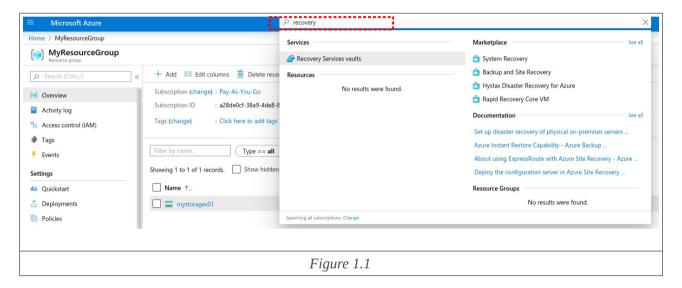
File Share Backup/Recovery

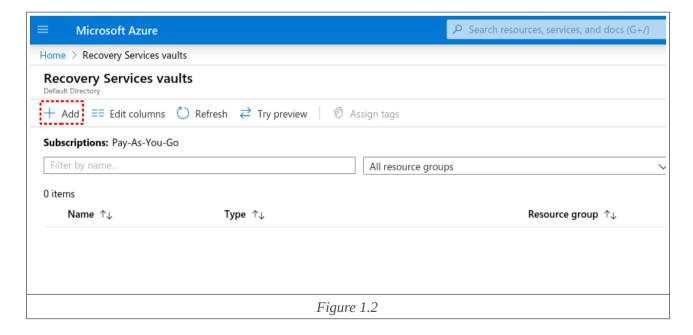
In order to be able to create Backup/Recovery service there must be already created **Storage Account** and **File Share**.

1. Creating Recovery Service Vault.

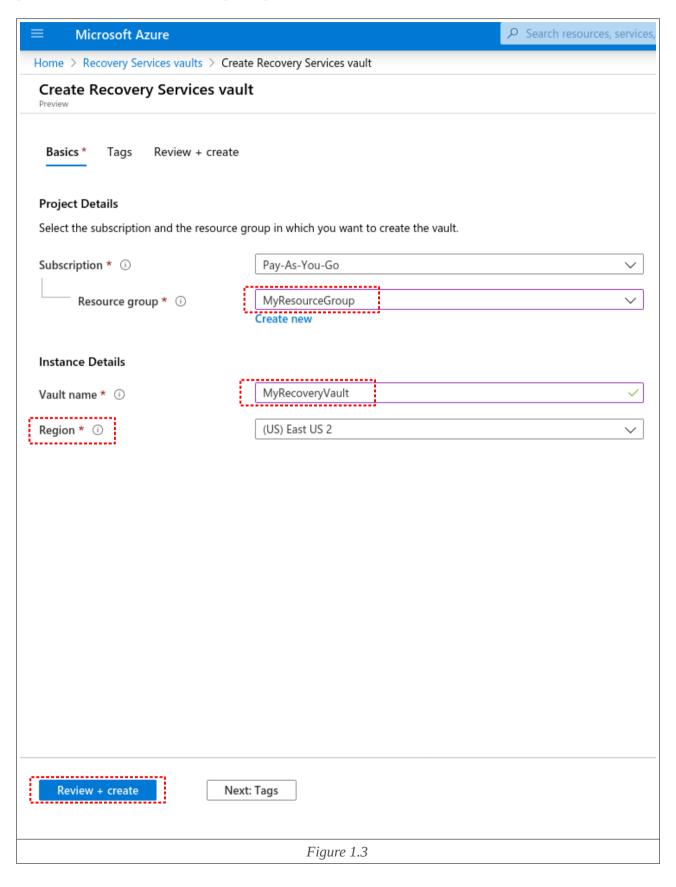
If you have Storage Account and File share, then go to the search bar and type in: Recovery Service Vault, as as per Figure 1.1



