

SharePoint Online Deployment

<https://campus.barracuda.com/doc/78154008/>

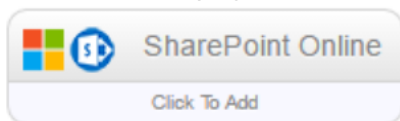
This article applies to Barracuda Cloud-to-Cloud Backup and Microsoft SharePoint.

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

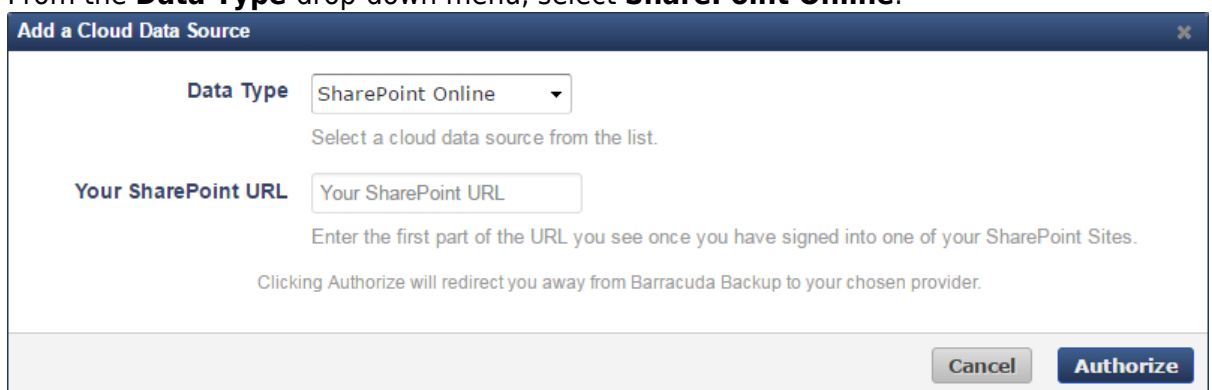
Configure a SharePoint Online Data Source

Use the following steps to set up SharePoint Online backup:

1. Log into Barracuda Backup, and select the Cloud Source in the left pane.
2. In the **Status** page, click **SharePoint Online**:



3. The **Data Sources** page displays. Click **Add a Cloud Provider**, and enter the following details:
 1. In the **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** dialog box displays:
 1. From the **Data Type** drop-down menu, select **SharePoint Online**.



Add a Cloud Data Source

Data Type SharePoint Online

Select a cloud data source from the list.

Your SharePoint URL Your SharePoint URL

Enter the first part of the URL you see once you have signed into one of your SharePoint Sites.

Clicking Authorize will redirect you away from Barracuda Backup to your chosen provider.

