

How to Use a Restore Point To Recover Your System


Computer Owners' Forum Meeting 2016-04-18

A Windows "**Restore Point**" is a representation of a stored state of your computer's system files (a snapshot). You can use a **restore point** to restore your computer's system files to an earlier point in time. It's a way to *Undo* system changes to your computer without affecting your personal files, such as e-mail, documents, or photos.

"*System Restore*" can resolve many system changes and problems, and is the best recovery method to try first.

Please read all the instructions before you begin to make any changes to your PC.

Although the Procedures Listed Below
were Created on a
Windows 7 PC, They Apply to All
Windows Operating Systems.

Step #	Commands (All click commands are assumed to be “Left Click” unless told otherwise.)	
1.	Click on the Start Button:	 A screenshot of a Windows 7 desktop environment. The Start button, which is a circular icon with the Windows logo, is visible in the bottom-left corner of the taskbar. To the right of the Start button, three application icons are pinned to the taskbar: Internet Explorer (blue 'e' logo), Firefox (orange and blue globe logo), and Google Chrome (multi-colored circular logo). The desktop background is a solid light blue color.

2.

Click on Control Panel:



3a.

What does your Control Panel look like? If by Category, click on "System and Security".



If Control Panel is displayed with icons, then go to section "3c."

3b.

Then click on “Backup and Restore”:



Action Center

Review your computer's status and resolve issues |  Change User Account Control settings |
Troubleshoot common computer problems | Restore your computer to an earlier time





Windows Firewall

Check firewall status | Allow a program through Windows Firewall



System

View amount of RAM and processor speed | Check the Windows Experience Index |
 Allow remote access | See the name of this computer |  Device Manager



Windows Update

Turn automatic updating on or off | Check for updates | View installed updates



Power Options

Require a password when the computer wakes | Change what the power buttons do |
Change when the computer sleeps