Click Add button in order to add a new Recovery Service Vault, as per Figure 1.2

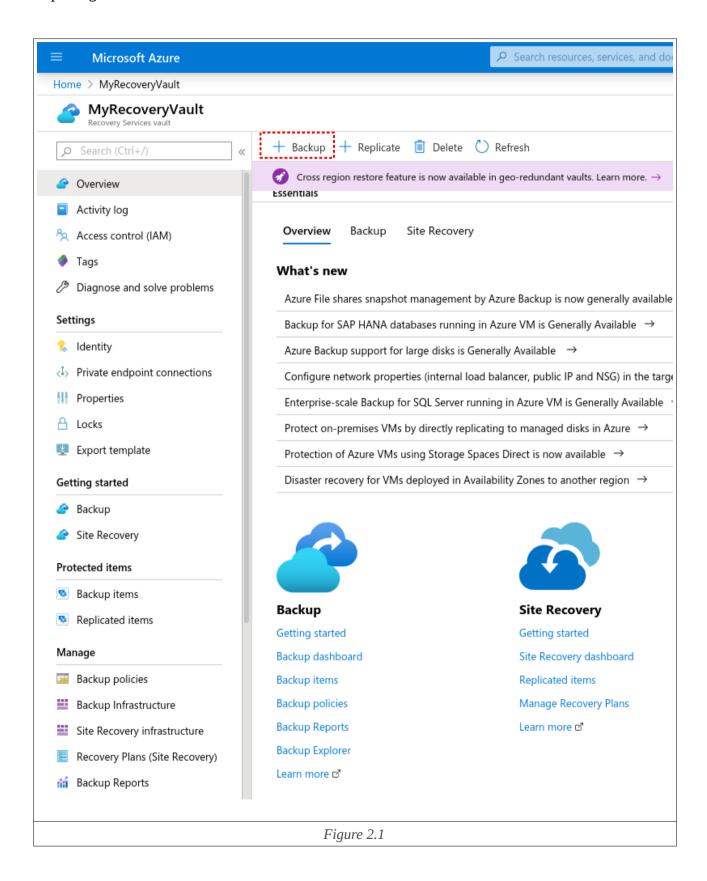


IMPORTANT: Your Storage Account and Recovery Service Vault **must be** in the same Region. Choose existing Resource Group or create a new one, next type in Vault name, choose Region and press Review+Create button, as per Figure 1.3

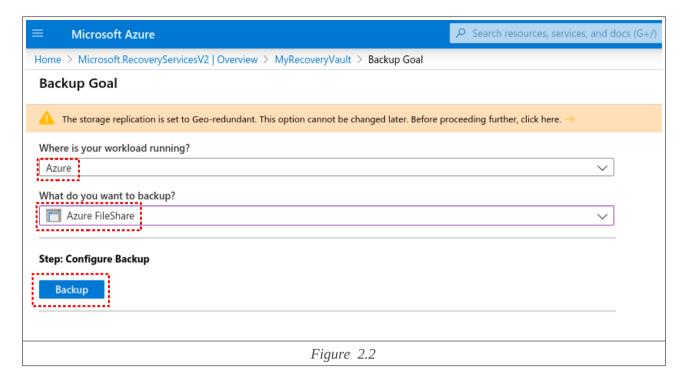


2. Creating a backup job.

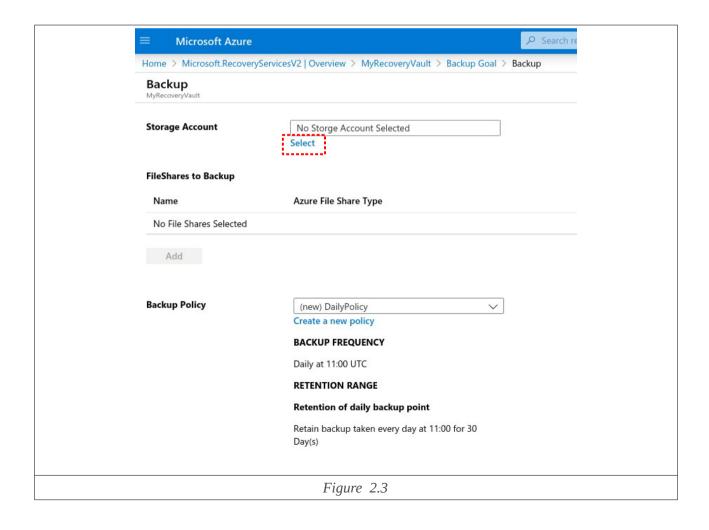
Once the Recovery Service Vault is created, click on Backup button in order to create a backup job, as per Figure 2.1