Cancel Authorize

2. Enter **Your SharePoint URL**.

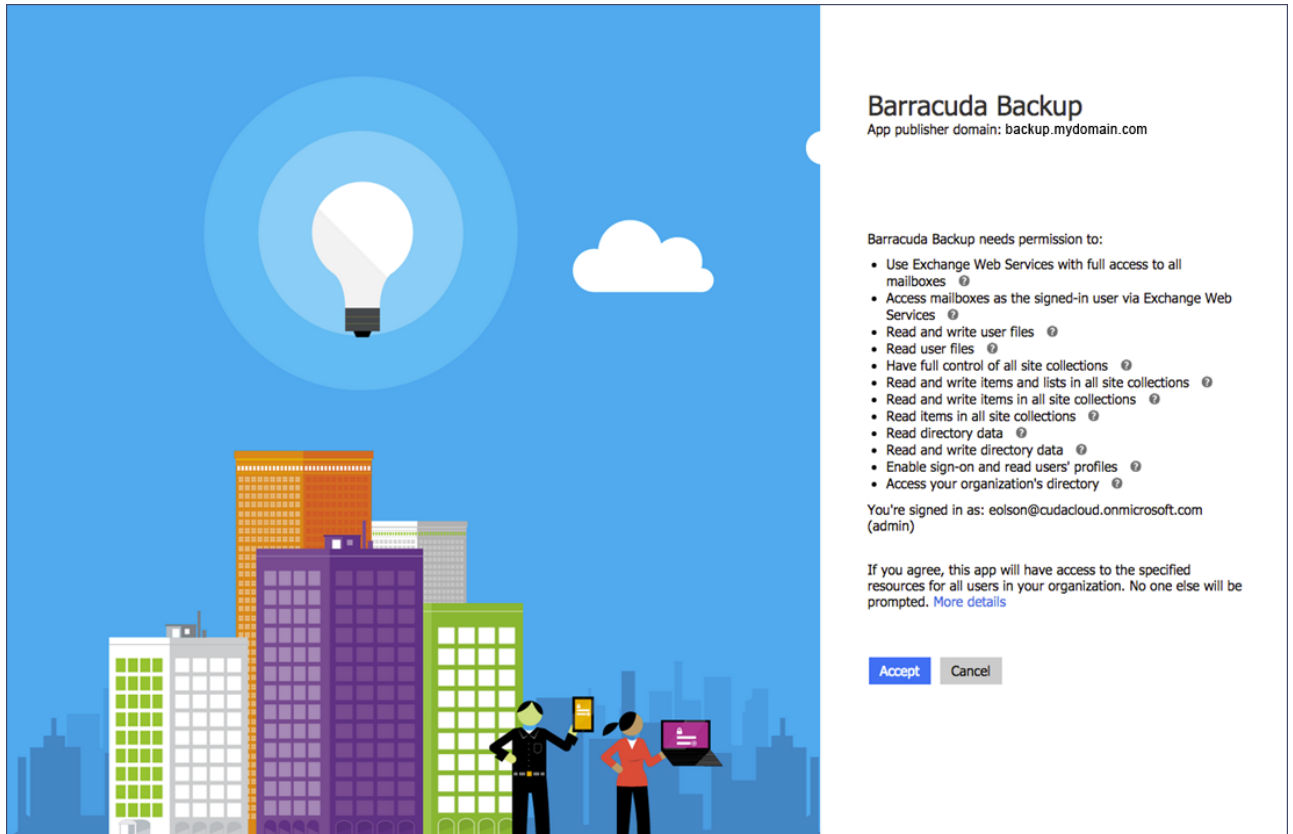
The URL is available once you log in to SharePoint Online.

3. Click **Authorize**.

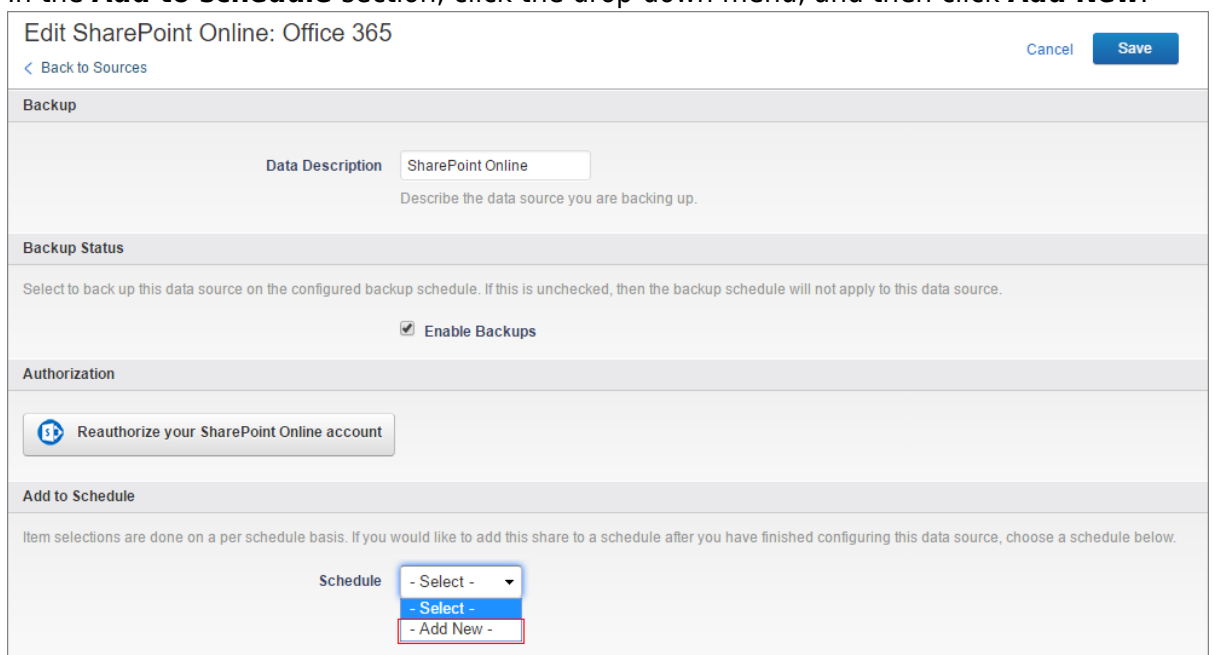
If you are not currently logged in to the SharePoint Online account, the Microsoft login page displays. Enter your SharePoint Online administrator login information,

