

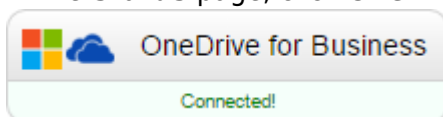
How to Configure a OneDrive for Business Data Source

<https://campus.barracuda.com/doc/51189876/>

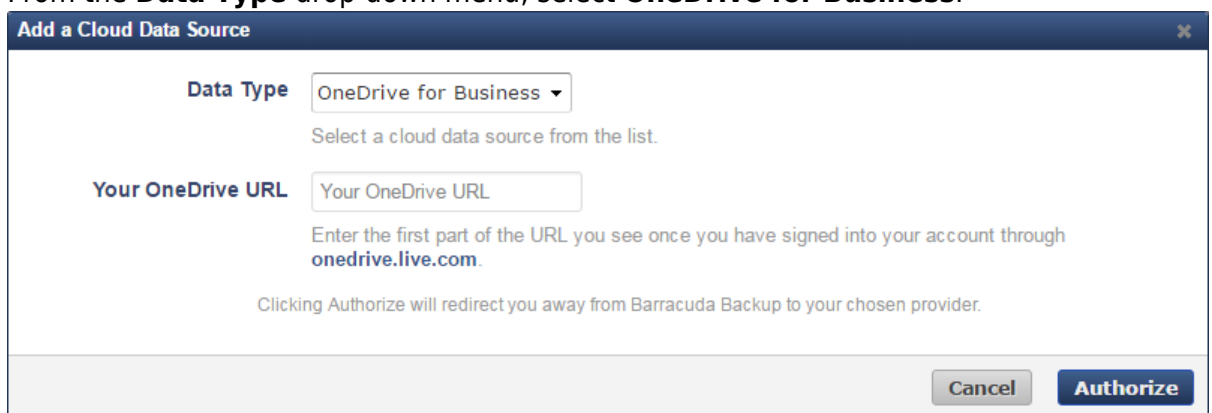
This article applies to Barracuda Cloud-to-Cloud Backup and Microsoft OneDrive for Business.

Use the following steps to set up OneDrive backup:

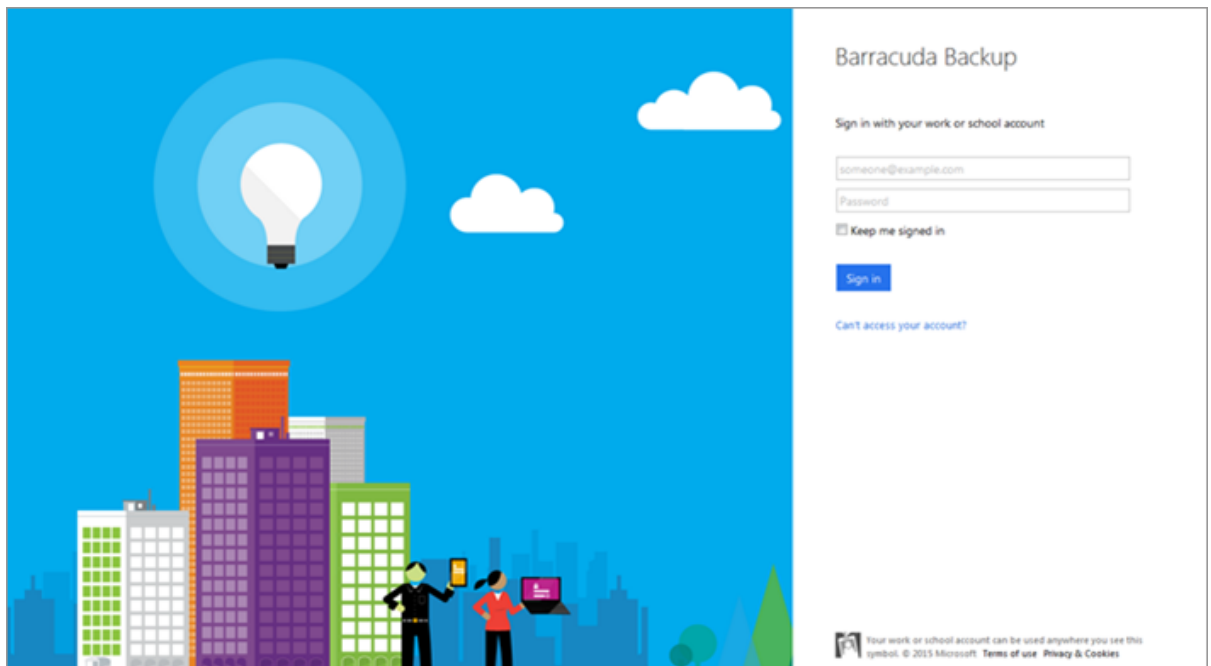
1. Log into Barracuda Backup, and select the Cloud-to-Cloud Backup Source in the left pane.
2. In the **Status** page, click **OneDrive for Business**:



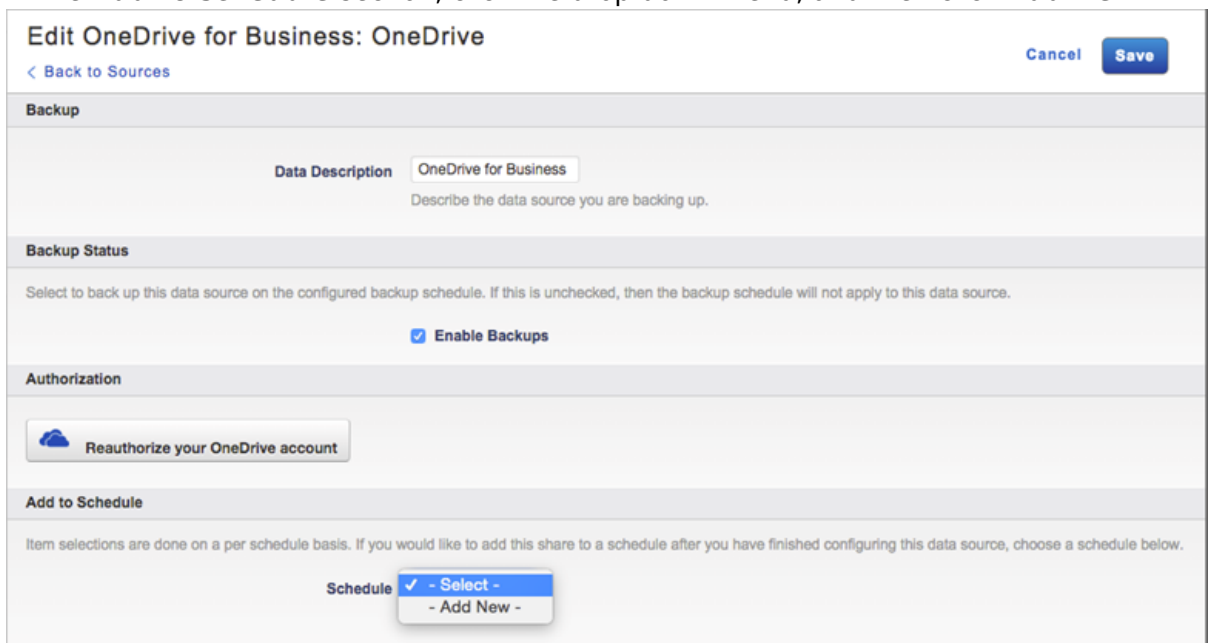
3. **Data Sources** Click **Add a Cloud Provider**, and enter the following details:
 1. **Cloud Provider description** field, enter a name to represent the data source.
 2. From the **Cloud Provider Type** drop-down menu, select **Microsoft Office 365**.
 3. Click **Save**.
4. The **Add a Cloud Data Source** page displays:
 1. From the **Data Type** drop-down menu, select **OneDrive for Business**.

