



# Newton

## Newton Backup Utility User's Guide for the Macintosh Operating System

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# 1

## Getting Started



This chapter describes how to connect your Newton personal digital assistant (PDA) to your computer, install the Newton Backup Utility, and use the utility to create your first backup.

### About the Newton Backup Utility

With the Newton Backup Utility, you can connect your Apple MessagePad or other Newton PDA to your computer and do the following:

- Back up Newton information and store it on your computer.
- Install packages (applications, system updates, and so on) on your Newton PDA.
- Restore backed-up information to your Newton PDA.

The Newton Backup Utility works with the Newton 2.0 operating system. You can also use the utility to transfer information from a Newton PDA that uses an earlier version of the operating system. For more information, see the upgrade instructions that came with this utility.

*Note:* If you have a Newton PDA that doesn't use the Newton 2.0 operating system and you don't plan to upgrade, Apple recommends you use the Newton Connection 2.0 Kit instead of the Newton Backup Utility.

### Installation requirements

To use the Newton Backup Utility, you need the following:

- A computer using the Macintosh operating system with a 68030 or better microprocessor
- Software version 7.0 or higher
- 4 megabytes (MB) of total RAM with 2 MB available
- a hard disk drive with 3 MB of available disk space
- an available printer or modem port
- a serial or AppleTalk cable

**IMPORTANT** If you're upgrading your Newton PDA to the Newton 2.0 operating system, make sure you read the instructions that came with your upgrade kit before you use the Newton Backup Utility.

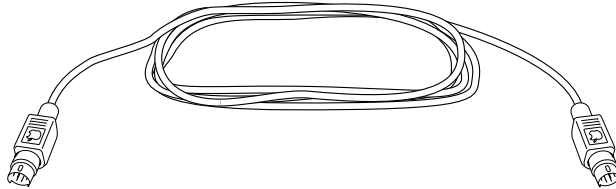
## Connecting a Newton PDA to your computer

To use the Newton Backup Utility, you connect your Newton PDA to your computer in one of the following ways:

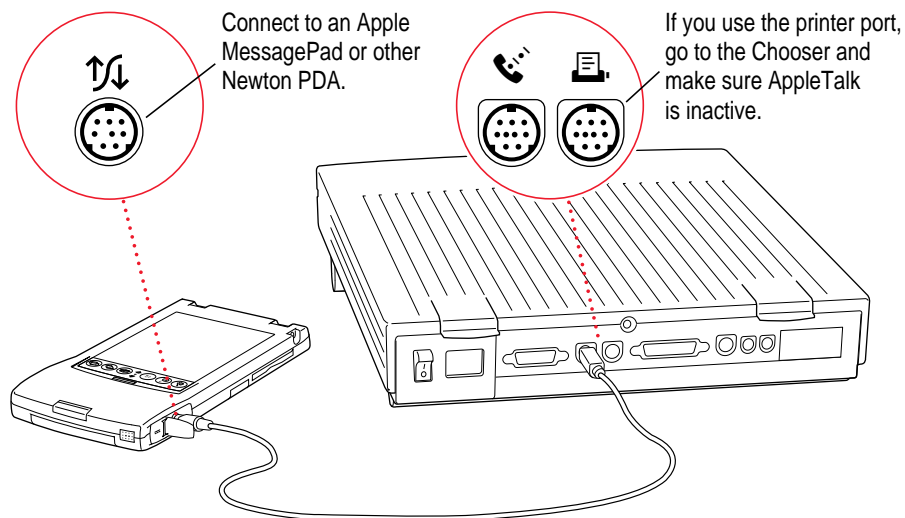
- using a serial cable
- using an AppleTalk network (AppleTalk connection is faster than serial communication)

### Connecting with a serial cable

You use a serial cable to connect your Newton PDA to the printer or modem port on the back of your computer. If you don't have a serial cable, you can purchase one from an authorized Apple dealer. The cable has mini-DIN-8 connectors on both ends.



- 1 **Make sure both your computer and your Newton PDA are turned off.**
- 2 **Plug one end of the serial cable into the communication port on your Newton PDA.**
- 3 **Plug the other end of the serial cable into the printer port (🖨️) or the modem port (📞) on your computer.**

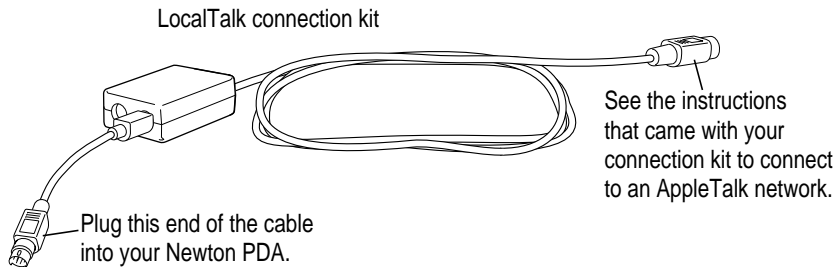


**IMPORTANT** If you connect your Newton PDA to a PowerBook that has an internal modem, see the manual that came with your computer for more information on connecting a serial cable.

That's it! Go on to "Installing the Newton Backup Utility," later in this chapter.

## Connecting over an AppleTalk network

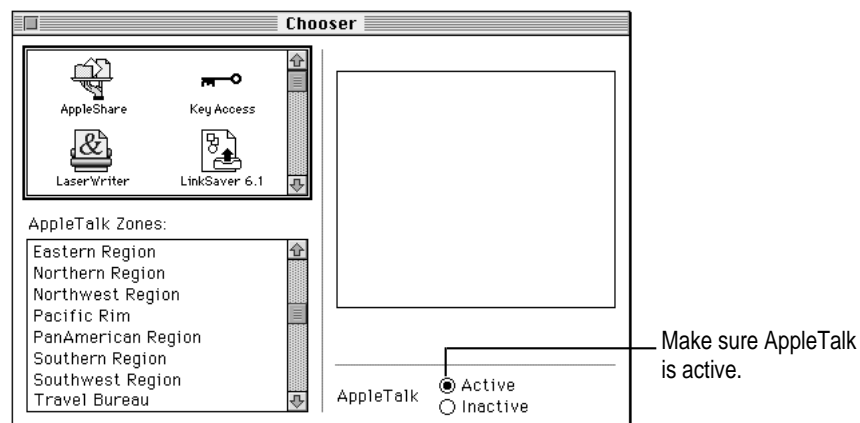
Use a LocalTalk or other type of AppleTalk connection kit to connect your Newton PDA to an AppleTalk network. If your computer is already connected to an AppleTalk network, you need one connection kit. If not, you need two kits.



**IMPORTANT** If your computer is part of an EtherTalk network or another kind of network, see your system administrator for help with connecting your Newton PDA.

- 1 **Make sure your computer and your Newton PDA are turned off.**
- 2 **Follow the instructions that came with your connection kit to connect the AppleTalk cable to the computer.**
- 3 **Plug the AppleTalk cable into the communication port on your Newton PDA.**
- 4 **Turn on your computer and choose the Chooser from the Apple () menu.**
- 5 **Make sure AppleTalk is active.**

If not, click the AppleTalk Active button. If instructions appear on screen, follow them.



