

A-Click Backup Manager v8

Office 365 Backup & Restore Guide for Windows

Ahsay Systems Corporation Limited

20 August 2019

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Revision History

Date	Descriptions	Type of modification
21 January 2019	First Draft	New
14 February 2019	Updated the Java heap size requirement with formula and examples on Ch. 2.4;	Modifications
17 April 2019	Updated the Supported Services of Office 365 Backup module in Ch. 2.5; Updated the screen shot for Ch. 4.1; Updated the screen shot for Ch. 4.2; Updated the screen shot on Manual Backup using AhsayACB in Ch. 6.1; Updated the screen shot on Manual Backup using AhsayCBS Web Console in Ch. 6.2; Updated the screen shot and added additional procedures for the restoration options in Ch. 7.1; Updated the screen shot and added additional procedures for the restoration options in Ch. 7.2; Added the procedure for the Restore File with AhsayACB in Ch. 7.3; Added example scenario for restore filter using AhsayACB in Appendix B.	New / Modifications
20 August 2019	Updated the screen shots on the page 26 and 37;	Modifications

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1 Overview

What is this software?

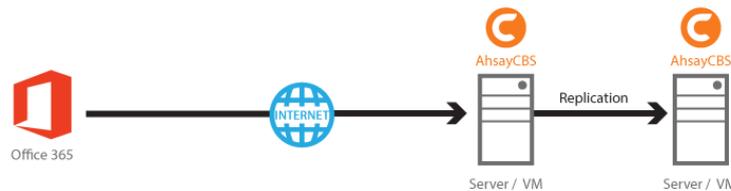
Ahsay brings you specialized client backup software, namely AhsayACB, to provide a set of tools to protect your Office 365 user accounts. This includes backup and recovery of individual emails, contacts, calendars and other mail items in your Office 365 Outlook, files on OneDrive and SharePoint, with snapshots / versioning, and retention policy to protect even items that you may have accidentally deleted from your Office 365 user account.

System Architecture

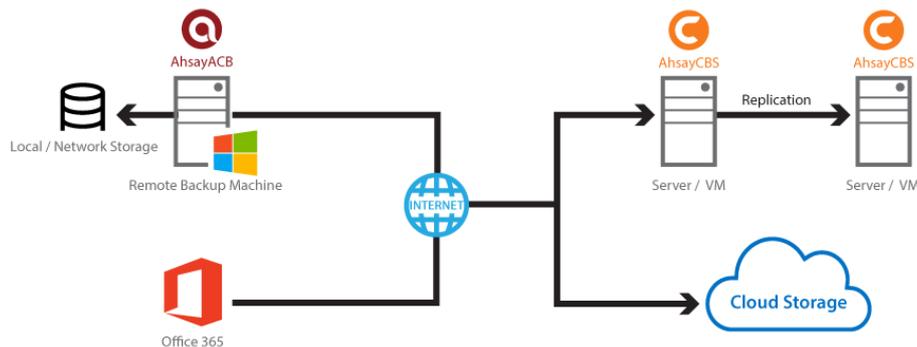
Below is the system architecture diagram illustrating the major elements involved in the backup process among the Office 365 service, AhsayACB and AhsayCBS.

In this user guide, we will focus on the software installation, as well as the end-to-end backup and restore process using both AhsayCBS User Web Console (Agentless) and the AhsayACB (Agent-based).

1. **Agentless:** No need to install AhsayACB. The AhsayCBS backup server connects to the Office 365 directly through the Internet.

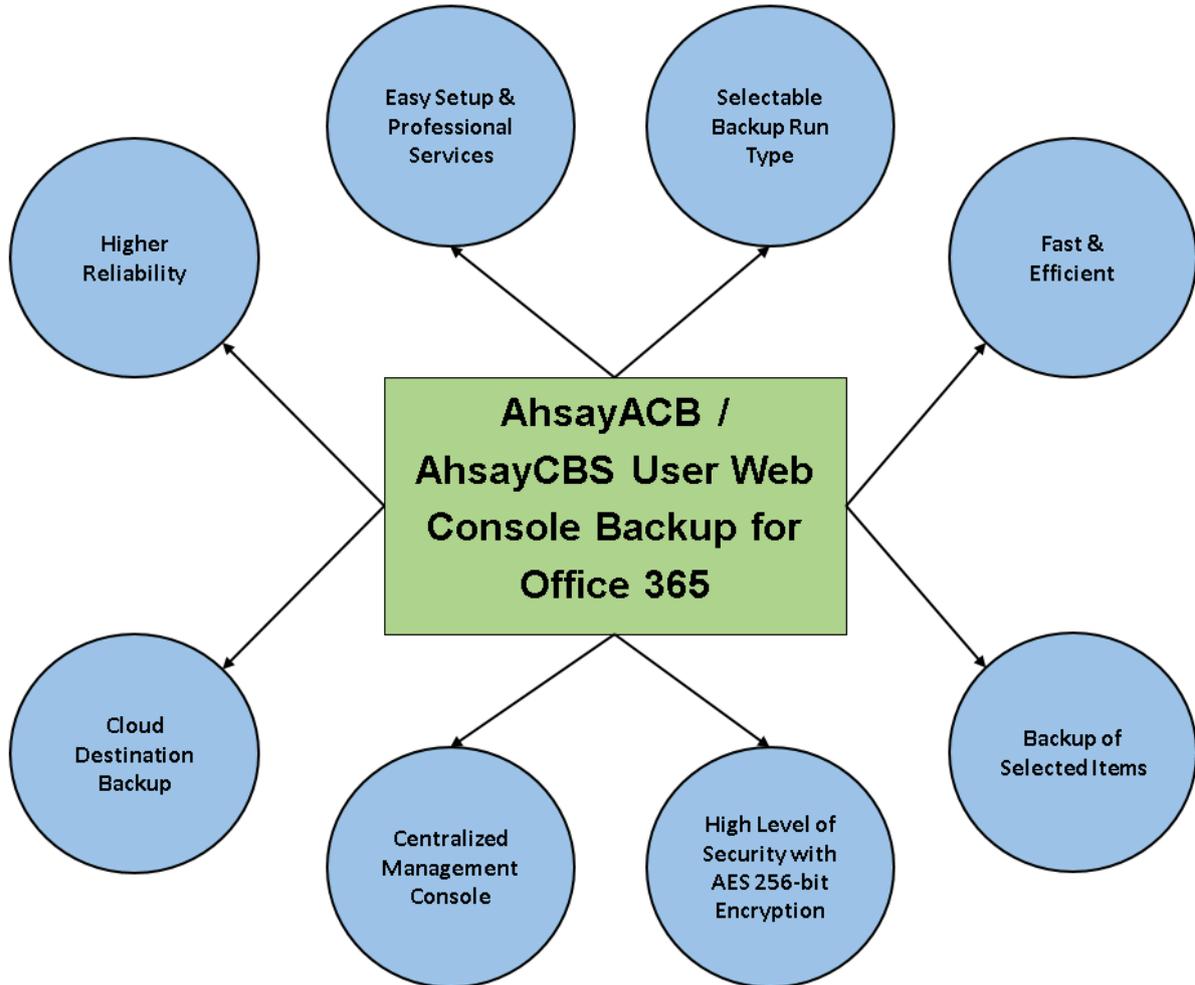


2. **Agent-based:** The latest version of AhsayACB is installed on the remote backup machine which is connected to Office 365 and AhsayCBS backup server through internet.



Why should I use AhsayACB or AhsayCBS User Web Console?

We are committed to bringing you a comprehensive Office 365 backup solution with AhsayACB. Below are some key areas that we can help making your backup experience a better one.



Easy Setup & Professional Services

Setup is a few clicks away - our enhanced AhsayACB v8 can be easily downloaded and installed in just a few clicks. The refined user interface also provides user-friendly instructions to guide you through installation, configuration, backup and restore. The intuitive setup procedures together with instructions in this user guide makes the software installation and operations easy even for layman users. That being said, if you do run into any problems during setup, we are here to help out. Visit the URL below for details on technical assistance.

<https://www.ahsay.com/jsp/en/contact/kbQuestion.jsp>

Professional Services

AhsayACB Installation and Configuration Service

If you would like to save the time of reading through this document for setup, we have introduced this service to take care of all the installation and setup for you. On top of the installation and setup services, we also have a whole series of premium after-sales services to provide you with the best user experiences possible.

Valid Maintenance

Our Valid Maintenance provides you with professional and timely customer support along the way. You

are entitled to the Valid Maintenance for free during the first year of your service subscription, and recurring annual fee at 20% of your annual subscription fee.

Refer to our [Professional Services](#) webpage for further details and subscription.

Selectable Backup Run Type

You can choose to either run the backup set you created on Server (AhsayCBS User Web Console) or Client (AhsayACB).

NOTE

The run type of an Office 365 backup set can only be set if you create a backup set via the AhsayCBS Admin / User Web Console. For backup set created via the backup client application (i.e. AhsayACB), the run type is set to Run on Client by default.

Run on Server

A Run on Server Office 365 backup set provides you with an agentless backup solution. Manual or scheduled backup job is performed on the backup server (i.e. AhsayCBS User Web Console); you do not need to install a backup agent on your personal computer in order to backup your data on cloud storages. The advantages of agentless backup technology make it a good option for users who want to simplify the backup and restore management.

Run on Client

A Run on Client Office 365 backup set provides you with an agent-based backup solution. Manual or scheduled backup job is performed on the client computer (i.e. AhsayACB); you need to install a backup agent on your personal computer in order to back up your data on cloud storages. The advantages of agent-based backup technology make it a good option for users who want to have more control on individual backup / restore and resources management.

Comparison between Run on Server and Run on Client

With both **Run on Server** (agentless) and **Run on Client** (agent-based) backup options available and the freedom to use different setting on different backup sets according to your needs, our backup solution offers you with high level of flexibility and efficiency for Office 365 backup and restore.

Below is the comparison between backup and restore job Run on Server and Run on Client.

	Run on Server (AhsayCBS User Web Console)	Run on Client (AhsayACB)
Installation	➤ No need to install the client backup agent on your computer or upgrade it when a newer version becomes available, which can fulfill some regulatory requirements of compliance during backup or	➤ Need to install the latest version of AhsayACB on computer with internet access for connection to Office 365 account.

	<p>restore.</p> <ul style="list-style-type: none"> ➤ Only a web browser and internet connection are needed. 	
Backup	<ul style="list-style-type: none"> ➤ Backup operation of all users are performed on the backup server, which means multiple jobs may run at the same time leading to slower performance. ➤ Backup period will be shorter as the backup data are transferred directly from Office 365 to AhsayCBS backup server. ➤ Backup destination is restricted to AhsayCBS backup server. 	<ul style="list-style-type: none"> ➤ Backup job is performed on your computer with resources that is dedicated to yourself. ➤ In the event of a failure to a single backup agent, it fails in isolation to other users' environment. ➤ Backup period will be longer as the backup data are transferred from Office 365 to AhsayACB, then to AhsayCBS backup server. ➤ Backup destination can be AhsayCBS backup server, local and cloud drive and FTP.
Large Number of User Backup Sets	<ul style="list-style-type: none"> ➤ Backup of large number of user backup set may take more time. As it will increase the AhsayCBS server load a lot if run multiple user backup sets concurrently and may affect the server performance, so it will make backup speed slower and period longer. 	<ul style="list-style-type: none"> ➤ Backup of large number of user backup sets may take less time. As backup sets can be run concurrently over several machines as distributed solution, the resource will be more and will make backup speed faster and period shorter.
Cost	<ul style="list-style-type: none"> ➤ Do not require provision of additional Windows machine. 	<ul style="list-style-type: none"> ➤ May require the provision of an additional Windows machine.
Restore	<ul style="list-style-type: none"> ➤ Restore operation of all users are performed on the backup server which may have multiple jobs to run at the same time, resulting in slower performance. ➤ Restore period should be shorter as the backed-up items are transferred directly from AhsayCBS backup server to Office 365. 	<ul style="list-style-type: none"> ➤ Restore job is performed on your computer with resources that is dedicated to yourself. ➤ In the event of a failure to a single backup agent, it fails in isolation to other users' environment. ➤ Restore period should be longer as the backed-up items are transferred from AhsayCBS backup server to AhsayACB first and then to Office 365.

Differences between a Run-on-Server and Run-on-Client Backup Set

The following table summarizes the differences in backup options available for a Run on Server or Run on Client, and the tool to use (client agent or user web console) when performing a backup and restore:

	Run on Server Office 365 Backup Set	Run on Client Office 365 Backup Set
General Settings	Yes	Yes
Backup Source	Yes	Yes
Backup Schedule	Yes	Yes
Continuous Backup	Yes	Yes
Destination	Yes (Restricted to AhsayCBS and Predefined destination)	Yes
In-File Delta	Yes	Yes
Retention Policy	Yes	Yes
Command Line Tool	N/A	Yes
Reminder	N/A	Yes
Bandwidth Control	Yes	Yes
IP Allowed for Restore	N/A	Yes
Other	Yes	Yes
To Run a Backup	AhsayCBS User Web Console Only	AhsayACB
To Run a Restore	AhsayCBS User Web Console Only	AhsayACB

Fast and Efficient

We understand that backup could be a time and resources consuming process, which is why AhsayACB is designed with advanced technologies to make backup a fast and efficient process.

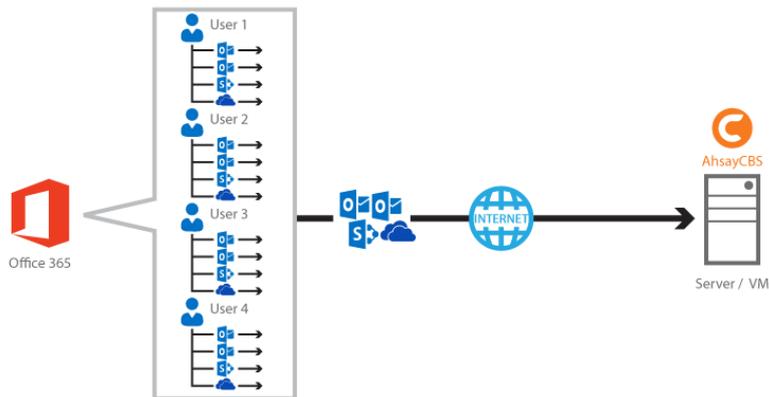
We also understand that you may wish to run backup at a specified time interval of your choice, that's why we also allow you to set your own backup schedules so that you can take full control of the time when to perform backup.

- **Multi-threading** – this technology utilizes the computing power of multiple CPU cores for creating multiple backup and restore threads to produce fast backup and restore performance.

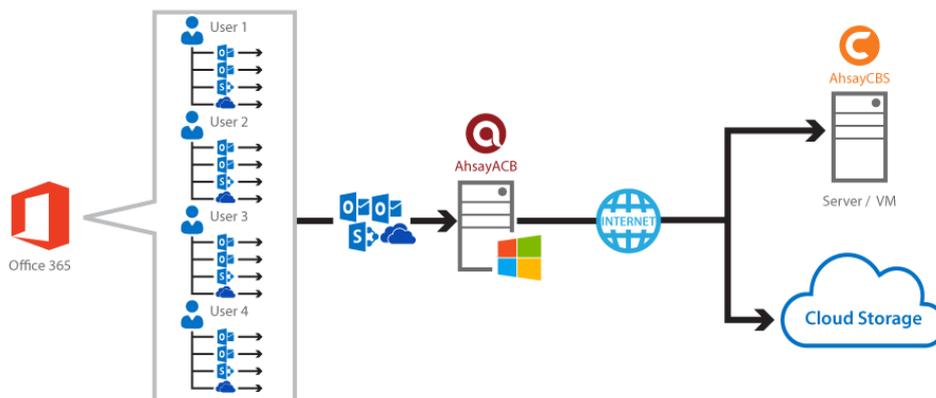
The default setting for Office 365 backup sets supports

- Backup of 4 users concurrently (4 threads).
- For each of the 4 users, now supports a maximum 4 items concurrently (4 threads).

For Agentless Option:



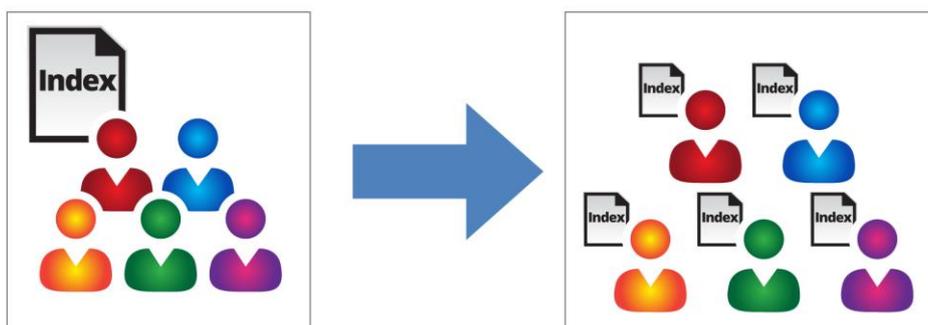
For Agent-based Option:



As shown the technology translate into a total of 16 concurrent threads.

- **Index File Structure** – The index file structure has been re-designed to improve the backup and restore performance.

Each Office 365 user will have its own individual index file instead of a single index file for all users within the backup set.



This new design eliminates any potential I/O performance bottlenecks when the index files are updated during each backup job, which can occur when using single index file structure for multi-thread concurrent backup.

- **Block Level Incremental Backup** – this technology breaks down the backup files into multiple blocks and only the changed blocks will be backed up each time.

Backup of Selected Items

To back up the Office 365 user accounts, the backup resources can be user level, site collection level and even item level.

- Flexible backup options:
 - Only select the required users, specific site collection or items for backup.
- Flexible restore options:
 - Restore all the users or just one user or restore the whole site collection or just one site or restore the whole user contents or just one item.
 - Restore items to the original location or an alternate location.

High Level of Security

We understand your Office 365 users may contain sensitive information that requires to be protected, that is why your backup data will be encrypted with the highest level of security measure.

- **Un-hackable Encryption Key** – to provide the best protection to your backup data, you can turn on the encryption feature which will be default encrypt the backup data locally with AES 256-bit truly randomized encryption key.
- **Encryption Key Recovery** – Furthermore, we have a backup plan for you to recover your encryption key in case you have lost it. Your backup service provider can make it mandatory for you to upload the encryption key to the centralized management console, the encryption key will be uploaded in hashed format and will only be used when you request for a recovery.

Centralized Management Console

Our enriched features on the centralized web console offers you a one-stop location for monitoring and managing your backup and restore. Below is an overview of what you can do with it. For more details regarding the setup and operations of the centralized management console, refer to the [AhsayCBS v8 Administrator's Guide](#) for details.

- Create/ update/ delete backup set
- Restore backup set
- Configure user settings
- Configure backup settings
- View and download backup and restore reports
- Monitor backup and restore live activities
- Monitor storage statistic

Cloud Destinations Backup

To offer you with the highest flexibility of backup destination, you can now back up Office 365 user to a wide range of cloud storage destinations. Utilizing cloud destination backup gives you an extra layer of protection in the event of a local drive corruption, where you will still be able to retrieve data from the cloud destination.

NOTE

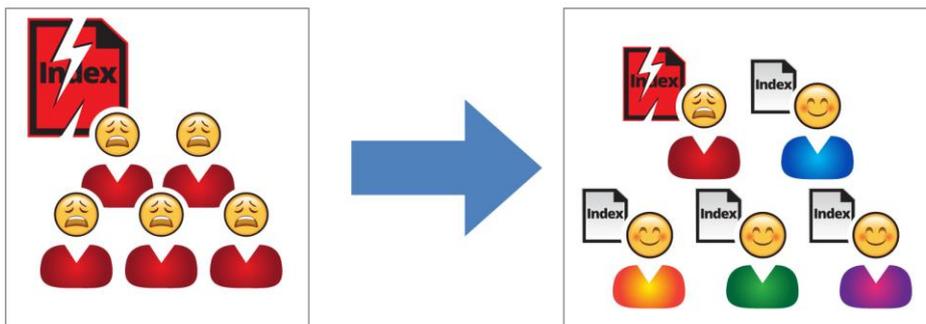
Cloud destination backup applies only to agent-based backup sets. The backup destination is restricted to AhsayCBS for all agentless backup sets and Predefined Destinations.

Below is a list of supported cloud destinations.

Aliyun (阿里云) *	Google Drive	Amazon S3	Amazon Cloud Drive
Google Cloud Storage	CTYun (中国电信天翼云)*	AWS S3 Compatible Cloud Storage	Microsoft OneDrive / OneDrive for Business
Rackspace	OpenStack	Microsoft Azure	Dropbox
FTP	SFTP	OneDrive	

Higher Reliability

The implementation of one index file per user can significantly improve the overall resilience of backup and restore from index related issues.



For example, if a single index file corrupted, it will only affect corresponding user, while other users selected for backup are unaffected.

About This Document

What is the purpose of this document?

This document aims at providing all necessary information for you to get started with setting up your system for Office 365 backup and restore, followed by step-by-step instructions on creating backup set, running backup job and restoring backed up data, using both the AhsayACB and AhsayCBS Web User Console.

The document can be divided into 3 main parts.

Part 1: Preparing for Office 365 Backup & Restore

Requirements

Requirements on hardware & software for installation

Best Practices and Recommendations

Items recommended to pay attention to before backup and restore

Part 2: Performing Office 365 Backup

Logging in to Client Agent or User Web Console

Log in to AhsayACB or User Web Console

Creating a Backup Set

Create a backup set using AhsayACB or User Web Console

Running a Backup Set

Run a backup set using the AhsayACB or User Web Console

Part 3: Restoring Office 365 Backup

Restoring a Backup Set using AhsayACB & User Web Console

Restore a backup using the AhsayACB and User Web Console

What should I expect from this document?

After reading through this documentation, you can expect to have sufficient knowledge to set up your system to backup Office 365 on AhsayACB, as well as to carry out an end-to-end backup and restore process.

Who should read this document?

This documentation is intended for backup administrators and IT professionals who are responsible for the Office 365 backup and restore.

2 Preparing for Backup and Restore

Hardware Requirement

To achieve the optimal performance when AhsayACB is running on your machine, refer to the following article for the list of hardware requirements.

[FAQ: Ahsay Hardware Requirement List \(HRL\) for version 8.1 or above](#)

Software Requirement

Make sure the operating system where you have the Office 365 installed is compatible with the AhsayACB. Refer to the following article for the list of compatible operating systems and application versions.

[FAQ: Ahsay Software Compatibility List \(SCL\) for version 8.1 or above](#)

Antivirus Exclusion Requirement

To optimize performance of AhsayACB on Windows, and to avoid conflict with your antivirus software, refer to the following Wiki article the list of processes and directory paths that should be added to all antivirus software white-list / exclusion list:

[FAQ: Suggestion on antivirus exclusions to improve performance of Ahsay software on Windows](#)

NOTE

The bJW.exe process is automatically added to Windows Defender exclusion list for Windows 10 and 2016, during installation / upgrade via installer or upgrade via AUA.

Other Requirements

• AhsayACB Installation

For agent-based backup and restore, make sure that the latest version of AhsayACB is installed on your computer with Internet access for connection to your Office 365 account.

User should also stay up-to-date when newer version of AhsayACB is released. To get our latest product and company news through email, please subscribe to our mailing list. http://www.ahsay.com/jsp/en/home/subscribe_mail_list.jsp

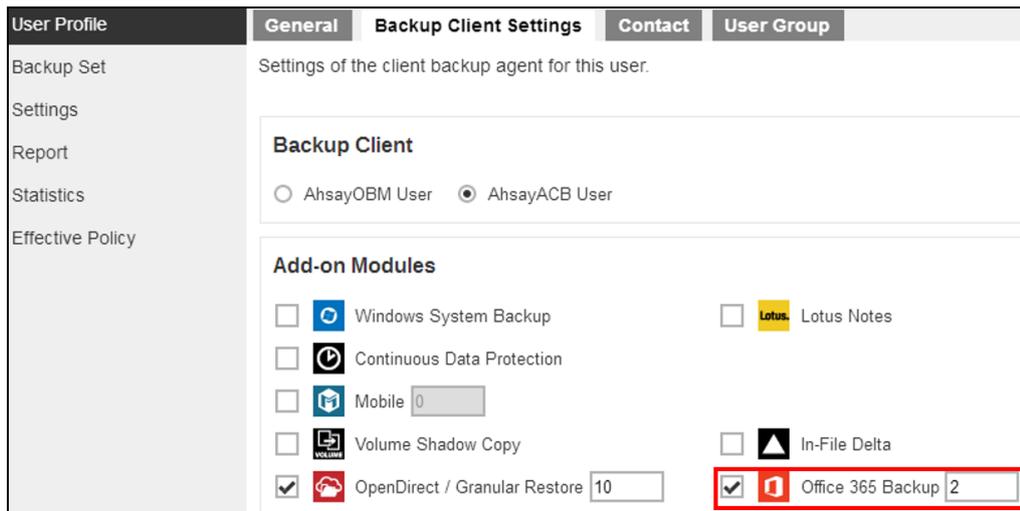
• Add-on Module Requirement

Make sure that the Office 365 Backup feature has been enabled as an add-on module in your AhsayACB user account and there is enough Office 365 Backup license quota to cover the backup of your users.

Please contact your backup service provider for more details. Below is a sample screen shot of an AhsayACB User with an add-on module of Office 365 with two (2) licenses.

NOTE

Please be reminded that a maximum of two modules is allowed for Office 365 Backup on AhsayACB. If you wish to add extra module, consider using AhsayOBM instead. Please contact your backup service provider for more details.



• Access for AhsayCBS User Web Console

It is now possible to perform agentless backup and restore, which can be done via the AhsayCBS User Web Console without using the AhsayACB client agent. In order to access the User Web Console, make sure you have Internet connection and a web browser installed on your computer or mobile device.

• AhsayACB Licenses

AhsayACB licenses are calculated on a per device basis:

For Agent-based:

- i. To backup users with one (1) backup client computer
Example: If one AhsayACB is installed then, one AhsayACB license is required.
- ii. To backup users with multiple backup client computers, the number of AhsayACB licenses required is equal to the number of devices.

For Agentless:

- i. To backup users using AhsayCBS User Web Console, one AhsayACB license is required.

• Backup Quota Requirement

Make sure that your AhsayACB user account has sufficient quota assigned to accommodate the storage of the Office 365 users for the new backup set and retention policy.

Please contact your backup service provider for details.

• Continuous Backup Module

The Continuous backup add-on module is required if you would like to enable the continuous backup feature.

Java Heap Size

The default Java heap size setting for AhsayACB is 2048 MB / 2.048 GB. To avoid any inconveniences and ensure smooth operation when performing Office 365 backup, it is highly recommended to allot extra memory.

Below is the table for the memory requirement:

Per OneDrive Account	100 MB
----------------------	--------

Note: The memory requirement is dependent on the number of OneDrive or Personal Sites selected for backup.

NOTE:

The Java heap size to be configured should not exceed 2/3 of the RAM available, to allow sufficient resources for the operating system.

Office 365 Subscription Plan

The following subscription plans with Office 365 email services are supported to run backup and restore on AhsayACB or AhsayCBS User Web Console.

Office 365 Business Essentials	Office 365 Business Premium
Office 365 Education	Office 365 Enterprise E1
Office 365 Enterprise E3	Office 365 Enterprise E4
Office 365 Enterprise E5	Office 365 Education

Office 365 Subscription Status

Make sure your Office 365 subscription with Microsoft is active in order to enjoy all privileges that come along with our backup services. If your account has expired, renew it with Microsoft as soon as possible so that you can continue enjoy the Office 365 backup services provided by Ahsay.

When your account is expired, depending on your role, certain access restrictions will be applied to your account. Refer to the URL below for more details.

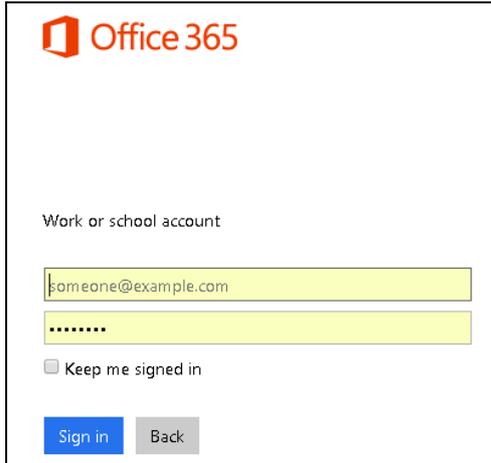
[Microsoft Office 365 Subscription Status](#)

Granting Permission for Application Impersonation & Mail Search

This permission allows users added under the **Members** section of the **Discovery Management** group (refer to the previous section for setup) to back up and/or restore user item(s) not only for their own account, but also the accounts of other users in the same **Members** section. To grant permission for this feature, you have to add the **Application Impersonation & Mail Search** role by following the steps below.

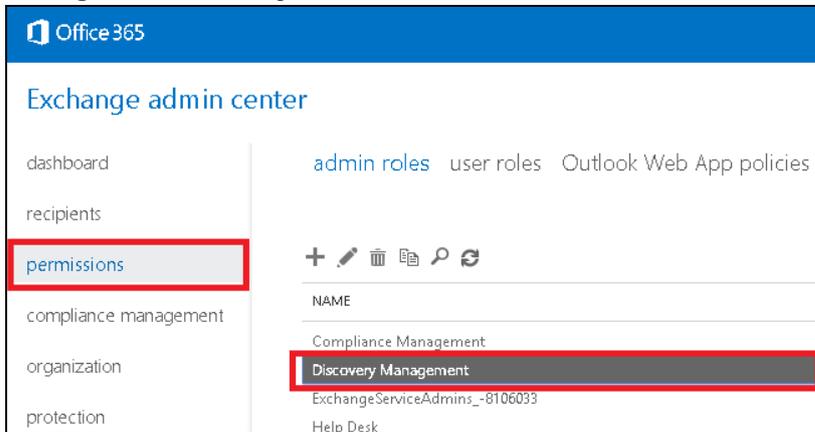
- ii. Open <https://outlook.office365.com/ecp>

- iii. Login to the **Office 365 admin center** as an account administrator.



The image shows the Office 365 login page. At the top left is the Office 365 logo. Below it, the text "Work or school account" is displayed. There are two input fields: the first contains the email address "someone@example.com" and the second contains a masked password "*****". Below the password field is a checkbox labeled "Keep me signed in". At the bottom, there are two buttons: a blue "Sign in" button and a grey "Back" button.

- iv. Select the **permissions** menu on the left, then double click on **Discovery Management** on the right.



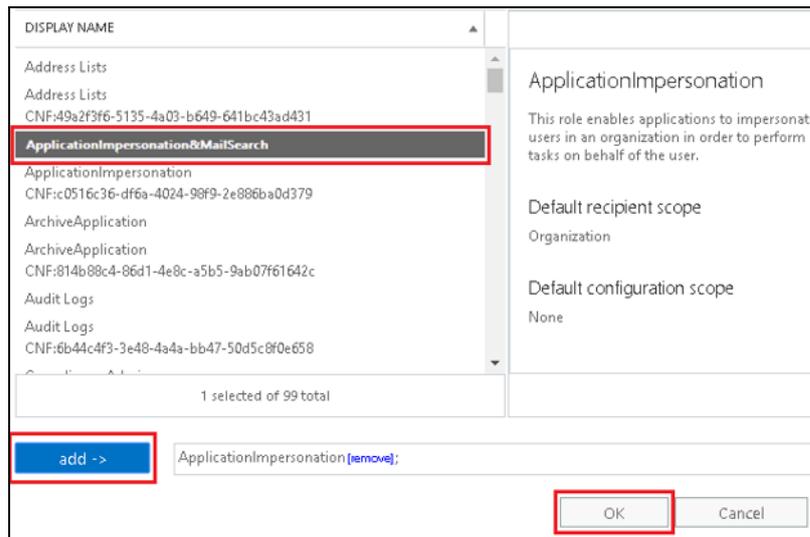
The image shows the Exchange admin center interface. The top navigation bar is blue with the Office 365 logo and the text "Exchange admin center". On the left is a navigation menu with items: dashboard, recipients, permissions (highlighted with a red box), compliance management, organization, and protection. On the right, there are tabs for "admin roles", "user roles", and "Outlook Web App policies". Below the tabs are icons for adding, editing, deleting, and refreshing. A table with the header "NAME" lists several roles: "Compliance Management", "Discovery Management" (highlighted with a red box), "ExchangeServiceAdmins_-8106033", and "Help Desk".

- v. Click the **+** icon under the **Role** section.



The image shows a close-up of the "Roles:" section in the Exchange admin center. At the top, there are expand/collapse icons: a plus sign (+) in a red box and a minus sign (-). Below this is a table with a header "NAME" and a list of roles. The first two roles are "Legal Hold", with the first one highlighted in grey. Below "Legal Hold" is a role with a long GUID: "CNF:ab72bb4a-10a3-4acd-90af-d10d423660a5".

- vi. Select the **ApplicationImpersonation&MailSearch** role, then click the **add** button. Click **OK** afterward.



- vii. Click **Save** to confirm and exit the setting.

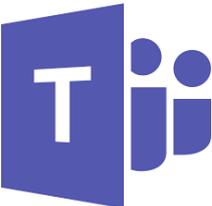
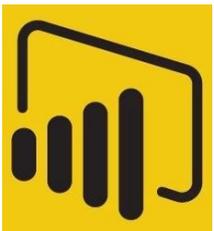
Supported Services

Below are the supported services of Office 365 Backup module. It is also specified in the table some services that are currently not yet supported by the Office 365 Backup module.

Note: If you wish to backup SharePoint Sites you have to use the AhsayOBM.

Refer to this link for the [AhsayOBM v8 User Guide - Office365 Backup & Restore for Windows](#).



Services		Supported ?	Services		Supported ?
Outlook		✓	OneDrive		✓
SharePoint		✗	Microsoft Teams		✗
Yammer		✗	Microsoft Stream		✗
Power BI		✗	Microsoft Power Apps		✗

Below are the supported Outlook Mailbox types of Office 365 Backup.

Outlook Mailbox



Item	Supported?	Item	Supported?
User mailbox	✓	Room Mailbox	✓
Public Folder	✓	Equipment Mailbox	✓
Public Folder Mailbox	✓	Shared Mailbox	✓

Below are the items that you can backup or restore from an Outlook mailbox.

Folder Level			
Item	Supported?	Item	Supported?
Inbox	✓	RSS Feeds	✓
Drafts	✓	Junk Email	✓
Sent Items	✓	Tasks	✓
Deleted Items	✓	Calendar	✓
Archive	✓	Contacts	✓
Notes	✓		

Below are the items that you can backup or restore from OneDrive.

OneDrive



Item	Supported?	Item	Supported?
Folders	✓	Files	✓
Access Permissions	✓	Albums	✗
Recycle Bin	✗	Tags	✗

Below are the items from the Public Folder that you can backup and restore from an Office 365 backup set.

Public Folder			
Item	Supported?	Item	Supported?
Folders	✓	Files	✓

Limitation

For backup and restoration of Office 365 backup set, there is some limitation.

1. AhsayACB and AhsayCBS User Web Console currently do not support Office 365 user accounts with enabled Multi-Factor Authentication (MFA). If you are trying to backup Office 365 user accounts with MFA enabled, you have to disable it.
2. Restore filter using AhsayCBS User Web Console is not yet supported.
3. Restore to Local Machine is not supported using AhsayCBS User Web Console. It is only available using AhsayACB.
4. Supports Backup up to 2 accounts

Each AhsayACB backup user account supports backup of a maximum of **TWO** Office 365 personal accounts.

Consider using AhsayOBM instead if you wish to back up for more than two Office 365 accounts. Contact your backup service provider for further details. Click here to read the [AhsayOBM v8 User Guide - Office365 Backup & Restore for Windows](#).

Best Practices and Recommendations

The following are some best practices or recommendations we strongly recommend you to follow before you start any Office 365 backup and restore.

1 Temporary Directory Folder Location (For backup and restore running on AhsayACB only)

Temporary directory folder is used by AhsayACB for storing backup set index files and any incremental or differential backup files generated during a backup job. To ensure optimal backup/restoration performance, it is recommended that the temporary directory folder is set to a local drive with sufficient free disk space.

2 Performance Recommendations

Consider the following best practices for optimized performance of the backup operations:

- ▶ Enable schedule backup jobs when system activity is low to achieve the best possible performance.
- ▶ Perform test restores periodically to ensure your backup is set up and performed properly. Performing recovery test can also help identify potential issues or gaps in your recovery plan. It's important that you do not try to make the test easier, as the objective of a successful test is not to demonstrate that everything is flawless. There might be flaws identified in the plan throughout the test and it is important to identify those flaws.

3 Set Backup Destination

After creating the backup set-in Run-on **Client** mode on AhsayCBS user web console, please remember to login AhsayACB to set the backup destination if you want the backup destination to be Local/ Mapped Drive/ Removable Drive.

4 Backup Destination

To provide maximum data protection and flexible restore options for agent-based backup, it is recommended to configure:

- ▶ At least one offsite or cloud destination
- ▶ At least one local destination for fast recovery

5 Login AhsayACB

After modifying the backup schedule setting or Continuous Backup setting of the **Run on Client** backup set on AhsayCBS user web console, please remember to login to the AhsayACB client once to synchronize the changes immediately.

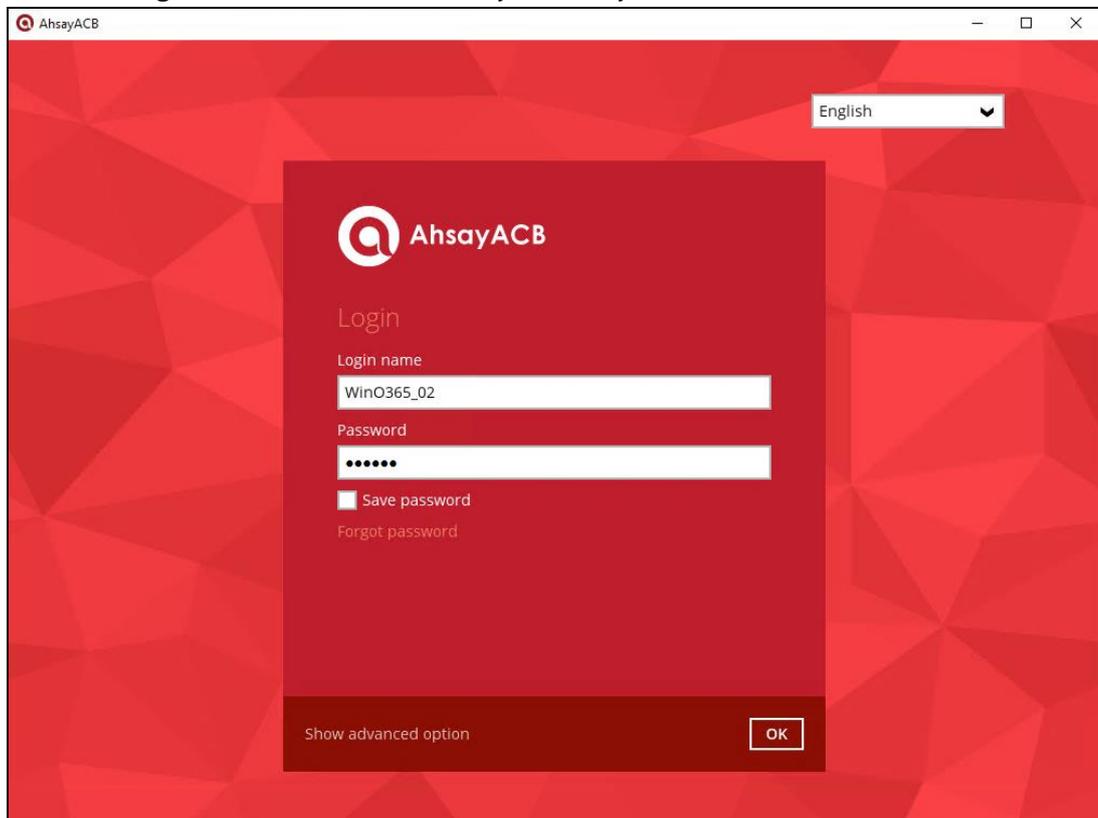
3 Login to AhsayACB / AhsayCBS User Web Console

Login to AhsayACB

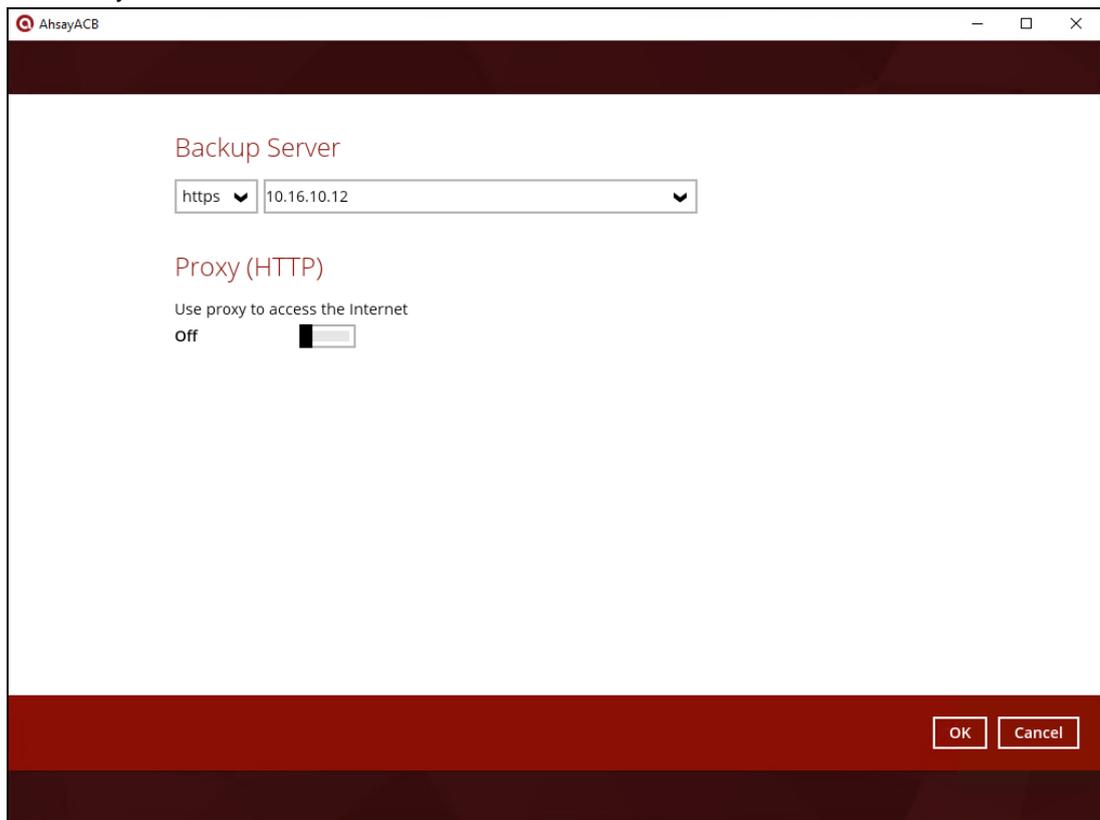
1. Login to the **AhsayACB** application user interface. Double click the AhsayACB desktop icon to launch the application.



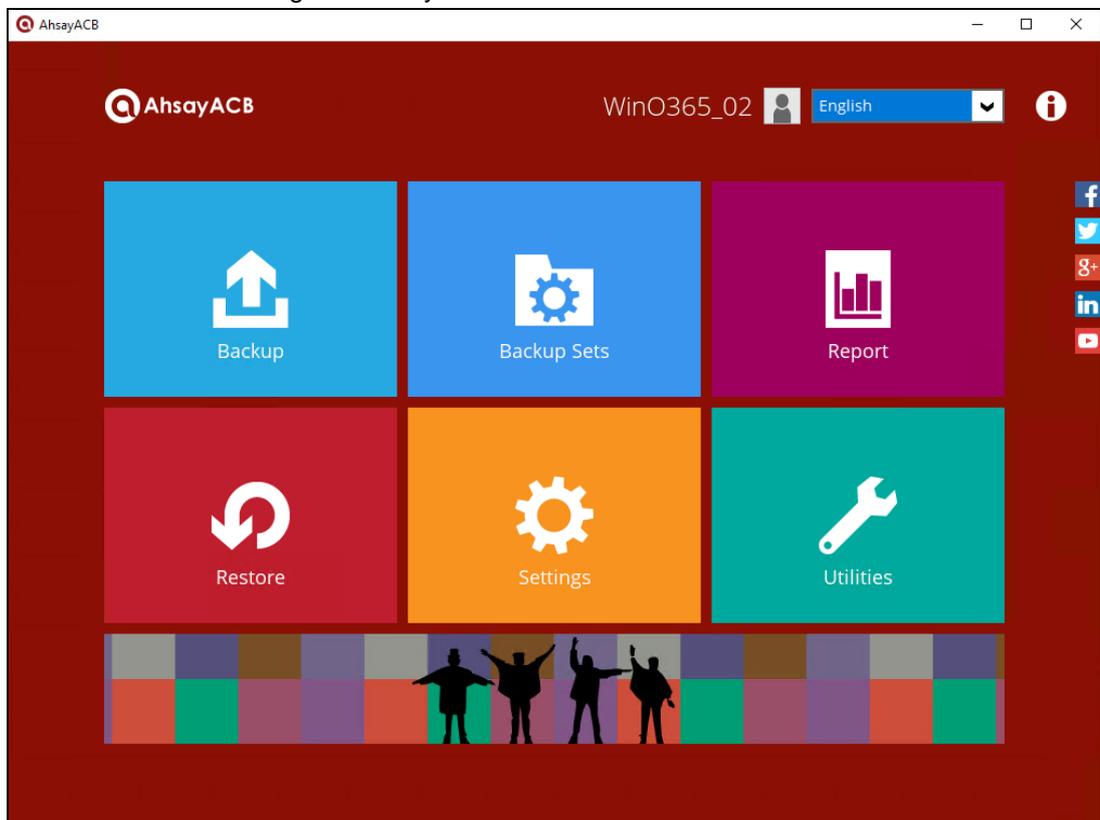
2. Enter the **Login name** and **Password** of your AhsayACB account.