Backup and Restore

Back up your computer | Restore files from backup



Windows Anytime Upgrade

Get more features with a new edition of Windows 7



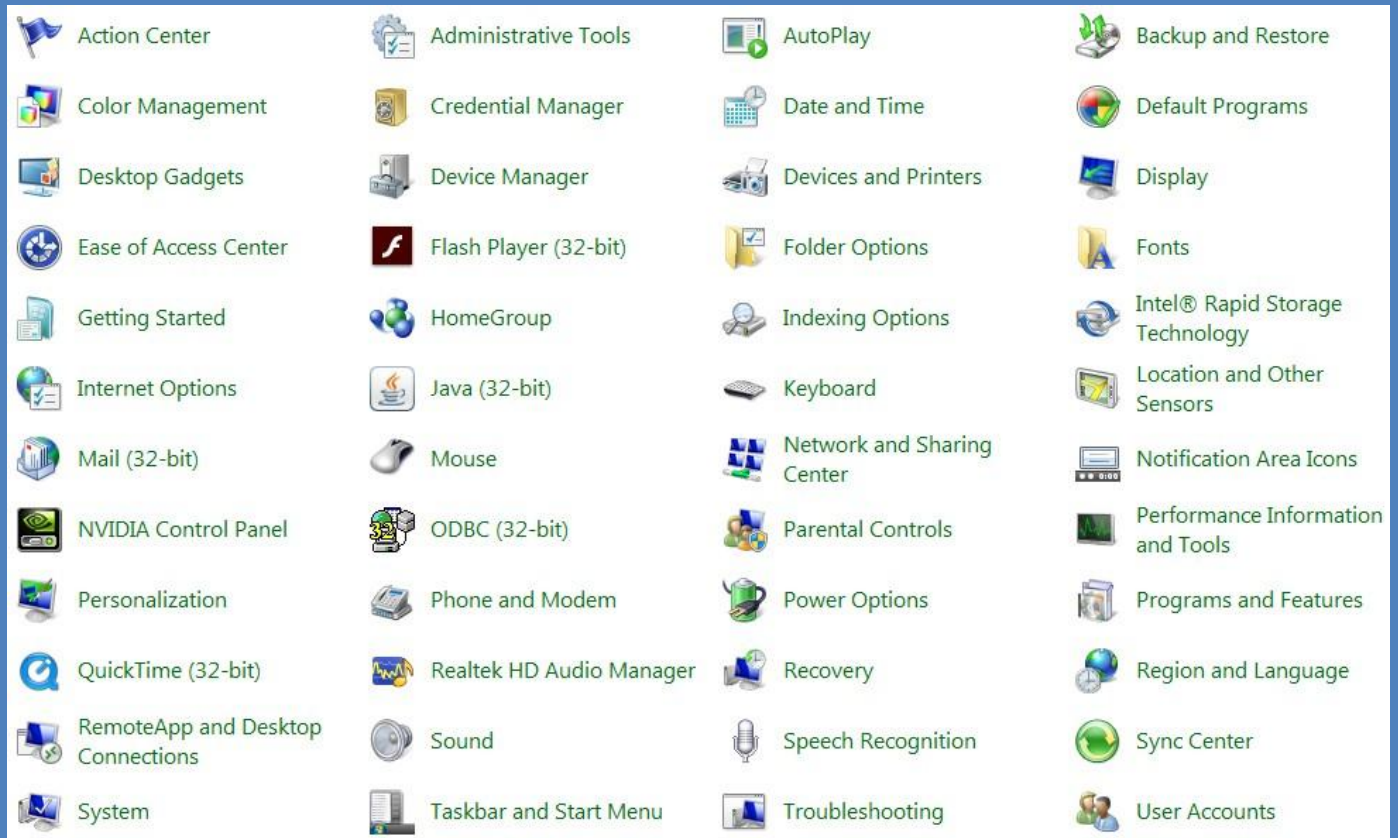
Administrative Tools

