



SEAGATE Backup Plus Portable Hard Drive User Manual

[Home](#) » [Seagate](#) » SEAGATE Backup Plus Portable Hard Drive User Manual 

SEAGATE Backup Plus Portable Hard Drive



Contents

- [1 Important Information](#)
- [2 Back Up Now! \(Windows\)](#)
- [3 Back Up Now! \(Mac\)](#)
- [4 Documents / Resources](#)
 - [4.1 References](#)
- [5 Related Posts](#)

Important Information

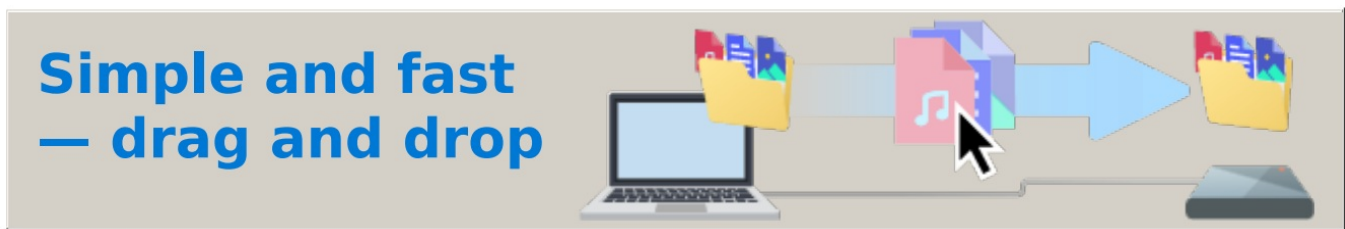


[Click here for a current online version to access this document. Here you will also find the latest content as well as expandable illustrations, clearer navigation and search functions.](#)

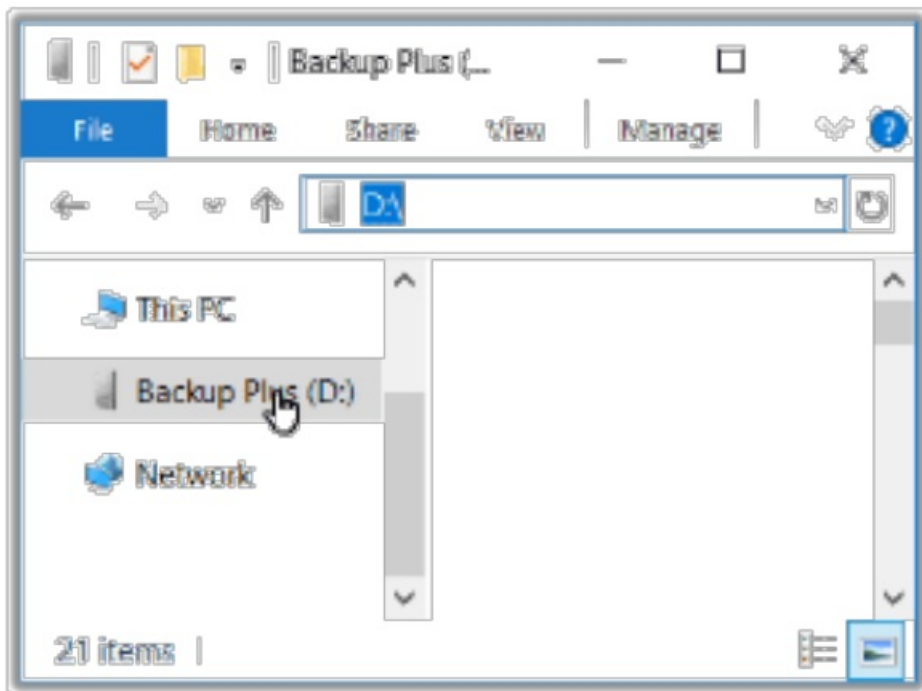
Back Up Now! (Windows)

Connect your Seagate storage device to your computer and you're ready to back up your important files and

folders. The fastest way to back up is to select items on your computer and copy them to your drive by dragging and dropping. If you want to make sure your data is continuously backed up, you can easily create an automated backup plan.

