



EditShare Ark

Setup and User's Guide

Version 2.0

Copyright © 2011 by EditShare

Part #: ESM-ArkUG-2_0

March 21, 2011

EditShare

119 Braintree Street, Suite 705

Boston, MA 02134

Tel: 617-782-0479

Fax: 617-782-1071

www.editshare.com

EditShare Ark Version 2.0 Setup and User's Guide

This manual, as well as any software described in it, is furnished under either a license or a confidentiality agreement, is confidential to EditShare, and may be used or copied only in accordance with the above mentioned agreements. The information in this manual is furnished for your use only and is subject to change without notice. EditShare assumes no responsibility or liability for any errors or inaccuracies that might appear in this manual.

This Documentation is the property of EditShare and is provided in accordance with an EditShare license agreement. Copying, modifying, or distributing this Documentation in violation of the license agreement, United States Copyright Laws, or the Copyright Laws of any applicable foreign jurisdiction is expressly prohibited.

EditShare is a trademark of EditShare in the United States and other countries.

Avid is a registered trademark of Avid Technology, Inc. DAVE is a registered trademark of Thursby Software Systems, Inc. Final Cut Pro, Leopard, Macintosh, and Macintosh OS are registered trademarks of Apple, Inc. in the United States and other countries. Premiere is a registered trademark of Adobe, Inc. Windows is a registered trademark of Microsoft Corporation in the United States and other countries. All other brand and product names are trademarks or registered trademarks of their respective companies and are hereby acknowledged.

Notice:

To the best of our knowledge, the information in this document is accurate; however, EditShare assumes no responsibility or liability for the accuracy or completeness of this information. Mention of trade names or commercial products does not constitute endorsement by EditShare except where explicitly stated.

Contents

EditShare Ark	5
Ark Overview	5
Using Help	6
Setting Up Ark Hardware and Software	7
Ark Hardware	8
Required Software	9
Connecting the UPS	9
Connecting the Quantum SuperLoader	10
Preparing Tapes for the Autoloader	11
Updating EditShare with the Ark Option	12
Configuring Ark with Ark Assistant	12
Preparing to Configure Ark with Ark Assistant	13
Running Ark Assistant	14
Following the First-time Setup Wizard	15
Installing Ark	19
Configuring Ark	20
Authenticating to an Ark Master Server	22
Ark Disk Configuration	23
Ark Tape Configuration	25
Troubleshooting Ark	27
Starting or Stopping Services	28
Removing All Backups from Ark Disk	29
Clearing All Tapes Loaded on Ark Tape	30
Clearing All Ark Settings	31
Using Ark	32
Ark Workflows	32
Ark Tape Backup Workflow	32
Ark Disk Backup Workflow	33
Ark Restore Workflow	33
Starting Ark	33
Creating Ark Backup Jobs	35
Ark Backup Scenarios	36
Adding a Backup Job	37
Scheduling a Backup Job	39
Setting Ark Bandwidth	43

Adding a Backup Item	46
Modifying a Backup Job	49
Sorting and Filtering	49
Setting up Tape Pools	50
Adding Tapes to Pools	52
Running a Single Backup Job	55
About Restore	56
Restoring a Backup	57
Ark-Flow Integration	62
Activation of an Ark Disk as an EditShare Server	62
Activating an Ark Disk Server as an EditShare Server	63
Resetting Passwords after Activation	66
Deactivating an EditShare Server	67
Index	69

EditShare Ark

EditShare Ark is a multi-purpose product designed to allow you to back up and archive anything stored on your EditShare Storage servers to spinning disk devices or to tapes using a single, simple interface. You can also restore whatever you have backed up.

This guide provides you with comprehensive information about setting up and using the system. See the following sections:

- [Ark Overview](#)
- [Using Help](#)
- [Setting Up Ark Hardware and Software](#)
- [Configuring Ark with Ark Assistant](#)
- [Using Ark](#)
- [Ark-Flow Integration](#)
- [Activation of an Ark Disk as an EditShare Server](#)

This guide also includes a comprehensive Index.

Ark Overview

Ark meets a variety of needs:

- Creation of safety backups during the editing process
- Moving media to a lower-cost location when a project must be put on hold or while it awaits approval
- Long-term archiving of entire projects (all media or selected media)
- Backing up solid-state media taken from reusable storage devices
- Restoring to an EditShare Storage server anything backed up or archived onto an Ark device

If your Ark device consists of spinning disks, you also have the option of activating your Ark device in an emergency so it can stand in for an EditShare server to minimize downtime.

It is important to back up valuable data in a second location beyond the RAID-5 storage included with all EditShare Storage servers. Your server could be damaged by fire, water, theft, or a catastrophic electrical or file-system error. In many cases, insurance companies do not

insure film and television productions unless backups of all materials are kept in an off-site location. Ark provides such backup if your Ark Disk device or your Ark Tape device is located off site or if you regularly transport your LTO-4 tapes to an off-site location.

Many organizations also need a location where media and project files can be archived permanently when a project is finished. Ark enables you to easily move media to an archive and easily retrieve it when you want to work with those materials again.

The number of real-time users and the bandwidth that can be supported depends on the Ark model you choose.

You can use Ark to back up media stored on EditShare Storage or XStream version 5.5.10 or later. Ark is fully integrated with EditShare Flow, Storage, and XStream solutions. Ark runs as an independent application.

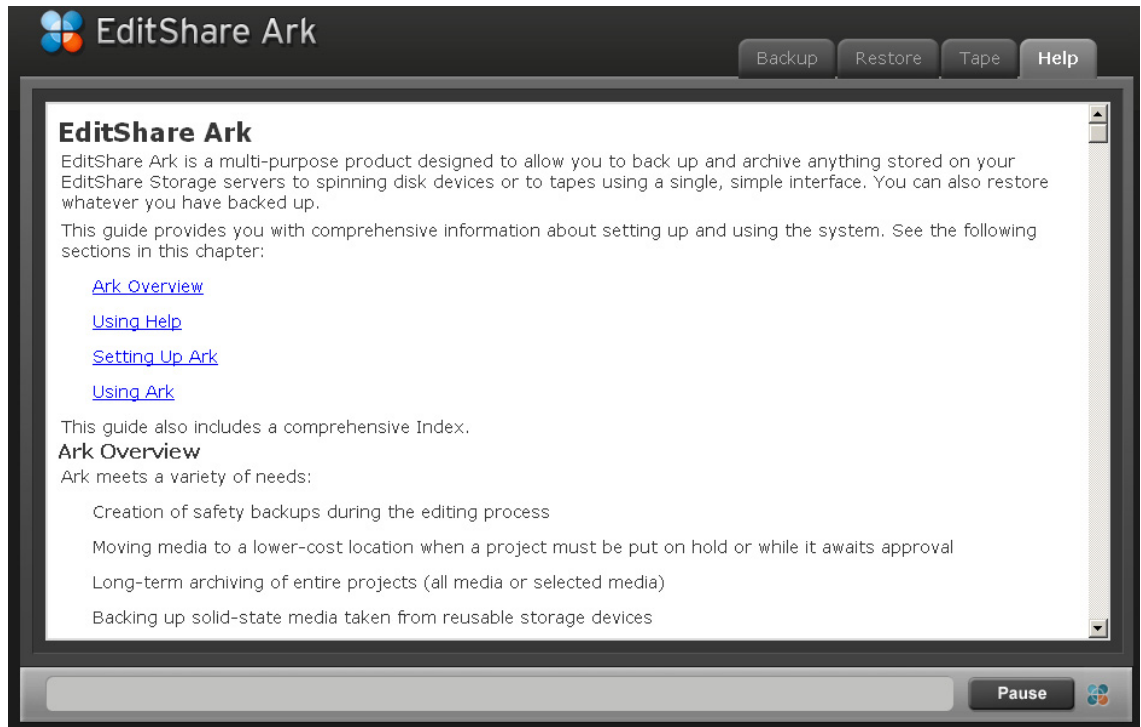
If you have purchased an Ark Disk system, you will not normally use it for real-time editing. In a crisis situation where something has happened to a facility's main EditShare storage, however, you can activate Ark disk-based storage to complete mission-critical work while the primary storage is repaired.

Using Help

If you are reading this information in PDF, you can also view it in the Ark application. Do the following.

TASK

1. Click the Help tab.
The Ark documentation appears.



2. Click the links or scroll up and down to find help for the area of the application you are in.
-

Setting Up Ark Hardware and Software

This section describes the components of your Ark system and how to set it up. See the following topics:

- ["Ark Hardware" on page 8](#)
- ["Required Software" on page 9](#)
- ["Connecting the UPS" on page 9](#)
- ["Connecting the Quantum SuperLoader" on page 10](#)
- ["Preparing Tapes for the Autoloader" on page 11](#)
- ["Updating EditShare with the Ark Option" on page 12](#)

Ark Hardware

Depending on your configuration, your Ark system can include one or more of the following components:

- **Ark Disk Server.** Similar to your EditShare Storage server, this Ark device – based on hard drives that are spinning all the time – offers the advantage of high speed for backup, archiving, and restoration.

Ark Disk servers can also be activated in case of emergency to stand in for an EditShare Storage server. In most cases, an activated Ark Disk server has significantly lower performance for fewer real-time editors than the Storage server it is temporarily replacing. You will, however, have a means of continuing mission-critical work while the Storage server is being repaired or replaced.

Ark supports being installed only on 64-bit systems and working only with 64-bit storage servers.

- **Ark LTO-4 Tape Autoloader.** EditShare supports the Quantum SuperLoader 3, the Quantum Scalar i40/80, and other autoloaders on request. You use this for backing up and archiving onto removable LTO-4 tape cartridges. LTO-4 tapes are economical, consume very little power, and are easy to remove from the premises for off-site storage. The loader connects to an Ark Tape server via a SAS card and cable.

The autoloader can hold up to 16 LTO-4 tapes at a time. You can back up to a much larger number of tapes by rotating fully written tape cartridges out of the autoloader and replacing them with blank cartridges. Ark software keeps track of tapes as you add and remove them.

Each autoloader must be connected to its own Ark Tape Server.

For several aspects of connecting and setting up your autoloader you will need to refer to the documentation that comes with your autoloader.

- **Ark Tape Server.** EditShare recommends that you connect your tape device to a standalone 2U server. When Ark backs up your data to tapes, the data is copied to a hard drive in exactly the same format that is used to store the data on the tape.

While you can connect tape devices directly to an EditShare Storage server running Ark software, you need to set aside at least 2 TB of space. In addition, a tape device connected directly to your Storage server might cause disruptions to editing if you want to write data to your tapes during working hours. A standalone Tape server ensures that your Storage server is always available for your editing needs.

- **Uninterrupted Power Supply (UPS).** A UPS protects your system against power failures.

CAUTION: EditShare recommends that you use a UPS as a battery backup for your Ark system. If you lose power during an Ark backup operation, you might lose data.

See "[Connecting the UPS](#)" on page 9.

Required Software

You need to install EditShare Version 5.5.10 or later on each of your Ark Tape and Ark Disk servers. In addition, you must be running EditShare Version 5.5.10 or later on all your EditShare storage servers so their storage is seen by Ark as a potential source of files to be backed up.

In most cases, if you buy a complete Ark system, the required software is preinstalled on the devices. If you are adding Ark Tape or Ark Disk to an existing EditShare system, you need to make sure you are running the latest EditShare version, and you need to update your server license to enable the use of Ark. See "[Updating EditShare with the Ark Option](#)" on page 12.

Connecting the UPS

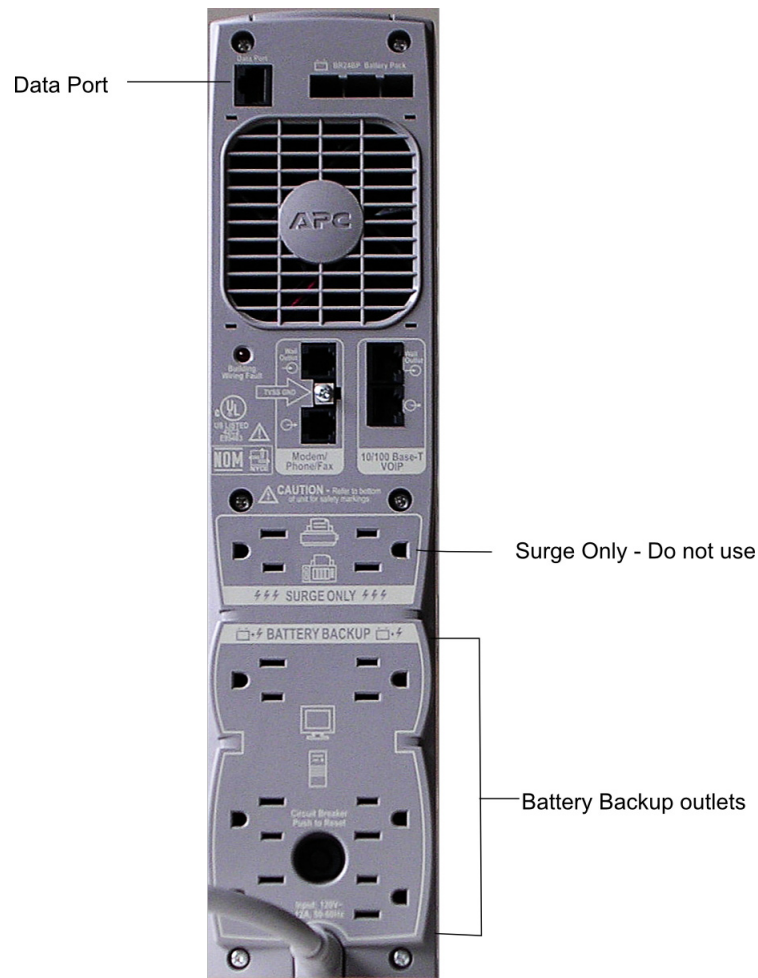
The UPS plugs into a normal power outlet. All of your Ark components should be plugged into the UPS.

To connect the UPS to the Ark server, do the following.

TASK

1. Charge the UPS for a full 8 hours before you use it (see your UPS documentation).
2. Open the UPS battery compartment and connect the battery to the UPS. For more information, see your UPS documentation.

3. Connect the UPS to the Ark servers using the USB cable supplied with the UPS unit by doing the following:
 - a Connect the USB end to any USB port on the server.
 - b Connect the other end, which looks like an Ethernet plug, to the port labeled Data Port above the fan grille on the UPS.



- c Connect all the power cables from the Ark Disk server, the Ark Tape server, and your tape device to the bottom four or six outlets labeled Battery Backup.

NOTE: Do not use the two outlets at the top labeled Surge Only.

Connecting the Quantum SuperLoader

To connect your Ark Tape Server to the Quantum SuperLoader, you use a mini-Serial Attached SCSI (SAS) cable.

NOTE: Do not use the cable that the Quantum SuperLoader ships with. Use the SAS-to-SAS cable that EditShare provides.

Do the following.



TASK

1. Plug one end of the mini-SAS cable into the card at the right side of the back of the Ark Tape server.
2. Plug the other end of the cable into the SAS port on the back of the Quantum SuperLoader.

NOTE: For detailed information about connecting the SuperLoader, see “Connecting SAS and Power Cables” in the *Quantum SuperLoader 3 User’s Guide*.