Free up disk space | Defragment your hard drive |  Create and format hard disk partitions
 View event logs |  Schedule tasks

3c.

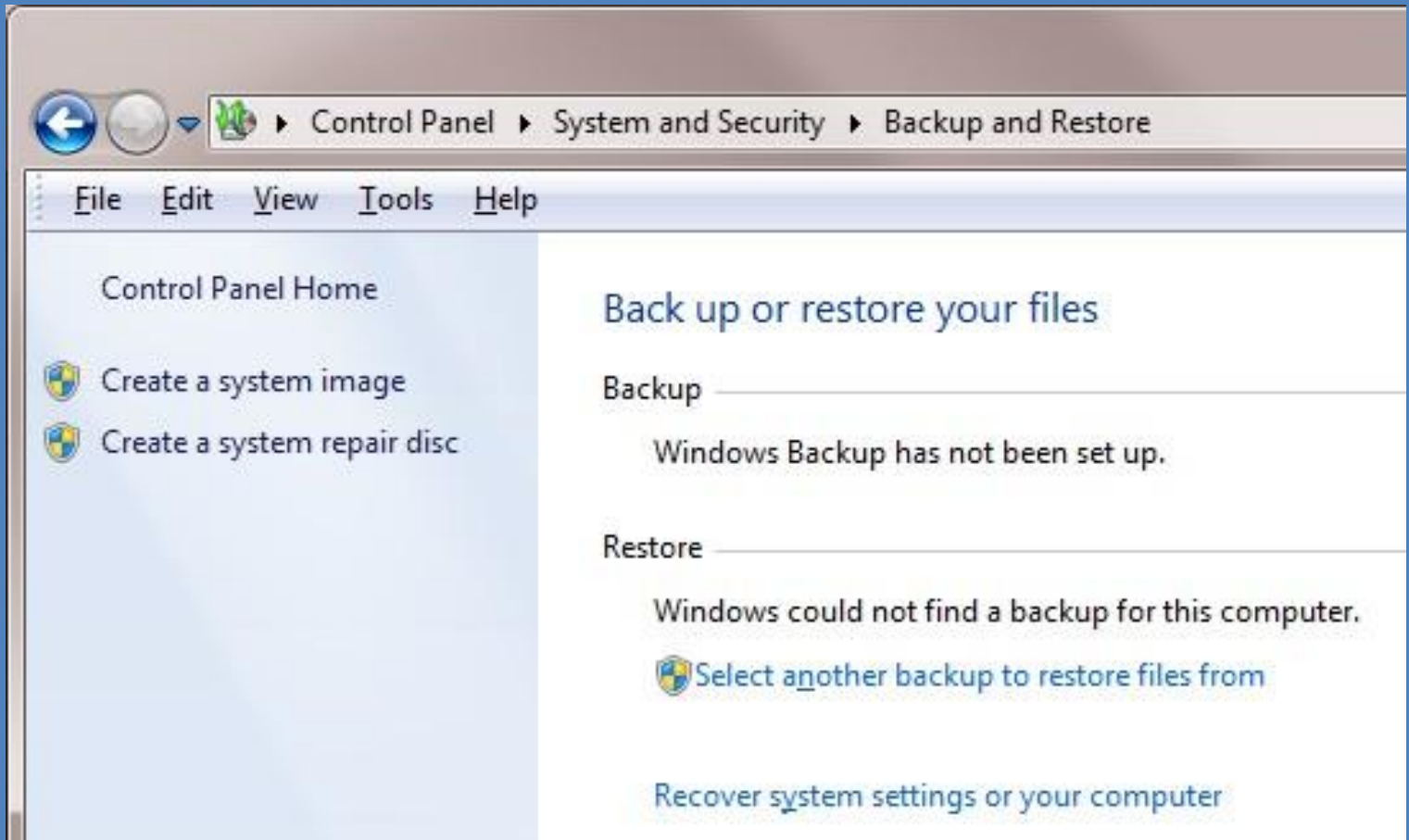
What does your Control Panel look like?

