



Restoring from a previous backup

SaaS Backup For Office 365

Amanda Stroman, Rachel Lithman
October 21, 2020

This PDF was generated from https://docs.netapp.com/us-en/saasbackupO365/task_restoring_from_previous_backup.html on November 19, 2020. Always check docs.netapp.com for the latest.



Table of Contents

Restoring from a previous backup 1

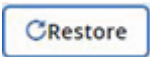
Restoring from a previous backup

By default, only your most recent backup is available for restore.

Steps

1. From the Dashboard, click the number above **PROTECTED** in box of the service for which you want to perform the restore.
 - For shared mailboxes, click the **SHARED** tab.
 - For archive mailboxes, click the **ARCHIVE** tab. Note: Archive mailboxes are restored to the user's regular mailbox.
 - For regular mailboxes, remain on the **USER** tab.
2. Click the item that you want to restore.
3. Click **View Backup History**.

A calendar is displayed. Dates for which backups are available are indicated by a green circle.

4. If you want to display the items backed up over a select number of days, click **Show Selected Backups** and select one of the pre-defined number of days from the drop-down menu.
5. Otherwise, click the date of the backup that you want to restore and then select the specific backup.
6. Select the items that you want to restore.
7. Click 
8. Select a restore option:

- a. If you are restoring mailboxes for **Microsoft Exchange Online** or a mailbox for a Microsoft Office 365 Group, select one of the following options:

- **Restore to the same mailbox**

If you are restoring to the same mailbox, by default, a restore folder with the current date and time stamp is created in the original content location containing the backup copy. If you select **Replace the existing content**, then your current data is completely replaced by the backup.

- **Restore to another mailbox**

If you restore to another mailbox, you must enter the destination mailbox in the search field. You can type in a portion of the destination email address in the search field to initiate an automatic search for matching destination mailboxes.

- b. If you are restoring MySites for **Microsoft OneDrive for Business**, select one of the following options:
 - **Restore to the same MySite**

If you are restoring individual files to the same MySite, by default, a restore folder with the current date and time stamp is created in the original content location containing the backup copy. If you select **Replace the existing content**, then your current data is completely replaced by the backup. If you are restoring an entire folder, the option to **Replace the existing content** is not available.

- **Restore to a different MySite**

If you restore to a different MySite, you must enter the destination MySite in the search field. You can type in a portion of the destination MySite in the search field to initiate an automatic search for matching destination MySites.

- c. If you are restoring sites for **Microsoft SharePoint Online**, you can restore to the same site or to a different site. If you are restoring a Microsoft Office 365 group site, you can only restore to the same site.

- **Restore to the same site**

If you restore to the same site, then by default, a restore folder with the current date and time stamp is created in the original file location containing the backup copy. If you select the **Overwrite with merge** option, no restore folder is created. If the version of the backup file and the current file match, the backup is restored to the original location. Any new content in the destination is ignored and unaffected. For example, if the backup contains File1 version5 and the destination contains File1 version 6, a restore with the **Overwrite with Merge** option selected fails. If you select the **Replace the existing content** option, the current version of the data is completely replaced with the backup copy.

- **Restore to a different site**

If you restore to a different site, you must enter the destination site into the search field. You can type a portion of the destination site into the search field to initiate an automatic search for matching sites.

9. Click **Confirm**.

A message is displayed indicating that the restore job is created.

10. Click **View the job progress** to monitor the progress of the restore.

Copyright Information

Copyright © 2020 NetApp, Inc. All rights reserved. Printed in the U.S. No part of this document covered by copyright may be reproduced in any form or by any means-graphic, electronic, or mechanical, including photocopying, recording, taping, or storage in an electronic retrieval system-without prior written permission of the copyright owner.

Software derived from copyrighted NetApp material is subject to the following license and disclaimer:

THIS SOFTWARE IS PROVIDED BY NETAPP “AS IS” AND WITHOUT ANY EXPRESS OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, WHICH ARE HEREBY DISCLAIMED. IN NO EVENT SHALL NETAPP BE LIABLE FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, OR CONSEQUENTIAL DAMAGES (INCLUDING, BUT NOT LIMITED TO, PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES; LOSS OF USE, DATA, OR PROFITS; OR BUSINESS INTERRUPTION) HOWEVER CAUSED AND ON ANY THEORY OF LIABILITY, WHETHER IN CONTRACT, STRICT LIABILITY, OR TORT (INCLUDING NEGLIGENCE OR OTHERWISE) ARISING IN ANY WAY OUT OF THE USE OF THIS SOFTWARE, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGE.

NetApp reserves the right to change any products described herein at any time, and without notice. NetApp assumes no responsibility or liability arising from the use of products described herein, except as expressly agreed to in writing by NetApp. The use or purchase of this product does not convey a license under any patent rights, trademark rights, or any other intellectual property rights of NetApp.

The product described in this manual may be protected by one or more U.S. patents, foreign patents, or pending applications.

RESTRICTED RIGHTS LEGEND: Use, duplication, or disclosure by the government is subject to restrictions as set forth in subparagraph (c)(1)(ii) of the Rights in Technical Data and Computer Software clause at DFARS 252.277-7103 (October 1988) and FAR 52-227-19 (June 1987).

Trademark Information

NETAPP, the NETAPP logo, and the marks listed at <http://www.netapp.com/TM> are trademarks of NetApp, Inc. Other company and product names may be trademarks of their respective owners.