

## Restoring your computer to an earlier time.

This is a very useful tool if the computer is causing problems for instance after a program has been installed, or something has been downloaded from the Internet. The restore points are automatically set in Windows in both Vista and XP. We can however set them ourselves, and we will deal with that further along.

A Restore Point will not remove any of your own data, photos or emails. It just removes updates to programs, programs, and downloaded stuff from the Internet, since the date you select.

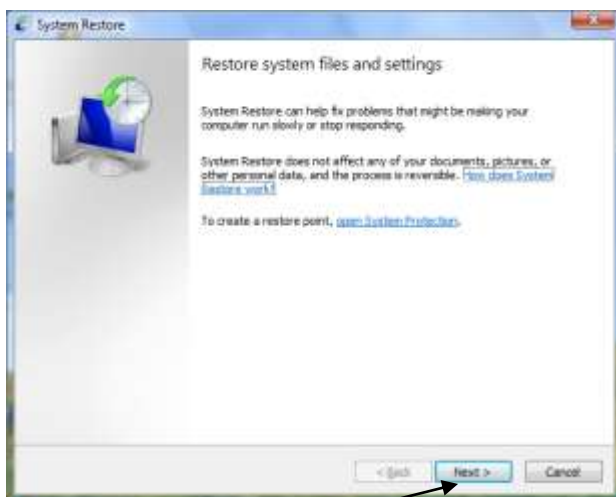
Restoring to an earlier time in Vista.

Open All programs

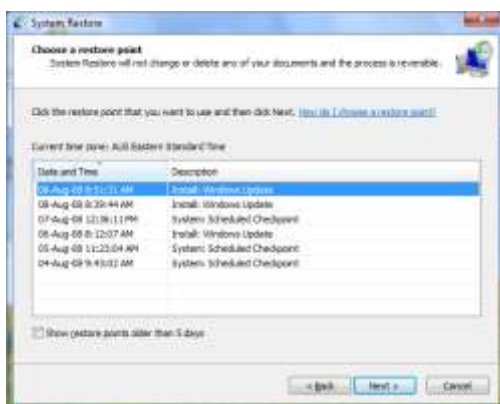
Accessories

System Tools

System Restore (this will take a few moments to open – just be patient)

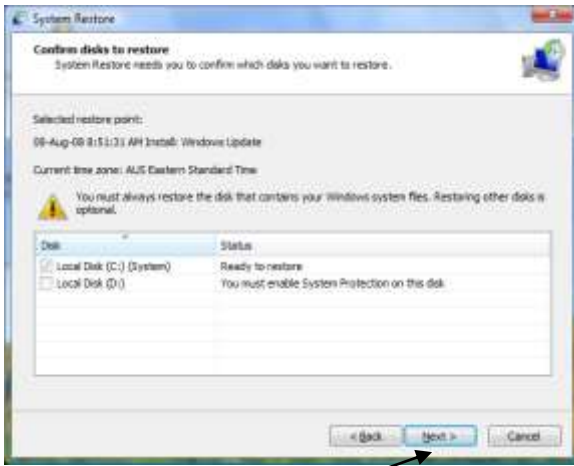


Click the Next button



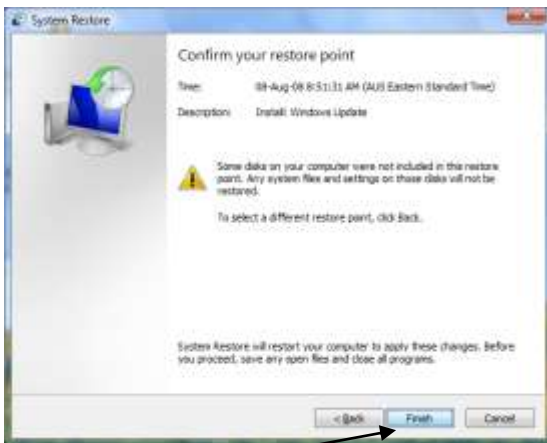
A window with the dates of recently set restore points will appear. Select the date which you wish to restore to.

Click Next.



This window is only to confirm that you do want to restore your computer to an earlier date.

Click next.



Click Finish

The computer will now carry out the operation. It will close down during the process and reboot asking you to enter your Password to restart. Your screen will go “black” during the process, this is nothing to worry about, it is all part of the process.

When the computer has finished and restored the system to an earlier date, a notice will come up on the screen. Do not switch off your computer or touch any keys etc, until that message appears. It will take a few minutes.

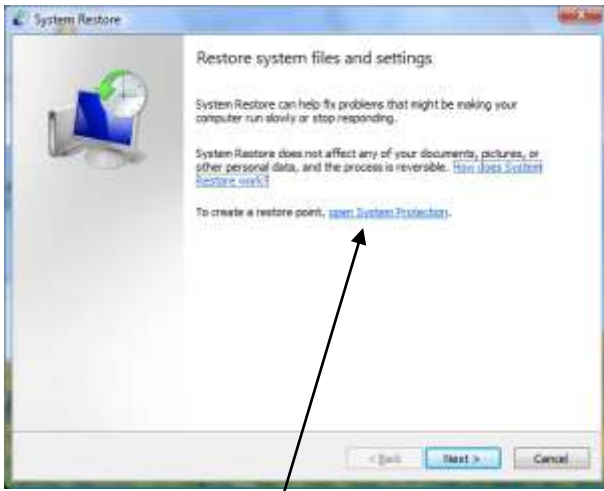
In the next section we will deal with setting your own Restore Point in Vista.