If by icons, click on “Backup and Restore”.



4a.

When you click on “Backup and Restore” you will end up on the following screen:

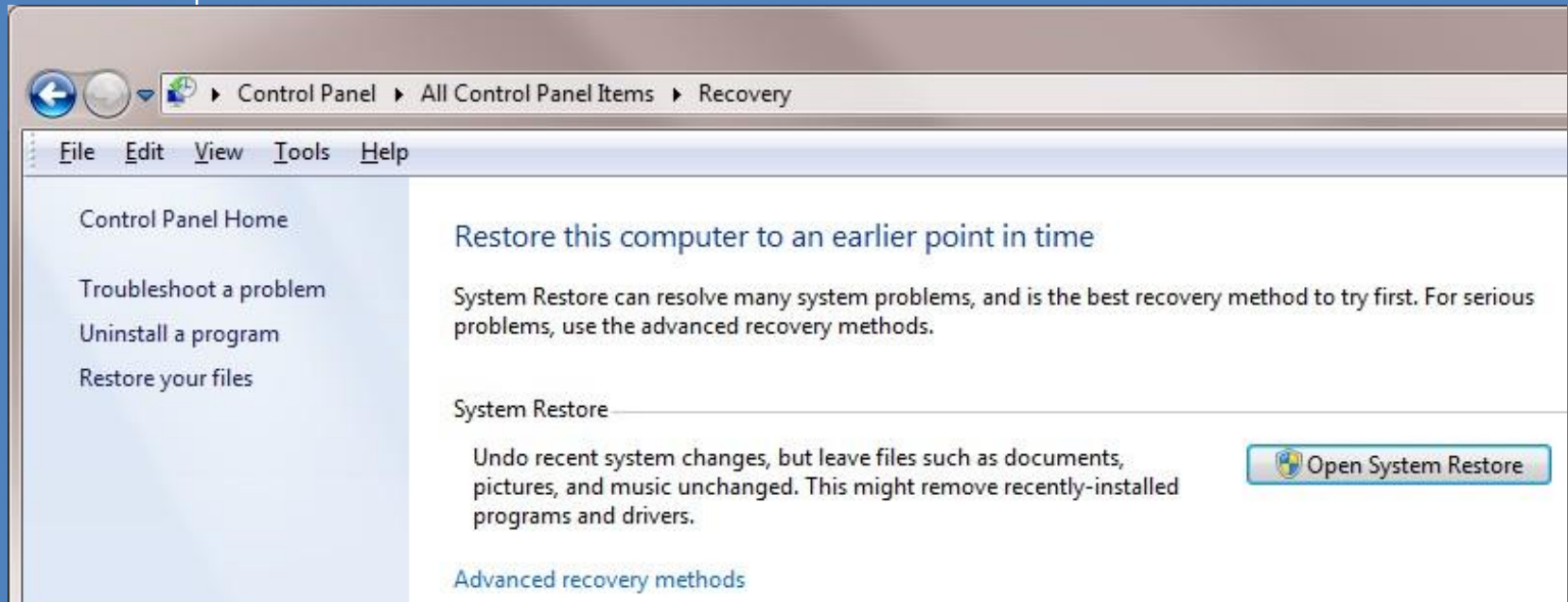


4b.

Click on “Recover system settings or your computer”.

5a.

The “System Restore” Menu:

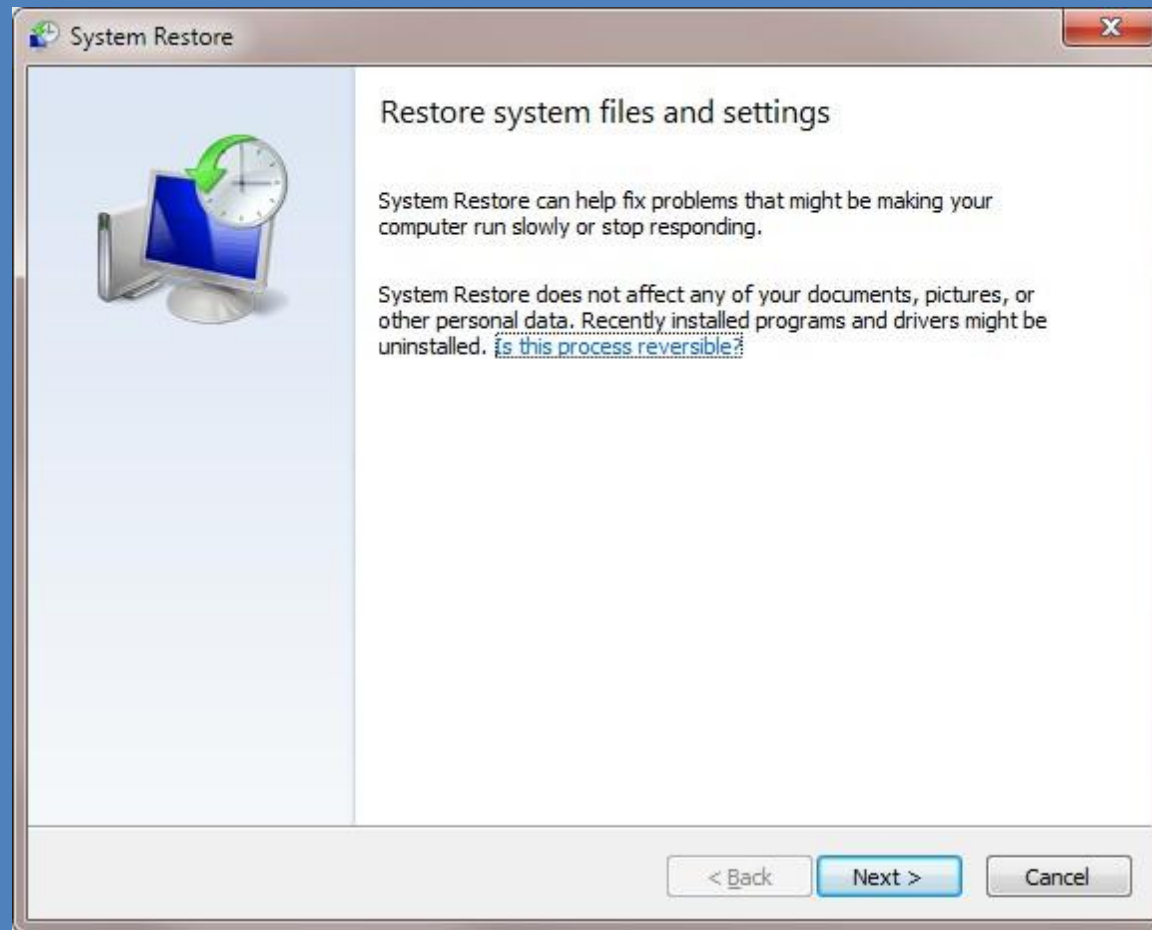


5b.

Click on the “Open System Restore” button.

6a.

The “System Restore” Menu:



6b.

It is highly recommended that you read the helpful “FAQS” at the link located in the center of the screen. Click the on screen link: “Is this process reversible?”

6c.

See the “FAQS” on the next slide.

6d.

The “System Restore” FAQs: Frequently Asksed Questions