The image shows a screenshot of the AhsayACB login window. The window title bar reads 'AhsayACB'. In the top right corner, there is a language dropdown menu set to 'English'. The main content area has a red background with a geometric pattern. In the center, there is a white login form with the AhsayACB logo and the text 'AhsayACB'. Below the logo, the word 'Login' is displayed. The form contains two input fields: 'Login name' with the value 'WinO365_02' and 'Password' with masked characters '.....'. There is a checkbox for 'Save password' which is currently unchecked, and a link for 'Forgot password'. At the bottom of the form, there is a 'Show advanced option' link and an 'OK' button.

3. Click **Show advanced option** to configure the **Backup Server** and **Proxy** details if necessary.



4. Click **OK** afterward to login to AhsayACB.

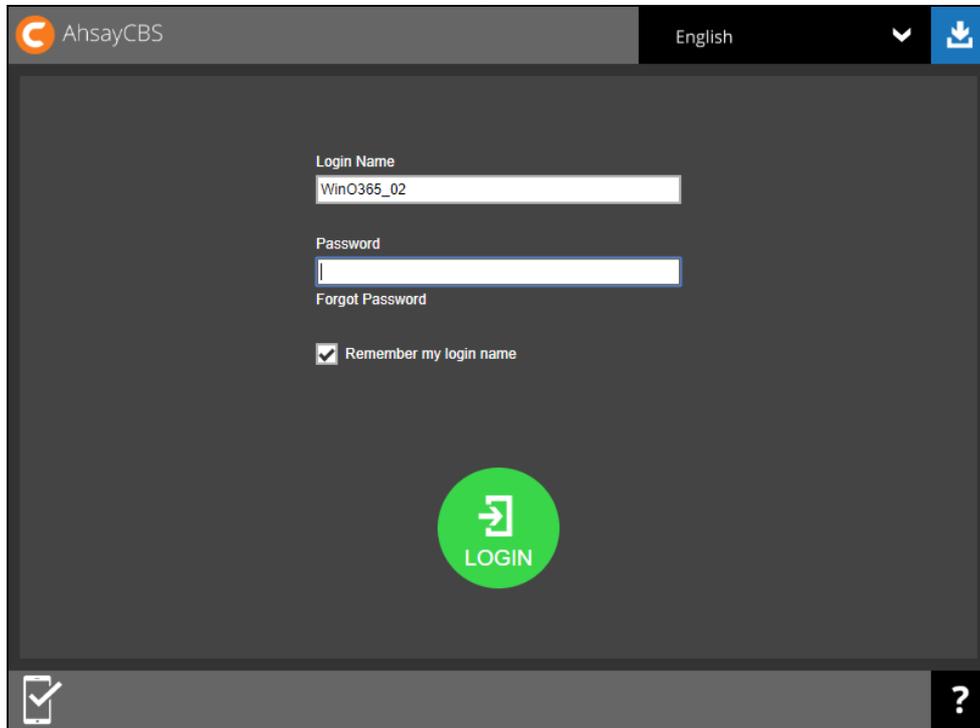


Login to AhsayCBS User Web Console

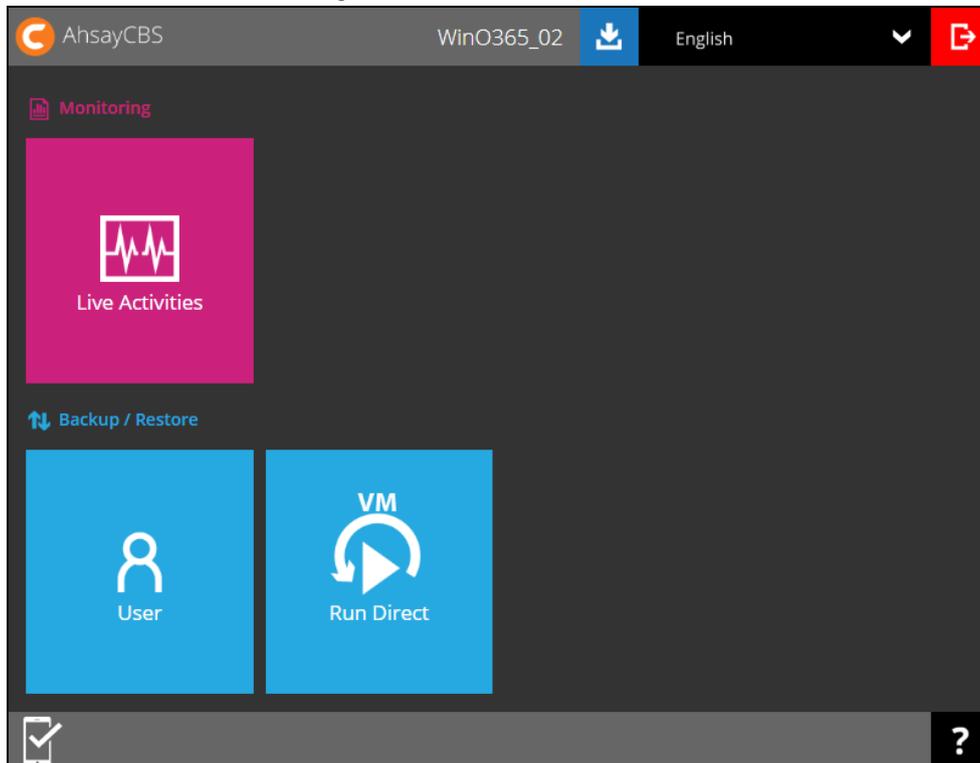
1. Login to the AhsayCBS web console at https://backup_server_hostname:port

Note: Contact your service provider for the URL to connect to the web console if necessary.

Enter the Login Name and Password of your AhsayACB account



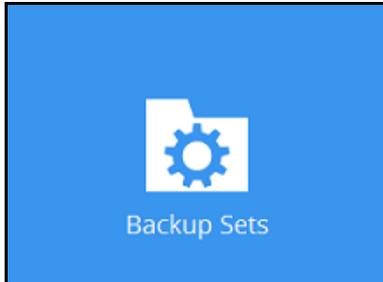
2. Click **LOGIN** afterward to login to the web console.



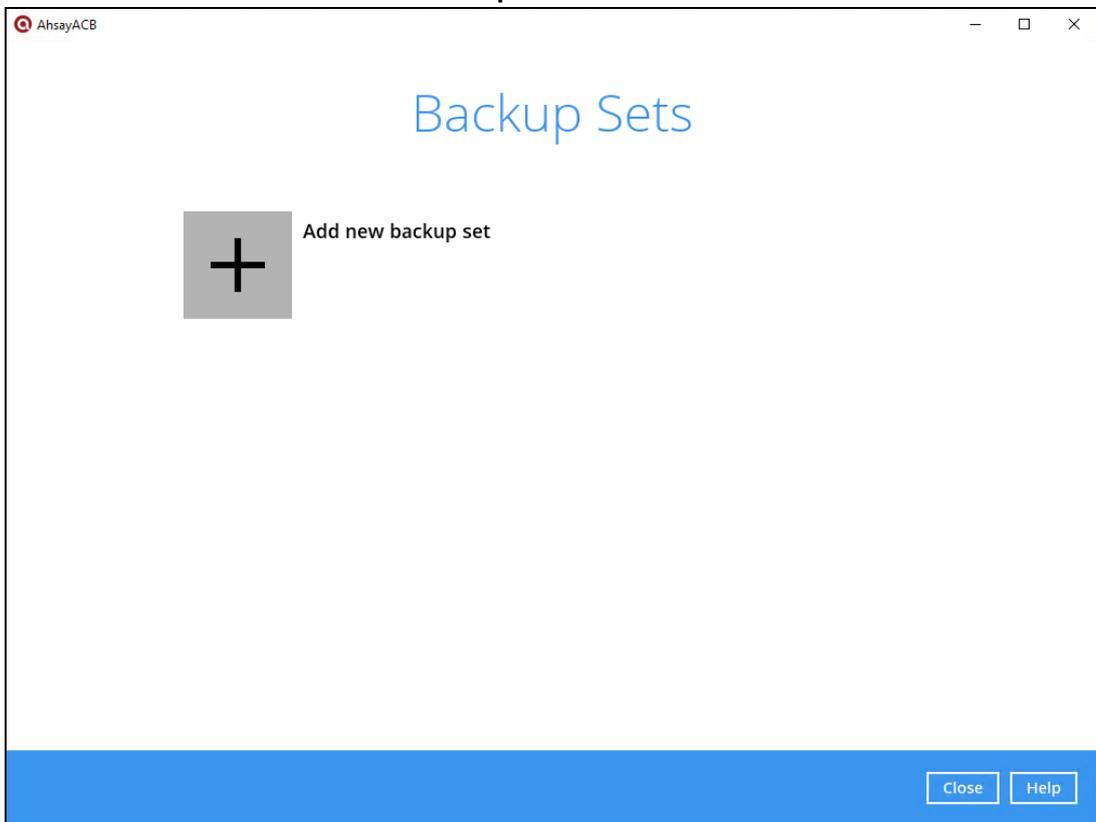
4 Creating an Office 365 Backup Set

Creating a Backup Set on AhsayACB

3. In the AhsayACB main interface, click **Backup Sets**.



4. Click the "+" icon next to **Add new backup set**.



5. Enter a **Name** for your backup set and select **Office 365 Backup** as the **Backup set type**.

AhsayACB

Create Backup Set

Name
Client Run Office 365 Backup Set

Backup set type

- File Backup
- File Backup
- Cloud File Backup
- IBM Lotus Notes Backup
- MS Windows System Backup
- Office 365 Backup**

Next Cancel Help

6. Enter the user name and password of your Office 365 account, choose the region for the account and then press **Test** to validate the account.

AhsayACB

Create Backup Set

Name
Client Run Office 365 Backup Set

Backup set type
Office 365 Backup

Username
carven.tsang@cloudbacko.biz

Password
.....

Region
Global

Access the Internet through proxy

Test

Next Cancel Help

Region

Global ▼

Global

China

Germany

Test completed successfully shows when the validation is successful. Press **Next** to proceed to the next step.

AhsayACB

Create Backup Set

Name
Client Run Office 365 Backup Set

Backup set type
Office 365 Backup ▼

Username
carven.tsang@cloudbacko.biz

Password
•••••

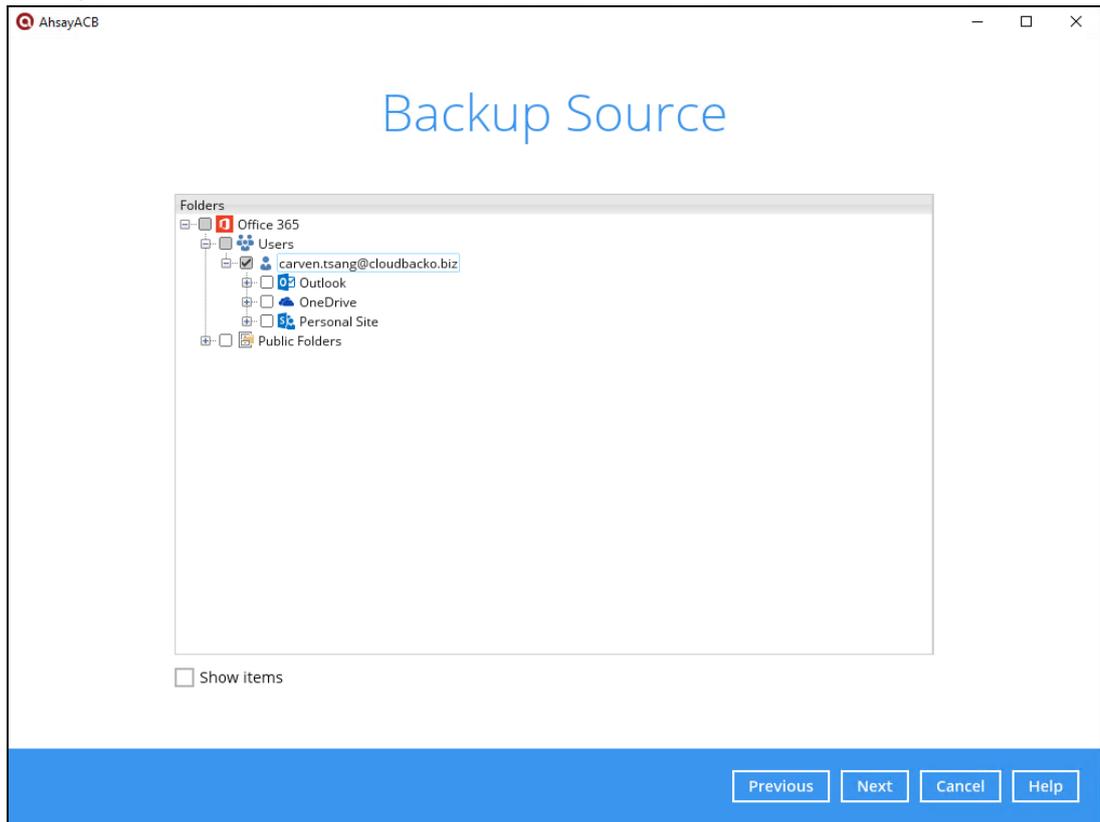
Region
Global ▼

Access the Internet through proxy

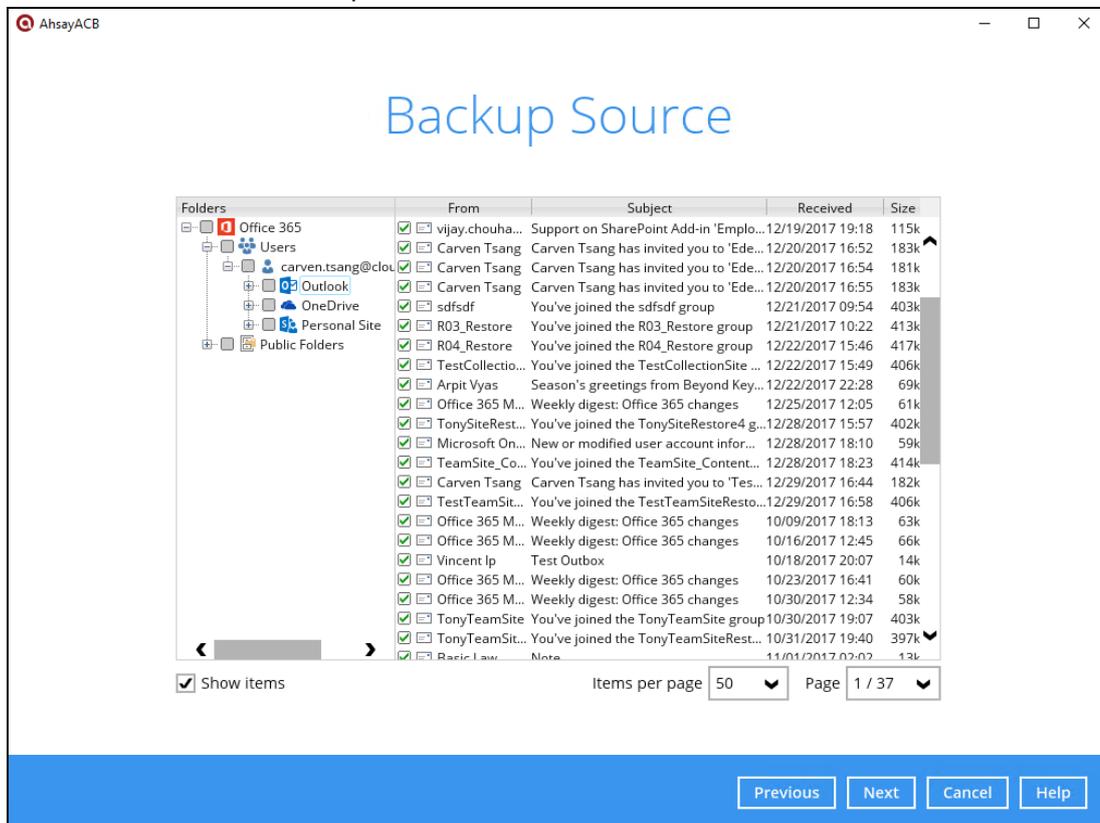
✓ Test completed successfully

Next Cancel Help

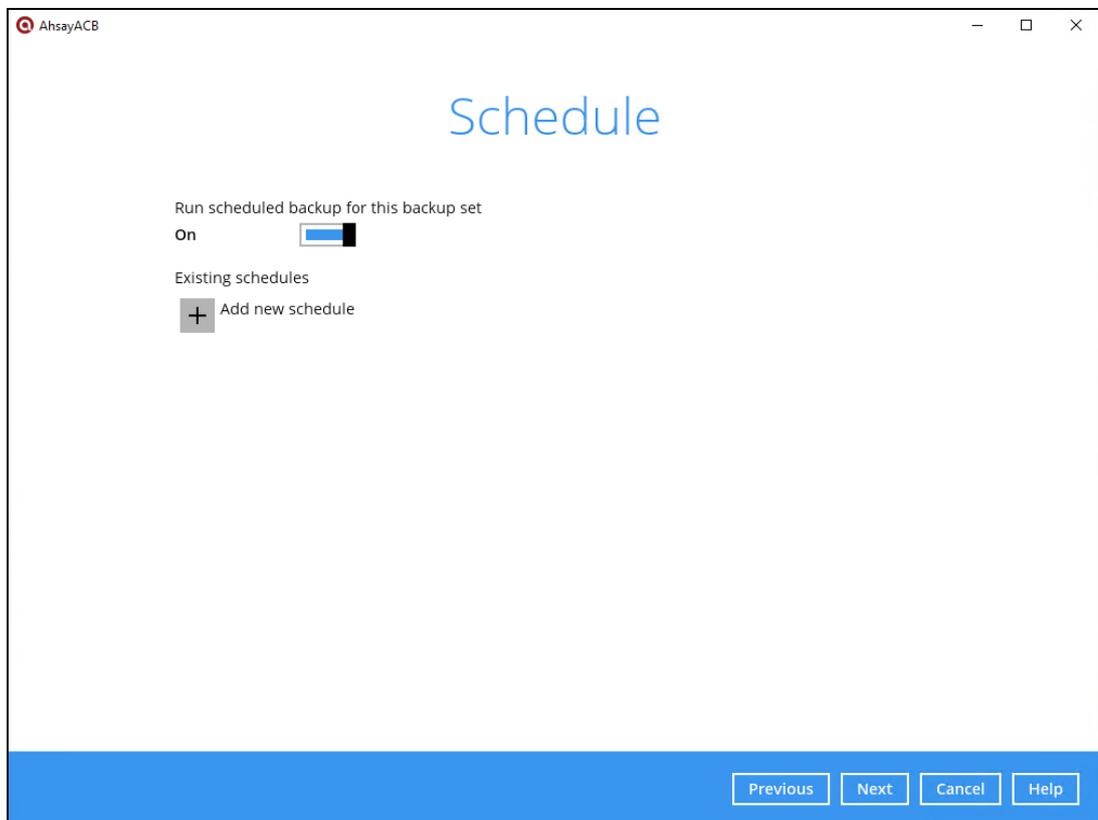
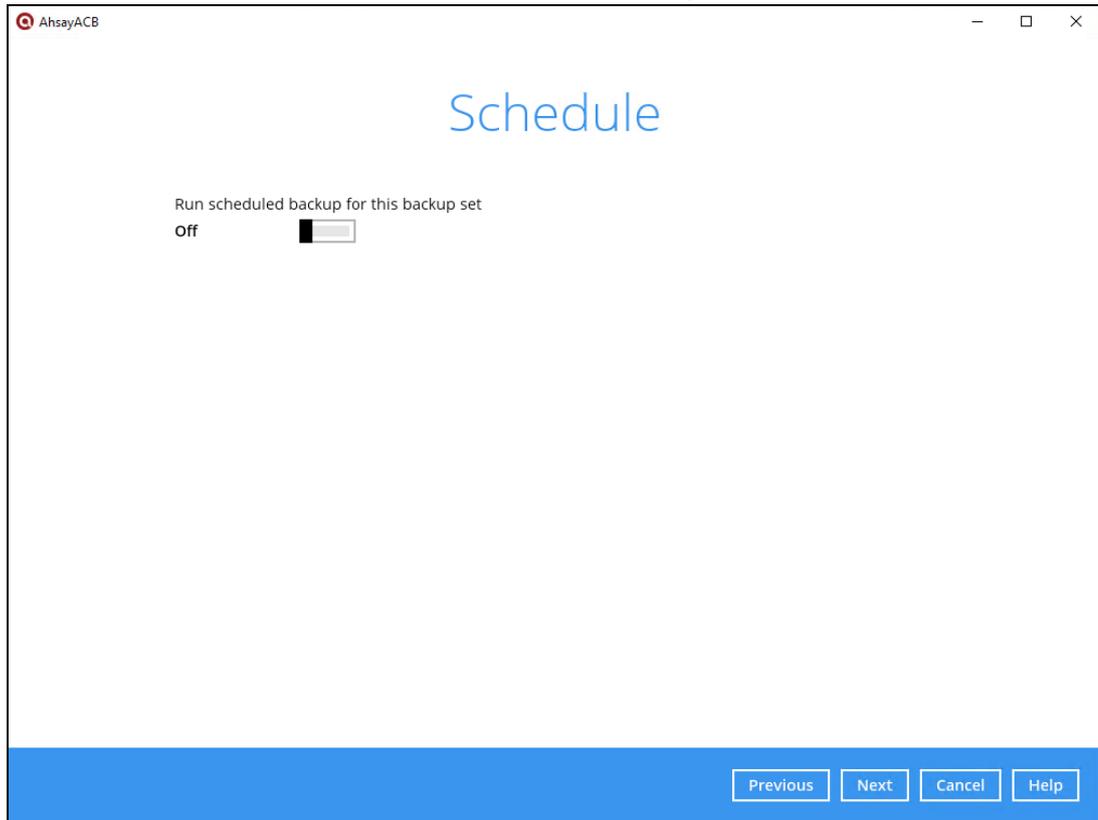
- In the **Backup Source** menu, select the desired user account and content folder for backup.



Enable the **Show mails** checkbox at the bottom left corner if you would like to choose individual mail item for backup.



8. In the **Schedule** menu, configure a backup schedule for backup job to run automatically at your specified time interval. Slide the on/off button to turn on this feature, then click **Add new schedule** to add a new schedule, then click **Next** to proceed afterward.



AhsayACB

New Backup Schedule

Name

Type

Start backup at
 :

Stop

Run Retention Policy after backup

OK Cancel Help

Previous Next Cancel Help

AhsayACB

Schedule

Run scheduled backup for this backup set
 On

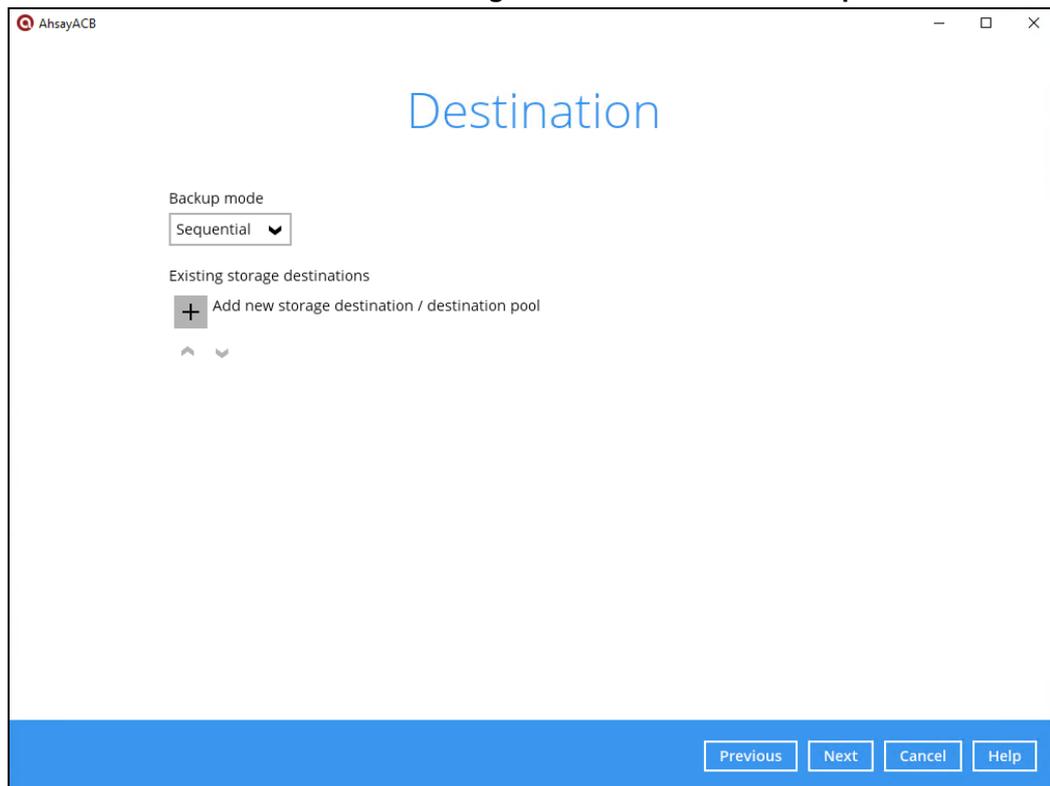
Existing schedules

 **Daily-1**
 Daily (Everyday at 14:24)

Add

Previous Next Cancel Help

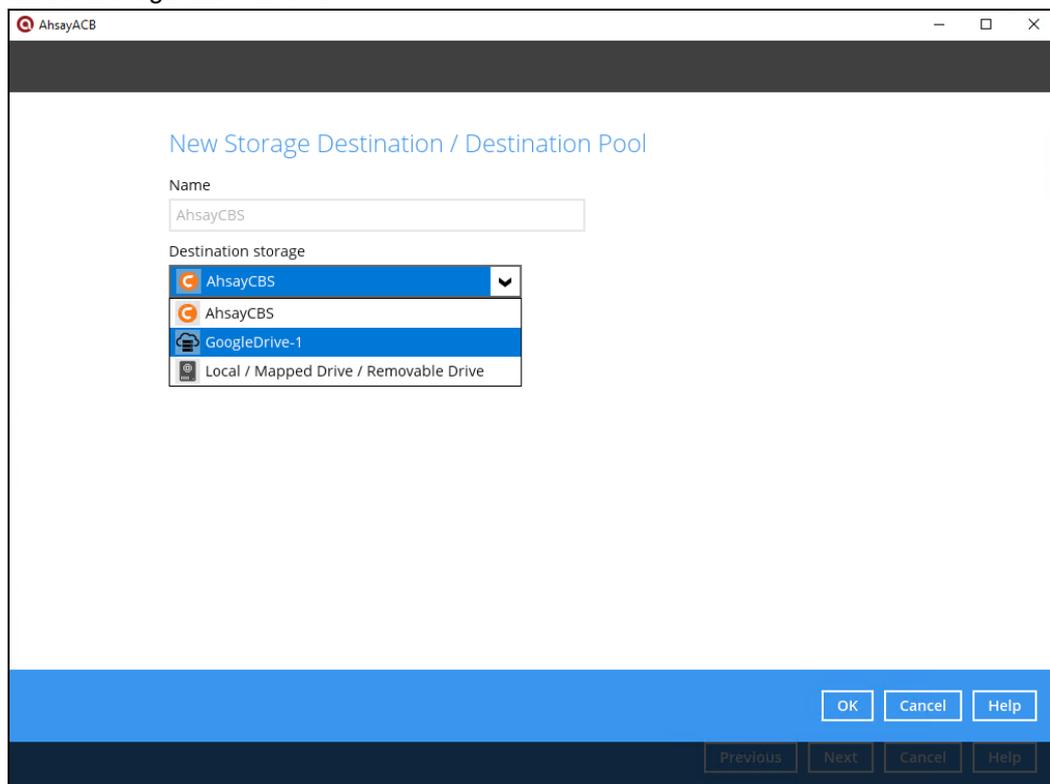
9. In the Destination menu, select a backup destination where the backup data will be stored. Click the “+” icon next to **Add new storage destination / destination pool**.



NOTE

For more details on Backup Destination, refer to the following Wiki article for details:
http://wiki.ahsay.com/doku.php?id=public:8002_faq:faq_on_backup_destination

10. Select storage destinations.



You can choose a storage combination of the Local/Mapped drive/Removable Drive, Cloud storage or FTP. Click **OK** to proceed when you are done with the settings.

- If you have chosen the Local/Mapped Drive/Removable Drive option, click **Change** to browse to a directory path where backup data will be stored, then click **Test** to validate the path. **Test completed successfully** shows when the validation is done.

AhsayACB

New Storage Destination / Destination Pool

Name
Local-1

Destination storage
Local / Mapped Drive / Removable Drive

Local path
C:\Users\Administrator\Documents **Change**

✓ Test completed successfully

OK Cancel Help

Previous Next Cancel Help

- If you have chosen the Cloud Storage, select from the destination storage then click **OK**.

AhsayACB

New Storage Destination / Destination Pool

Name
GoogleDrive-1

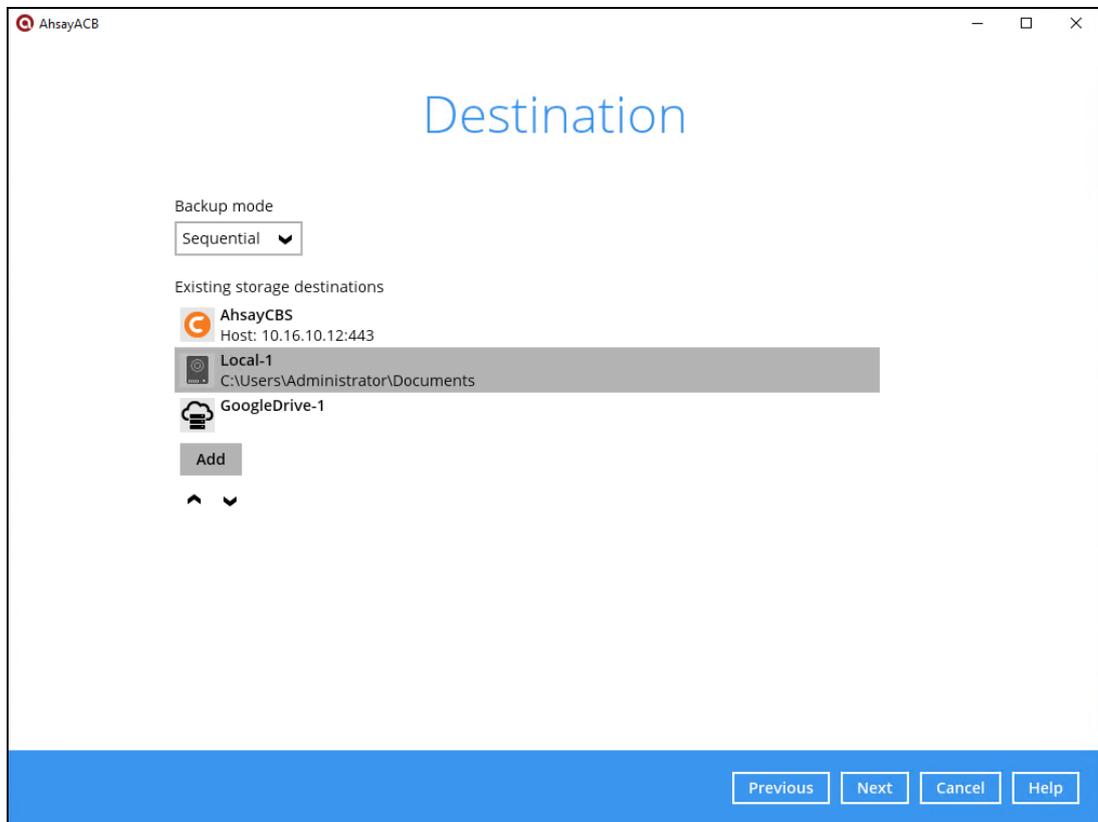
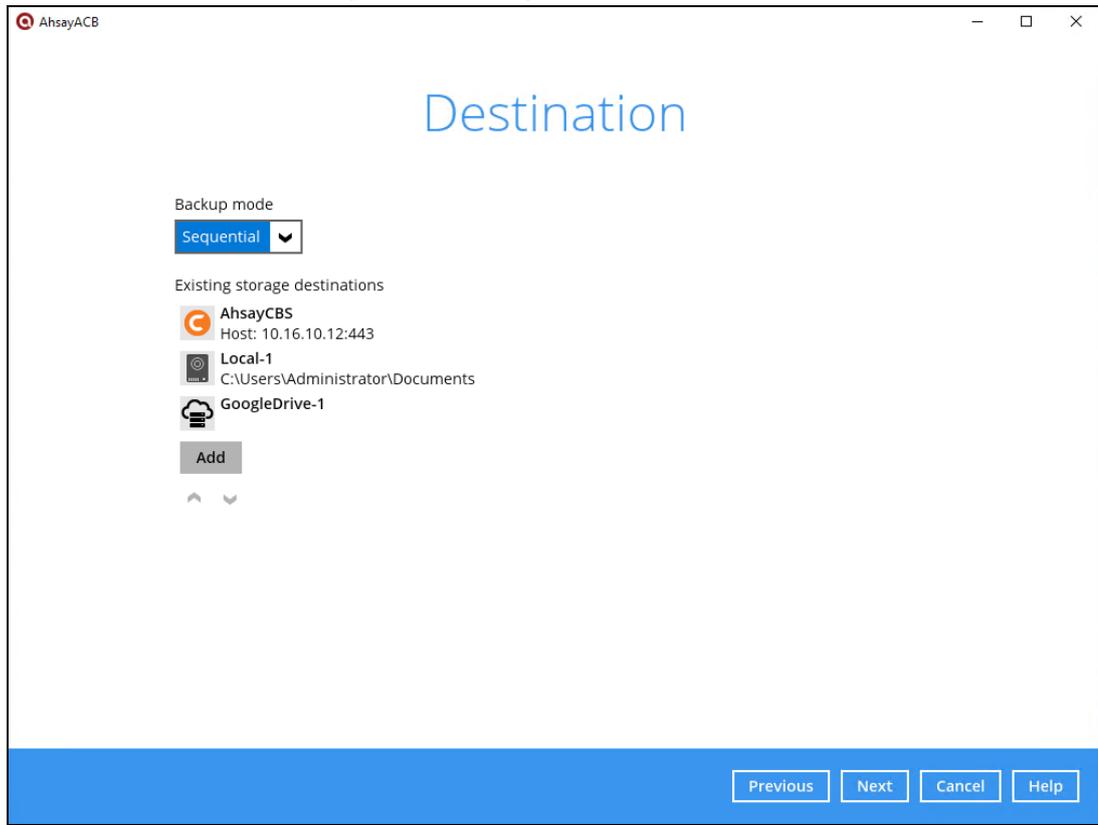
Destination storage
GoogleDrive-1

Access the Internet through proxy

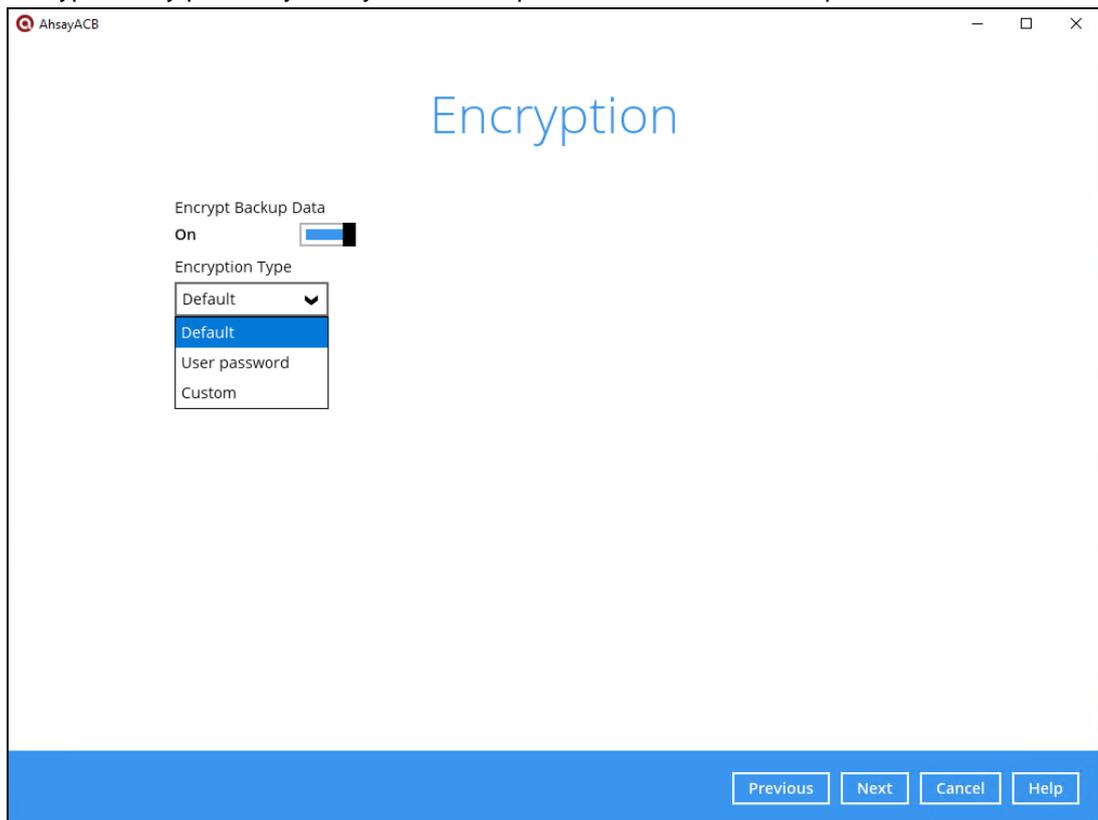
OK Cancel Help

Previous Next Cancel Help

11. You can add multiple storage destinations. The backup data will be uploaded to all the destinations you have selected in the order you added them. Press the   icon to alter the order. Click **Next** to proceed when you are done with the selection.

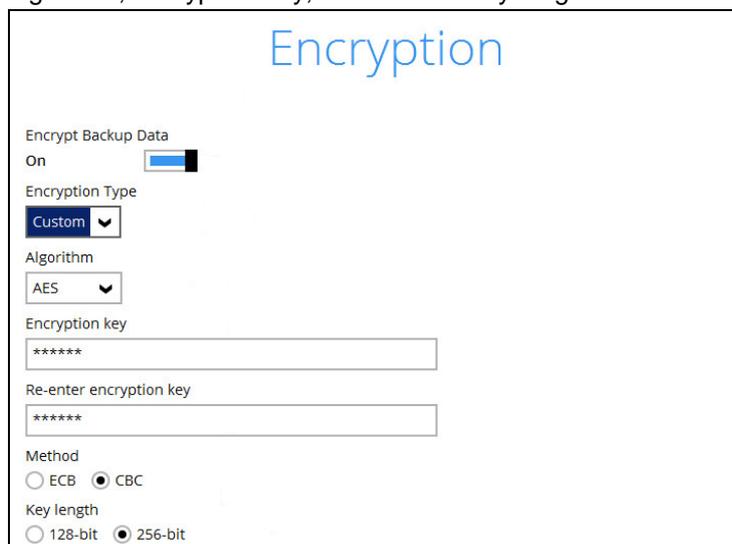


12. In the Encryption window, the default **Encrypt Backup Data** option is enabled with an encryption key preset by the system which provides the most secure protection.



You can choose from one of the following three Encryption Type options:

- **Default** – an encryption key with 44 alpha numeric characters will be randomly generated by the system
- **User password** – the encryption key will be the same as the login password of your AhsayACB at the time when this backup set is created. Please be reminded that if you change the AhsayACB login password later, the encryption keys of the backup sets previously created with this encryption type will remain unchanged.
- **Custom** – you can customize your encryption key, where you can set your own algorithm, encryption key, method and key length.

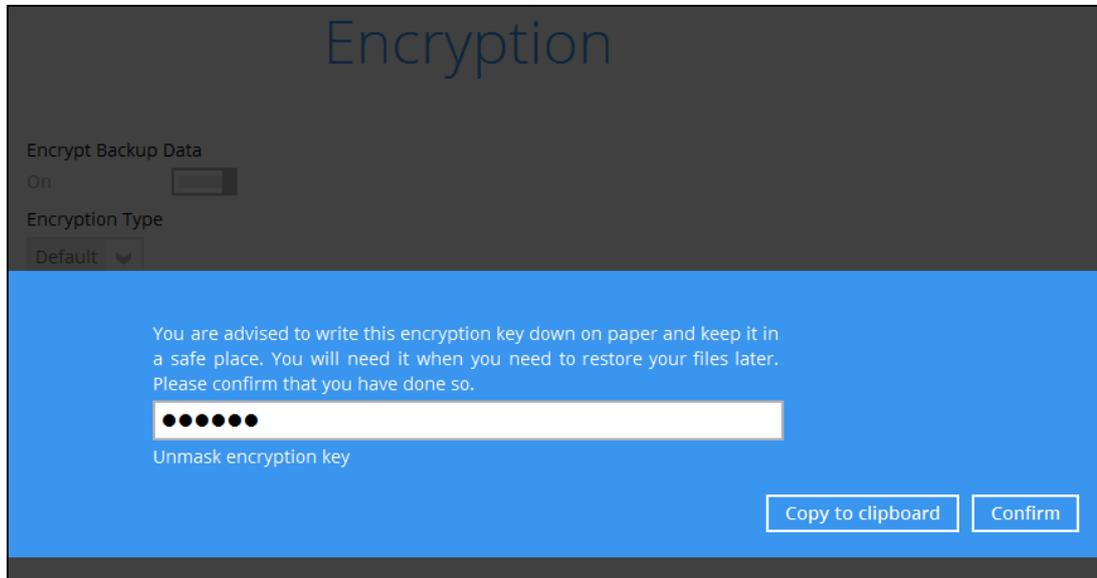


NOTE

For best practice on managing your encryption key, refer to the following Wiki article.
http://wiki.ahsay.com/doku.php?id=public:5034_best_practices_for_managing_encryption_key

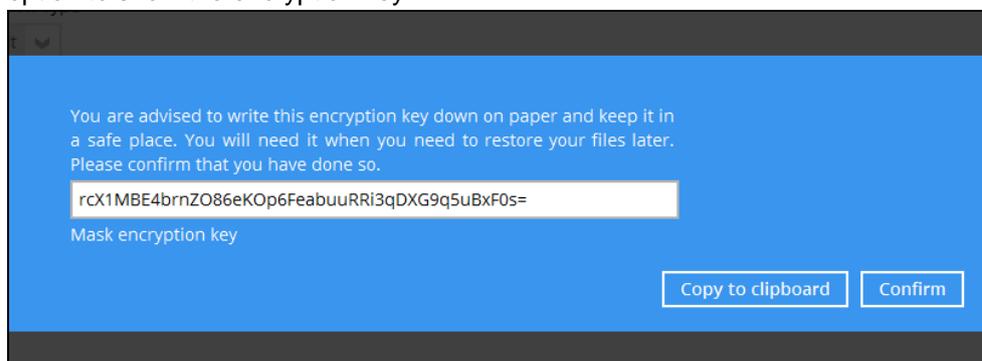
Click **Next** when you are done setting.

13. If you have enabled the Encryption Key feature in the previous step, the following pop-up window shows, no matter which encryption type you have selected.



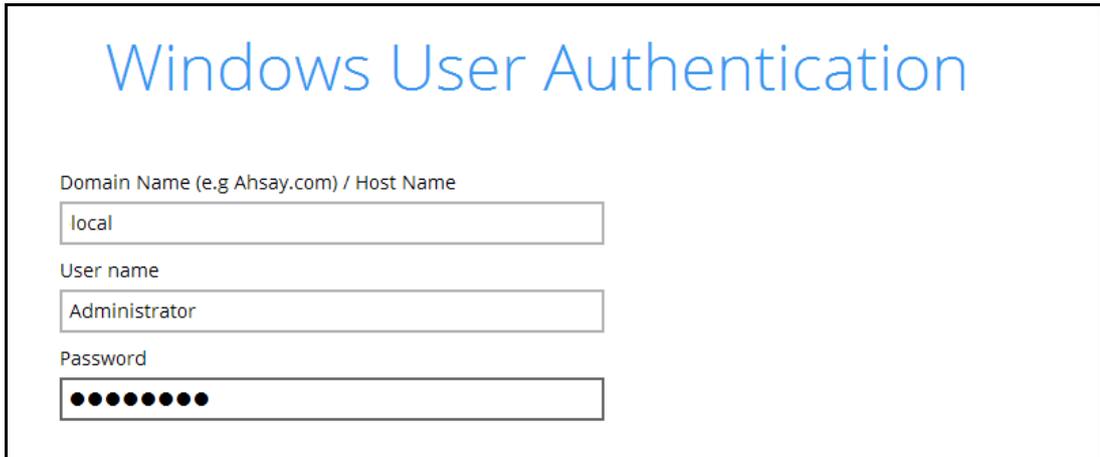
The pop-up window has the following three options to choose from:

- **Unmask encryption key** – The encryption key is masked by default. Click this option to show the encryption key.