A dialog box titled "Add a Cloud Data Source" with a close button (X) in the top right corner. It contains a "Data Type" dropdown menu set to "OneDrive for Business" with a subtext "Select a cloud data source from the list." Below this is a "Your OneDrive URL" text input field with a subtext "Enter the first part of the URL you see once you have signed into your account through onedrive.live.com." At the bottom, there is a note "Clicking Authorize will redirect you away from Barracuda Backup to your chosen provider." and two buttons: "Cancel" and "Authorize".

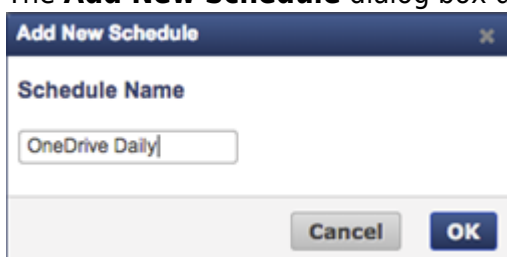
2. In the **Your OneDrive URL** field, enter the first part of your OneDrive for Business URL; the URL is available once you log in to OneDrive for Business. Note that the https:// portion is not required. For example, type mydomain-my.sharepoint.com.
3. Click **Authorize**.
4. If you are not currently logged in to the OneDrive for Business account, the Microsoft login page displays:



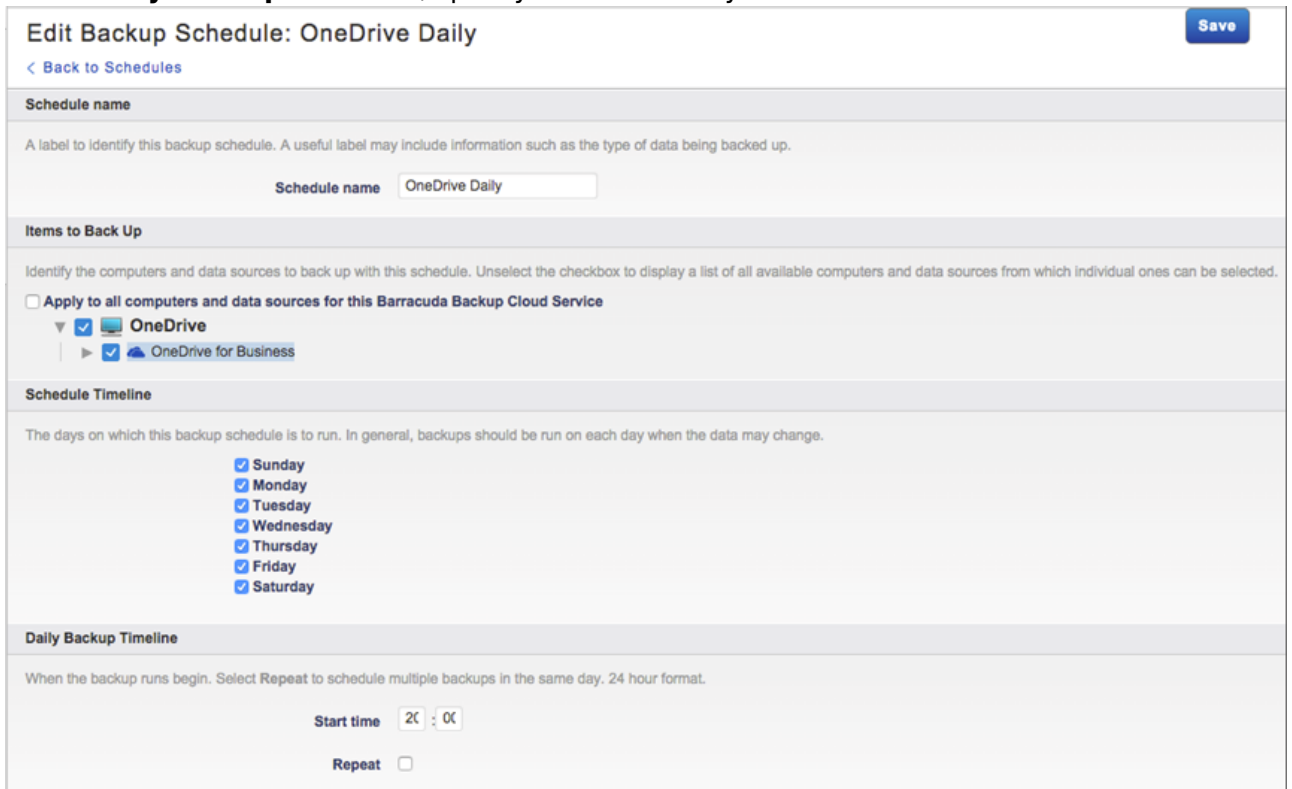
5. Enter your OneDrive for Business administrator login information, and click **Sign in**.
5. The **Edit OneDrive for Business** page displays.
 1. Enter a name to identify the data source in the **Data Description** field.
 2. In the **Add to schedule** section, click the drop-down menu, and then click **Add New**:

The image shows the 'Edit OneDrive for Business: OneDrive' configuration page. At the top right are 'Cancel' and 'Save' buttons. Below the title is a '< Back to Sources' link. The page is divided into sections: 'Backup' (with a 'Data Description' field containing 'OneDrive for Business' and a placeholder 'Describe the data source you are backing up.'), 'Backup Status' (with a checkbox 'Enable Backups' that is checked), 'Authorization' (with a 'Reauthorize your OneDrive account' button), and 'Add to Schedule' (with a 'Schedule' dropdown menu showing '- Select -' and '- Add New -').

6. The **Add New Schedule** dialog box displays. Enter a name to represent the schedule:

The image shows the 'Add New Schedule' dialog box. It has a title bar with 'Add New Schedule' and a close button. Inside, there is a 'Schedule Name' label and a text input field containing 'OneDrive Daily'. At the bottom are 'Cancel' and 'OK' buttons.

7. Click **OK**. The **Edit OneDrive for Business** page is updated with the new schedule name.
8. Click **Save**. The **Edit Backup Schedule** page displays.
9. In the **Items to Back Up** section:
 1. Select individual items to back up, or
 2. To back up everything on OneDrive, click **Apply to all computers and data sources for this Barracuda Backup Cloud Service**.
10. In the **Schedule Timeline** section, select the day you want the schedule to run.
11. In the **Daily Backup Timeline**, specify the time of day the schedule is to run:



Edit Backup Schedule: OneDrive Daily Save

[Back to Schedules](#)

Schedule name


A label to identify this backup schedule. A useful label may include information such as the type of data being backed up.


Schedule name

Items to Back Up

Identify the computers and data sources to back up with this schedule. Unselect the checkbox to display a list of all available computers and data sources from which individual ones can be selected.

☐ Apply to all computers and data sources for this Barracuda Backup Cloud Service

▼ ☒  OneDrive

▶ ☒  OneDrive for Business

Schedule Timeline

The days on which this backup schedule is to run. In general, backups should be run on each day when the data may change.

☒ Sunday
☒ Monday
☒ Tuesday
☒ Wednesday
☒ Thursday
☒ Friday
☒ Saturday

Daily Backup Timeline

When the backup runs begin. Select Repeat to schedule multiple backups in the same day. 24 hour format.

Start time :

Repeat ☐

12. Click **Save**. OneDrive is backed up based on your data source and schedule settings.

Figures

1. onedriveForBusiness.png
2. AddOneDriveDS.png
3. onedrivelogin.png
4. addNewSchedule.png
5. enterSchedNameOneDrive.png
6. itemsToBackUp.png

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