3. Plug an Ethernet cable into the Ethernet port on the back of the Quantum SuperLoader, and then configure the Remote Management option. For more information, see “On-board Remote Management” in the *Quantum SuperLoader 3 User’s Guide*.

NOTE: You should make note of the IP address of your SuperLoader. To determine the IP address, see “Viewing Ethernet Information” in the *Quantum SuperLoader 3 User’s Guide*.

Preparing Tapes for the Autoloader

Each tape cartridge you use in the SuperLoader must have a label affixed in the correct location before you use it. Each label contains a bar code that identifies the tape; the SuperLoader reads the bar code.

CAUTION: *Every tape you use must have a unique identifier on the label.*

EditShare recommends that you order a set of customized labels, perhaps 200 or more, from a reputable bar code label vendor. Various vendors allow you to specify what kind of name and identifier you want to use, depending on your needs (some even apply the labels for you). You can then begin labeling your backup tape cartridges sequentially with a consistent identifying scheme.

NOTE: *Your Ark Tape server might have shipped with several tape cartridges and labels. You can use these labels to get started with, but you still have to order additional ones when you order additional tape cartridges, and the identifying scheme might not be consistent.*

You must position the label correctly. Ark Tape cannot scan and use a tape if the label is absent or positioned incorrectly.

Do the following.

TASK

1. Hold the tape cartridge with the write-protect Lock button to the left and the metal disk showing through the bottom.
An indentation for the label is to the right of the button on that side of the cartridge.
2. Press the label into the indentation so you read the identifier from left to right.



For detailed information about your SuperLoader, including how to load tape cartridges into the SuperLoader magazine, see "Operating the AutoLoader" in the *Quantum SuperLoader 3 User's Guide*.

NOTE: You must have at least one tape in your tape loader to serve as the database tape.

Updating EditShare with the Ark Option

You need to select Ark options in the EditShare Role Assistant.

If you are adding Ark to an existing EditShare server, you need to update your dongle and your EditShare software with the Ark option. Do the following.



TASK

1. Run the dongle updater that you received from EditShare.
2. Update your EditShare server software to Version 6 or later from the EditShare web site.

NOTE: For detailed information about updating your system, see the *ReadMe* for your EditShare software.

Configuring Ark with Ark Assistant

Ark Assistant guides you through configuring all components of your Ark system. This includes choosing potential sources of material to back up: which

EditShare storage server groups (ESA Groups) and which RAID types within those groups. It also involves specifying destinations for backups: which disks and which tape servers and attached autoloaders.

NOTE: With version 6, the Ark Assistant is included in the EditShare Role Assistant. For the latest information, see your Version 6 ReadMe.

See the following sections:

- ["Preparing to Configure Ark with Ark Assistant" on page 13](#)
- ["Running Ark Assistant" on page 14](#)

Preparing to Configure Ark with Ark Assistant

Before you start Ark Assistant, do the following:

TASK

1. Make sure you have set up the hardware and software as described in ["Setting Up Ark Hardware and Software" on page 7](#).
 2. Write down the IP address or DNS hostname for each of the following:
 - Ark Master – which server you want the main Ark control software to run on, usually your Ark Disk server or the Ark Tape server attached to your tape autoloader.
 - Source – which ESA Group and which RAID filesystems you want to back up.
 - Destination – where you want the backup to reside. This might be a RAID on your Ark Disk server or a tape pool on your Ark Tape server (the server with your tape loader attached to it).
 3. If you are using Ark Tape, do the following:
 - a Make sure the autoloader is connected and turned on (see ["Connecting the Quantum SuperLoader" on page 10](#)).
 - b Make sure at least one blank tape is in the autoloader to serve as the database tape (see ["Preparing Tapes for the Autoloader" on page 11](#)).
 4. Make sure you know your EditShare Administrator password.
-

Running Ark Assistant

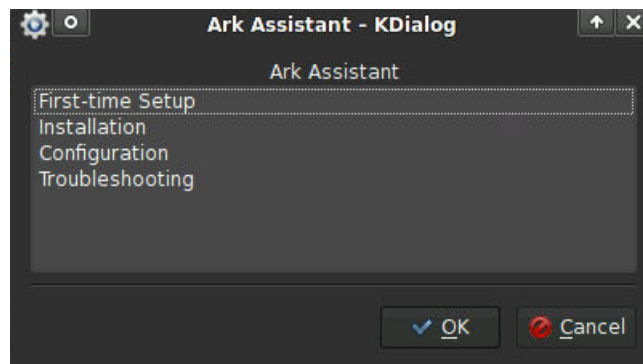
To install and configure your Ark system, do the following.

TASK



1. Do one of the following:
 - a Double-click Ark Assistant in the EditShare server Control Panel.
 - b Click Ark Assistant in the Role Assistant.

The Ark Assistant dialog box opens.



2. Select one of the following options:
 - First-time Setup (see ["Following the First-time Setup Wizard"](#) on page 15)
 - Installation
 - Configuration
 - Troubleshooting

CAUTION: *Select First-time Setup only for configuring new Ark systems. First-time Setup removes all previously backed-up files and Ark configurations.*

After first-time setup, to reconfigure Ark, update existing modules, or troubleshoot Ark, select one of the individual modules in the Installation and Configuration dialog boxes. See the following topics.

- ["Installing Ark"](#) on page 19
- ["Configuring Ark"](#) on page 20
- ["Ark Disk Configuration"](#) on page 23
- ["Ark Tape Configuration"](#) on page 25
- ["Troubleshooting Ark"](#) on page 27

NOTE: *In any dialog box that lists, for example, RAIDs or IP Addresses and you do not see the one you want, click the <Not listed> option, and then type the ID or address.*

Following the First-time Setup Wizard

First-time Setup is a wizard that guides you through a four-part process of installing and configuring your Ark system.

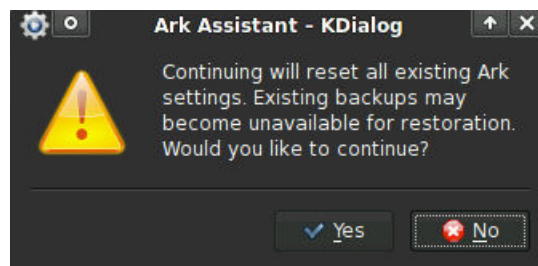
CAUTION: Use the First-time Setup wizard only for configuring new Ark systems. First-time Setup removes all previously backed-up files. To update existing modules, select one of the individual modules in the Installation and Configuration dialog boxes.

TASK

1. Follow steps 1-3 in "Configuring Ark with Ark Assistant" on page 12, selecting First-time Setup.

2. Click OK.

A dialog box opens informing you that all existing Ark settings will be reset and asking if you want to continue.



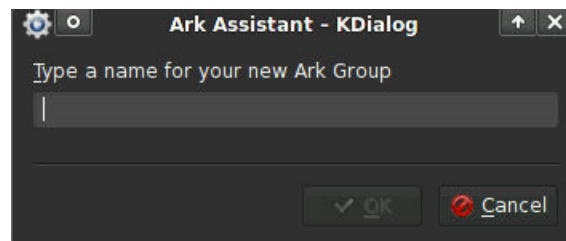
NOTE: Press Cancel at any time to return to the previous dialog box.

3. Click Yes.

The Step 1 of 4 - Ark Group Configuration dialog box opens.

4. Click OK.

A dialog box opens asking for your Ark Group name.

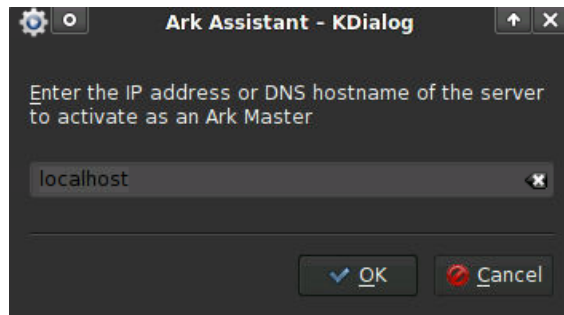


5. Type a name for your Ark Group, and then click OK.

NOTE: You must type a name, because it's possible to have more than one Ark system in a facility, and each must have a unique Ark Group name. You can

give your Ark Group any name, for example, `augustbackups` or `archiveone`. Use only lowercase alphanumeric characters.

A dialog box opens asking for the address or hostname of the server you want to designate as the Ark Master (the server running the Ark control software). In general, this is the physical server attached to your Ark Disk storage or your tape autoloader; in most cases this is not your EditShare storage server.

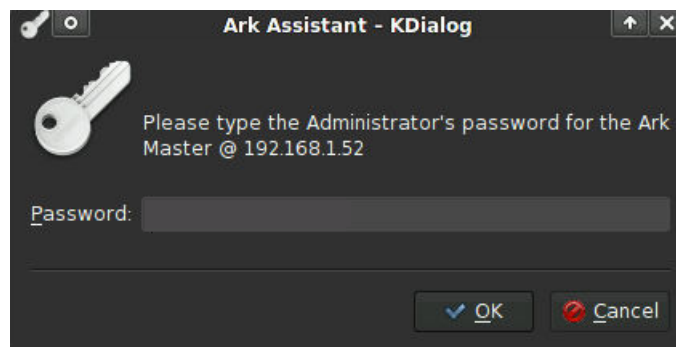


NOTE: You have to have already run the Ark license updater on your Ark Master system. See "Updating EditShare with the Ark Option" on page 12.

6. Do one of the following:
 - Type the IP address or the DNS hostname of the server you want to activate as the Ark Master, and then click OK.
 - Click OK to accept the default (`localhost` is a shortcut for the IP address of the server you currently running Ark Assistant on).

A progress window opens. When it is finished, a dialog box opens asking for your EditShare Administrator password.

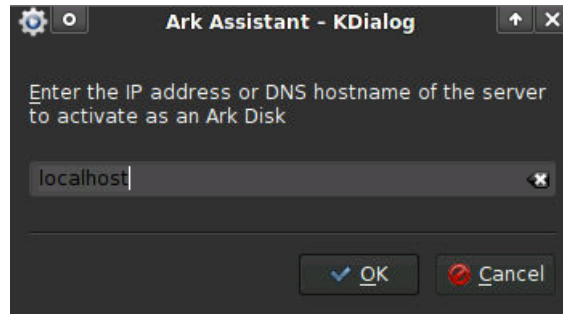
NOTE: This is the Administrator password for the server you have chosen as the Ark Master.



7. Type the EditShare Administrator username for your Ark Master, and then click OK.

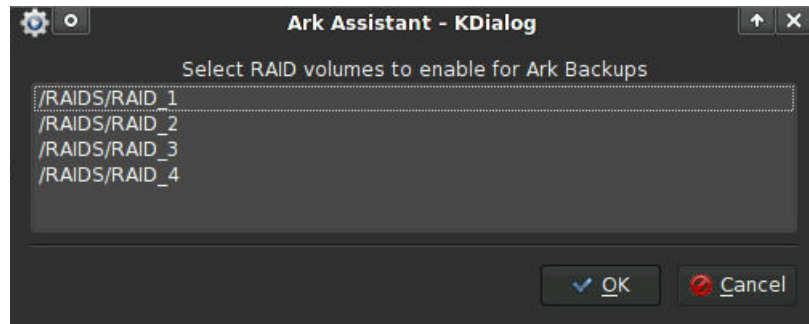
The Step 2 of 4 - Ark Disk Configuration dialog box opens.

8. Do one of the following:
 - If you do not have an Ark Disk, click No and go to Step 12.
 - Click Yes.
A dialog box opens asking for the Ark Disk address or hostname.



9. Do one of the following:
 - Type the IP address or the DNS hostname of the server you want to activate as an Ark Disk, and then click OK.
 - Click OK to accept the default.

A progress window opens. When it is finished, a dialog box opens showing available RAID volumes.



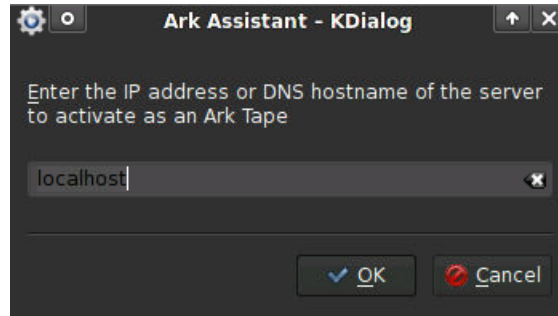
10. Select the RAID volumes you want to enable for Ark Backup (Ctrl+click to select non-adjacent volumes), and then click OK.
You are asked if you want to add another Ark Disk.
11. Do one of the following:
 - Click Yes. You start over at Step 8.
 - Click No.

The Step 3 of 4 - Ark Tape Configuration dialog box opens.

12. Click Yes.

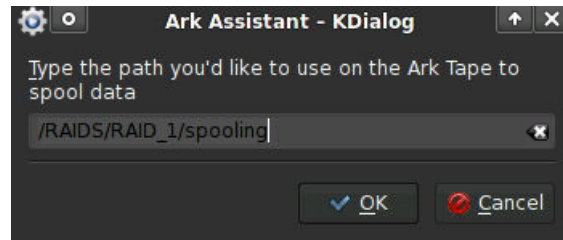
NOTE: You must have at least one tape in your tape loader to serve as the database tape. If you do not, a message box opens instructing you to insert a tape. Insert the tape and then click OK to start the tape configuration process again.

A dialog box opens asking for the Ark Tape server address or hostname.



13. Do one of the following:
- Type the IP address or the DNS hostname of the server you want to activate as an Ark Tape server, and then click OK.
 - Click OK to accept the default.

A dialog box opens asking for the path you want to use to spool data.



14. Do one of the following:
- Type the path where you want Ark Tape to spool data, and then click OK.
 - Click OK to accept the default.

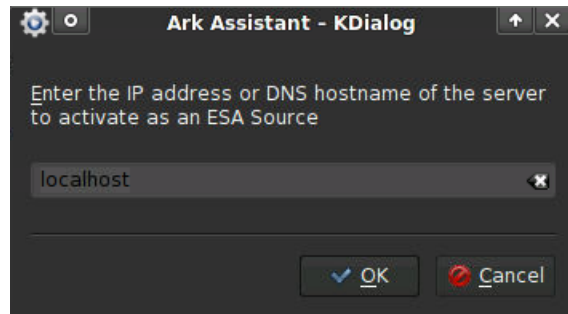
A progress window opens. When it is finished, a dialog box opens asking if you want to attach another Ark Tape.

15. Do one of the following:
- Click Yes. You are returned to Step 12.
 - Click No.

The Step 4 of 4 - ESA Source Configuration dialog box opens.

16. Click Yes.

A dialog box opens asking for the server address or hostname of the server that holds the material you want to back up. This is usually your EditShare storage server.



17. Do one of the following:
 - a Type the IP address or the DNS hostname of the server you want to activate as an ESA Source, and then click OK.
 - b Click OK to accept the default.

NOTE: If the system cannot locate your ESA group name, a dialog box opens asking for it. Type your ESA Group name and click OK. For more information about ESA Groups, see "ESA Assistant" in the *EditShare Administrator's Guide*. A dialog box opens asking for your Administrator password.
18. Type the Administrator password for your ESA Source, and then click OK.

