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## Manual Backups

<https://campus.barracuda.com/doc/68362232/>

This article refers to Barracuda Message Archiver firmware 5.1.1 or higher.

You can create a configuration backup immediately, separate from [scheduled backups](#).

### Configuration Backup

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The configuration includes most global (system-wide) and domain settings including user account information.

If you want to download the configuration file to your local system, skip to the section *Manually Start Backup* and select **Local** in *Step 3* in the **Manual Backups** dialog.

### Set Up Destination

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To set up your backup destinations, go to the **Advanced > Backups** page, and scroll to the **Backup Destination Settings** section.

#### Cloud

Use the Barracuda Cloud for backups:

1. Enter the login credentials for the account configured on the **Advanced > Cloud Control** page in the **Username / Password** fields.
2. Click **Test Configuration** to verify connectivity.
3. Click **Save** at the top of the page to save your settings.

#### FTP / FTPS

Use an FTP server for backups; to use FTPS, your FTP server must support FTPS or all connection

attempts will fail.

By default, FTP (and FTPS) connections are initiated in **passive mode**. If your FTP server is also running in **passive mode**, and you have a firewall between your FTP server and the Barracuda Message Archiver, then your backups may on occasion time out. To resolve this, open a port on your firewall to allow passive-mode FTP connections, and reconfigure your **Port** number here to match. The port range depends on your FTP server configuration; verify that no other services are using this range of ports. Note that FTPS **active mode** is not supported.

1. Enter the following server details:
  1. **Username / Password** – Enter a username with write access to the FTP server and associated password.
  2. **Server Name/IP** – Enter the IP address or fully qualified domain name (FQDN)
  3. **Folder/Path** – Enter the folder path on the FTP server where the backup files are to be stored.
  4. **Port** – Enter the port used to connect to the FTP server; port 21 is used by default.
2. Click **Test Configuration** to verify connectivity.
3. Click **Save** at the top of the page to save your settings.

## SMB

Use an SMB (Windows/CIFS) shared drive for backups:

1. Enter the following share details:
  1. in the **Username / Password** fields.
  2. **Username / Password** – Enter the SMB share login credentials.
  3. **Server Name/IP** – Enter the IP address or FQDN of the system where the share is located.

For Windows 2003, specify the Windows NetBIOS name of the system instead of its IP address.
  4. **Folder/Path** – Enter the folder path on the share where the backup files are to be stored.
  5. **Port** – Enter the port used to connect to the share.
  6. **Use NTLMv2** – Set to **Yes** if you are backing up a Windows SMB share using the NTLMv2 protocol.
2. Click **Test Configuration** to verify connectivity.
3. Click **Save** at the top of the page to save your settings.

## Manually Start Backup

Use the following steps to run a one-time manual backup of the Barracuda Message Archiver

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configuration. Note that only those destinations fully configured in the **Backup Destination Settings** section are available.

1. Go to the **Advanced > Backups** page, and scroll to the **Manual Backups** section.
2. Click **Start Backup**.
3. In the **Manual Backups** dialog, select where you want to save the backup file based on the configured backup destinations:
  1. Barracuda **Cloud**
  2. **FTP / FTPS** server
  3. **SMB** share
  4. Save to your **Local** system
4. Verify **Configuration** is selected.
5. Click **Start Backup** to initiate the backup.

The **Status** field displays the status of the last manual backup including the destination, date and time of backup, and whether it is in progress, successfully completed, or failed.

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