

## OneDrive for Business Deployment

<https://campus.barracuda.com/doc/78153984/>

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

Depending on the plan and version of Office 365 you are running, some configuration settings may have a slightly different setup path.

### Create Service Account (Optional)

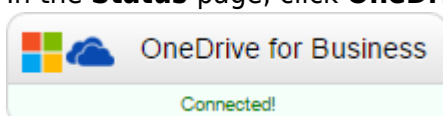
To create a new service account:

1. Log into your Office 365 Management Panel using an account with administrative privileges, and click **users and groups** in the left pane.
2. Click the **+** symbol to create a new account.
3. In the **details** page, enter the details for the new service account, and click **next**.
4. In the **settings** page, select **Yes** to assign administrator permissions, and from the drop-down menu, select **Global administrator**. Optionally, you can add an alternate email address and location. Click **next**.
5. In the **assign licenses** page, make no changes. Click **next**.
6. In the **send results in email** page, click **Create**. The service account details are sent to the admin.
7. To activate the account, log into your Office 365 Management Panel using the new service account, and update the password.

### Configure a OneDrive for Business Data Source

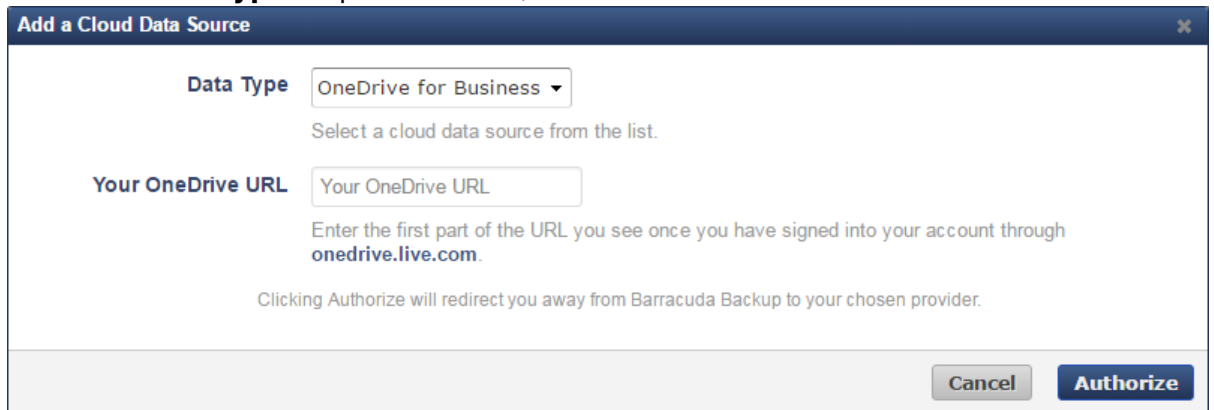
Use the following steps to set up OneDrive backup:

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**:

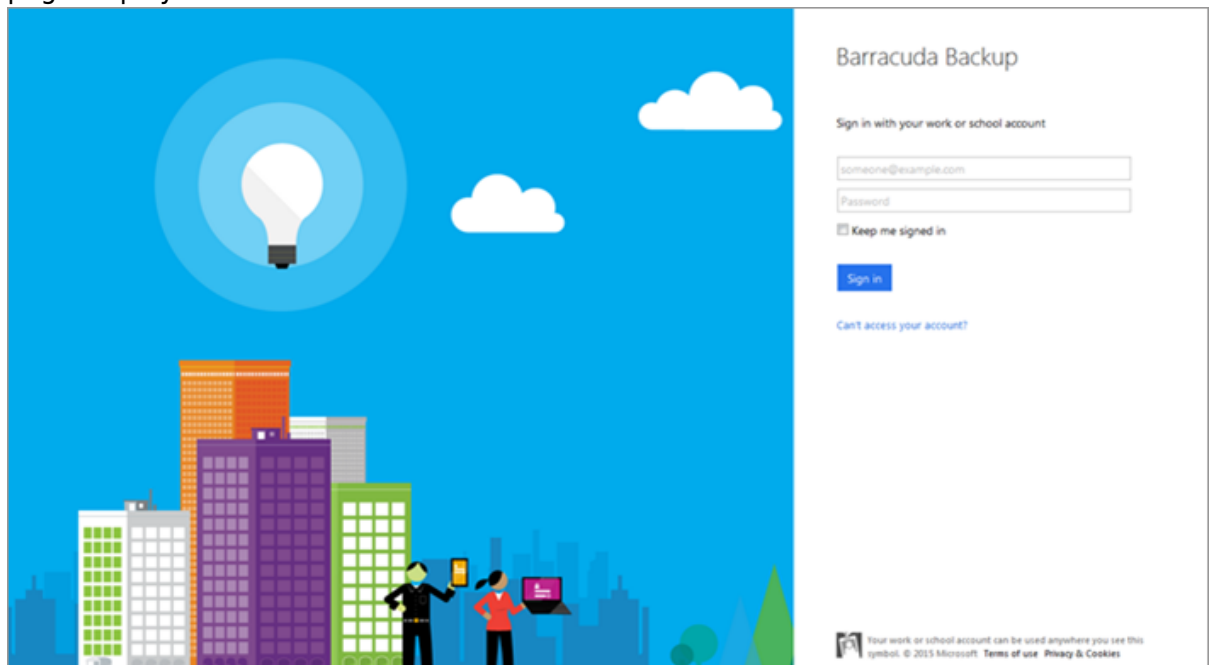


3. **Data Sources** Click **Add a Cloud Provider**, and enter the following details:

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**.



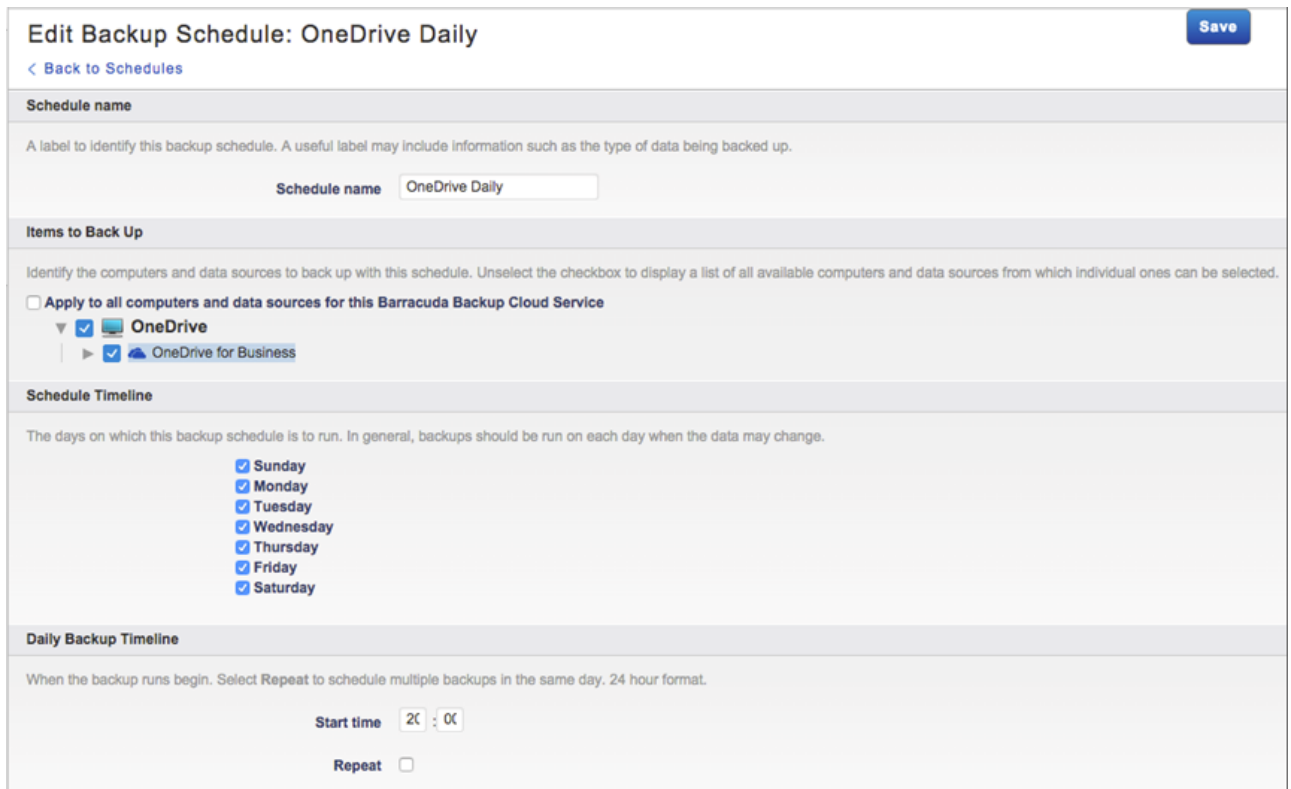
2. In the **Your OneDrive URL** field, enter the first part of your OneDrive for Business URL; the URL is available once you log in to OneDrive for Business. Note that the https:// portion is not required. For example, type mydomain-my.sharepoint.com.
3. Click **Authorize**.
4. If you are not currently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