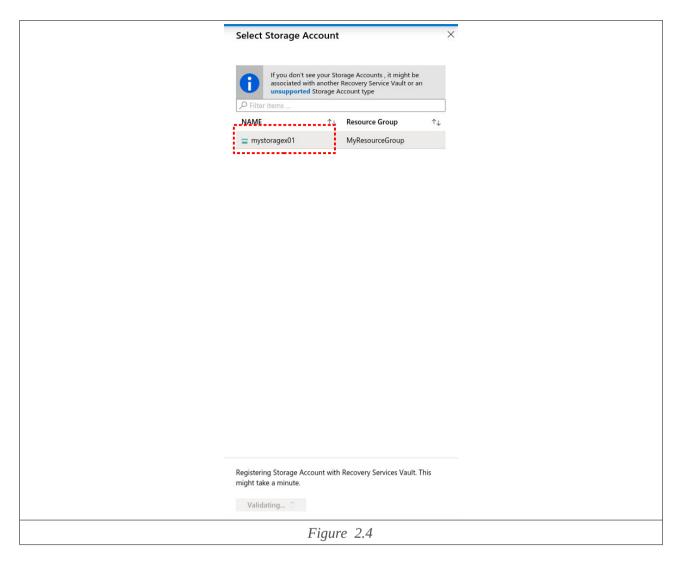


From the drop down lists choose Azure and Azure FileShare and click Backup button, Figure 2.2

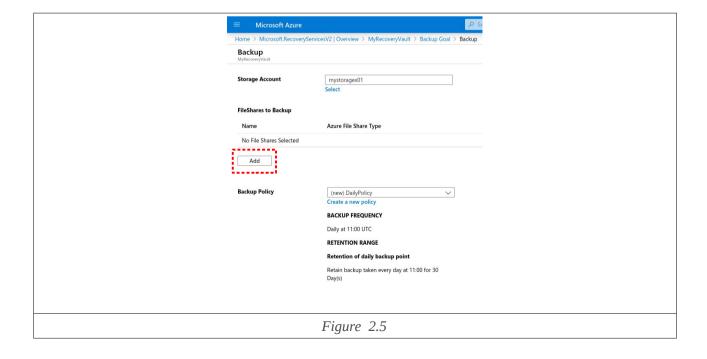


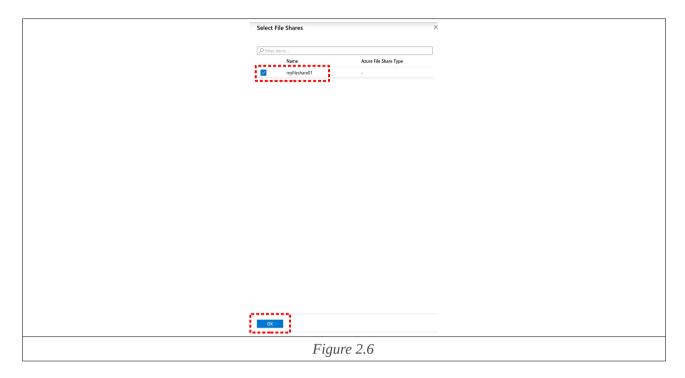
On the the next screen click Select and choose your Storage Account, that contains a File Share which you want to back up, as per Figure 2.4 Be patient, as it may take some time.



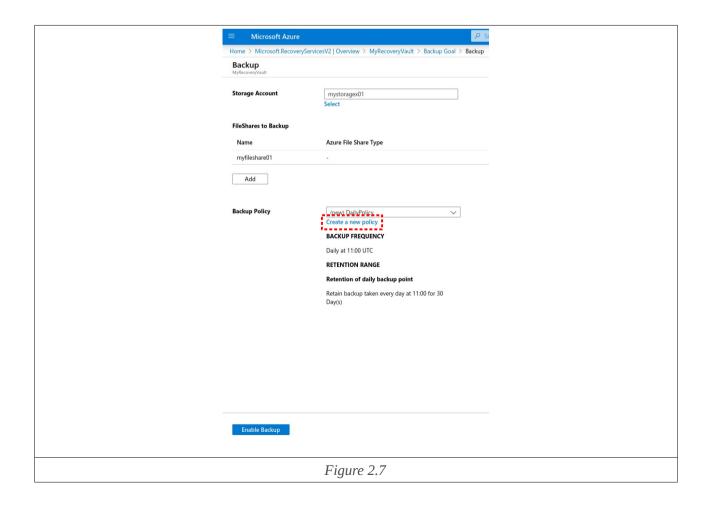


Once it is done, then click Add button (Figure 2.5) to add your File Share you want to backup and choose it from the list on right hand side and click OK button, as per Figure 2.6