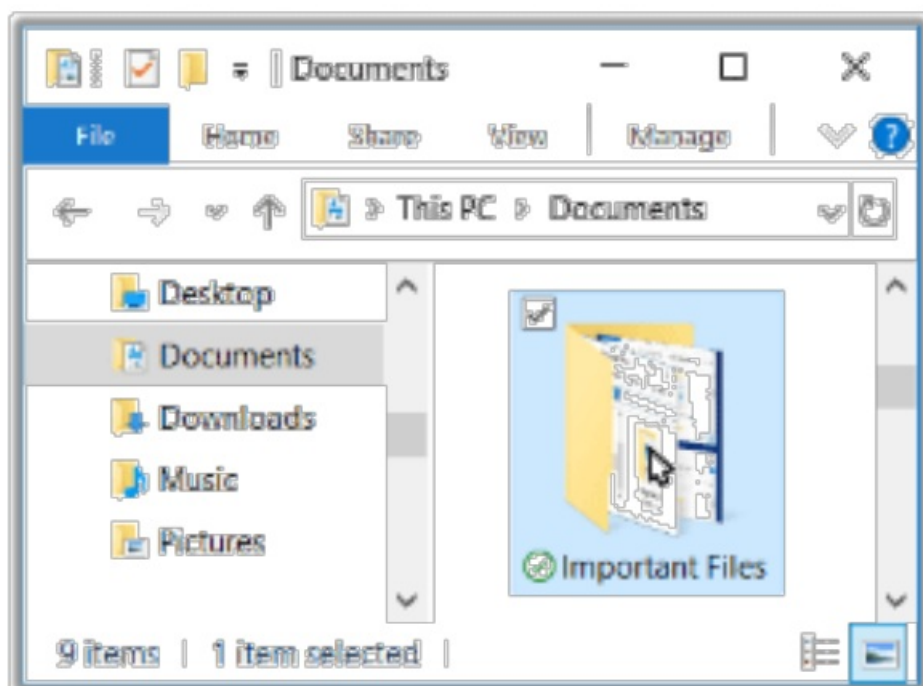


1. Open a File Explorer window and click on your drive.

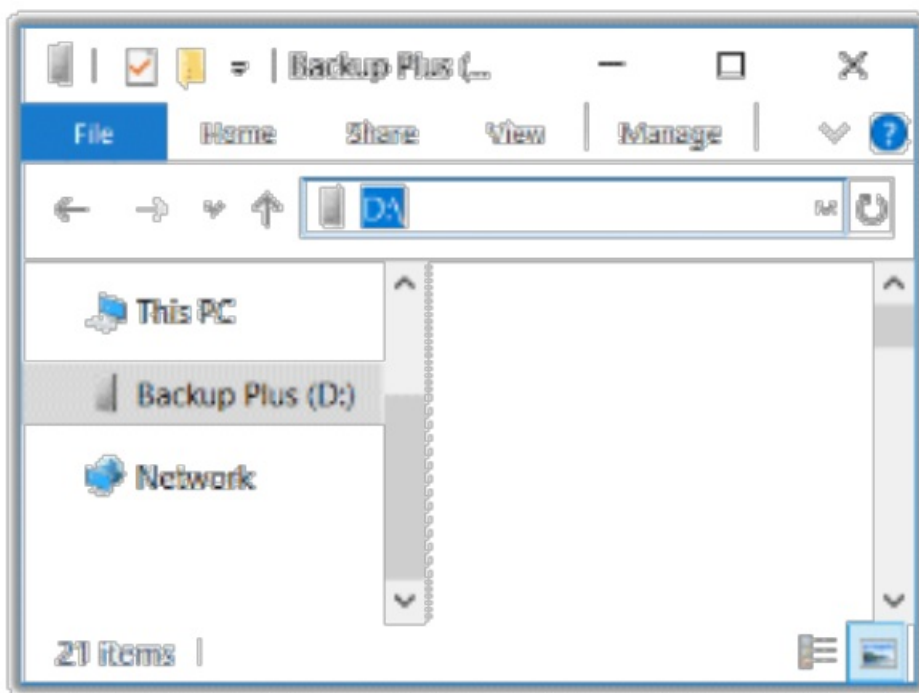
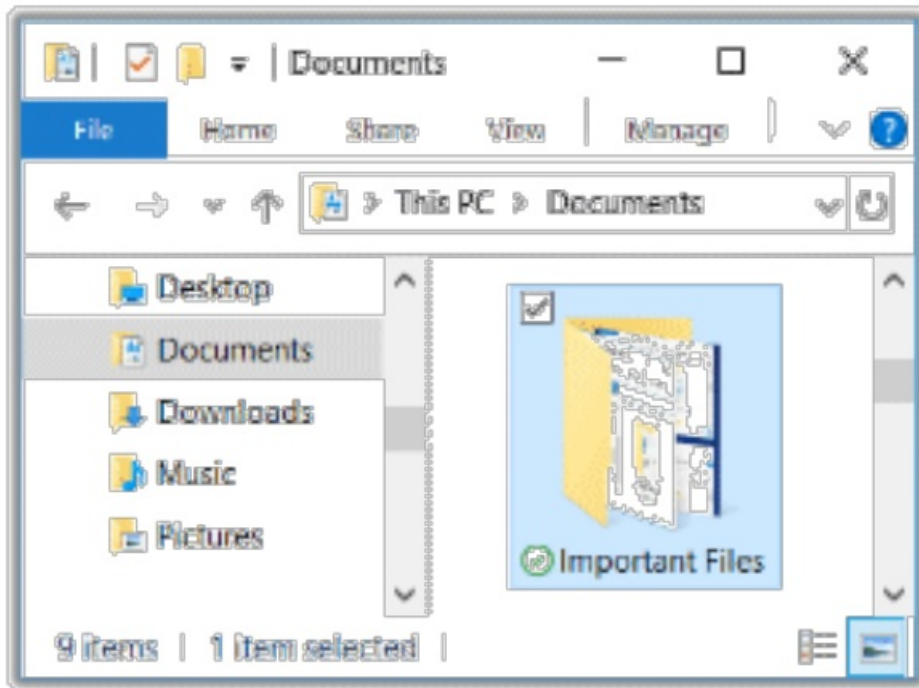


Windows 7 — Use Windows Explorer to drag and drop items.