A progress window opens. When it is finished, you are asked if you want to add another ESA Source.
19. Do one of the following:
 - Click Yes. You start over at Step 15.
 - Click No.

A dialog box opens stating that installation and configuration is complete.
20. Click OK.

You are ready to work on your Ark system. See ["Starting Ark" on page 33](#).

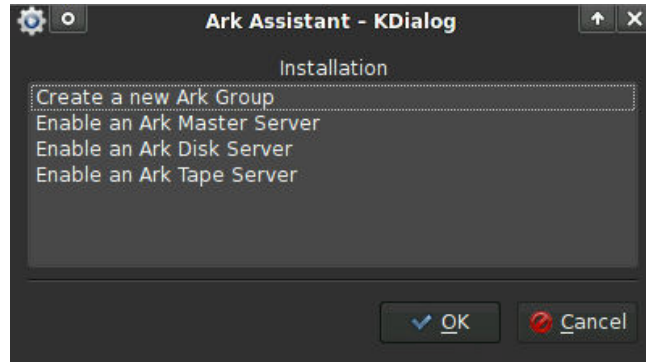
Installing Ark

When you select Installation in the Ark Assistant dialog box, you can select several options that are included in the First-time Setup wizard but that you can also carry out separately. For example, if you later acquire a new tape server, you wouldn't need to follow the entire initial configuration process described in ["Following the First-time Setup Wizard" on page 15](#).

TASK

1. Follow steps 1-3 in ["Configuring Ark with Ark Assistant" on page 12](#), selecting Installation.

2. Click OK.
The Installation dialog box opens.



NOTE: Press Cancel at any time to return to the previous dialog box.

3. Select one of the following options and then see the particular steps in ["Following the First-time Setup Wizard" on page 15](#):
 - Create a new Ark Group. See Steps 3-5.
 - Enable an Ark Master Server. See Steps 6-7.
 - Enable an Ark Disk Server. See Steps 8-11.
 - Enable an Ark Tape Server. See Steps 12-13.
4. Click OK.

Configuring Ark

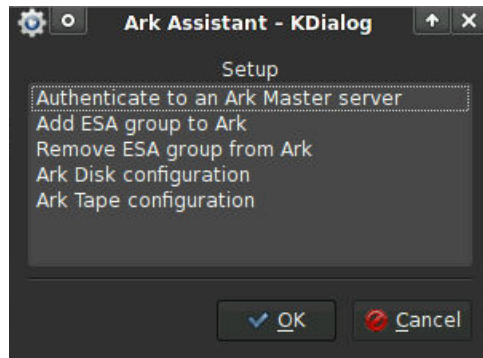
When you select Configuration in the Ark Assistant dialog box, you can select several options that are included in the First-time Setup wizard but that you can also carry out individually. For example, you might want to later add a new ESA group without following follow the entire initial installation and configuration process as described in ["Following the First-time Setup Wizard" on page 15](#).

Several of the options also include additional options that you might not need in a routine initial configuration, for example, detaching an Ark Disk or an Ark Tape from the Ark Master server. For example, if your Ark Disk server isn't functioning, you can detach it. In this case, the backups stored on the Ark Disk server would not be available for restoration.

In addition, if you need to activate your Ark Disk as an EditShare server, you need to remove the ESA Group from Ark. For more information, see ["Activation of an Ark Disk as an EditShare Server" on page 62](#).

TASK

1. Follow steps 1-3 in ["Configuring Ark with Ark Assistant"](#) on page 12, selecting Configuration.
2. Click OK.
The Setup dialog box opens.



NOTE: Press Cancel at any time to return to the previous dialog box.

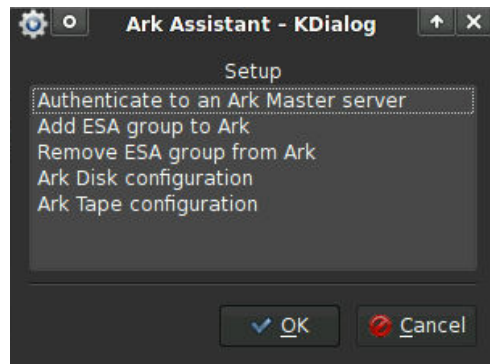
3. Select one of the following options and then see the particular steps in ["Following the First-time Setup Wizard"](#) on page 15:
 - [Authenticate to an Ark Master Server](#). See Steps 6-7. Also see ["Authenticating to an Ark Master Server"](#) on page 22.
 - [Add ESA Groups to Ark](#). See Steps 15-20.
 - [Ark Disk Configuration](#). See Steps 8-11. Also see ["Ark Disk Configuration"](#) on page 23.
 - [Ark Tape Configuration](#). See Steps 12-14. Also see ["Ark Tape Configuration"](#) on page 25.
 4. Click OK.
-

Authenticating to an Ark Master Server

If you have already specified one or more Ark Master servers, do the following to connect to the server.

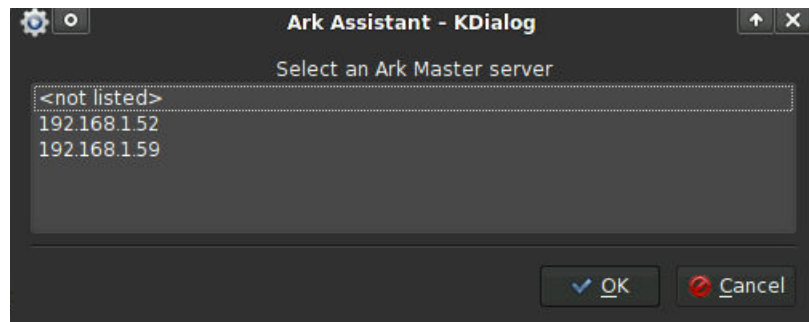
TASK

1. (Option) In the Setup dialog box, select **Authenticate to an Ark Master server**, and then click **OK**.

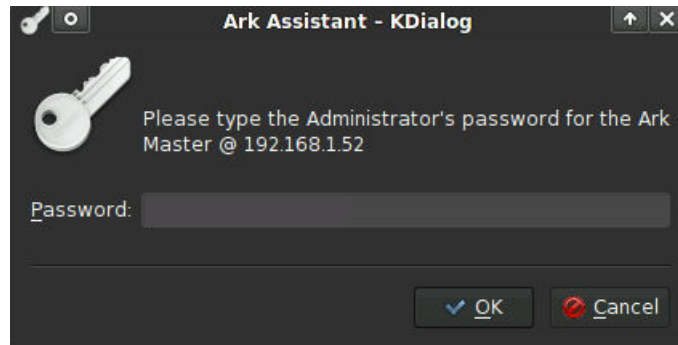


NOTE: Press Cancel at any time to return to the previous dialog box.

A dialog box opens.



2. Select an Ark Master server to connect with, and then click **OK**.
A dialog box opens asking for your Administrator password.



3. Type the EditShare Administrator username for your Ark Master, and then click OK.
The Settings dialog box reopens.

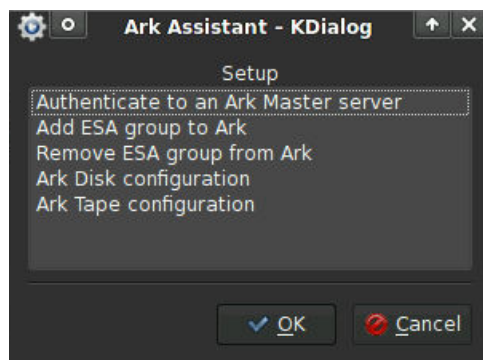
Ark Disk Configuration

As part of Ark Disk configuration, you can attach or detach an Ark disk using the Ark Disk Setup dialog box. For example, if your Ark Disk server isn't functioning, you can detach it. In this case, the backups stored on the Ark Disk server would not be available for restoration. When it becomes operative again, you can attach it.

You can also select RAID volumes to use for backup. For example, if additional RAID volumes have become available, you can select them in the Ark Disk Setup dialog box.

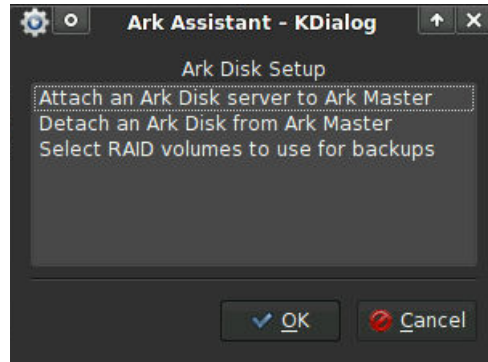
TASK

1. (Option) In the Setup dialog box, select Ark Disk Configuration, and then click OK.

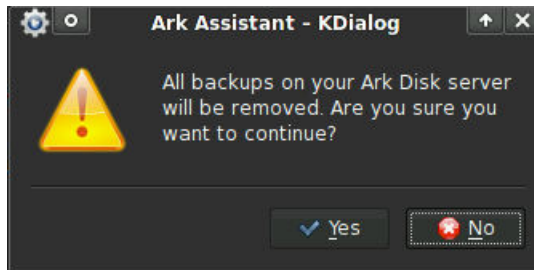


NOTE: Press Cancel at any time to return to the previous dialog box.

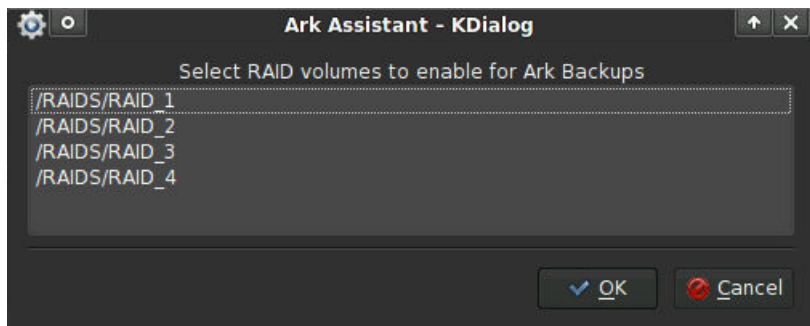
The Ark Disk Setup dialog box opens.



2. (Option) Select Attach an Ark Disk server to Ark Master, and then click OK.
See Steps 8-11 in "[Following the First-time Setup Wizard](#)" on page 15.
3. (Option) Do the following to detach an Ark Disk server.
NOTE: When you detach an Ark Disk server, the backups stored on the Disk server are not available for restoration until you attach it again.
 - a Select Detach an Ark Disk from Ark Master, and then click OK.
A dialog box opens listing the Ark Disk servers.
 - b Select the Ark Disk you want to detach, and then click OK.
A dialog box opens asking if you are sure you want to detach the Ark Disk.
 - c Click OK.
The backups stored on the detached Ark Disk server are not available for restoration. The Disk Setup dialog box reopens.
4. (Option) Do the following to select additional RAID volumes.
 - a Select "Select RAID volumes to use for backups" and then click OK.
A dialog box opens asking you to select an Ark Disk server.
 - b Select the Ark Disk server, and click OK.
A message box opens warning that all backups will be removed.



- c If you are sure, click OK.
A dialog box opens listing available RAID volumes.



- d Select the RAID volumes you want to add (Ctrl+click to select non-adjacent volumes), and then click OK.
A confirmation dialog box opens.
- e Click OK.
The Disk Setup dialog box reopens.

Ark Tape Configuration

In addition to Ark Tape server configuration, you can also attach or detach an Ark Tape server. For example, if your Ark Tape server isn't functioning, you can detach it. In this case, the backups stored on the Ark Tape server would not be available for restoration. When it becomes operative again, you can attach it.

You can also reset the Ark Tape database if you want to clear all tape information without resetting your Ark group configuration. The Ark Tape database keeps track of what you have backed up, tape pool configuration, and so on. If you reset the Ark Tape database, your tape backups become irretrievable.

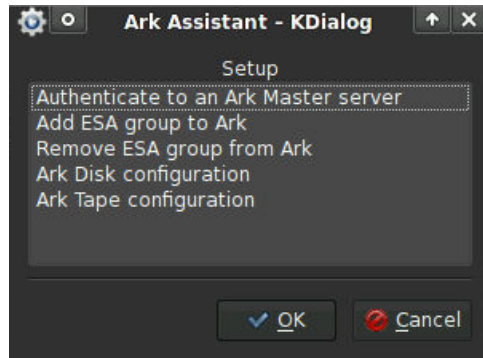
NOTE: Ark ignores tapes labeled CLNxxx (a standard designation for cleaning tapes) and does not manage any cleaning routine. This should be handled by your autoloader. For

the Quantum Superloader, you can use the autoclean function. See your autoloader's documentation.

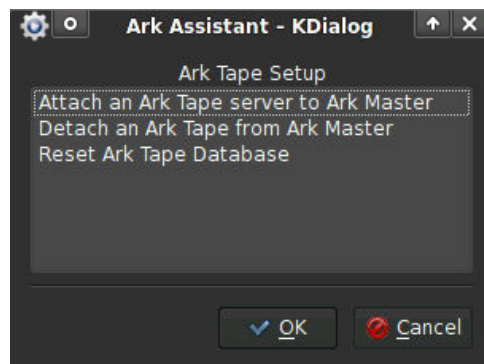
To configure Ark Tape, do the following.

TASK

1. In the Setup dialog box, select Ark Tape Configuration, and then click OK.



The Ark Tape Setup dialog box opens.



2. (Option) Select Attach an Ark Tape server to Ark Master, and then click OK.
See Steps 12-14 in "[Following the First-time Setup Wizard](#)" on page 15.
3. (Option) Do the following to detach an Ark Tape server.
NOTE: When you detach a Tape server, the backups stored on the Tape server are not available for restoration until you attach it again.
 - a Select Detach an Ark Tape from Ark Master, and then click OK.
A dialog box opens listing the Ark Tape servers.
 - b Select the Ark Tape you want to detach, and then click OK.

- (Option) Select Reset Ark Tape Database, and then click OK.

CAUTION: *If you reset the Ark Tape database, your tape backups become irretrievable. EditShare advises contacting Technical Support before you select this option.*

The database is reset and the Ark Tape Setup dialog box reopens.

Troubleshooting Ark

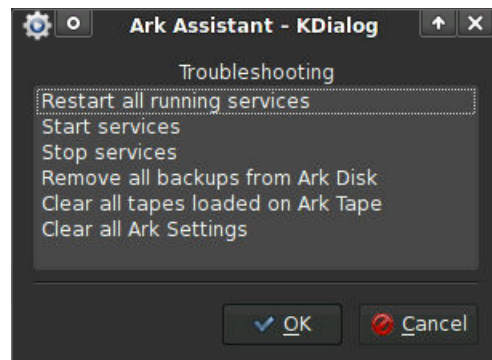
CAUTION: *Only use Troubleshooting options when EditShare Technical Support directs you to do so.*

Ark Assistant includes several Troubleshooting options that can help you resolve issues you might encounter while using your Ark system.

TASK

- Follow steps 1-3 in "[Configuring Ark with Ark Assistant](#)" on page 12, selecting Troubleshooting.
- Click OK.

The Troubleshooting dialog box opens.



