

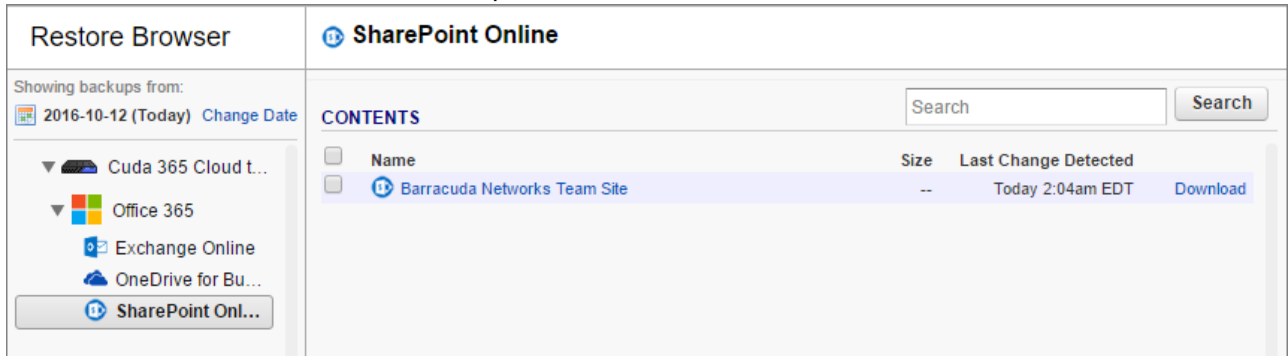
## How to Restore a SharePoint Online Data Source

<https://campus.barracuda.com/doc/78154068/>

Use the following steps to restore SharePoint Online data:

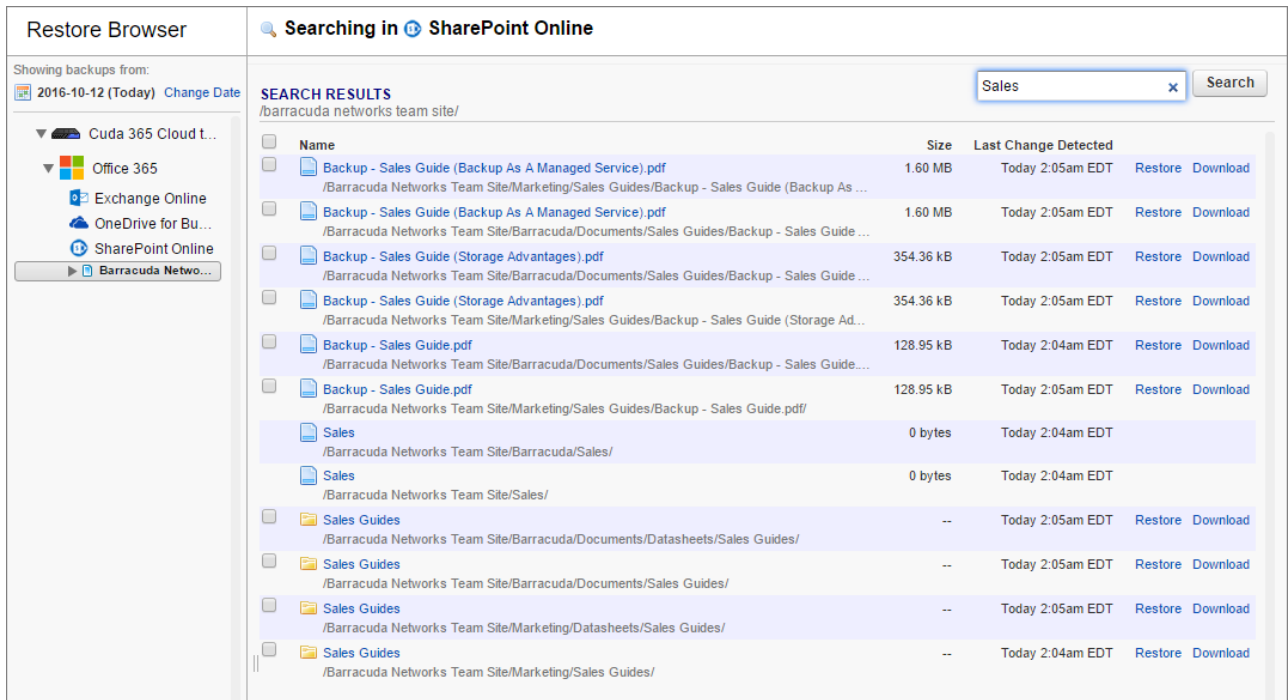
Note that performing a restore will not overwrite any current data.