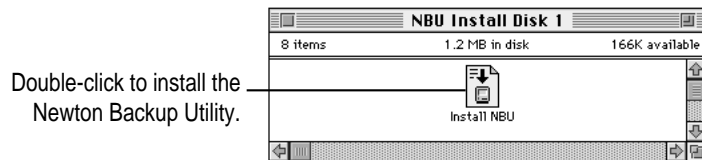
That's it! You've connected your Newton PDA to your computer on a AppleTalk network.

## Installing the Newton Backup Utility

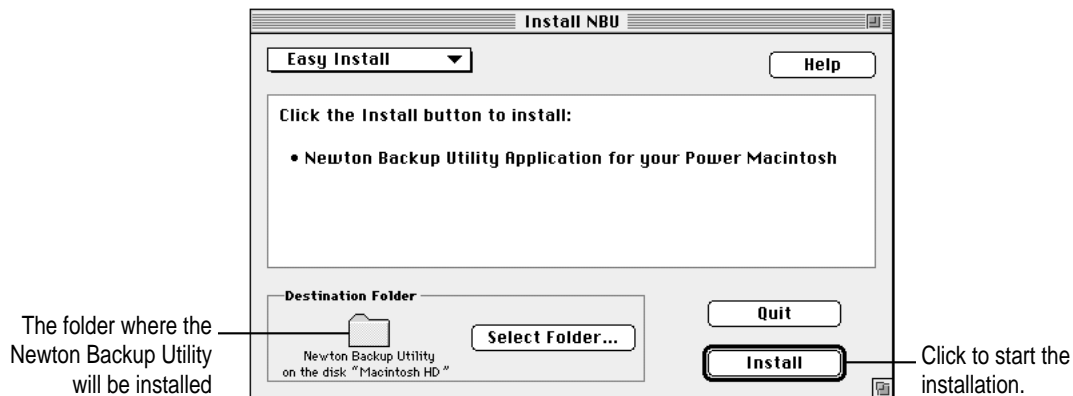
Before your computer can communicate with your Newton PDA, you need to install the Newton Backup Utility on your computer. Follow these steps.

- 1 Insert the *Install 1* disk for the Newton Backup Utility into a floppy disk drive.

If necessary, open the disk icon.



- 2 Double-click the Install NBU icon to open it.
- 3 In the Installer Welcome dialog box that appears, click Continue.
- 4 In the Install NBU dialog box, click Install.



A status box keeps you informed of progress during installation.

- 5 Follow the instructions on your screen.

You'll be instructed to insert another disk.



- 6 When you see a message reporting that the installation was successful, follow the instructions on screen.

You'll find a folder named Newton Backup Utility on your hard disk.



## Preparing your computer

To prepare your computer for communication with a Newton PDA, follow these steps.

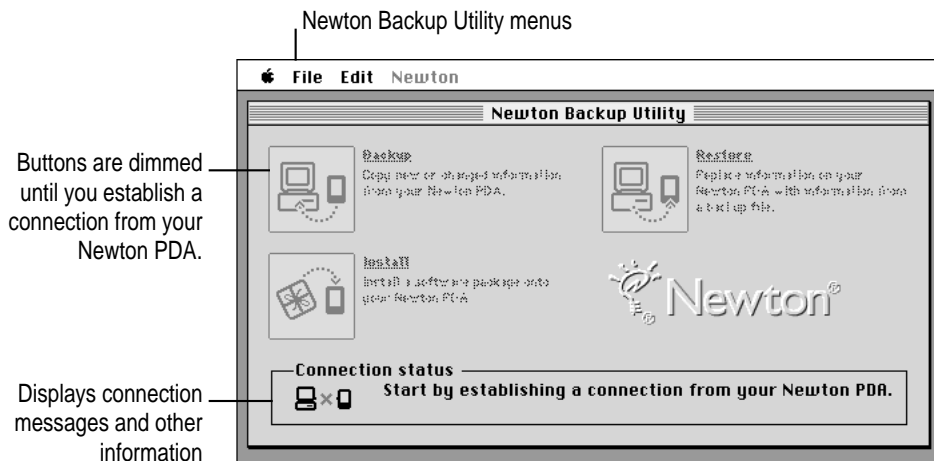
### Opening the Newton Backup Utility

To open the utility:

- On your computer, open the Newton Backup Utility folder and double-click the Newton Backup Utility icon.



The Newton Backup Utility window appears on your computer.



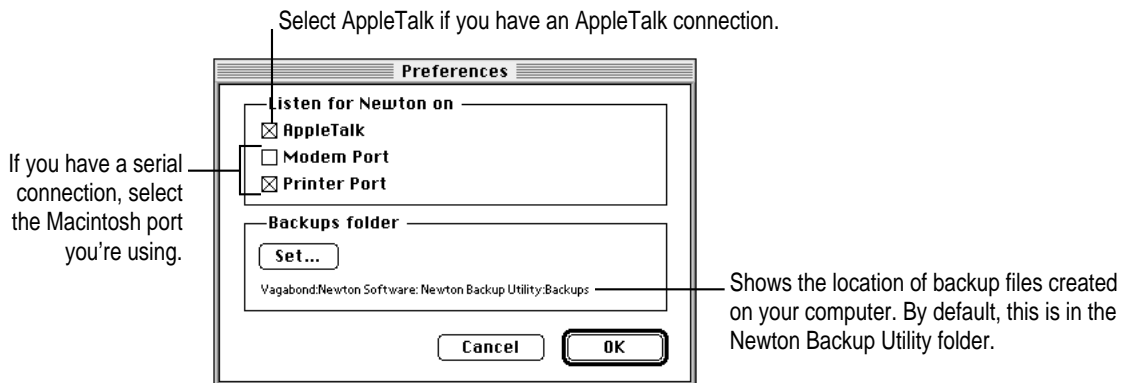
## Selecting the type of connection on your computer

The first time you use the Newton Backup Utility, you need to specify how the Newton PDA is connected to your computer.

**1 Choose Preferences from the Edit menu.**

A dialog box appears with a list of connection preferences for your computer.

**2 Select the type of connection.**



**3 Click OK to save your choices and close the dialog box.**

The type of connection you select is saved and remains set until you decide to change it.

*Note:* You can also use the Preferences dialog box to set the location of backup files. For more information, see “Changing the Location of the Backups Folder” in Chapter 2.



## Preparing your Newton PDA

Before you use the Newton Backup Utility, you need to tell your Newton PDA how it is connected to the computer.

*Note:* The instructions in this section apply to Newton PDAs that use the Newton 2.0 operating system. If you have a Newton PDA that uses an earlier version of the operating system, see the upgrade instructions that came with this utility.