NOTE: *Press Cancel at any time to return to the previous dialog box.*

3. Select an option and click OK.

NOTE: *If you select Restart all running services, the services are restarted and the Troubleshooting dialog box reopens.*

See the following sections:

- "Starting or Stopping Services" on page 28
- "Removing All Backups from Ark Disk" on page 29
- "Clearing All Tapes Loaded on Ark Tape" on page 30
- "Clearing All Ark Settings" on page 31

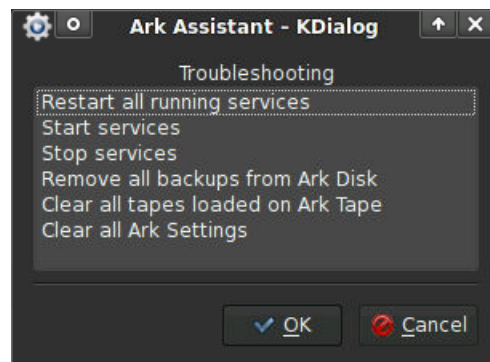
Starting or Stopping Services

CAUTION: *Only use Troubleshooting options when EditShare Technical Support directs you to do so.*

Starting or stopping services might restore functionality in case of an Ark system issue.

TASK

1. Select Troubleshooting in the Ark Assistant dialog box and click OK.
The Troubleshooting dialog box opens.

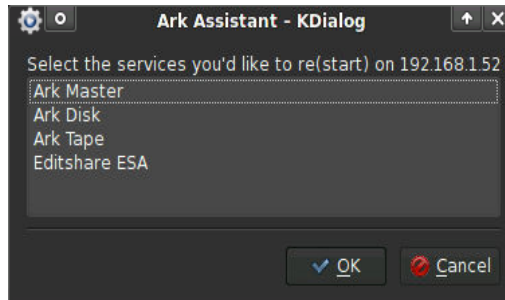


2. To restart all services, click Restart all running services.
A progress bar opens. When it is finished, the Troubleshooting dialog box reopens.
3. To start or stop only certain services, select Start services or Stop services, and then click OK.

CAUTION: *Only select this option while in communication with EditShare Technical Support. Any backup or restore jobs currently running are interrupted.*

A dialog box opens asking for the IP address of the server on which you want to act.

4. Type the IP address, and then click OK.
A dialog box opens showing services.



5. Select the services you want to start or stop, and then click OK.
The Troubleshooting dialog box reopens.

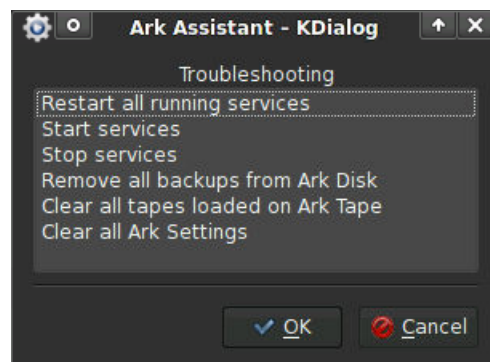
Removing All Backups from Ark Disk

CAUTION: *Only use Troubleshooting options when EditShare Technical Support directs you to do so.*

This option removes all backup media stored on the RAID volumes configured for your Ark Disk server. It is similar to the EditShare Clean Slate tool as described in “Deleting Media Spaces: Clean Slate Tool” in the *EditShare Administrator’s Guide*.

TASK

1. Select Troubleshooting in the Ark Assistant dialog box and click OK.
The Troubleshooting dialog box opens.



2. Select Remove all backups from Ark Disk, and then click OK.
A dialog box opens asking for the Ark Master to connect with.

3. Select the IP address of your Ark Master server, and then click OK.
A dialog box opens asking for your Administrator password.
4. Type the Administrator password for your Ark Master server, and then click OK.
A dialog box opens verifying your connection to the Ark Master.
5. Click OK.
6. Select the IP address of the Ark Disk from which you want to remove backups, and then click OK.
A dialog box opens asking if you are sure you want to perform the action.
CAUTION: Only select this option while in communication with EditShare Technical Support. You cannot restore backups from a cleared Ark Disk.
7. Click Yes.
A message box opens reporting that Ark Disk was cleared or reporting failure.
8. Click OK.
The Ark Disk is cleared and the Troubleshooting dialog box reopens.

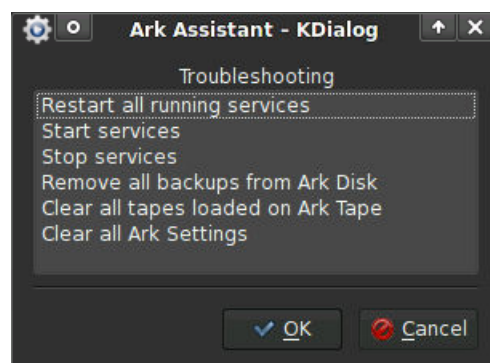
Clearing All Tapes Loaded on Ark Tape

CAUTION: Only use Troubleshooting options when EditShare Technical Support directs you to do so.

You might need to clear the data from your tapes if your system has become corrupted. Do the following.

TASK

1. Select Troubleshooting in the Ark Assistant dialog box, and then click OK.
The Troubleshooting dialog box opens.



2. Select Clear all tapes loaded on Ark Tape, and then click OK.
A dialog box opens asking you to select a tape server.
3. Select an Ark Tape server, and then click OK.
A dialog box opens asking if you are sure you want to perform the action.

CAUTION: *Only select this option while in communication with EditShare Technical Support. You cannot restore backups from cleared tapes.*

4. Click Yes.
The tapes are cleared, and the Troubleshooting dialog box reopens.

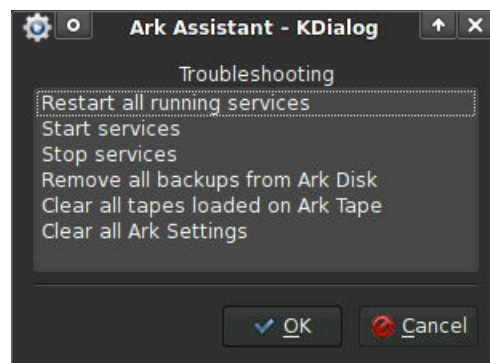
Clearing All Ark Settings

CAUTION: *Only use Troubleshooting options when EditShare Technical Support directs you to do so.*

This option removes all configuration details that you selected in Ark Assistant. If you select this option, you cannot restore any backups created using the previous configuration. Clearing all Ark settings is what Ark Assistant does when you select First-Time Setup. After you clear all settings, you need to run First-Time Setup again.

TASK

1. Select Troubleshooting in the Ark Assistant dialog box and click OK.
The Troubleshooting dialog box opens.



2. Select Clear all Ark Settings, and then click OK.
A dialog box opens asking for the IP address of the server on which you want to act.
3. Type the IP address, and then click OK.
A dialog box opens asking if you are sure you want to perform the action.

4. Click Yes.

NOTE: *You cannot now restore any backups created with the cleared settings.*
The Troubleshooting dialog box reopens.

Using Ark

See the following sections:

- ["Ark Workflows" on page 32](#)
- ["Starting Ark" on page 33](#)
- ["Creating Ark Backup Jobs" on page 35](#)
- ["Setting up Tape Pools" on page 50](#)
- ["Adding Tapes to Pools" on page 52](#)
- ["Running a Single Backup Job" on page 55](#)
- ["About Restore" on page 56](#)
- ["Restoring a Backup" on page 57](#)

Ark Workflows

For sample workflows, see the following sections.

- ["Ark Tape Backup Workflow" on page 32](#)
- ["Ark Disk Backup Workflow" on page 33](#)
- ["Ark Restore Workflow" on page 33](#)

Ark Tape Backup Workflow

A sample Ark workflow for backing up your material to tape might be as follows.

TASK

1. Create a pool of tapes. See ["Setting up Tape Pools" on page 50](#).
2. Add tapes to the tape loader and scan them. See ["Adding Tapes to Pools" on page 52](#).

3. Create a backup job and a schedule. See ["Adding a Backup Job"](#) on page 37 and ["Scheduling a Backup Job"](#) on page 39.
4. Add a backup item to the job. See ["Adding a Backup Item"](#) on page 46.
The job runs on the schedule you established.

Ark Disk Backup Workflow

A sample Ark workflow for backing up your material to disk might be as follows:

TASK

1. Create a backup job and a schedule. See ["Adding a Backup Job"](#) on page 37 and ["Scheduling a Backup Job"](#) on page 39.
2. Add a backup item to the job. See ["Adding a Backup Item"](#) on page 46.
The job runs on the schedule you established.

Ark Restore Workflow

A sample Ark workflow for restoring your material might be as follows:

TASK

1. Select the backup item you want to restore. See ["Restoring a Backup"](#) on page 57.
2. Select destination and name options.
3. Run the restore.
The backup item is restored to the destination you specified.

Starting Ark

To start the Ark application, do the following.



TASK

1. Double-click the Ark icon on your Ark server desktop.

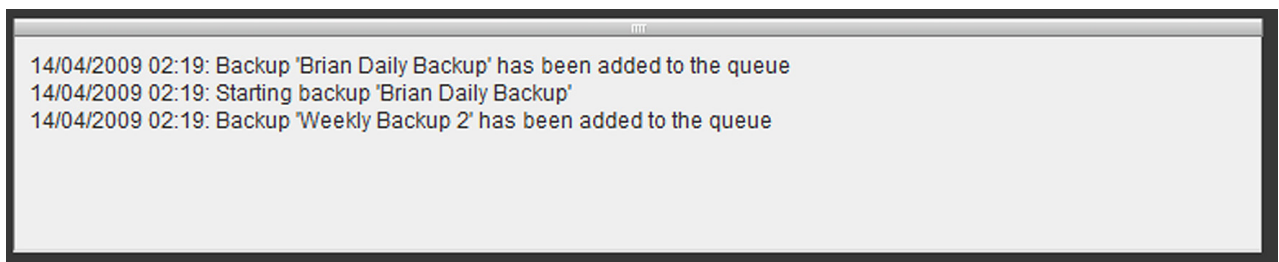
NOTE: *If the icon does not appear on the desktop, you need to run the Role Assistant, and select Ark options. For more information, see "Using the EditShare Role Assistant" in the **EditShare Administrator's Guide**.*

NOTE: The Ark application cannot start until the Ark services have finished loading and connecting. If the application is not ready, a message box opens. Click *Retry*, and wait until it opens.

The Ark application opens with the Backup tab displayed by default.



You can monitor Ark activity by reading the information in the Log window below the tab displays.



Activity is also reflected in the Status column, which displays the status of the backup job (for example, Idle, Enqueued, Paused, Running, and so on). The next scheduled backup time is reflected in the Next Run column.

Name	Limits	Schedule	Next Run	Status
Sources ▾		Destination		
Media Spaces: avidmxfex1r1ms1		192.168.1.58 : /RAIDS/RAID_6		
tapebackup3	No limits	Manual Only		Idle
Sources ▾		Destination		
Media Spaces: avidmxf2ms2, avidmxf2ms1, r 192.168.1.58 : testpool1				
testdiskbackup2	No limits	Manual Only		Idle
Sources ▾		Destination		
Media Spaces: avidmxf1ms2		192.168.1.58 : /RAIDS/RAID_5		
maxfriday	No limits	Once on October 2nd @ 10:15	1d:0h:13m	Idle

A status bar appears at the bottom of the application displaying information about the application, available space, and online space.



The interface also includes a Pause/Resume button. For more information about the Pause/Resume button, see ["Running a Single Backup Job" on page 55](#).

Creating Ark Backup Jobs

An Ark backup job comprises the backup items for the backup, the schedule, and the specified source and destination information.

A backup item is the specification of what you want to back up. You can have more than one item in a job. The first time a backup runs, all the material in the source is backed up. This can take a long time. Subsequent backups are incremental: only new and changed files are backed up.

A backup is not a synchronization. That is, if you delete a file from the source, the next time the backup is run, that file is not deleted from the destination. If you want to delete files from your EditShare server, you should use EditShare Manager from the server or your editing application from the client.

For each backup item, you need to select a source type (for example, Media Spaces, Project Spaces, and so on) and sources (the actual media). One backup item can include only one type of Space but can include several Spaces of the same type. For example, a single item can include four different Media Spaces but cannot also include a Project Space.

You also need to select a destination. Your destination can be a RAID filesystem on your Ark Disk server or a pool of tapes written by an Ark Tape server. Each

backup item can have only one destination: everything you include in that item is backed up to the same destination, even if the sources are different physical servers or RAID filesystems.

You can establish a schedule for when you want a backup to run, and you can run a single backup item manually. You can change your job options using the Modify Job button. See the following sections:

- ["Ark Backup Scenarios" on page 36](#)
- ["Adding a Backup Job" on page 37](#)
- ["Scheduling a Backup Job" on page 39](#)
- ["Setting Ark Bandwidth" on page 43](#)
- ["Adding a Backup Item" on page 46](#)
- ["Modifying a Backup Job" on page 49](#)
- ["Sorting and Filtering" on page 49](#)
- ["Running a Single Backup Job" on page 55](#)

Ark Backup Scenarios

Ark provides flexibility in how you set up your backup jobs. You can create jobs and backup items in several ways according to your needs, as the following scenario describes.

Perhaps you have ten Media Spaces and two Project Spaces that you want to back up twice a week. You can do any of the following:

- Create a single backup job that runs biweekly and then create a separate item for each Space. In this case, each item has a separate destination.
- Create a single job that runs biweekly, and then create one item for the Media Spaces and one item for the Project Spaces. In this case, all the Media Spaces are backed up to a single destination and both Project Spaces are backed up to a single destination.
- Create two jobs that run biweekly, and then create an item in one job for the Media Spaces and an item in the other job for the Project Spaces. In this case, the two jobs have separate destinations.
- Create twelve jobs that run biweekly, and then create twelve items, one for each Space. In this case, each job has a separate destination.

Scheduling considerations can also govern your decisions on how to create jobs and backup items. If you want two items to be backed up on different schedules, for example, you need to create separate jobs for them.

For details about scheduling jobs, see "[Scheduling a Backup Job](#)" on page 39. For details about adding a backup item, see "[Adding a Backup Item](#)" on page 46.

Adding a Backup Job

You create backup jobs in the Backup tab. You can also create automatic backups for material ingested by EditShare Geevs.