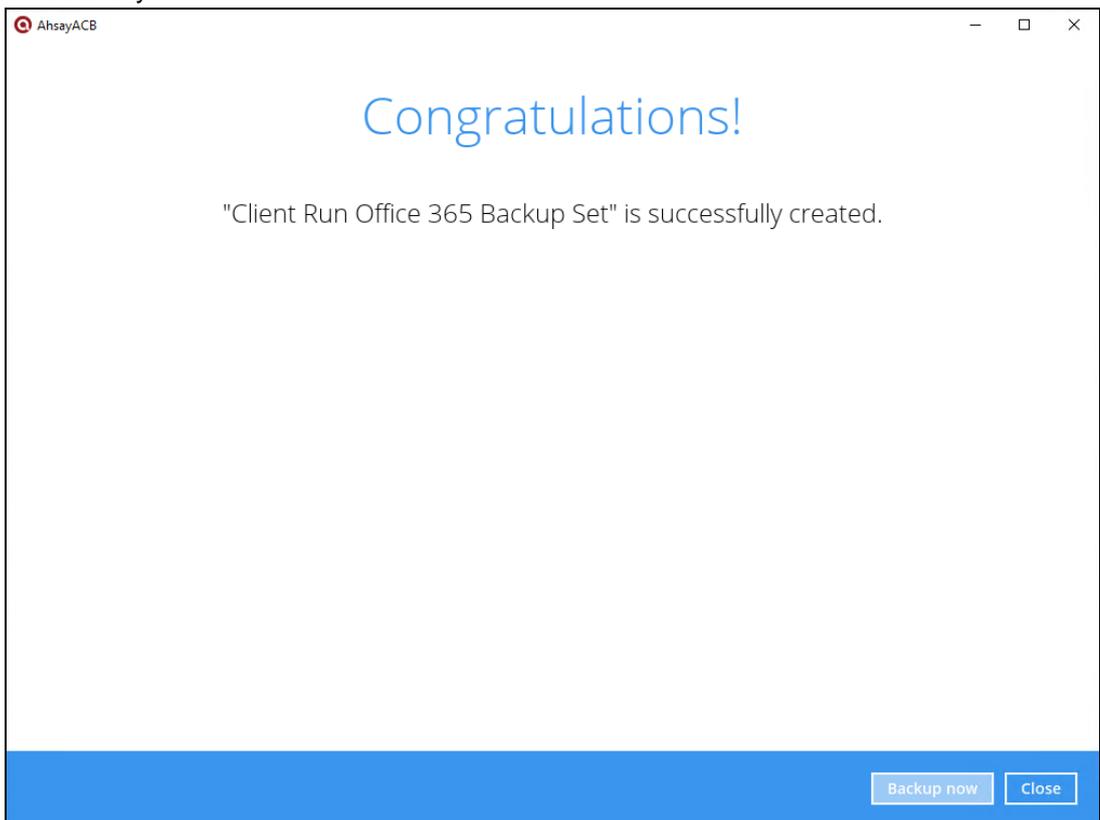
- **Copy to clipboard** – Click to copy the encryption key, then you can paste it in another location of your choice.
- **Confirm** – Click to exit this pop-up window and proceed to the next step.

14. If you have enabled the **scheduled backup option**, you will be prompted to enter the **User Name** and **Password** of the Windows account that will be running the backup.



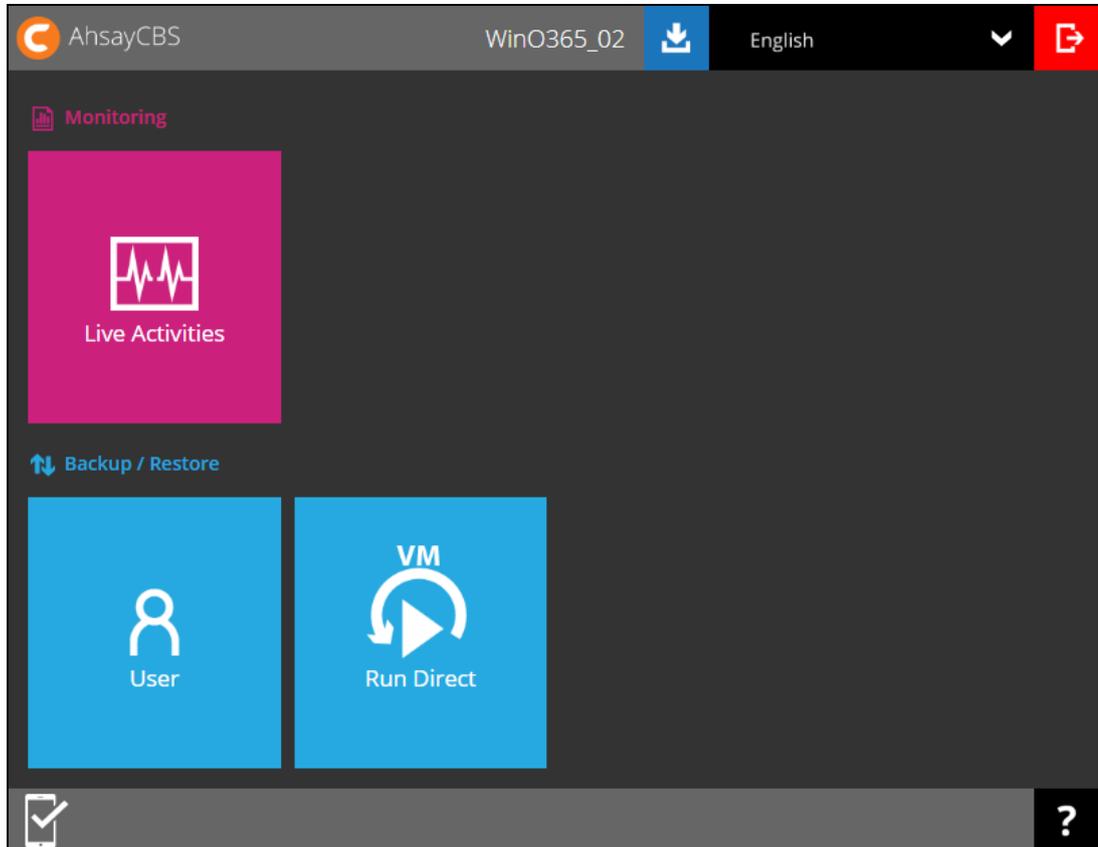
The screenshot shows a 'Windows User Authentication' dialog box. It has a title bar and three input fields. The first field is labeled 'Domain Name (e.g Ahsay.com) / Host Name' and contains the text 'local'. The second field is labeled 'User name' and contains the text 'Administrator'. The third field is labeled 'Password' and contains ten black dots representing a masked password.

15. Click **Next** to create the backup set.
16. The following screen is displayed when the new Office 365 backup set is created successfully.

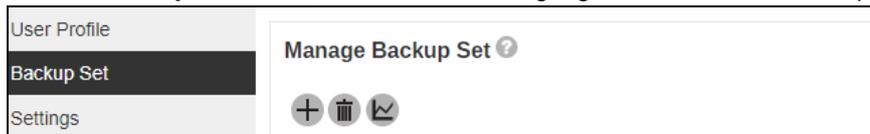


Create a Backup Set on User Web Console

1. Log in to the User Web Console according to the instructions in [Login to User Web Console](#).
2. Click the User icon on the User Web Console landing page.



3. On the **Backup Set** menu, click the + icon highlighted to create a backup set.



4. Select the type as **Office 365 Backup**, then name the backup set.

5. On the same menu under **Run on**, select **Server** to create a run on server (agentless backup) backup set or **Client** to create a run on client (agent-based backup) backup set.

- **Server** - If you choose to run the backup set on the CBS server, you won't be able to back up, restore or manage your backups on the AhsayACB once the backup set is created.

Office 365

Run on

Server Client

- **Client** - If you choose to run the backup set on the AhsayACB, you won't be able to back up, restore or manage your backups on the AhsayCBS Web Management Console once the backup is created.

Office 365

Run on

Server Client

NOTES

1. This setting **CANNOT** be altered once the backup set is created. If you wish to change the backup method later, you will have to create a new backup set and start over the configurations again.
2. For backup sets created in **Run on Server** backup type, the backup destination is restricted to AhsayCBS by default and cannot be altered. If you wish to back up to other destinations, backup sets should be created in **Run on Client** backup type instead.

6. Enter the user name and password of your Office 365 account, choose the region for the account and then press **Test** to verify the account.

Create Backup Set

General

Name
Server Run Office 365 Backup Set

Backup set type
Office 365 Backup

Office 365

Run on
 Server Client

Username
carven.tsang@cloudbacko.biz

Password

Region
Global

Access the Internet through Proxy

Test

[Sign up for Office 365 Backup](#)

Region

Global

Global

China

Germany

Create Backup 10.90.10.12 says
OK

General

Name
Run on Server Office 365 Backup Set

Backup set type
Office 365 Backup

Office 365

Run on
 Server Client

Username
carven.tsang@cloudbacko.biz

Password

Region
Global

Access the Internet through Proxy

Test

[Sign up for Office 365 Backup](#)

- Press the  icon at the bottom right corner to proceed when you are done settings.
- Select the **Backup Source** in this menu. Click on the folder or individual file you would like to back up.

Advanced Backup Source

Office 365

Users

carven.tsang@cloudbacko.biz

Outlook

- Inbox
- Drafts
- Sent Items
- Deleted Items
- Archive
- Archive1
- Calendar
- Contact
- Contacts
- Empty_10000_2C
- Folder - Contact
- Junk Email
- Notes
- RSS Feeds
- RSS Subscriptio

From	Subject
<input checked="" type="checkbox"/> Office 365 Message Center	Weekly digest: Office 365 changes
<input checked="" type="checkbox"/> Office 365 Message Center	Weekly digest: Office 365 changes
<input checked="" type="checkbox"/> Office 365 Message Center	Weekly digest: Office 365 changes
<input checked="" type="checkbox"/> Veeam Team	Please confirm your email subscription
<input checked="" type="checkbox"/> R05_Restore	You've joined the R05_Restore group
<input checked="" type="checkbox"/> TonySiteRestore5	You've joined the TonySiteRestore5 group
<input checked="" type="checkbox"/> vijay.chouhan@beyondkey.com	Support on SharePoint Add-in 'Employee Directory' downloaded
<input checked="" type="checkbox"/> Carven Tsang	Carven Tsang has invited you to 'EdenRestoreSite2'
<input checked="" type="checkbox"/> Carven Tsang	Carven Tsang has invited you to 'EdenRestoreSite2'
<input checked="" type="checkbox"/> Carven Tsang	Carven Tsang has invited you to 'EdenClassic1'
<input checked="" type="checkbox"/> sdfsd	You've joined the sdfsd group
<input checked="" type="checkbox"/> R03_Restore	You've joined the R03_Restore group
<input checked="" type="checkbox"/> R04_Restore	You've joined the R04_Restore group
<input checked="" type="checkbox"/> TestCollectionSite	You've joined the TestCollectionSite group

Page 1

← → X ?

- Press  at the bottom right corner to proceed when you are done with the selection.

10. If you would like the backup set to run at a specified time interval of your choice, turn this feature on by sliding the on/off switch in the **Schedule** menu.



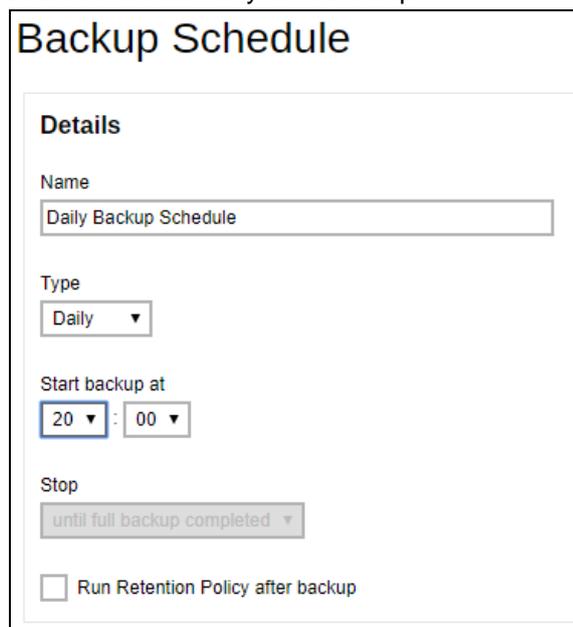
The screenshot shows a 'Schedule' menu with a toggle switch for 'Run scheduled backup for this backup set' that is currently turned off (grey).



The screenshot shows the 'Schedule' menu with the toggle switch turned on (orange). Below the toggle is a 'Manage schedule' section containing a table with columns for 'Name' and 'Type'.

If you choose to turn this feature on, you may configure the following items.

- Name of the scheduled backup
- Backup schedule type
- Backup start time
- Run Retention Policy after backup



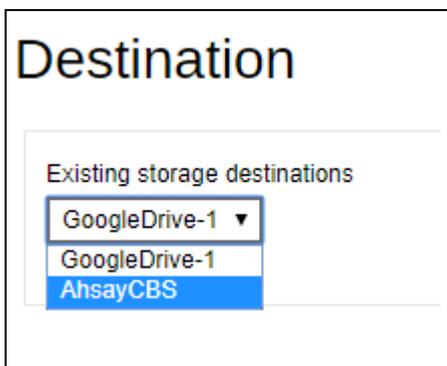
The screenshot shows the 'Backup Schedule' configuration form. It includes fields for 'Name' (Daily Backup Schedule), 'Type' (Daily), 'Start backup at' (20:00), 'Stop' (until full backup completed), and a checkbox for 'Run Retention Policy after backup'.

Click the  icon at the bottom right corner to confirm the backup schedule once you finish setting.



11. This step is only for user who has chosen to Run the backup set on **Client** in step 5.

If you have chosen to Run on **Server**, the backup destination is preset to the AhsayCBS or Predefined Destination.



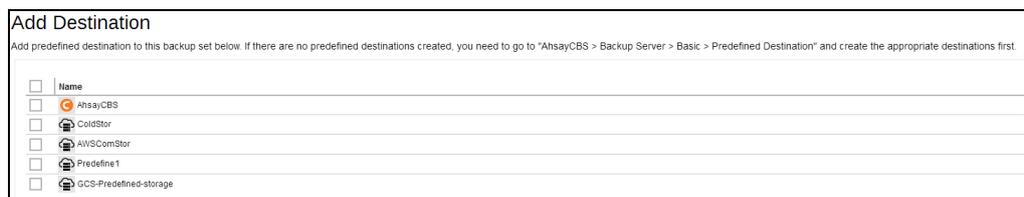
You can choose one backup destination and skip to step 12.

If you have chosen to Run the backup set on Client.



To define the backup destination, there are two options:

- In this menu, you can choose the Predefined Destination set by your backup service provider. Click + to display the available destinations. Mark the checkbox of your desired destination.



Click  at the bottom right corner to confirm your selection.

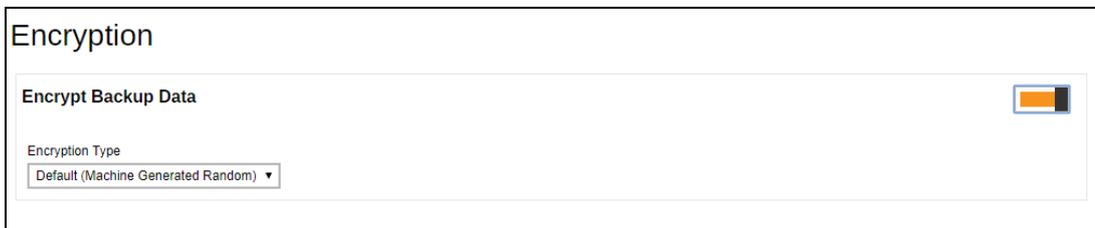
- If you would like to choose other backup destination other than the Predefined Destination, proceed to the next step without making any setting here. You will have to complete this backup set creation first, then log in to the AhsayACB and configure the backup destination from there. For further details, refer to [Appendix A Setting Backup Destination on AhsayACB for Backup Created on User Web Console](#).

Press  at the bottom right corner to proceed when you are done with the setting.

12. By default, the **Encrypt Backup Data** option is enabled with the Encryption Type preset as **Default** which provides the most secure protection.



The screenshot shows a panel titled "Encryption". Inside the panel, there is a toggle switch for "Encrypt Backup Data" which is currently turned off (grey).



The screenshot shows the same "Encryption" panel. The "Encrypt Backup Data" toggle switch is now turned on (orange). Below it, there is a dropdown menu for "Encryption Type" with "Default (Machine Generated Random)" selected.

You can choose from one of the following three Encryption Type options:

- **Default (Machine Generated Random)** – an encryption key with 44 alpha numeric characters will be randomly generated by the system
- **User password** – the encryption key will be the same as the login password of your AhsayACB at the time when this backup set is created. Please be reminded that if you change the AhsayACB login password later, the encryption keys of the backup sets previously created with this encryption type will remain unchanged.
- **Custom** – you can customize your encryption key, where you can set your own algorithm, encryption key, method and key length.

Encryption

Encrypt Backup Data

Encryption Type

Algorithm

Encrypting key

Re-type encrypting key

Method
 ECB CBC

Key length
 128-bit 256-bit

Note: For best practice on managing your encryption key, refer to the following Wiki article:
http://wiki.ahsay.com/doku.php?id=public:5034_best_practices_for_managing_encryption_key

Click the green  icon at the bottom right corner to confirm the backup schedule once you finish setting.

13. Click the  icon at the bottom right corner to confirm creating this backup set.

User Profile

Backup Set

Settings

Report

Statistics

Effective Policy

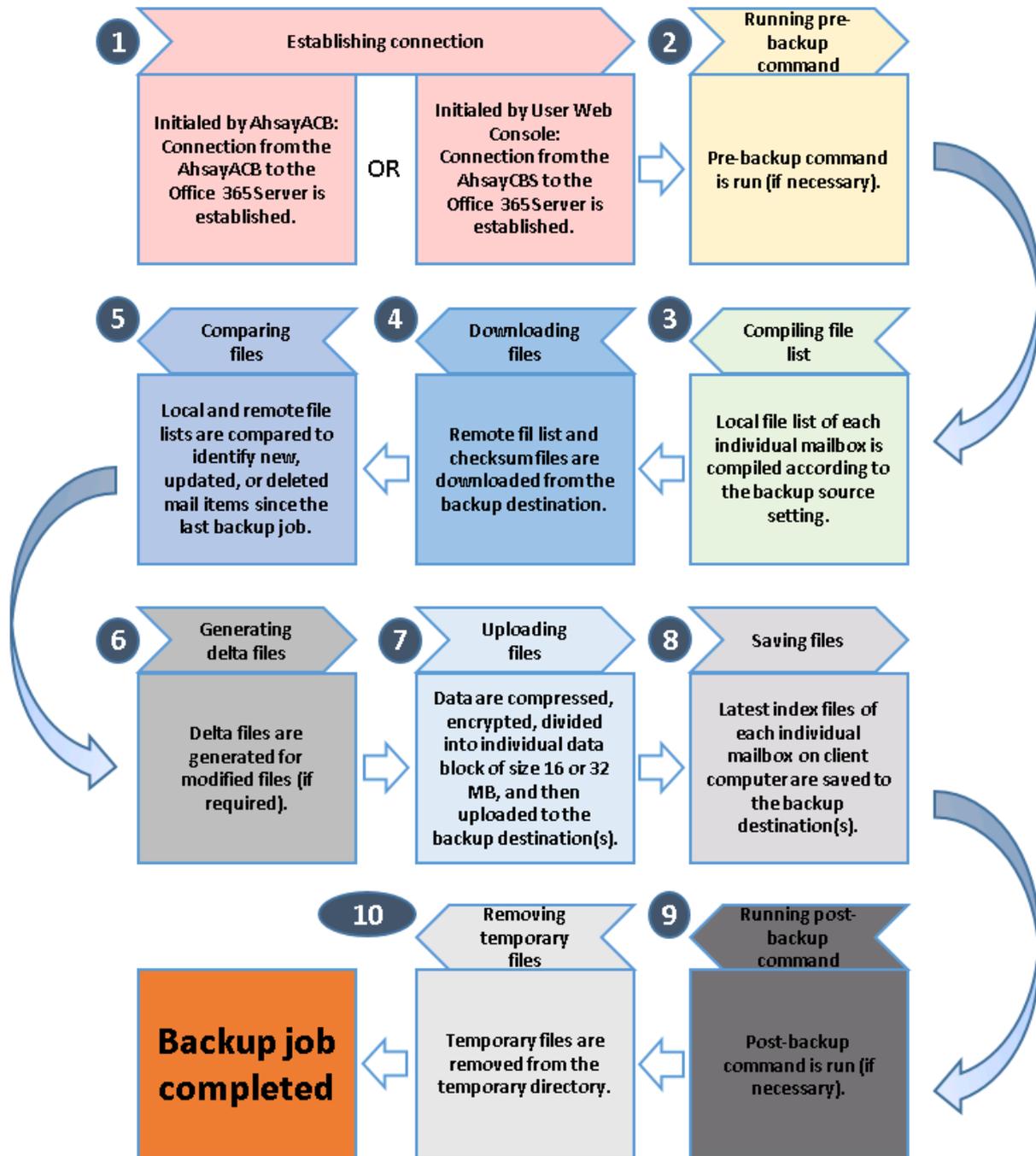
Manage Backup Set ?

+ - ↺

	Name	Type	Version	Owner	Execute Job
<input type="checkbox"/>	Client Run Office 365 Backup Set (1554881963776)		--	w10-pro	--
<input type="checkbox"/>	Server Run Office 365 Backup Set (1554948501169)		--	--	Backup <input type="button" value="Run"/>

5 Overview of Office 365 Backup Process

The following steps are performed during an Office 365 backup job:



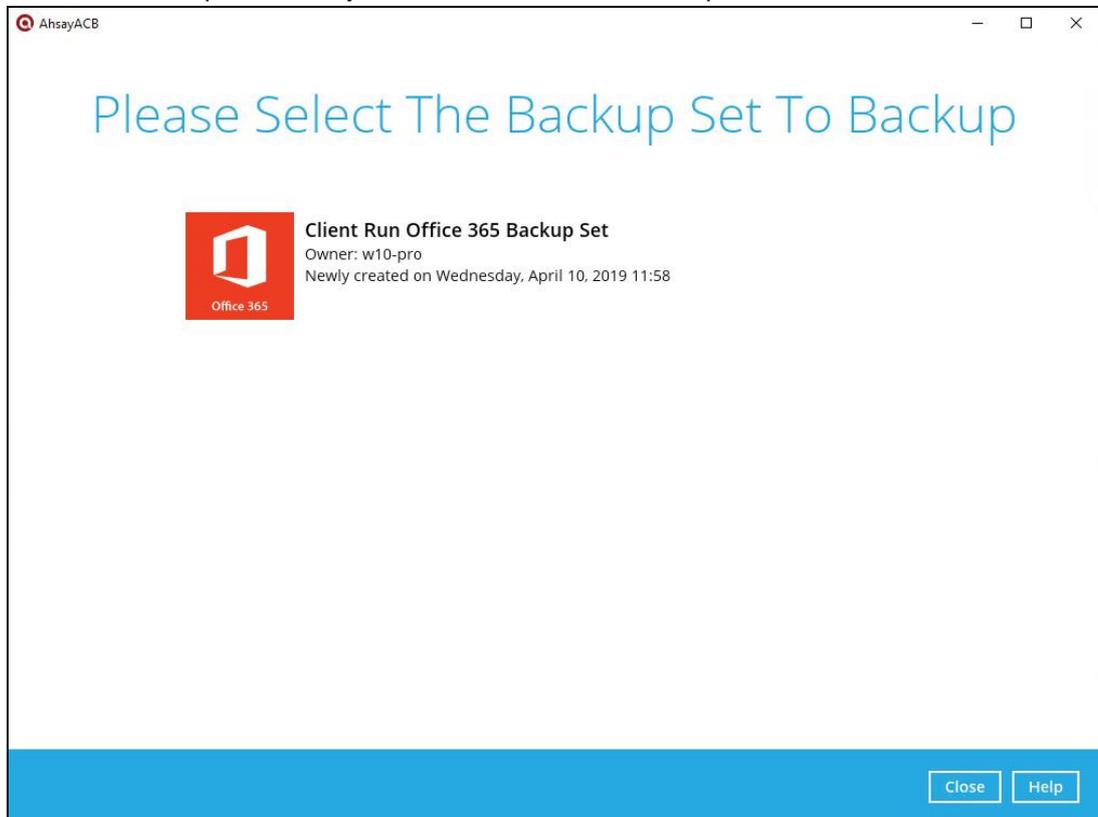
6 Running Backup Job

Start a Manual Backup in AhsayACB

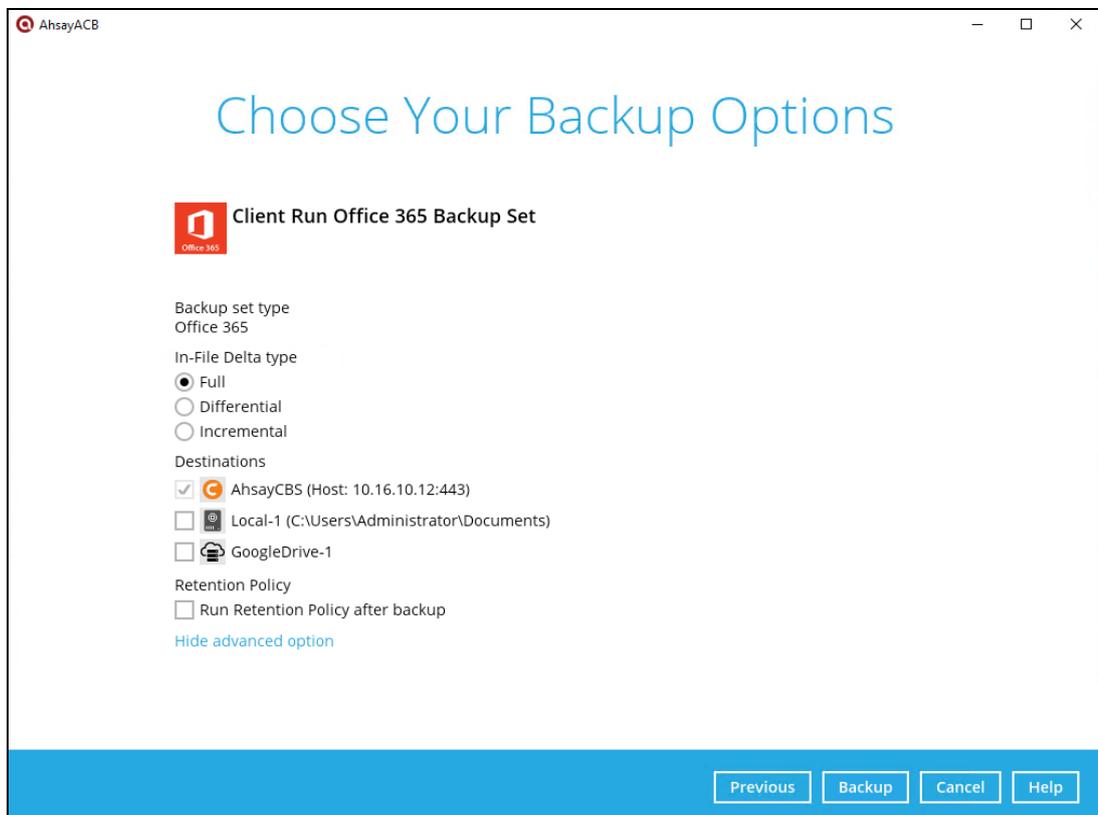
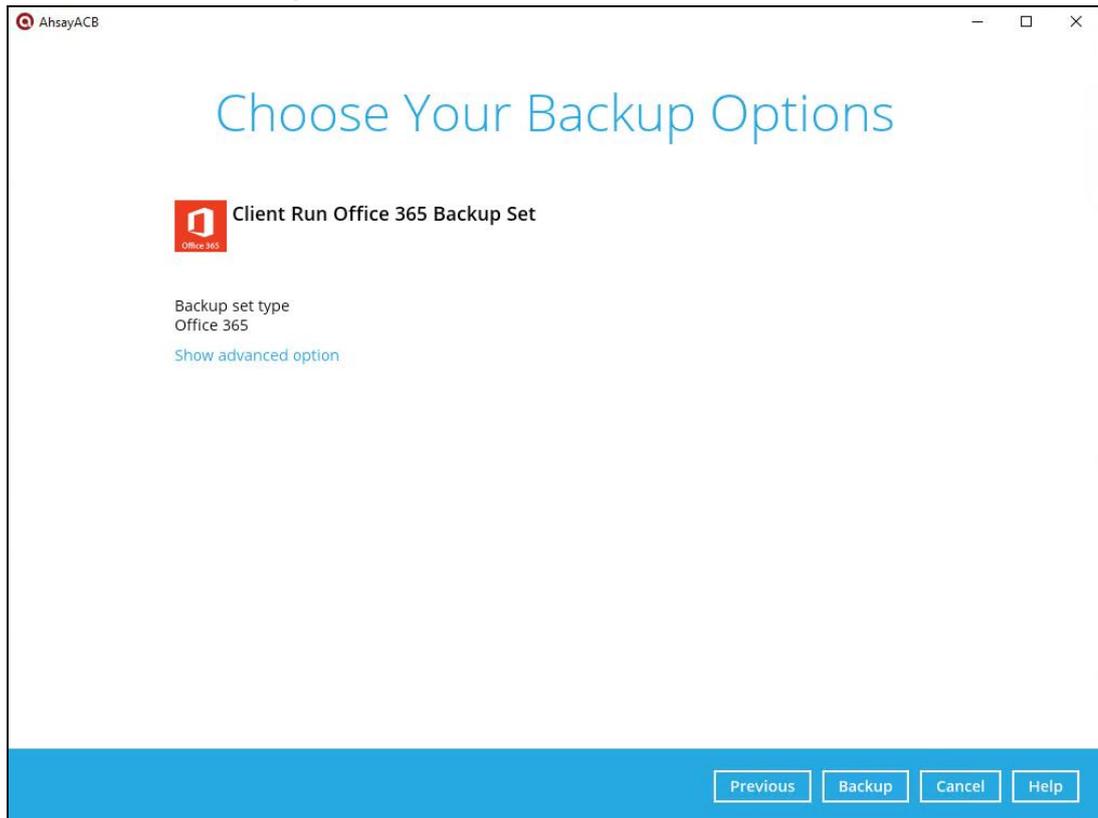
1. Login to AhsayACB according to the instructions in [Login to AhsayACB](#).
2. Click the **Backup** icon on the main interface of AhsayACB.



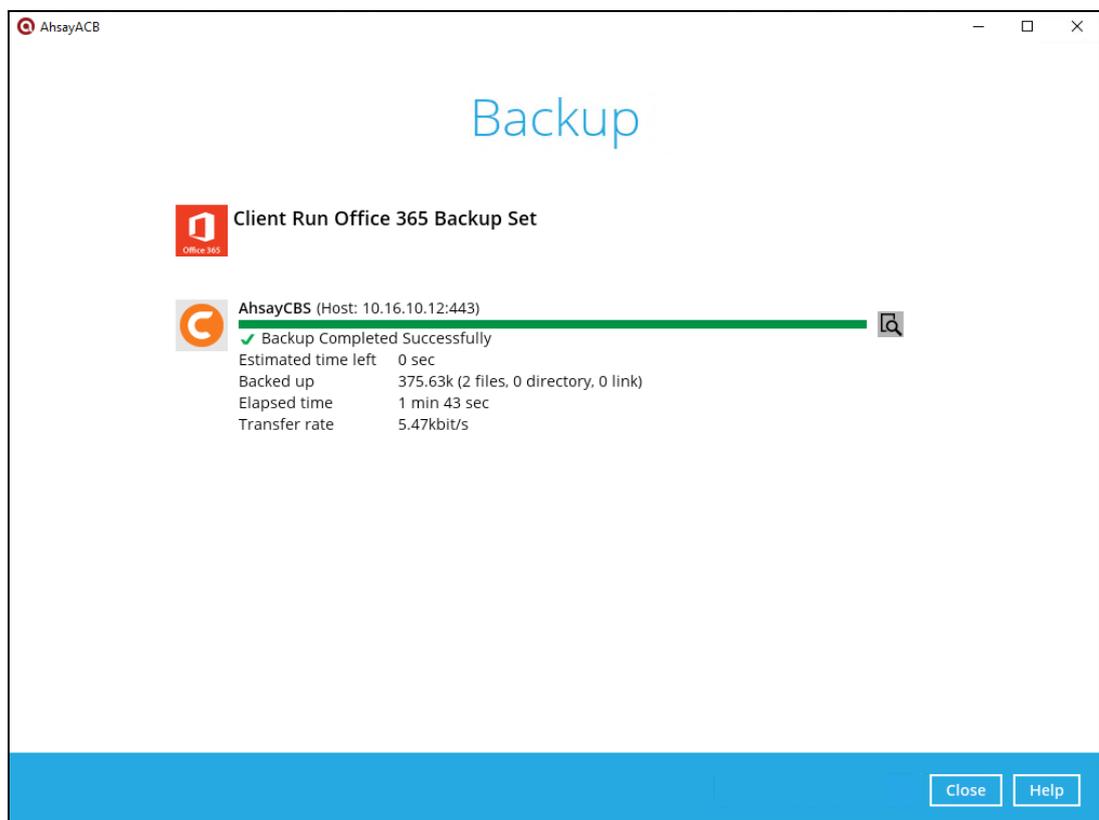
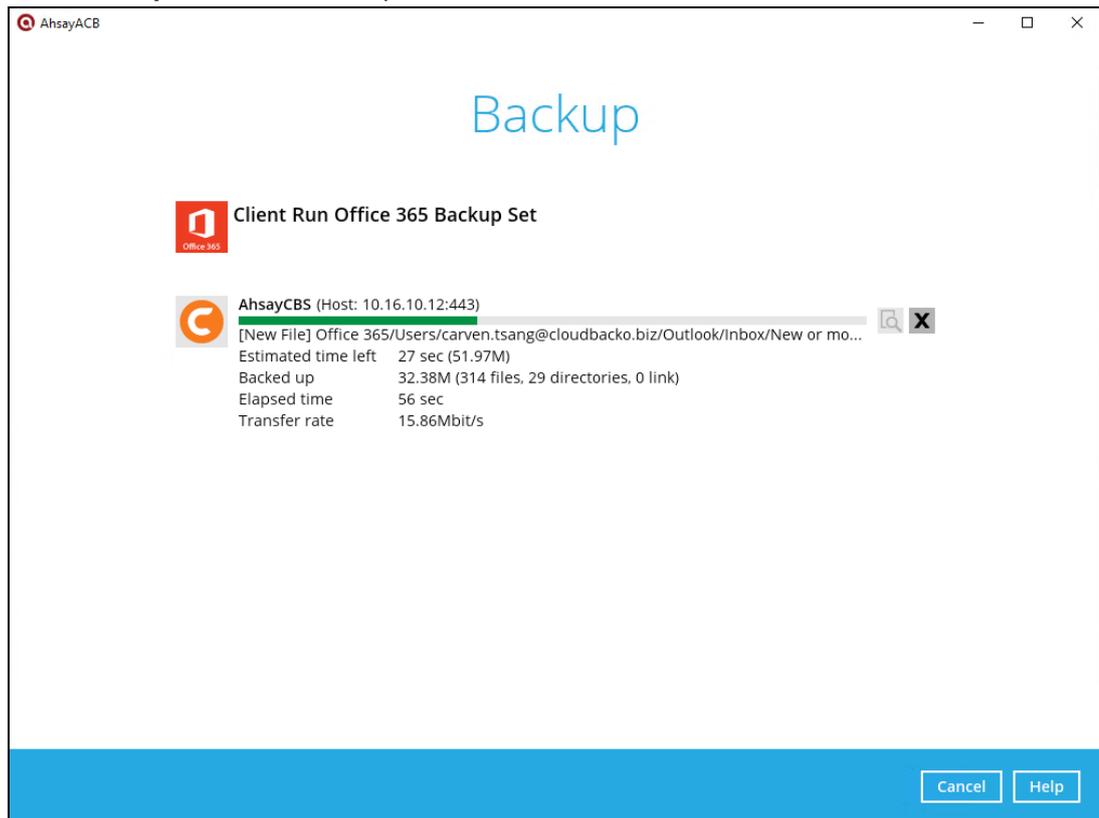
3. Select the backup set which you would like to start a backup for.



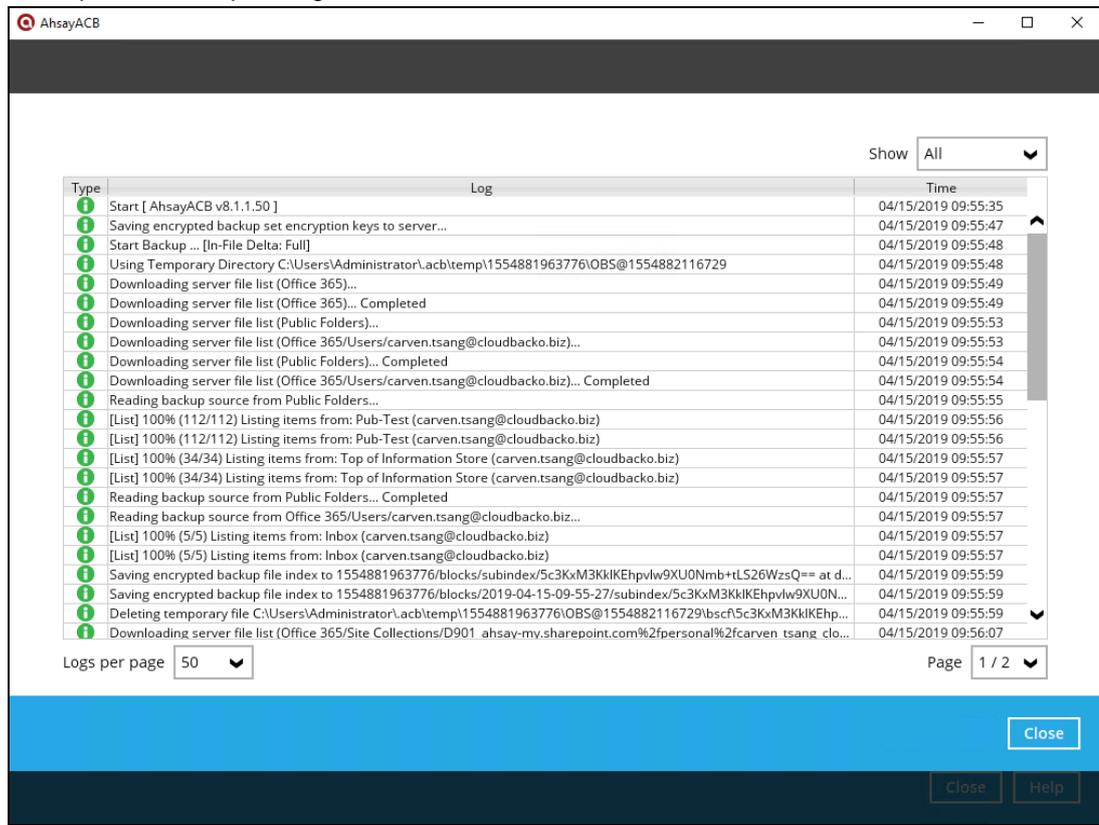
4. If you would like to modify the In-File Delta type, Destinations and Retention Policy Settings, click **Show advanced option**.



5. Click **Backup** to start the backup.

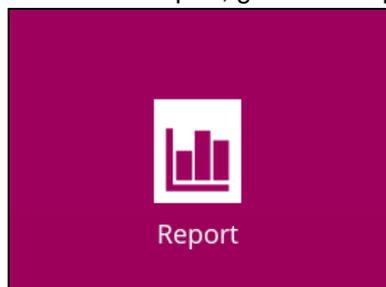


6. Check the log of your backup by clicking this icon . It will show you the log of your backup with corresponding date and time.



Type	Log	Time
i	Start [AhsayACB v8.1.1.50]	04/15/2019 09:55:35
i	Saving encrypted backup set encryption keys to server...	04/15/2019 09:55:47
i	Start Backup ... [In-File Delta: Full]	04/15/2019 09:55:48
i	Using Temporary Directory C:\Users\Administrator\acb\temp\1554881963776\OBS@1554882116729	04/15/2019 09:55:48
i	Downloading server file list (Office 365)...	04/15/2019 09:55:49
i	Downloading server file list (Office 365)... Completed	04/15/2019 09:55:49
i	Downloading server file list (Public Folders)...	04/15/2019 09:55:53
i	Downloading server file list (Office 365/Users/carven.tsang@cloudbacko.biz)...	04/15/2019 09:55:54
i	Downloading server file list (Public Folders)... Completed	04/15/2019 09:55:54
i	Downloading server file list (Office 365/Users/carven.tsang@cloudbacko.biz)...	04/15/2019 09:55:54
i	Downloading server file list (Office 365/Users/carven.tsang@cloudbacko.biz)... Completed	04/15/2019 09:55:54
i	Reading backup source from Public Folders...	04/15/2019 09:55:55
i	[List] 100% (112/112) Listing items from: Pub-Test (carven.tsang@cloudbacko.biz)	04/15/2019 09:55:56
i	[List] 100% (112/112) Listing items from: Pub-Test (carven.tsang@cloudbacko.biz)	04/15/2019 09:55:56
i	[List] 100% (34/34) Listing items from: Top of Information Store (carven.tsang@cloudbacko.biz)	04/15/2019 09:55:57
i	[List] 100% (34/34) Listing items from: Top of Information Store (carven.tsang@cloudbacko.biz)	04/15/2019 09:55:57
i	Reading backup source from Public Folders... Completed	04/15/2019 09:55:57
i	Reading backup source from Office 365/Users/carven.tsang@cloudbacko.biz...	04/15/2019 09:55:57
i	[List] 100% (5/5) Listing items from: Inbox (carven.tsang@cloudbacko.biz)	04/15/2019 09:55:57
i	[List] 100% (5/5) Listing items from: Inbox (carven.tsang@cloudbacko.biz)	04/15/2019 09:55:57
i	Saving encrypted backup file index to 1554881963776/blocks/subindex/5c3KxM3KkIKehpvlw9XUONmb+tL526WzsQ== at d...	04/15/2019 09:55:59
i	Saving encrypted backup file index to 1554881963776/blocks/2019-04-15-09-55-27/subindex/5c3KxM3KkIKehpvlw9XUON...	04/15/2019 09:55:59
i	Deleting temporary file C:\Users\Administrator\acb\temp\1554881963776\OBS@1554882116729\bscf5c3KxM3KkIKehp...	04/15/2019 09:55:59
i	Downloading server file list (Office 365/Site Collections/D901_ahsay-my.sharepoint.com%2fpersonal%2fcarven tsang clo...	04/15/2019 09:56:07

To view the report, go to the **Report > Backup**



In this Backup Report screen, you can see the backup set with corresponding destination, completion date and time, and status.

The screenshot shows the AhsayACB Backup Report interface. On the left is a navigation menu with 'Report', 'Backup', 'Restore', and 'Usage'. The main area is titled 'Backup Report' and includes a date range filter (From: 08 Apr 2019, To: 15 Apr 2019) and a 'Go' button. Below this is a table of backup jobs:

Backup set	Destination	Completion	Status
Client Run Offi...	AhsayCBS	Today 09:57	Completed
Client Run Offi...	Local-1	04/14/2019 15:53	Completed
Client Run Offi...	GoogleDrive-1	04/14/2019 15:51	Completed
Client Run Offi...	AhsayCBS	04/14/2019 15:43	Completed
Client Run Offi...	Local-1	04/13/2019 15:52	Completed
Client Run Offi...	GoogleDrive-1	04/13/2019 15:51	Completed
Client Run Offi...	AhsayCBS	04/13/2019 15:43	Completed
Client Run Offi...	Local-1	04/12/2019 15:55	Completed
Client Run Offi...	GoogleDrive-1	04/12/2019 15:54	Completed
Client Run Offi...	AhsayCBS	04/12/2019 15:44	Completed
Client Run Offi...	Local-1	04/11/2019 16:03	Completed
Client Run Offi...	GoogleDrive-1	04/11/2019 15:58	Completed
Client Run Offi...	AhsayCBS	04/11/2019 15:43	Completed
Client Run Offi...	AhsayCBS	04/10/2019 15:46	Completed

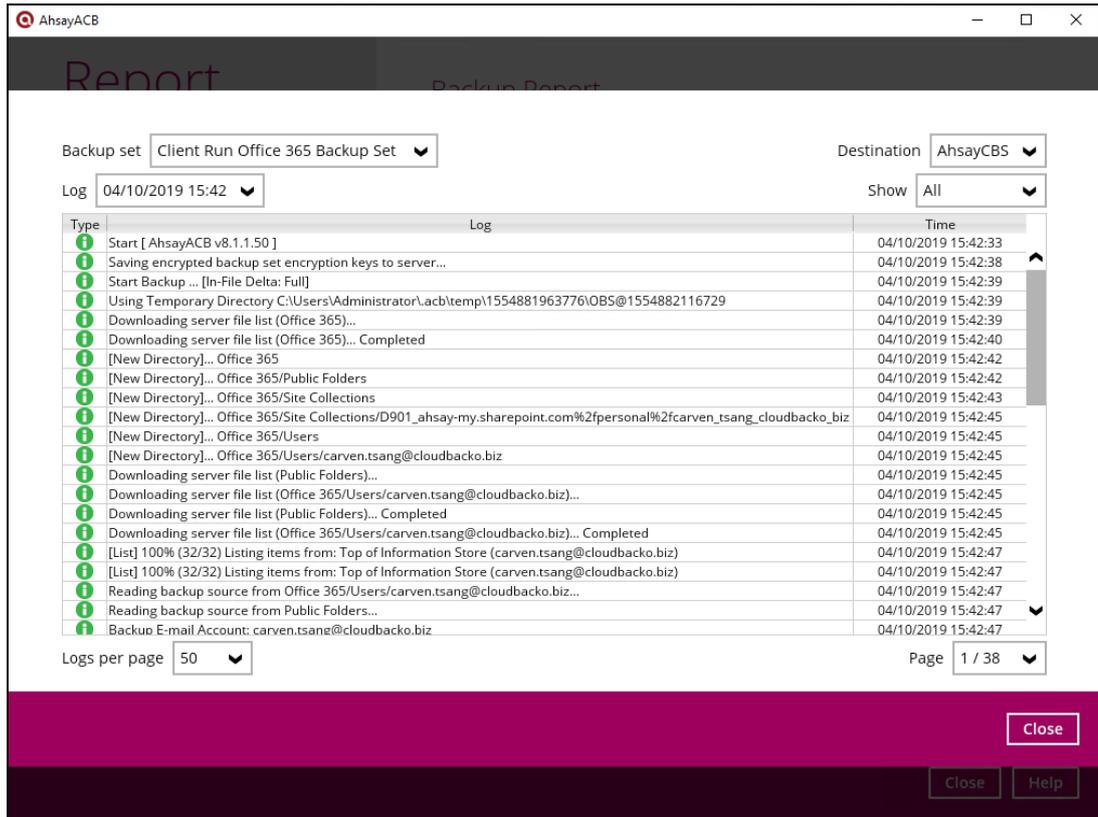
At the bottom of the table area, there are controls for 'No. of records per page' (set to 50) and 'Page' (1 / 1). 'Close' and 'Help' buttons are located at the bottom right.