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:



The screenshot shows the 'Restore Browser' window. On the left, under 'Showing backups from:', the date is '2016-10-12 (Today)' and the source is 'SharePoint Online'. The main area is titled 'SharePoint Online' and shows a table of contents for the 'Barracuda Networks Team Site'. The table has columns for 'Name', 'Size', and 'Last Change Detected'. The only item listed is 'Barracuda Networks Team Site' with a size of '--' and a last change detected time of 'Today 2:04am EDT'. A 'Download' link is visible next to the item name.

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:



The screenshot shows the 'Restore Browser' window with the search field set to 'Sales'. The main area is titled 'Searching in SharePoint Online' and displays 'SEARCH RESULTS' for the path '/barracuda networks team site/'. The results table has columns for 'Name', 'Size', and 'Last Change Detected'. The results include several PDF files (e.g., 'Backup - Sales Guide (Backup As A Managed Service).pdf', 'Backup - Sales Guide (Storage Advantages).pdf') and folders (e.g., 'Sales', 'Sales Guides'). Each result has 'Restore' and 'Download' links.

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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▼ Office 365

Exchange Online

OneDrive for Bu...

SharePoint Online

▶ Barracuda Netwo...

### Searching in SharePoint Online

Sales

Search

#### SEARCH RESULTS

/barracuda networks team site/

<input type="checkbox"/>	Name	Size	Last Change Detected		
<input type="checkbox"/>	Backup - Sales Guide (Backup As A Managed Service).pdf /Barracuda Networks Team Site/Marketing/Sales Guides/Backup - Sales Guide (Backup As ...	1.60 MB	Today 2:05am EDT	Restore	Download
<input type="checkbox"/>	Backup - Sales Guide (Backup As A Managed Service).pdf /Barracuda Networks Team Site/Barracuda/Documents/Sales Guides/Backup - Sales Guide ...	1.60 MB	Today 2:05am EDT	Restore	Download
<input type="checkbox"/>	Backup - Sales Guide (Storage Advantages).pdf /Barracuda Networks Team Site/Barracuda/Documents/Sales Guides/Backup - Sales Guide ...	354.36 kB	Today 2:05am EDT	Restore	Download
<input type="checkbox"/>	Backup - Sales Guide (Storage Advantages).pdf /Barracuda Networks Team Site/Marketing/Sales Guides/Backup - Sales Guide (Storage Ad...	354.36 kB	Today 2:05am EDT	Restore	Download
<input type="checkbox"/>	Backup - Sales Guide.pdf /Barracuda Networks Team Site/Barracuda/Documents/Sales Guides/Backup - Sales Guide...	128.95 kB	Today 2:04am EDT	Restore	Download
<input type="checkbox"/>	Backup - Sales Guide.pdf /Barracuda Networks Team Site/Marketing/Sales Guides/Backup - Sales Guide.pdf/	128.95 kB	Today 2:05am EDT	Restore	Download
<input type="checkbox"/>	Sales /Barracuda Networks Team Site/Barracuda/Sales/	0 bytes	Today 2:04am EDT		
<input type="checkbox"/>	Sales /Barracuda Networks Team Site/Sales/	0 bytes	Today 2:04am EDT		
<input type="checkbox"/>	Sales Guides /Barracuda Networks Team Site/Barracuda/Documents/Datasheets/Sales Guides/	--	Today 2:05am EDT	Restore	Download
<input type="checkbox"/>	Sales Guides /Barracuda Networks Team Site/Barracuda/Documents/Sales Guides/	--	Today 2:05am EDT	Restore	Download
<input type="checkbox"/>	Sales Guides /Barracuda Networks Team Site/Marketing/Datasheets/Sales Guides/	--	Today 2:05am EDT	Restore	Download
<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