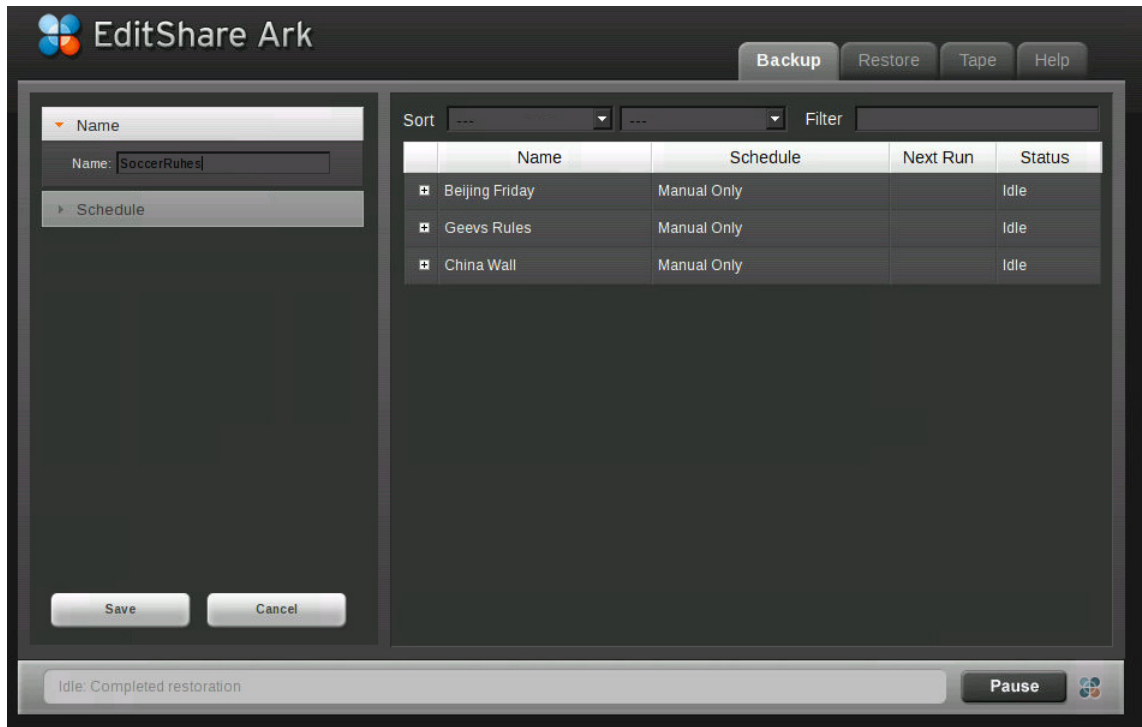
To add a backup job, do the following.

TASK

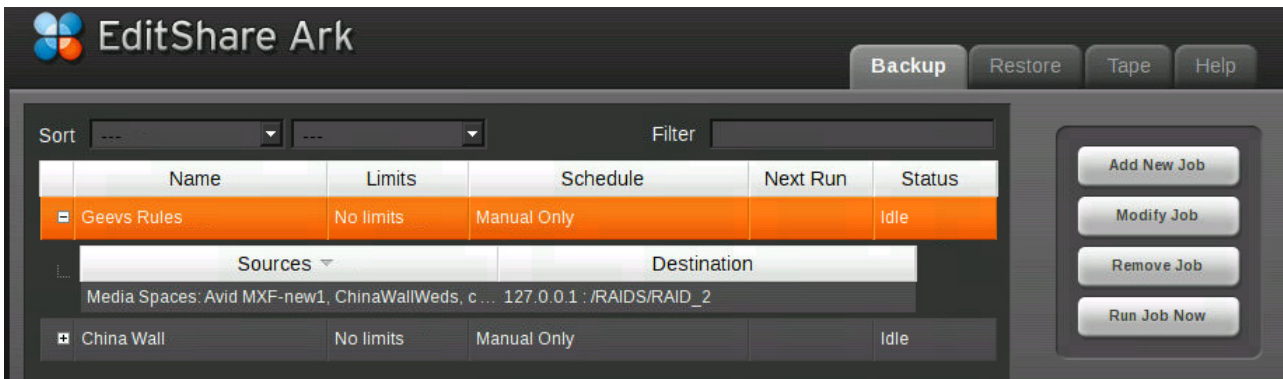
1. Click the Backup tab.
2. Click the Add New Job button.



The left part of the window expands.



3. Type a name for the job in the Name text box.
NOTE: Use only alphanumeric characters and spaces in names.
4. Schedule the job. See "Scheduling a Backup Job" on page 39.
5. Click Save.
The new job is added to the jobs list. The left side expands again so you can select backup item options. See "Adding a Backup Item" on page 46.
6. To back up material from Geevs Ingest automatically, create a new job and name it Geevs Rules.



NOTE: The job must be spelled and capitalized exactly as Geevs Rules.

Geevs notifies Ark that new clips have been captured and that the clips should be backed up. Backups are automatically made to the destination that you define in the Geevs Rules job.

NOTE: In this first version of this feature, automatic backup from Geevs can only be made to Ark Disk destinations.

Scheduling a Backup Job

You can select scheduling options for a job when you create the job (see "[Adding a Backup Job](#)" on page 37) or you can add scheduling options later by modifying a job (see "[Modifying a Backup Job](#)" on page 49).

EditShare recommends scheduling jobs to run when you are not using the system, if possible. Try to schedule jobs to run at times when the system is as quiet as possible, or at least when you are not writing to the files you want to back up.

If you need different schedules for several items in a job, you need to create a separate job for each item that needs a different schedule.

You can schedule multiple jobs to run simultaneously for backup, archiving, and restoration. For example, if you have Ark Disk and Ark Tape and you schedule disk and tape jobs to start at the same time, both jobs can run concurrently. If you have one or more Ark jobs backing up to LTO tapes, you can back up to two or more tape drives at the same time. This reduces the total time it takes for the Ark jobs to run.

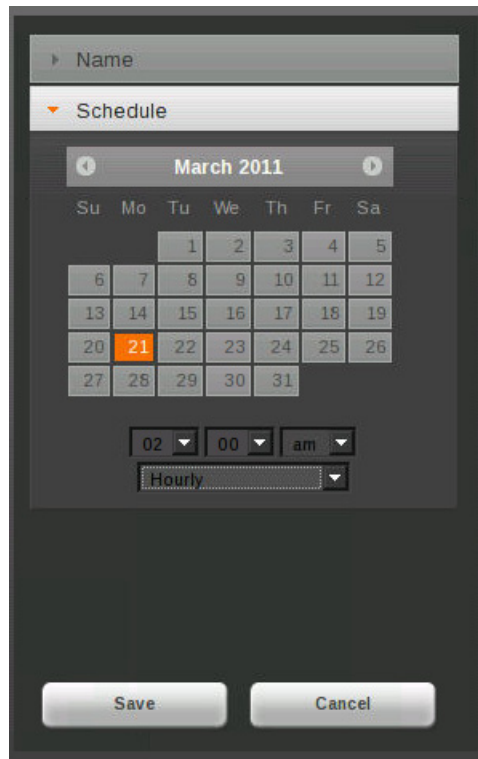
NOTE: Scheduled Ark jobs run on Ark Master time. If you are accessing Ark from a workstation that is not synchronized with the Ark Master server's time, it is possible to schedule a job to run in the past. No job scheduled to run in the past will run. Make sure your workstation time is synchronized with the Ark Master server's time.

To schedule a job you already created, do the following. To schedule a job while you are creating it, start at Step 4 in the following procedure.

TASK

1. Click the Backup tab.
2. Select the job for which you want to establish a schedule.
3. Click the Modify Job button.
The left part of the window expands.

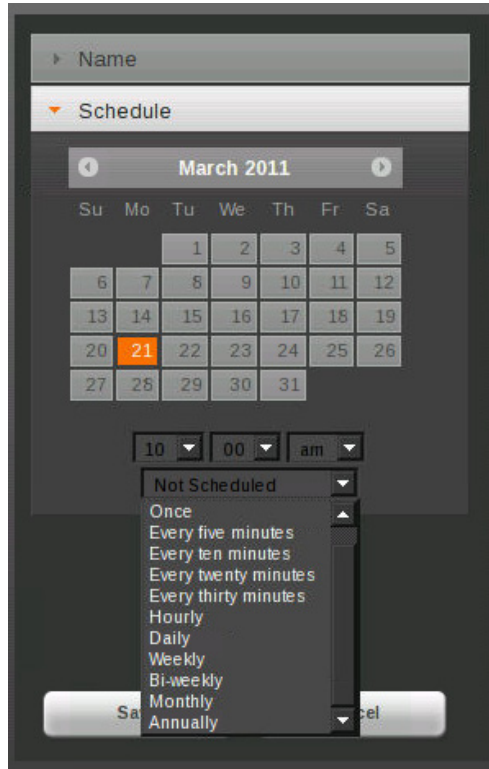
4. Expand the Schedule area and do the following:
 - a In the Calendar, click a date. The date defaults to the current date. Click the arrow to the left or right of the Month/Year line to move to a previous or following month.



- b Select the hour, minute, and AM or PM time frame for when you want the job to run.
NOTE: *Select a time when the system is quiet and you are not writing to the files you want to back up.*

NOTE: Scheduled Ark jobs run on Ark Master server time. No job scheduled to run in the past will run; when you click Cancel, an error message appears in the Log window.

- c Select the frequency with which you want the job to run.



See the following table.

NOTE: EditShare does not recommend running Ark jobs more than once daily, especially on large Media Spaces. Every time an Ark job runs, the application has to inspect the Media Space to determine what has changed since the last time the job was run. Contact EditShare Technical Support if your workflow requires you to schedule Ark jobs to run more than once daily.

Frequency	Description
Not Scheduled	Select for a single-occurrence job that you will run manually.
Once	Select for a single-occurrence job at some point in the future.
Every X minutes	Contact EditShare Technical Support before you select a frequency of more than once daily.
Hourly	Select for hourly job. The calendar selection is not applicable.
Daily	Select for daily job. The calendar selection is not applicable.
Weekly	Select for weekly job. Select a day of the week on the Calendar for the job.
Bi-weekly	Select for biweekly job. Select two days of the week on the Calendar for the job.
Monthly	Select for monthly job. Select the date of the month on the Calendar for the job.
Annually	Select for annual job. Select the date of the year on the Calendar for the job.

NOTE: *If you want the same backup job to run more than once daily, create additional identical jobs and schedule them to run at additional times daily.*

5. Click Save.
The left side expands again so you can select backup item options. See ["Adding a Backup Item" on page 46](#).
6. To modify a schedule, click the Modify Job button on the right side of the Backup tab, and then repeat this procedure.



Setting Ark Bandwidth

You can restrict the overall bandwidth at which all jobs run together and schedule a start and stop time for these bandwidth limits so the system is not overwhelmed at specific times of the day (for example, when editors are working). EditShare recommends using this feature for any facility that has multiple users, multiple Ark servers, and Flow-Ark setups. Your facility might benefit from scheduling jobs to run at night or at times when the system is least busy.

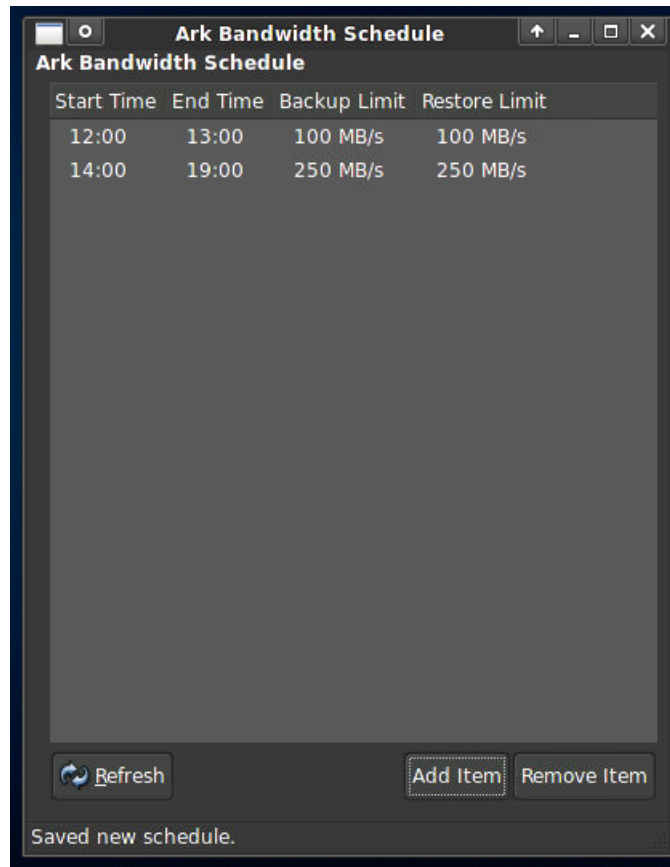
To set Ark bandwidth and time of day for a server, do the following.

CAUTION: *If you had previously set a bandwidth limit for a job, you must reset it with the new method.*

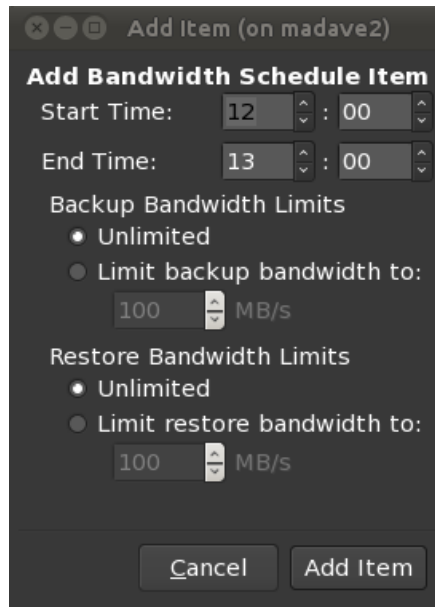
TASK



1. On your Ark server, open the Control Panel.
NOTE: *You set bandwidth limits for each server, not for each job as previously.*
2. Double-click the Ark Bandwidth icon.
The Verify Administrator Password dialog box opens.
3. Type your Administrator password and click OK.
The Ark Bandwidth Schedule dialog box opens.



4. Click Add Item.
The Add Item dialog box opens.



5. Select a Start time and an End time.
NOTE: *The time selection is in 24-hour (astronomical) time.*
6. In the Backup Bandwidth Limits area, do one of the following:
 - Select Unlimited.
 - Type or select a Backup bandwidth limit, up to 10,000 MB/s.**NOTE:** *The Backup and Restore options are independent. You can select a bandwidth limit for backup jobs but not for restore jobs, or the reverse.*
7. In the Restore Bandwidth Limits area, do one of the following:
 - Select Unlimited.
 - Type or select a Restore bandwidth limit, up to 10,000 MB/s.
8. Click Add Item.
The dialog box closes and you return to the Ark Bandwidth Schedule dialog box. Your new item appears in the list.
9. When you are finished adding items, close the dialog box.
Ark runs the scheduled items in the order in which they appear in the Ark Bandwidth Schedule dialog box.

NOTE: *A current Limitation is as follows: if you create a bandwidth schedule that is wholly contained within a schedule that begins at an earlier time, the contained schedule does not run. Also, if you create overlapping schedules, for example, Schedule B begins before Schedule A ends, Ark does not begin Schedule B until Schedule A finishes. This limitation will be fixed in a future release by not allowing you to create wholly contained or overlapping bandwidth schedules.*

Adding a Backup Item

To add a backup item, do the following.

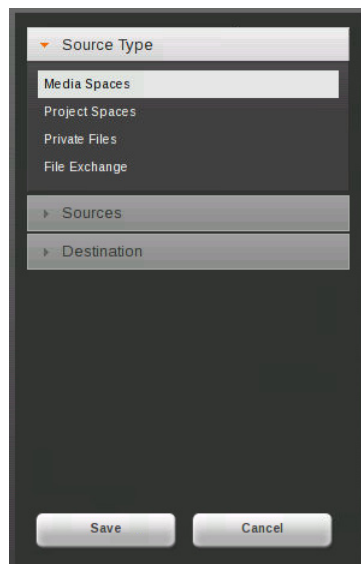
TASK

1. Click the Backup tab.
2. Select a job from the list.
3. Click the Add Item button on the right side of the tab.



The left side expands to let you select backup item options.