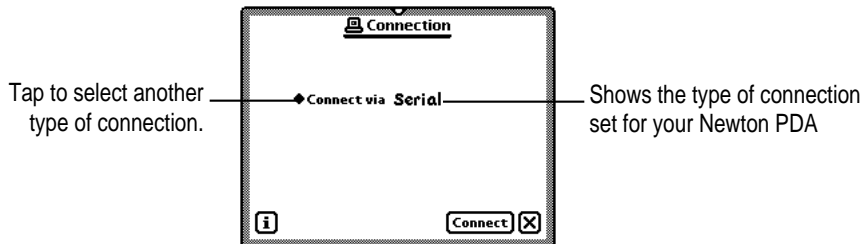
**IMPORTANT** Make sure you follow the setup instructions on your Newton PDA to enter your name and other owner information. The computer uses this name when it creates a backup file. See your Newton PDA handbook to learn how to enter your name. Also, it's a good idea to name the storage cards you use with your Newton PDA.

## Selecting the type of connection on your Newton PDA

- 1 On your Newton screen, tap Extras .
- 2 In the Extras Drawer, tap Connection .

You may have to show all icons to see the Connection icon.

A slip appears showing the type of connection currently set for your Newton PDA.



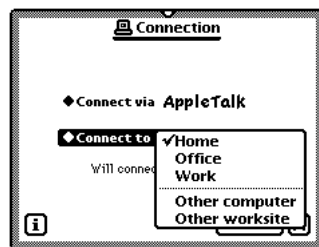
- 3 If the type of connection that appears in the slip is not correct, tap “Connect via” to change the type of connection.

A list of connection types appears. Choose either Serial or AppleTalk.

If you choose Serial, your connection setup is complete. Skip to the next section, “Establishing a Connection.” If you choose AppleTalk, continue with step 4.


*Note:* Do not select a Modem connection. The Newton Backup Utility does not support remote connection via a modem.

- 4 Tap “Connect to.”



- 5 In the list that appears, tap the worksite or computer you want to connect to.

If you tap “Other computer” a slip appears. Tap the computer you want to connect to. Only computers that have the Newton Backup Utility installed and running appear in the slip.

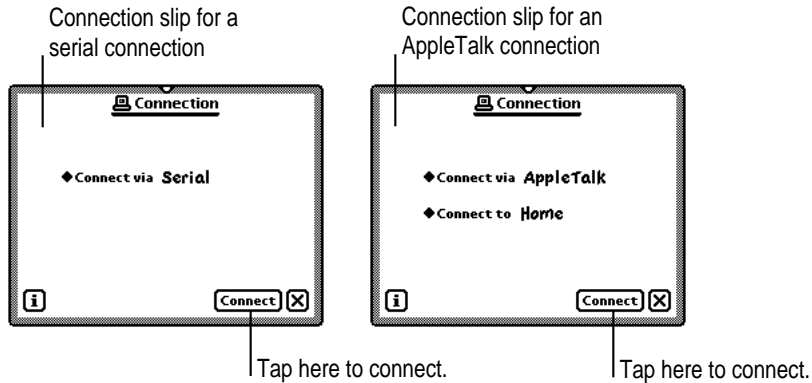
If you tap “Other worksite,” a slip appears. Enter information about the worksite, then tap  to close the slip.

The type of connection you select is saved and remains set until you change it.

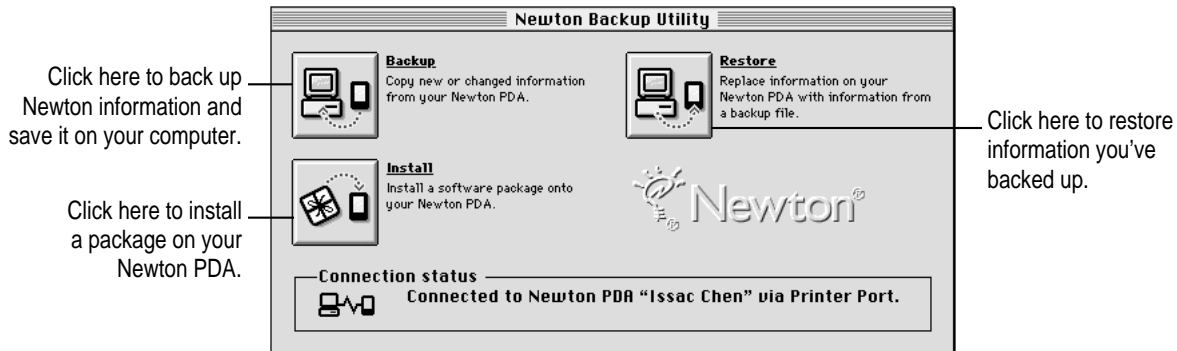
## Establishing a connection

After you select the type of connection, you need to establish a connection between your Newton PDA and your computer.

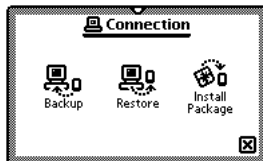
### ■ Tap Connect.



After a few moments, the connection is established and the buttons in the Newton Backup Utility window are no longer dimmed.



In addition, Newton Backup Utility buttons appear on your Newton screen.



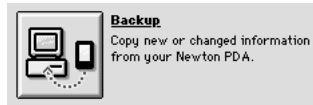
As with the Newton Backup Utility buttons on your computer, you can use these buttons to back up and restore files or install packages.

*Note:* For simplicity, the instructions in this book describe using the Newton Backup Utility from your computer, but you can also use the utility from your Newton PDA. See Chapter 4 for more information.

## Creating your first backup

After you establish a connection, you can make a backup of information and packages on your Newton PDA and store it on your computer.

- 1 Click the **Backup** button in the Newton Backup Utility window.



*Note:* If your Newton PDA uses an earlier version of the Newton operating system, a backup starts automatically as soon as you establish a connection from your Newton PDA. You don't need to click Backup.

Because this is your first backup, the Newton Backup Utility creates a full backup of all your Newton information and packages. If you have a storage card inserted in your Newton PDA, information on the storage card is also backed up.

During the backup, a status window appears to show what information is being backed up.

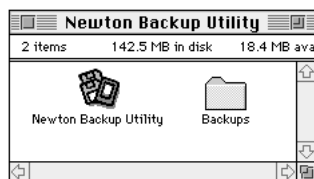


After a few minutes, the window disappears and the backup is complete.

- 2 Check to see the **Backups** folder on your computer.

When you back up your Newton PDA, a backup file is created and placed in a folder named Backups. By default, this folder is located in the Newton Backup Utility folder.

For more information about backup files and folders, see Chapter 2.



## Quitting the utility

To end a connection and quit the Newton Backup Utility:

- **Choose Quit from the File menu.**

The connection is ended and the Newton Backup Utility window disappears.

You can also end a connection from your Newton PDA by tapping the close box (marked by ☒) next to the Newton Backup Utility buttons.

# 2

## Backing Up and Restoring Information



The previous chapter described how to use the Newton Backup Utility to create your first backup. This chapter describes how to do additional backups and how to restore information you've backed up.

**IMPORTANT** The instructions in this chapter apply to Newton PDAs that use the Newton 2.0 operating system. If you're upgrading your Newton PDA to the Newton 2.0 operating system, make sure you read the instructions that came with your upgrade kit before you use the Newton Backup Utility.