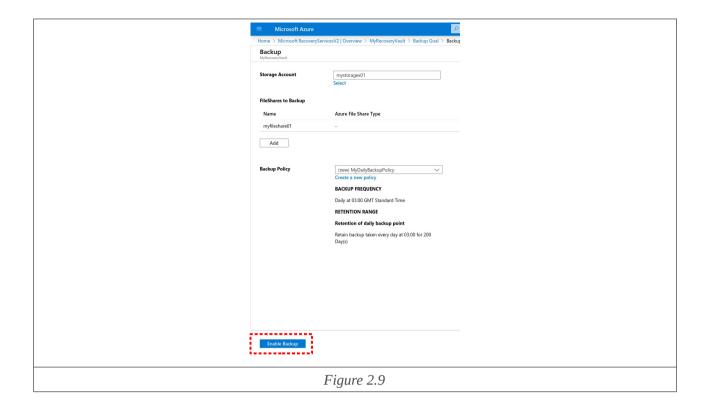
Next click Create a new policy, as per Figure 2.7, to specify the conditions when backup should take a place.



On the new screen choose give a name to your policy and choose desired conditions, then click OK button, as per Figure 2.8

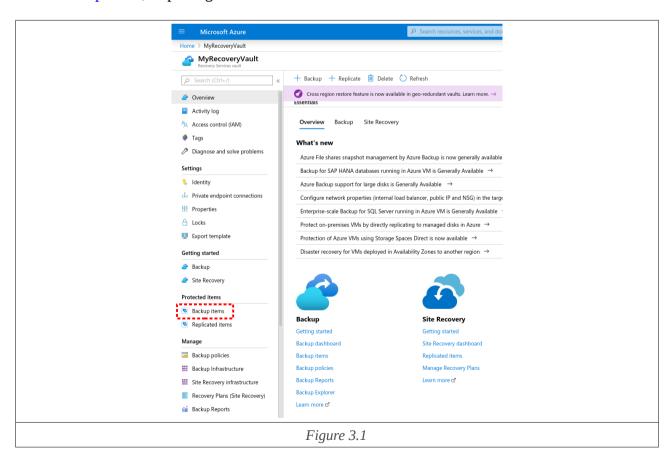
	Backup policy
	Policy name * ①
	MyDailyBackupPolicy 🗸
	Backup schedule
	Frequency Time * Timezone *
	Daily V 03:00 V (UTC+00:00) Dublin, Edinburgh, V
	Retention range
	✓ Retention of daily backup point.
	At For
	03:00 V 200 Day(s)
	Retention of weekly backup point.
	Not Configured
	Retention of monthly backup point.
	Not Configured
	Retention of yearly backup point.
	Not Configured
	Azure File Share Backup Policy uses snapshots for recovery point creation and restore storage account as the file share and not transferred to the vault.
	ОК
	•
	Figure 2.8
1	-