2. Open another File Explorer window and select folders or files on your computer to back up.

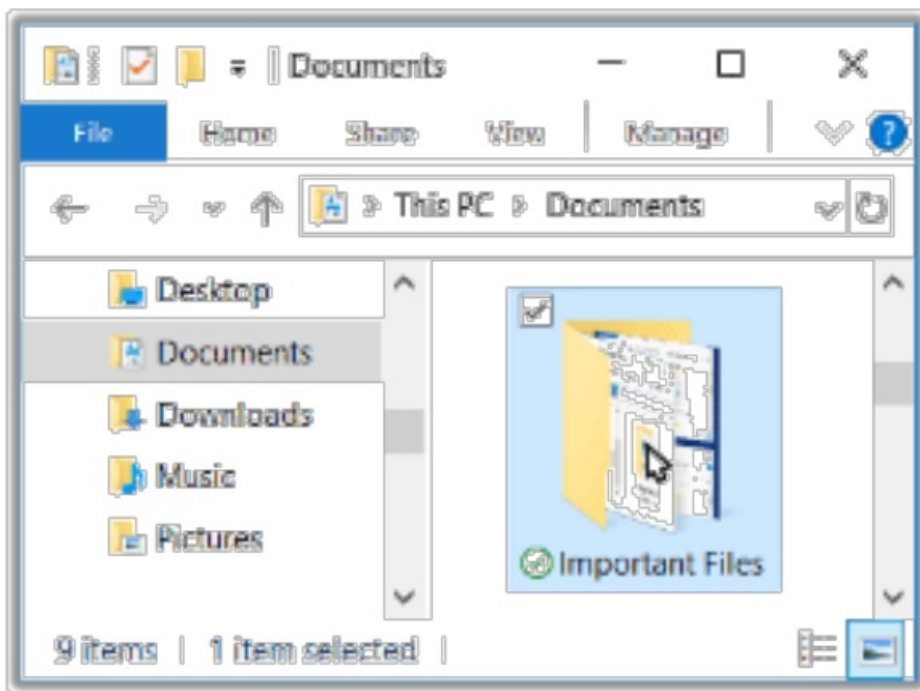


3. Drag items to your drive.



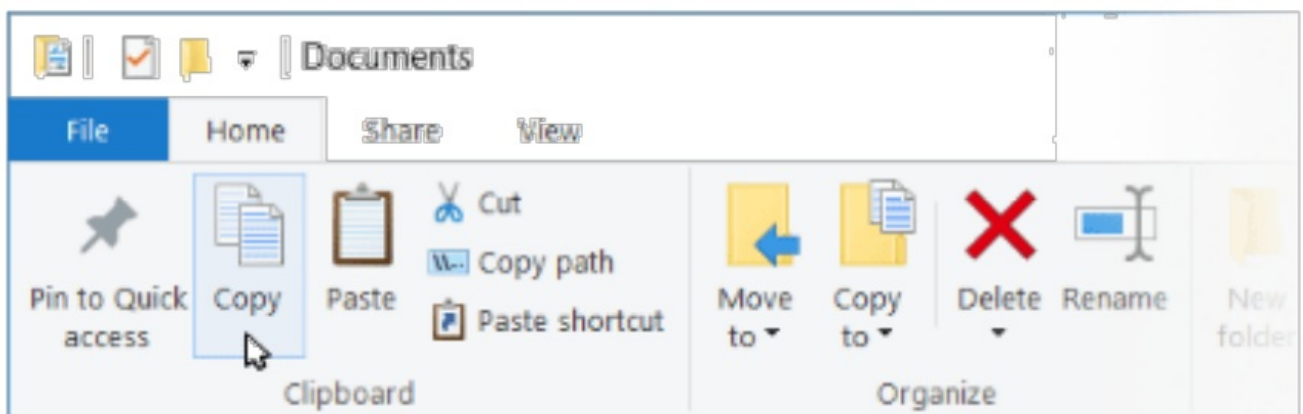
Want a faster way? Just copy and paste

1. Open a File Explorer window and select folders or files on your computer to back up.



Windows 7 — Use Windows Explorer to select items.