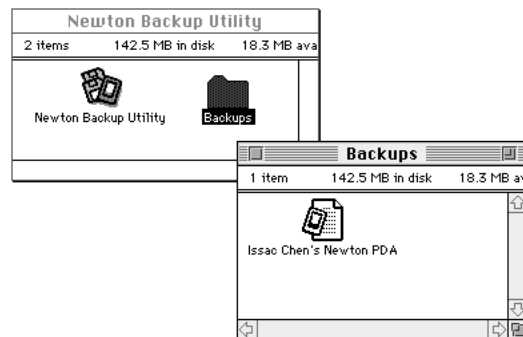
### About backup files

It's important to back up your Newton information. Backup files provide a safe way to store information in case it ever gets lost or deleted by mistake.

With the Newton Backup Utility you can back up all information on your Newton PDA or just selected information.

The first time you create a backup, the Newton Backup Utility backs up all information on your Newton PDA (including any storage cards you've inserted) and stores the information in a folder named Backups.

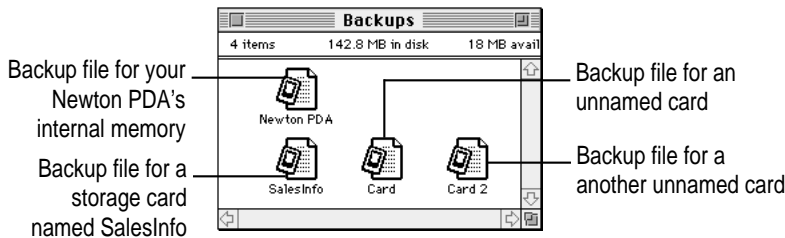
Inside the Backups folder is a file with a name derived from the owner's name you entered on your Newton PDA. This file contains the latest backup information. If you haven't entered an owner's name on your Newton PDA, the file is called Newton PDA.



By default, the Backups folder is located in Newton Backup Utility folder. You can change the location of this folder. See “Changing the Location of the Backups Folder” later in this chapter.

## Backing up cards

When you back up a storage card, a separate backup file is created with the name of the card. If you haven't entered a name for your card, the file is called Card. If you back up more than one unnamed card, the backup files are named Card, Card 2, Card 3 and so on.

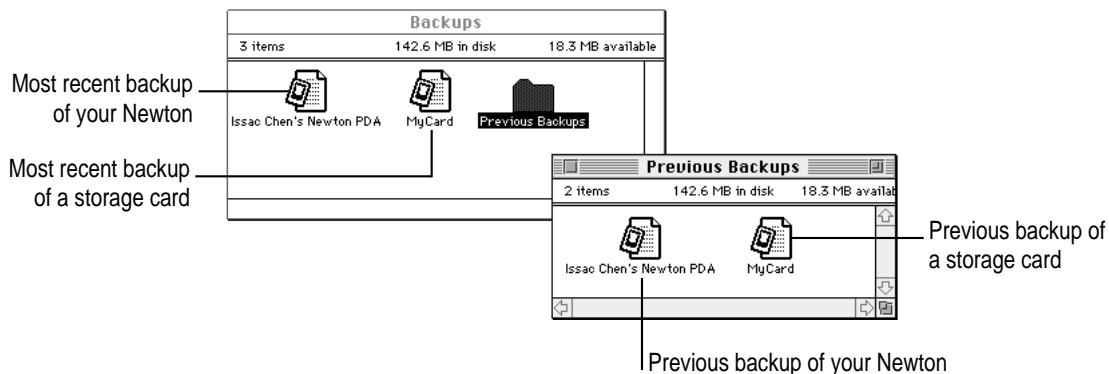


*Note:* Apple recommends you name all your storage cards. For more information on naming storage cards, see the handbook that came with your Newton PDA.

## Previous backups

Every time you back up, the Newton Backup Utility makes a copy of the previous backup file and stores it in a folder called Previous Backups. This folder is located in your Backups folder.

For example, if the owner's name for your Newton PDA is Issac Chen, the Newton Backup Utility creates a file named "Issac Chen's Newton PDA" the first time you back up. The next time you back up, the Newton Backup Utility copies the original file and places it in a Previous Backups folder.



The Newton Backup Utility maintains a current and previous backup file for all information in your Newton PDA's internal memory and a current and previous backup file for each storage card you back up.



## Creating backup files

You can back up all information and packages on your Newton PDA or you can just back up selected information and packages. The following section describes how to back up all information. To back up selected information and packages, see “Backing Up Selected Information and Packages” later in this chapter.

### Backing up all information and packages

Before you begin, make sure your Newton PDA is connected to your computer. For instructions, see Chapter 1.

To back up all information on your Newton PDA:

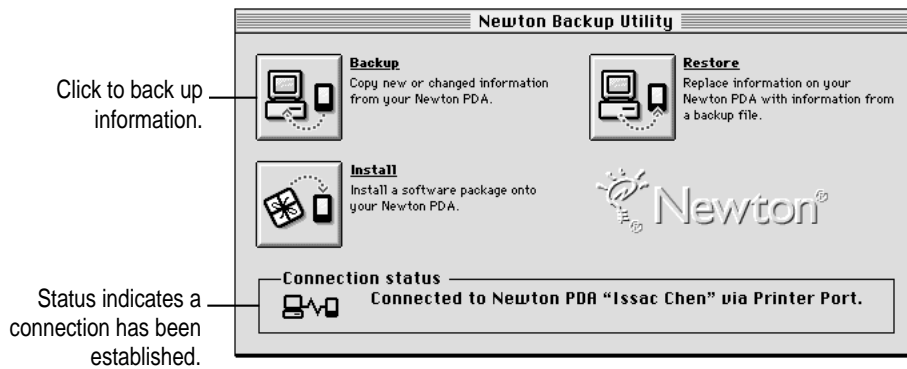
- 1 On your computer, open the Newton Backup Utility.**

To open the utility, double-click the Newton Backup Utility icon.

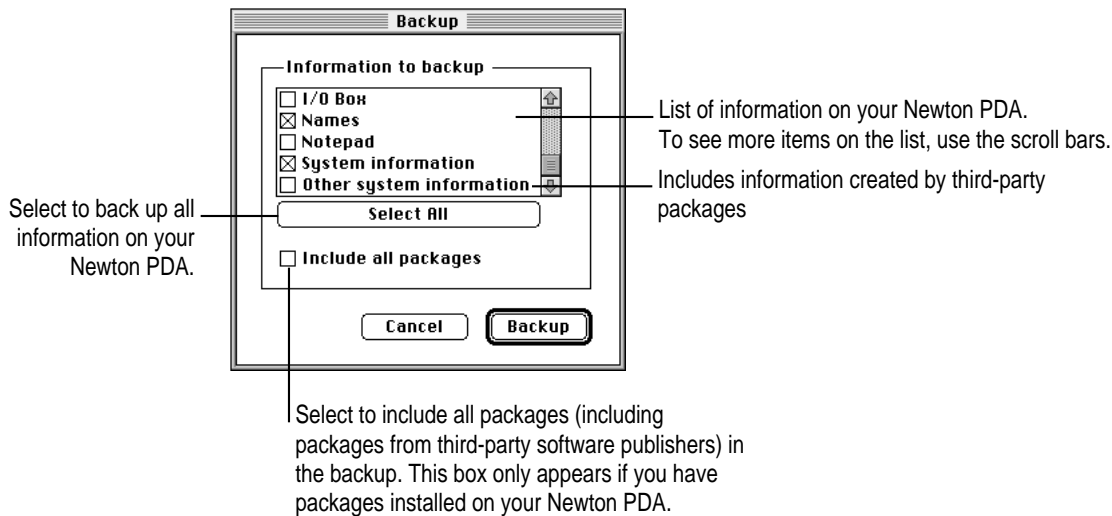
- 2 Establish a connection from your Newton PDA.**

See Chapter 1 for instructions.