and then click **Sign in**.

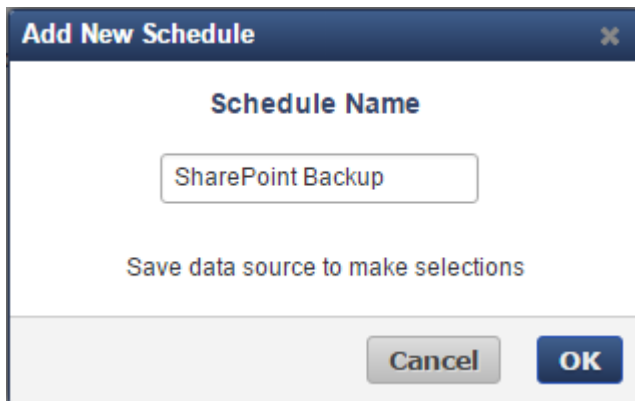
5. In the SharePoint Online page, click **Accept** to authorize Barracuda to back up data from SharePoint Online:



6. The **Edit SharePoint Online** page displays. Complete the following:
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**:



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



8. Click **OK**. The **Edit SharePoint Online** page is updated with the new schedule name.
9. Click **Save**. The **Edit Backup Schedule** page displays.
10. In the **Items to Back Up** section, select individual items to back up, or click **Apply to all computers and data sources for this Barracuda Backup Cloud Service** to back up everything in SharePoint Online.
11. In the **Schedule Timeline** section, select the day you want the schedule to run.
12. In the **Daily Backup Timeline**, specify the time of day the schedule is to run:

Edit Backup Schedule: SharePoint Backup

[Back to Schedules](#)

Save

Schedule 1 of 1

Schedule name

A label to identify this backup schedule. A useful label may include information such as the type of data being backed up.

Schedule name

Identify the data sources

Set up each SharePoint data source on a separate schedule for optimal performance.

Identify the computers and data sources to back up with this schedule. Unselect the checkbox to display a list of all available computers and data sources from which individual ones can be selected.

☐ Apply to all computers and data sources for this Barracuda Cloud to Cloud Backup

Office 365

☐ Exchange Online

☐ OneDrive for Business

SharePoint Online

☒ Barracuda Networks Team Site

☒ Barracuda

☒ Contact Us

☒ Main Site

☒ Documents

☒ Engineering documents

☒ Form Templates

☒ Marketing

☒ Sales

☒ Site Assets

☐ Team Site

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

Daily Backup Timeline

Set the time at which backup runs begin (24-hour time format). Select repeat to schedule multiple backups on the same day.

Start time

20

:

00

Repeat

☐

13. Click **Save**. SharePoint Online 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:

Add Backup Schedule

[< Back to Schedules](#)

Schedule name

A label to identify this backup schedule. A useful label may include information such as the type of data being backed up.

Schedule name

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

⌚ 8:00am, 12:00pm, 4:00pm, 8:00pm

Sun	Mon	Tue	Wed	Thu	Fri	Sat
✓	✓	✓	✓	✓	✓	✓

 **Office 365**
 Exchange Online

[Edit](#)
[Remove](#)

Run Backup Now


Figures

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