

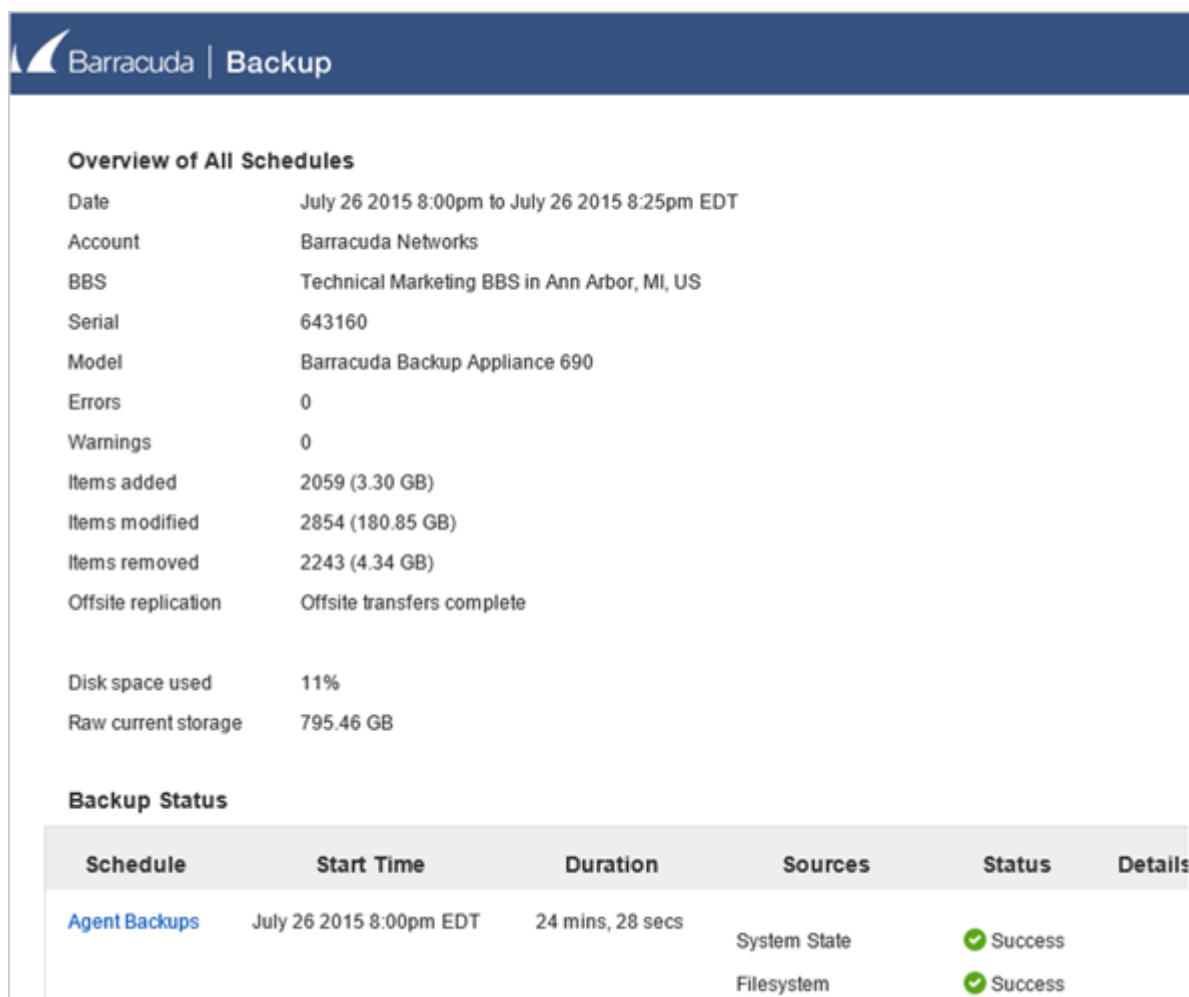
Summary Reports

<https://campus.barracuda.com/doc/78809620/>

Daily Summary Reports

You can configure users to receive a once-daily summary report that includes information about the Barracuda Backup appliance and the last run of each backup schedule from the previous day.

Figure 1. Sample Daily Summary Report.



