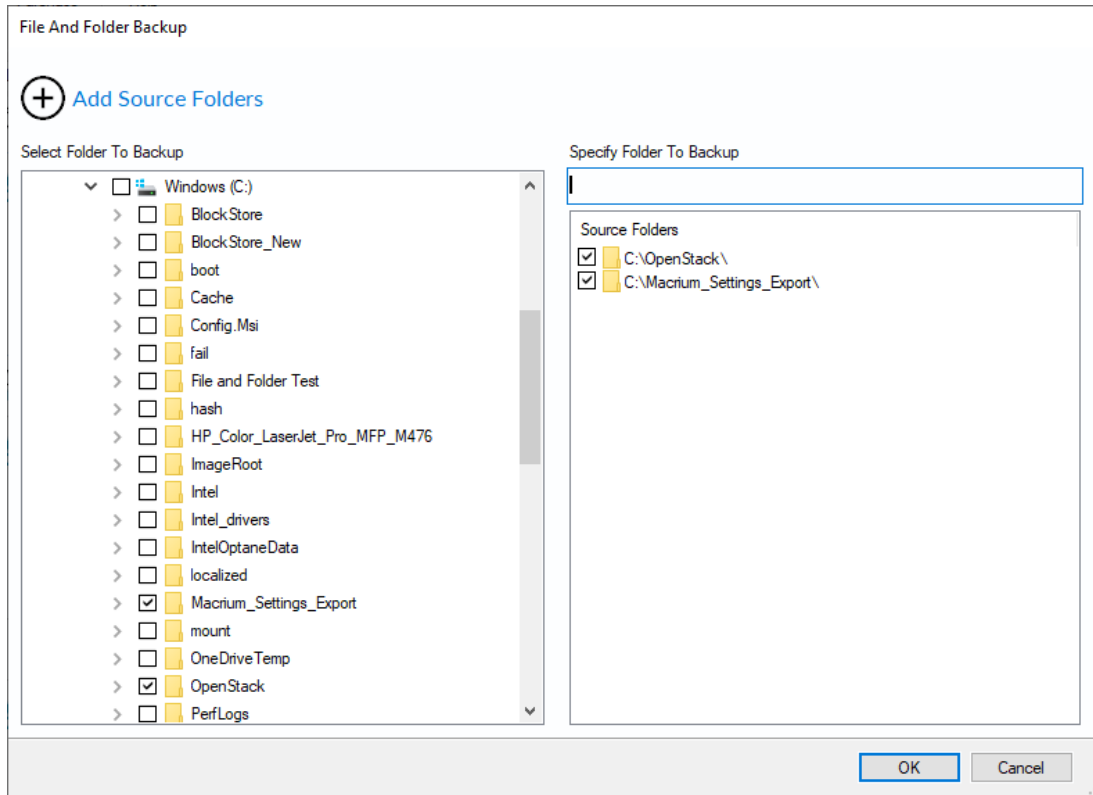


# File and Folder Backup Wizard

We've improved the user interface for adding folders to your File and Folder backups.

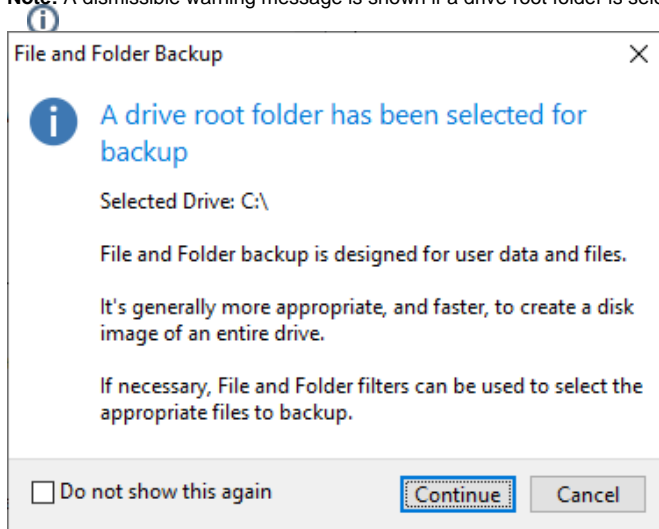
Click 'Add Source' to open the 'Add Source Folders' dialog:



Select folders in the Explorer Tree view to add them to the list of source folders to backup.


You can also **type a path in the auto-complete edit control** above the selected folders list to manually add a path that can't be located in the folder tree, a network share for example.

**Note:** A dismissible warning message is shown if a drive root folder is selected for backup:












Click 'OK' when complete to return to the main Wizard page.

File and folder backup

 **Add the Folders you want to Backup**

Backup Sources

Name	Size	Modified
  C:\Macrium_Settings_Export\	2 files (224 KB)	29/01/2021 21:29:00
  C:\OpenStack\	2 files (2.5 MB)	04/02/2020 16:55:07
  C:\Users\Dev\Documents\	1 file (402 B)	15/05/2021 15:18:04

 Add Source Folders  
  Edit Source Folder Filters  
  Remove Source Folder  
 ☒ Backup NTFS permissions

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Destination

☒ Folder D:\

[Alternative locations](#)

☐ CD/DVD Burner (L:) - VXDV , BD-HD-DVD/DRAM S15 v10.0 (3:1:0)


Backup filename D:\(IMAGEID)-00-00.mrbak

 Advanced Options  
 Help  
 < Back  
 Next >  
 Cancel  
 Finish

Select and deselect sub-folders in the folder tree. Click 'Edit Source Folder Filters' for further filtering options:

**Note:** Filters apply to source root and sub-folders. If a sub-folder is selected when 'Edit Source Folder Filters' is clicked then the following dismissible message box is shown:

File and Folder Backup

 **'Edit Source Folder Filters' has been selected for a sub-folder**

Include and Exclude filters apply the source root folder and sub-folders.

Root Folder: C:\OpenStack\

☐ Do not show this again  
 Continue  
 Cancel

File And Folder Backup

### Inclusion and Exclusion Masks

**1. Folder Options**

C:\Users\Dev\Documents\

☒ Include subfolders

☐ Exclude hidden files and folders

☐ Exclude System files and folders

**2. Add files to include. Separate multiple masks with semi-colons (eg: \*.xls; \*.doc; \*.mp3)**

\*,\* x

**3. Add files to exclude. Separate multiple masks with semi-colons (eg: \*.tmp; \*.bak; \*.~)**

\*,temp x \*.tmp x \*.bak x \*,~\* x

**4. Add folders to exclude. Full or partial paths are supported with wildcards**

OK Cancel

Press 'Enter' after entering inclusions and exclusions and they are now **grouped** below the edit field for **easy editing**