When all done, then click **Enable Backup** button, as per Figure 2.9

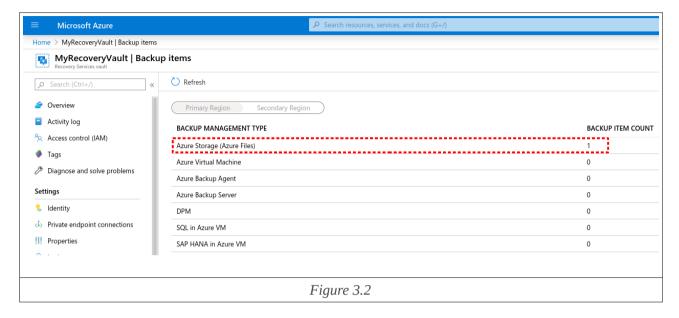


3. Checking of backup status.

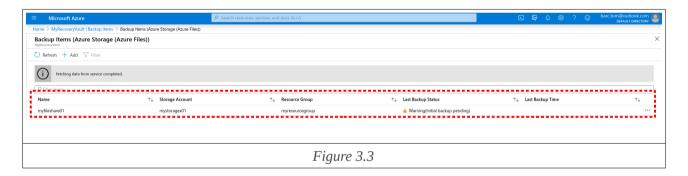
Click Backup items, as per Figure 3.1



In the new windows (Figure 3.2) you can see all you backups you have set up already. The one on the top is a File Share backup you just set up. If you set up more in the past there will be different Backup Item Count.



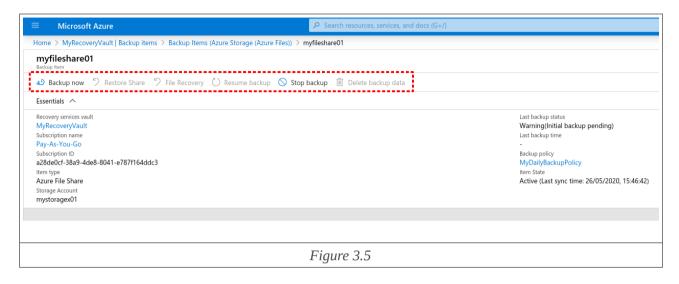
When you click on that field it will show you details (e.g. last backup status or time) of the configured File Share backups, as per Figure 3.3 In this case there is only backup set up.



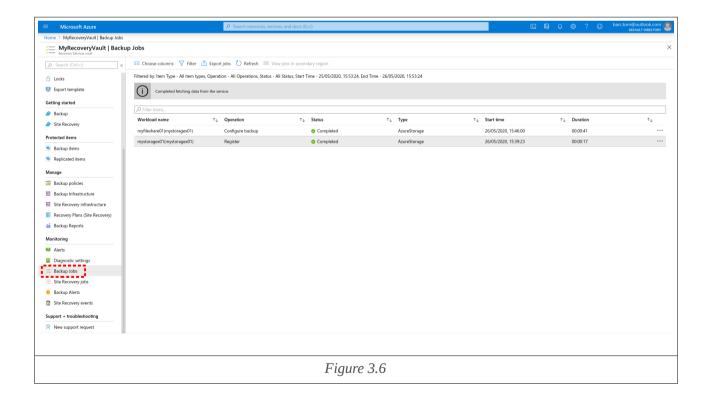
By clicking three dots on the end of the line, you can invoke a menu, where you can choose from desired actions, like forcing to carry out backup right now. Figure 3.4



If you decide to click on the backup line as per Figure 3.3, you will be able to see a new window with details of the backup, as per Figure 3.5 You can also click access from that place Restore of single files or whole share options.



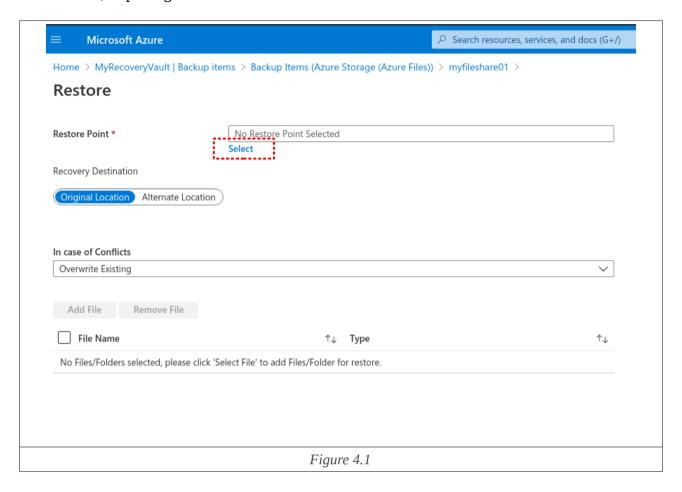
You can also find out about status of you backup jobs by clicking on Backup Jobs, in the Monitoring section, as per Figure 3.6



