
Restoring Files and Folders

<https://campus.barracuda.com/doc/73698252/>

Applicable Products

These instructions apply to the following products:

- Barracuda Intronis Backup - MSP

Files and Folders Restore

Overview

You can restore Files and Folders by:

- Folder Hierarchy
- Daily Snapshots
- Backup Sets

Folder Hierarchy

Restoring by Folder Hierarchy lets you restore files and folders from the hierarchy that you originally backed up. Each file may have been backed up multiple times and therefore have multiple revisions. By default, the most recent revision is selected, but you can choose any revision that is displayed.

Daily Snapshots

Restoring by Daily Snapshots lets you restore a version of files and folders from a specific date. Seven of the most recent daily snapshots are available for restore. You can only restore from one daily snapshot at a time.

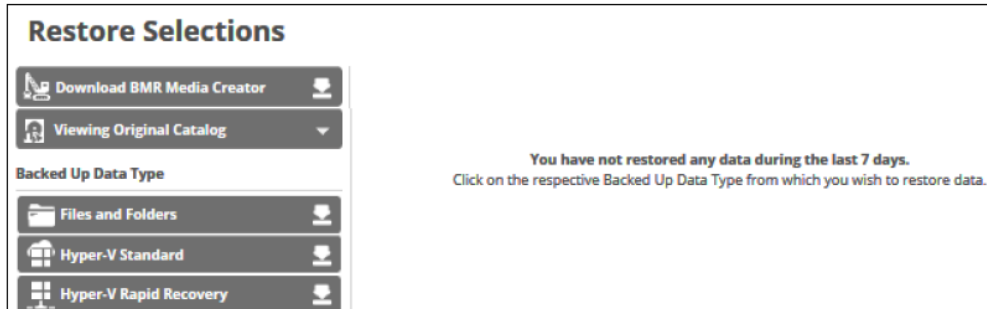
Backup Sets

Restoring by Backup Sets lets you restore files and folders organized by the backup sets you have created.

Restoring Files and Folders by Folder Hierarchy

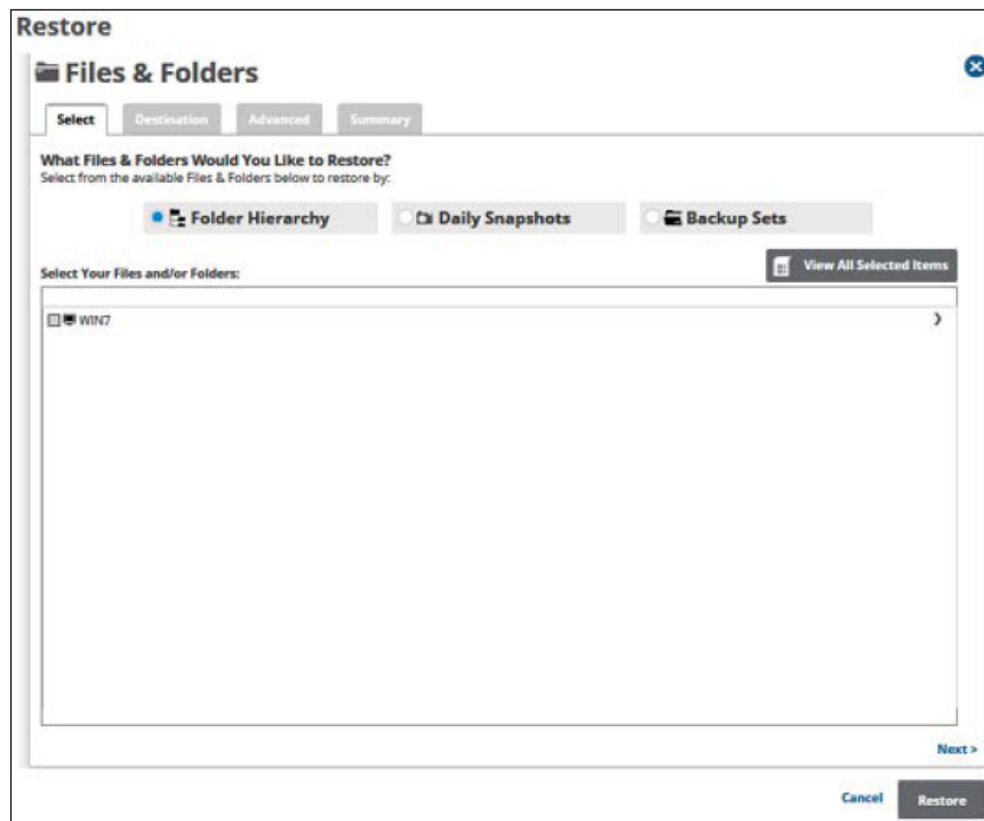
1. From the **ECHOplatform** ribbon bar, select the **Manage** tab.
2. In the **Manage** screen, navigate to the client account and expand it.
3. Click on the computer ID hyper-link.
4. Select the **Restore** tab.

The Restore Selections page is displayed.



5. Click **Files and Folders**.

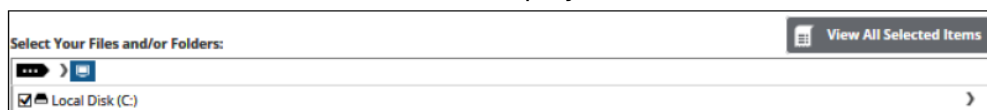
The Select page is displayed with **Folder Hierarchy** selected as the default.