- 3 On your computer, click the Backup button.**



A dialog box appears with a list of items to back up. To select an item, click the box next to it until you see an X.



*Note:* When you back up your Newton PDA for the first time (no backup file exists), this dialog box doesn't appear. Instead, a full backup of the Newton PDA begins as soon as you click Backup.

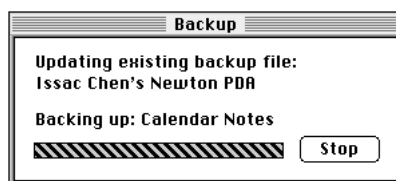
**4 If necessary, click Select All.**

Select All selects all information. If an Unselect All button appears instead of Select All, all information is already selected.

**5 If available, make sure "Include all packages" is selected.**

**6 Click Backup.**

A status window appears indicating a backup is in progress. Messages in the window show what information is being backed up.



After a few minutes, the window disappears and the backup is complete.

## Backing up selected information and packages

In general, it's a good idea to back up all information on your Newton PDA. However, if you've only added information to one or two applications, you can specify which applications and application information should be backed up. For example, you can just back up information in your Newton Dates application.

Typically, selective backup is faster than backing up all information and packages. When you selectively back up information, the new information is added to your most recent backup file.

**WARNING** If you selectively back up, be careful when you restore information. You may remove information that has not been backed up. Apple recommends you restore information only from a backup that includes all information and packages. See “Restoring Information and Packages” later in this chapter.

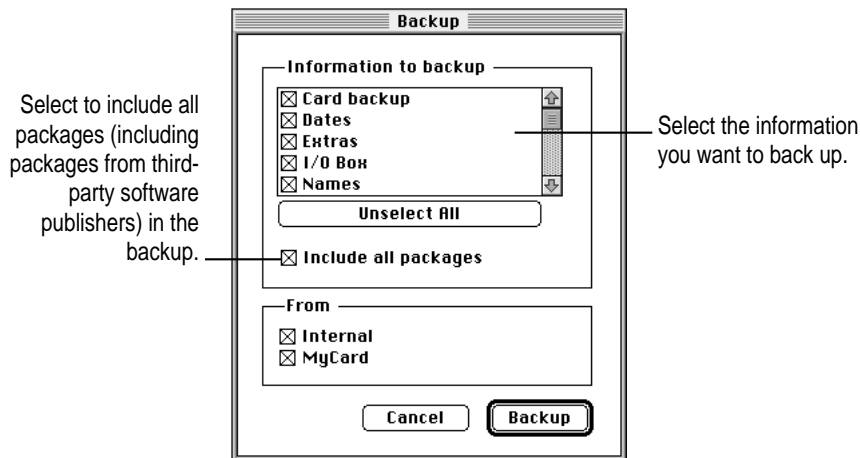
To back up selected information on your Newton PDA:

- 1 Open the Newton Backup Utility and establish a connection.**

See Chapter 1 for instructions.

- 2 On your computer, click the Backup button.**

A dialog box appears with a list of information to back up.



- 3 Select the information to back up.**

To select an item to back up, click the box next to it until you see an X. Only items marked with an X will be backed up.

- 4 Click Backup.**

A status window appears indicating a backup is in progress. Messages in the window show what information is being backed up.

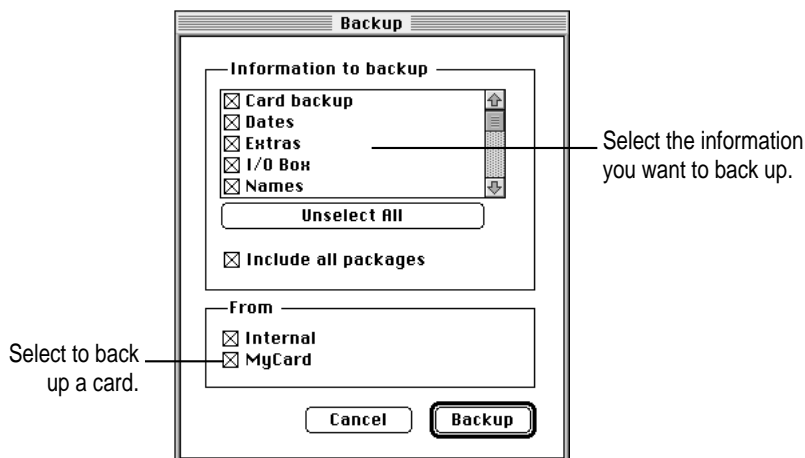
After a few minutes, the window disappears and the information you selected is added to the latest backup file.

## Backing up a storage card

You can use the Newton Backup Utility to back up the contents of a storage card.

- 1 **Insert the storage card.**
- 2 **Open the Newton Backup Utility and establish a connection.**
- 3 **Click Backup.**

The Backup dialog box appears. The bottom of the dialog box includes a list of cards currently inserted in your Newton PDA. To select an item to back up, click the box next to it until you see an X.



- 4 **Make sure the card you want to back up is selected.**
- 5 **Click Backup.**

After a few minutes, the card is backed up and a backup file with the name of the card appears in your Backups folder.

## Changing the location of the Backups folder

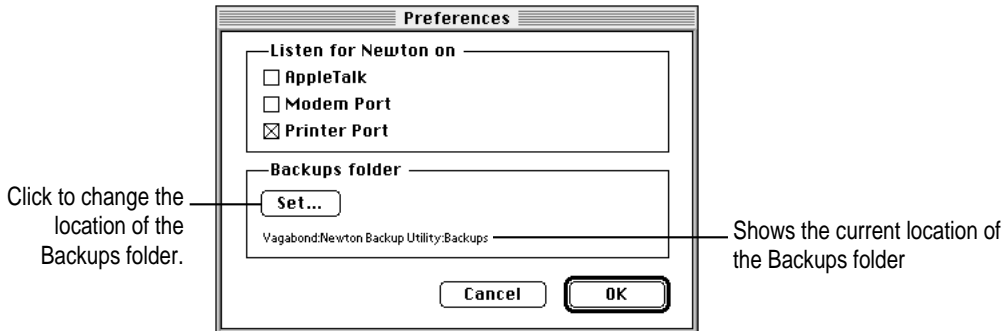
By default, the Backups folder is automatically stored in the Newton Backup Utility folder on your computer.