Open All Programs

Accessories

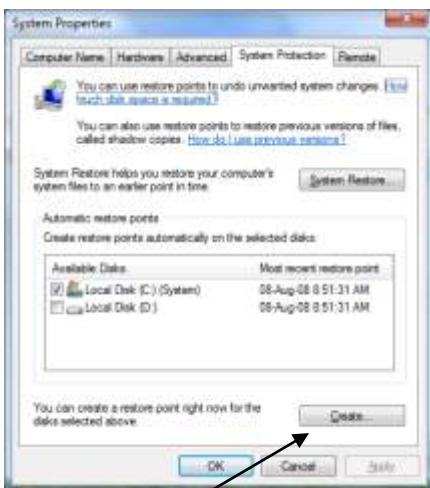
System Tools

System Restore (this takes a few seconds – be patient)

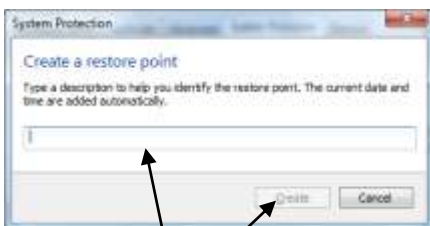


Click on open System Protection

Click Next

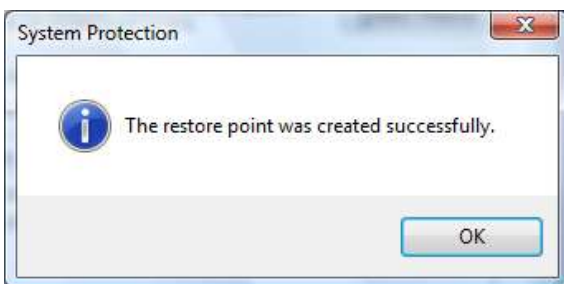


Click Create



Type a name for your restore in the box.

Click create



When the restore has been created a box stating that will appear.

Click O.K. on all open boxes/windows, except the last one, where you click Cancel.

Your restore point has been set.

## We will now look at XP.

Go to All Programs,

Accessories

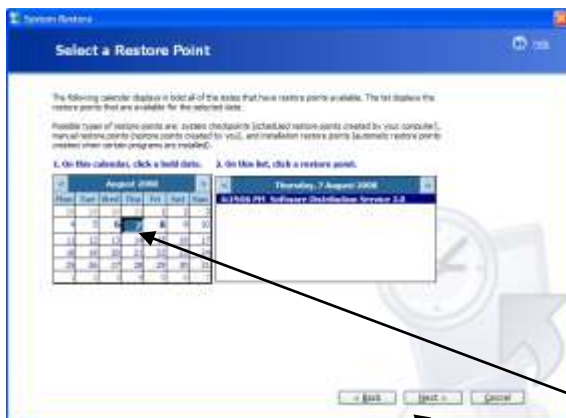
System tools

System restore



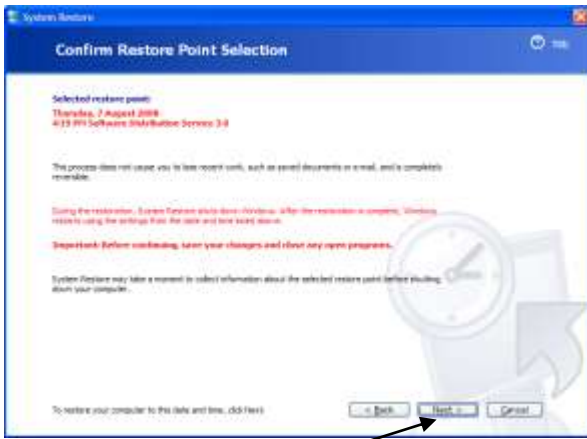
Make sure "Restore my computer to an earlier time is selected.

Click Next.



All restore points which have been set show in bold. Select a date.

Click Next.



The computer will ask for confirmation.

Click Next.

The process will now take place, and the computer will shut down during this process, and reboot. Do NOT play with the mouse, or keyboard during this operation.



A screen showing successful restore will appear upon completion. Click OK the screen will return to normal.

## To create a restore point in XP.

Go to All Programs

Accessories

System Tools

System Restore

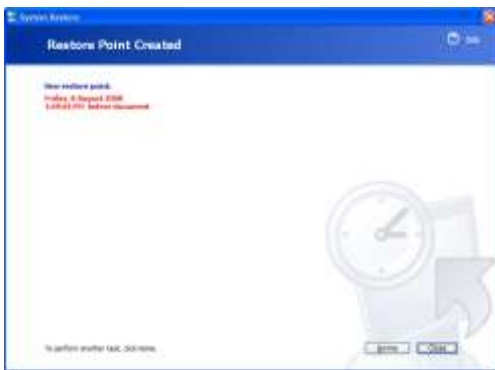


Make sure the Create a restore point is ticked. Click Next.



Type a name in the box for your restore point.

Click create



A box will appear when the restore point is created.

Click close.