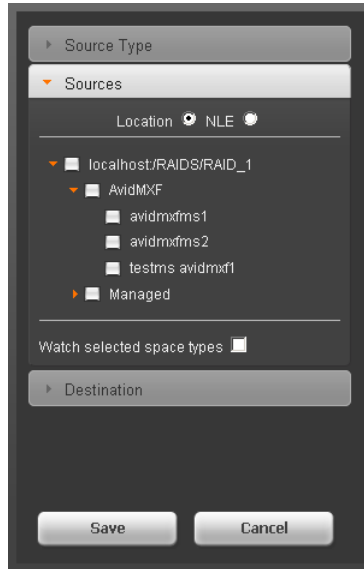
NOTE: You must select a job before you can select sources and a destination. If you click Add Item without selecting a job, a message box reminds you that you need to select a job. Click Okay, select a job, and then click Add Item again.



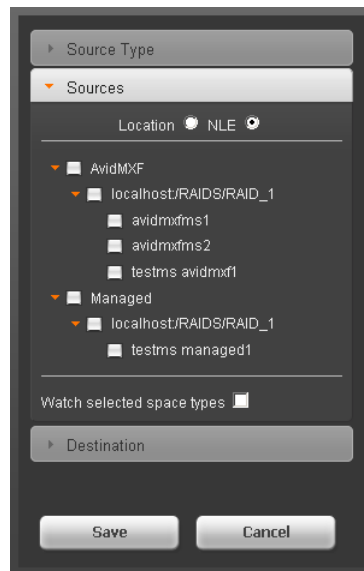
4. In the Source Type area, select a source type. You can select only one source type per backup item.
5. Expand the Sources area.
The content of the Sources area differs depending on the source type you selected in the previous step.
6. Select an ESA group if you have more than one (if you have only one, ESA group does not appear as an option).

NOTE: You can select an entire Source group at any level, or you can select a particular source at any level down to the Media Space (you cannot select a level lower than the Media Space, for example, a folder). For example, you can select an entire ESA group by clicking the box next to the ESA group name, or you can leave the box blank and select a particular Media Space of a particular NLE type in a particular location within a particular ESA group.

7. Do one of the following:
 - Click Location and then select the RAID that contains the Media Space you want to back up. Expand the location to select one or more Media Spaces.



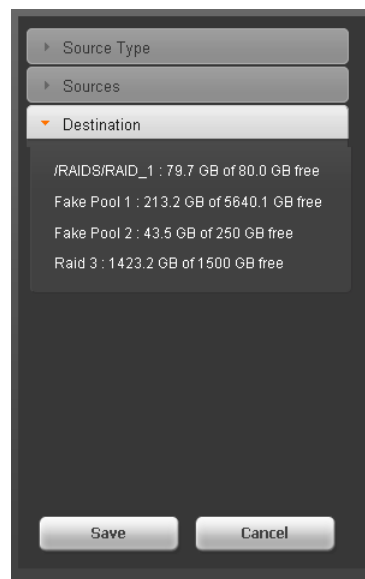
- Click NLE to select the type of Media Space you want to back up.



8. Do one of the following:
 - If you selected Location in the previous step, select NLE and then expand the NLE type to select one or more Media Spaces.
 - If you selected NLE in the previous step, select Location and then expand the Location to select one or more Media Spaces.
9. (Option) Click Watch Selected Space Type to have newly added items automatically added to a scheduled job.

NOTE: You must select a Source. The first Source in the list is selected by default.

10. Expand the Destination area and select the destination for your backup item. You can select a RAID filesystem or a pool of tapes (for more information about pools of tapes, see "[Setting up Tape Pools](#)" on page 50). You can select only one destination per backup item.



The display shows how much space is available at each destination. The first destination is selected by default.

11. Click Save.
 - The Add Item button changes to Remove Item.
12. (Option) To add another item, select a job and then repeat this procedure.

Modifying a Backup Job

You can change backup options at any time, for a job you already created, by modifying the job. Do the following.

TASK

1. Click the Backup tab.
2. Select the job for which you want to change options.
3. Click the Modify Job button.



The left part of the window expands.

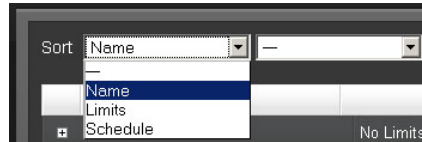
4. Expand the area you want to change and make the changes. For details on options you can change, see ["Adding a Backup Job" on page 37](#) and ["Scheduling a Backup Job" on page 39](#).
 5. Click Save.
-

Sorting and Filtering

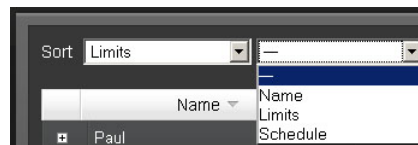
In each tab, you can sort the display of list items. In the Backup tab, you can sort jobs by job name, limits, or schedule. You can also add a secondary sort. For example, you can sort job names and then sort by schedule. The sort is in descending alphabetical order. You can also filter the list for particular text. To sort and filter, do the following.

TASK

1. Select a sort option for the list.



2. (Option) Select a secondary sort option.



NOTE: In the Backup tab, you can sort the Sources and Destinations columns alphabetically in descending order by clicking the column heading. Click the heading again to sort in ascending order.

3. (Option) Type text that you want to filter for in the Filter text box. You can type more than one word, separated by a space, to filter for.

For example, if you want to display only jobs pertaining to your GreatWall project, type Great Wall in the Filter text box.



All items in any column that include the text you typed are displayed.

Setting up Tape Pools

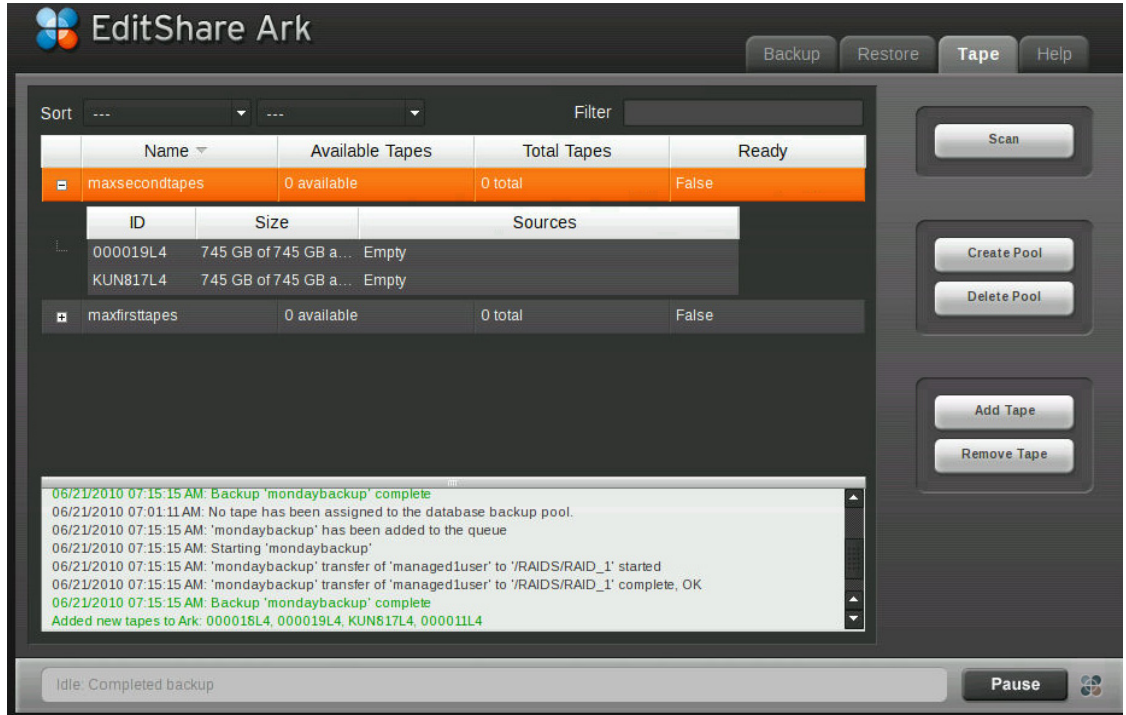
Tapes are organized into groups called pools. A tape can belong to only one pool, and you need to specify the Tape server for the pool. You need to create at least one pool that contains the single database-backup tape. You cannot delete this pool.

NOTE: At this time, you can use only one tape device per Ark Tape server.

To set up pools of tapes, do the following.

TASK

1. Click the Tape tab.



2. Click the Create Pool button.
The left part of the window expands.



3. Type a pool name in the Name text box.
NOTE: Use only alphanumeric characters and spaces in names.
4. Expand the Select Tape Server area.



The screenshot shows a dark-themed dialog box with the following elements from top to bottom: a 'Select Name' field with a right-pointing arrow, an expanded 'Select Tape Server' dropdown menu with a downward-pointing arrow, a text box containing the IP address '192.168.1.213', and two buttons at the bottom labeled 'Save' and 'Cancel'.

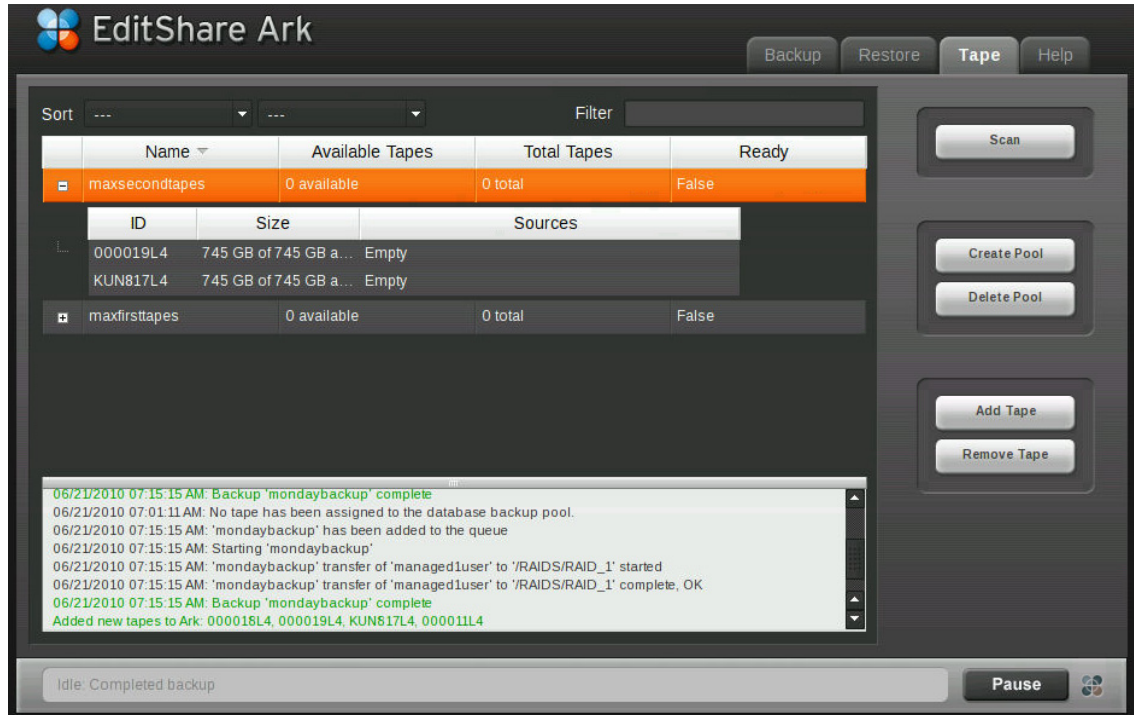
5. Select a Tape server, and then click Save.
NOTE: If you have only one Tape server, it is selected by default.

Adding Tapes to Pools

You need to select tapes that you want to include in a pool; you then back up to the entire pool. For information about creating pools, see "[Setting up Tape Pools](#)" on page 50. To add tapes, do the following.

TASK

1. Click the Tape tab.



The available pools of tape are displayed with information about pool name, size, number of tapes, and jobs they are attached to.

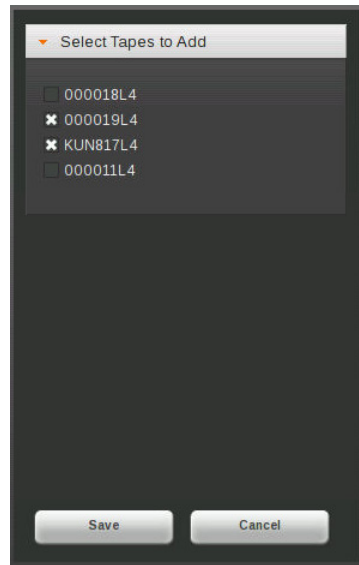
2. Select a pool of tapes. You can select only one pool at a time.
3. Insert the tape cartridges you want into the tape loader.
4. Click the Scan button in the Tape tab.

Ark scans the tape loader for tapes. The tape identifiers appear in the Log window. If no tapes are found, a message appears to that effect.

NOTE: All tape cartridges must have a correctly positioned label to be scanned successfully. For more information, see ["Preparing Tapes for the Autoloader" on page 11.](#)

Ark makes any tapes in the SuperLoader available for you to add to pools, and makes unavailable any tapes that you have removed from the tape loader.

5. Click the Add Tape button.
The left part of the window expands.

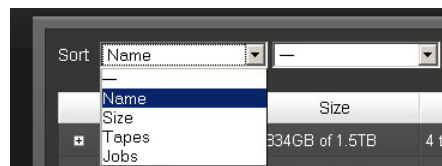


NOTE: A tape can belong to only one pool.

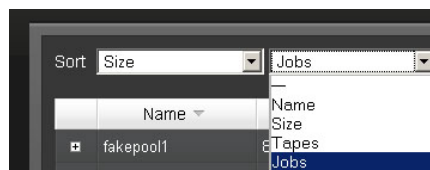
6. Select an unassigned tape or tapes and click Save.
7. To delete a tape from the list of tapes in pools and return it to the list of available tapes, select the tape and click the Remove Tape button.

NOTE: When you delete a tape or a pool from Ark in the Tape tab, it is gone from the system. When you eject a physical tape from the autoloader, its information remains in the pool and in the Ark system

8. (Option) Select a sort option for the list of tapes.



9. (Option) Select a secondary sort option.



Running a Single Backup Job

To run a single non-scheduled job, do the following.

TASK

1. Click the Backup tab.
2. Select the job you want to run.

NOTE: *You cannot select a job that is currently running.*



3. Click the Run Job Now button.

The job runs as a single instance with the options you specified in ["Adding a Backup Item" on page 46](#). The log window below the Backup area provides status information and links to additional information. The EditShare logo at the bottom right is colored and pulsing while the job is running.

If a job is already running when you click Run Job Now, the newest job is queued and runs after the currently running job is finished.

4. (Option) Minimize the log window by clicking the minimize box. Click it again to restore it.



5. (Option) Click the Pause button at the bottom right of the window.
Any running job is paused. The EditShare logo turns gray and the button name changes to Resume. Any jobs you add while Pause is in effect start running, in the order in which you added them, after you click Resume.