To change the location of the Backups folder:

- 1 **Open the Newton Backup Utility.**

**2 Choose Preferences from the Edit menu.**

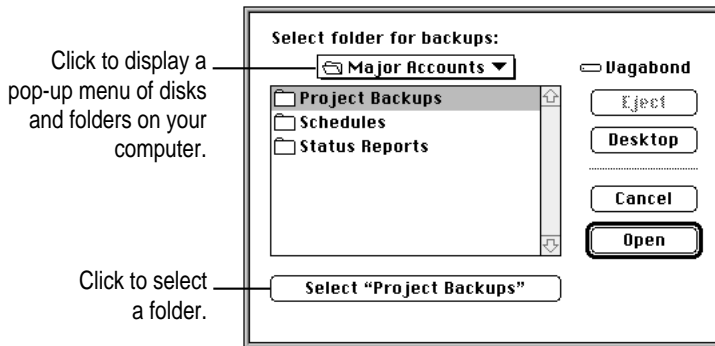
A dialog box appears.



**3 Click Set.**

A dialog box appears.

**4 Select a new location for your Backups folder.**



**5 Click Select.**

The new location you specified is saved and the dialog box disappears.

**6 Establish a connection from your Newton PDA.**

**7 Click the Backup button and back up all information and packages on your Newton PDA.**

For more information, see “Backing Up All Information and Packages” earlier in this chapter.

A new Backups folder with backup files appears in the location you specified.

*Note:* To avoid confusion with previous backups, you may want to remove older backup files you’ve created in other locations.

## Restoring information and packages

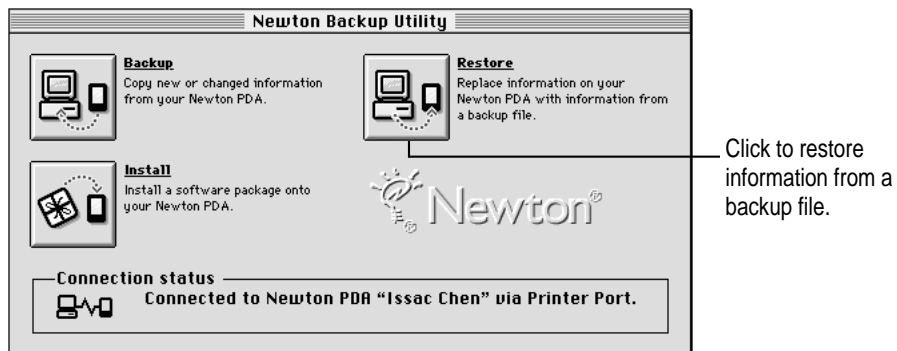
If something goes wrong and you lose information on your Newton PDA, you can restore information from the latest backup file on your computer.

You can restore all information in a backup file or select which information you want to restore. You can also restore the information from storage cards you've backed up.

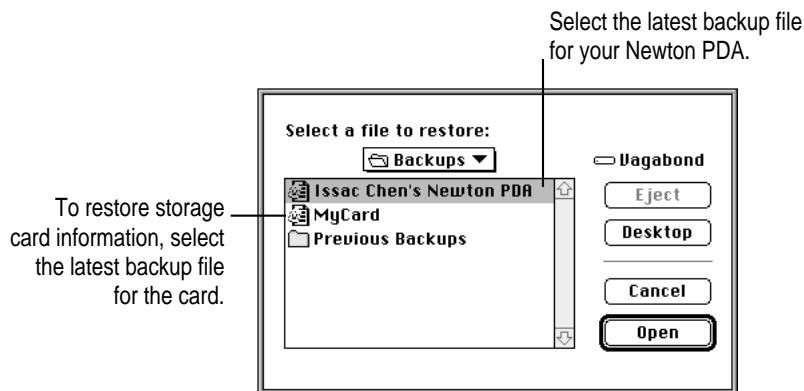
**WARNING** Restoring replaces information on your Newton PDA with information from a backup file on your computer. Make sure you select the correct information to restore.

Before you begin, make sure your Newton PDA is connected to your computer. For instructions, see Chapter 1.

- 1 Open the Newton Backup Utility and establish a connection.
- 2 Click the Restore button.



- 3 In the dialog box that appears, choose the file that contains the information you want to restore.

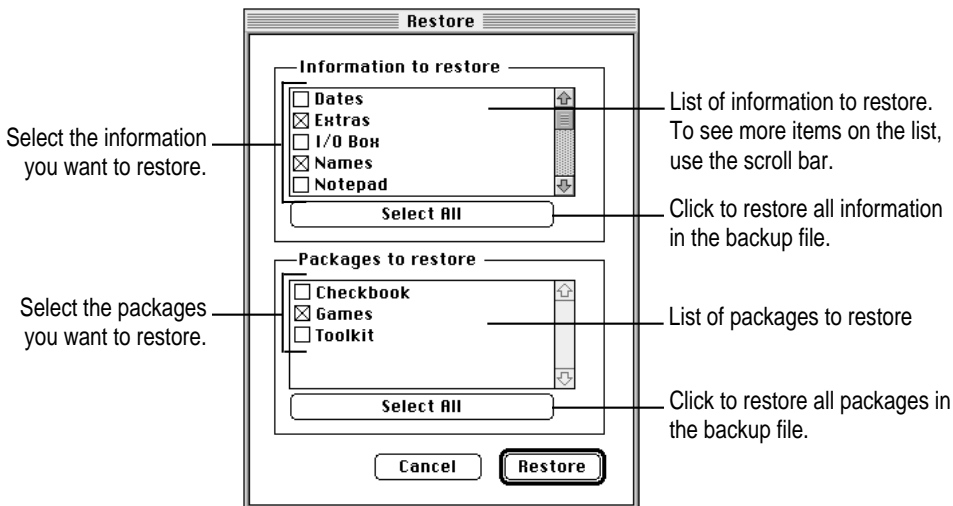


*Note:* With the Newton Backup Utility, you can restore information from a card backup file to a card. You cannot restore information from a card backup file to your Newton's internal memory.

**WARNING** If you selectively backup, be careful when you restore information. You may remove information that has not been backed up. Apple recommends you restore information only from a backup that includes all information and packages.

**4 Click Open.**

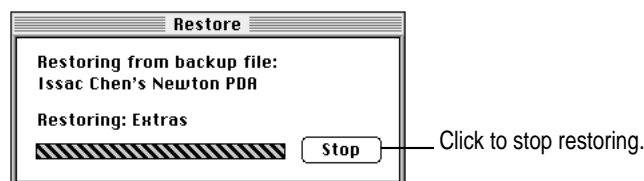
You see a list of information and packages that can be restored. You can choose items to restore or restore all the items. To select an item, click the box next to it until you see an X.



