

Office 365 backup and restoration

Exchange Online | SharePoint Online | OneDrive for Business



Exchange Online backup

- **Exchange Online backup**

Back up your entire Exchange Online tenant, including all emails, calendar entries, contacts, journals, notes, posts, and tasks.

- **Export mailbox data to PST**

Export the contents of an entire mailbox or just specific items to PST format for secure archival.

- **Backup storage in Azure:** Store your Exchange Online backups in Azure Blob Storage and Azure file shares.

- **Item-level restoration**

Restore individual items such as a single email or calendar event to any backed-up state.

- **Cross-user restoration**

Restore backed-up mailbox items to the same mailbox, to a different mailbox, or even to a mailbox in a different tenant/organization.

- **Cross-platform restoration**

Restore a backup of an on-premises mailbox to a mailbox in your Exchange Online tenant and vice-versa.

- **Restore preview**

Preview backed-up items to ensure the right value is restored.

- **Scheduled backups**

Schedule your backups to happen at non-business hours to ensure there's minimal disruption to users.

- **Incremental backups**

Accelerate the backup process by backing up only the changes since the last backup cycle.

- **Retention policy**

Define a custom retention policy to specify how long backups will be held in your repository.

- **Encryption**

Secure your Exchange Online backups with AES-256 bit encryption standard.

- **Compression**

Compress backups of Exchange items to save storage space.

SharePoint Online backup

- **SharePoint Online backup**

Back up all SharePoint Online site collections, sites, lists and document libraries.

- **Complete site restoration**

Restore entire SharePoint Online sites to the backed-up state.

- **Backup storage in Azure:** Store your SharePoint Online backups in Azure Blob Storage and Azure file shares.

- **Item-level restoration**

Restore individual list items or a single document to the backed-up state.

- **Restore to a different SharePoint Online site**

Restore backed-up list items to the same SharePoint Online site or to a different site.

- **Restore preview**

Preview backed-up items to ensure that the right document is restored.

- **Scheduled backups**

Schedule your backups to happen at non-business hours to ensure there's minimal disruption to users.

- **Incremental backups**

Accelerate the backup process by backing up only the changes since the last backup cycle.

- **Retention policy**

Define a custom retention policy to specify how long backups will be held in your repository.

- **Encryption**

Secure your SharePoint Online backups with AES-256 bit encryption standard.

- **Compression**

Compress backups of SharePoint Online items to save storage space.

OneDrive for Business backup

- **OneDrive for Business backup**

Back up and restore all files and folders in your OneDrive for Business environment.

- **Complete site restoration**

Restore the entire OneDrive for Business site to the backed up state.

- **Backup storage in Azure:** Store your OneDrive for Business backups in Azure Blob Storage and Azure file shares.

- **Item-level restoration**

Restore individual items like individual files or folders to their backed-up state.

- **Restore to a different OneDrive for Business site**

Restore backed-up files and folders to the same OneDrive for Business site or to a different site.

- **Restore preview**

Preview backed-up items to ensure that the right file is restored.

- **Scheduled backups**

Schedule your backups to happen at non-business hours to ensure there's minimal changes made to the OneDrive for Business site when it's being backed up.

- **Incremental backups**

Accelerate the backup process by backing up only the changes since the last backup cycle.

- **Retention policy**

Define a custom retention policy to specify how long backups will be held in your repository.

- **Encryption**

Secure your OneDrive for Business backups with AES-256 bit encryption standard.

- **Compression**

Compress backups of OneDrive for Business files and folders to save storage space.

System requirements

Processor: 2.13GHz or higher

RAM: 8GB

Disk space: This requirement varies based on the number of backed-up Exchange Online mailboxes, the size of your SharePoint Online and OneDrive for Business sites, and the retention period that you set for your backups. RecoveryManager Plus typically compresses backups to a third of their original size.

If the total size of the mailboxes, SharePoint Online, and OneDrive for Business sites is 1TB, make sure that you have 1TB of free disk space to store the full backup and all subsequent incremental backups.

Supported browsers:

Internet Explorer 8 and above

Mozilla Firefox

Google Chrome