6. In the Select Your Files and /or Folders pane, select the row of the files and folders you would like to restore.



The folders available for restore are displayed.



7. Click the check box of the folder you would like to restore.



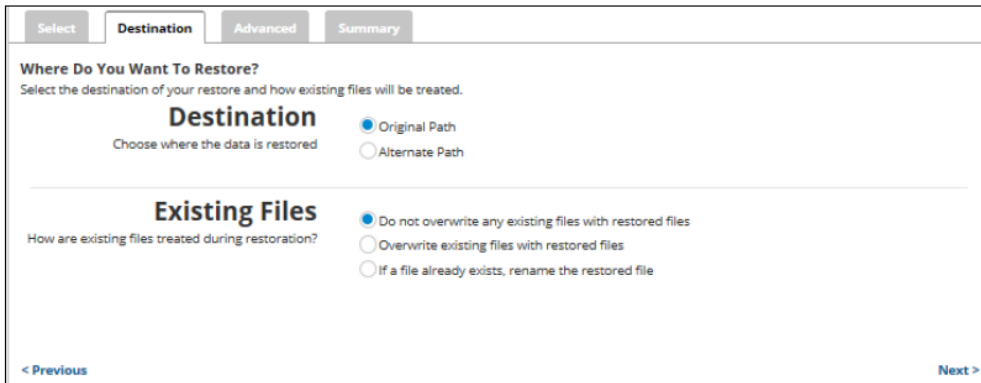
Clicking the arrow at the right of the items displays more files and folders.



8. To review and edit your selections, click the **View All Selected Items** button. The All Selected Items pop-up is displayed.



9. Click the remove icon to remove items from your selection.
- Notes:
- You may only remove items from the list.
 - Exclusions are marked in red.
10. To apply changes made in the pop-up, click the Save button.
- Note:** Clicking **Save** commits the changes, closes the pop-up, and returns you to the Selection page.
- Click the **Cancel** button ignores changes made in the pop-up list and returns you to the Selection page.
11. After making your selection, click **Next**.
- The Destination page is displayed.



Select Destination Advanced Summary

Where Do You Want To Restore?
Select the destination of your restore and how existing files will be treated.

Destination
Choose where the data is restored

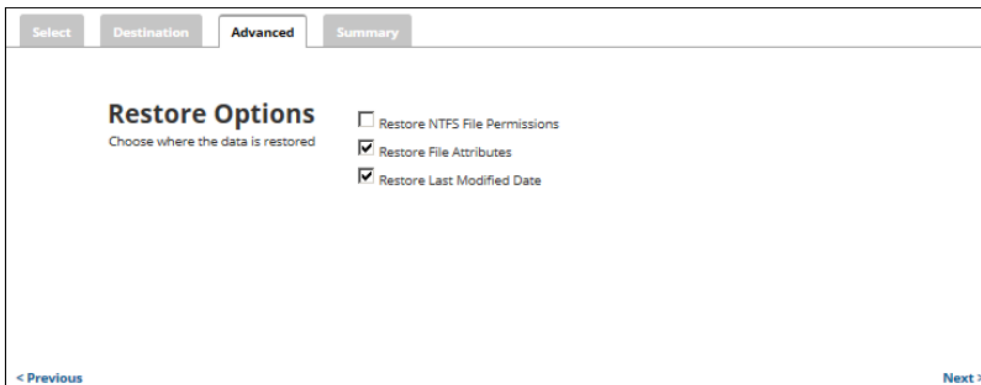
☒ Original Path
☐ Alternate Path

Existing Files
How are existing files treated during restoration?

☒ Do not overwrite any existing files with restored files
☐ Overwrite existing files with restored files
☐ If a file already exists, rename the restored file

< Previous Next >

12. At the Destination section, to select the original destination path, click the **Original Path** radio button.
13. To select an alternative path, click the **Alternate Path** radio button, and then browse to the destination.
14. At the Existing Files section, select one of the following radio buttons regarding the restoration of existing files:
 - Do not overwrite any existing files with restored files.
 - Overwrite existing files with restored files.
 - If a file already exists, rename the restored file.
15. After making your selection, click **Next**.
The Advanced page is displayed.