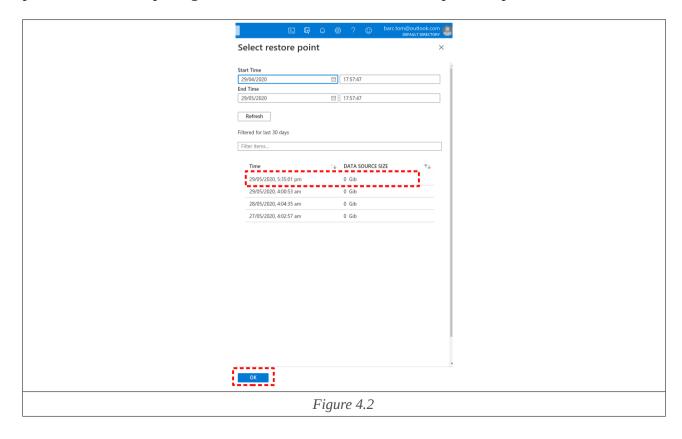
4. File recovery procedure.

To recover single file please follow the steps from Figure 3.1 to Figure 3.5 Once you get there press File Recovery button and follow steps as per Figure 4.1 onwards.

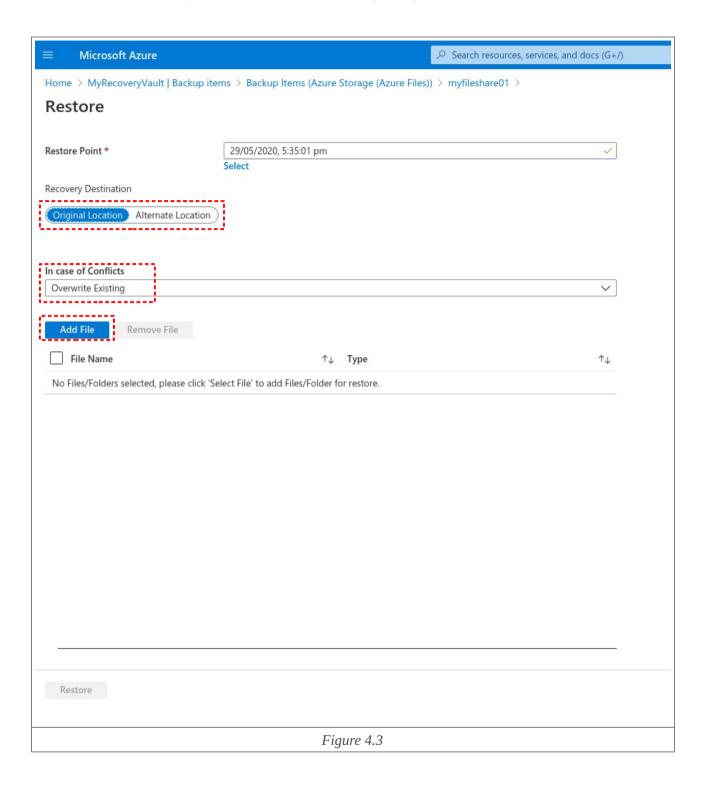
Press Select, as per Figure 4.1



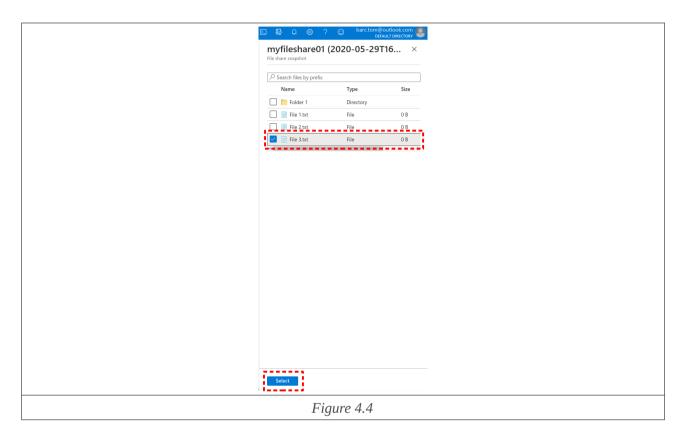
New screen will appear. Choose a restore point you want to use for extracting desired file from and press OK button, as per Figure 4.2. In this case it is a latest backup/restore point.