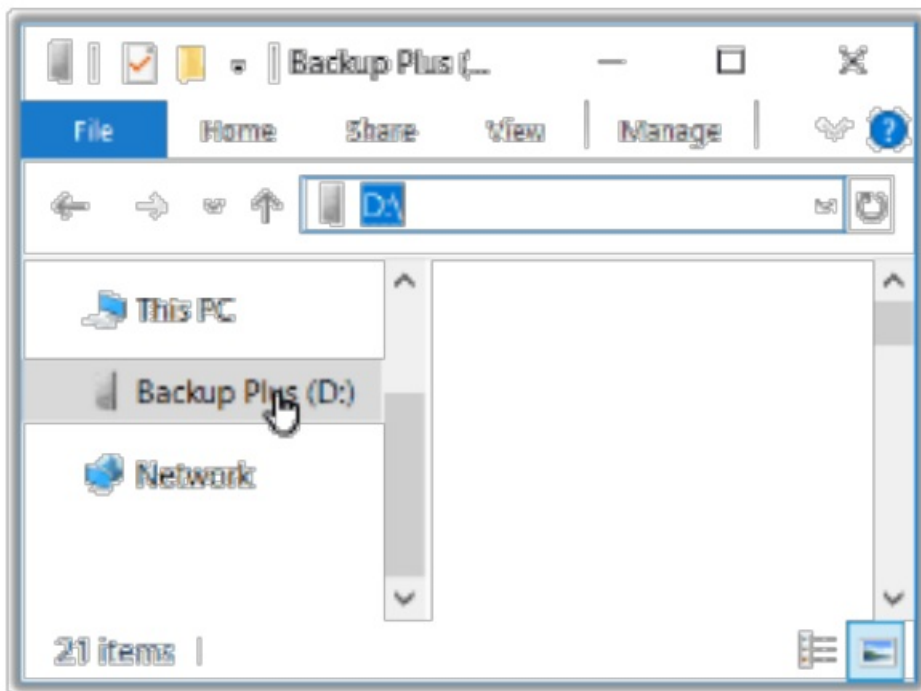
2. Click Copy on the Home menu.



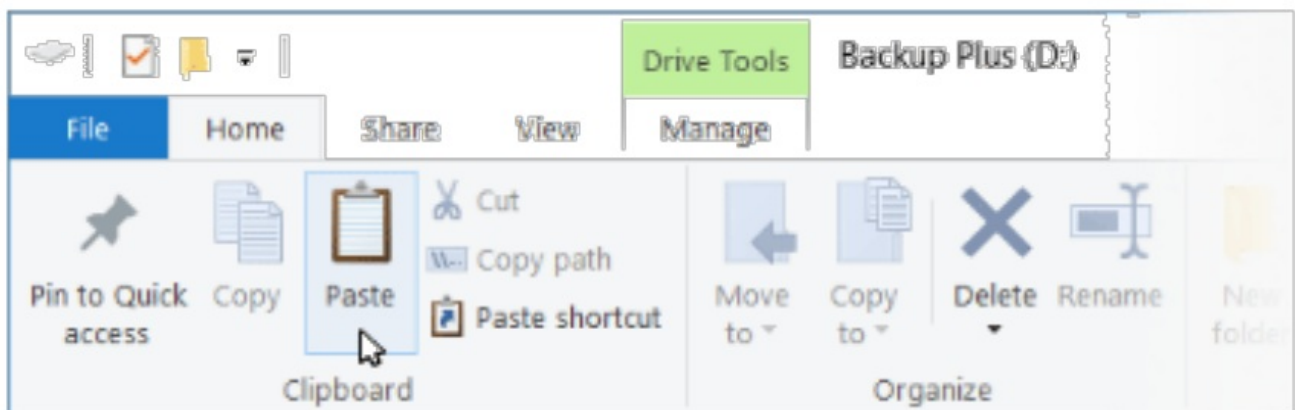
Other ways to copy to the clipboard

- Hold down the **Ctrl** key and press **C**.
- Right-click on files and select **Copy** from the context menu.

3. Click on your drive.

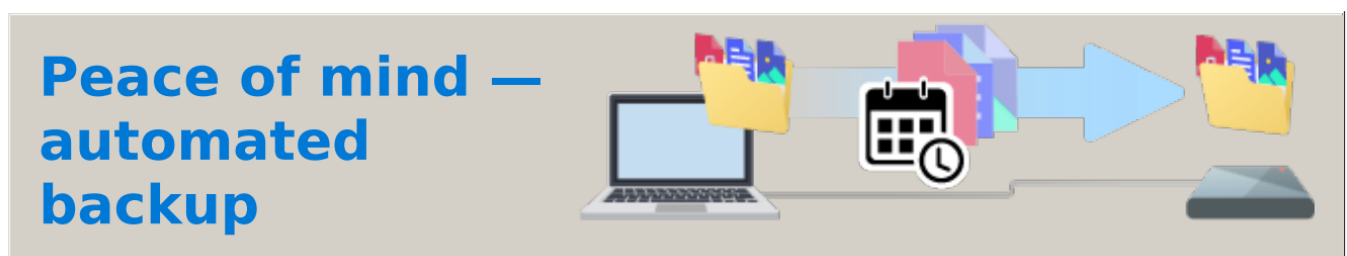


4. Click Paste on the Home menu.



Other ways to paste files copied to the clipboard

- Hold down the **Ctrl** key and press **V**.
Right-click on files and select **Paste** from the context menu.