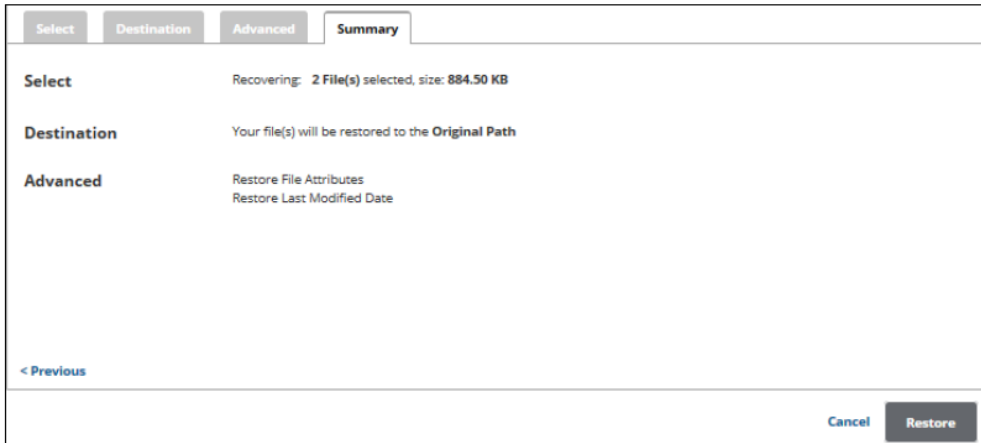
Select Destination Advanced Summary

Restore Options
Choose where the data is restored

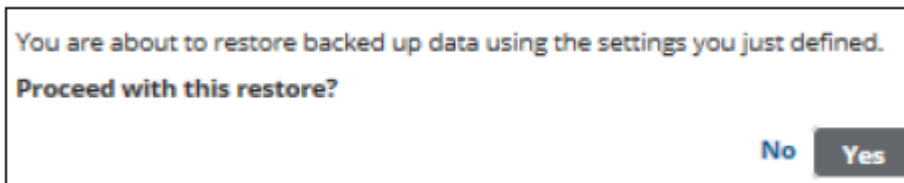
☐ Restore NTFS File Permissions
☒ Restore File Attributes
☒ Restore Last Modified Date

< Previous Next >

16. Optionally, select from the following to specify the advanced features of the restore:
 - Restore NTFS File Permissions
 - Restore File Attributes
 - Restore Last Modified Date
17. Click **Next**.
The Summary page is displayed.



18. Verify your selections, and then click the **Restore** button.
The confirmation pop-up is displayed.

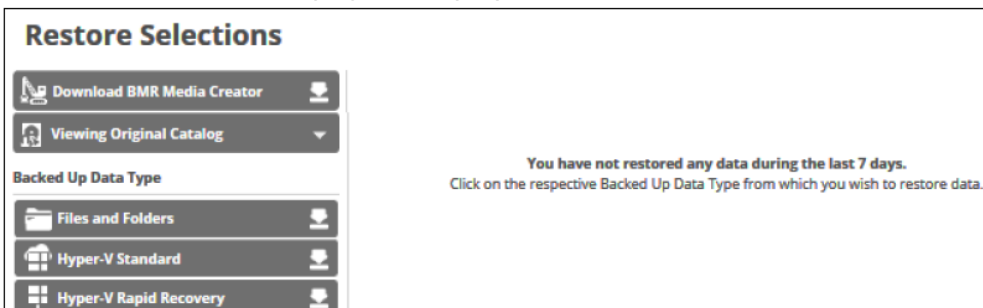


19. Click **Yes**.
The Restore Selections page is displayed with the latest status.

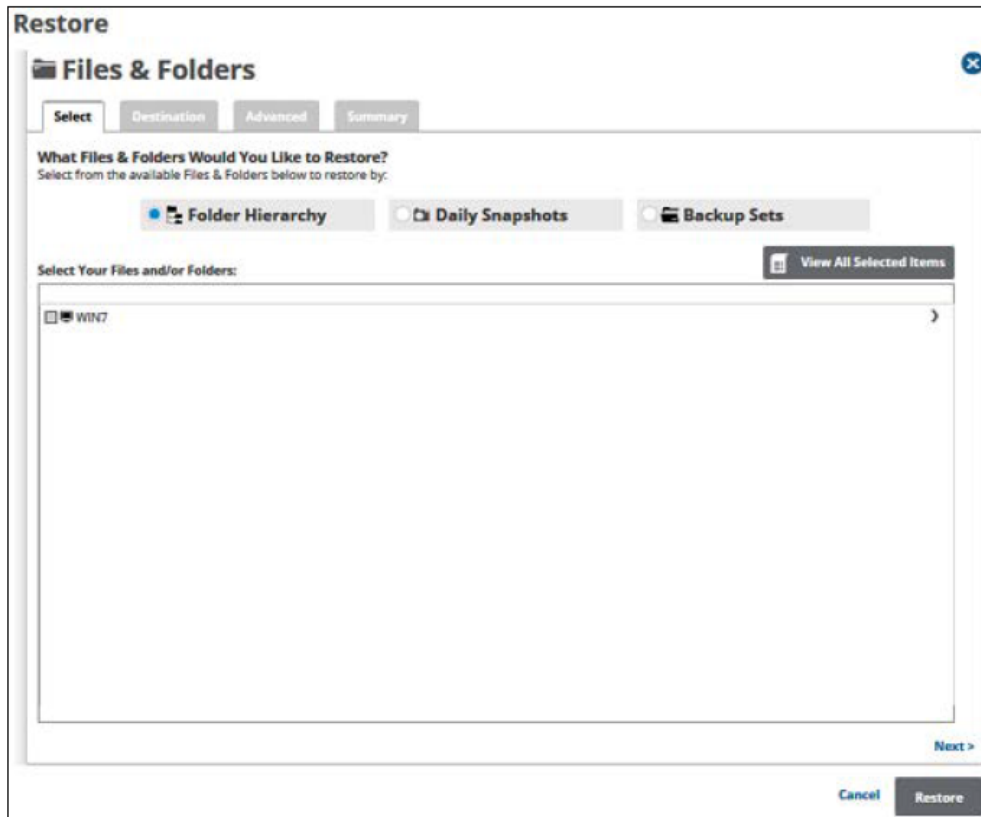
Restoring Files and Folders by Daily Snapshot

1. From the **ECHOplatform** ribbon bar, select the **Manage** tab.
2. In the **Manage** screen, navigate to the client account and expand it.
3. Click on the computer ID hyper-link.
4. Select the **Restore** tab.

The Restore Selections page is displayed.