System Restore: frequently asked questions

Here are answers to some common questions about System Restore.

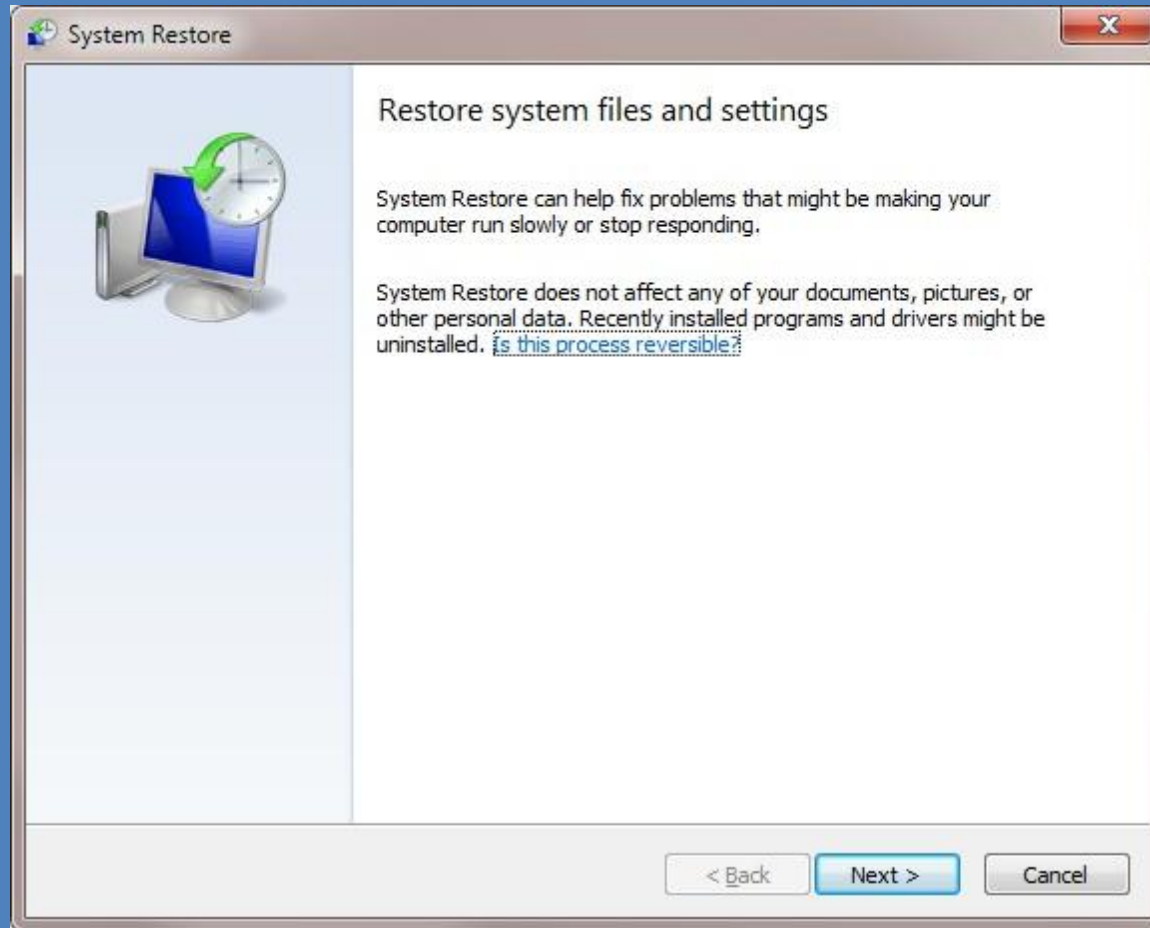
- ▶ How does System Restore work?
- ▶ Can I undo the changes System Restore makes?
- ▶ What files are changed during a system restore?
- ▶ How do I choose a restore point?
- ▶ How long are restore points saved?
- ▶ What if System Restore doesn't fix the problem?

