

Backup Page

<https://campus.barracuda.com/doc/78153963/>

Use the **Backup** page to manage how data is backed up.

Location	Description
Backup > Sources	<p>Use this page to configure Office 365 data sources:</p> <ul style="list-style-type: none">• Identify systems to be backed up• Select the type of data to be backed up <p>Related Articles</p> <ul style="list-style-type: none">• How to Configure an Exchange Online Data Source• How to Configure a OneDrive for Business Data Source• How to Configure a SharePoint Online Data Source• How to Configure an Office 365 Groups Data Source
Backup > Schedules	<p>Once you configure data sources, use this page to create backup schedules.</p>
Backup > Retention Policies	<p>Specify how long to keep daily, weekly, monthly, and yearly backups by creating data retention policies. Different retention policies can be created for different sets of data.</p> <p>You can create one policy for all data sources or multiple policies that each include a subset of the data.</p> <p>Related Article</p> <ul style="list-style-type: none">• Retention Policies

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