5. Click **Files and Folders**.
The Select page is displayed.



Restore

Files & Folders

Select Destination Advanced Summary

What Files & Folders Would You Like to Restore?
Select from the available Files & Folders below to restore by:

☒ Folder Hierarchy ☐ Daily Snapshots ☐ Backup Sets

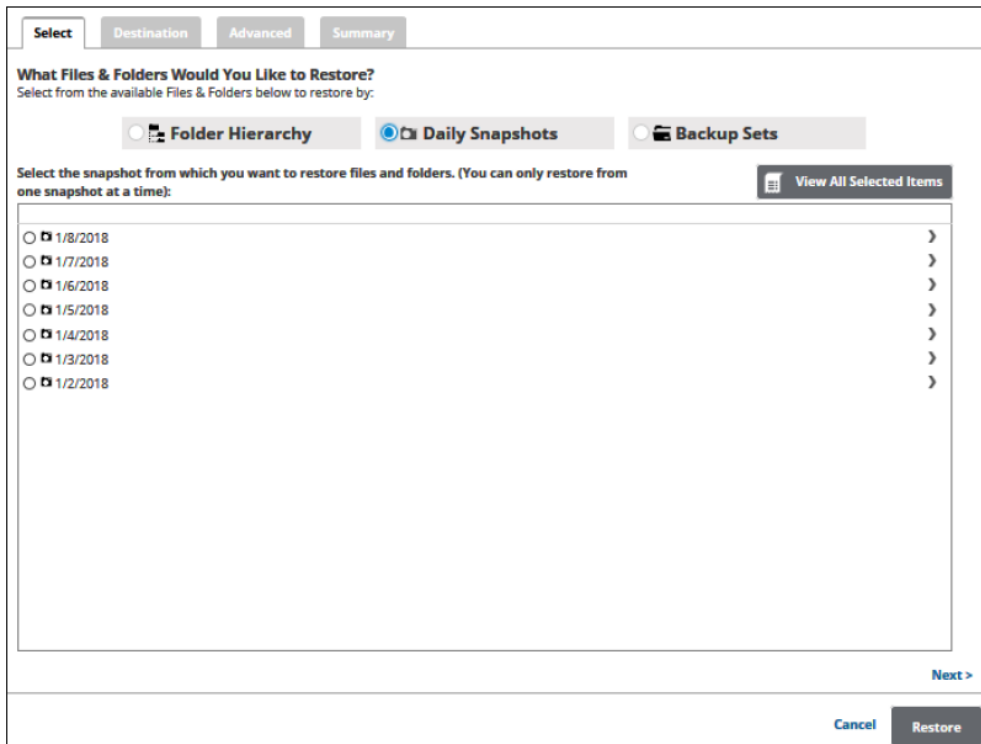
Select Your Files and/or Folders: View All Selected Items

WIN7

Next >

Cancel Restore

6. Click the **Daily Snapshot** radio button.
The available snapshot are displayed in the Select pane.



Select Destination Advanced Summary

What Files & Folders Would You Like to Restore?
Select from the available Files & Folders below to restore by:

☐ Folder Hierarchy ☒ Daily Snapshots ☐ Backup Sets

Select the snapshot from which you want to restore files and folders. (You can only restore from one snapshot at a time): View All Selected Items

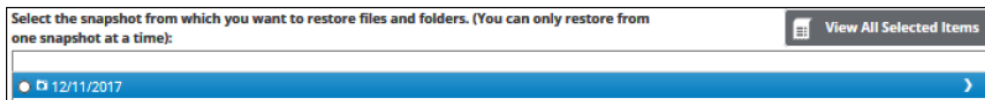
☐ 1/8/2018
☐ 1/7/2018
☐ 1/6/2018
☐ 1/5/2018
☐ 1/4/2018
☐ 1/3/2018
☐ 1/2/2018

Next >

Cancel Restore

Note: Seven of the most recent daily snapshots are available for restore. You can only restore from one daily snapshot at a time. Selecting a different snapshot clears your current selection.

7. To display more snapshots, select the row of the files and folders you would like to restore.



The folders available for restore are displayed.

8. Click the checkbox of the folder in which the snapshot resides that you would like to restore.



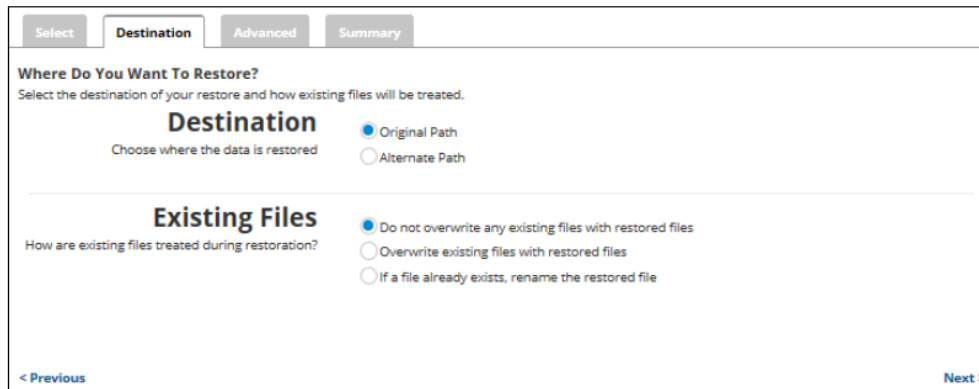
Clicking the arrow at the right of the items displays more files and folders.

9. Click the radio button of the snapshot you would like to restore.
10. To review and edit your selections, click the View All Selected Items button.

