



Canceling a job

SaaS Backup For Office 365

Amanda Stroman

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Canceling a job

If you have initiated an immediate backup or an immediate restore, but need to cancel it before it is completed, you can do so.

Steps

1. Click  from the left navigation pane.
2. Under **Recent Running Jobs**, click the job that you want to cancel.
3. Click **Cancel**.
The progress of the cancelled job is displayed under **Recent Completed Jobs**.

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