6. (Option) Click the Resume button to resume the job.
-

About Restore

You can restore backup items manually or you can schedule a single restore to take place in the future. The Restore tab shows you the backups that have already run.

NOTE: Restoring a backup takes time and system resources, and might negatively affect network traffic as well as editors working on the system at the time. EditShare recommends restoring at a time when the system is quiet.

A backup item can have several sources going to a single destination, but you can restore just a single source if you want. You don't have to restore all the sources that were backed up to the same destination.

Date-versioned incremental tape backups are displayed in the Ark Restore tab. You see each Media Space that was backed up. Expanding a Media Space row displays a list of backup versions identified by date and time.

Each time a tape backup runs, an additional backup version is added to the list. Restoring a backup version restores the files as they existed in a Space when the backup was executed. You can restore more than one backup version.

For Ark Disk, all users who have been part of a Media Space at any time before the most recent backup are included in the restore, even if they have been removed from the Media Space or from EditShare Manager. Users added to a Media Space after the most recent backup job has run are not included in the restore, however.

For Ark Tape, only Media Space users included in each incremental backup are included in the Restore.

If you need to restore because of a corrupted RAID or if someone deletes a Media Space without using the EditShare tools, you might need to restart EditShare Manager and then rerun the restore job for the restore to succeed.

If you also have a Flow system, you can restore individual files.

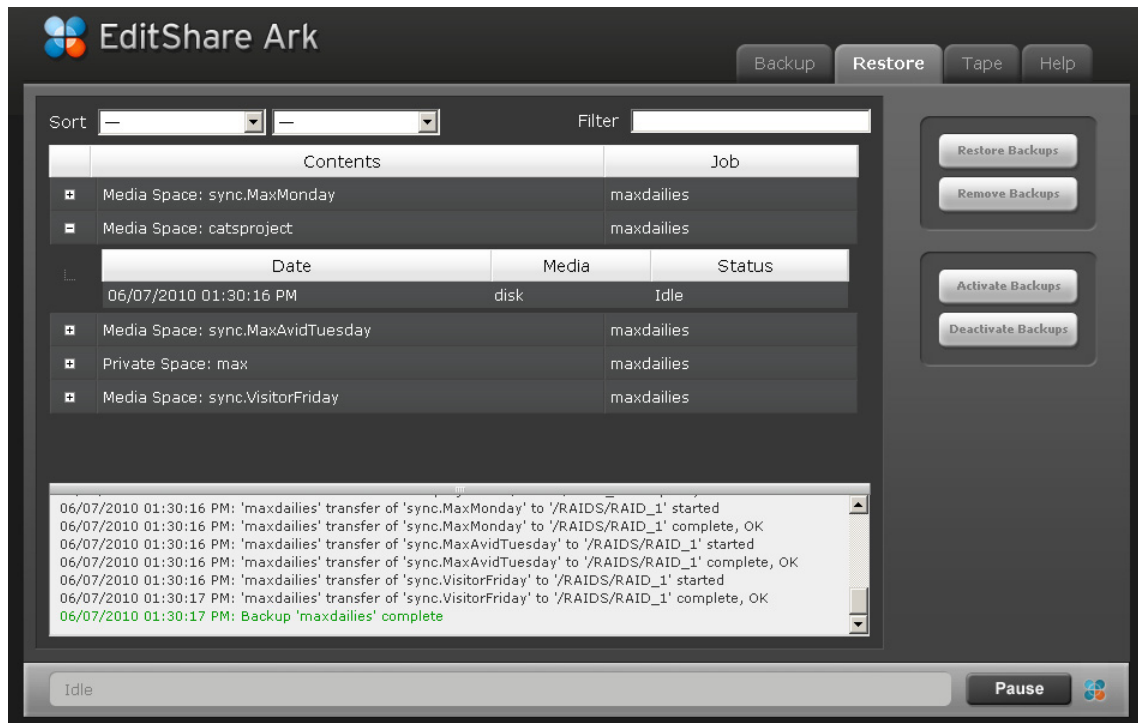
See "[Restoring a Backup](#)" on page 57.

Restoring a Backup

To restore a backup, do the following.

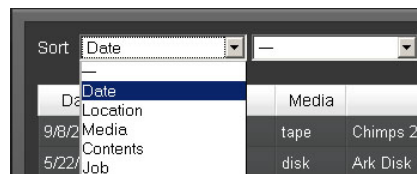
TASK

1. Click the Restore tab.
A list of completed backup items appears.

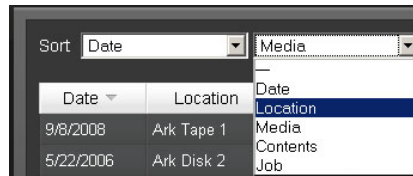


NOTE: A job can have several sources going to a single destination. The list in the Restore tab is separated into each source, so you can restore them individually.

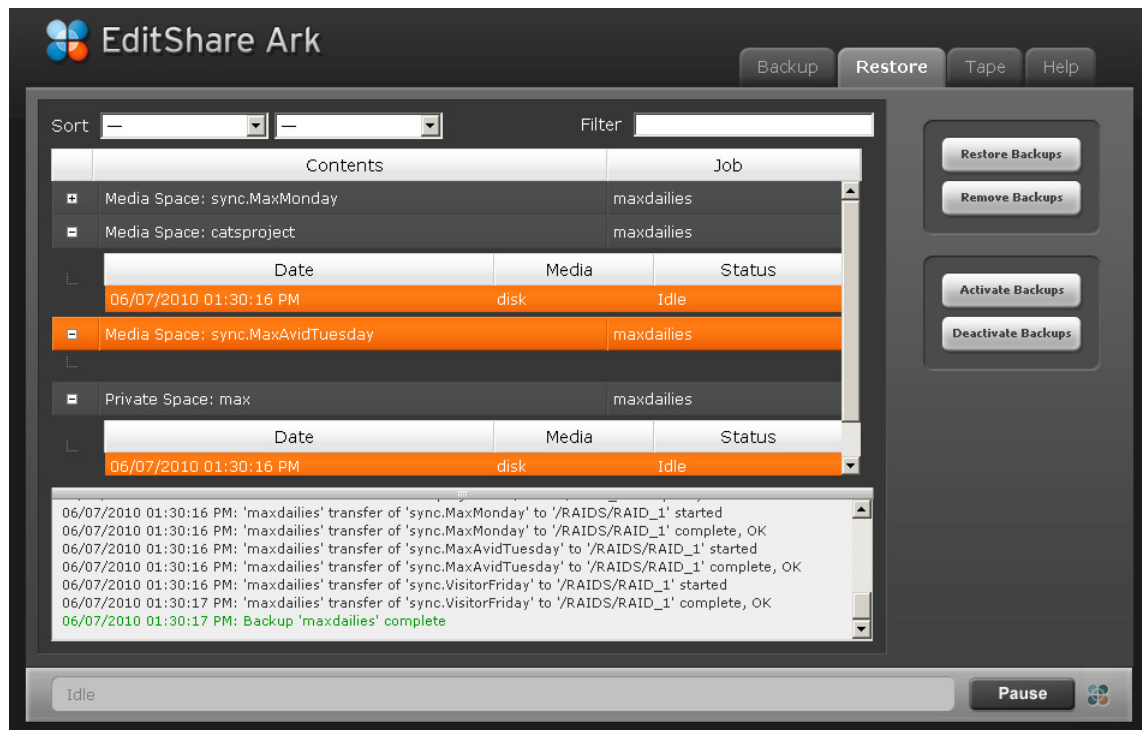
2. (Option) Select a sort option for the list of backup items.



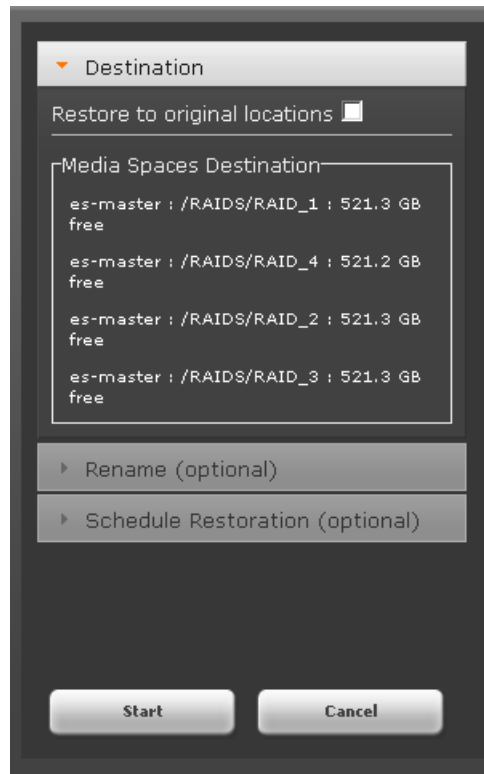
- (Option) Select secondary sort options.



- Select a backup item to restore. You can select more than one item.



- Click the Restore Backups button.
The left part of the window expands.



6. In the Destination area, select a destination for the restore by doing one of the following:

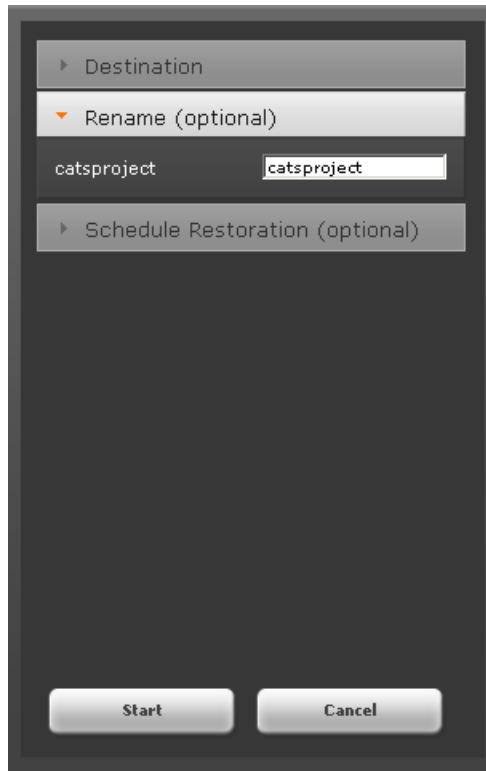
- Select Restore to original locations.
- Select a destination other than the original for each item in the restore.

NOTE: You cannot restore a Media Space to a different RAID with the same name. EditShare storage servers cannot have duplicate Media Space names in an ESA group on multiple RAIDs or servers.

7. (Option) Expand the Rename area and type a new name for one or more of the items.

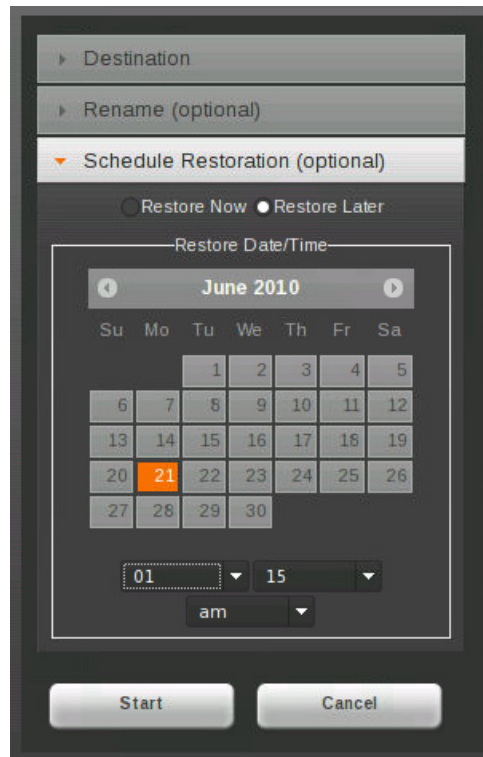
The name defaults to the same name as the backup.

NOTE: Use only alphanumeric characters and spaces in names.



If the name you type is already in use in the same ESA group, Ark automatically renames the restore to *name_new#*, where *name* is the name you typed and *#* is a sequential number. For example, if you typed Great Wall and Great Wall already exists in the ESA group, the restore is renamed Great Wall_new1.

- (Option) Expand the Schedule Restoration area.



NOTE: The calendar defaults to the current time and date.

- Do one of the following:
 - Click Restore Now if you want to accept the defaults and have the Restore start within 15 minutes. The calendar and time selection become unavailable.
 - Click Restore Later, and then select a date, and an hour, minute, and AM or PM time frame for when you want the Restore to take place.

NOTE: Scheduled Ark restore jobs run on Ark Master server time. No job scheduled to run in the past will run; when you click Cancel, an error message appears in the Log window.

- Click Start.

The backup item is restored according to the options you selected. If you chose a time in the future, a message appears in the Log window that the Restore job is queued for that time.

NOTE: If you are restoring from tape and the tape you need is not in the tape loader, a message appears and the Destination area reopens. Correct the situation and then click Start again.



11. (Option) To remove a backup item from the Restore list, select an item and click the Remove Backups button on the right side of the Restore tab.
-

Ark-Flow Integration

When you pair your Ark system with an EditShare Flow system, you can store archive information in the Flow database. Flow provides low-resolution proxy files of the archived material, and lets you browse, play back, and restore the archived materials using the Flow Browse interface. You can also restore on the individual file level.

For details on working with your Ark archived material in Flow, see “Using EditShare Ark with Flow” in the *EditShare Flow Version 2.0 Setup and User’s Guide*.

Activation of an Ark Disk as an EditShare Server

If your EditShare Master server or one of your expansion servers ceases to operate because of disastrous conditions, such as fire or flood, you can activate your Ark Disk server as a fully functioning EditShare server for a limited time. If you have previously backed up a Media Space or Project Space, activation lets you mount that Space and continue to work while your EditShare server is being repaired or replaced. On the activated Ark Disk server, you can perform any function that you normally perform on an EditShare storage server, including creating new Spaces and users.

NOTE: You need to have backed up a Space at least once to be able to activate it.

After your EditShare server is repaired or replaced, you start it, add the ESA to your Ark group (if necessary), restore your activated Spaces (and any new Spaces you created during activation) to the Master server or the expansion server, and then deactivate your Ark Disk server.

See the following topics:

- ["Activating an Ark Disk Server as an EditShare Server" on page 63](#)
- ["Resetting Passwords after Activation" on page 66](#)

- ["Deactivating an EditShare Server" on page 67](#)

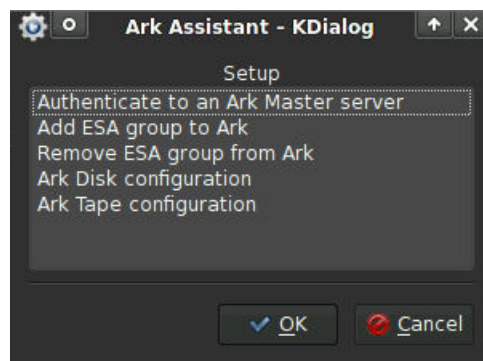
Activating an Ark Disk Server as an EditShare Server

To activate your Ark server as an EditShare Master server, you first remove the ESA group of the server the Ark Disk is replacing from Ark, and then select and activate the Media Spaces you want. Do the following.