Click the backup report and the summary of the backup will be displayed. You can also click the **View Log**, this will redirect you to the log summary of your backup.

This screenshot shows the same Backup Report interface as above, but with a detailed summary popup for a specific backup set. The popup contains the following information:

Backup set	Client Run Office 365 Backup Set
Destination	AhsayCBS
Job	04/10/2019 15:42
Time	04/10/2019 15:42 - 15:46 (CST)
Status	✓ Completed successfully
New files *	833 [814.1M/814.1M (0%)]
Updated files *	0
Attributes Changed Files *	0
Moved files *	0
Deleted files *	0

Below the summary, there is a note: '* Unit = No of files [Total zipped size / Total unzipped size (compression ratio)]' and a 'View log' button. The background table and navigation elements are partially visible behind the popup.

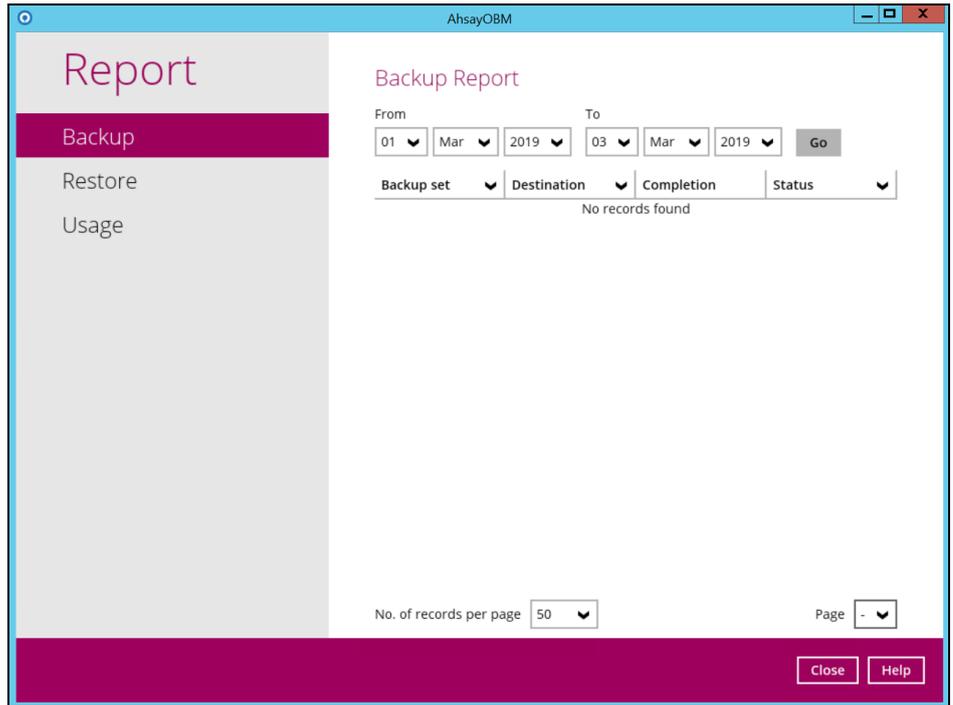


You can also search for backup reports from a specific period of date. For example, we have the **From** date which is, **01 Mar 2019** and the **To** date which is, **18 Mar 2019**. Then click the **Go** button to generate the available reports.

From			To			
01	Mar	2019	18	Mar	2019	Go

If this is a valid range of dates then backup reports will be displayed unless there were no backup running on the specified dates. A message of **No records found** will also be displayed.

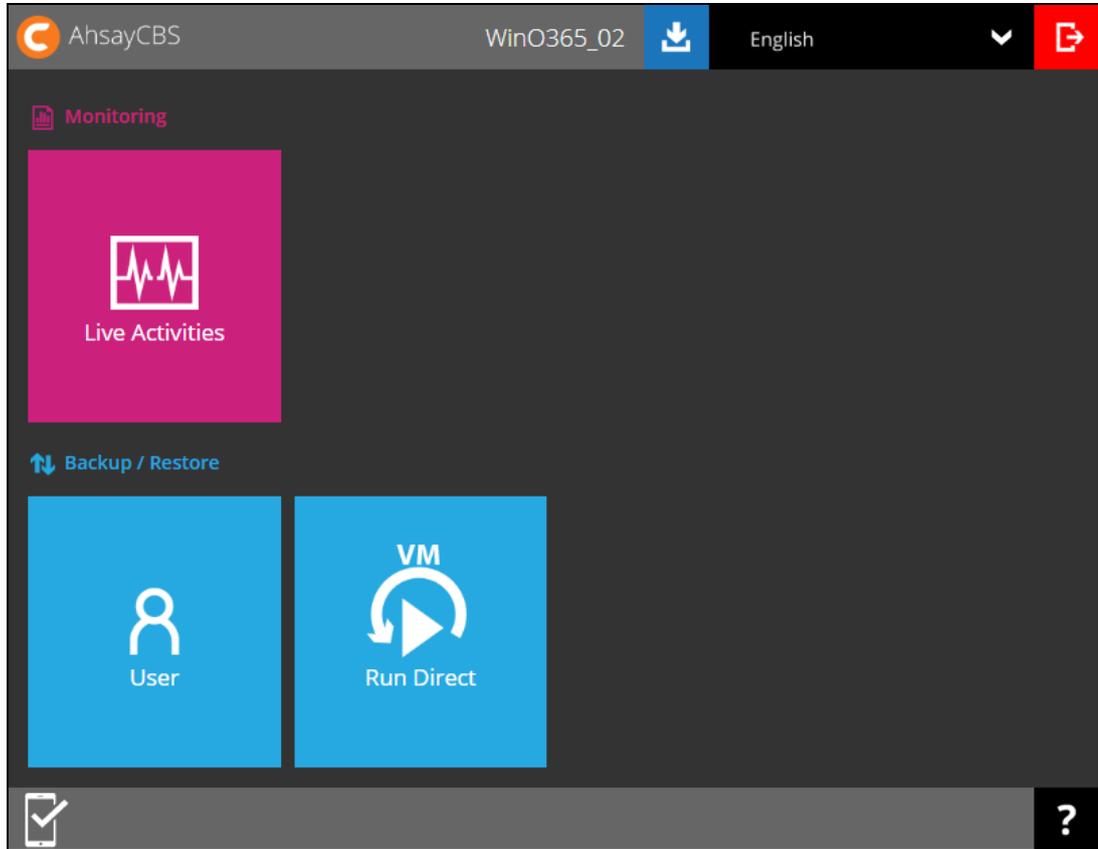
From			To			
01	Mar	2019	03	Mar	2019	Go



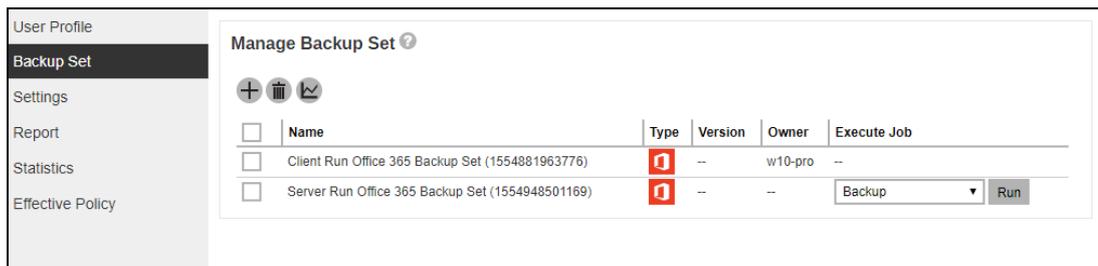


Start a Manual Backup on the User Web Console

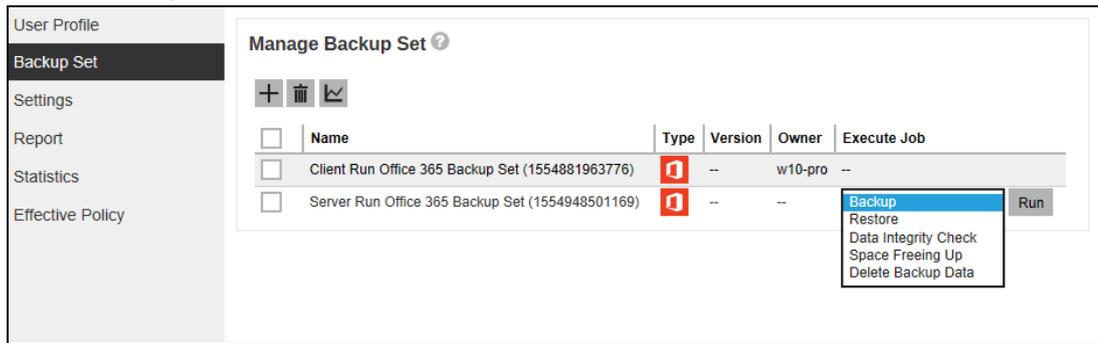
1. Log in to the User Web Console according to the instructions in [Login to User Web Console](#).
2. Click on the User icon.



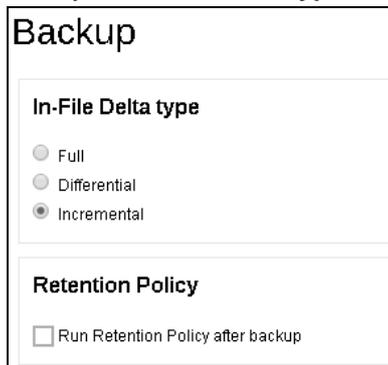
3. Under the **Backup Set > Manage Backup Set** menu, you should see the backup set you have created.



- Click the drop-down menu on the backup set that you would like to start a backup for. Select **Backup** and then click **Run**.

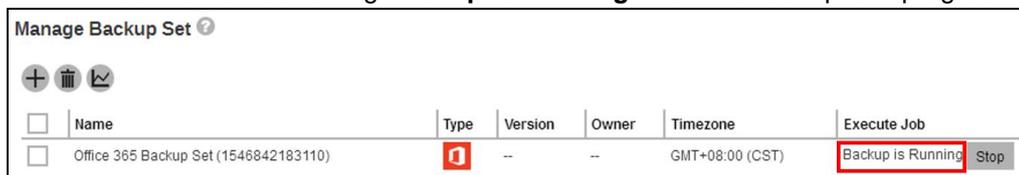


- Modify the **In-file Delta type** and **Retention Policy** settings if necessary.



- Click the  icon at the bottom right corner to start the backup.

- You will see the status showing **Backup is Running** when the backup is in progress.



- If you want to monitor the backup status, you need to go to **Live Activities** to watch the process.

AhsayCBS obm.test.brenda English

Monitoring

Live Activities

Backup / Restore

User Run Direct

Backup Status Restore Status

Backup jobs that are currently running or finished within 1 hour.

Backup Status

Filter Client Type User Registration Date User Group

Login Name (Alias)	Owner	Backup Set	Destination	Progress	Estimated Time Left	Current File	Transfer Rate
user3 ()	--	Office 365 Backup Set	AhsayCBS	100 %	0 sec		0bit/s

7 Restoring Office 365 Backup Set

Prior performing the restoration, it is best to be knowledgeable on the options of AhsayACB can offer. Below are brief descriptions of the said features for you to be familiarize with and utilize each function. After this quick walkthrough you will see the step-by-step instructions with corresponding screen shots on how to restore your data using the following options below.

For Office 365, you can restore items from,

- ▶ **Outlook**
- ▶ **OneDrive**
- ▶ **Personal Site**
- ▶ **Public Folders**

Those items can be restored to,

- ▶ **Local Machine**
Restore your data to your local computer where the AhsayACB is running. On the other hand, there's a limitation when using restore to local machine, all the outlook items that you wanted to restore is not supported as this can only be restored on another Office 365 account.
- ▶ **Original Location**
Restore your data to the original Office 365 account.
- ▶ **Alternate Office 365 Account**
Last but not the least, you can restore your data to an alternate Office 365 account that has a different domain.

Example:

Original Office 365 Account: TestAccountABC@onecompany
Alternate Office 365 Account: SampleAccountXYZ@twosquaretower

Explanation:

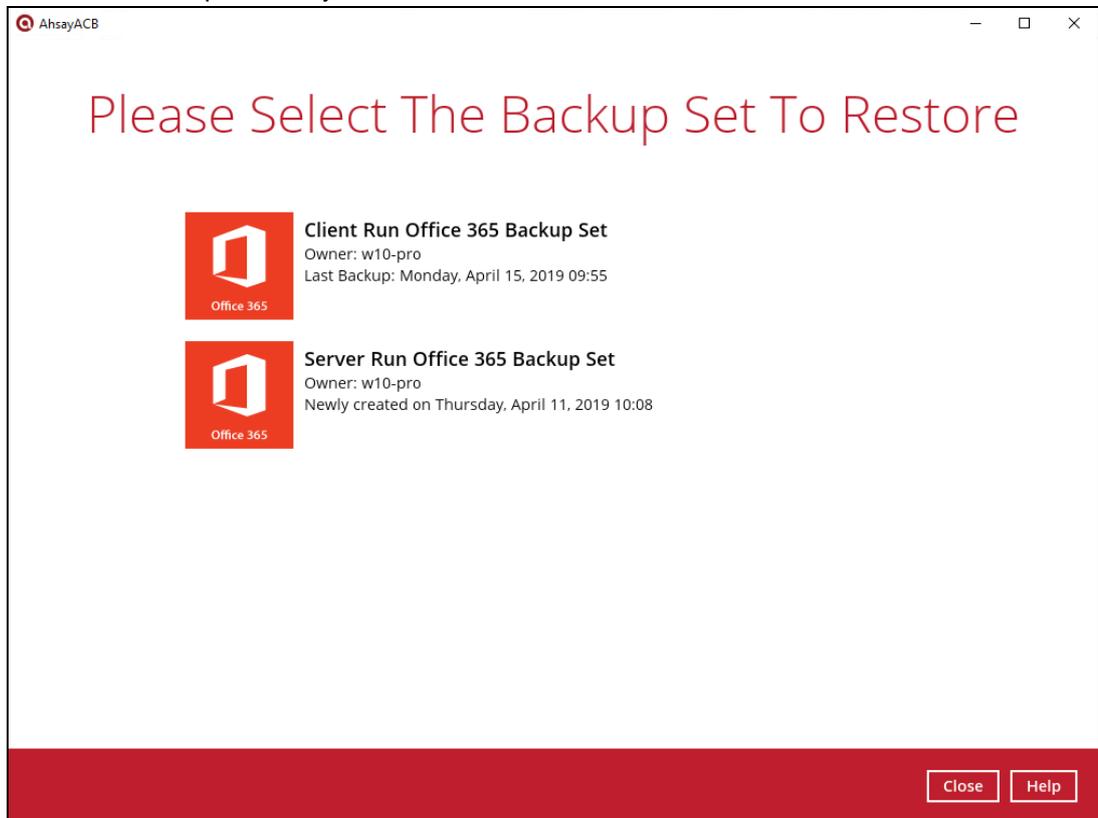
As you can see on the above example, we have two (2) Office 365 accounts with different domain. The Original Office 365 account is what we used as the source of our backup and can also use as the original location for restoration. For the alternate Office 365 account, we need to use another Office 365 account that has a different domain.

Restore Backup with AhsayACB

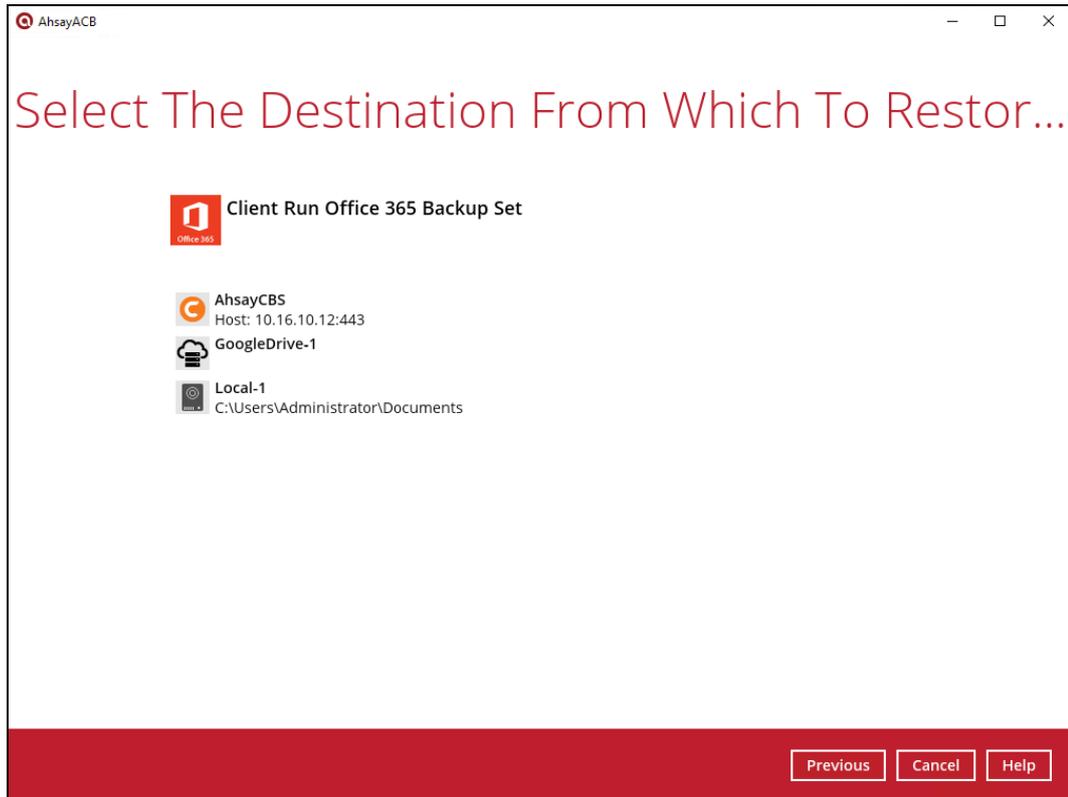
1. Login to AhsayACB according to the instructions in [Login to AhsayACB](#).
2. Click the **Restore** icon on the main interface of AhsayACB.



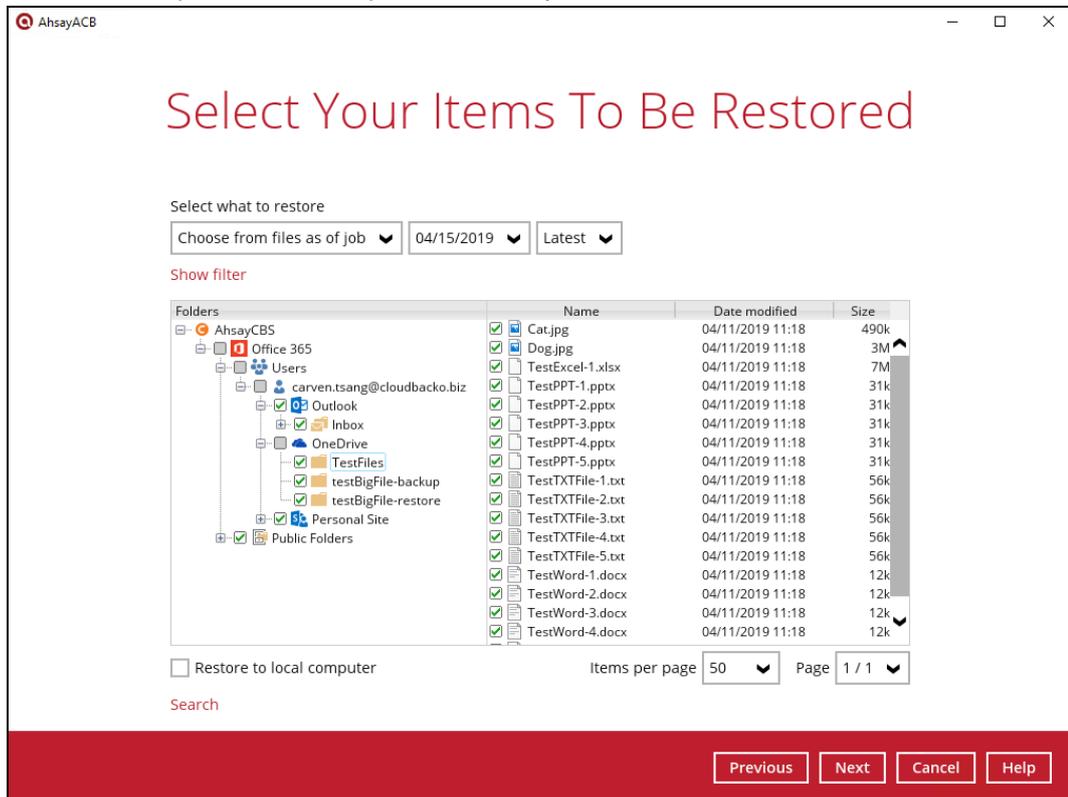
3. Select the backup set that you would like to restore.



- Select the backup destination that you would like to restore backed-up items to. In our screenshot below, we have three (3) options namely, **AhsayCBS**, **GoogleDrive-1**, and **Local-1**.



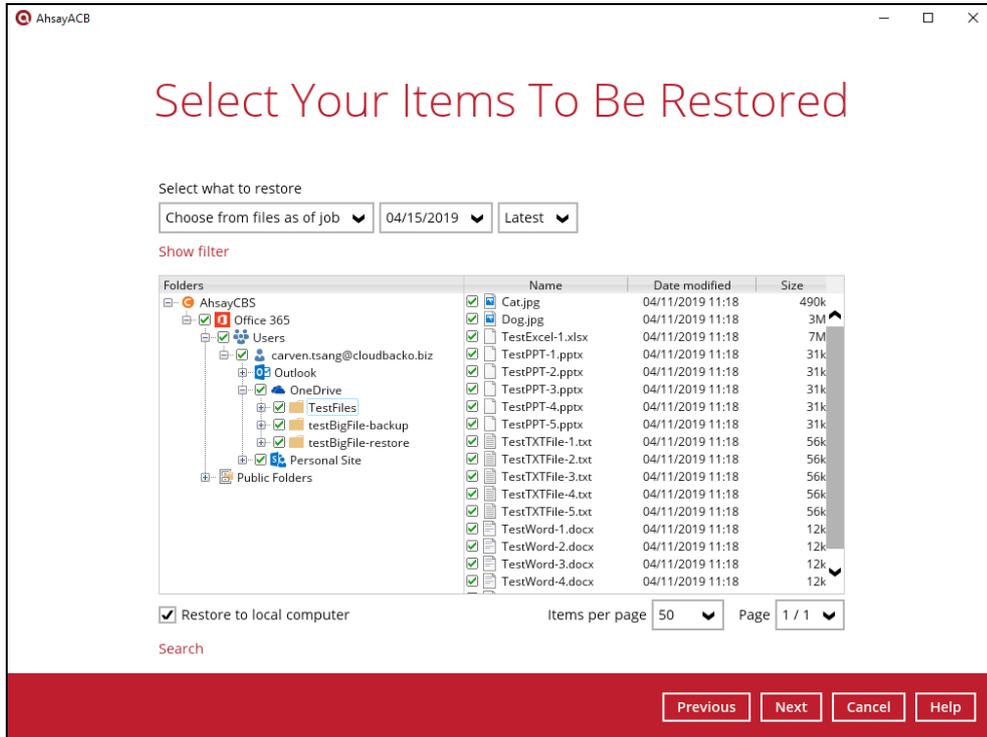
- Select the item(s) you would like to restore. You can also choose to restore backed up file from a specific backup job of your choice using the **Select what to restore** drop-down menu at the top. Click **Next** to proceed when you are done with the selection.



6. Select the destination you would like the items to be restored.

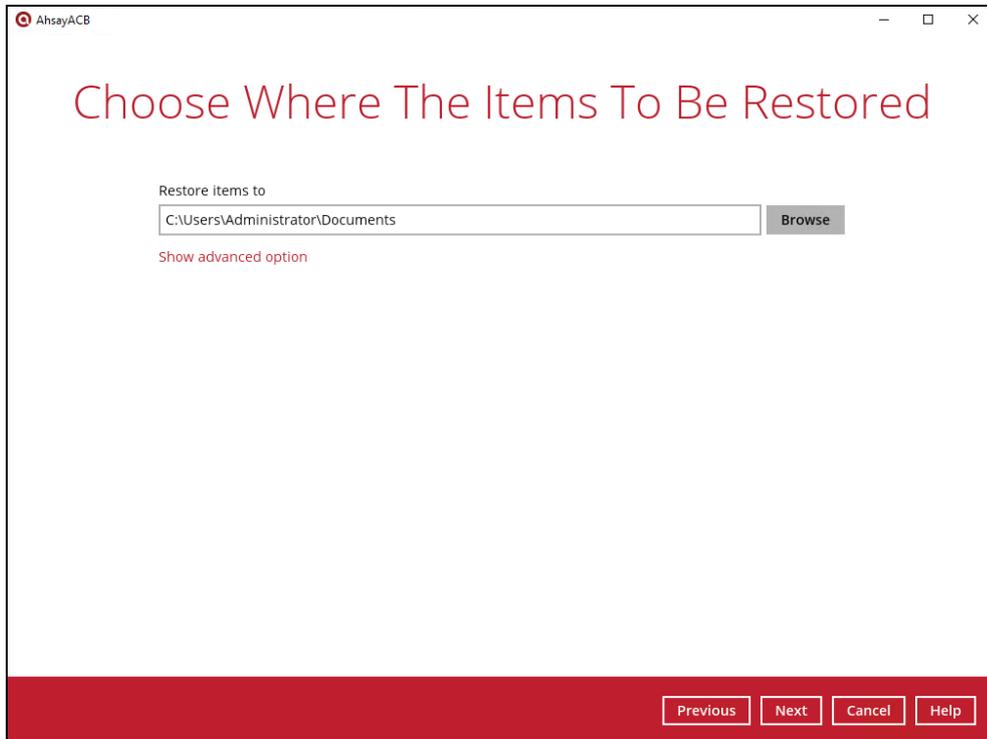
Local machine

Tick the **Restore to local computer** checkbox and click **Next** to proceed.



Click the **Browse** button to select a path on where you want the items to be restored on your local computer. Make sure it has enough space to accommodate your restoration.

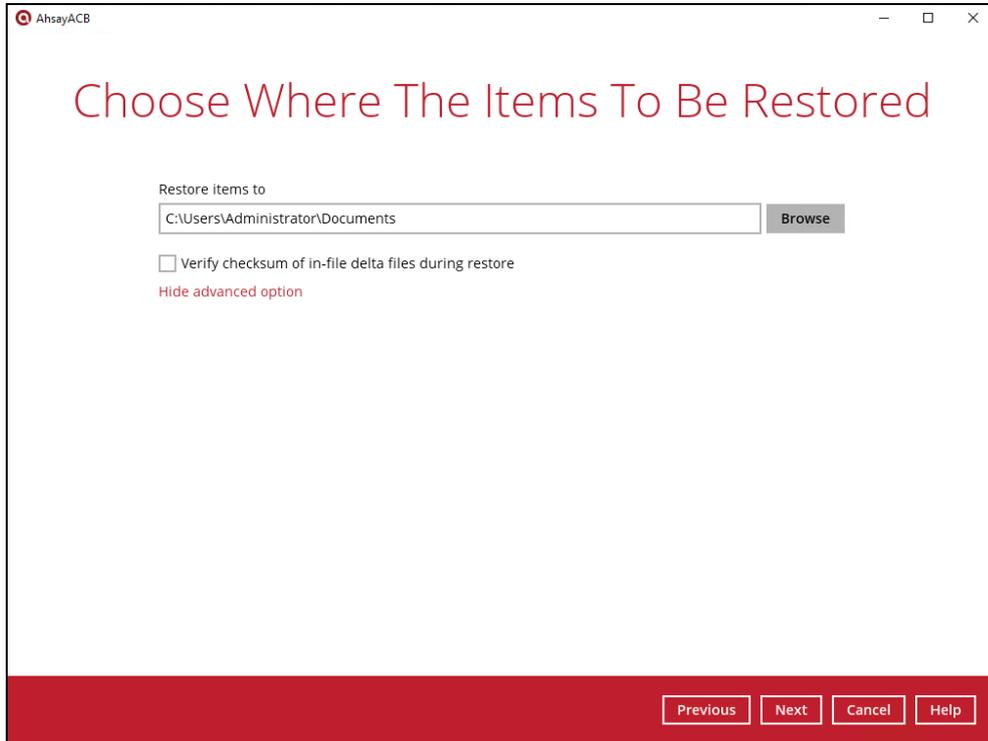
Also click the **Show advanced option** to configure other restore settings.



Verify checksum of in-file delta files during restore

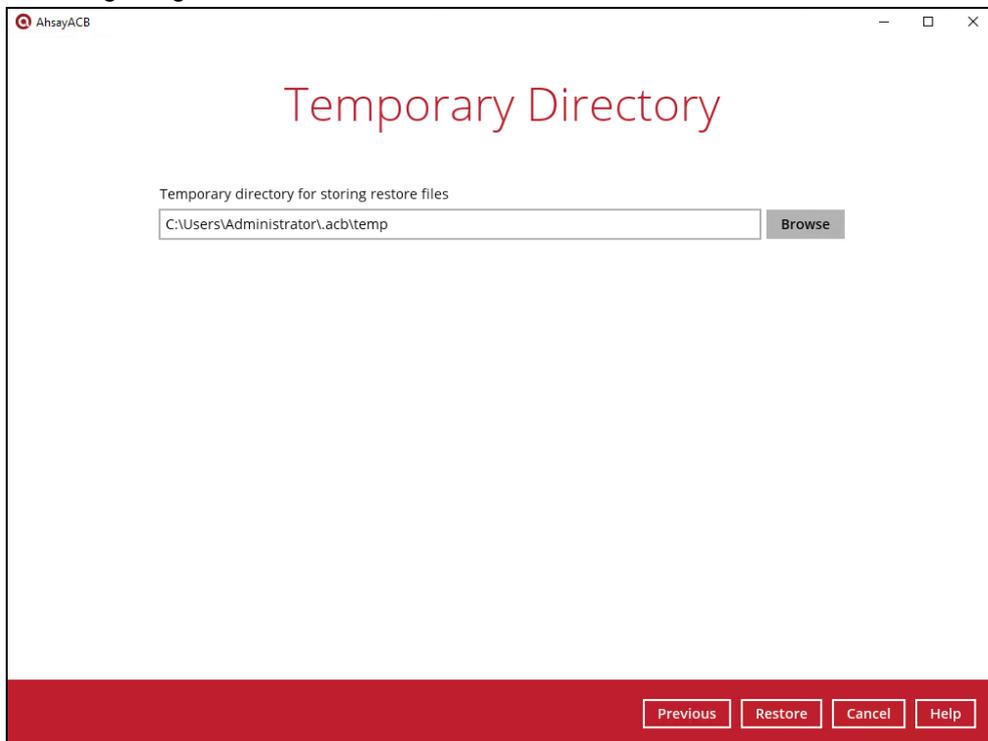
By enabling this option, the checksum of in-file delta files will be verified during the restore process. This will check the data for errors during the restore process and create a data summary of the in-file delta files which will be included in the report.

Click **Next** to proceed.



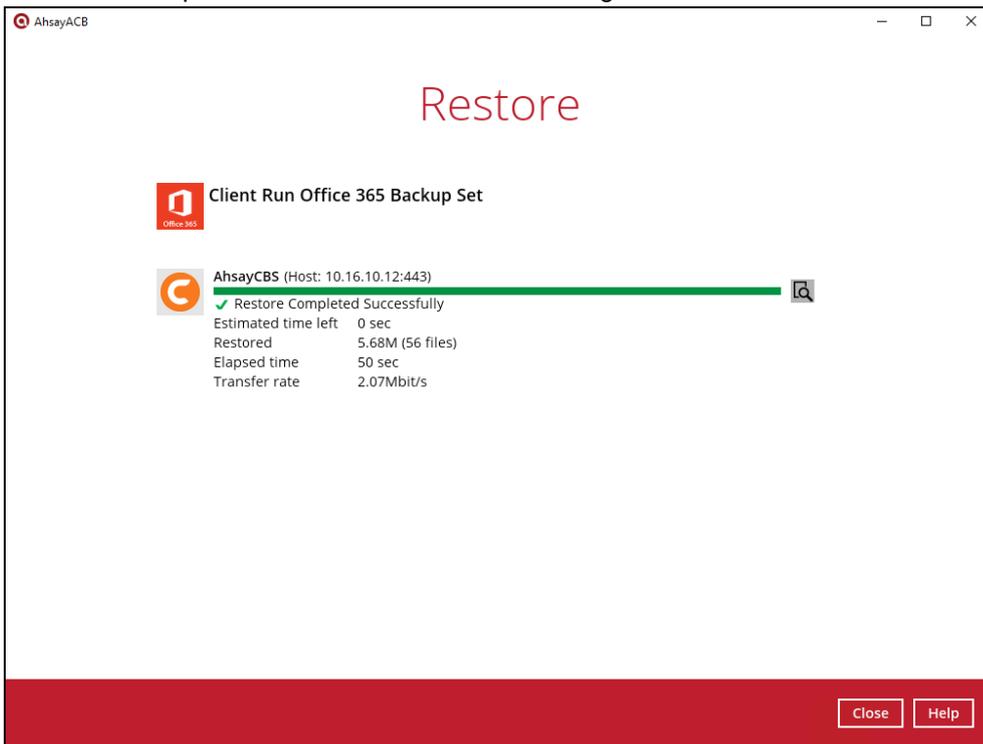
The screenshot shows a dialog box titled "Choose Where The Items To Be Restored" from the application "AhsayACB". The main heading is "Choose Where The Items To Be Restored". Below it, there is a label "Restore items to" followed by a text input field containing "C:\Users\Administrator\Documents" and a "Browse" button. Underneath, there is a checkbox labeled "Verify checksum of in-file delta files during restore" which is currently unchecked. Below the checkbox is a link "Hide advanced option". At the bottom of the dialog, there is a red bar containing four buttons: "Previous", "Next", "Cancel", and "Help".

Select the temporary directory for storing temporary files, such as delta files when they are being merged, click **Restore** to start the restoration.



The screenshot shows a dialog box titled "Temporary Directory" from the application "AhsayACB". The main heading is "Temporary Directory". Below it, there is a label "Temporary directory for storing restore files" followed by a text input field containing "C:\Users\Administrator\acb\temp" and a "Browse" button. At the bottom of the dialog, there is a red bar containing four buttons: "Previous", "Restore", "Cancel", and "Help".

Restore is completed. Click the  to show the log of the restoration.



Restore

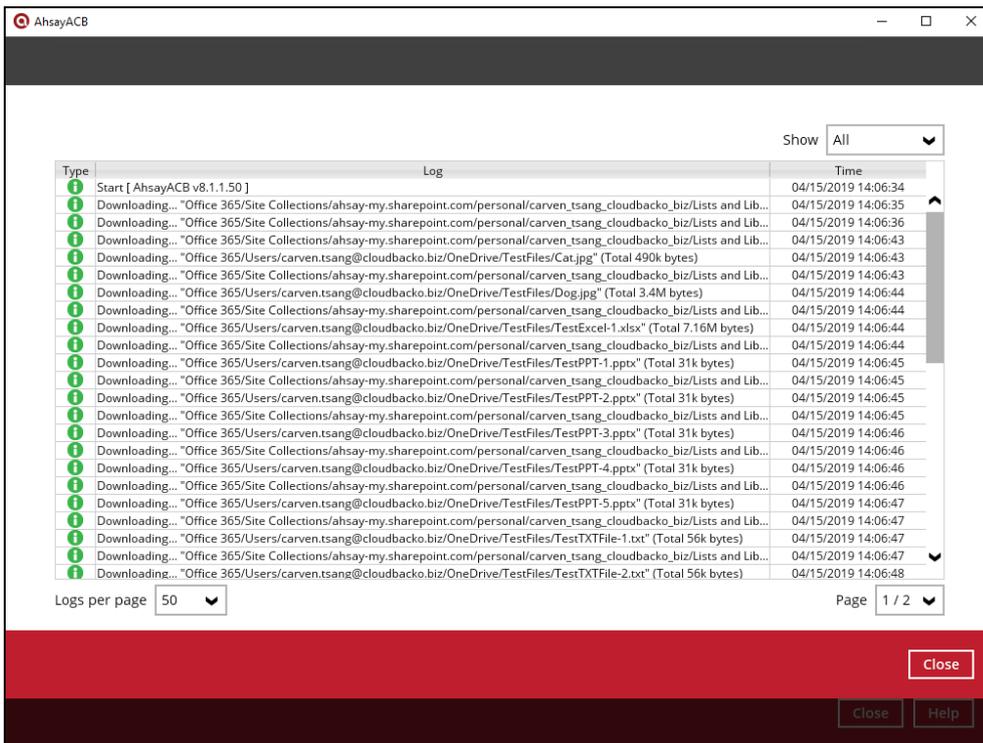
Client Run Office 365 Backup Set

AhsayCBS (Host: 10.16.10.12:443)

✓ Restore Completed Successfully

Estimated time left 0 sec
 Restored 5.68M (56 files)
 Elapsed time 50 sec
 Transfer rate 2.07Mbit/s

Close Help



AhsayACB

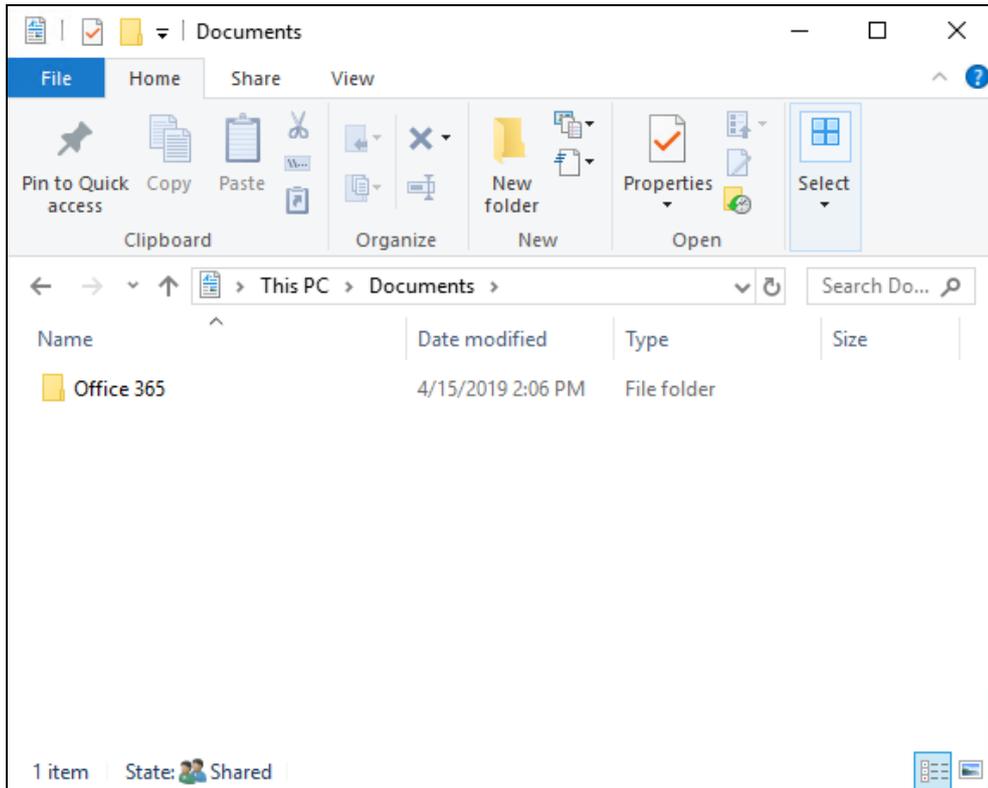
Show All

Type	Log	Time
Start	[AhsayACB v8.1.1.50]	04/15/2019 14:06:34
Downloading...	"Office 365/Site Collections/ahsay-my.sharepoint.com/personal/carven_tsang_cloudbacko_biz/Lists and Lib...	04/15/2019 14:06:35
Downloading...	"Office 365/Site Collections/ahsay-my.sharepoint.com/personal/carven_tsang_cloudbacko_biz/Lists and Lib...	04/15/2019 14:06:36
Downloading...	"Office 365/Site Collections/ahsay-my.sharepoint.com/personal/carven_tsang_cloudbacko_biz/Lists and Lib...	04/15/2019 14:06:43
Downloading...	"Office 365/Users/carven.tsang@cloudbacko.biz/OneDrive/TestFiles/Cat.jpg" (Total 490k bytes)	04/15/2019 14:06:43
Downloading...	"Office 365/Site Collections/ahsay-my.sharepoint.com/personal/carven_tsang_cloudbacko_biz/Lists and Lib...	04/15/2019 14:06:44
Downloading...	"Office 365/Users/carven.tsang@cloudbacko.biz/OneDrive/TestFiles/Dog.jpg" (Total 3.4M bytes)	04/15/2019 14:06:44
Downloading...	"Office 365/Site Collections/ahsay-my.sharepoint.com/personal/carven_tsang_cloudbacko_biz/Lists and Lib...	04/15/2019 14:06:44
Downloading...	"Office 365/Users/carven.tsang@cloudbacko.biz/OneDrive/TestFiles/TestExcel-1.xlsx" (Total 7.16M bytes)	04/15/2019 14:06:44
Downloading...	"Office 365/Site Collections/ahsay-my.sharepoint.com/personal/carven_tsang_cloudbacko_biz/Lists and Lib...	04/15/2019 14:06:44
Downloading...	"Office 365/Users/carven.tsang@cloudbacko.biz/OneDrive/TestFiles/TestPPT-1.pptx" (Total 31k bytes)	04/15/2019 14:06:45
Downloading...	"Office 365/Site Collections/ahsay-my.sharepoint.com/personal/carven_tsang_cloudbacko_biz/Lists and Lib...	04/15/2019 14:06:45
Downloading...	"Office 365/Users/carven.tsang@cloudbacko.biz/OneDrive/TestFiles/TestPPT-2.pptx" (Total 31k bytes)	04/15/2019 14:06:45
Downloading...	"Office 365/Site Collections/ahsay-my.sharepoint.com/personal/carven_tsang_cloudbacko_biz/Lists and Lib...	04/15/2019 14:06:45
Downloading...	"Office 365/Users/carven.tsang@cloudbacko.biz/OneDrive/TestFiles/TestPPT-3.pptx" (Total 31k bytes)	04/15/2019 14:06:46
Downloading...	"Office 365/Site Collections/ahsay-my.sharepoint.com/personal/carven_tsang_cloudbacko_biz/Lists and Lib...	04/15/2019 14:06:46
Downloading...	"Office 365/Users/carven.tsang@cloudbacko.biz/OneDrive/TestFiles/TestPPT-4.pptx" (Total 31k bytes)	04/15/2019 14:06:46
Downloading...	"Office 365/Site Collections/ahsay-my.sharepoint.com/personal/carven_tsang_cloudbacko_biz/Lists and Lib...	04/15/2019 14:06:46
Downloading...	"Office 365/Users/carven.tsang@cloudbacko.biz/OneDrive/TestFiles/TestPPT-5.pptx" (Total 31k bytes)	04/15/2019 14:06:47
Downloading...	"Office 365/Site Collections/ahsay-my.sharepoint.com/personal/carven_tsang_cloudbacko_biz/Lists and Lib...	04/15/2019 14:06:47
Downloading...	"Office 365/Users/carven.tsang@cloudbacko.biz/OneDrive/TestFiles/TestTXTFile-1.txt" (Total 56k bytes)	04/15/2019 14:06:47
Downloading...	"Office 365/Site Collections/ahsay-my.sharepoint.com/personal/carven_tsang_cloudbacko_biz/Lists and Lib...	04/15/2019 14:06:47
Downloading...	"Office 365/Users/carven.tsang@cloudbacko.biz/OneDrive/TestFiles/TestTXTFile-2.txt" (Total 56k bytes)	04/15/2019 14:06:48

Logs per page 50 Page 1 / 2

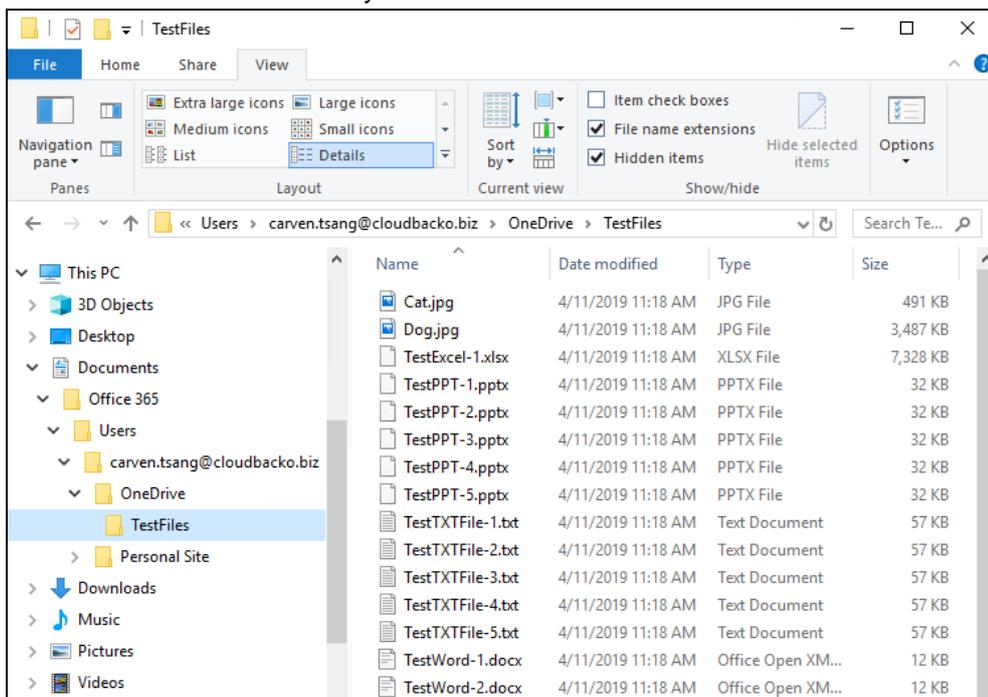
Close Close Help

To check if the files from OneDrive are fully restored in the location machine on the selected directory which is **C:\Users\Administrator\Documents**, go to the Documents folder. There should be an available **Office 365** folder.