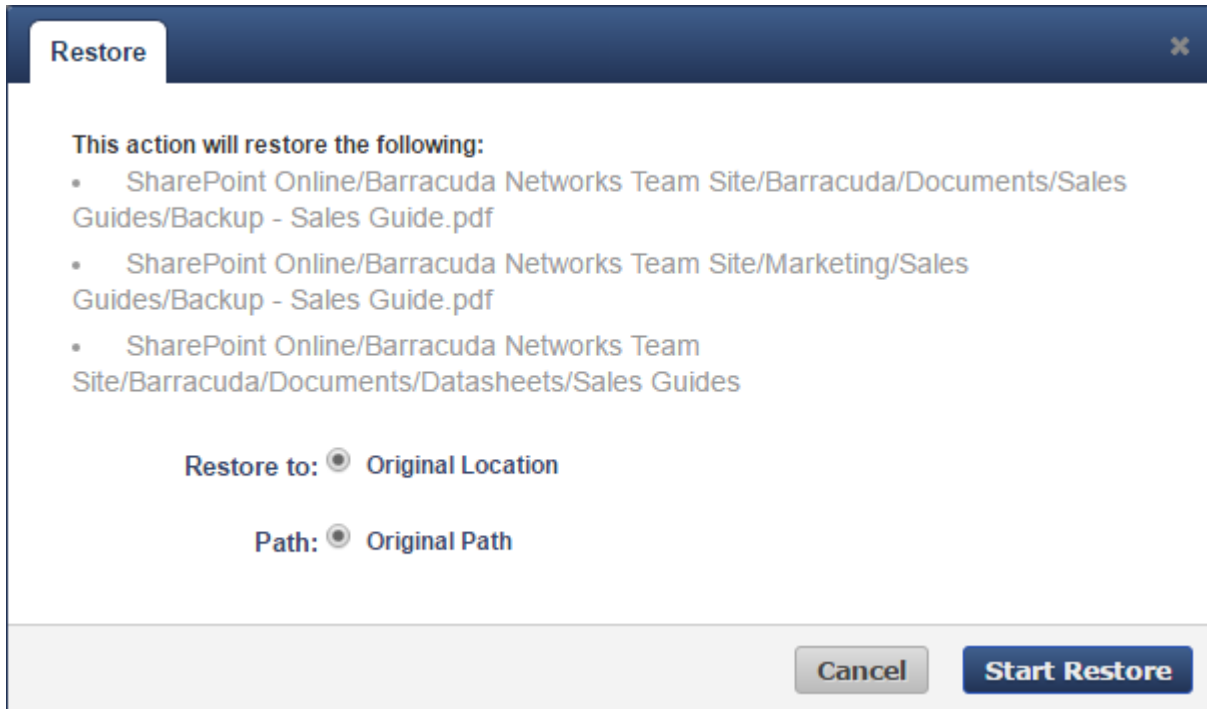
Search

#### SEARCH RESULTS

/barracuda networks team site/

<input type="checkbox"/>	Name	Size	Last Change Detected		
<input type="checkbox"/>	Backup - Sales Guide (Backup As A Managed Service).pdf /Barracuda Networks Team Site/Barracuda/Documents/Sales Guides/Backup - Sales Guide ...	1.60 MB	Today 2:05am EDT	Restore	Download
<input type="checkbox"/>	Backup - Sales Guide (Backup As A Managed Service).pdf /Barracuda Networks Team Site/Marketing/Sales Guides/Backup - Sales Guide (Backup As ...	1.60 MB	Today 2:05am EDT	Restore	Download
<input type="checkbox"/>	Backup - Sales Guide (Storage Advantages).pdf /Barracuda Networks Team Site/Barracuda/Documents/Sales Guides/Backup - Sales Guide ...	354.36 kB	Today 2:05am EDT	Restore	Download
<input type="checkbox"/>	Backup - Sales Guide (Storage Advantages).pdf /Barracuda Networks Team Site/Marketing/Sales Guides/Backup - Sales Guide (Storage Ad...	354.36 kB	Today 2:05am EDT	Restore	Download
<input checked="" type="checkbox"/>	Backup - Sales Guide.pdf /Barracuda Networks Team Site/Barracuda/Documents/Sales Guides/Backup - Sales Guide....	128.95 kB	Today 2:04am EDT	Restore	Download
<input checked="" type="checkbox"/>	Backup - Sales Guide.pdf /Barracuda Networks Team Site/Marketing/Sales Guides/Backup - Sales Guide.pdf/	128.95 kB	Today 2:05am EDT	Restore	Download
<input checked="" type="checkbox"/>	Sales Guides /Barracuda Networks Team Site/Barracuda/Documents/Datasheets/Sales Guides/	--	Today 2:05am EDT	Restore	Download
<input type="checkbox"/>	Sales Guides /Barracuda Networks Team Site/Marketing/Datasheets/Sales Guides/	--	Today 2:05am EDT	Restore	Download
<input type="checkbox"/>	Sales Guides /Barracuda Networks Team Site/Barracuda/Documents/Sales Guides/	--	Today 2:05am EDT	Restore	Download
<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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