The screenshot shows a web interface for Barracuda Backup. At the top is a dark blue header with the Barracuda logo and the word 'Backup'. Below this is a section titled 'Overview of All Schedules' which contains a list of key-value pairs for various system metrics. Below that is a 'Backup Status' section containing a table with columns for Schedule, Start Time, Duration, Sources, Status, and Details. The table shows two backup sources, 'System State' and 'Filesystem', both with a 'Success' status.

Barracuda Backup					
Overview of All Schedules					
Date	July 26 2015 8:00pm to July 26 2015 8:25pm EDT				
Account	Barracuda Networks				
BBS	Technical Marketing BBS in Ann Arbor, MI, US				
Serial	643160				
Model	Barracuda Backup Appliance 690				
Errors	0				
Warnings	0				
Items added	2059 (3.30 GB)				
Items modified	2854 (180.85 GB)				
Items removed	2243 (4.34 GB)				
Offsite replication	Offsite transfers complete				
Disk space used	11%				
Raw current storage	795.46 GB				
Backup Status					
Schedule	Start Time	Duration	Sources	Status	Details
Agent Backups	July 26 2015 8:00pm EDT	24 mins, 28 secs	System State	✓ Success	
			Filesystem	✓ Success	

To configure Summary Reports for *users on the account*:

1. Go to the **Admin > Users** page, and click **Edit** in the **Actions** column for that user.
2. In the **Email notifications** section, select **Backup Summary Reports**:

Users Email Notifications Display Groups Activate Backup Product Online Service Terms

Edit User Demo Admin

[Back to Users](#) [Cancel](#) [Save](#)

Edit user details

Account Demo Co Inc

Email notifications

- ☒ **Backup Summary Reports** for each appliance daily
You will receive a report between 8 AM and 9 AM including information about the last run of each schedule the previous day.
- ☒ **Backup Detailed Reports** for each backup job
You will receive a report each time a backup job completes, including a list of all items that were backed up.
- ☒ **Alerts** when a backup job has errors or if your appliance is offline
- ☒ **Notices** when your software is updated

IP login restrictions

Enter an IP block in single 192.168.1.100 notation, CIDR net block 192.168.1.0/24 notation or a range in 192.168.0.0-192.168.0.128 notation to specify the IP addresses that this user is allowed to log in from. Multiple IP blocks or ranges can be separated with a comma.

User role

*Account Administrators have full access to all Barracuda Backup Appliances within the account.
Barracuda Backup Appliance Administrators have full access to backup appliances selected below, minus the ability to edit/view user accounts.
Operators are limited to viewing statistics and modifying backup configuration for selected Barracuda Backup Appliances. Operators cannot restore data or edit user accounts.
Helpdesk users are limited to viewing the status page, the restore browser and restore reports on Barracuda Backup Appliances. Helpdesk users can restore data and stop running restores.
Status users are limited to viewing the status page on Barracuda Backup Appliances.*

3. Click **Save**.

To configure Summary Reports for *users not associated with your account* (non-users such as your reseller):

1. Go to the **Admin > Email Notifications** page, and enter the recipient's email address in the **Email Address** field.
2. In the **Send** section, select **Backup Summary Reports**:

Email Notifications

Add a recipient

Email Address

Send

- ☒ **Backup Summary Reports** for each appliance daily
You will receive reports once a day including information about the last run of each schedule the previous day.
- ☐ **Backup Detailed Reports** for each backup job
You will receive a report each time a backup job completes, including a list of all items that were backed up.
- ☐ **Alerts** when a backup job has errors or if your appliance is offline
- ☐ **Notices** when your software is updated


[Add](#)

3. Click **Add**. The email address is added to the **Recipients** table.


Backup Summary Report

You can send customized Backup Summary Reports to any email recipient. Backup Summary Reports include information about the Barracuda Backup appliance and information about the backup schedules that ran on the selected day(s).



Figure 1. Sample Backup Summary Report.