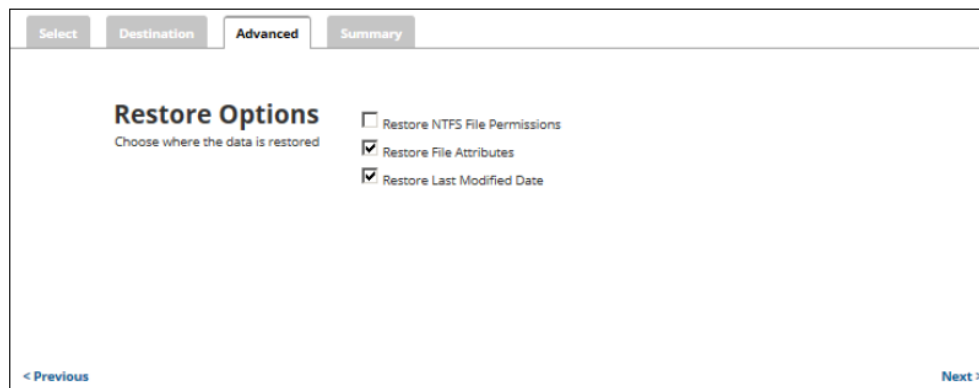
The All Selected Items pop-up is displayed.



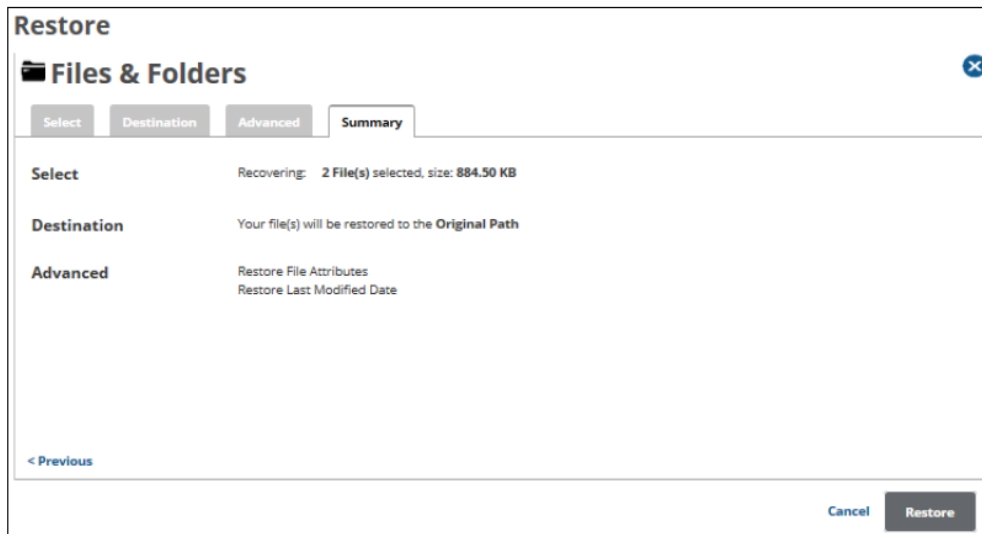
11. Click the remove icon to remove items from your selection.
Note: You may only remove items from the list.
12. To apply changes made in the pop-up, click the **Save** button.
Note: Clicking Save commits the changes, closes the pop-up, and returns you to the Selection page.
Clicking the **Cancel** button ignores changes made in the pop-up list and returns you to the Selection page.
13. After making your selection, click **Next**.
The Destination page is displayed.



14. At the Destination section, to select the original destination path, click the **Original Path** radio button.
15. To select an alternate path, click the **Alternate Path** radio button, and then browse to the destination.
16. At the Existing Files section, select one of the following radio buttons regarding the restoration of existing files:
 - Do not overwrite any existing files with restored files
 - Overwrite existing files with restored files
 - If a file already exists, rename the restored file
17. After making your selection, click **Next**.
The Advanced page is displayed.

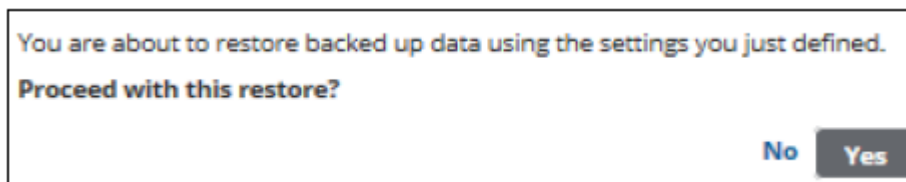


18. Optionally, select from the following options to specify the advanced features of the restore:
 - Restore NTFS File Permissions
 - Restore File Attributes
 - Restore Last Modified Date
19. Click **Next**.
The Summary page is displayed.



The 'Restore' dialog box is shown with the 'Files & Folders' tab selected. It has four sub-tabs: 'Select', 'Destination', 'Advanced', and 'Summary'. The 'Select' sub-tab is active, showing 'Recovering: 2 File(s) selected, size: 884.50 KB'. The 'Destination' sub-tab shows 'Your file(s) will be restored to the Original Path'. The 'Advanced' sub-tab shows 'Restore File Attributes' and 'Restore Last Modified Date'. At the bottom right are 'Cancel' and 'Restore' buttons. A '< Previous' link is at the bottom left.

