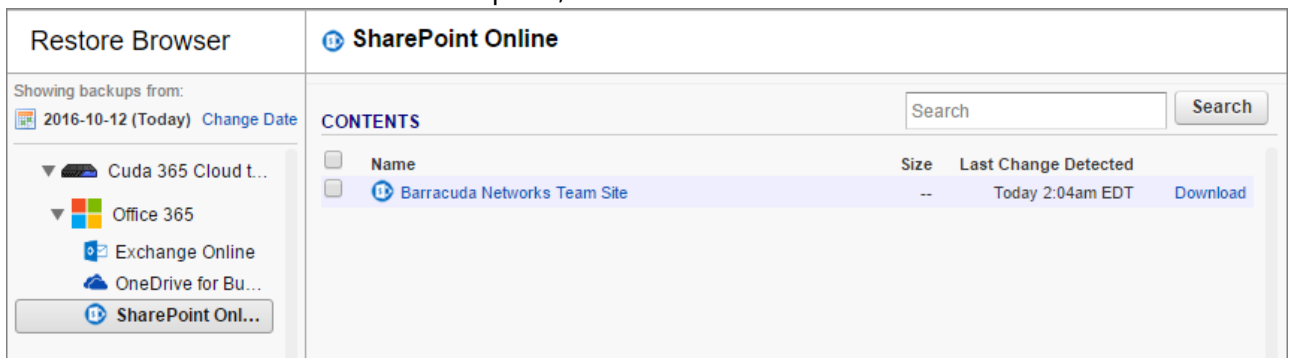


How to Restore a SharePoint Online Data Source

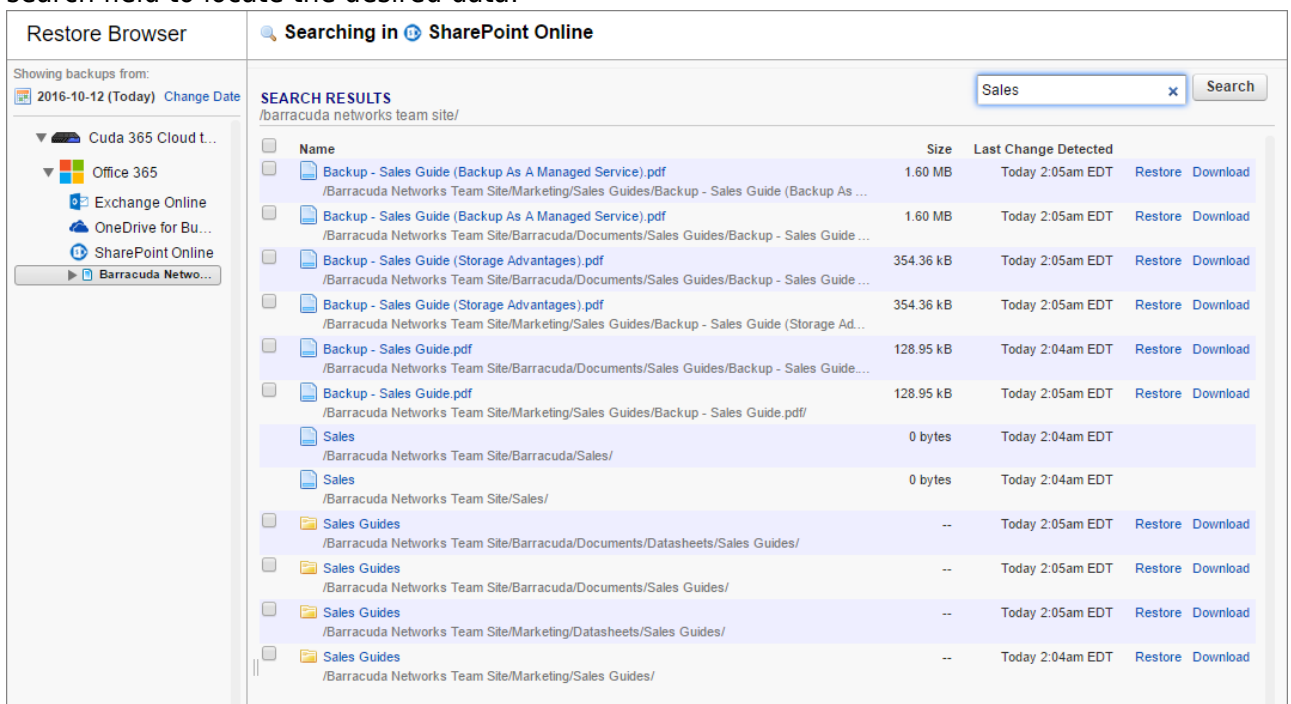
<https://campus.barracuda.com/doc/75170042/>

Use the following steps to restore SharePoint Online data:

1. Log in to Barracuda Backup, and select the Cloud-to-Cloud Backup Source in the left pane.
2. Go to **Restore > Restore Browser**.
3. Click **SharePoint Online** in the left pane, and select the Site from which to restore data:



4. Navigate through the folder structure to locate the file or folder you want to restore, or use the search field to locate the desired data:



5. The default view displays data present during the last backup. To find a historical revision of a file or folder, click **Change Date** in the left pane:

Restore Browser

Showing backups from:

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Searching in SharePoint Online

Sales

Search

SEARCH RESULTS

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<input type="checkbox"/>	Sales Guides /Barracuda Networks Team Site/Marketing/Sales Guides/	--	Today 2:04am EDT	Restore	Download

6. Use the calendar to select the desired day to view data available for restore from that date.

7. Once you locate the file(s) or folder to restore, click **Restore** to the right of a single item, or click **Restore selected items** if you selected multiple items:

Searching in SharePoint Online

Restore selected items

Download selected items

Sales Guide

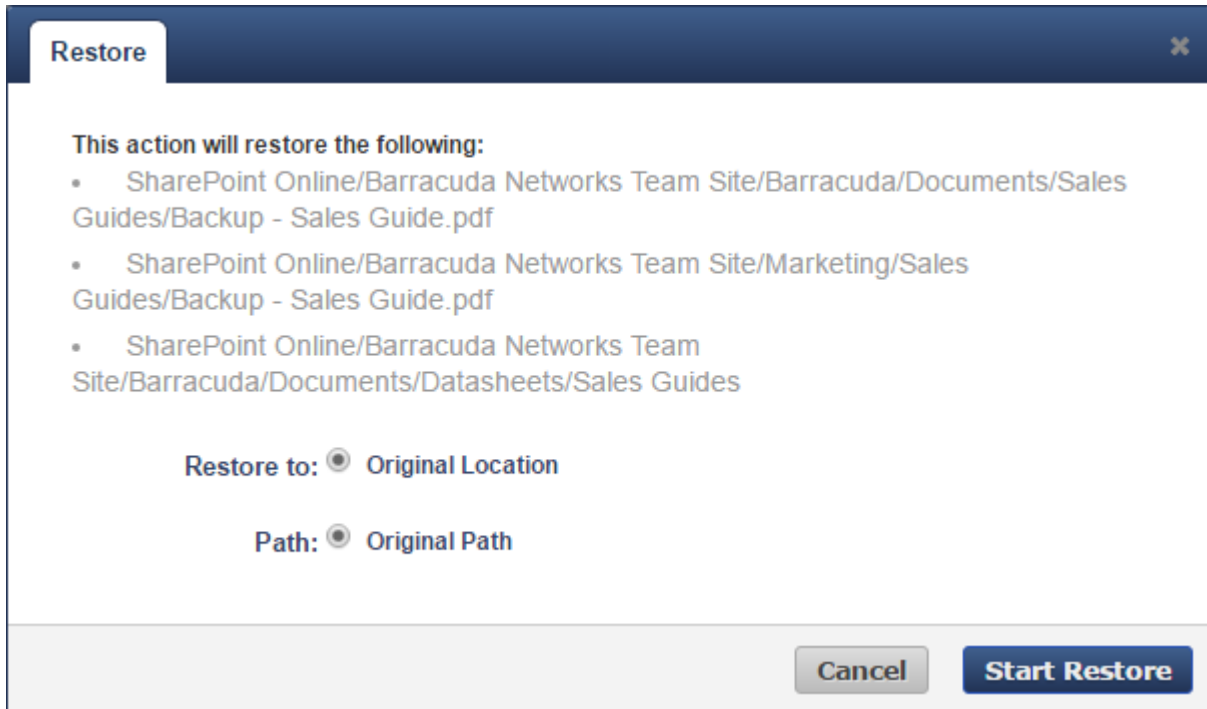
Search

SEARCH RESULTS

/barracuda networks team site/

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<input type="checkbox"/>	Sales Guides /Barracuda Networks Team Site/Marketing/Sales Guides/	--	Today 2:04am EDT	Restore	Download

8. The **Restore** dialog box displays. Select to restore to the **Original Location** and **Original Path**:



The image shows a 'Restore' dialog box with a dark blue header and a close button (X) in the top right corner. The main content area is white and contains the following text:

This action will restore the following:

- SharePoint Online/Barracuda Networks Team Site/Barracuda/Documents/Sales Guides/Backup - Sales Guide.pdf
- SharePoint Online/Barracuda Networks Team Site/Marketing/Sales Guides/Backup - Sales Guide.pdf
- SharePoint Online/Barracuda Networks Team Site/Barracuda/Documents/Datasheets/Sales Guides

Below the list, there are two radio button options:

Restore to: ☒ Original Location

Path: ☒ Original Path

At the bottom right, there are two buttons: 'Cancel' (light gray) and 'Start Restore' (dark blue).

9. Click **Start Restore**. A notification displays that the restore is in progress:



The image shows a 'Success' notification dialog box with a dark blue header and a close button (X) in the top right corner. The main content area is white and contains the following text:

Success

Restoration in progress. You can check on the status of the restore on the Reports > Restore page.

At the bottom right, there is an 'OK' button (dark blue).

10. To view restore status, go to the **Reports > Restore** page.

11. Verify the files or folders have been restored in the SharePoint Online Site.

Figures

1. RestoreBrowser01.PNG
2. SharePointRestoreSearch.PNG
3. SharePointRestoreChangeDate.PNG
4. RestoreSelectedItems.PNG
5. RestoreOriginalLocation.PNG
6. inprogress.png

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