



Viewing deleted items

SaaS Backup For Office 365

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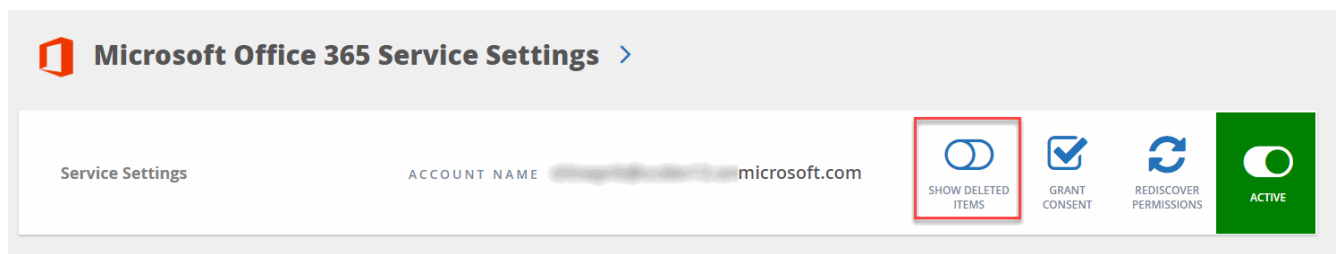
You can view deleted items in all services at any time by switching on **Show deleted items** in Service Settings. This helps you save time; instead of browsing through different backups for deleted items, turn on the switch to find the deleted items immediately.

By default, the switch is turned off.

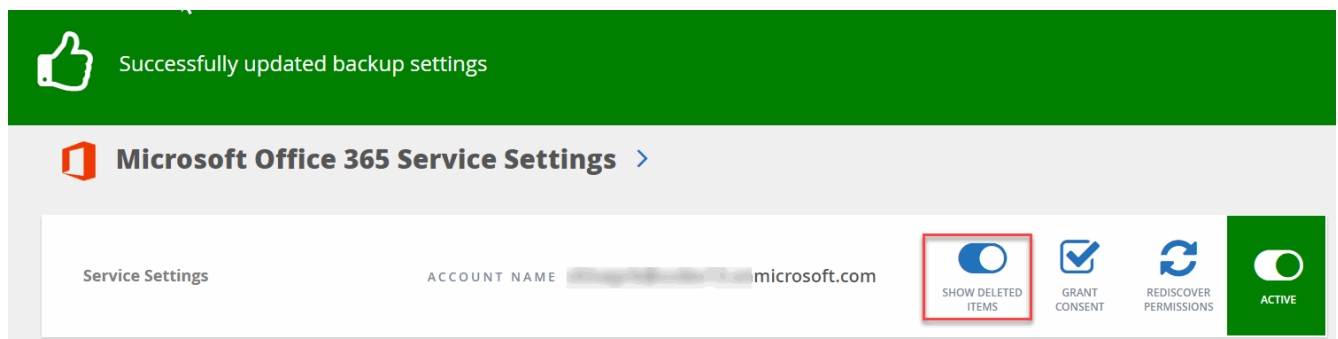
Steps

1. Click **SERVICES** on the left navigation pane.

2.  .
Click the Settings icon .



3. Turn on the **Show Deleted Items** switch.



4. Click **Jobs** on the left navigation pane.

5. Open the most recent backup to see the deleted items.

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