NOTE: If the server that went down was an EditShare Master server and you are activating its backups as a temporary replacement, the original EditShare Master server cannot be running and on the network.

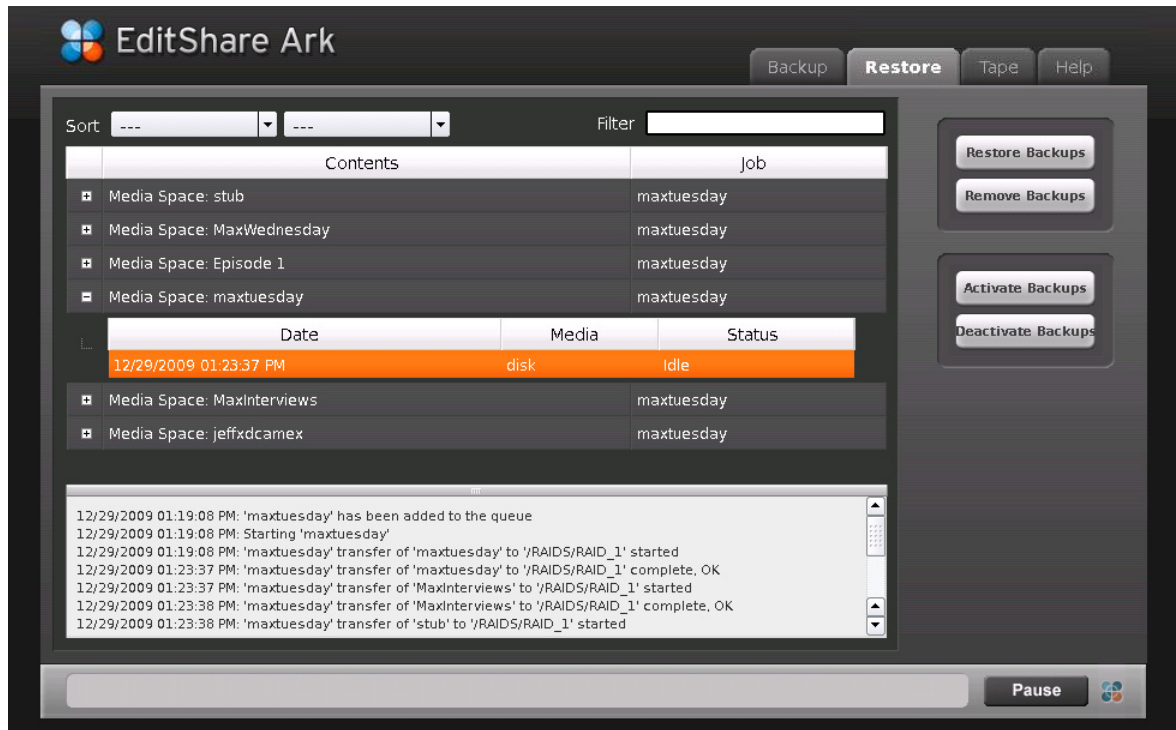
TASK

1. Open the Control Panel on your Ark desktop and start Ark Assistant.
2. Select Configuration > Remove ESA Group from Ark, and then click OK.



3. Follow the instructions in Ark Assistant until the group is removed.

4. Start Ark, and then click the Restore tab.



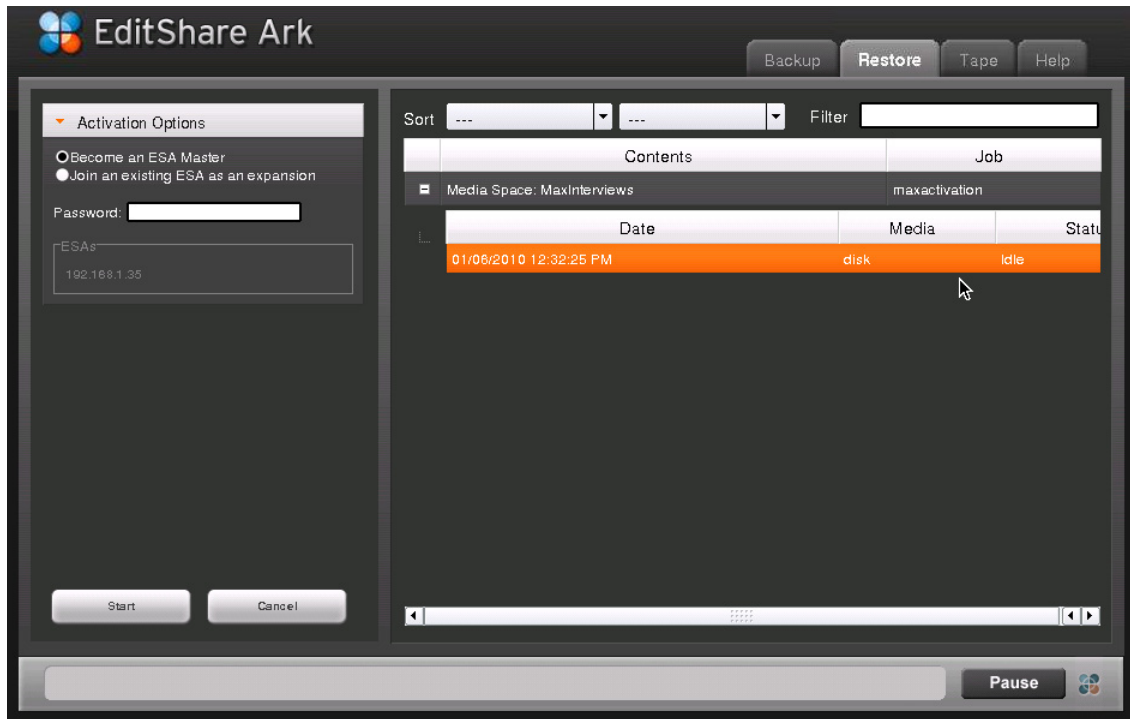
5. Select one or more backups.

NOTE: As of this version, you can activate only Media Spaces and Project Spaces. You cannot activate other types of Spaces.



6. Click Activate Backups.

The left part of the window expands, showing activation options.



7. Do one of the following:
 - Select the “Become an ESA Master” option if your EditShare Master server is down, and then type the Administrator password for the Ark Disk server.
 - Select the “Join an existing ESA as an expansion” option if an expansion server is down, and then select the ESA you want to join.



NOTE: You do not need to type a password if you select the “Join an existing ESA as an expansion” option.

8. Click Start.

After you activate a backup, Activated appears in its Status column when it is idle. Scheduled backups continue to run on an activated Ark Disk.

Contents		Job	
Media Space: banana-exp		Backup1	
Date	Media	Status	
01/05/2010 06:19:37 AM	disk	Activated	
Media Space: apple-master		Backup1	
Date	Media	Status	
01/05/2010 06:19:38 AM	disk	Activated	

NOTE: You cannot restore Media Spaces that are activated.

9. (Option) If you want to activate additional Media Spaces, repeat the preceding procedure. You are not prompted for the selections in Steps 6 and 7.
-

Resetting Passwords after Activation

You might want to reset user passwords after you activate. Activation brings over usernames but not their passwords; passwords are reset to be *username*. This is convenient but lacks security. Do the following.

TASK

1. Log into EditShare Connect.
2. Select File > Change Password.

The Change Password dialog box opens.



The image shows a 'Change Password' dialog box with three input fields: 'Old Password', 'New Password', and 'Repeat Password'. Below the fields is a warning message: 'You will be logged out after changing your password. Please be sure all files are saved and editing applications closed before proceeding.' At the bottom are 'Cancel' and 'Change' buttons.

3. Type the requested information, using your username as the Old Password, and then click Change.

NOTE: *You can also change user passwords in EditShare Manager.*

Deactivating an EditShare Server

When the EditShare server that went down is ready to use again, you need to restore your activated Spaces to the new or repaired EditShare server, and then deactivate the Ark backups.

If you created new Spaces on the activated Ark Disk, you need to add the Ark Disk as an ESA source to your Ark Group. You then back up the new Spaces to your Ark Disk, and restore them to the new EditShare server,.

NOTE: You should not deactivate the Ark server unless the EditShare server is running.

Do the following.

TASK

1. Bring up the new or repaired EditShare server.
2. Run Ark Assistant, and select Configuration > Add ESA Groups to Ark to make sure your new Master Server is enabled so you can continue to work with Ark.

CAUTION: Do not run First-Time Setup, or you will lose your backed-up material.

3. In Ark, click the Restore tab, select your activated backups, and click Restore.
For details about restoring, see "Restoring a Backup" in the *EditShare Ark Setup and User's Guide*.

NOTE: Any new Spaces you created directly on the activated Ark Disk server also appear as backups. You need to restore them, as well, so they appear on your EditShare server.

Deactivate Backups

4. In the Restore tab, select your activated backups, and click Deactivate Backups.

Your backups are deactivated.

*NOTE: If you restore onto a new server, all users' passwords are reset to **username** and you need to reset the user passwords again. See "[Resetting Passwords after Activation](#)" on page 66.*

You can now return to working on your Media Spaces and Project Spaces on the EditShare server.

Index

A

- Activation
 - deactivating after 67
 - described 62
 - procedure 63
 - resetting passwords after 66
- Adding a backup item 46
- Adding tapes 52
- Ark Assistant
 - Configuration option 20
 - dialog box 12, 14
 - First-Time Setup option 15
 - Installation option 19
 - preparing to run 13
 - Troubleshooting option 27
- Ark backup
 - described 35
- Ark Disk
 - attaching to Ark Master 23
 - configuring 15
 - configuring through Setup dialog box 20
 - deactivating Spaces on 67
 - detaching from Ark Master 23
 - enabling 19
 - removing backups from 29
 - server 8
- Ark documentation 6
- Ark functionality described 5
- Ark Group
 - naming 15
- Ark hardware
 - components described 8
- Ark Master
 - configuring 15
 - enabling 19
- Ark Master server
 - authenticating 20
- Ark Settings
 - clearing 30, 31
- Ark Tape
 - attaching to Ark Master 25
 - configuring 15
 - configuring through Setup dialog box 20
 - detaching from Ark Master 25
 - enabling 19
 - resetting database 25

- Ark Tape server
 - connecting to SuperLoader 10
- Ark Tapes
 - clearing 30
- Authenticating to an Ark Master server 22
- Autoloader
 - connecting 10
 - preparing tapes for 11
 - preparing to configure 13
- Available tapes 52

B

- Backup
 - activating 63
 - adding an item to 46
 - described 35
 - modifying 49
 - modifying schedule 39
 - removing all from Ark Disk 29
 - restoring 56
 - scheduling 39
 - selecting frequency for running 39
- Backup item
 - adding 46
 - running a single 55
- Backup scenarios 36
- Backup source type
 - selecting 46
- Backup Status column 55
- Bandwidth, setting 43
- Bar code
 - on tapes 11
- Blank tape for database 11, 13

C

- Cartridges
 - in SuperLoader 8
 - labeling 11
- Changing backup job options 49
- Charging the UPS 9
- Clearing Ark Settings 30, 31
- Configuring
 - Ark Disk server 23
 - Ark Tape server 25

- Configuring Ark
 - through First-Time Setup 15
 - through Setup dialog box 20
- Configuring the tape autoloader 13
- Connecting to an Ark Master server 22
- Creating tape pools 50

D

- Database
 - need for tape 15
 - reserving blank tape for 11, 13
 - resetting 25
- Date
 - selecting for backup 39
- Destination
 - for backup 46
 - for restore 56
- Disk backup workflow 33
- Documentation 6

E

- EditShare software
 - updating with Ark option 12
 - version required 9
- Enqueued status of jobs 33
- Erasing all tapes 30
- ESA Group
 - adding to Ark 20
 - naming 15
 - removing from Ark before activation 63
 - selecting 46
- Ethernet cable 10

F

- Filtering 49
- First-Time Setup
 - caution in using 15
- Flow
 - database, using with Ark archives 62
- Frequency
 - selecting for running backups 39

G

- Geevs ingest material
 - backing up automatically 37

H

- Hardware
 - components described 8

- Help, using 6

I

- Incremental backup
 - described 35
- Incremental restore 56
- Individual file restore 56
- Ingest
 - from Geevs, backing up 37
- Installing Ark
 - through First-Time Setup 15
 - through Installation dialog box 19

J

- Job
 - adding an item to 46
 - described 35
 - modifying 49
 - modifying schedule 39
 - scheduling 39
 - selecting frequency for running 39

L

- Labeling tapes 11
- Limits, selecting to restrict bandwidth 43
- Loader
 - scanning for tapes 52
- Log window 33, 55
- LTO-4 tape cartridges
 - for backup 8
 - labelling 8
- LTO-4 tape devices 8

M

- Master server
 - authenticating 20, 22
- Media Spaces
 - selecting as destination 46
- Minimize box 55
- Mini-SAS cable 10
- Modifying backup options 49
- Modifying backup schedule 39

N

- New backup, creating 37
- Next Run column 33

O

Opening Ark 33
 Options for restoring files 56
 Original location, restoring to 56
 Overview 5

P

Password
 resetting after activation 66
 Pausing a backup 55
 Pool of tapes
 creating 50, 52
 selecting as destination 46
 Primary sort 49

Q

Quantum SuperLoader
 connecting to Ark Tape server 10
 described 8
 Queued status of jobs 33

R

RAID volumes
 selecting as destination 46
 selecting for backups 15, 23
 Removing backups from Ark Disk 29
 Restore
 backups 56
 scheduling 56
 Restore backup workflow 33
 Resuming a backup 55
 Role Assistant
 selecting Ark options in 12
 Running a single backup item 55

S

SAS cable 10
 Scanning tapes 52
 Scenarios for creating backups 36
 Schedules
 modifying 39, 49
 Secondary sort 49
 Services
 starting and stopping 28
 Settings
 clearing 30, 31
 Software
 required 9
 updating with Ark option 12

Sorting list items 49
 Source type
 selecting 46
 Sources
 selecting 46
 Start time
 setting for bandwidth limit 43
 Starting Ark 33
 Starting Ark services 28
 Status bar 33
 Status column 33
 Stop time
 setting for bandwidth limits 43
 Stopping Ark services 28
 SuperLoader
 connecting to Ark Tape Server 10
 preparing tapes for 11
 uses for and sizes of 8

T

Tape autoloader
 connecting 10
 preparing tapes for 11
 preparing to configure 13
 Tape backup workflow 32
 Tape server
 connecting to SuperLoader 10
 selecting 50
 Tape SuperLoader 8
 Tapes
 adding 52
 adding to pool 50
 clearing 30
 labeling 11
 preparing 11
 scanning loader 52
 selecting as destination 46
 Time
 selecting for backup 39
 Troubleshooting Ark
 clearing all tapes 30
 clearing Ark settings 30, 31
 removing backups from Ark Disk 29
 starting and stopping services 28
 through Troubleshooting dialog box 27

U

Unavailable tapes 52
 Uninterrupted power supply 9
 UPS
 as battery backup 8
 connecting 9

W

Watch group

 selecting [46](#)

Workflow

 Ark Disk backup [33](#)

 Ark Restore [33](#)

 Ark Tape backup [32](#)