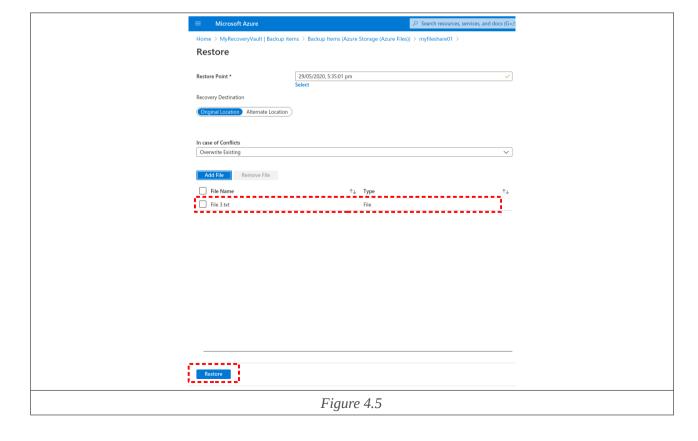
Next click choose what location (original or different place to restore your files), what do do in the case if file you recovering already exists in the destination place and finally press Add File button in order to choose the file you would like to recover, as per Figure 4.3



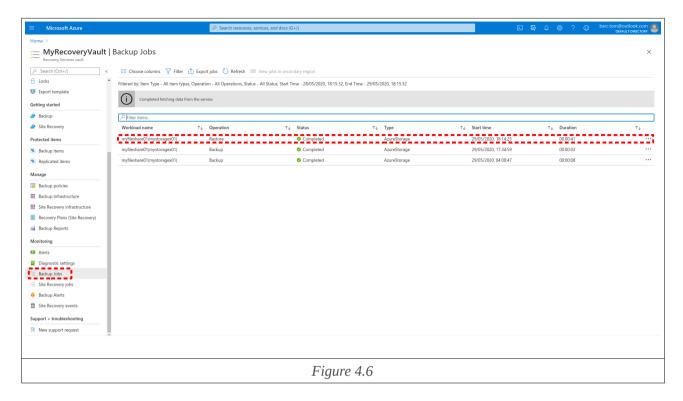
A new screen will appear where you can choose your file to recover and press Select button, as per Figure 4.4. Only one file can be chosen at any given time. If you would like to add more files, then click again Add File button as per Figure 4.3



Your file will appear on the list. If you finished with adding files to be recovered, then press Restore button, as per Figure 4.5

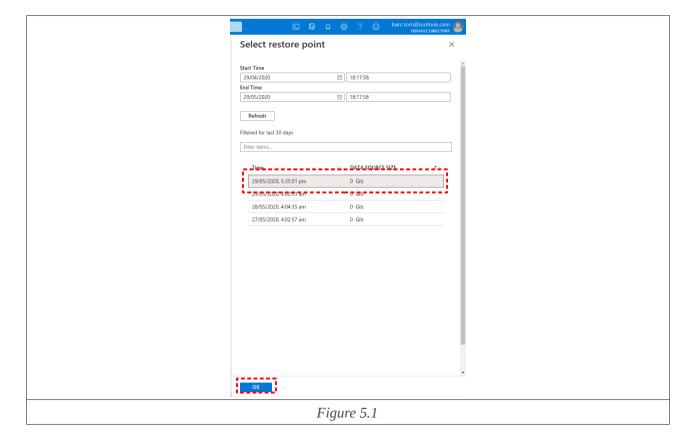


Your file(s) will be restored. You can go to your File Share location or click Backup Jobs button to see the status of recovery job, as per Figure 4.6



5. File Share recovery procedure.

To recover whole File Share in one go follow the steps from Figure 3.1 to Figure 3.5. Once you get there, press Restore Share button and follow steps as per Figure 5.1 onwards. Press Select button and from a new window choose your restore point and press OK button, as per Figure 5.1



Choose the Recovery Destination, what to do in case of files that already exists (Conflicts) and press Restore button, as per Figure 5.2