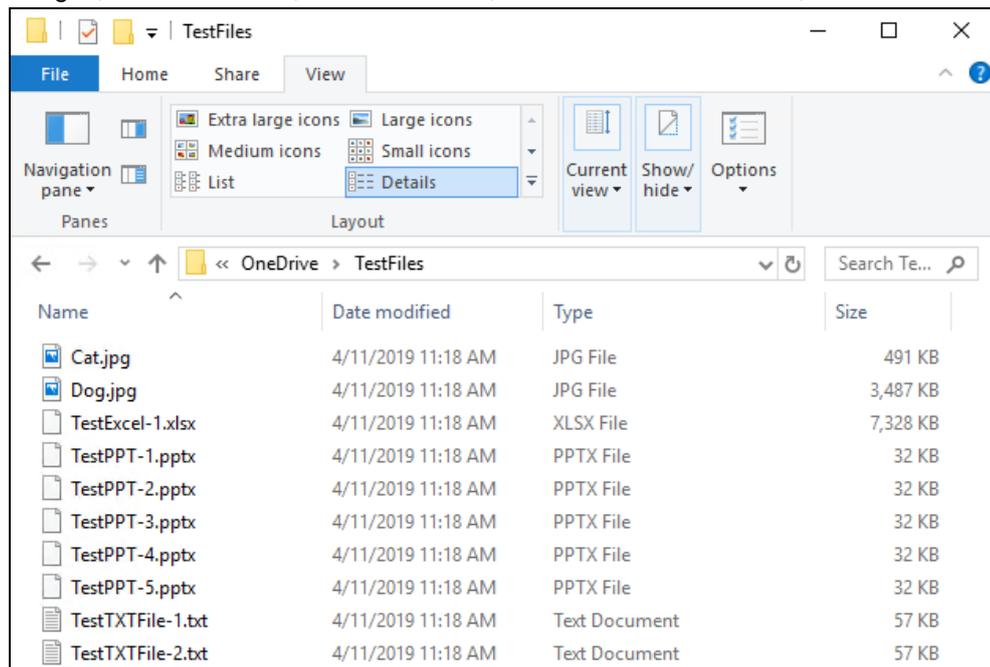


Open the Office 365 folder and you will see a Users folder. This includes the selected Office 365 user account which is carven.tsang@cloudbacko.biz and when you open the Office 365 user account folder, you will see the OneDrive folder.

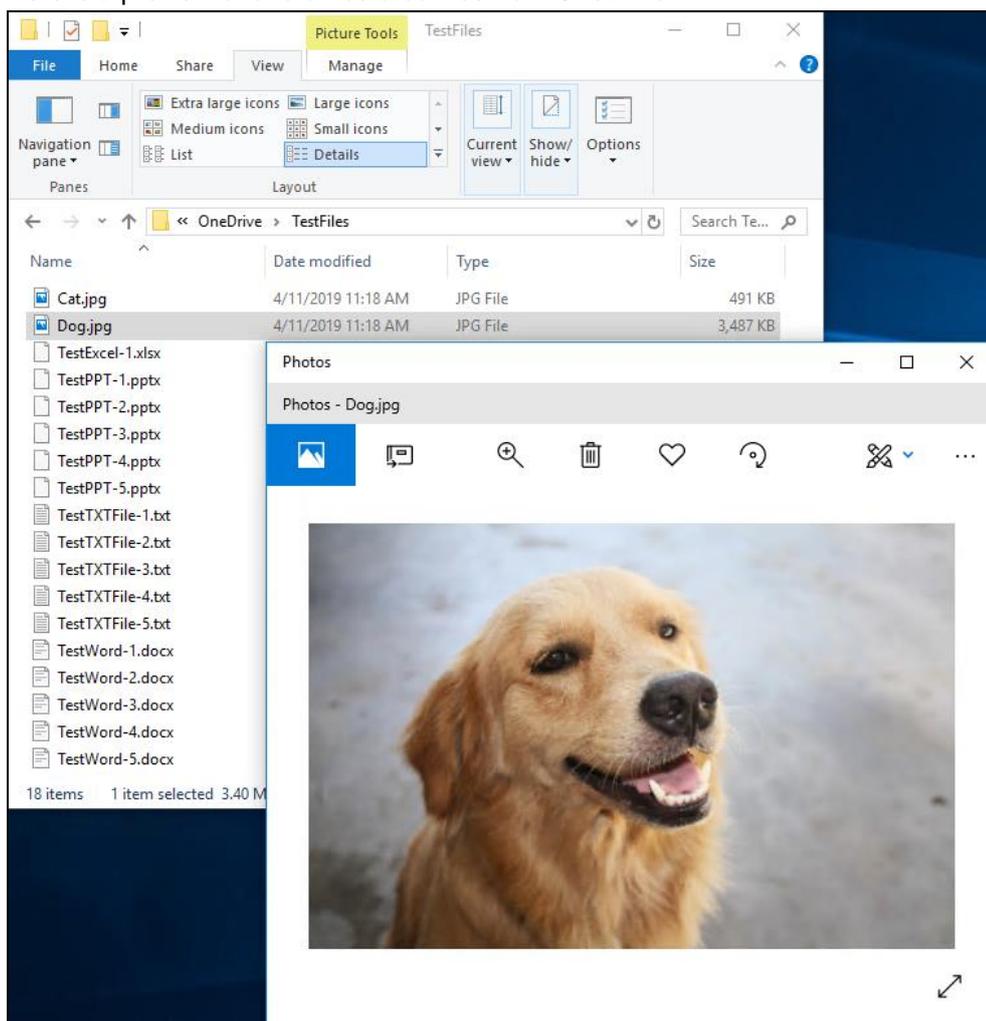
Click the OneDrive folder and you will see the TestFiles folder.



Inside the TestFiles folder are files we have restored from OneDrive. This includes Images, Microsoft Excel, Microsoft Word, PowerPoint Presentation, and Text.

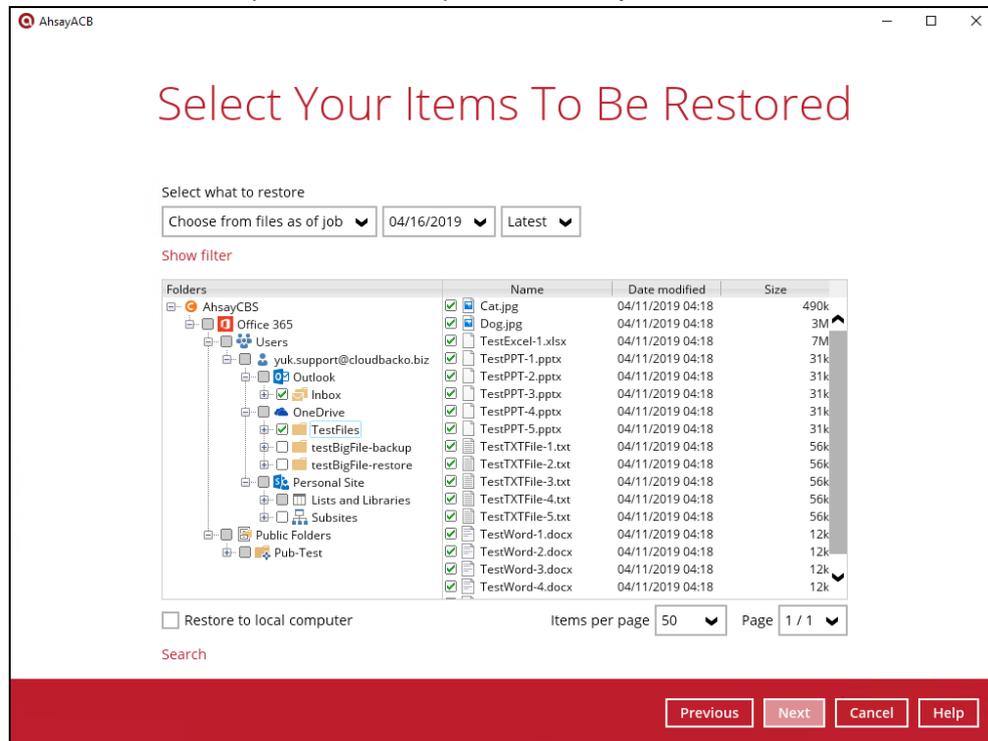


Here is a preview of one of restored files from OneDrive.



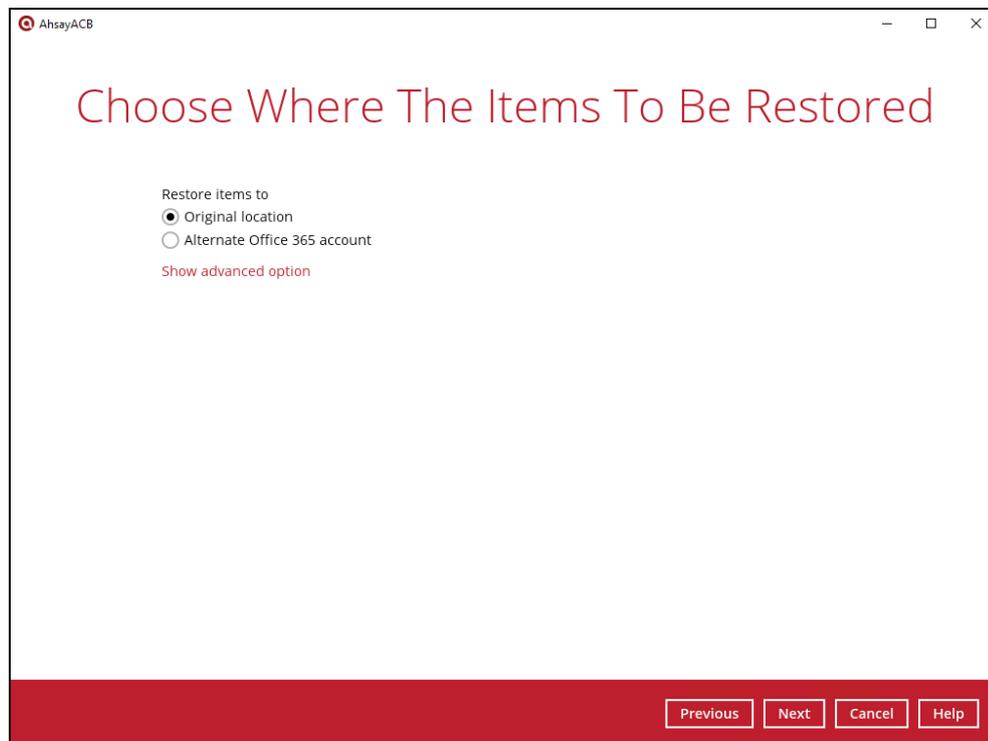
Original Location

Select the item(s) you would like to restore. You can also choose to restore backed up file from a specific backup job of your choice using the **Select what to restore** drop-down menu at the top. Click **Next** to proceed when you are done with the selection.



Choose from the following two (2) options on where you want your items to be restored. Select the **Original location**.

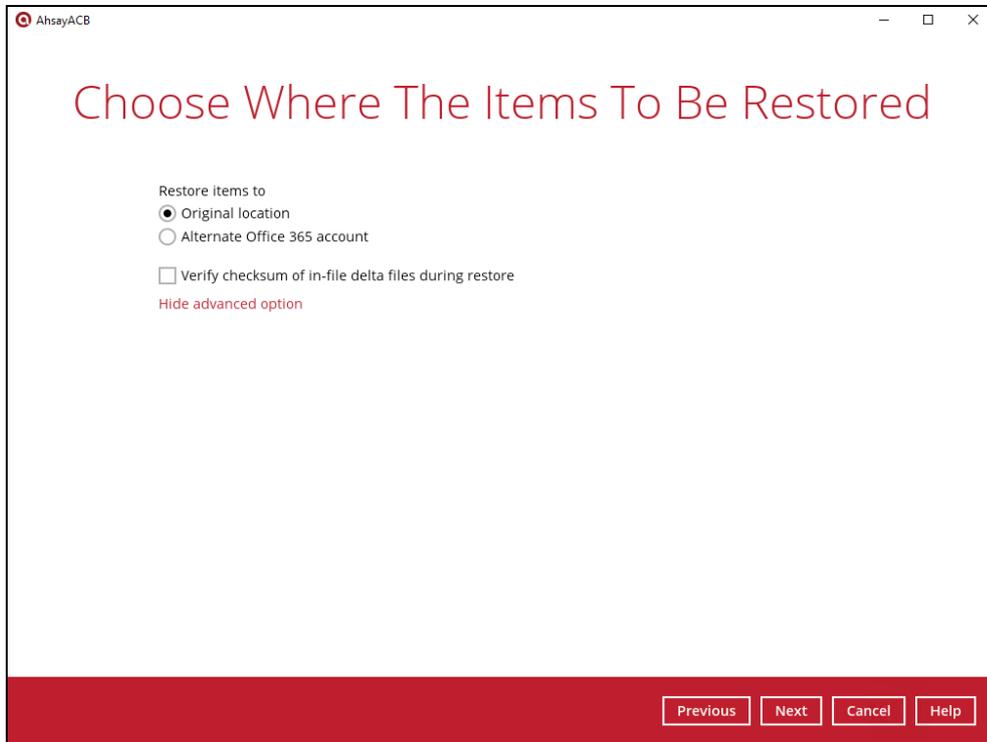
Also click the **Show advanced option** to configure other restore settings.



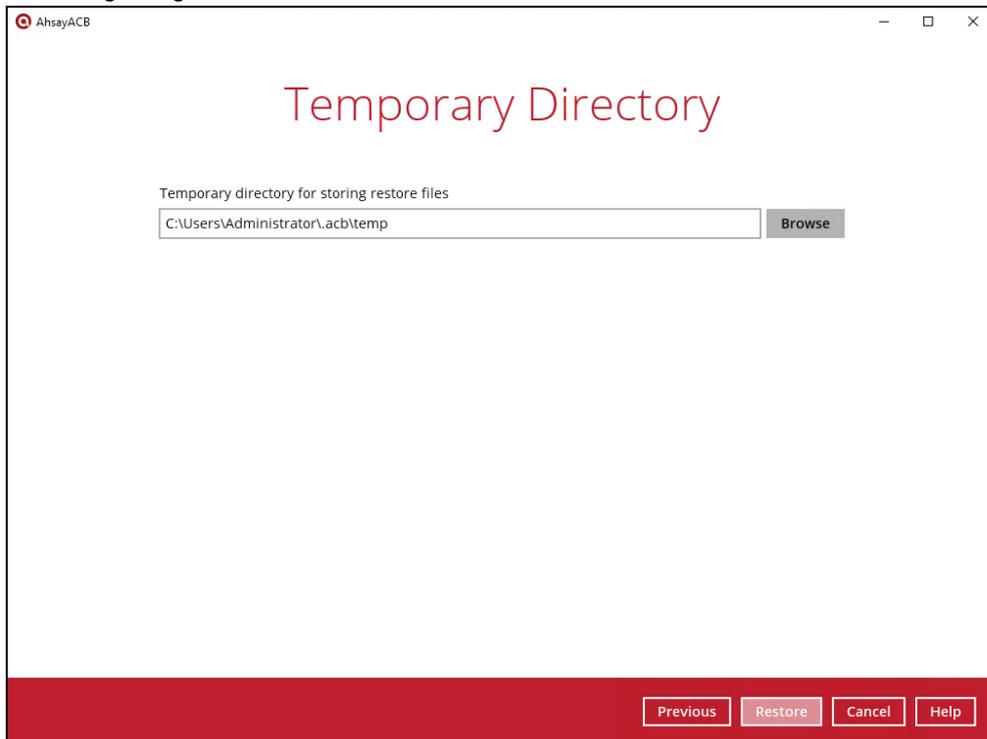
Verify checksum of in-file delta files during restore

By enabling this option, the checksum of in-file delta files will be verified during the restore process. This will check the data for errors during the restore process and create a data summary of the in-file delta files which will be included in the report.

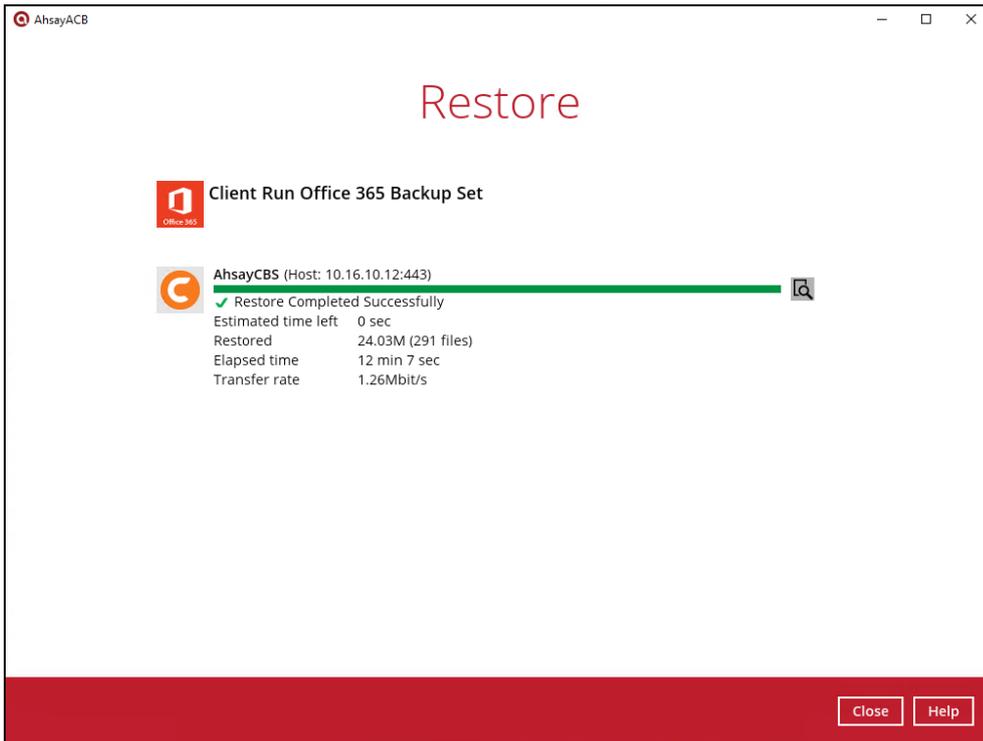
Click **Next** to proceed.



Select the temporary directory for storing temporary files, such as delta files when they are being merged, click **Restore** to start the restoration



Restore is completed. Click the  to show the log of the restoration.



Restore

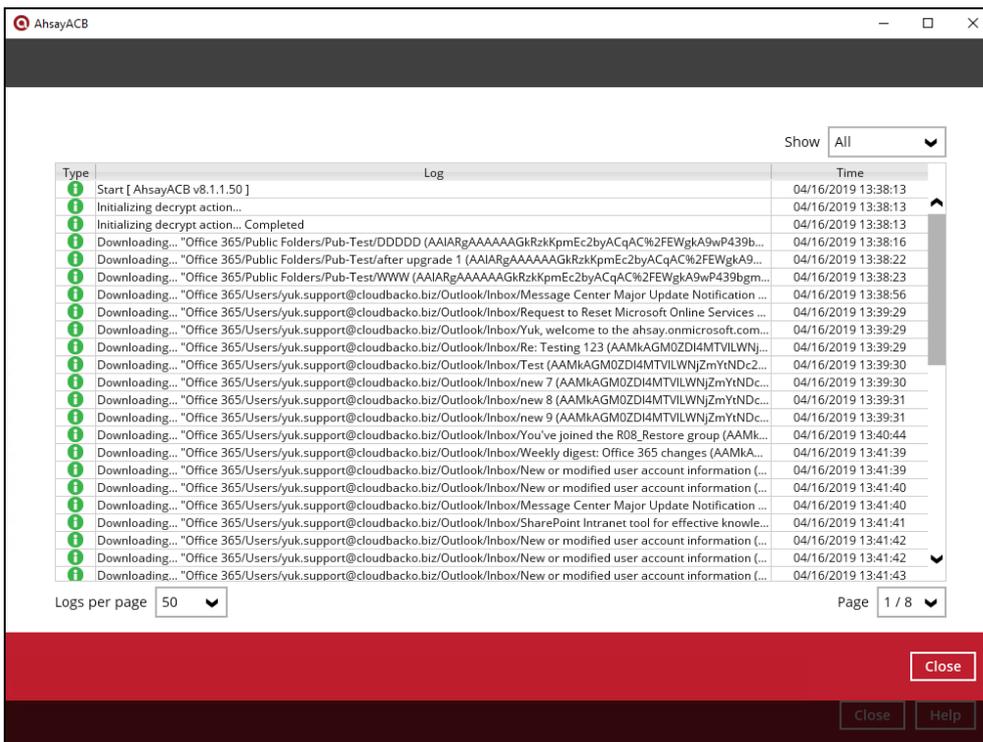
Client Run Office 365 Backup Set

AhsayCBS (Host: 10.16.10.12:443)

✓ Restore Completed Successfully

Estimated time left 0 sec
 Restored 24.03M (291 files)
 Elapsed time 12 min 7 sec
 Transfer rate 1.26Mbit/s

Close Help



AhsayACB

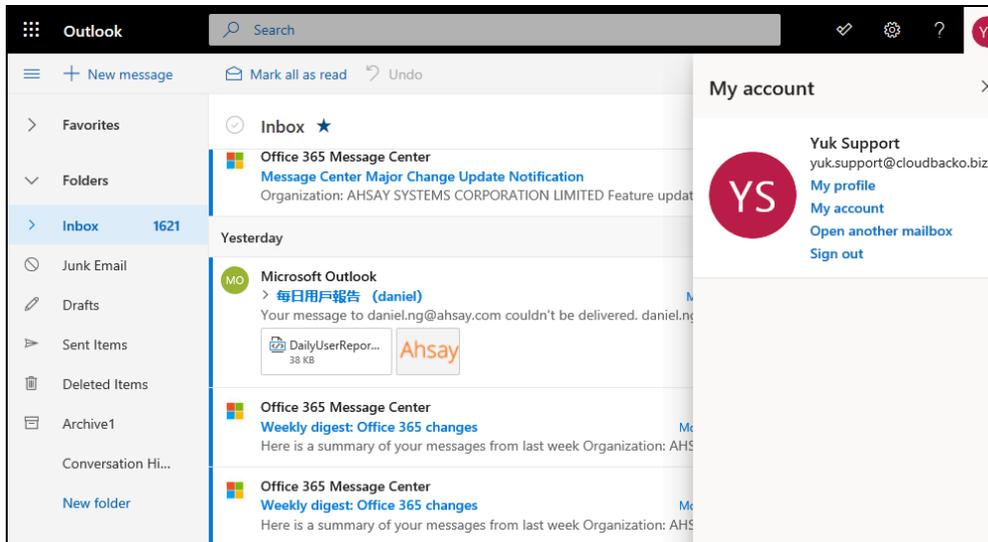
Show All

Type	Log	Time
Start	[AhsayACB v8.1.1.50]	04/16/2019 13:38:13
Initializing decrypt action...		04/16/2019 13:38:13
Initializing decrypt action... Completed		04/16/2019 13:38:13
Downloading...	"Office 365/Public Folders/Pub-Test/DDDDD (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 13:38:16
Downloading...	"Office 365/Public Folders/Pub-Test/after upgrade 1 (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9...	04/16/2019 13:38:22
Downloading...	"Office 365/Public Folders/Pub-Test/WWW (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 13:38:23
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/Message Center Major Update Notification ...	04/16/2019 13:38:56
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/Request to Reset Microsoft Online Services ...	04/16/2019 13:39:29
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/Yuk, welcome to the ahsay.onmicrosoft.com...	04/16/2019 13:39:29
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/Re: Testing 123 (AAMkAGM0ZDI4MTVLWNj...	04/16/2019 13:39:29
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/Test (AAMkAGM0ZDI4MTVLWNjZmYrNDc2...	04/16/2019 13:39:30
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/new 7 (AAMkAGM0ZDI4MTVLWNjZmYrNDc...	04/16/2019 13:39:30
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/new 8 (AAMkAGM0ZDI4MTVLWNjZmYrNDc...	04/16/2019 13:39:31
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/new 9 (AAMkAGM0ZDI4MTVLWNjZmYrNDc...	04/16/2019 13:39:31
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/You've joined the R08_Restore group (AAMk...	04/16/2019 13:40:44
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/Weekly digest: Office 365 changes (AAMk...	04/16/2019 13:41:39
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/New or modified user account information (...)	04/16/2019 13:41:39
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/New or modified user account information (...)	04/16/2019 13:41:40
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/Message Center Major Update Notification ...	04/16/2019 13:41:40
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/SharePoint Intranet tool for effective knowle...	04/16/2019 13:41:41
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/New or modified user account information (...)	04/16/2019 13:41:42
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/New or modified user account information (...)	04/16/2019 13:41:42
Downloading...	"Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox/New or modified user account information (...)	04/16/2019 13:41:43

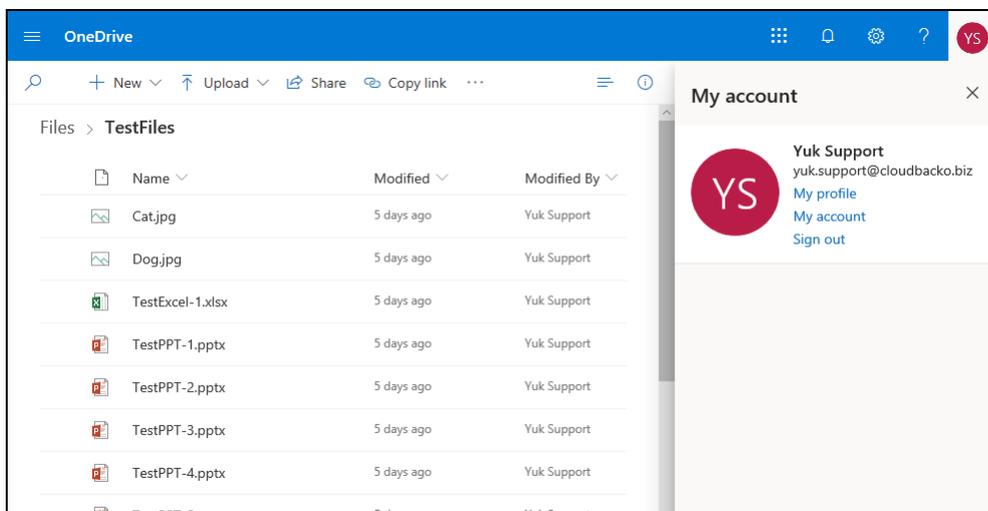
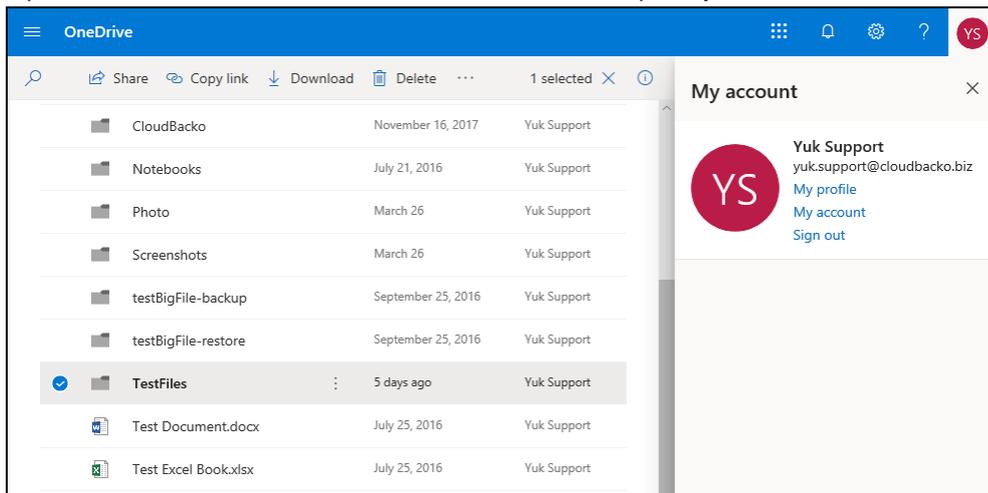
Logs per page 50 Page 1 / 8

Close Help

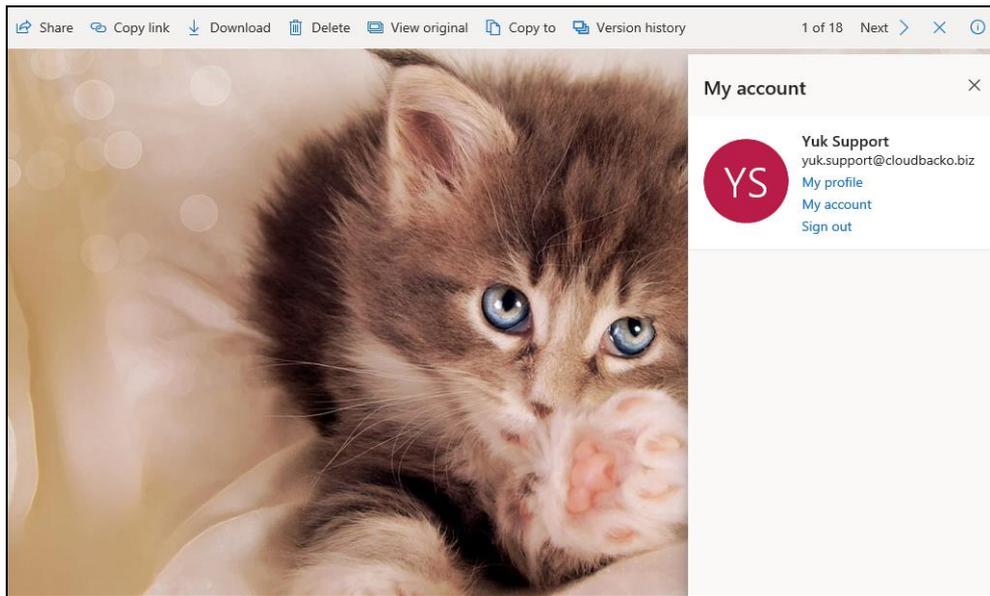
To check if the mails from Outlook, files from OneDrive, sites from Personal Sites, and files and folders from Public Folder are fully restored in the original location, login and check the files. As you can see on our example screen shot below, **Yuk Support** is logged in and the **Inbox** from Outlook, **TestFiles** folder from OneDrive, **testfolder** under Personal Sites, and **Pub-Test** folder under Public Folder are available.



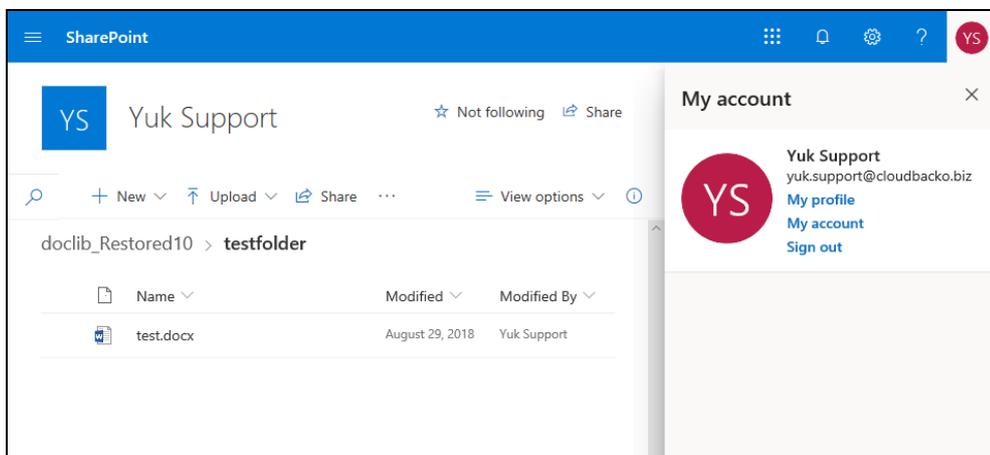
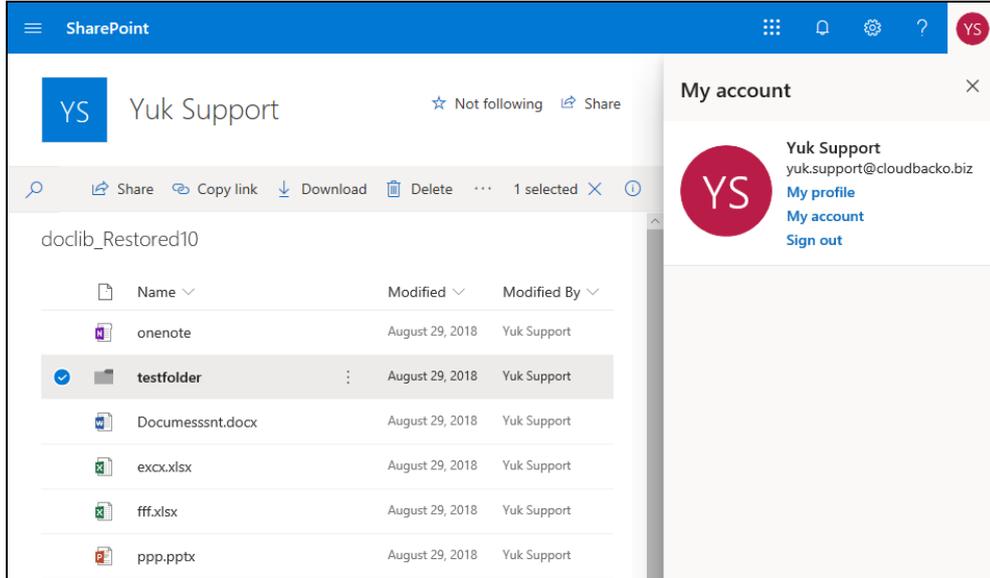
Open the TestFiles folder to check if the files are completely restored.



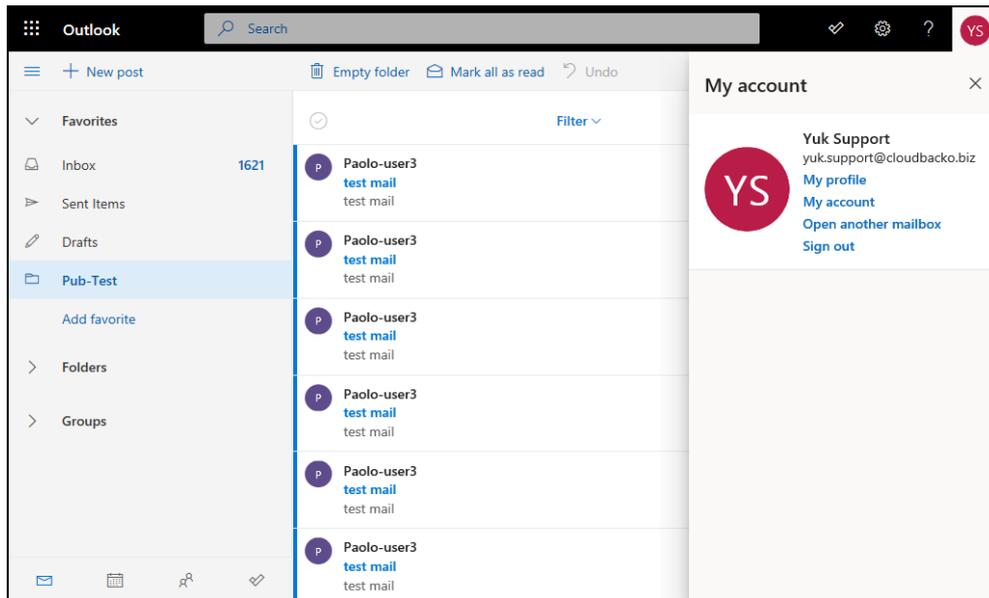
Here is a preview of one of the restored files from OneDrive.



Here is the testfolder from the Personal Site. Open the testfolder to see the content.

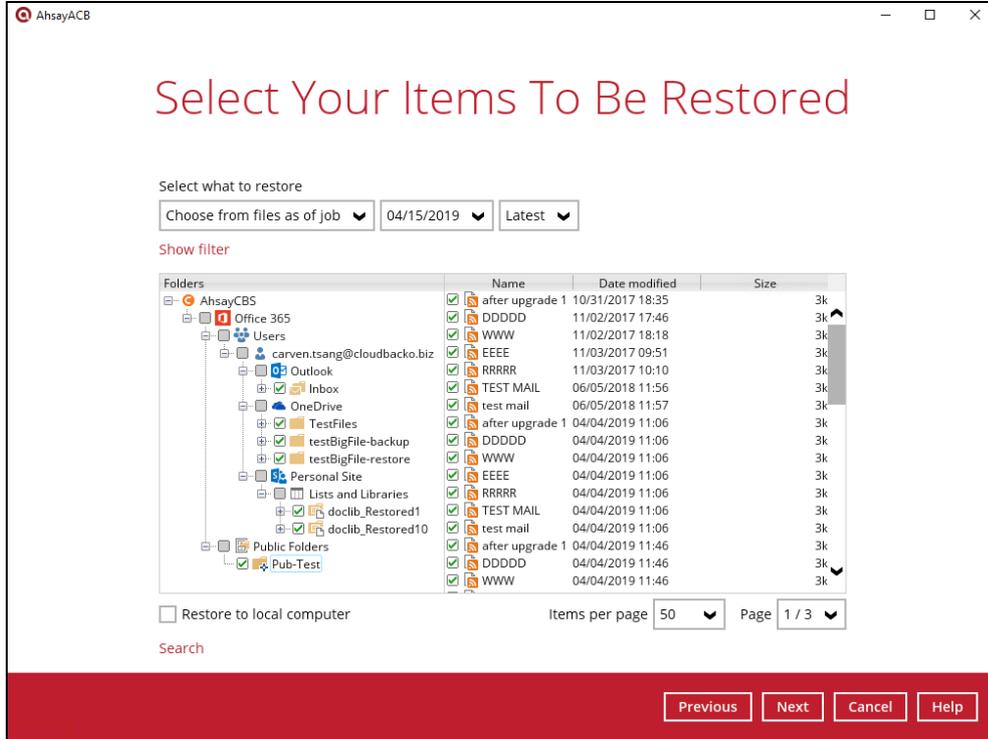


Here is the Pub-Test folder from the Public Folder.



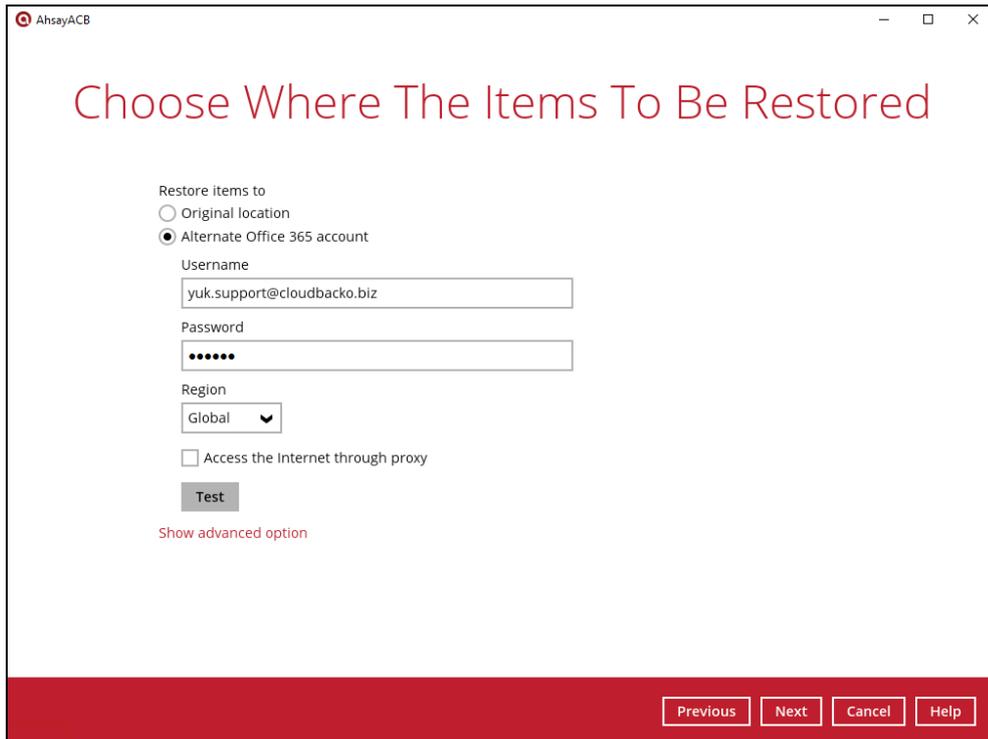
Alternate Office 365 Account

Select the item(s) you would like to restore. You can also choose to restore backed up file from a specific backup job of your choice using the **Select what to restore** drop-down menu at the top. Click **Next** to proceed when you are done with the selection.



Choose from the following three (3) options on where you want your items to be restored. Select the **Alternate Office 365 Account**.

Input the Username and Password and choose the region for the other Office 365 account and press **Test** to validate the account.



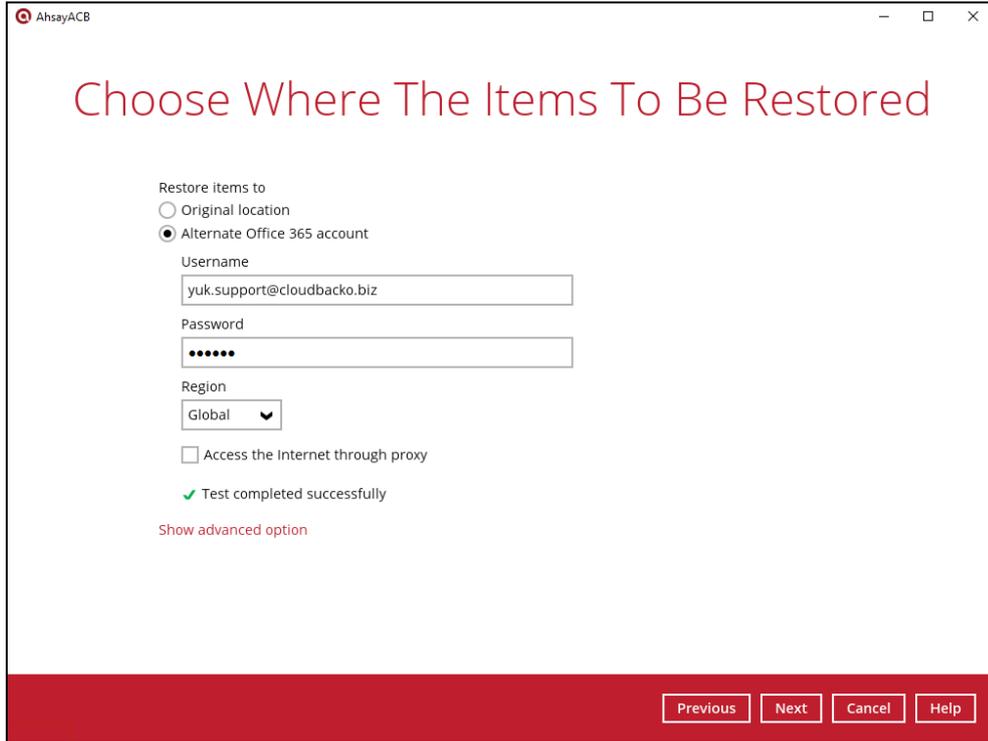
Choose from the following **Region**:



A dropdown menu titled "Region" with a downward arrow. The menu is open, showing four options: "Global" (highlighted in blue), "China", and "Germany".

