

# Quick-start guide for data backup: BaaS management (Cloud) portal & basic opportunities

Read in the document:

- Backup node creation (node)
- Backup schedule creation
- Backup policies
- Portal reports and notifications
- Consumption units and backup nodes
- Settings

## 1 STEP

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1.1. In order to start using BaaS management (Cloud) portal, follow the link <https://portal.backuppro.eu/>

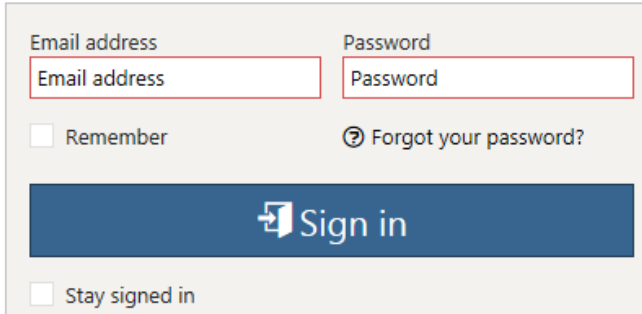
1.2. Enter login details:

- Email:** Your e-mail address
- Password:** Your password that you have received in the service confirmation e-mail.

To create a BaaS service, we will send you a user-generated email that contains a link to the portal where you need to set the password for BaaS portal.

You have an authorization to create new users with appropriate and defined accesses.

### Sign in to Cloud Portal



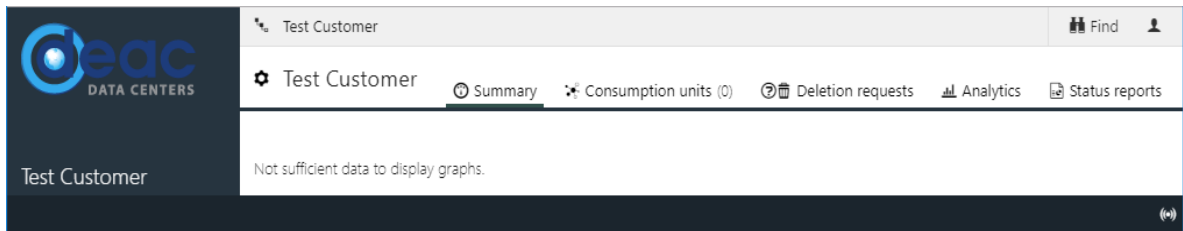
Email address	Password
<input type="text" value="Email address"/>	<input type="password" value="Password"/>
<input type="checkbox"/> Remember	<a href="#">? Forgot your password?</a>
<input type="button" value="Sign in"/>	
<input type="checkbox"/> Stay signed in	

## 2 STEP

### Creating a backup node.

Backup node can be server or personal computer including desktop and laptop. In order to create a backup node to computer or server, it is necessary to create new node in the system.

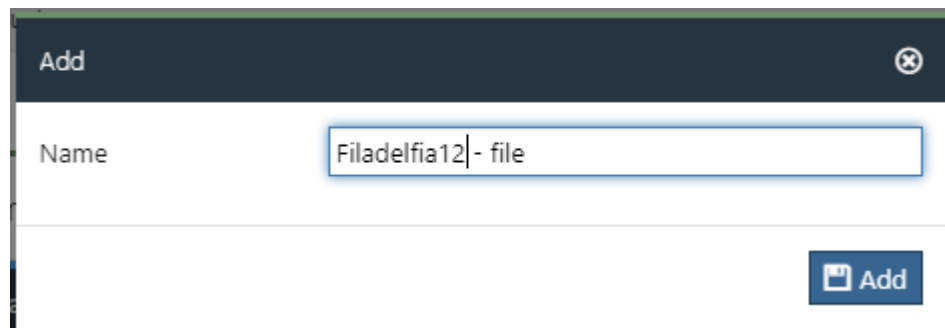
2.1. In order to create a new node, click **Add** in Consumption units section



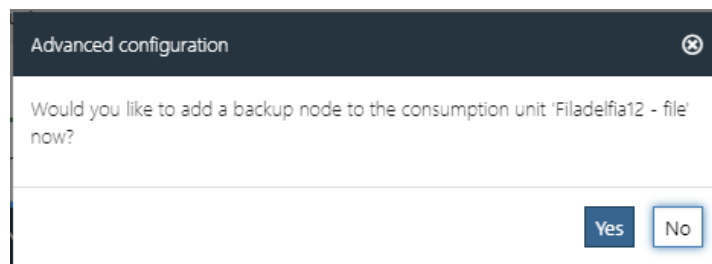
### 2.2. Name the backup node

The chosen node name will reflect only on BaaS portal and backup date reports. Typically, this is a hostname or other identifying name.