**5 Select the items you want to restore.**

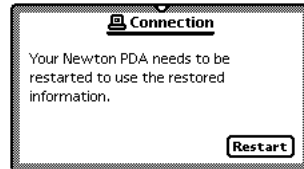
**6 Click Restore.**

Information you selected is restored to your Newton PDA. A status window on your computer keeps you informed of the progress.



When you restore, only information and packages on your Newton PDA that have corresponding information and packages in the backup file are replaced. For example, if your backup file contains Names and Dates and your Newton PDA contains Names, Dates, and Notes, the Names and Dates on your Newton PDA are replaced by Names and Dates from the backup file, but Notes remain intact.

When the restoration is complete, a message appears on your Newton screen asking you to restart.



#### **7 Tap Restart.**

After about a minute, your Newton PDA restarts.

*Note:* If you have a personal identification number (PIN) assigned to your Newton PDA, the number is not restored. You'll need to reassign a PIN number. For more information on assigning a PIN number, see the handbook that came with your Newton PDA.

## **Tips on managing backups**

The following tips can help you back up and restore files on your Newton PDA.

- If you're using more than one computer, you can set up a central location for backup files. That way, you'll always know where the latest backup files are located. See "Changing the Location of the Backups Folder" earlier in this chapter.
- You can copy backup files and rename them (or store them in a separate directory) to prevent them from being replaced by another backup. This is useful for managing or storing different sets of information.



# 3

## Installing Packages



This chapter describes how to use the Newton Backup Utility to install packages. You can install packages on your Newton PDA or on a storage card.

### Installing a package on your Newton PDA

A package is a special file that adds features to your Newton PDA. Examples of packages include applications, electronic books, and system updates.

Before you begin, make sure your Newton PDA is connected to your computer. For instructions, see Chapter 1.

**IMPORTANT** The package you install is added to the information already on your Newton PDA. Nothing is erased.

- 1 **Insert the floppy disk containing the package into your computer.**

If the package is already on your computer's hard disk, skip this step.

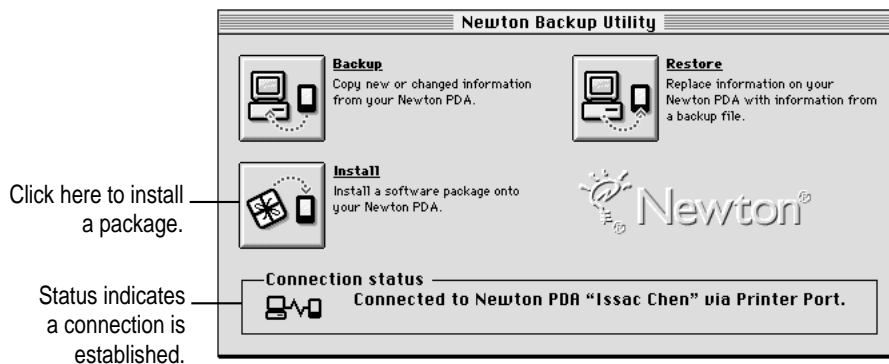
- 2 **On your computer, double-click the Newton Backup Utility icon.**

The Newton Backup Utility window appears on your computer.

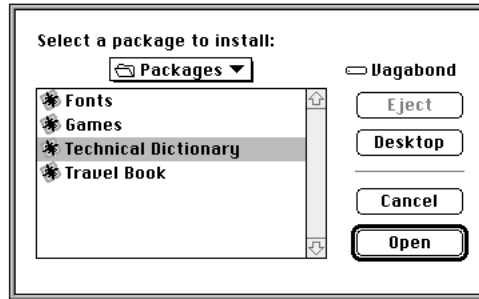
- 3 **On your Newton PDA, establish a connection.**

See Chapter 1 for instructions.

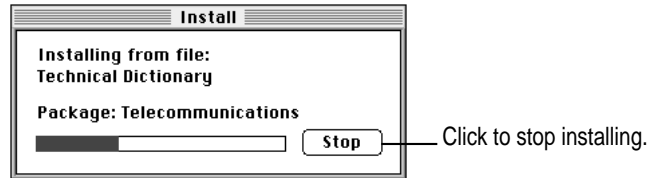
- 4 **Click the Install Package button.**



- 5 In the dialog box that appears, select the package you want to install and click Open.



The package is installed on your Newton PDA. A status window on your computer keeps you informed of the progress.

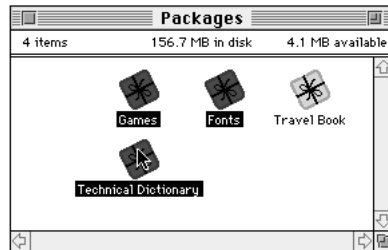


*Note:* If you stop a package installation, the connection between your Newton PDA and your computer is ended. You'll need to re-establish the connection from your Newton PDA.

## Installing packages by dragging

You can also install one or more packages by dragging package icons to the Install Package button in the Newton Backup Utility window.

- 1 Open the Newton Backup Utility and establish a connection.
- 2 Locate a package icon on your floppy disk or your computer's hard disk.
- 3 Select one or more package icons.



- 4 Drag the icons to the Newton Backup Utility icon on your desktop.



Newton Backup Utility

### Installing a package on a storage card

You can install packages on a storage card rather than in your Newton PDA's internal memory.

- 1 Insert the card in your Newton PDA.
- 2 In the slip that appears, select "Save new info and packages on this card."
- 3 Follow the steps described in the previous section, "Installing a Package On Your Newton PDA."

With "Save new info and packages on this card" turned on, the Newton Backup Utility automatically installs packages on the storage card.



# 4

## Using the Utility From Your Newton PDA



This chapter describes how to use the Newton Backup Utility from your Newton PDA instead of from your computer.

### Using the utility

Before you begin, make sure your Newton PDA is connected to your computer. For instructions, see Chapter 1.

To use the Newton Backup Utility from your Newton PDA:

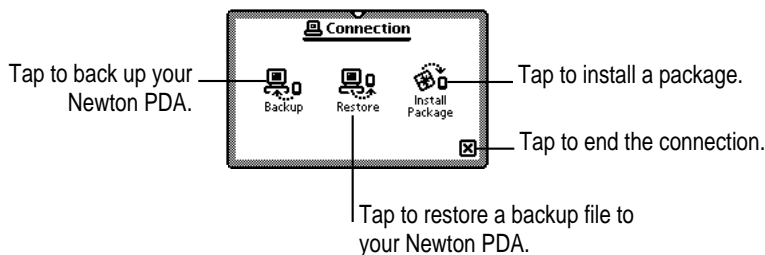
- 1 **On your computer, double-click the Newton Backup Utility icon.**

The Newton Backup Utility window opens on your computer.

- 2 **On your Newton PDA, establish a connection to your computer.**

See Chapter 1 for instructions.

