Backup Instructions for My Digital Studio

The following includes instructions to back up My Digital Studio so that you can completely restore underline everything in case of a computer crash or to add it to a new computer. After June 2, 2015, you will no longer have the ability to access your downloads (including downloadable software) or current updates on Stampin' Up! websites. Therefore, it is critical to back up your software, downloads, and the most current updates prior to that date. In addition, it's also quite important to back up all the projects you've created. In this document, I will go over backing up each one of these elements.

I have a Windows 7 Computer, so these instructions are geared towards that platform. I would think that the process would be fairly similar on a Mac. In order to complete your back up, you will need some sort of external storage device with a large amount of memory. I have a Seagate External Hard Drive that I purchased from Costco with 1TB of storage capacity. That worked perfectly for me, and I have A LOT of downloads and projects. Also, if you want to be really safe, I would suggest storing your back up off site. That way, if you had a disaster, such as a fire, you could still restore everything.

I will also create a video that goes through all these steps as well.

1.   My Digital Studio Projects
These are the projects you've created and are typically stored in your My Documents Folder. Most backup software automatically backs up these types of files. However, if you're not sure, you can easily add an additional back up folder to your external hard drive. I created unique folders for each element of My Digital Studio on my backup hard drive so that I could easily find them. So, for example, I created a folder called MDS Projects 032715. I added a date so I would remember when I last completed my back up. To create the backup, simply drag your My Digital Studio Projects Folder from the My Documents folder on your computer into the folder you created on your backup hard drive.

2.   My Digital Studio Components
These are all the downloads that you've purchased and added to your program. To back up these items, I created a MDS Components folder on my back up hard drive. Then, I located the Components folder in my programs file. For my computer, this file is located as follows: Computer/HP/Program Files (x86)/My Digital Studio/Components. When you open this file, you can see all the downloads you've added, including stamps, designer papers, kits, punches, photo templates etc. To back up the Components folder, simply drag the whole folder into the Components folder on your external hard drive.

3.   My Digital Studio Software

You need to back up your software so you can re-install it if necessary. This is especially true if you purchased the downloadable software, as the downloads will no longer be available after June 2, 2015. If you purchased the software on a disk, you can simply reinstall the software directly from the disk. (Be sure to save your Product Code in a safe place!) If you purchased the downloadable software, go to your Downloads Folder.   (This can be found at the Stampin' Up! Online store by signing in to your account and viewing the Downloads Tab, or at the Demonstrator Website by signing in and looking under orders.) Re-download the software to a folder that you can see on your computer, such as the Downloads Folder. This may take a while. The folder you've downloaded is the Installer Folder (the one you double click to start the Start Up Wizard.) That is the file you want to back up onto your external hard drive. Simply drag a copy of the Installer Folder onto your external hard drive into a folder your set up called MDS Software for safe keeping. I also created a Word document with my Product Code and backed up that to my external hard drive.

4.   My Digital Studio Updates

Every once in a while, Stampin' Up! has automatic updates that add new In-Colors, templates, and program improvements. In order to completely restore your software (whether you purchased the software on a disk or the downloadable version), you will need these updates. Go to mydigitalstudio.net. Along the top, you'll see a tab for Store, go to the drop down menu and select Software. At the bottom of the Software page, click on Software Updates. It's only necessary to copy and back up the most recent update, which is currently 2.3.10 for Windows. (According to Stampin' Up! Tech Support, the latest update includes ALL the update information.) Save that update to a folder on your computer, such as the Downloads Folder. Again, this is an Installer Folder. When you double click on it, it opens the Set Up Wizard. That is the file that you want to copy onto your external hard drive. I created a folder on my external hard drive called MDS Updates to store this file.

Restoring Your Program and Files:

In the event that you need to load My Digital Studio onto a new computer or you need to completely restore it due to a computer crash, you basically need to reverse what you did above. However, you need to do it in the following order: first restore the software, then the updates, then the components and finally your projects as follows:

1.   Copy the My Digital Studio Software Installer Folder onto your computer, double click to open the Set Up Wizard and go through the routine to install the software. You will need to enter the Product Code. Alternatively, if you have the software on a disk, simply reinstall it from the disk.

2.   Copy the Updates Installer Folder onto your computer, double click to open the Set Up Wizard and install the latest update. You will need to do this for either software versions (disk or downloadable.)

3.   When you reinstalled the software, a new Components Folder is automatically created in your programs file. Again, for my computer, its located at Computer/HP/Program Files (x86)/My Digital Studio/Components. You need to replace that folder with the one you backed up on your external hard drive to completely restore all your downloads into your software. To do this, drag your backed up Components folder into the My Digital Studio Programs file. Be sure to drag the backed up Components folder into the My Digital Studio folder in the programs file (not the Components Folder). That way, the Components file is replaced. If you drag your backed up Components Folder into the Components Folder in your programs file, you will have two components folders, and you don't want that.

4.   Drag your backed up projects into the My Digital Studio Projects Folder in My Documents on your computer.