20. Verify your selections, and then click the **Restore** button.
The confirmation pop-up is displayed.



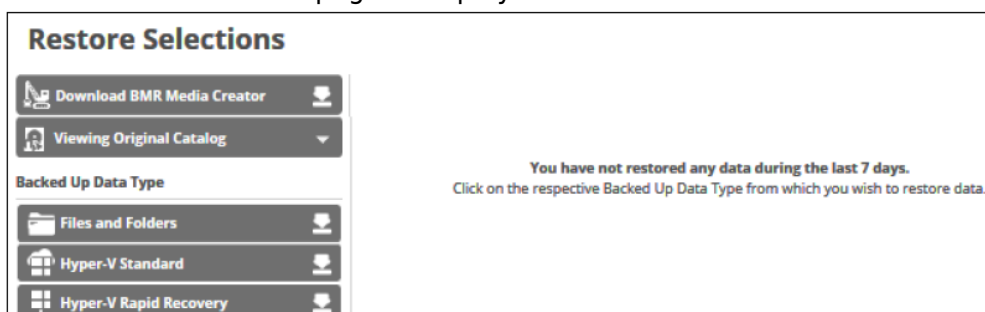
A confirmation pop-up with the text: 'You are about to restore backed up data using the settings you just defined. Proceed with this restore?'. At the bottom right are 'No' and 'Yes' buttons.

21. Click **Yes**.
The Restore Selections page is displayed with the latest restore.

Restoring Files and Folders by Backup Sets

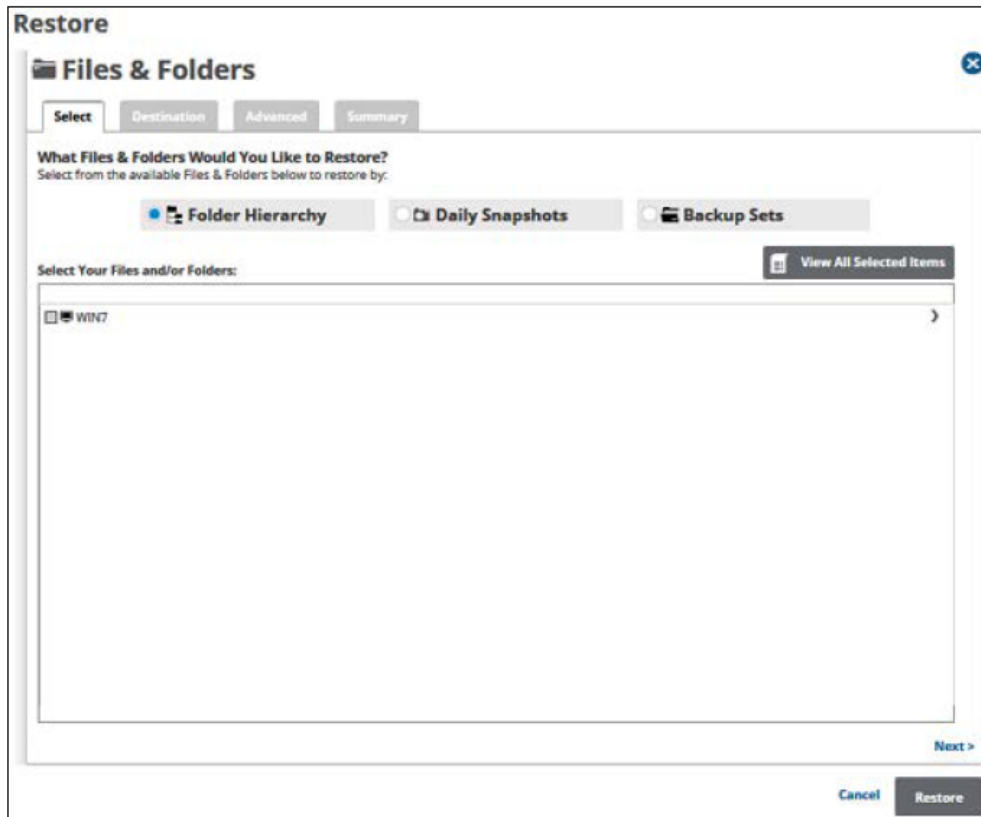
1. From the **ECHOplatform** ribbon bar, select the **Manage** tab.
2. In the **Manage** screen, navigate to the client account and expand it.
3. Click on the computer ID hyper-link.
4. Select the **Restore** tab.

The Restore Selections page is displayed.



The 'Restore Selections' page is shown. On the left, there are buttons for 'Download BMR Media Creator', 'Viewing Original Catalog', and a 'Backed Up Data Type' section with options: 'Files and Folders', 'Hyper-V Standard', and 'Hyper-V Rapid Recovery'. On the right, a message states: 'You have not restored any data during the last 7 days. Click on the respective Backed Up Data Type from which you wish to restore data.'

5. Click **Files and Folders**.
The Select page is displayed.



Restore

Files & Folders

Select Destination Advanced Summary

What Files & Folders Would You Like to Restore?
Select from the available Files & Folders below to restore by:

☒ Folder Hierarchy ☐ Daily Snapshots ☐ Backup Sets

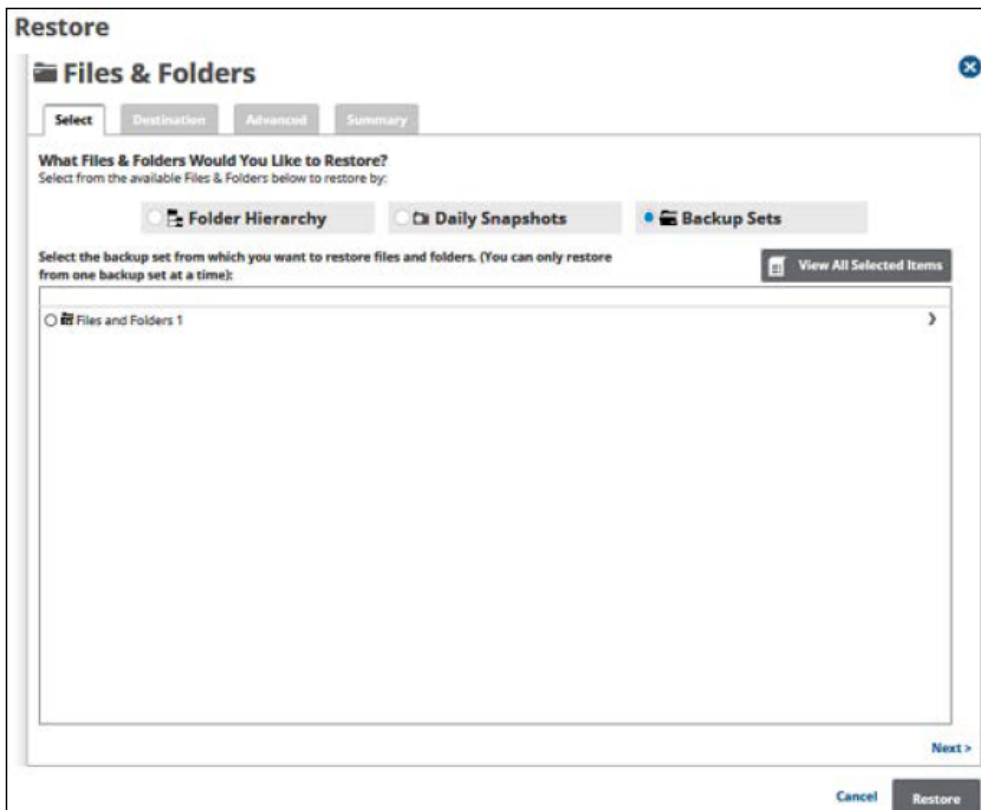
Select Your Files and/or Folders: View All Selected Items

WIN7

Next >

Cancel Restore

6. Click the **Backup Sets** radio button.
The available Backup Sets are displayed.



Restore

Files & Folders

Select Destination Advanced Summary

What Files & Folders Would You Like to Restore?
Select from the available Files & Folders below to restore by:

☐ Folder Hierarchy ☐ Daily Snapshots ☒ Backup Sets

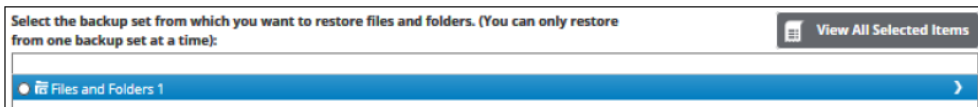
Select the backup set from which you want to restore files and folders. (You can only restore from one backup set at a time): View All Selected Items

Files and Folders 1

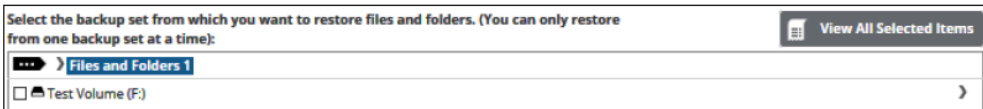
Next >

Cancel Restore

7. To display more backup sets, select the row of the files and folders you would like to restore.



The folders available for restore are displayed.



- Click the check box of the folder in which the files reside that you would like to restore.

Note: You can only restore from one backup set at a time.



Clicking the arrow at the right of the items displays more files and folders.

- To review and edit your selections, click the **View All Selected Items** button.

The All Selected Items pop-up is displayed.



- Click the remove icon to remove items from your selection.

Note: You may only remove items from the list.

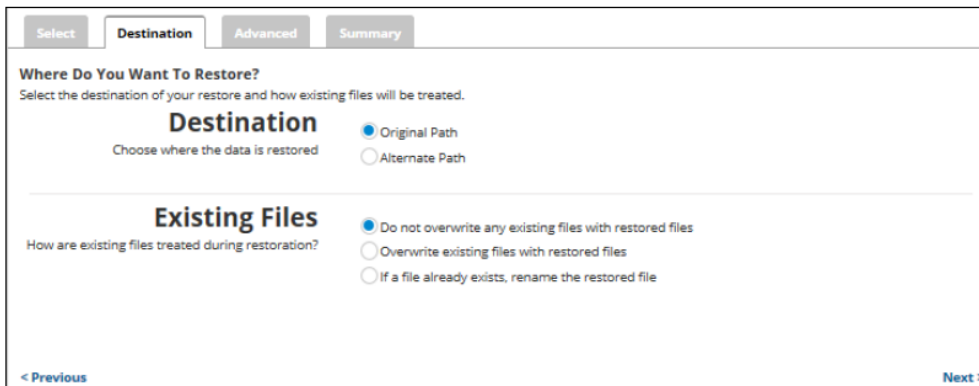
- To apply changes made in the pop-up, click the **Save** button.

Note: Clicking Save commits the changes, closes the pop-up, and returns you to the Selection page.

Clicking the **Cancel** button ignores changes made in the pop-up list and returns you to the Selection page.