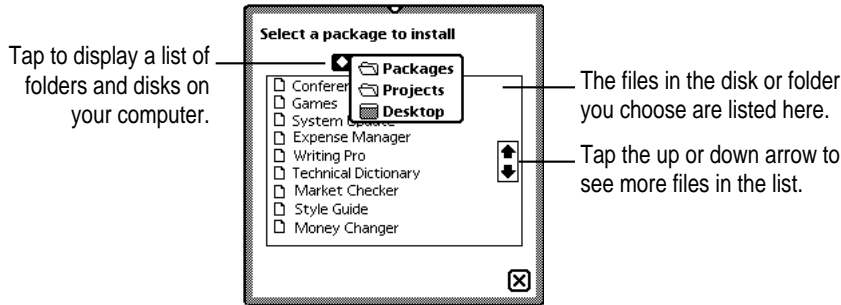
The Newton Backup Utility buttons appear on your Newton screen. You can use these buttons to back up and restore files or install packages.



Backing up, restoring, and installing packages works the same way on your Newton PDA as on your computer. See Chapter 2 for more information on backing up and restoring files. See Chapter 3 for more information on installing packages.

## Finding files on your computer

When you restore files or install packages, a slip appears with a list of files on your computer. You locate files from your Newton PDA just as you would from your computer.

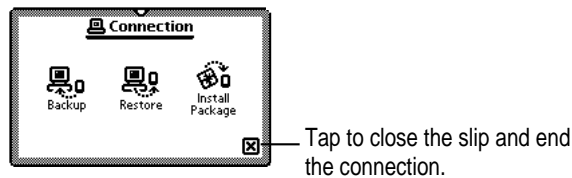


## Changing connection preferences

To change connection preferences on your Newton PDA:

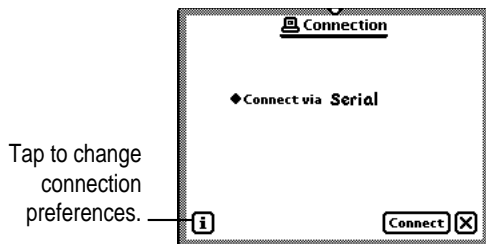
- 1 If necessary, tap to close the Newton Backup Utility slip and end the connection.

You cannot change connection preferences while a connection is established between your Newton PDA and your computer.



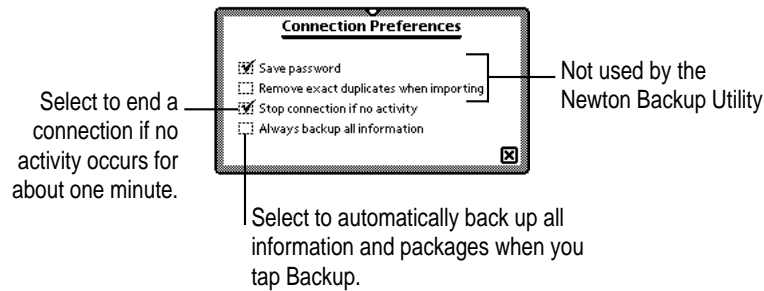
- 2 On your Newton screen, tap Extras .
- 3 In the Extras Drawer, tap Connection .

A slip appears.



**4 Tap the information button and choose Prefs from the list of choices.**

A slip appears with a list of connection preferences.



Some of these preferences are used by the Newton Backup Utility and some preferences are used by other connection applications.

**5 Select the desired connection preferences.**

**6 Tap  to close the slip.**

Your connection preferences are saved and will be used when you connect your Newton PDA to your computer.





# 5

## Troubleshooting



This chapter describes some common problems you may encounter when using the Newton Backup Utility. For problems related to your Newton PDA, see the handbook that came with your Newton PDA. For the latest product and troubleshooting information, see the Read Me file located in the Newton Backup Utility folder.

### Common problems with the Newton Backup Utility

**An error message appears when I try to install the Newton Backup Utility.**

- Make sure your computer meets the installation requirements. See “Installation Requirements” in Chapter 1.

**I can't establish a connection from my Newton PDA.**

- Check your connection cables to make sure they're connected properly. See “Connecting a Newton PDA to Your Computer” in Chapter 1.
- If you're connected via an AppleTalk network, make sure AppleTalk is active. See “Connecting Over an AppleTalk Network” in Chapter 1.
- Make sure you've selected the correct type of connection on your computer. See “Preparing Your Computer” in Chapter 1.
- Make sure you've selected the correct type of connection on your Newton PDA. See “Preparing Your Newton PDA” in Chapter 1.

**I can't choose menu commands or click buttons in the Newton Backup Utility window.**

- Most menu commands and buttons are dimmed in the Newton Backup Utility until you establish a connection from your Newton PDA. See “Establishing a Connection” in Chapter 1.

**A backup file was created even though I didn't click Backup.**

- When you connect a Newton PDA that uses an earlier version of the Newton operating system, your Newton PDA is backed up automatically. You don't need to click Backup.

**I can't create a backup file.**

- Make sure your Newton PDA is connected to your computer. See “Connecting a Newton PDA to Your Computer” in Chapter 1.
- Make sure you've selected the correct type of connection on your computer. See “Preparing Your Computer” in Chapter 1.
- Make sure you've selected the correct type of connection on your Newton PDA. See “Preparing Your Newton PDA” in Chapter 1.
- Make sure you establish a connection from your Newton PDA. See “Establishing a Connection” in Chapter 1.

**I can't locate backup files in the Newton Backup Utility folder.**

- You may have changed the location of backup files to another folder. See “Changing the Location of the Backups Folder” in Chapter 2.

**When I back up a storage card, the information on the card is backed up, but not the packages.**

- The Newton Backup Utility does not back up packages on a storage card if you're using a Newton PDA with the Newton 2.0 operating system and the storage card is formatted for an earlier version of the Newton operating system. If the storage card is formatted for the Newton 2.0 operating system, packages are backed up.

**I can't restore backup files created with the Newton Connection 2.0 or 1.0 Kit.**

- The Newton Backup Utility does not read files created with Newton Connection 2.0 or 1.0.

**I can't restore because the most recent backup file is damaged or lost.**

- Use a previous backup from the Previous Backups folder. See “Previous Backups” in Chapter 2.

**I can't restore a backup file because there's not enough memory available on my Newton PDA.**

- Delete items you no longer use from your Newton PDA and try restoring again.

**I can't restore a backup file because there's not enough memory available on my computer.**

- You may have to increase the amount of memory allocated to the Newton Backup Utility. For more information about increasing memory for an application, see the manual that came with your computer.

**When I restore information from a Newton PDA that uses an earlier version of the Newton operating system to a Newton PDA that uses the Newton 2.0 operating system, my To Do list disappears.**

- You may have set the wrong date on your Newton PDA. Correct the date and try restoring again.

**I can't install a package.**

- You may not have enough free storage space on your storage card or Newton PDA. Try deleting packages you don't need.
- Contact the software publisher to make sure the package is compatible with the Newton 2.0 operating system.

**A package I installed on my Newton PDA takes up less memory than on my computer.**

- Some packages are compressed when you install them on your Newton PDA. The package will work properly.

**I can't establish a serial connection from my PowerBook or PowerBook Duo.**

- Choose the Chooser from the Apple (🍏) menu and make sure AppleTalk is inactive.
- Open the PowerBook Setup control panel and make sure Modem is set to Normal.





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