Set up a Toolkit backup plan

Toolkit has an easy-to-use backup feature for your PC! For details, see the [Toolkit User Manual](#).

Windows native backup solutions

Windows also has backup solutions. For details, choose your version of Windows:

- [Windows 10](#)
- [Windows 11](#)

Back Up Now! (Mac)

Format your drive for macOS

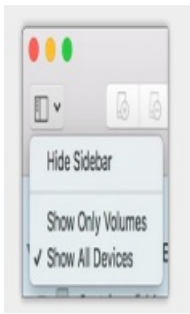
The external storage device you purchased is formatted NTFS, the native file format for Windows PCs. Your Mac can read the NTFS format but it can't write to the drive or delete files from it. You can format the storage device to give your Mac full read/write access.

! **Formatting erases everything on the storage device.** Seagate and its subsidiary, LaCie, are not responsible for any data lost due to formatting, partitioning, or using a storage device.

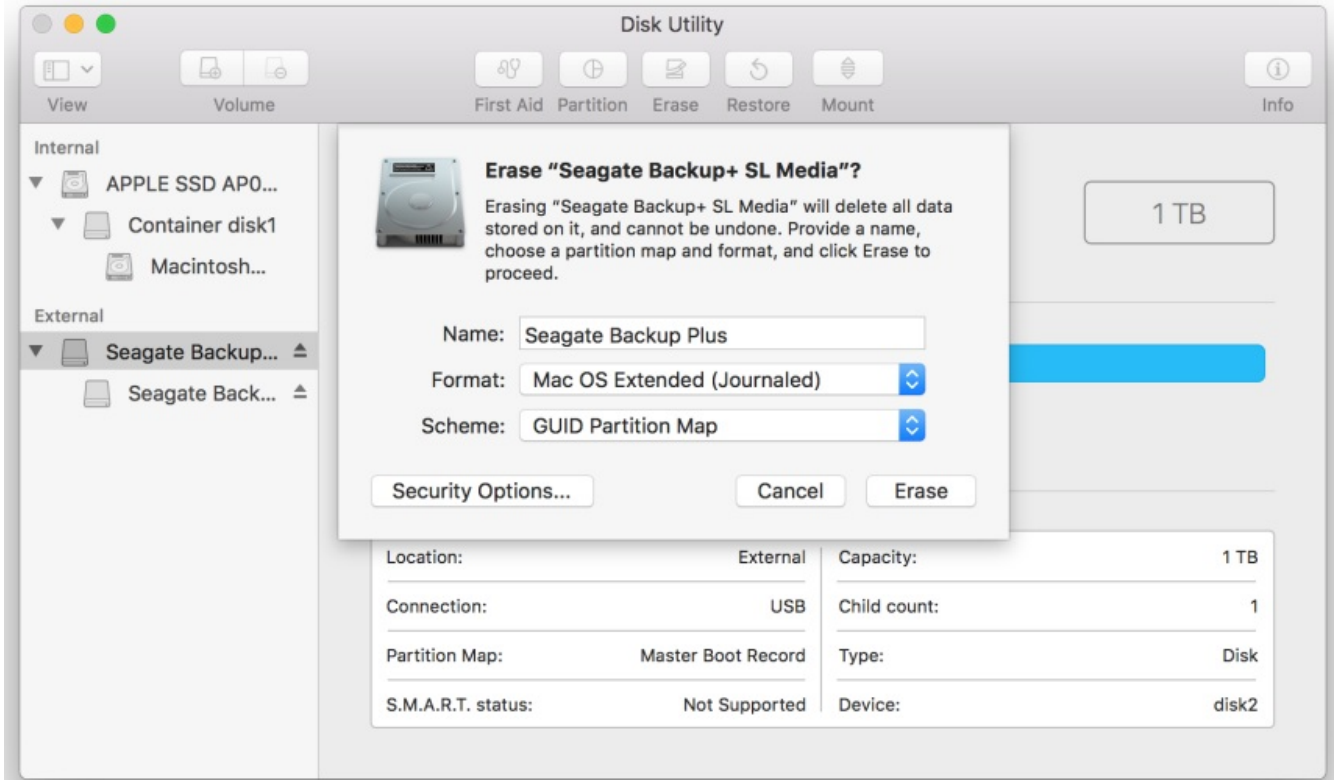
1. Open the Finder and go to **Applications > Utilities > Disk Utility**.
2. In the sidebar to the left, select your storage device.



macOS starting version 10.13 — Make sure to select the storage device and not just the volume. If you don't see two entries listed in the sidebar, change the view in disk utility to show both the drive and the volume. The view button is in the upper left side of the Disk Utility window. Change the view to Show All Devices. This feature was introduced in macOS 10.13 and is not available in 10.11 or 10.12.