Test completed successfully shows when the validation is successful, then click **Next** to continue.

Also, click the **Show advanced option** to configure other restore settings.

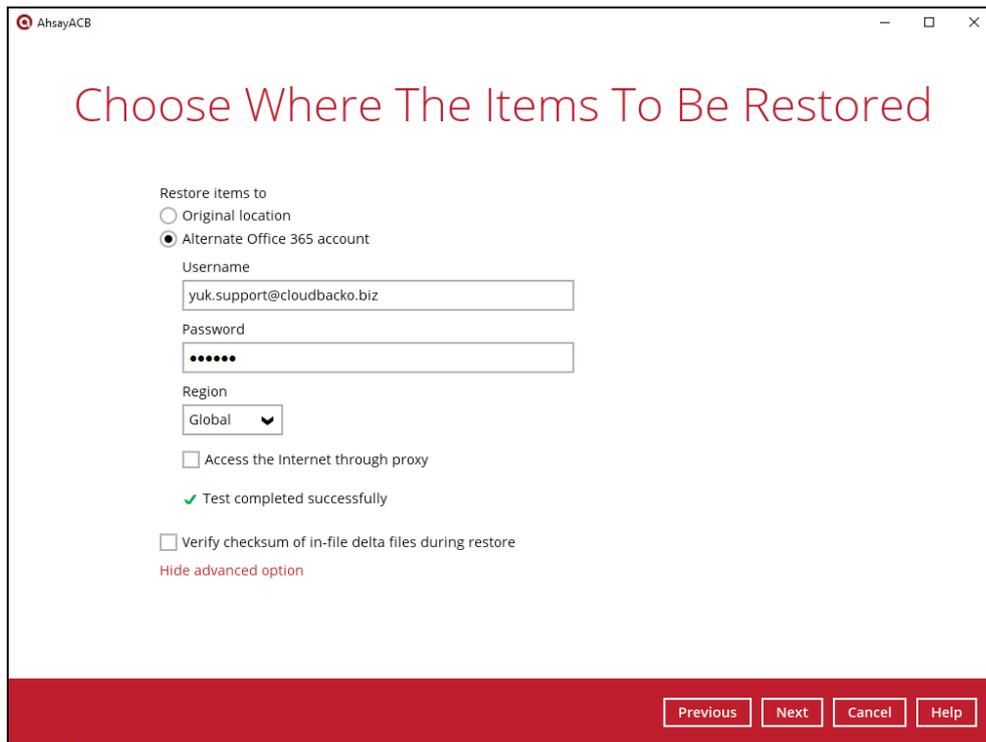


A screenshot of a dialog box titled "Choose Where The Items To Be Restored" from AhsayACB. The dialog contains the following elements:

- Header: "Choose Where The Items To Be Restored" in red text.
- Section: "Restore items to" with two radio buttons:
 - Original location
 - Alternate Office 365 account
- Field: "Username" with a text box containing "yuk.support@cloudbacko.biz".
- Field: "Password" with a text box containing six dots.
- Field: "Region" with a dropdown menu showing "Global".
- Checkbox: Access the Internet through proxy.
- Status: A green checkmark followed by the text "Test completed successfully".
- Link: "Show advanced option" in red text.
- Footer: A red bar containing four buttons: "Previous", "Next", "Cancel", and "Help".

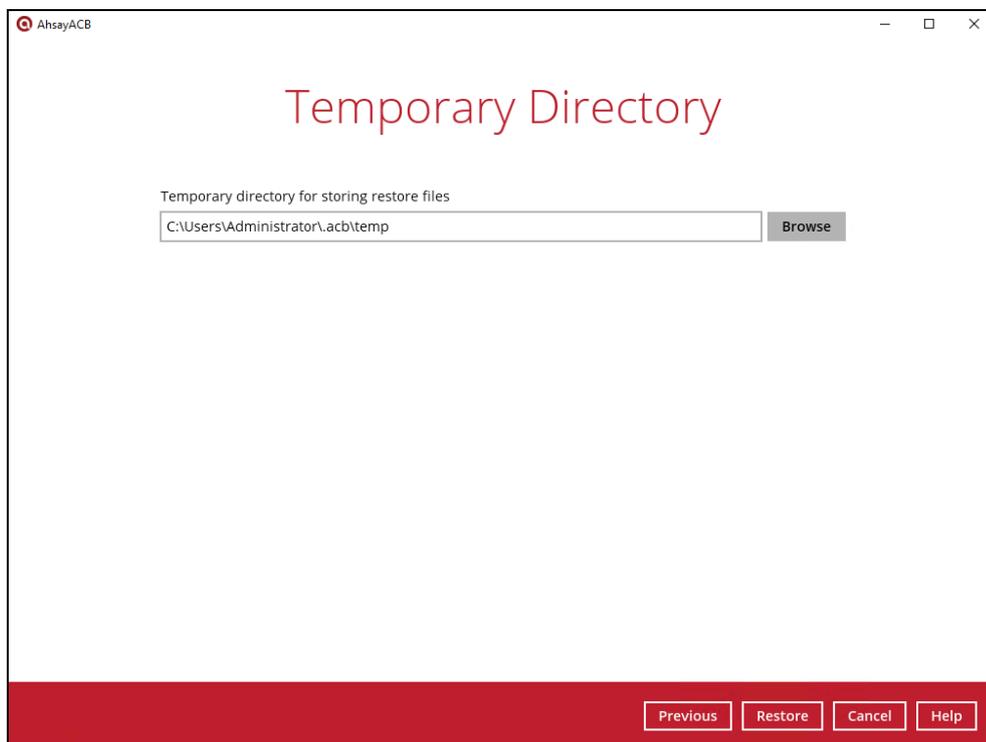
Verify checksum of in-file delta files during restore

By enabling this option, the checksum of in-file delta files will be verified during the restore process. This will check the data for errors during the restore process and create a data summary of the in-file delta files which will be included in the report.



Click **Next** to proceed.

Select the temporary directory for storing temporary files, such as delta files when they are being merged, click **Restore** to start the restoration



Restore is completed. Click the  to show the log of the restoration.

AhsayACB
— □ ×

Restore


Client Run Office 365 Backup Set



AhsayCBS (Host: 10.16.10.12:443)

✓ Restore Completed Successfully 

Estimated time left 0 sec

Restored 758.43M (849 files)

Elapsed time 41 min 1 sec

Transfer rate 4.00Mbit/s

Close
Help

AhsayACB
— □ ×

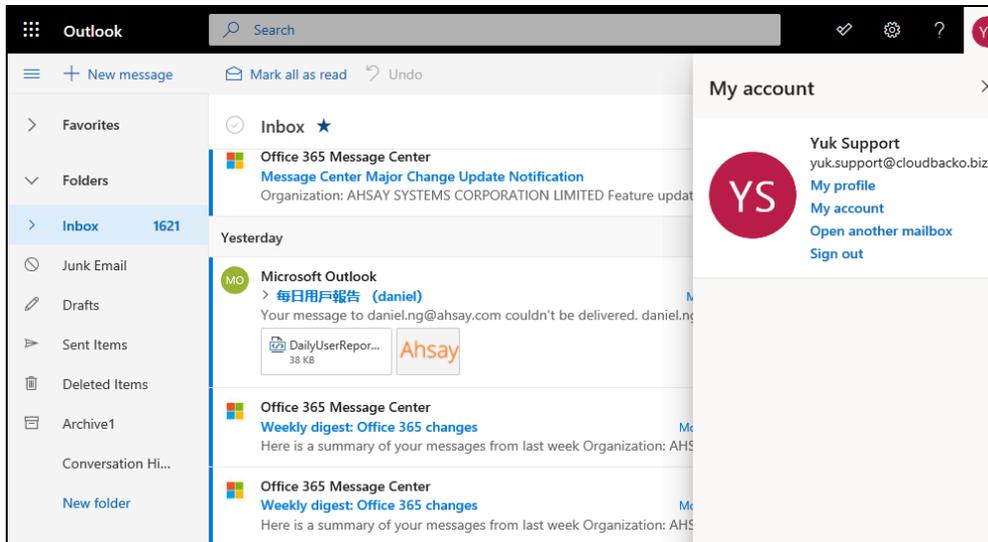
Show All ▼

Type	Log	Time
🟢	Start [AhsayACB v8.1.1.50]	04/16/2019 11:24:15
🟢	Initializing decrypt action...	04/16/2019 11:24:18
🟢	Initializing decrypt action... Completed	04/16/2019 11:24:18
🟢	Downloading... "Office 365/Public Folders/Pub-Test/after upgrade 1 (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 11:24:28
🟢	Downloading... "Office 365/Public Folders/Pub-Test/DDDDD (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 11:24:33
🟢	Downloading... "Office 365/Public Folders/Pub-Test/WWW (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 11:24:34
🟢	Downloading... "Office 365/Public Folders/Pub-Test/EEEE (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 11:24:36
🟢	Downloading... "Office 365/Public Folders/Pub-Test/RRRRR (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 11:24:37
🟢	Downloading... "Office 365/Public Folders/Pub-Test/TEST MAIL (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP43...	04/16/2019 11:24:38
🟢	Downloading... "Office 365/Public Folders/Pub-Test/test mail (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 11:24:40
🟢	Downloading... "Office 365/Public Folders/Pub-Test/after upgrade 1 (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9...	04/16/2019 11:24:41
🟢	Downloading... "Office 365/Public Folders/Pub-Test/DDDDD (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 11:24:43
🟢	Downloading... "Office 365/Public Folders/Pub-Test/WWW (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 11:24:45
🟢	Downloading... "Office 365/Public Folders/Pub-Test/EEEE (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 11:24:46
🟢	Downloading... "Office 365/Public Folders/Pub-Test/RRRRR (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 11:24:47
🟢	Downloading... "Office 365/Public Folders/Pub-Test/TEST MAIL (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP43...	04/16/2019 11:24:50
🟢	Downloading... "Office 365/Public Folders/Pub-Test/test mail (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 11:24:51
🟢	Downloading... "Office 365/Public Folders/Pub-Test/after upgrade 1 (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9...	04/16/2019 11:24:53
🟢	Downloading... "Office 365/Public Folders/Pub-Test/DDDDD (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 11:24:54
🟢	Downloading... "Office 365/Public Folders/Pub-Test/WWW (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 11:24:55
🟢	Downloading... "Office 365/Public Folders/Pub-Test/EEEE (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 11:24:57
🟢	Downloading... "Office 365/Public Folders/Pub-Test/RRRRR (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP439b...	04/16/2019 11:25:00
🟢	Downloading... "Office 365/Public Folders/Pub-Test/TEST MAIL (AAIARgAAAAAGkRzkKpmEc2byACqAC%2FEWgkA9wP43...	04/16/2019 11:25:01

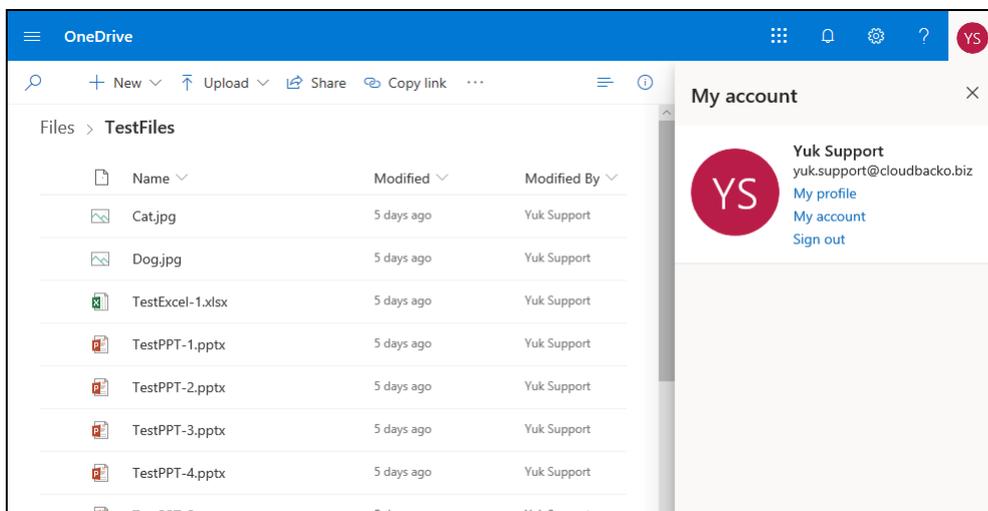
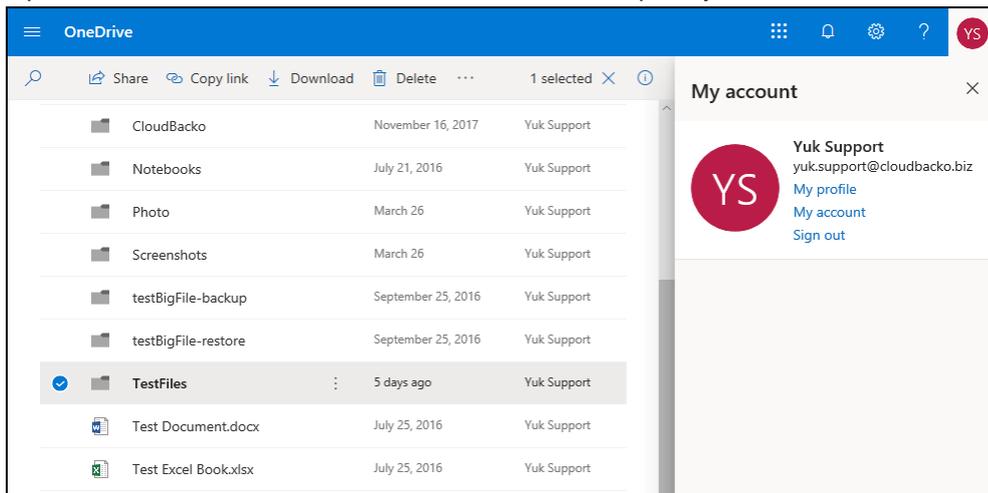
Logs per page 50 ▼
Page 1 / 21 ▼

Close

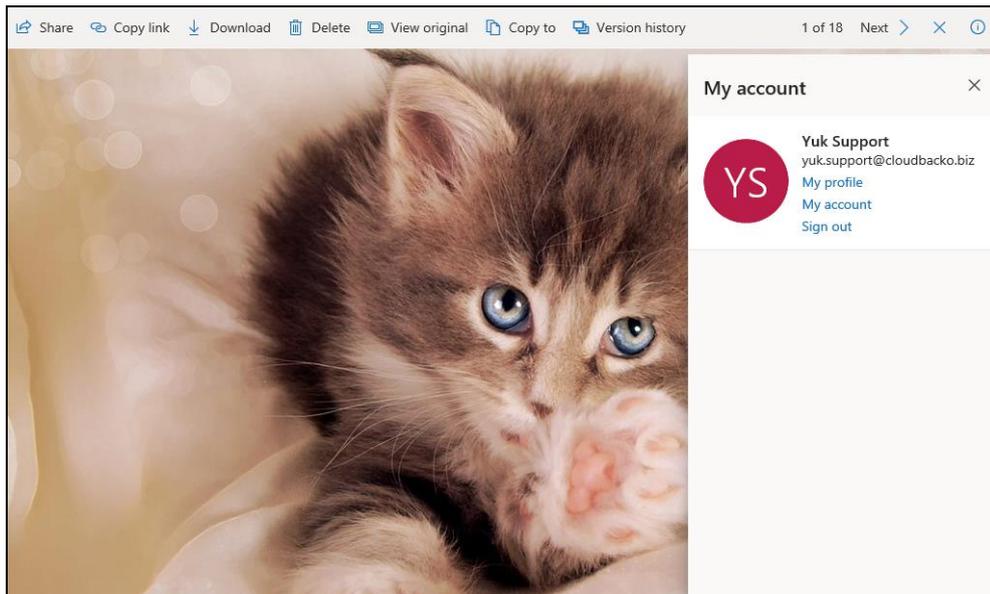
To check if the mails from Outlook, files from OneDrive, sites from Personal Sites, and files and folders from Public Folder are fully restored in the alternate office 365 account, login and check the files. As you can see on our example screen shot below, **Yuk Support** is logged in and the **Inbox** from Outlook, **TestFiles** folder from OneDrive, **testfolder** under Personal Sites, and **Pub-Test** folder under Public Folder are available.



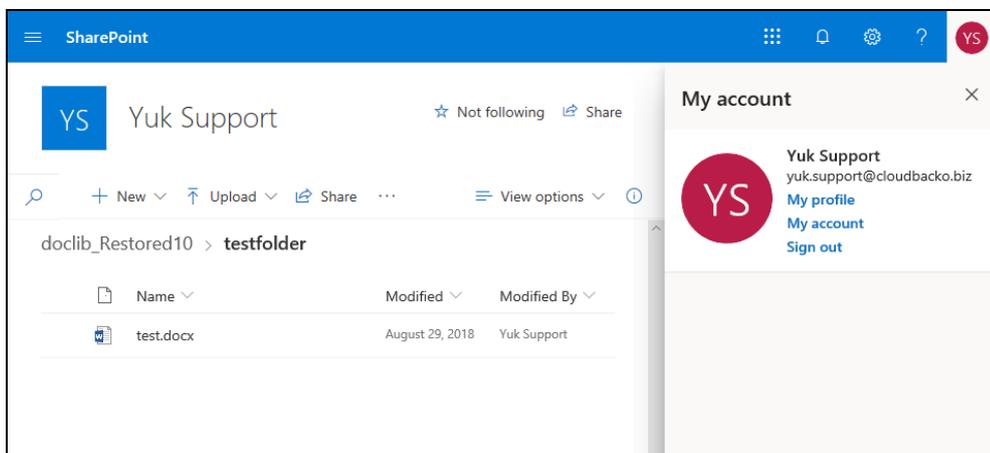
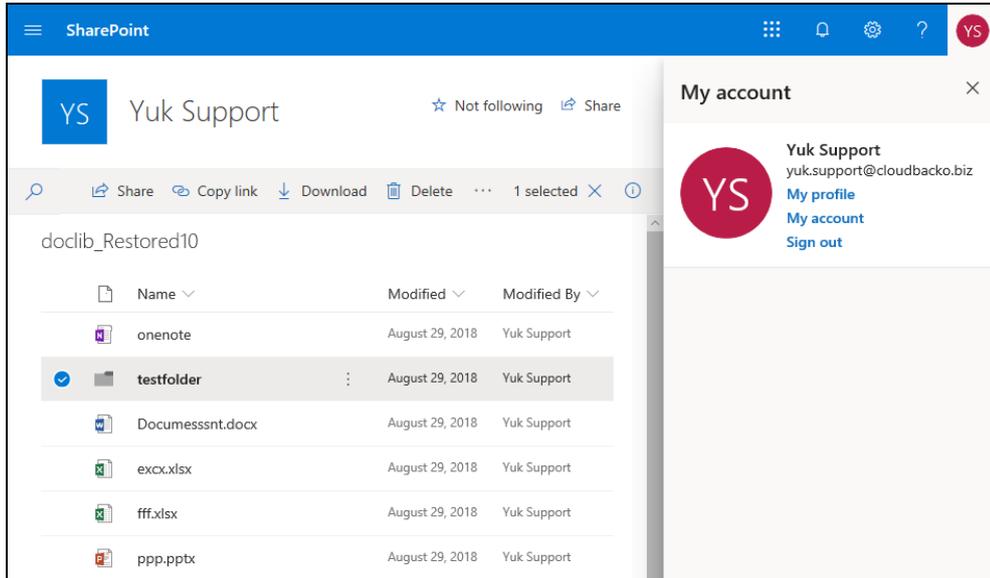
Open the TestFiles folder to check if the files are completely restored.



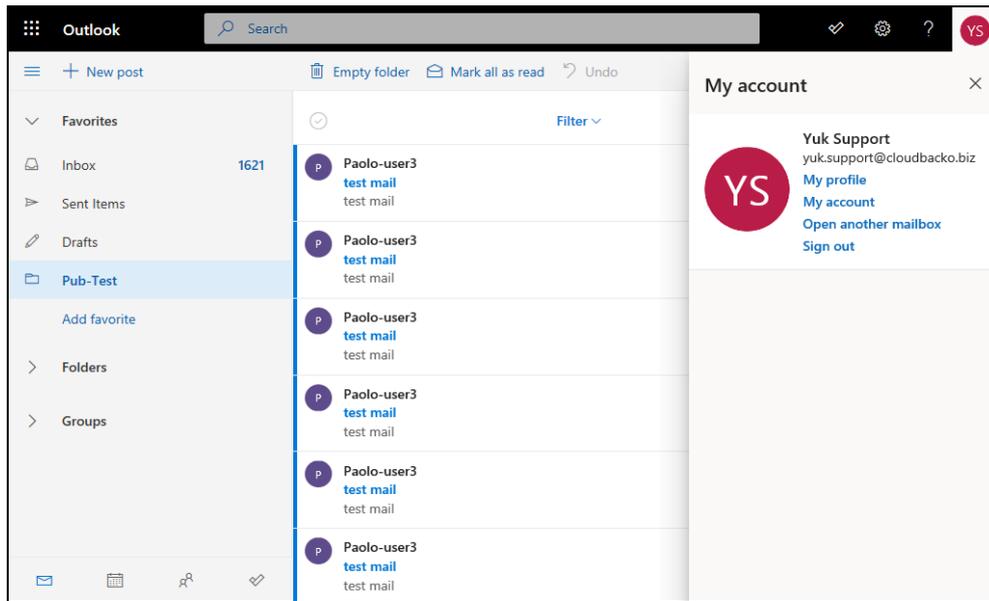
Here is a preview of one of the restored files from OneDrive.



Here is the testfolder from the Personal Site. Open the testfolder to see the content.

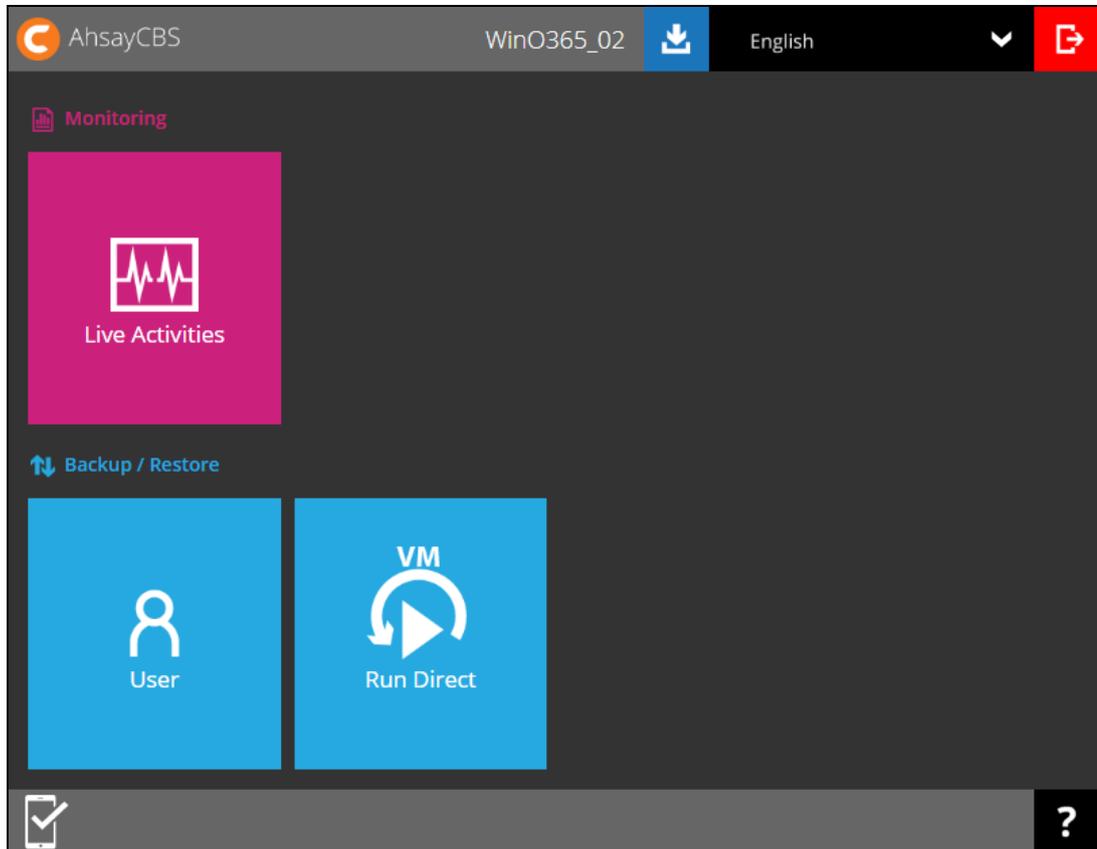


Here is the Pub-Test folder from the Public Folder.

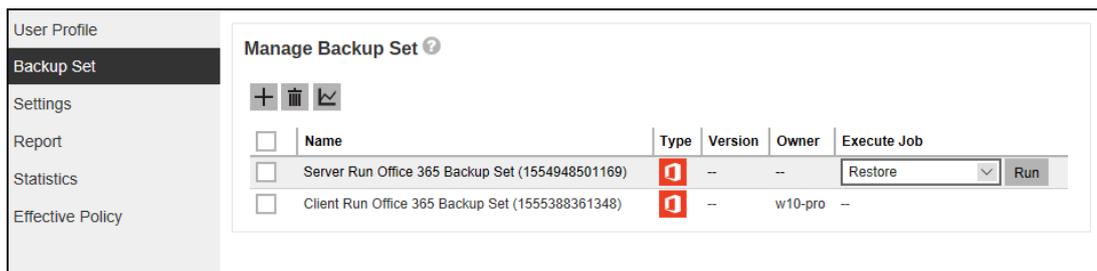


Restore Backup with User Web Console

1. Log in to the User Web Console according to the instructions in [Login to User Web Console](#).
2. Click on the **User** icon.



3. You should see the backup set you would like to restore under **Backup Set > Manage Backup Set**. Click on the drop-down menu on the backup set you would like to restore, then select **Restore** and click **Run**.



- Select the items that you would like to restore. You can also choose to restore backed up mail items from a specific backup job of your choice using the **Select What to Restore** drop-down menu.

Select Your Items To Be Restored

Select What To Restore
 Choose from files as of job | 2019-04-16 | Latest

Show filter

- Office 365
 - Public Folders
 - Pub-Test
 - Users
 - carven.tsang@cloudbacko.biz
 - OneDrive
 - TestFiles
 - testBigFile-backup
 - testBigFile-restore
 - Outlook
 - Inbox
 - Personal Site
 - Lists and Libraries
 - doclib_Restored1
 - doclib_Restored10
 - testfolder

File	Size	Last Modified
<input checked="" type="checkbox"/> Cat.jpg	490k	2019-04-11 11:18:00
<input checked="" type="checkbox"/> Dog.jpg	3M	2019-04-11 11:18:00
<input checked="" type="checkbox"/> TestExcel-1.xlsx	7M	2019-04-11 11:18:00
<input checked="" type="checkbox"/> TestPPT-1.pptx	31k	2019-04-11 11:18:00
<input checked="" type="checkbox"/> TestPPT-2.pptx	31k	2019-04-11 11:18:00
<input checked="" type="checkbox"/> TestPPT-3.pptx	31k	2019-04-11 11:18:00
<input checked="" type="checkbox"/> TestPPT-4.pptx	31k	2019-04-11 11:18:00
<input checked="" type="checkbox"/> TestPPT-5.pptx	31k	2019-04-11 11:18:00
<input checked="" type="checkbox"/> TestTXTFile-1.txt	56k	2019-04-11 11:18:00
<input checked="" type="checkbox"/> TestTXTFile-2.txt	56k	2019-04-11 11:18:00
<input checked="" type="checkbox"/> TestTXTFile-3.txt	56k	2019-04-11 11:18:00
<input checked="" type="checkbox"/> TestTXTFile-4.txt	56k	2019-04-11 11:18:00
<input checked="" type="checkbox"/> TestTXTFile-5.txt	56k	2019-04-11 11:18:00
<input checked="" type="checkbox"/> TestWord-1.docx	12k	2019-04-11 11:18:00
<input checked="" type="checkbox"/> TestWord-2.docx	12k	2019-04-11 11:18:00
<input checked="" type="checkbox"/> TestWord-3.docx	12k	2019-04-11 11:18:00
<input checked="" type="checkbox"/> TestWord-4.docx	12k	2019-04-11 11:18:00

- Select the destination you would like the items to be restored.

Original Location

Choose from the following two (2) options on where you want your items to be restored. Select the Original location.

Also click the Show advanced option to configure other restore settings.

Choose Where The Items To Be Restored

Restore Items To

Original location

Alternate Office 365 account

[Show advanced option](#)

Verify checksum of in-file delta files during restore

By enabling this option, the checksum of in-file delta files will be verified during the restore process. This will check the data for errors during the restore process and create a data summary of the in-file delta files which will be included in the report.

Choose Where The Items To Be Restored

Restore Items To

Original location

Alternate Office 365 account

Verify checksum of in-file delta files during restore

[Hide advanced option](#)

Click  to start the restoration.

User Profile

Backup Set

Settings

Report

Statistics

Effective Policy

Manage Backup Set ?

+
-
↺

<input type="checkbox"/>	Name	Type	Version	Owner	Execute Job
<input type="checkbox"/>	Server Run Office 365 Backup Set (1554948501169)	1	--	--	Restore is Running Stop
<input type="checkbox"/>	Client Run Office 365 Backup Set (1555388361348)	1	--	w10-pro	--


AhsayCBS

Backup Status

Restore Status

All restore jobs that are currently running or finished within 1 hour.

Restore Status

Login Name (Alias)	Owner	Backup Set	Destination	Progress	Estimated Time Left	Current File	Transfer Rate
WinO365_02 ()	--	Server Run Office 365 Backup Set	AhsayCBS	<div style="width: 100%; height: 10px; background-color: #ccc; position: relative;"> <div style="width: 0%; height: 100%; background-color: #007bff; position: absolute;"></div> </div> 0 % 0 sec			0bit/s

Full Restore Report

Restore Job Summary

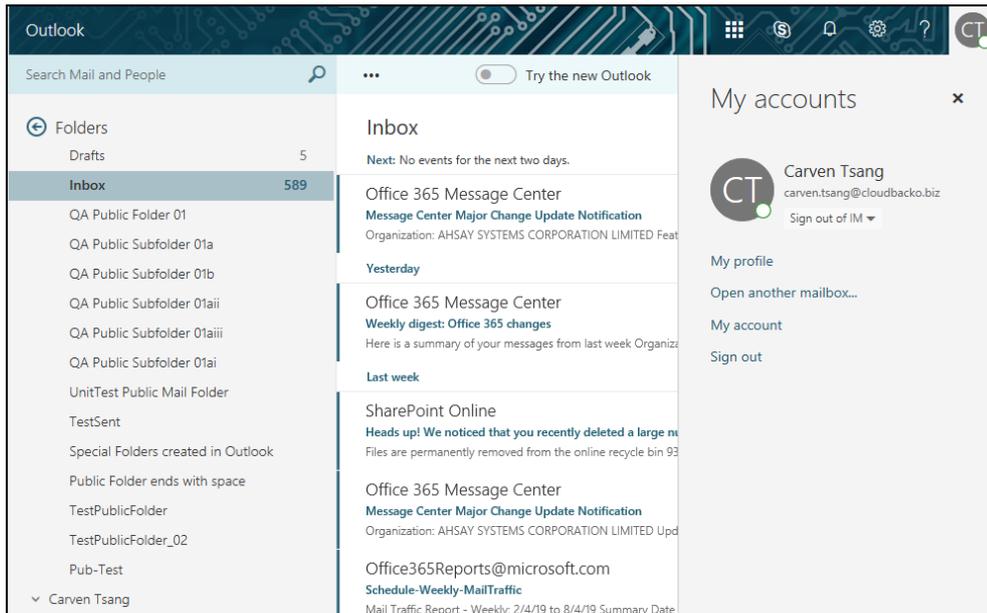
User	Backup Set	Restore Job	Restore Destination	Job Status	IP Address	Restored Files *
Win0365_02	Server Run Office 365 Backup Set (1554948501169)	2019-04-16-15-41-08	AhsayCBS	OK		60 (708.3M)

* No. of files (size)

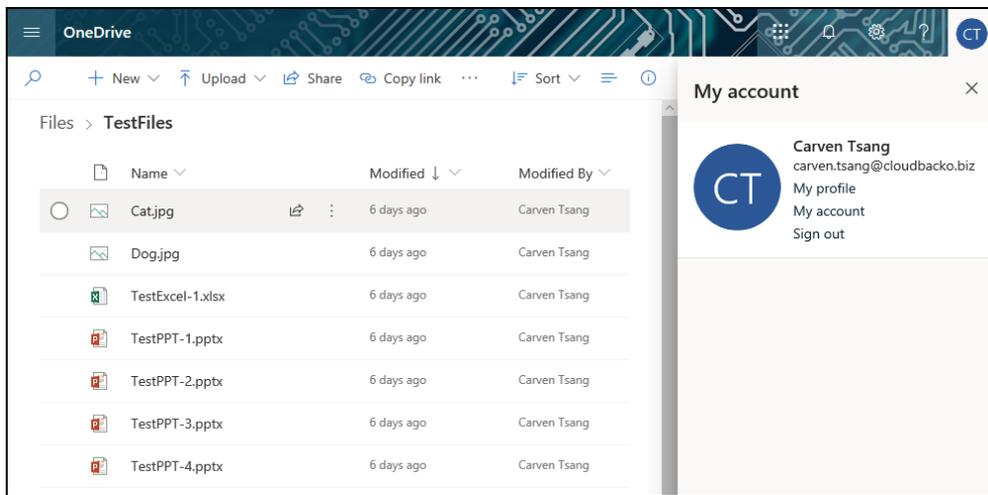
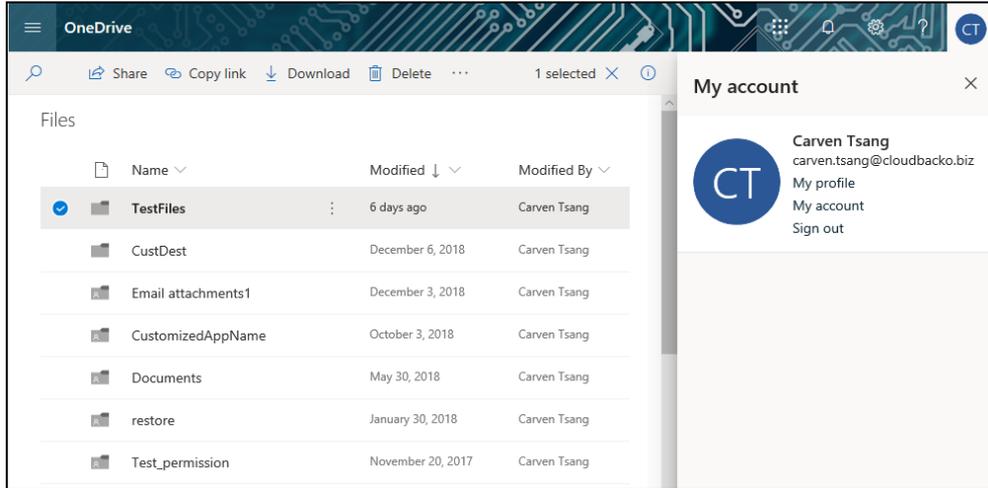
Restore Logs

No.	Type	Timestamp	Log
1	start	04/16/2019 15:41:13	Start I Ahsay Cloud Backup Suite v8.1.1.50 I
2	info	04/16/2019 15:41:13	Initializing decrypt action...
3	info	04/16/2019 15:41:13	Initializing decrypt action... Completed
4	info	04/16/2019 15:43:24	Document folder "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles" already exist
5	info	04/16/2019 15:43:28	Document folder "/personal/carven_tsang_cloudbacko_biz/Documents/testBigfile-backup" already exist
6	info	04/16/2019 15:43:32	Document folder "/personal/carven_tsang_cloudbacko_biz/Documents/testBigfile-restore" already exist
7	info	04/16/2019 15:43:33	Document "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/Cat.jpg" already exist
8	info	04/16/2019 15:43:35	Updating File "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/Cat.jpg"...
9	info	04/16/2019 15:43:37	File "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/Cat.jpg" is updated
10	info	04/16/2019 15:43:38	Document "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/Dog.jpg" already exist
11	info	04/16/2019 15:43:38	Updating File "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/Dog.jpg"...
12	info	04/16/2019 15:43:46	File "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/Dog.jpg" is updated
13	info	04/16/2019 15:43:49	Document "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestExcel-1.xlsx" already exist
14	info	04/16/2019 15:43:50	Updating File "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestExcel-1.xlsx"...
15	info	04/16/2019 15:44:14	File "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestExcel-1.xlsx" is updated
16	info	04/16/2019 15:44:15	Document "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestPPT-1.pptx" already exist
17	info	04/16/2019 15:44:16	Updating File "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestPPT-1.pptx"...
18	info	04/16/2019 15:44:17	File "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestPPT-1.pptx" is updated
19	info	04/16/2019 15:44:21	Document "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestPPT-2.pptx" already exist
20	info	04/16/2019 15:44:22	Updating File "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestPPT-2.pptx"...
21	info	04/16/2019 15:44:33	File "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestPPT-2.pptx" is updated
22	info	04/16/2019 15:44:40	Document "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestPPT-3.pptx" already exist
23	info	04/16/2019 15:44:40	Updating File "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestPPT-3.pptx"...
24	info	04/16/2019 15:44:41	File "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestPPT-3.pptx" is updated
25	info	04/16/2019 15:44:42	Document "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestPPT-4.pptx" already exist
26	info	04/16/2019 15:44:42	Updating File "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestPPT-4.pptx"...
27	info	04/16/2019 15:44:43	File "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestPPT-4.pptx" is updated
28	info	04/16/2019 15:44:44	Document "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestPPT-5.pptx" already exist
29	info	04/16/2019 15:44:44	Updating File "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestPPT-5.pptx"...
30	info	04/16/2019 15:44:44	File "/personal/carven_tsang_cloudbacko_biz/Documents/TestFiles/TestPPT-5.pptx" is updated

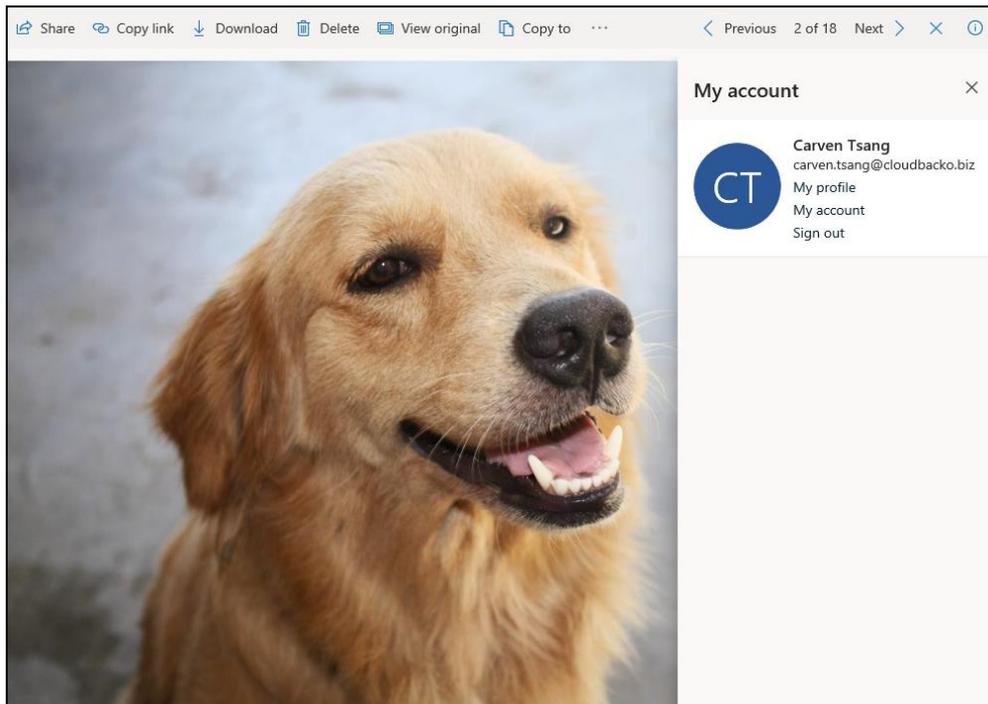
To check if the mails from Outlook, files from OneDrive, sites from Personal Sites, and files and folders from Public Folder are fully restored in the original location, login and check the files. As you can see on our example screen shot below, **Carven** is logged in and the **Inbox** from Outlook, **TestFiles** folder from OneDrive, **testfolder** under Personal Sites, and **Pub-Test** folder under Public Folder are available.



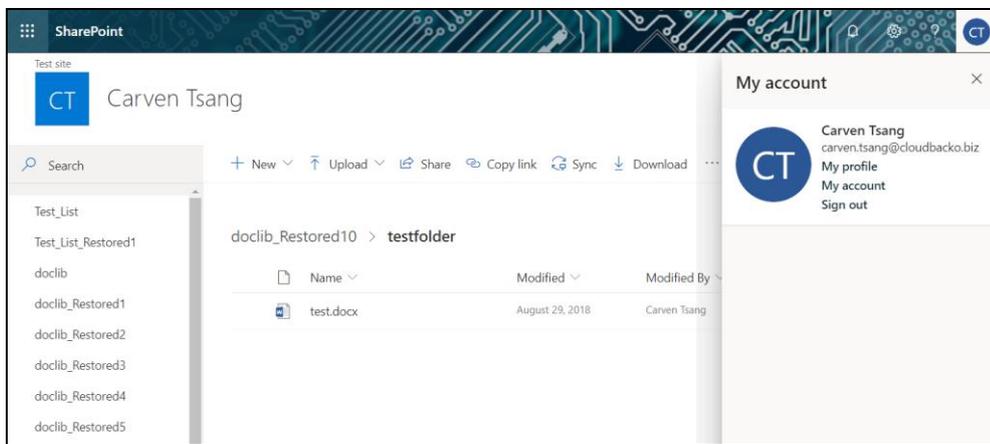
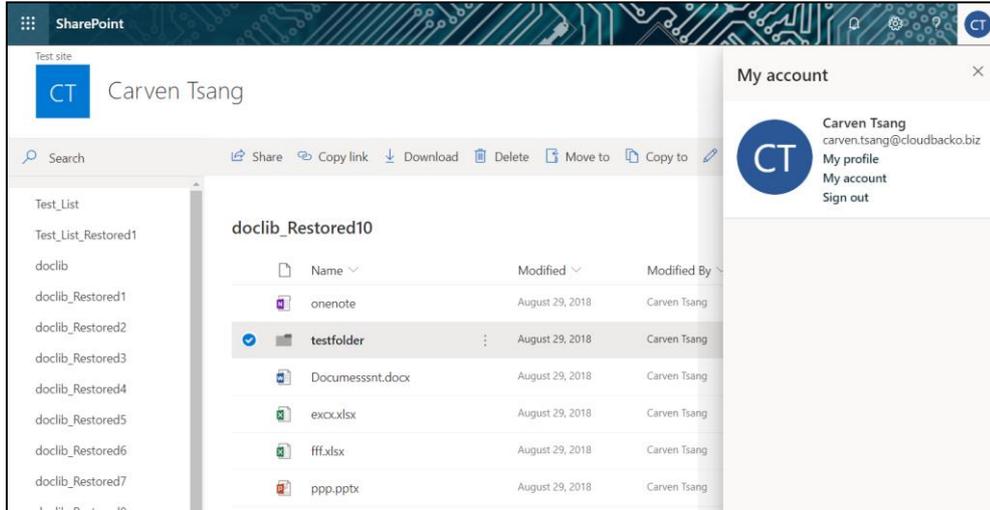
Open the TestFiles folder to check if the files are completely restored.



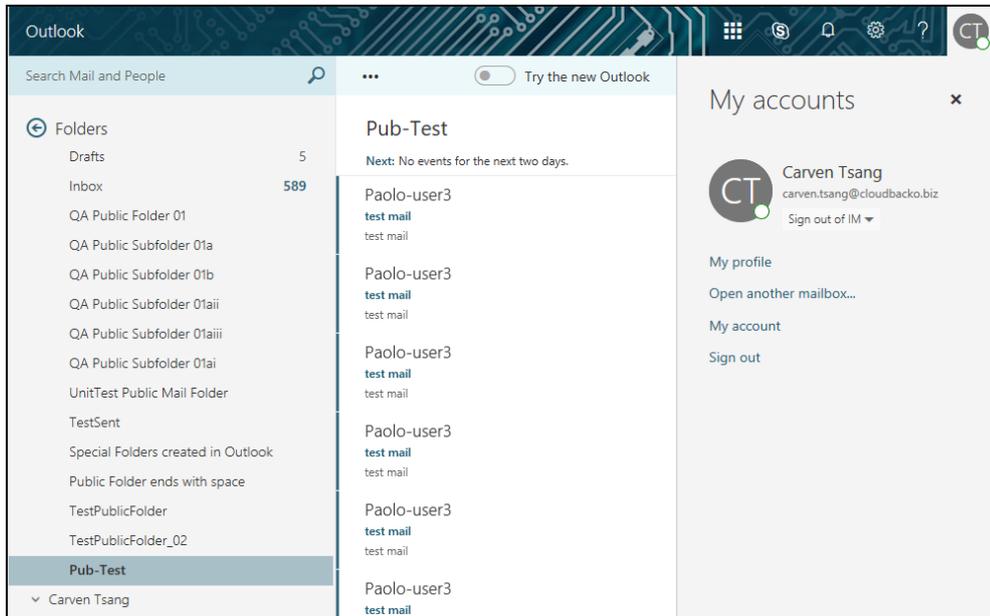
Here is a preview of one of the restored files from OneDrive.