6e.

It is highly recommended that you read each of the 6 helpful “Frequently Asked Questions” or “FAQS” on the System Restore Help screen. Close the Help screen when you are finished.

7a.

The “System Restore” Menu:

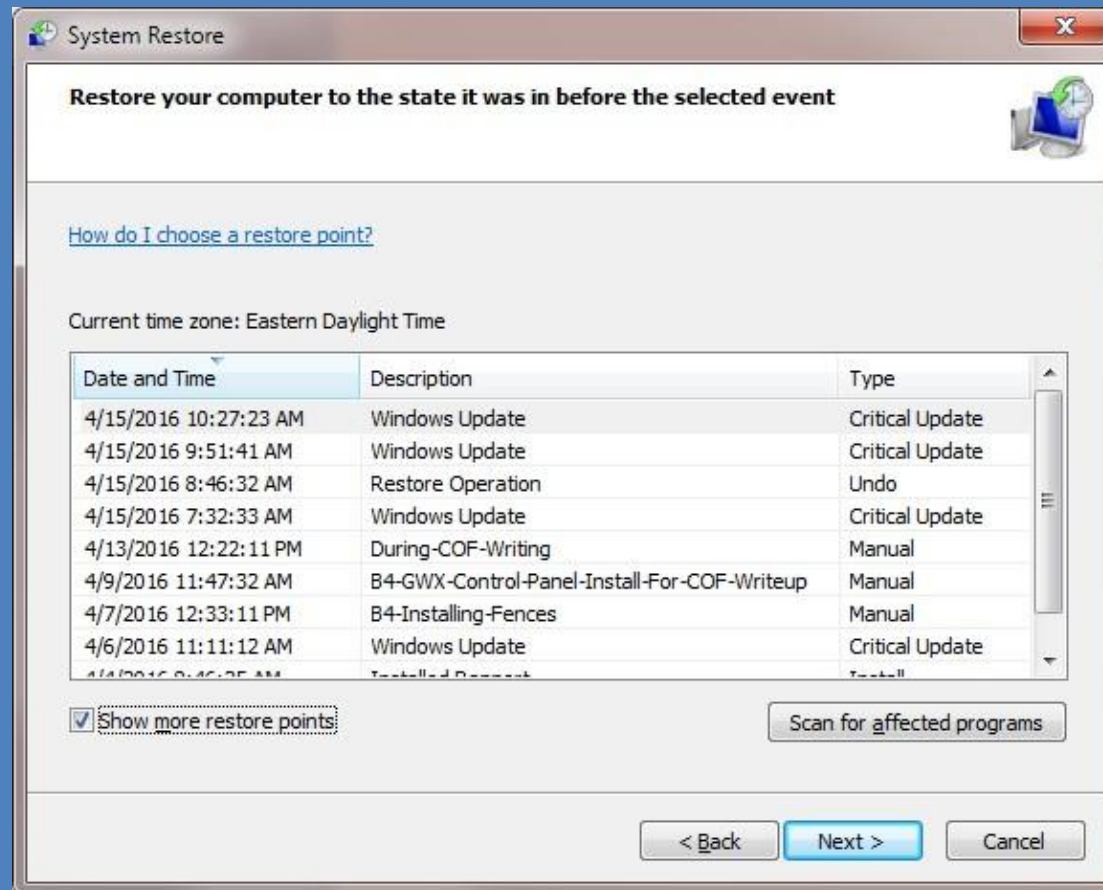


7b.

Click on the “Next” button.

8a.

The “System Restore – Restore Point Selection Menu”



8b.

You will arrive here after clicking on the “Next “ button.

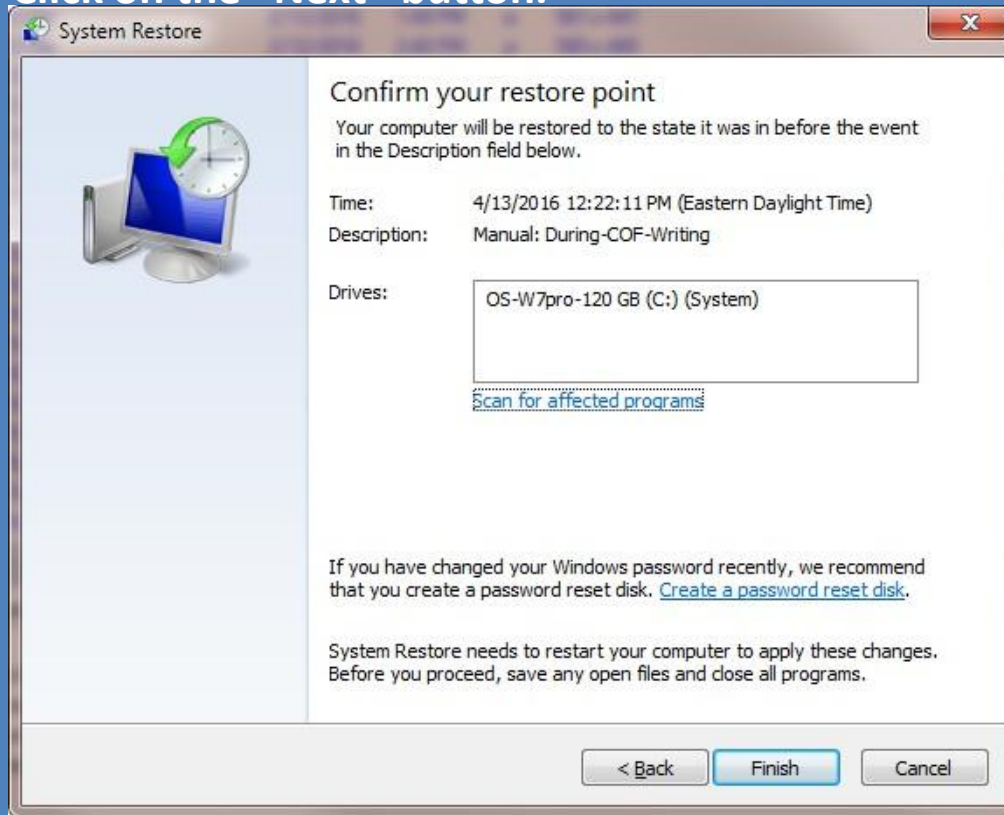
8c.

At the bottom of the screen, place a check mark in the box marked “Show more restore points”.

The “System Restore – Restore Point Selection Menu”

8d. To make a selection, click on the desired Restore Point.

8e. Click on the “Next” button.



8f. Click on the “Finish” button to begin the Restore process.

8g. You're Done.