3. Select **Erase**. A dialog box opens.



4. Enter a name for the drive. This will be the name displayed when the drive mounts.

5. For Format, select **OS X Extended (Journaled)**.

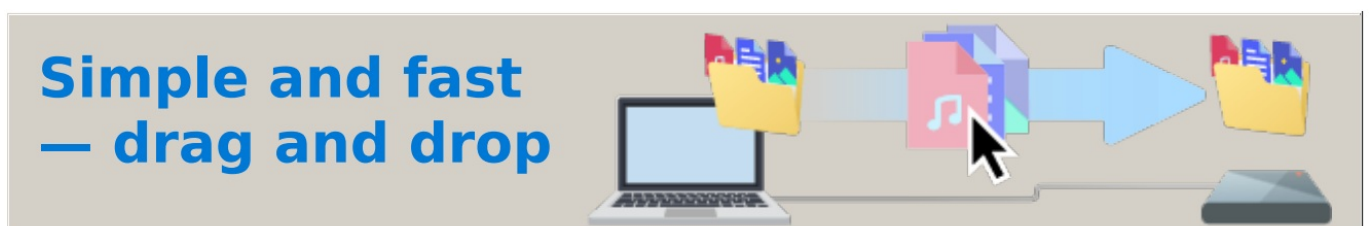
6. For Scheme, select **GUID Partition Map**.

7. Click **Erase**.

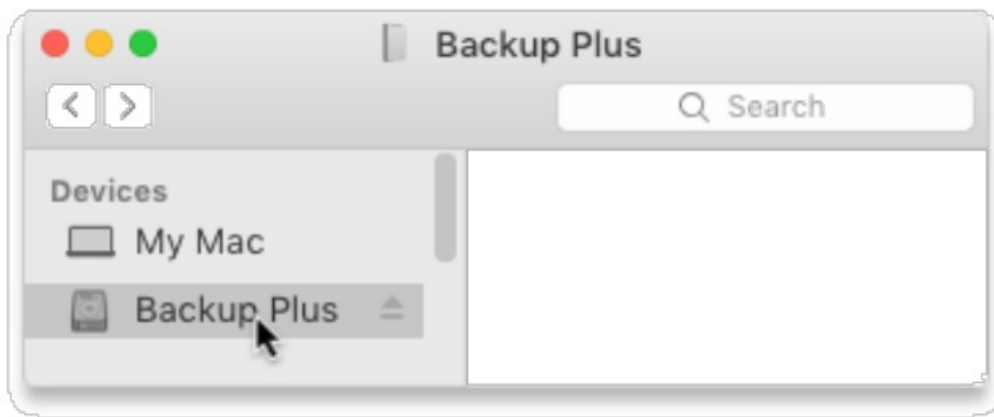
8. Disk Utility formats the drive. When it's finished, click **Done**.

Start backing up

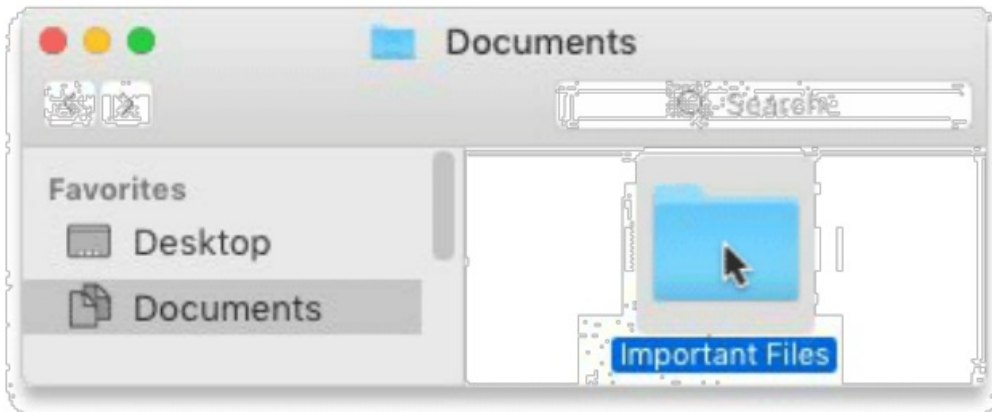
Connect your Seagate storage device to your computer and you're ready to back up your important files and folders. The fastest way to back up is to select items on your computer and copy them to your drive by dragging and dropping. If you want to make sure your data is continuously backed up, you can easily create an automated backup plan.



