and saved back to back. In other words, your files will physically be moved forward,

and the distance of the last file to the end of the volume will have increased. Consequently, the volume can then be shrunk to the maximum. Optimization is based on the technology of our multiple award-winning defragmentation program, O&O Defrag.

 **Note:**

If the shrink job cannot be performed successfully, there is a risk that the data saved on the volume might be partially or even fully lost. To be on the safe side, create an image of your original volume using, for example, O&O DiskImage before reducing the drive.

1. Right-click the drive or click under **Action** and then click **Change Size**.
2. We recommend choosing the option **Optimize Minimum Size of Volume**, before shrinking your volume. Optimization can take some time, depending on the size of the volume.
3. After optimization, the dialog for shrinking the volume is displayed anew. Please enter your desired size in the selection screen.

You will have to delete data on your volume to have more free storage space, if there is not enough space after optimization.

## Moving a drive

 **Note:**

If the job cannot be successfully run, there is a risk that data saved on the drive will be partially or entirely lost. To be on the safe side, make an image of the original drive before you move any drive. A product like O&O DiskImage is perfect for doing this.

- Right-click the drive or under **Actions** click **Change Size** and then under **Volume Begin** adjust the dimensions of the volume to fit the hard disk.
- Keep in mind that you can only move the drive in the direction of the free disk space that is still available on the hard disk.

# Support and Contact

## Technical Support

To receive more information about O&O RescueBox, please visit our website, [www.oo-software.com](http://www.oo-software.com), and get the latest information about product developments and support. Also included on our website are regularly updated FAQs and Knowledge Bases that offer the most common problems and questions regarding our products.

All registered customers receive installation and product support free of charge for the first 90 days after registration. When contacting our support department, please do not forget to have your registration code ready.

In addition, it may be helpful to read the frequently asked questions (FAQ) section of our website before contacting our support department. It is always possible that your specific question or problem may have already been addressed.

## Authorized Resellers

For answers to all questions regarding the licensing and purchase of our software products, our authorized reseller partners in over 30 countries stand ready to assist you. Their names and addresses may be found at our website under the 'Purchase' heading. We would also be more than happy to assist you in finding the partner closest to you.

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# Online Registration

## Online Registration

In order to register an O&O Product online, you'll need the registration code that you received at the time you purchased your product. This registration code is also called a license key, a serial number or product ID.

If you'd like to register, start the O&O program. The questions related to online registration always appear at the start, provided you haven't registered online.

## What are the advantages of online registration at O&O?

Online registration gives you the benefit of having your customer data kept safely on our files, which means we can provide you with even better service. This comes in very handy if, for example, you're unable to find the access code to your product. With online registration, a new one can be issued quickly and easily. The access code is needed for making Updates or reinstalling the O&O programs on your computer if it ever needs to be set-up again.

### Further advantages will let you:

- Be supplied with the latest information about our products
- Make free updates on new versions of purchased items (minor updates)
- Upgrade to a new version at a special discount price (major update)
- Obtain support from our Customer Service
- And much, much more...

## How does online registration work?

If your O&O program was purchased on our Online Shop, you've automatically registered with us. If it was purchased through a Dealer, you'll be asked during installment if you'd like to register. You then have the option of either registering immediately or at another time. All you'll need is a functioning Internet connection and a valid license key. You may also complete the registration form right here:

[www.oo-software.com/register](http://www.oo-software.com/register)

Just return the completed online form by clicking "Send" and you'll be eligible to take full advantage of our O&O Customer Service.