



Windows System Restore and Backup

Your factory installation of Windows, including any custom software installations and hardware drivers, is recoverable from unforeseen events such as viruses, unstable software downloads, and hard drive failures, and is included on the AUDIO Drive installed in your computer. If your PCAudioLabs Computer **does not have a secondary hard drive**, your image will be included on a set of DVDs, *but only if your MC does not have a secondary hard drive*. If you did not order a DVD rom with your MC and your MC only has one hard drive, *your restore image will be contained in a partition on your primary drive labeled "Recovery" – you should back this up to another hard drive **immediately**, as if your primary hard drive fails, you will lose your backup!*

This restore image is stored on your Audio drive in a folder labeled "**WindowsImageBackup**". Please **DO NOT Delete this folder!** If you delete it, you will lose your restore image. If you must move the folder, please do so to a reliable hard drive. We cannot store your recovery image and so this image is your best way to refresh your MC. If your restore image is on DVDs, you **MUST** keep these safe.

It is also advised to make a secondary backup of this folder to a hard drive not in your computer, such as a backup hard drive kept in a secure place.

In the event of a catastrophe, the PCAudioLabs Restore Image or DVD(s) can be used with your existing or a new hard drive to bring your system back to the way it was when you first received it. You will lose all files on the OS hard drive. Your system will be refreshed to its original state. You will not lose files on your other hard drives, but we recommend always backing those up, too.

To restore your MC to its factory settings (when your computer was built for you):

Windows 7:

1. Insert the Windows 7 Repair Disc, provided with your computer, into your DVD drive.
2. Reboot the computer. As the computer boots, repeatedly press the **F11 key if you have an MC EX or MC10, the F12 key if you have an OB1 system, or the F7 key if you have a laptop**.
3. You will be presented with a screen which reads "Please select boot device". Use the arrow keys on your keyboard to select the option "TSST Corp CD/DVD", and hit ENTER. The system will boot from the Windows 7 repair disk.
4. You will be presented with a screen which has an option listed as "Repair your computer". Click this.

5. Select "System Image recovery" from the resulting list.
6. Tick the radio button next to "use the latest available system image". If your Windows Image is not on a hard drive connected to the computer, you will be prompted to insert the last disk in the series of DVDs with your restore image contained on them into the CD rom. These disks are included with your PCAL MC. Insert the final marked disk in the series and click NEXT.
7. Check "Only restore system drives" If not already selected. Click NEXT.
8. You will be presented with a summary of your restore; click FINISH. The system will be restored from the factory installation image included with your computer, or, if you've updated this image with another windows backup, you will restore to the last known image point.
9. The computer will reboot. Remove any Windows disks from the DVD rom. Allow Windows to boot.
10. Windows should now be booted and you should be able to continue working.

Windows 8/10:

1. Insert the Windows Installation Disc (Windows 8) or the Windows 10 repair disk or USB stick, on some systems) , provided with your computer, into your DVD drive or USB port.
2. Reboot the computer. As the computer boots, repeatedly press the **F11 key if you have an MC EX or MC10, the F12 key if you have an OB1 system, or the F7 key if you have a laptop.**
3. You will be presented with a screen which reads "Please select boot device". Use the arrow keys on your keyboard to select the option "TSST Corp CD/DVD", and hit ENTER. The system will boot from the Windows repair disk. If you are booting from a USB stick, please select "UEFI - USB Device".
4. The Windows repair disk may instruct you to "Press any key to boot from CD". If so, please press a key on your keyboard to boot from the disk.
5. Windows will take a moment to load some files.
6. You will be presented with a screen which requires you choose your language; choose English, click NEXT.
7. Click "Repair your computer"
8. Click "Troubleshoot".
9. Click "Advanced Options".
10. Click "System Image Recovery".
11. If prompted, select your operating system, Windows 8/10.
12. If prompted, select the Administrator account on your computer; the default is PCAudioLabs. There is no password associated with this account by default.
13. If your restore image is contained on DVDs (for computers without a secondary hard drive), you will be prompted to insert the final disk in the series of restore image DVDs. Insert this

disk, and click OK. Otherwise, you will be shown a selection for the most recently created system image to be used (this is the one on your secondary hard drive).

14. If not ticked, tick the radio button next to “use the latest available system image”. Click NEXT.
15. Check “Only restore system drives” if not already selected. Click NEXT.
16. You will be presented with a summary of your restore; click FINISH. The system will be restored from the factory installation image included with your computer, or, if you’ve updated this image with another Windows backup, you will restore to the last known image point.
17. The computer will reboot. Remove any Windows disks from the DVD rom. Allow Windows to boot. Windows should now be booted and you should be able to continue working.

We advise that you perform a Windows Image Backup of your computer after you have received it and installed all of your necessary applications.

To perform a system backup:

Windows 7:

1. Click the start button, then click Control Panel. Under “System and security”, select “Backup your computer”.
2. Click “Create a system image”.
3. Windows will ask where you’d like to save your backup; if you are overwriting the image shipped with your computer, the option “On a hard drive” will be selected automatically and you will overwrite your previous restore image. If you do not wish to do this, select a different hard drive from the pulldown menu, or select “On one or more DVDs”.
4. Proceed with the backup process. Your system is now backed up.

Windows 8/10:

1. On Windows 8, Click the start button. On the start Screen, type “File history”. Select File history from the found items.
2. On Windows 10, search for “Backup”, and select “Backup and restore” from the found items.
3. Click “Windows image backup” in the resulting window.
4. Windows will ask where you’d like to save your backup; if you are overwriting the image shipped with your computer, the option “On a hard drive” will be selected automatically and you will overwrite your previous restore image. If you do not wish to do this, select a different hard drive from the pulldown menu, or select “On one or more DVDs”.
5. Proceed with the backup process. Your system is now backed up.

You may also wish to use an online, cloud-Enabled backup option, to backup your system.