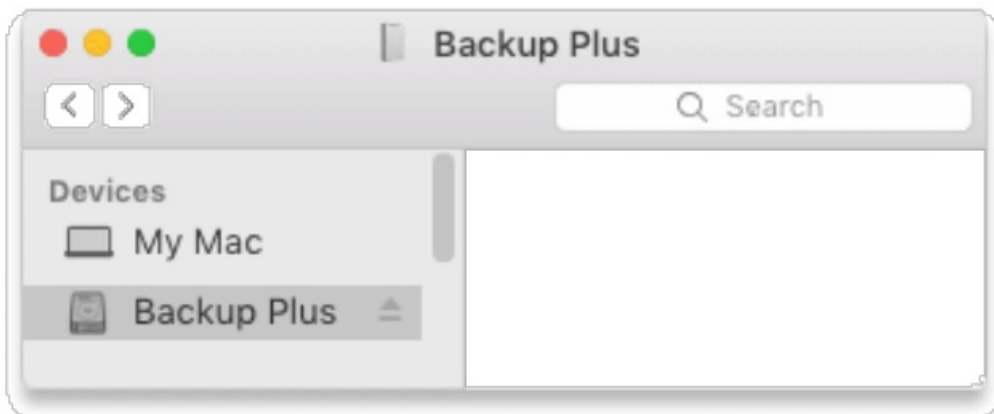
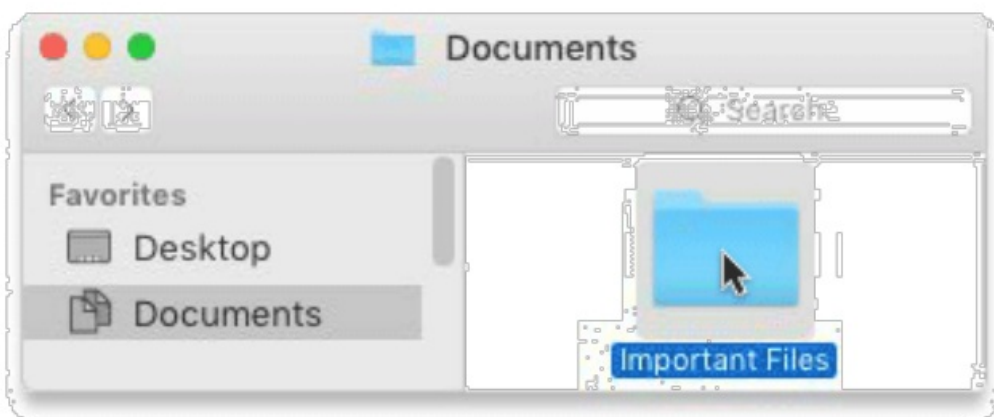
1. Open a Finder window and click on your drive