 **Barracuda | Backup**

Overview of All Schedules

Date	July 27 2015 11:21am to July 28 2015 12:24pm EDT
Account	Barracuda Networks
BBS	(6.2) Technical Marketing Vx in Ann Arbor, MI, US
Serial	667634
Model	Barracuda Backup Appliance 390Vx
Errors	0
Warnings	 1
Items added	140228 (57.18 GB)
Items modified	104 (489.42 MB)
Items removed	0 (0 bytes)
Offsite replication	131.33 GB left to transfer
Disk space used	6%
Raw current storage	510.48 GB

Backup Status

Schedule	Start Time	Duration	Sources	Status	Details
Server 2008	July 28 2015 12:23pm EDT	1 min, 15 secs	Filesystem	 Success	
Server 2008	July 28 2015 12:20pm EDT	1 min, 15 secs	Filesystem	 Success	



To send a Backup Summary Report:

1. Log in to Barracuda Backup at login.barracuda.com.
2. Go to the **Reports > Backup** page.
3. Click **Send Summary Report**:

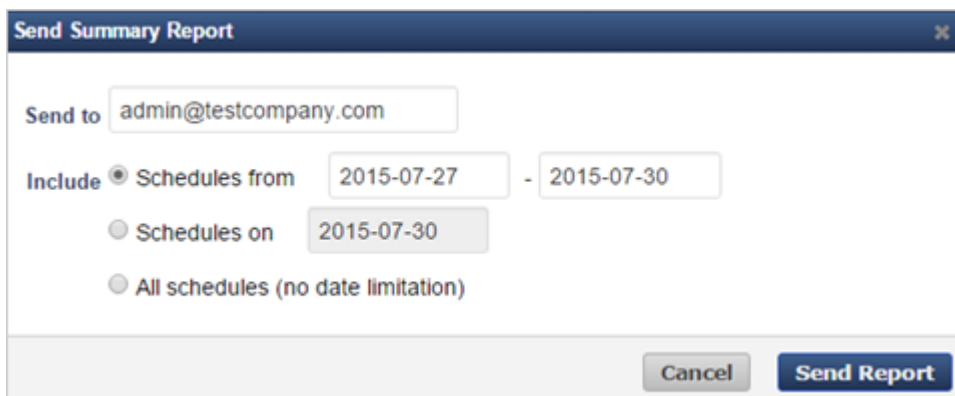
Backup | [Restore](#) | [Large Items](#) | [Audit Log](#)

(6.2) Technical Marketing Vx: Backup Reports **Send Summary Report**

Schedules Sources From ☒ Now ☐ Date 2015-07-30 - 2015-07-30

	Name	Start Time	Duration	Size	Errors	Warnings	
	VMware 10 modified (46.98 GB)	10:07pm EDT Jul 29 2015	46 minutes 33 seconds	46.98 gigabytes	0	2	Download Details
	Server 2008 6 added (0 bytes), 66 modified (113.84 MB)	8:00pm EDT Jul 29 2015	1 minute 15 seconds	113.84 megabytes	0	0	Download Details

4. Enter the recipient's email address in the **Send to** field, select the data range from which you want to include your schedules, then click **Send Report**:



Send Summary Report [X]

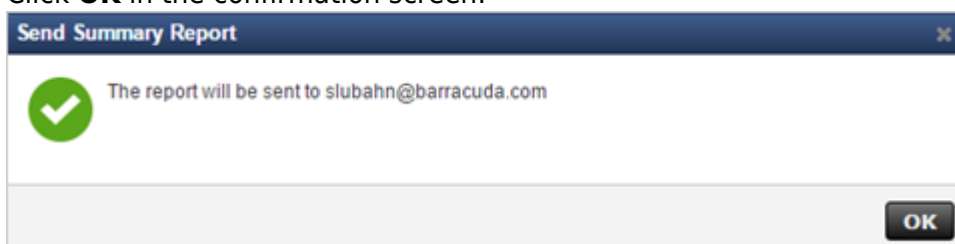
Send to:

Include: ☒ Schedules from -


☐ Schedules on

☐ All schedules (no date limitation)

5. Click **OK** in the confirmation screen:



Send Summary Report [X]

 The report will be sent to slubahn@barracuda.com

Figures

1. Daily01.png
2. EditUser.png
3. summary02.png
4. summary01.png
5. summary05.png
6. summary06.png
7. summary07.png

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