Here is the testfolder from the Personal Site. Open the testfolder to see the content.



Here is the Pub-Test folder from the Public Folder.



Alternate Office 365 Account

Choose from the following two (2) options on where you want your items to be restored. Select the **Alternate Office 365 Account**.

Input the Username and Password and choose the region for the other Office 365 account.

Choose Where The Items To Be Restored

Restore Items To

Original location

Alternate Office 365 account

Username

Password

Region

Global ▾

Access the Internet through Proxy

[Show advanced option](#)

Choose from the following **Region**:

Region

Global ▾

Global

China

Germany

Choose Where The Items To Be Restored

Restore Items To

Original location

Alternate Office 365 account

Username

Password

Region

Global ▾

Access the Internet through Proxy

Verify checksum of in-file delta files during restore

[Hide advanced option](#)

Verify checksum of in-file delta files during restore

By enabling this option, the checksum of in-file delta files will be verified during the restore process. This will check the data for errors during the restore process and create a data summary of the in-file delta files which will be included in the report.

Press Test to validate the account. An alert message with OK message will show when the validation is successful, then click **OK** to continue.

Choose Where The Items To Be Restored

Restore Items To

Original location

Alternate Office 365 account

Username

Password

Region

Access the Internet through Pro

Verify checksum of in-file delta files

[Hide advanced option](#)

This site says...

OK

Click  to start the restoration.

User Profile

Backup Set

Settings

Report

Statistics

Effective Policy

Manage Backup Set

+ - ↻

<input type="checkbox"/>	Name	Type	Version	Owner	Execute Job
<input type="checkbox"/>	Server Run Office 365 Backup Set (1554948501169)	!	--	--	Restore is Running <input type="button" value="Stop"/>
<input type="checkbox"/>	Client Run Office 365 Backup Set (1555388361348)	!	--	w10-pro	--


AhsayCBS

Backup Status

Restore Status

All restore jobs that are currently running or finished within 1 hour.

Restore Status

Login Name (Alias)	Owner	Backup Set	Destination	Progress	Estimated Time Left	Current File	Transfer Rate
WinO365_02 ()	--	! Server Run Office 365 Backup Set	! AhsayCBS	0 %	0 sec		0bit/s

Full Restore Report

Restore Job Summary

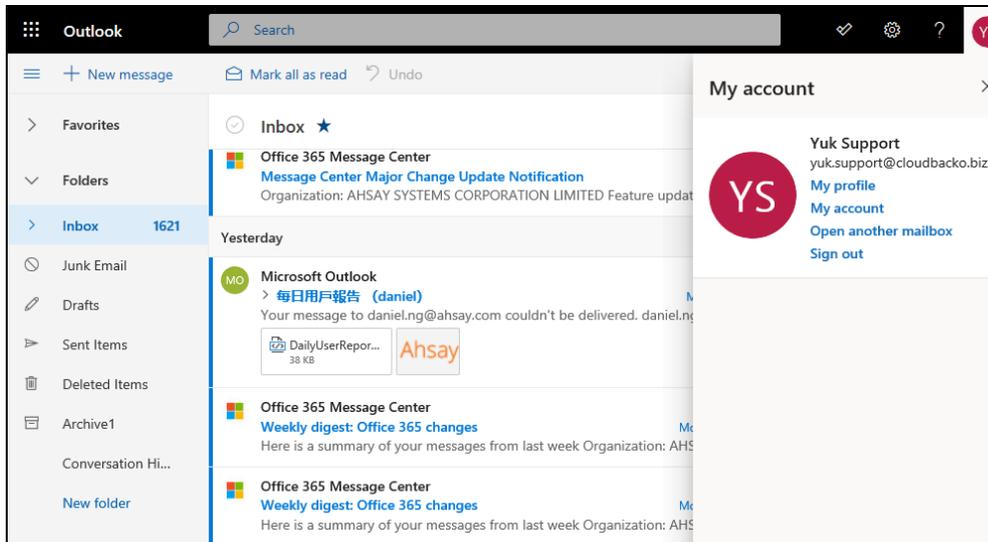
User	Backup Set	Restore Job	Restore Destination	Job Status	IP Address	Restored Files *
Win0365_02	Server Run Office 365 Backup Set (1554948501 169)	2019-04-16-16-19-17	AhsayCBS	OK		661 (757.5M)

* No. of Files (size)

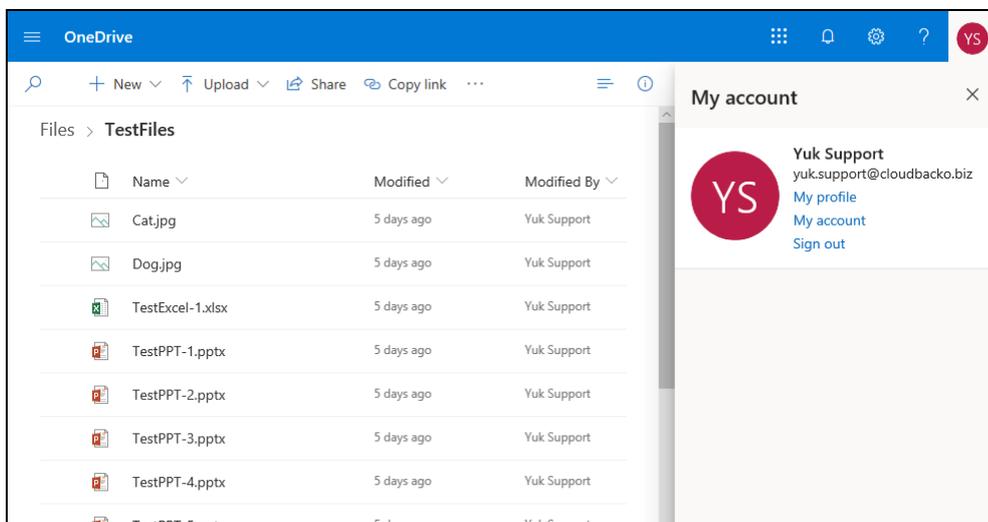
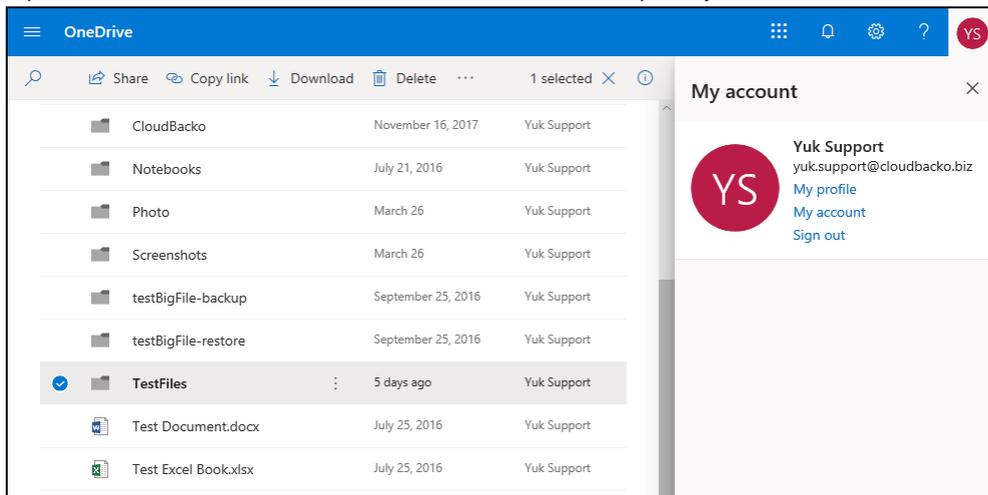
Restore Logs

No.	Type	Timestamp	Log
1	start	04/16/2019 16:19:21	Start [Ahsay Cloud Backup Suite v8.1.1.50]
2	info	04/16/2019 16:19:21	Initializing decrypt action...
3	info	04/16/2019 16:19:21	Initializing decrypt action... Completed
4	info	04/16/2019 16:26:45	Document folder "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles" already exist
5	info	04/16/2019 16:26:47	Document folder "/personal/yuk_support_cloudbacko_biz/Documents/testBigFile-backup" already exist
6	info	04/16/2019 16:26:48	Document folder "/personal/yuk_support_cloudbacko_biz/Documents/testBigFile-restore" already exist
7	info	04/16/2019 16:26:49	Document "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/Cat.jpg" already exist
8	info	04/16/2019 16:26:49	Updating File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/Cat.jpg"...
9	info	04/16/2019 16:26:51	File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/Cat.jpg" is updated
10	info	04/16/2019 16:26:52	Document "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/Dog.jpg" already exist
11	info	04/16/2019 16:26:52	Updating File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/Dog.jpg"...
12	info	04/16/2019 16:26:55	File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/Dog.jpg" is updated
13	info	04/16/2019 16:26:56	Document "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestExcel-1.xlsx" already exist
14	info	04/16/2019 16:26:56	Updating File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestExcel-1.xlsx"...
15	info	04/16/2019 16:27:00	File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestExcel-1.xlsx" is updated
16	info	04/16/2019 16:27:02	Document "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestPPT-1.pptx" already exist
17	info	04/16/2019 16:27:02	Updating File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestPPT-1.pptx"...
18	info	04/16/2019 16:27:03	File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestPPT-1.pptx" is updated
19	info	04/16/2019 16:27:04	Document "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestPPT-2.pptx" already exist
20	info	04/16/2019 16:27:04	Updating File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestPPT-2.pptx"...
21	info	04/16/2019 16:27:05	File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestPPT-2.pptx" is updated
22	info	04/16/2019 16:27:06	Document "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestPPT-3.pptx" already exist
23	info	04/16/2019 16:27:06	Updating File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestPPT-3.pptx"...
24	info	04/16/2019 16:27:07	File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestPPT-3.pptx" is updated
25	info	04/16/2019 16:27:10	Document "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestPPT-4.pptx" already exist
26	info	04/16/2019 16:27:10	Updating File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestPPT-4.pptx"...
27	info	04/16/2019 16:27:11	File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestPPT-4.pptx" is updated
28	info	04/16/2019 16:27:13	Document "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestPPT-5.pptx" already exist
29	info	04/16/2019 16:27:13	Updating File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestPPT-5.pptx"...
30	info	04/16/2019 16:27:15	File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestPPT-5.pptx" is updated
31	info	04/16/2019 16:27:16	Document "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestTXTFile-1.txt" already exist
32	info	04/16/2019 16:27:17	Updating File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestTXTFile-1.txt"...
33	info	04/16/2019 16:27:18	File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestTXTFile-1.txt" is updated
34	info	04/16/2019 16:27:19	Document "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestTXTFile-2.txt" already exist
35	info	04/16/2019 16:27:19	Updating File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestTXTFile-2.txt"...
36	info	04/16/2019 16:27:20	File "/personal/yuk_support_cloudbacko_biz/Documents/TestFiles/TestTXTFile-2.txt" is updated

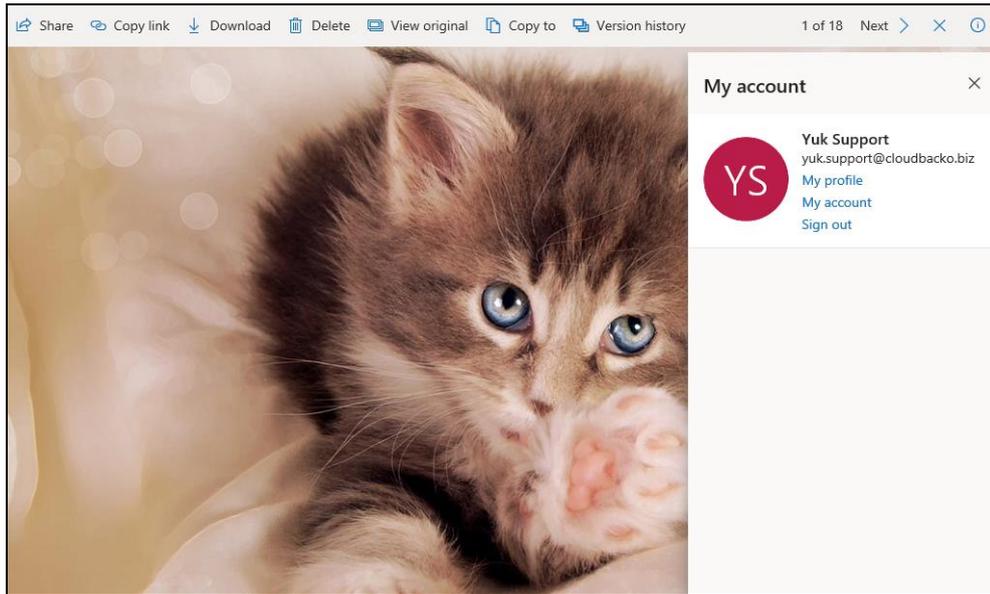
To check if the mails from Outlook, files from OneDrive, sites from Personal Sites, and files and folders from Public Folder are fully restored in the alternate office 365 account, login and check the files. As you can see on our example screen shot below, **Yuk Support** is logged in and the **Inbox** from Outlook, **TestFiles** folder from OneDrive, **testfolder** under Personal Sites, and **Pub-Test** folder under Public Folder are available.



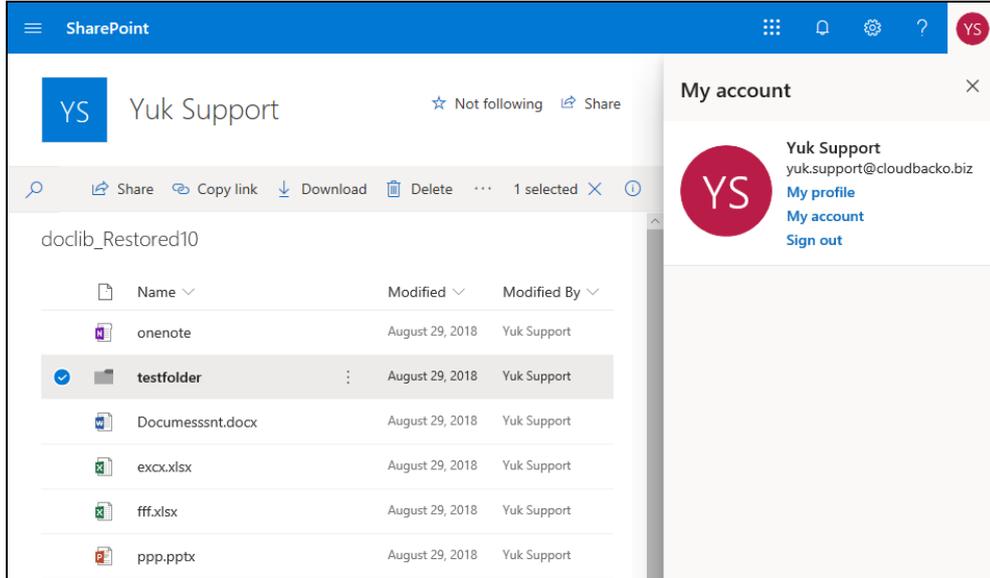
Open the TestFiles folder to check if the files are completely restored.



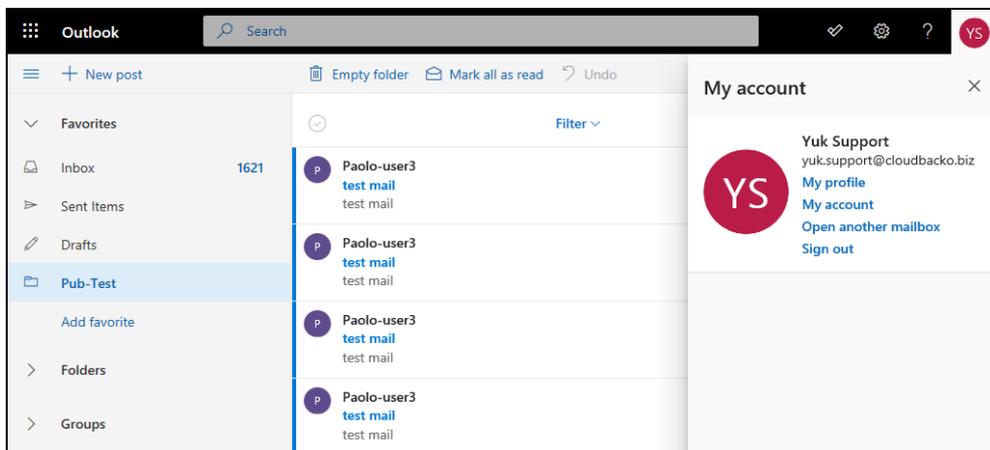
Here is a preview of one of the restored files from OneDrive.



Here is the testfolder from the Personal Site. Open the testfolder to see the content.



Here is the Pub-Test folder from the Public Folder.



Restore Filter with AhsayACB

This search feature allows you to search files, folders, and mails. For Office 365, these items can be search from **Users** and **Public Folders**.

- ▶ For Users, you can search from Outlook, OneDrive, and Personal Site.

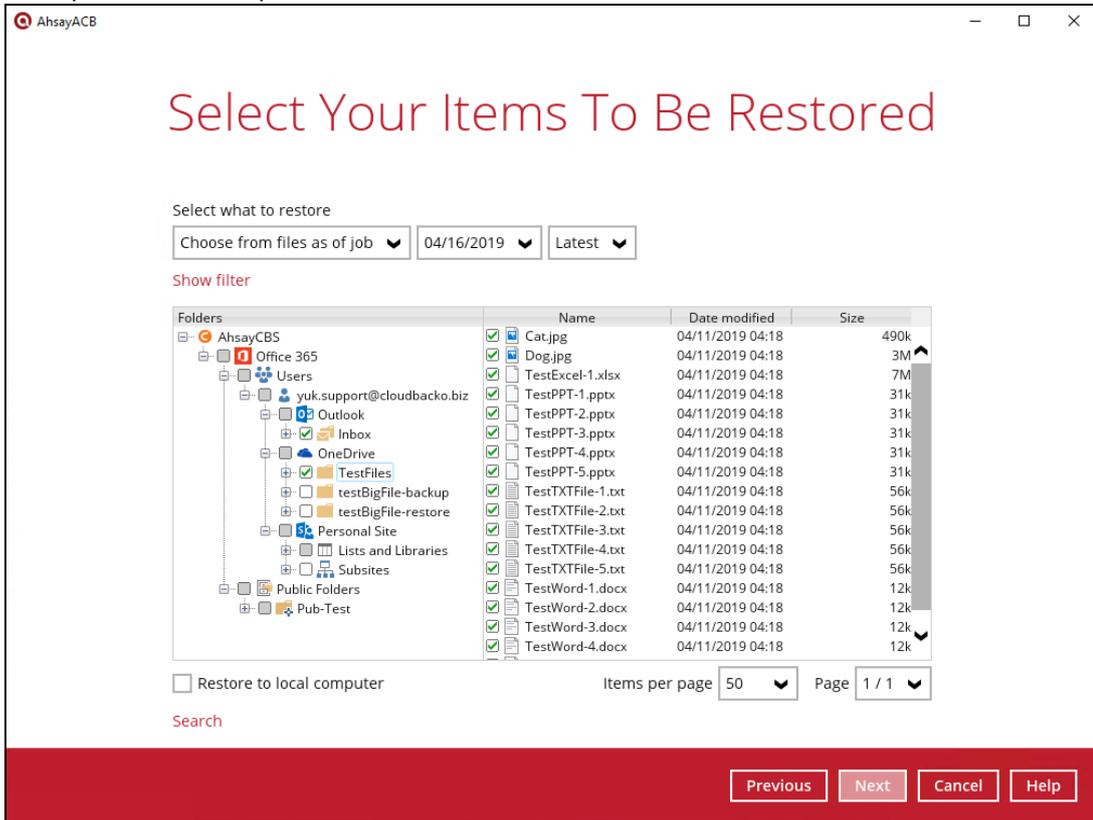
To make it more flexible, the search feature offers filtering. You can add additional pattern upon searching. Pattern includes the following criteria:

- ▶ **Contains**
These are Directories, Files, Folders, and Mails with the name **containing** the specific letter or word.
- ▶ **Exact**
These are Directories, Files, Folders, and Mails with the **exact** or **accurate** name.
- ▶ **Start With**
These are Directories, Files, Folders, and Mails with the name **starting** with a specific letter or word.
- ▶ **Ends With**
These are Directories, Files, Folders, and Mails with the name **ending** with a specific letter or word.

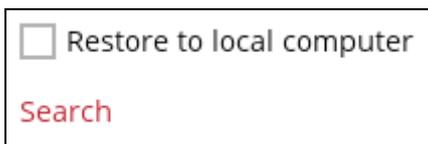
It also has the **Match Case** function, which serves as an additional accuracy when searching for any specific directories, files, folders, and mails.

For more detailed examples using the restore filter on AhsayACB, refer to Appendix B: Example Scenarios for Restore Filter using AhsayACB.

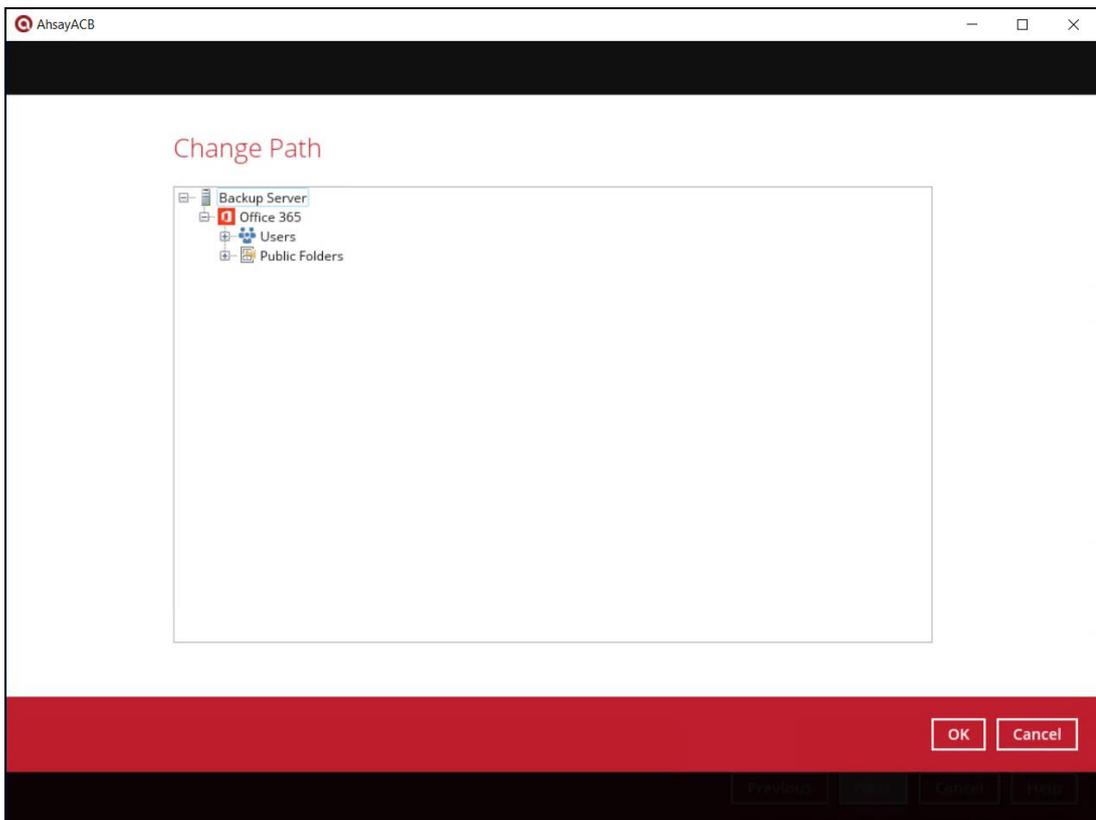
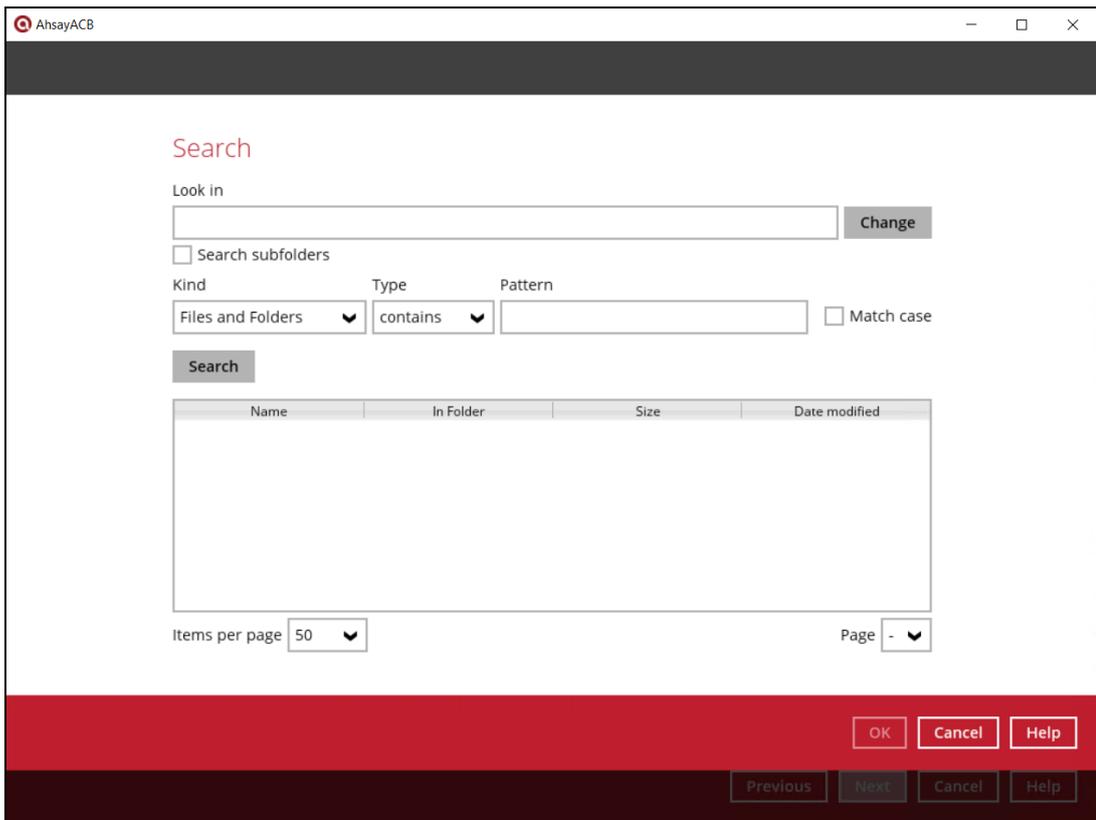
1. Login to AhsayACB according to the instructions in [Login to AhsayACB](#).
2. Click the Restore icon on the main interface of AhsayACB.
3. Select the backup set that you would like to restore.
4. Select the backup destination that you would like to restore backed-up items to.
5. Select the item(s) you would like to restore. You can also choose to restore backed-up file from a specific backup job of your choice using the Select what to restore drop-down menu at the top. Click Next to proceed.

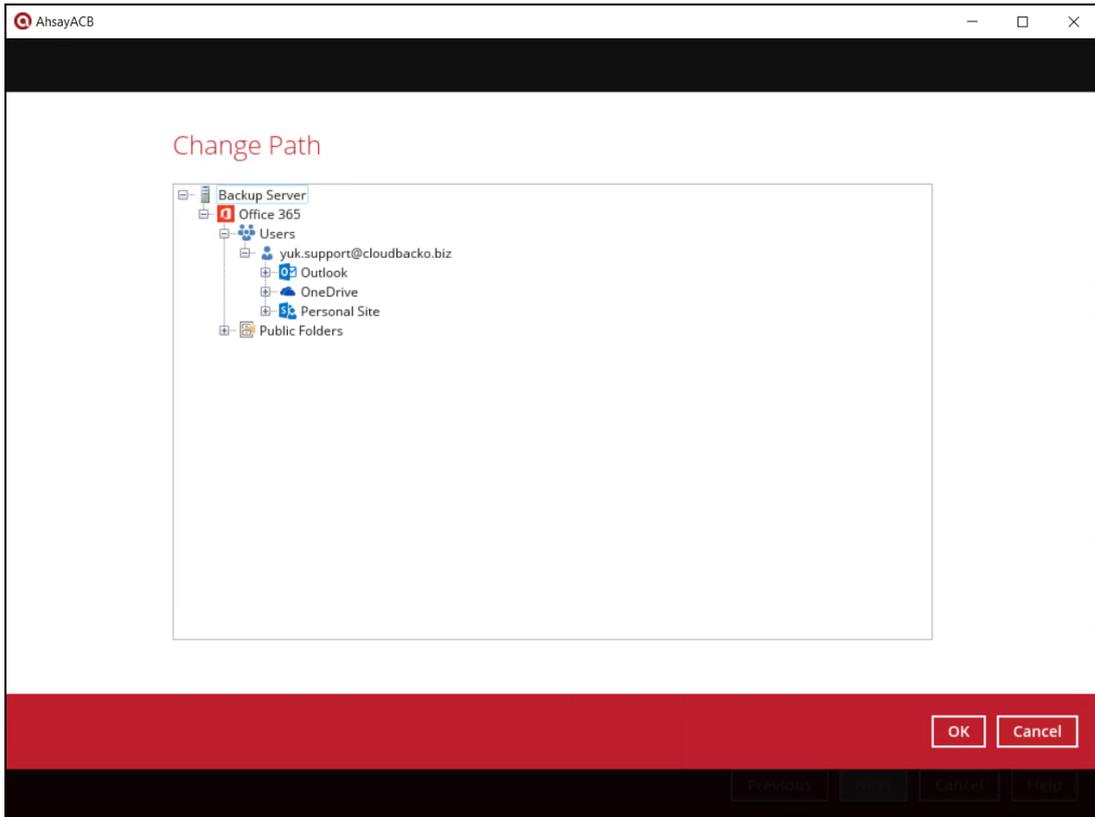


Click the Search located below the Restore to local computer checkbox.

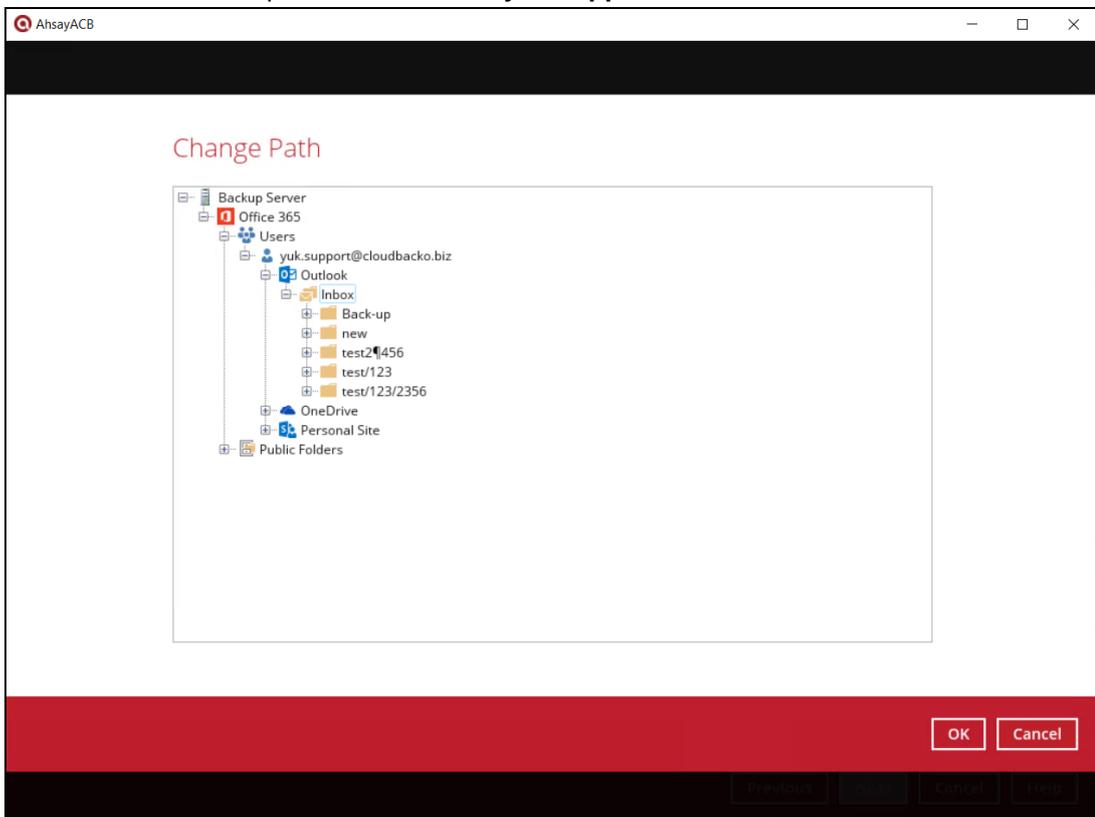


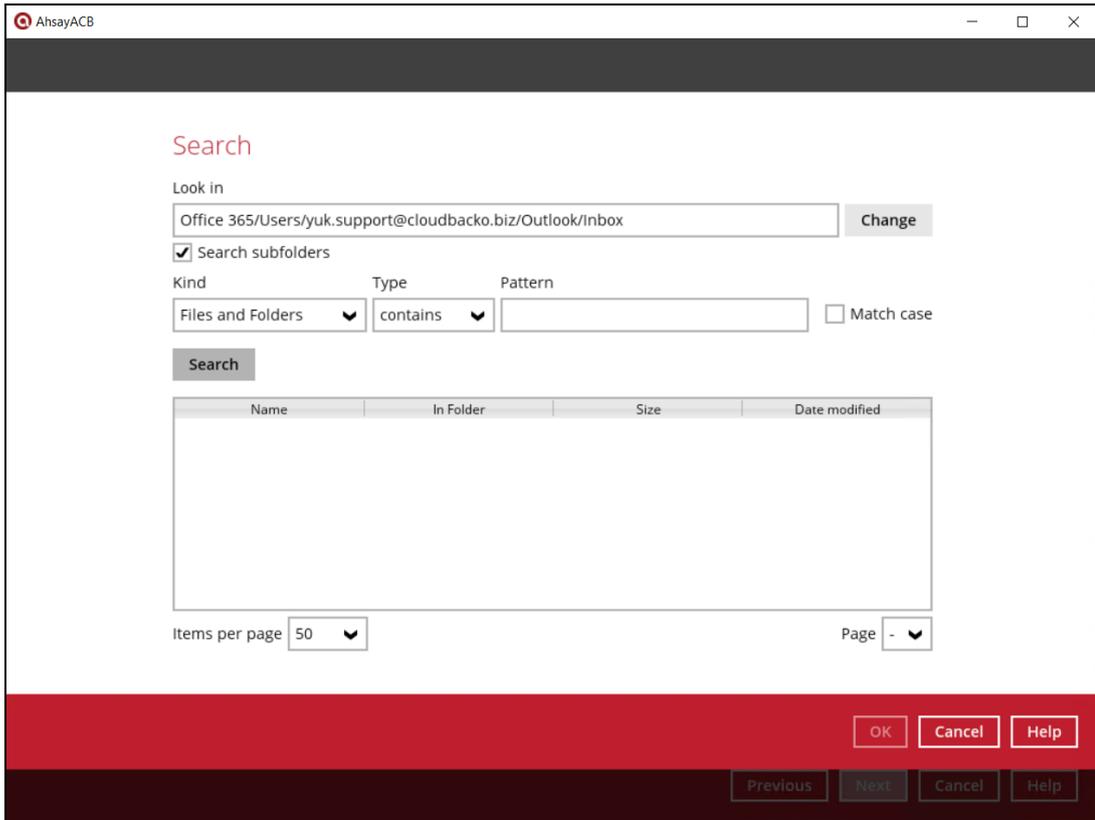
Change the path if you want to restore items from other location. Click the Change button then click OK to proceed.





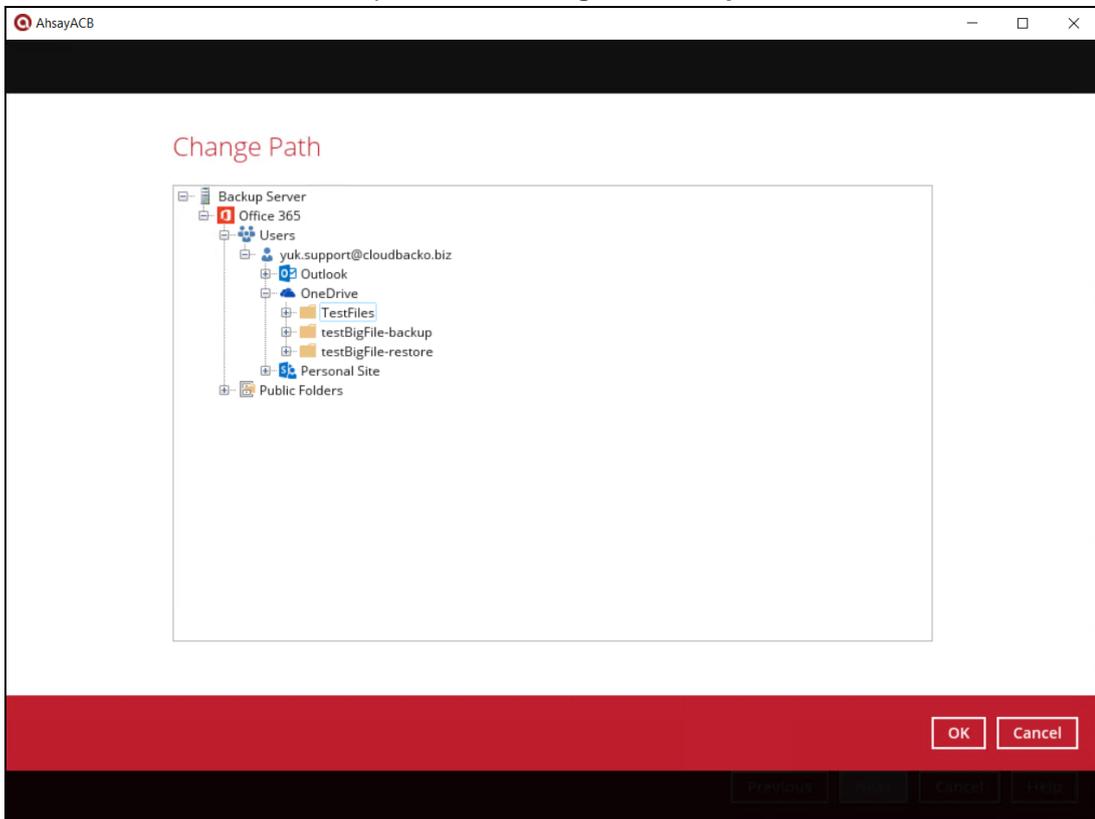
If you are going to search for specific mails, then click the Outlook to expand for more selection. In our example below, **Inbox** of **yuk.support@cloudbacko.biz** is selected.

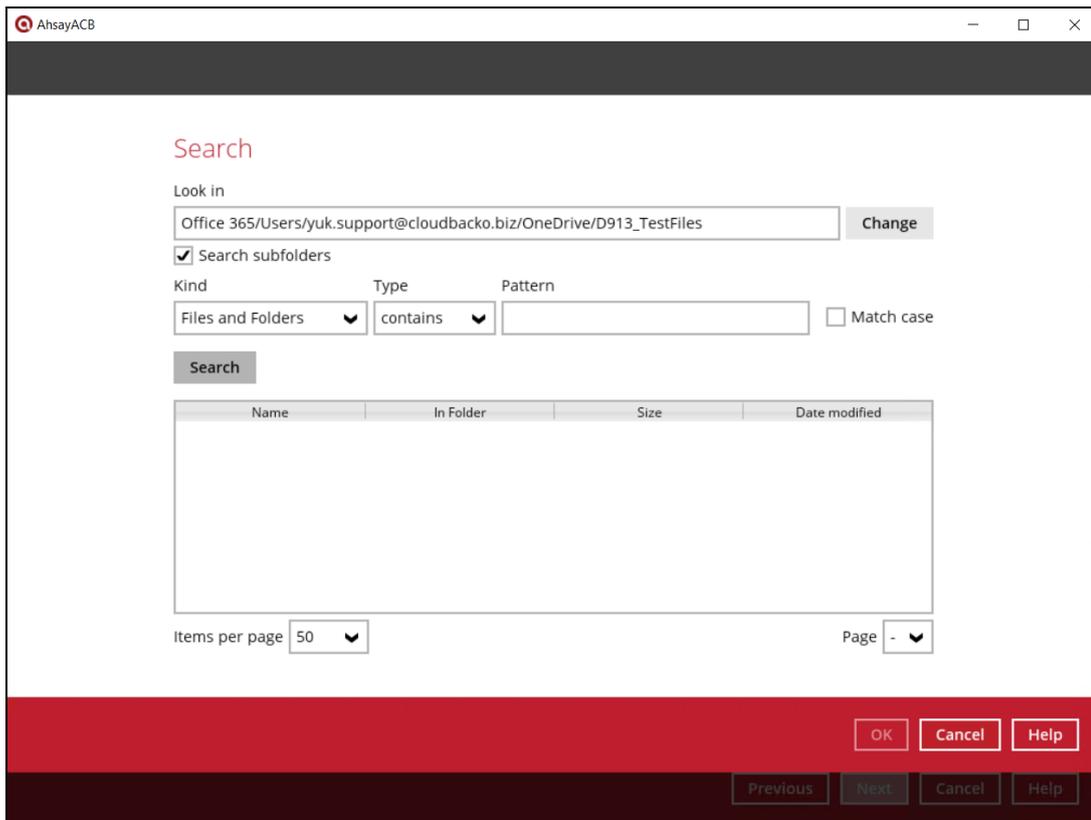




OR

If you are going to search for specific files and/or folders, then click the OneDrive to expand for more selection. In our example below, **testBigFile-backup** folder in **OneDrive** is selected.





Tick the Search subfolders checkbox if you want to include available subfolders upon searching.

Look in

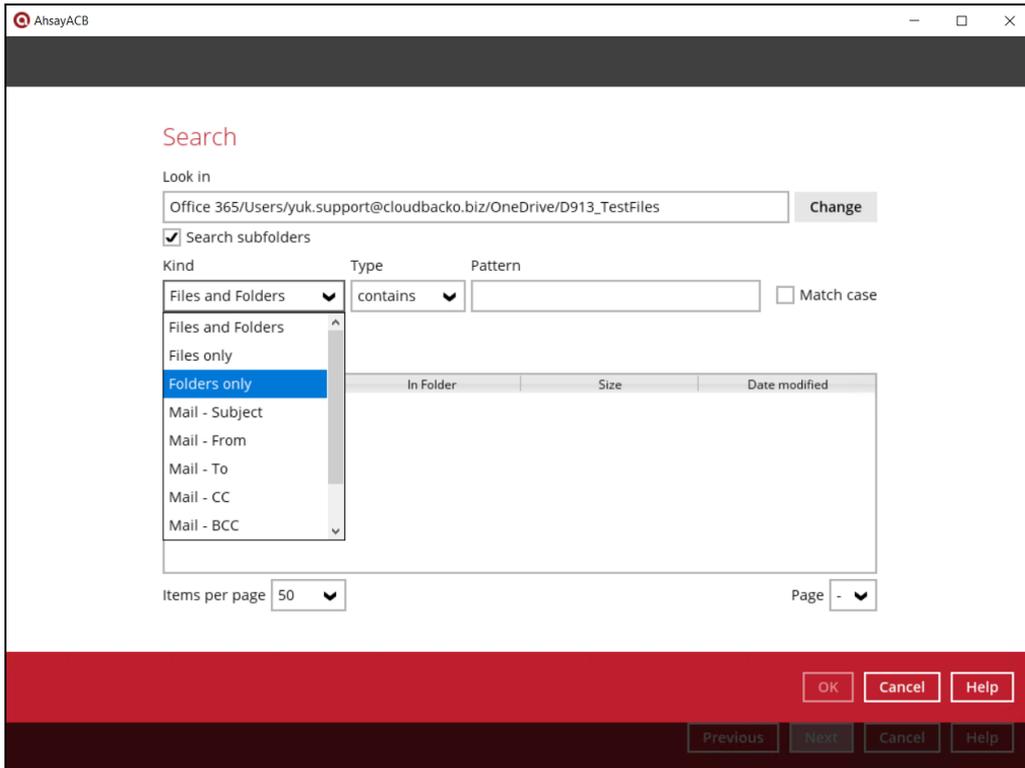
 Search subfolders

Look in

 Search subfolders

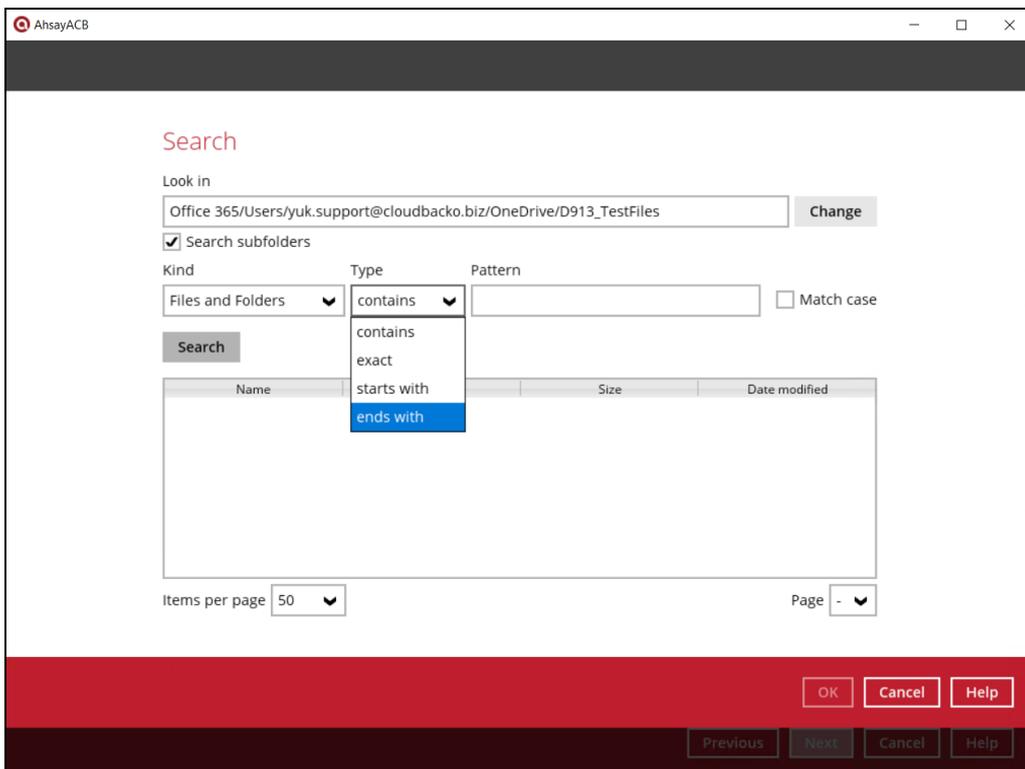
Select from the following kind of files you want to search.