2. Open another Finder window and select folders or files on your computer to back up

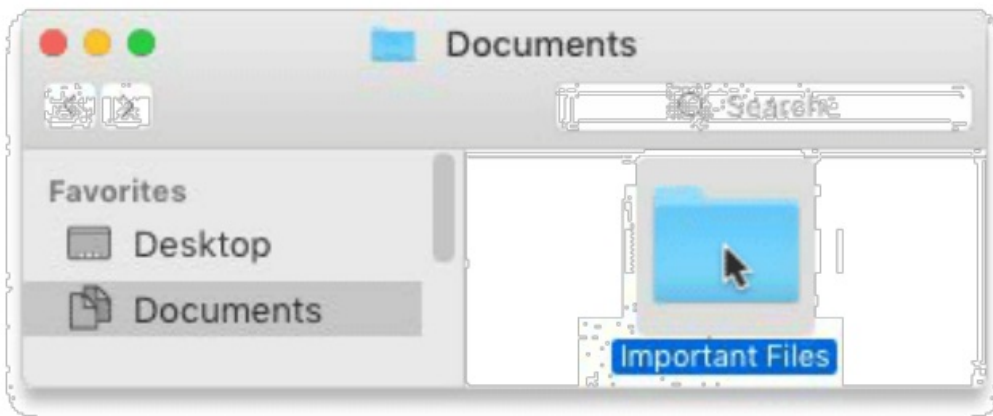


3. Drag items to your drive

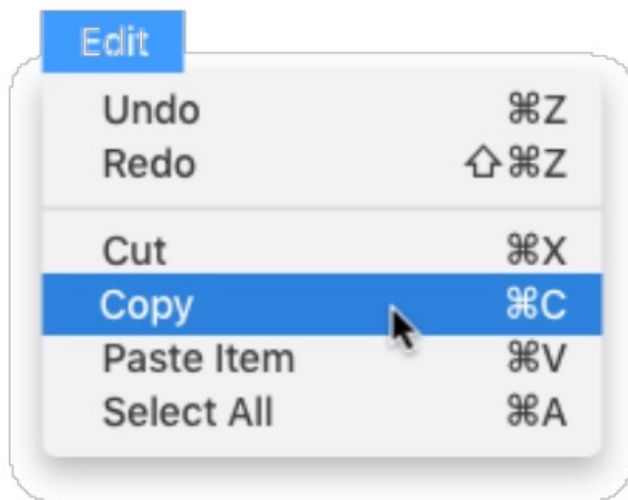


Want a faster way? Just copy and paste

1. Open a Finder window and select folders or files on your computer to back up



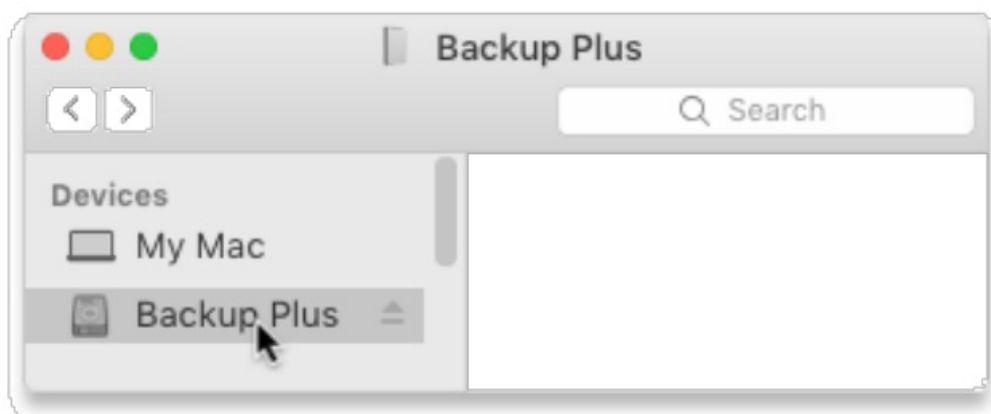
2. Choose Copy from the Edit menu



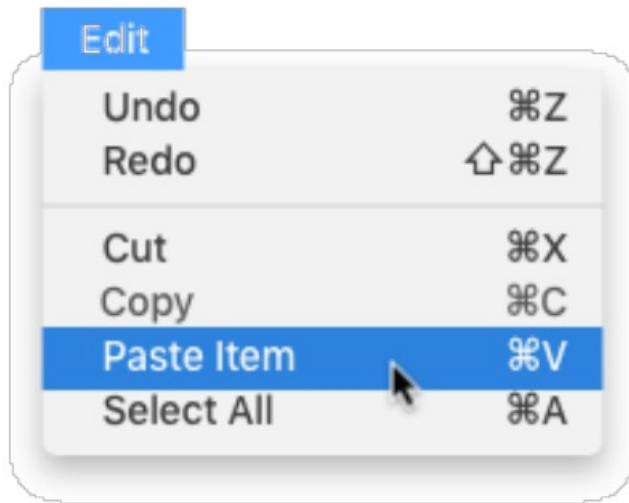
Another way to copy to the clipboard

Hold down the **Command** key (⌘) and press **C**.

3. Click on your drive

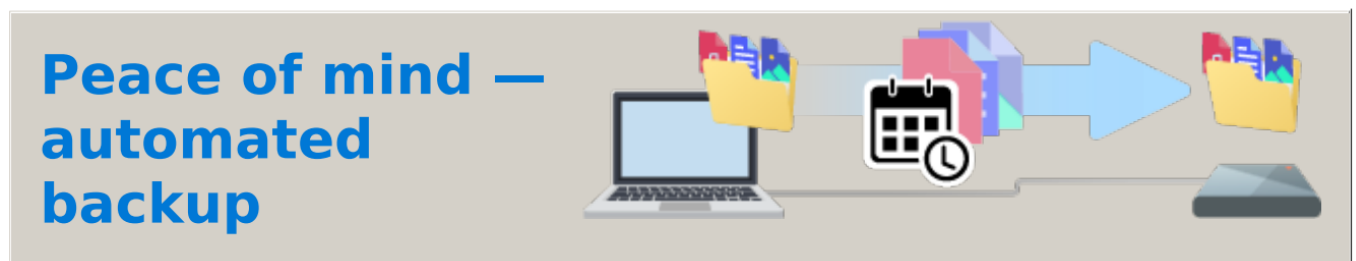


4. Choose Paste Item (s) from the Edit menu



Another way to paste files copied to the clipboard

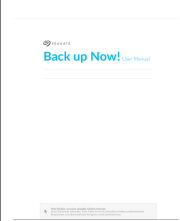
Hold down the **Command** key (⌘) and press **V**.




Set up a Time Machine plan

Time Machine is an automated backup feature built into your Mac. For details, see this [Apple support article](#).



	<p>SEAGATE Backup Plus Portable Hard Drive [pdf] User Manual</p> <p>Backup Plus Portable Hard Drive, Backup, Plus Portable Hard Drive, Portable Hard Drive, Hard Drive, Drive</p>
--	--

References

-  [Back up your Mac with Time Machine - Apple Support](#)
-  [Back up your Windows PC - Microsoft Support](#)
-  [Back up your Windows PC - Microsoft Support](#)
-  [Ultra Touch | Seagate US](#)
-  [Toolkit User Manual - Backup Activity \(Windows Only\) | Seagate US](#)
- [User Manual](#)