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

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:

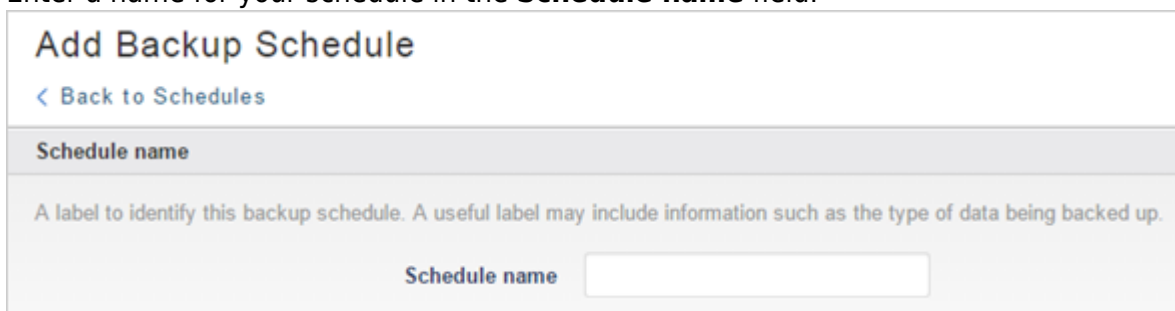


12. Click **Save**. OneDrive is backed up based on your data source and schedule settings.

## Schedule a Backup

Use the following steps to schedule a backup:

1. Log into Barracuda Backup, and select the Cloud-to-Cloud Backup Source in the left pane.
2. Go to **Backup > Schedules**.
3. On the **Schedules** page, click **Add a Schedule** in the upper right-hand corner.
4. Enter a name for your schedule in the **Schedule name** field:



5. In the **Identify the data sources** section, select the data to be backed up using this schedule. You can select **Select all** or you can granularly select data down to a specific file or folder.

6. In the **Schedule Timeline** section, select the days you want the schedule to run. If you are creating a one-time only backup schedule, deselect all days:

**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

7. In the **Daily Backup Timeline** section, enter a **start time** for your backup schedule. To repeat a backup schedule throughout a 24-hour period, select the **Repeat** option and specify the frequency of the backup and the end time. A backup schedule cannot span multiple days:

**Daily Backup Timeline**

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

Start time  :

Repeat ☒

Every

Until  :

8. Once you have configured your backup schedule, click **Save**.
9. The backup schedule is now listed on the **Schedules** page and specifies the days and times that it is to run. To run a backup on-demand, click **Run Backup Now**, to edit the schedule click **Edit**, or to delete a schedule, click **Remove**:

TEST							Office 365 Exchange Online		Edit Remove	
🕒 8:00am, 12:00pm, 4:00pm, 8:00pm										
Sun	Mon	Tue	Wed	Thu	Fri	Sat				
✓	✓	✓	✓	✓	✓	✓			<b>Run Backup Now</b> ↻	

## Figures

1. onedriveForBusiness.png
2. AddOneDriveDS.png
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