- Files and Folders
- Files only
- Folders only
- Mail – Subject
- Mail – From
- Mail – To
- Mail – CC
- Mail – BCC
- Mail – Received Date
- Mail – Sent Date



Select from the following type of filtering you want to search.

- Contains
- Exact
- Starts With
- Ends With



Enter a pattern you want and Tick the Match Case checkbox if you want to accurately search for a specific file.

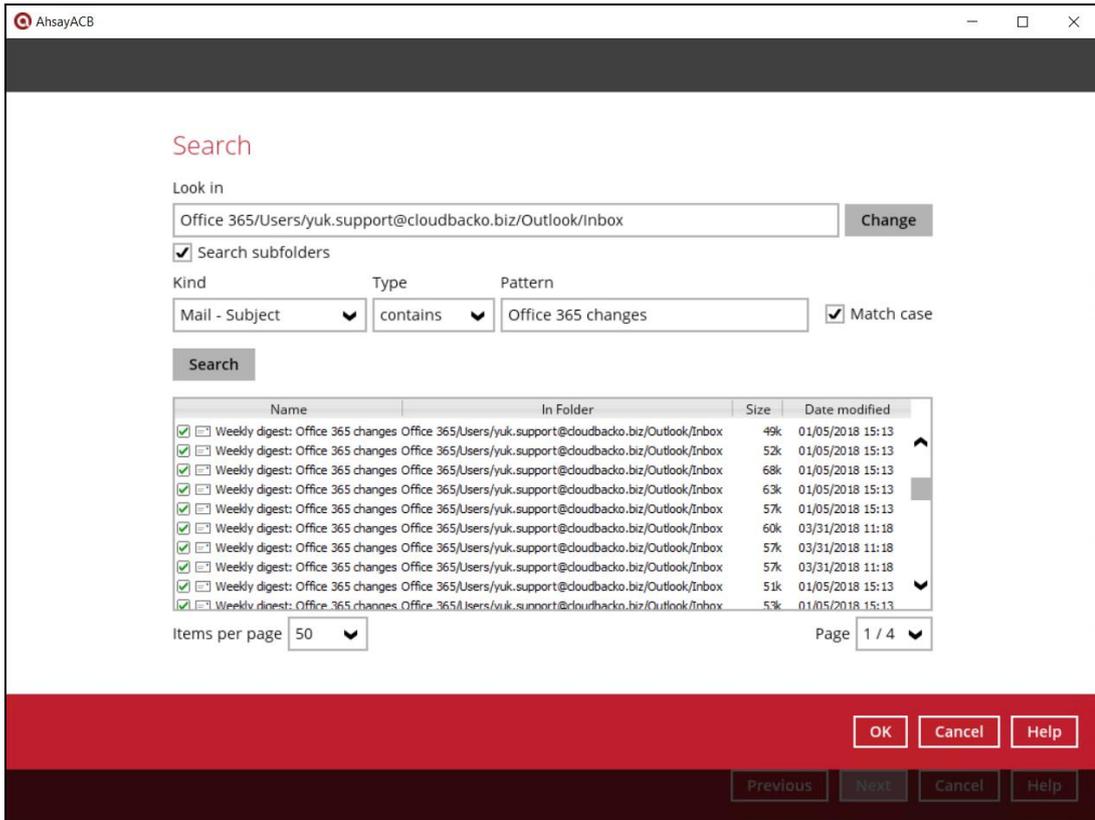
Kind	Type	Pattern	<input type="checkbox"/> Match case
Mail - Subject	contains	Office 365 changes	

Kind	Type	Pattern	<input checked="" type="checkbox"/> Match case
Mail - Subject	contains	Office 365 changes	

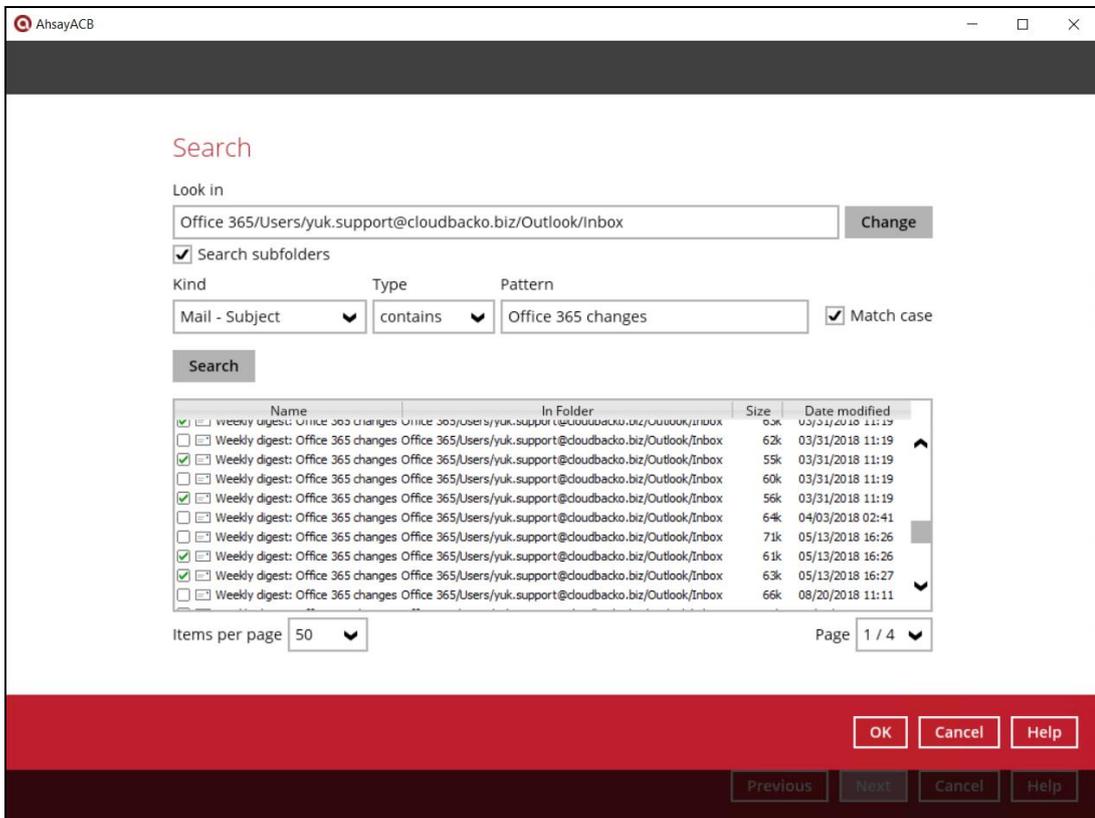
Click the Search button and the result will be displayed.

The screenshot shows the AhsayACB search window. The search criteria are: Look in: Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox; Search subfolders: checked; Kind: Mail - Subject; Type: contains; Pattern: Office 365 changes; Match case: checked. A Search button is visible. Below the search criteria is a table with columns: Name, In Folder, Size, Date modified. The table is currently empty. At the bottom, there are buttons for OK, Cancel, and Help, and a footer with Previous, Next, Cancel, and Help.

The screenshot shows the AhsayACB search window during the search process. The search criteria are the same as in the previous screenshot. A Searching ... button is visible, and a Stop button is also present. The table with columns: Name, In Folder, Size, Date modified is still empty. At the bottom, there are buttons for OK, Cancel, and Help, and a footer with Previous, Next, Cancel, and Help.



Check all the items or check a specific mail that you want and click OK to proceed and you will return to the restore main screen.



8 Contacting Ahsay

Technical Assistance

To contact Ahsay support representatives for technical assistance, visit the following website:

<https://www.ahsay.com/jsp/en/contact/kbQuestion.jsp>

Also use the Ahsay Wiki for resource such as Hardware Compatibility List, Software Compatibility List, and other product information:

<http://wiki.ahsay.com/doku.php?id=public:home>

Documentation

Documentations for all Ahsay products are available at:

https://www.ahsay.com/jsp/en/home/index.jsp?pageContentKey=ahsay_downloads_documentation_guides

You can send us suggestions for improvements or report on issues in the documentation, by contacting us at:

<https://www.ahsay.com/jsp/en/contact/kbQuestion.jsp>

Please specify the specific document title as well as the change required/suggestion when contacting us.

Appendix

Appendix A Setting Backup Destination on AhsayACB for Backup Set Created on User Web Console

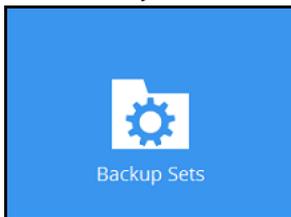
You need to read the instructions below only if you:

- Have created a backup set on AhsayCBS User Web Console; **AND**
- Selected the backup set to Run on Client; **AND**
- Have not selected any Predefined Destination in the backup creation process on the User Web Console

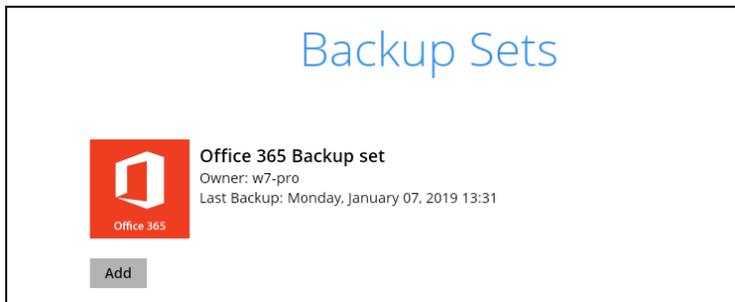
-OR-

Have selected a Predefined Destination in the backup creation process on User Web Console but wish to add additional backup destination other than the predefined destination

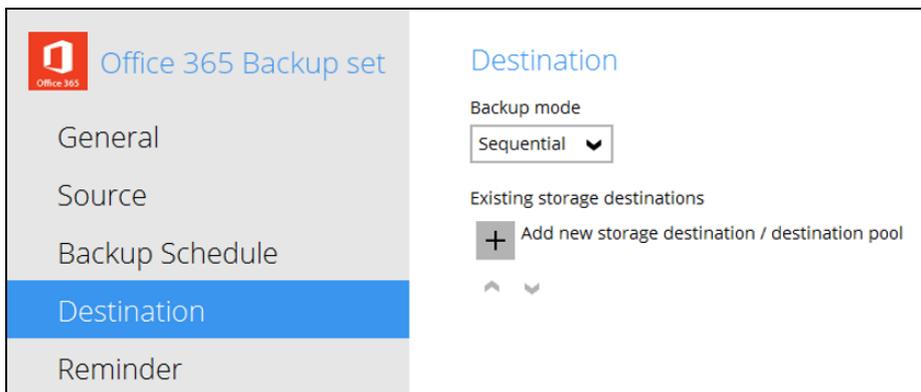
1. Log in to AhsayACB according to the instructions in [Login to AhsayACB](#).
2. In the AhsayACB main interface, click **Backup Sets**.



3. Click the backup set which you wish to add backup destination to.



4. Click the **Destination** menu on the left side, then click the **Add** button on the right to add backup destination.



5. Select the storage type.

- **Single storage destination** – the entire backup will be uploaded to one single destination you selected under the **Destination storage** drop-down list. By default, the destination storage is selected as **CBS**.

The screenshot shows a form titled "New Storage Destination / Destination Pool". It has a "Name" field containing "CBS". Under "Type", the "Single storage destination" radio button is selected. The "Destination storage" dropdown menu is open, showing "CBS" as the selected option.

- **Destination pool** – the backup will be spread over on the destinations you have selected. Enter a **Name** for the destination pool and then click **Add new storage destination to the pool** to select the desired storage destinations.

The screenshot shows a form titled "New Storage Destination / Destination Pool". It has a "Name" field containing "DestinationPool-1". Under "Type", the "Destination pool" radio button is selected. Below this, there is explanatory text: "Add the cloud (e.g. Google Drive or Dropbox) or local storage that you would like to pool together for backup. You can always add more storage to this pool in the future." There is a section for "Existing storage destinations in the pool" with a "+" icon and the text "Add new storage destination to the pool".

You can choose a storage combination of the Local/Mapped drive/Removable Drive, Cloud storage or FTP. Click **OK** to proceed when you are done with the settings.

- If you have chosen the Local/Mapped Drive/Removable Drive option, click **Change** to browse to a directory path where backup data will be stored, then click **Test** to validate the path. **Test completed successfully** shows when the validation is done.

The screenshot shows a form titled "New Storage Destination For The Pool". It has a "Name" field containing "Local-1". The "Destination storage" dropdown menu is open, showing "Local / Mapped Drive / Removable Drive" as the selected option. There is a "Local path" field with an empty text box and a "Change" button next to it. At the bottom, there is a "Test" button.

- If you have chosen the Cloud Storage, click **Test** to log in to the corresponding cloud storage service.

New Storage Destination For The Pool

Name

Destination storage

[Sign up for Google Drive](#)

- If you have chosen the FTP as the destination, enter the the Host, Username and Password details.

Name

Destination storage

Host Port

Username

Password

(optional) FTP directory to store backup data (default to ~/Ahsay)

Connect with SSL/TLS (explicit only)

Access the Internet through proxy

6. You can add multiple storage destinations. The backup data will be uploaded to all the destinations you have selected in the order you added them. Press the icon to alter the order. Click **Next** to proceed when you are done with the selection.

Destination

Backup mode

Existing storage destinations

- CBS
Host: 10.1.0.20:443
- Local-1
E:\Local Destination

Appendix B: Example Scenarios for Restore Filter using AhsayACB

Scenarios No. 1: Items from Users

Example No. 1: Restore filter setting from an Office 365 user account's outlook inbox

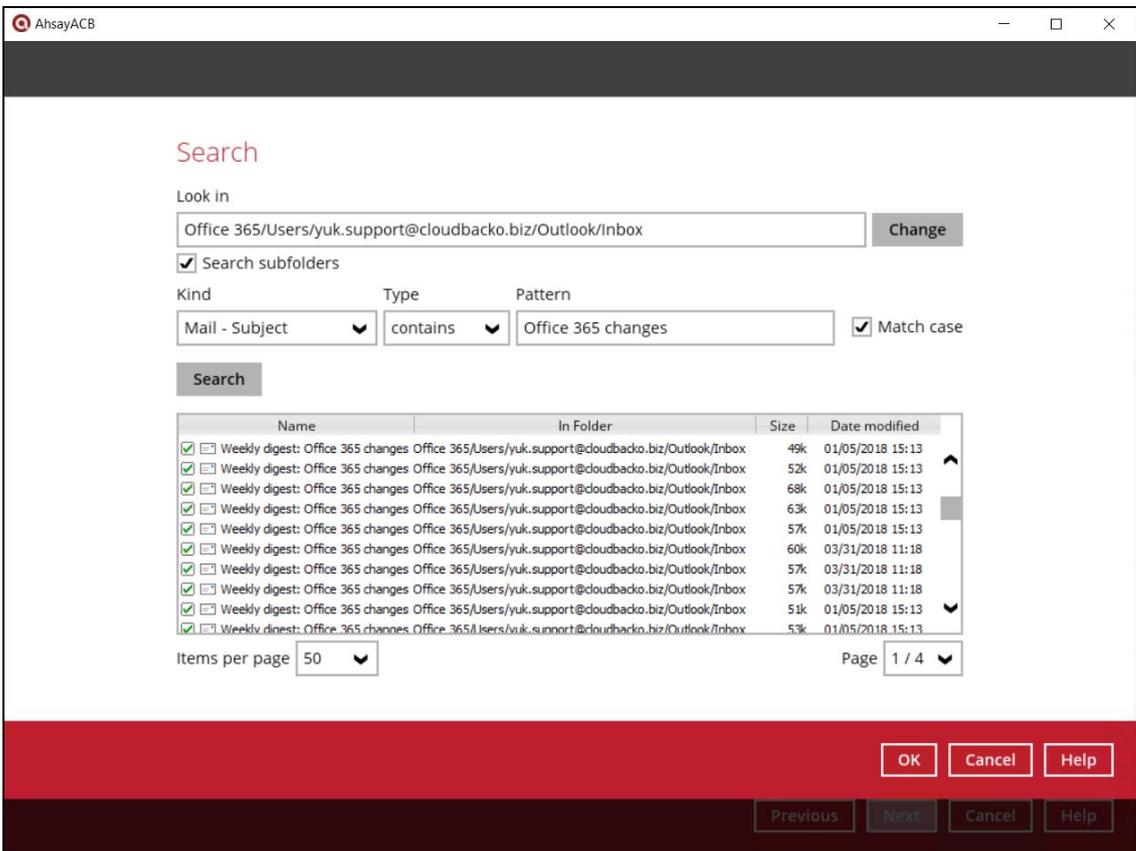
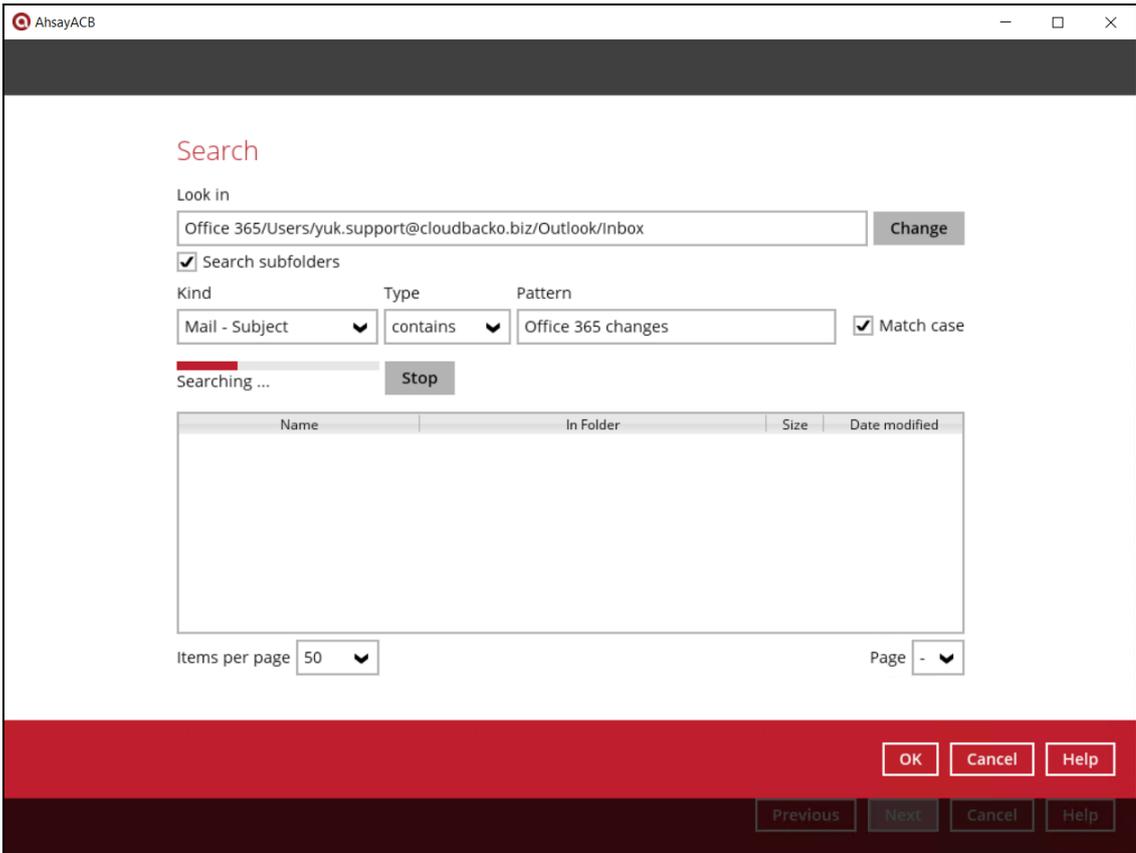
Location:	Office 365/Users/yuk.support@clouddbacko.biz/Outlook/Inbox
Search subfolders:	True
Kind:	Mail – Subject
Type:	Contains
Pattern:	Office 365 changes
Match Case:	True

Follow the step-by-step procedure indicated on [Restore Filter with AhsayACB](#).

The screenshot shows the AhsayACB Search window. The title bar reads "AhsayACB". The main content area is titled "Search" and contains the following elements:

- Look in:** A text box containing "Office 365/Users/yuk.support@clouddbacko.biz/Outlook/Inbox" with a "Change" button to its right.
- Search subfolders:** A checked checkbox.
- Kind:** A dropdown menu set to "Mail - Subject".
- Type:** A dropdown menu set to "contains".
- Pattern:** A text box containing "Office 365 changes".
- Match case:** A checked checkbox.
- Search:** A button to execute the search.
- Table:** A table with columns "Name", "In Folder", "Size", and "Date modified". The table is currently empty.
- Items per page:** A dropdown menu set to "50".
- Page:** A dropdown menu set to "-".

At the bottom of the window, there are two rows of buttons: "OK", "Cancel", and "Help" in the first row; and "Previous", "Next", "Cancel", and "Help" in the second row.



Explanation:

All mails under Office 365/Users/yuk.support@cloudbacko.biz/Outlook/Inbox that has a subject and contains 'Office 365 changes' with match case set to true will be included upon performing search.

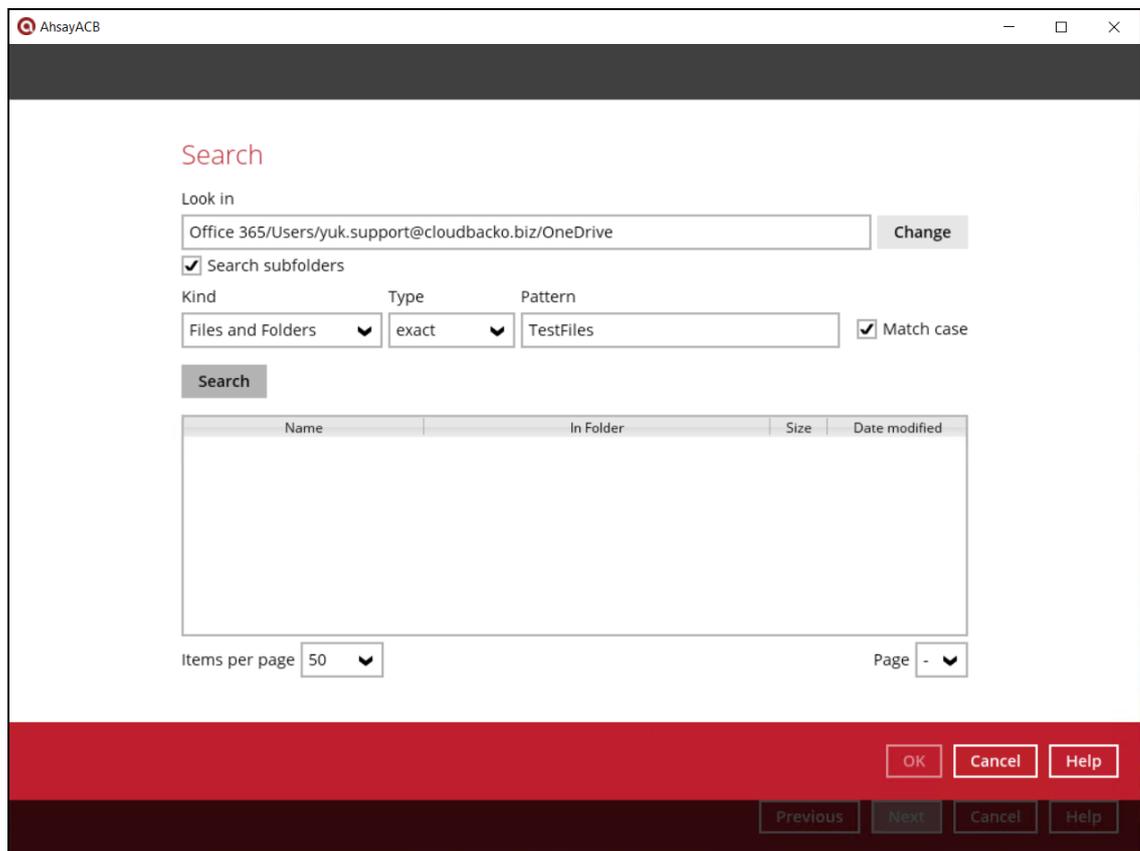
As you can see on the screen shot above, the result panel contains the Name of the mail, Directory of the mails which are indicated In-Folder column, Size of each mails, and Date Modified.

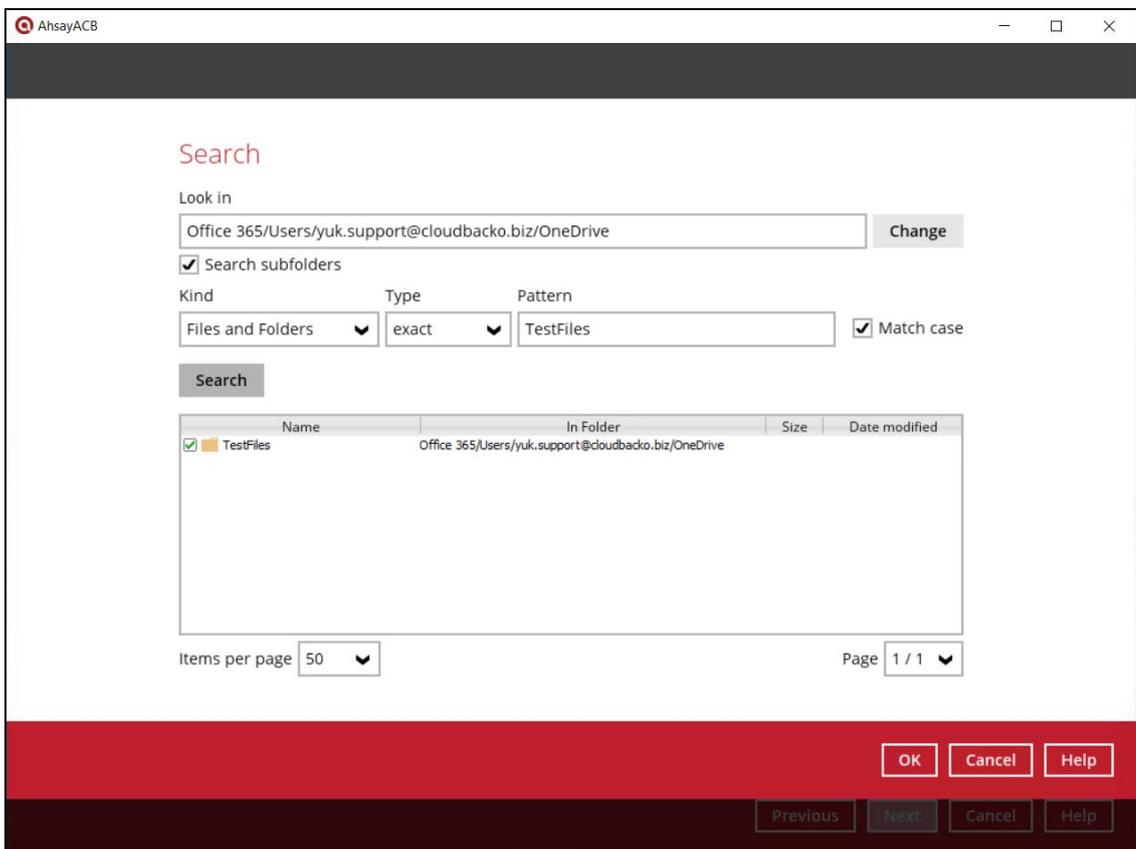
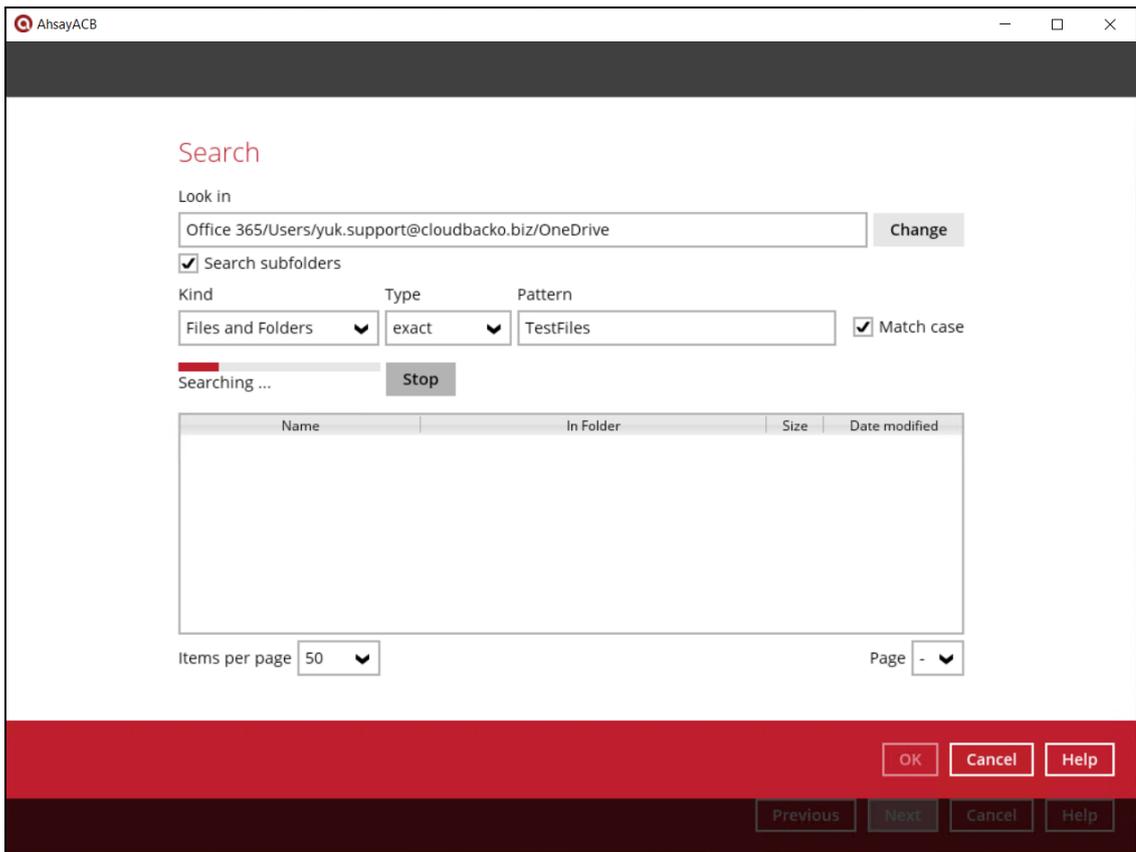
The restore filter setting includes the Search subfolder and Match case set to true. Meaning, the filter will include all available subfolders in the Outlook Inbox upon searching. And it will strictly search only the specified pattern and case which is the 'Office 365 changes'.

Example No. 2: Restore filter setting from an Office 365 user account's OneDrive

Location:	Office 365/yuk.support@clouddbacko.biz/OneDrive
Search subfolders:	True
Kind:	Files and Folders
Type:	Exact
Pattern:	TestFiles
Match Case:	True

Follow the step-by-step procedure indicated on [Restore Filter with AhsayACB](#).





Explanation:

All files and folders under Office 365/Users/yuk.support@cloudbacko.biz/OneDrive that has the exact pattern of 'TestFiles' with match case set to true will be included upon performing search.

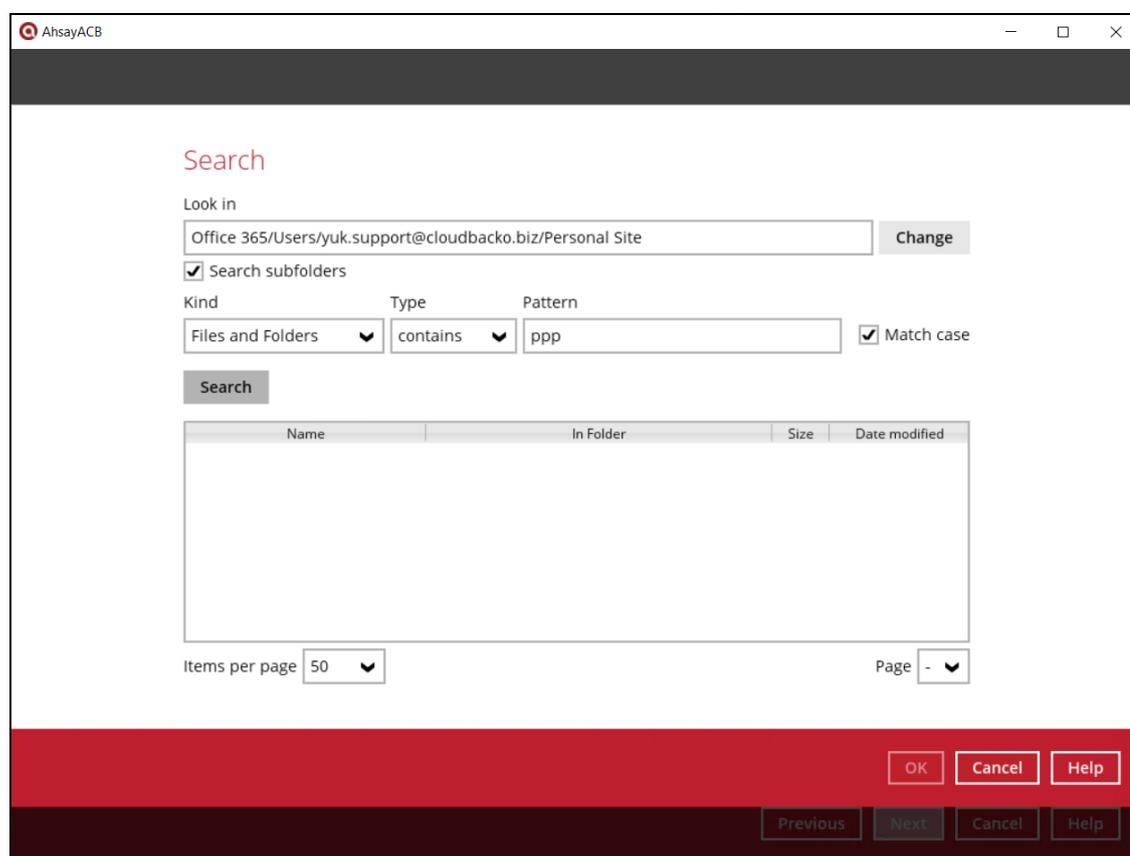
As you can see on the screen shot above, the result panel contains the Name of the mail, Directory of the mails which are indicated In-Folder column, Size of each mails, and Date Modified.

The restore filter setting includes the Search subfolder and Match case set to true. Meaning, the filter will include all available subfolders in OneDrive upon searching. And it will strictly search only the specified pattern and case which is the 'TestFiles'.

Example No. 3: Restore filter setting from an Office 365 user account's personal site

Location:	Office 365/carven.tsang@cloudbacko.biz/Personal Site
Search subfolders:	True
Kind:	Files and Folders
Type:	contains
Pattern:	ppp
Match Case:	True

Follow the step-by-**step** procedure indicated on [Restore Filter with AhsayACB](#).



AhsayACB

Search

Look in
Office 365/Users/yuk.support@cloudbacko.biz/Personal Site Change

Search subfolders

Kind: Files and Folders | Type: contains | Pattern: ppp | Match case

Searching ... Stop

Name	In Folder	Size	Date modified
------	-----------	------	---------------

Items per page: 50 | Page: -

OK Cancel Help

Previous Next Cancel Help

AhsayACB

Search

Look in
Office 365/Users/yuk.support@cloudbacko.biz/Personal Site Change

Search subfolders

Kind: Files and Folders | Type: contains | Pattern: ppp | Match case

Search

Name	In Folder	Size	Date modified
<input type="checkbox"/> ppp.pptx	Office 365/Users/yuk.support@cloudbacko.biz/Personal Site/...	35k	08/29/2018 16:23
<input type="checkbox"/> ppp.pptx	Office 365/Users/yuk.support@cloudbacko.biz/Personal Site/...	35k	08/29/2018 18:28

Items per page: 50 | Page: 1 / 1

OK Cancel Help

Previous Next Cancel Help

Explanation:

All personal site under Office 365/Users/yuk.support@cloudbacko.biz/Personal Site that has the pattern that contains with 'ppp' with match case set to true will be included upon performing search.

As you can see on the screen shot above, the result panel contains the Name of the mail, Directory of the mails which are indicated In-Folder column, Size of each mails, and Date Modified.

The restore filter setting includes the Search subfolder and Match case set to true. Meaning, the filter will include all available subfolders in Personal Site upon searching. And it will strictly search only the specified pattern and case which starts with 'ppp'.

Scenarios No. 2: Items from Public Folders

Example No. 1: Restore filter setting from Public Folders

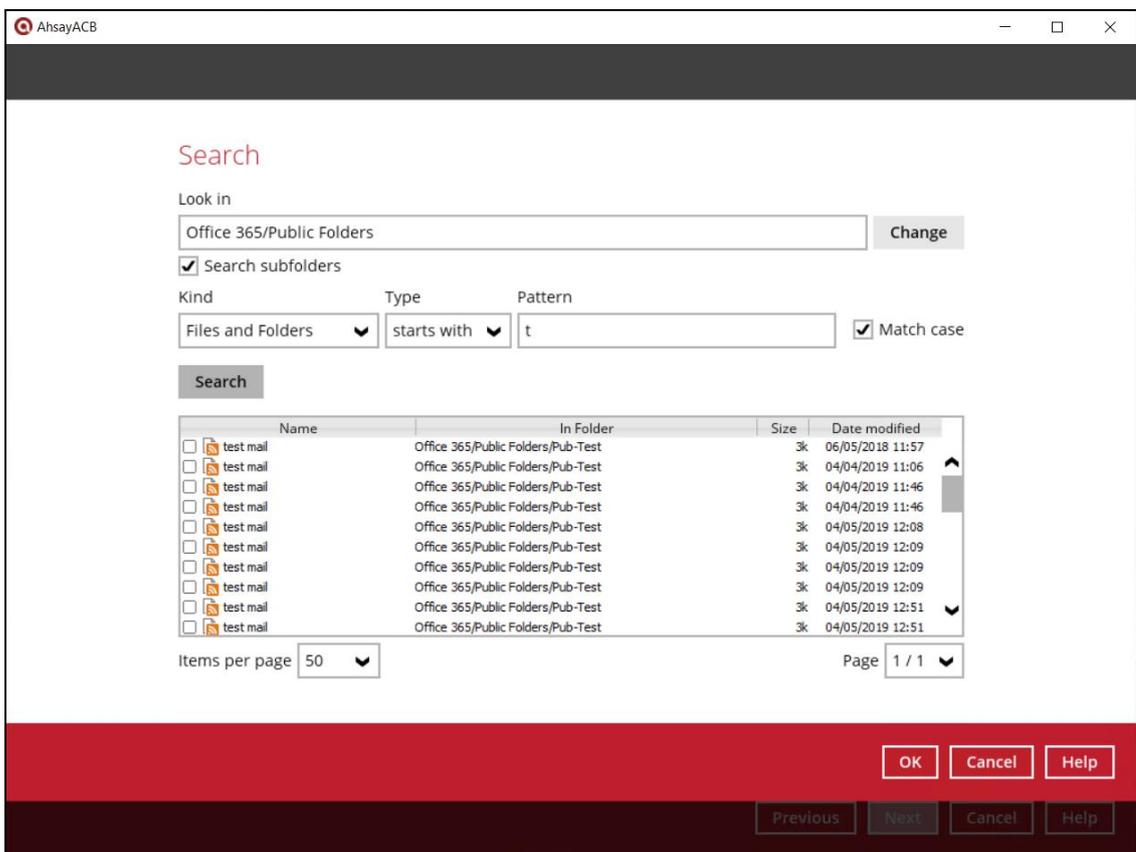
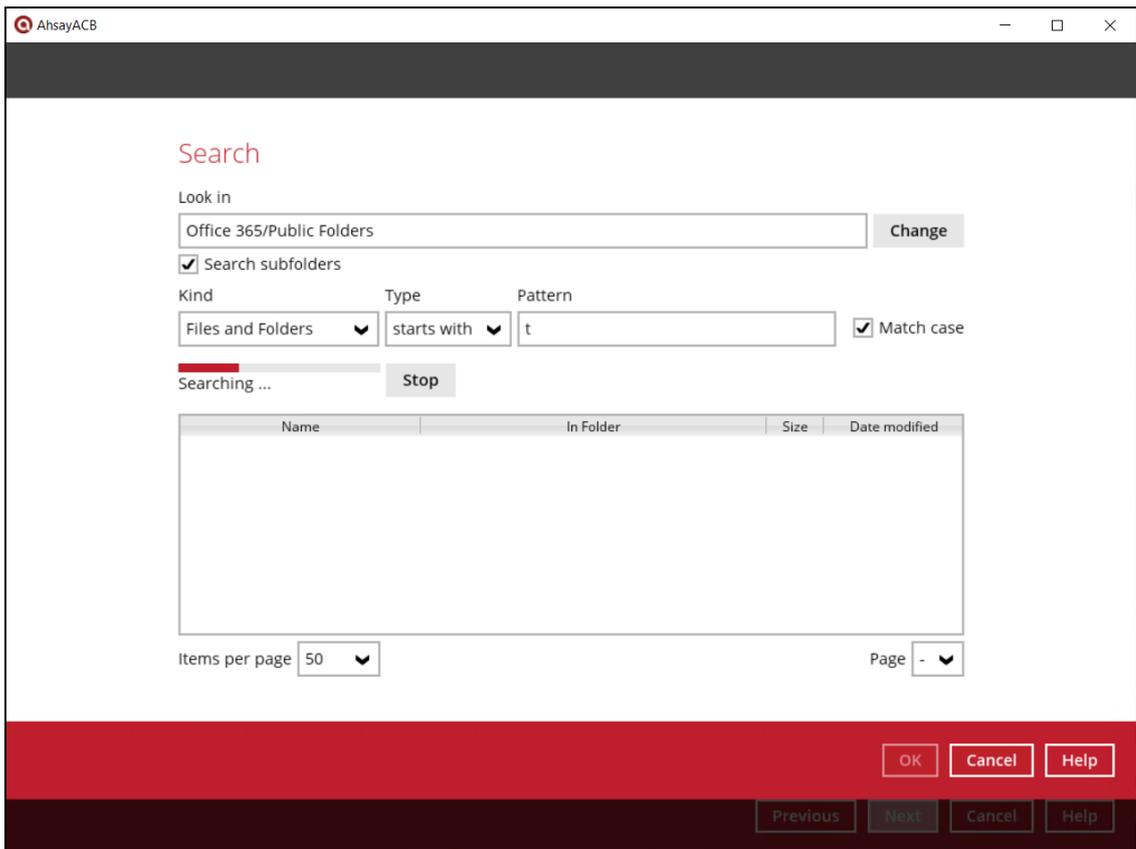
Location:	Office 365/Public Folder
Search subfolders:	True
Kind:	Files and Folders
Type:	Starts With
Pattern:	t
Match Case:	True

Follow the step-by-step procedure indicated on [Restore Filter with AhsayACB](#).

The screenshot shows the AhsayACB Search window. The title bar reads "AhsayACB". The main content area is titled "Search" and contains the following elements:

- "Look in" field: Office 365/Public Folders (with a "Change" button)
- Search subfolders: Search subfolders
- Kind: Files and Folders (dropdown)
- Type: starts with (dropdown)
- Pattern: t (text input)
- Match case: Match case
- Search button
- Table header with columns: Name, In Folder, Size, Date modified
- Items per page: 50 (dropdown)
- Page: - (dropdown)

At the bottom right, there are buttons for "OK", "Cancel", and "Help". At the very bottom, there are buttons for "Previous", "Next", "Cancel", and "Help".



Explanation:

All SharePoint sites under Office 365/Public Folders that has the pattern that starts with 'A' with match case set to true will be included upon performing search.

As you can see on the screen shot above, the result panel contains the Name of the mail, Directory of the mails which are indicated In-Folder column, Size of each mails, and Date Modified.

The restore filter setting includes the Search subfolder and Match case set to true. Meaning, the filter will include all available subfolders in Public Folders upon searching. And it will strictly search only the specified pattern and case which starts with 't'.