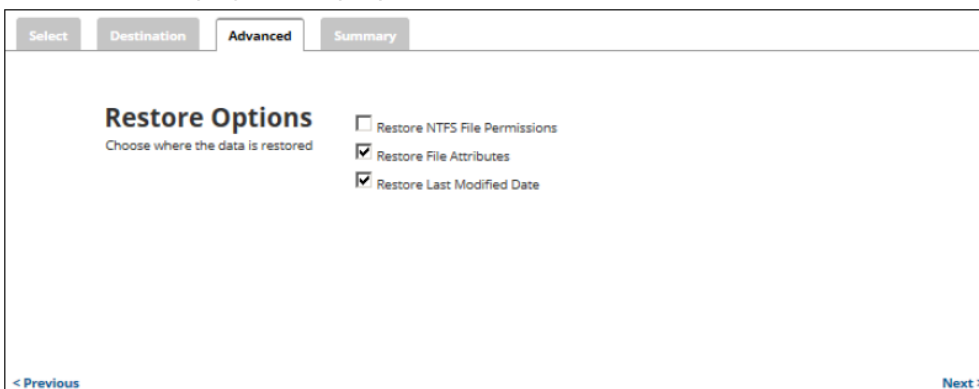
- After making your selection, click **Next**.

The Destination page is displayed.



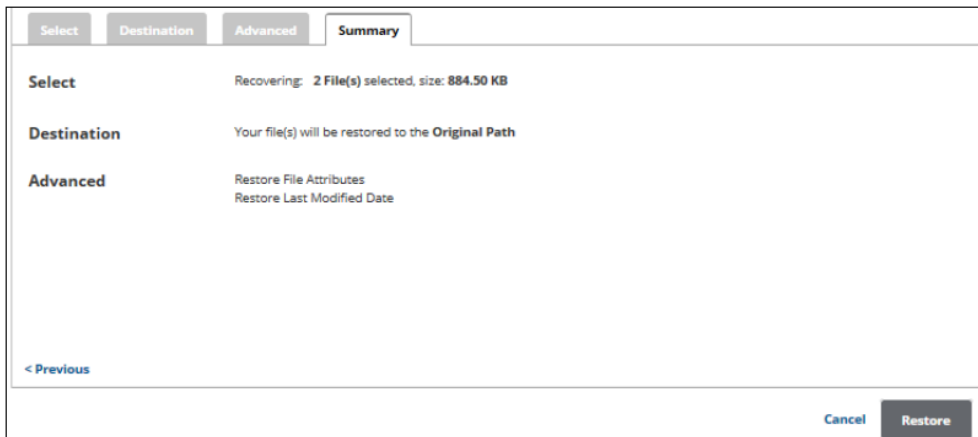
13. At the Destination section, to select the original destination path, click the **Original Path** radio button.
14. To select an alternate path, click the **Alternate Path** radio button, and then browse to the destination.
15. At the Existing Files section, select one of the following radio buttons regarding the restoration of existing files:
 - Do not overwrite any existing files with restored files
 - Overwrite existing files with restored files
 - If a file already exists, rename the restored file
16. After making your selection, click **Next**.

The Advanced page is displayed.



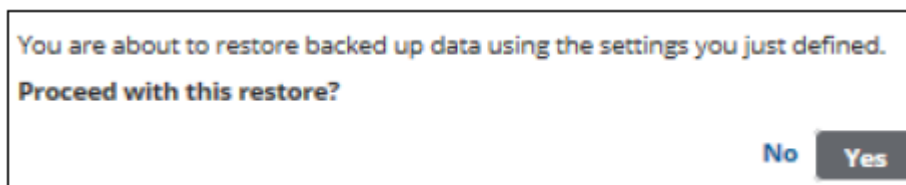
17. Optionally, select from the following options to specify the advanced features of the restore:
 - Restore NTFS File Permissions
 - Restore File Attributes
 - Restore Last Modified Date
18. Click **Next**.

The Summary page is displayed.



The screenshot shows a web interface for restoring files. It has four tabs: 'Select', 'Destination', 'Advanced', and 'Summary'. The 'Summary' tab is active. Under 'Select', it says 'Recovering: 2 File(s) selected, size: 884.50 KB'. Under 'Destination', it says 'Your file(s) will be restored to the Original Path'. Under 'Advanced', it lists 'Restore File Attributes' and 'Restore Last Modified Date'. At the bottom left is a '< Previous' link. At the bottom right are 'Cancel' and 'Restore' buttons.

19. Verify your selections, and then click the **Restore** button.
The confirmation pop-up is displayed.



The confirmation pop-up has a light gray background and a thin border. It contains the text 'You are about to restore backed up data using the settings you just defined.' followed by 'Proceed with this restore?'. At the bottom right are 'No' and 'Yes' buttons.

20. Click **Yes**.
21. The Restore Selections page is displayed with the latest restore.

Figures

1. FF_restore1.png
2. FF_restore2.png
3. FF_restore3.png
4. FF_restore4.png
5. arrow.png
6. FF_restore5.png
7. FF_restore6.png
8. Remove.png
9. FF_restore7.png
10. FF_restore8.png
11. FF_restore9.png
12. FF_restore10.png
13. FF_restore1.png
14. FF_restore2.png
15. FF_restore11.png
16. FF_restore12.png
17. arrow.png
18. FF_restore13.png
19. Remove.png
20. FF_restore14.png
21. FF_restore15.png
22. FF_restore16.png
23. FF_restore17.png
24. FF_restore1.png
25. FF_restore2.png
26. FF_restore18.png
27. FF_restore19.png
28. FF_restore20.png
29. arrow.png
30. FF_restore21.png
31. Remove.png
32. FF_restore22.png
33. FF_restore23.png
34. FF_restore24.png
35. FF_restore25.png

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