If you are planning to make a file-level data backup as well as Exchange and/or SQL data backup, we recommend to specify this in the node name. For example, file-level data backup node "Filadelfia12" can be named "Filadelfia12 – file", while the Exchange name could be "Filadelfia12 – Exchange".



2.3. Click "Yes" to save and activate backup node.

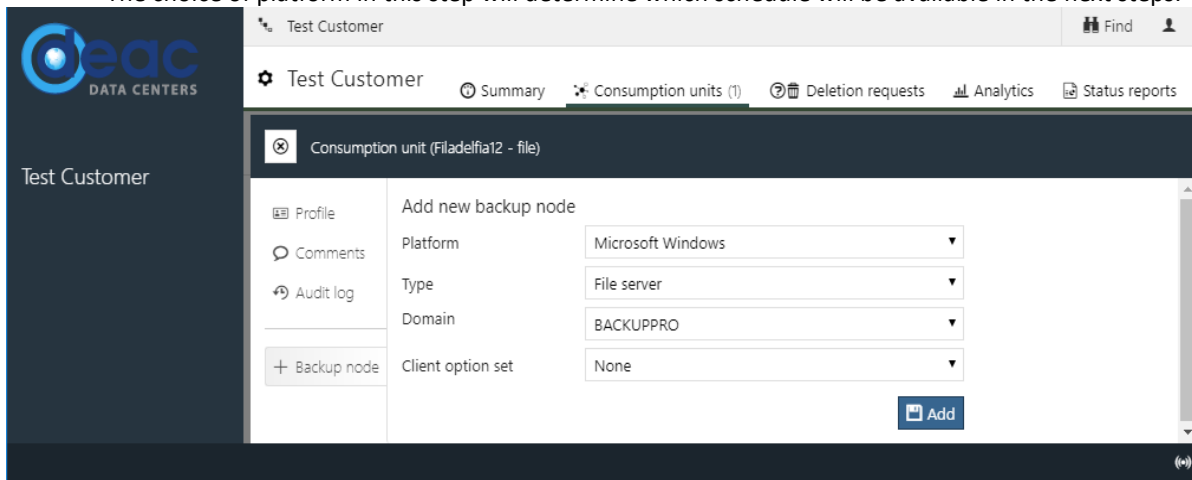


## 2.4. Enter and/or select the required parameters:

- a) In the **Platform** field select Apple Mac OS, Linux, Microsoft Windows, Unix, IBM Domino, Microsoft Exchange Server, Microsoft SQL Server, Oracle database, SAP (ERP), SAP HANA, Sybase, Virtual environment or other depending on the platform you plan to use to back up your data.

Note that in the case of Exchange or other VSS-based copies, you will need to create two nodes, one for Microsoft Windows, and one for the other - Microsoft Exchange.

The choice of platform in this step will determine which schedule will be available in the next steps.



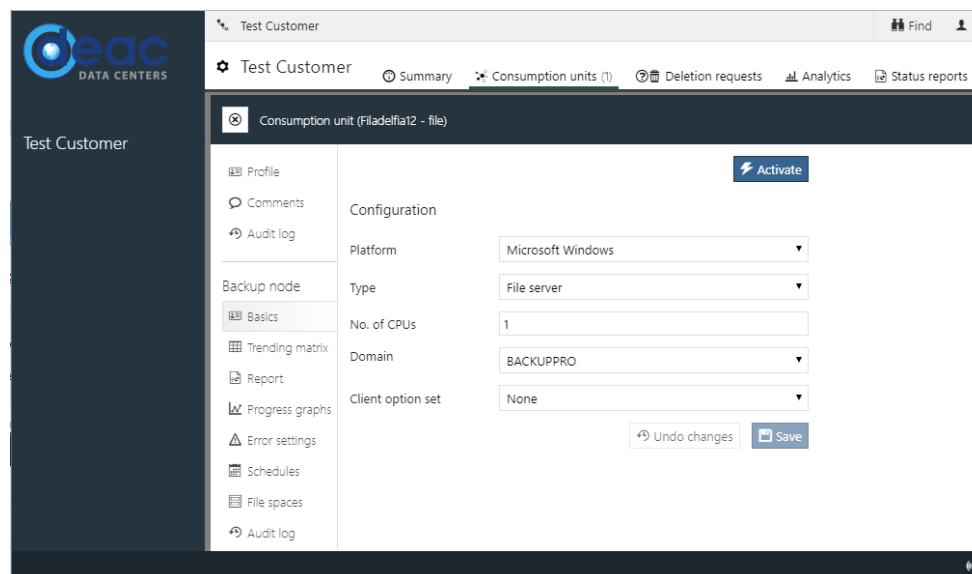
The screenshot shows the 'Test Customer' interface with the 'Consumption unit (Filadelfia12 - file)' selected. The 'Add new backup node' form is displayed with the following fields:

- Platform: Microsoft Windows
- Type: File server
- Domain: BACKUPPRO
- Client option set: None

An 'Add' button is visible at the bottom right of the form.

- b) **Type** field remains the same.
- c) **Domain** field remains the same.
- d) **Client Option Set** field remains the same.
- e) Once you have completed all the necessary information and set parameters, click **Add**.

## 2.5. Only activated backup nodes are charged and only after its activation you can start to use the backup service. Click **Activate**.

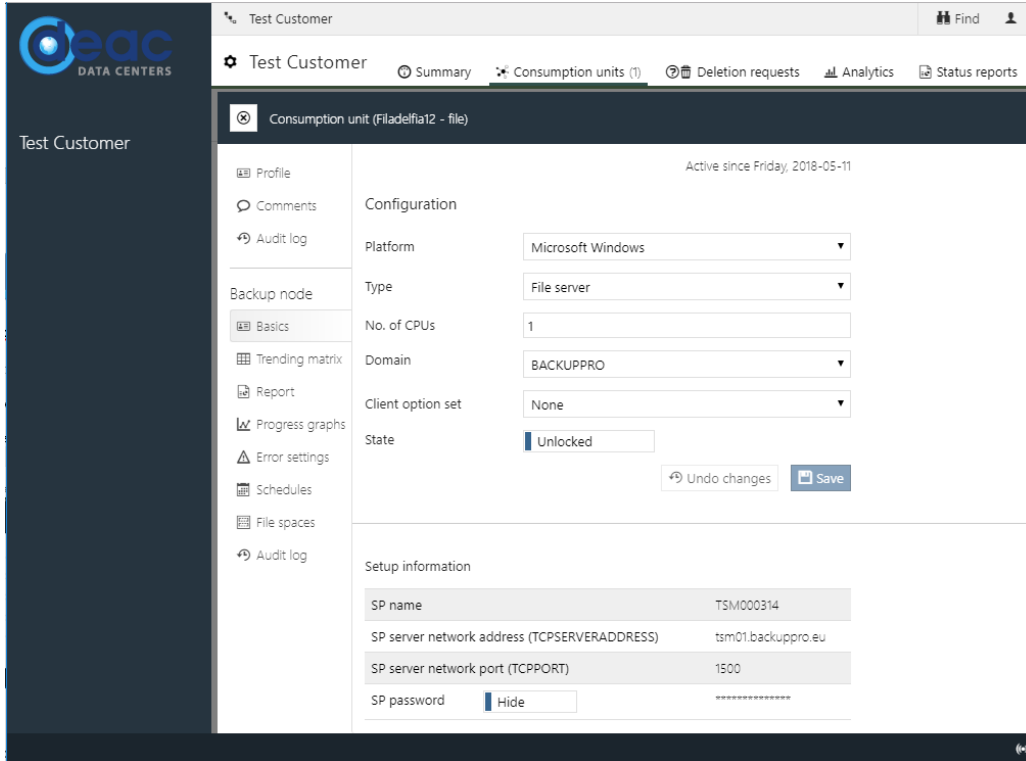


The screenshot shows the 'Test Customer' interface with the 'Consumption unit (Filadelfia12 - file)' selected. The 'Configuration' form is displayed with the following fields:

- Platform: Microsoft Windows
- Type: File server
- No. of CPUs: 1
- Domain: BACKUPPRO
- Client option set: None

An 'Activate' button is visible at the top right of the form, and 'Undo changes' and 'Save' buttons are at the bottom right.

2.6. See example below for registered and activated node “Filadelfia12”. In the picture, you can see **Setup information** that you need to specify in your backup client software.



The screenshot shows the deac web interface for a 'Test Customer'. The main content area is titled 'Consumption unit (Filadelfia12 - file)' and is active since Friday, 2018-05-11. The configuration section includes the following fields:

- Platform: Microsoft Windows
- Type: File server
- No. of CPUs: 1
- Domain: BACKUPPRO
- Client option set: None
- State: Unlocked

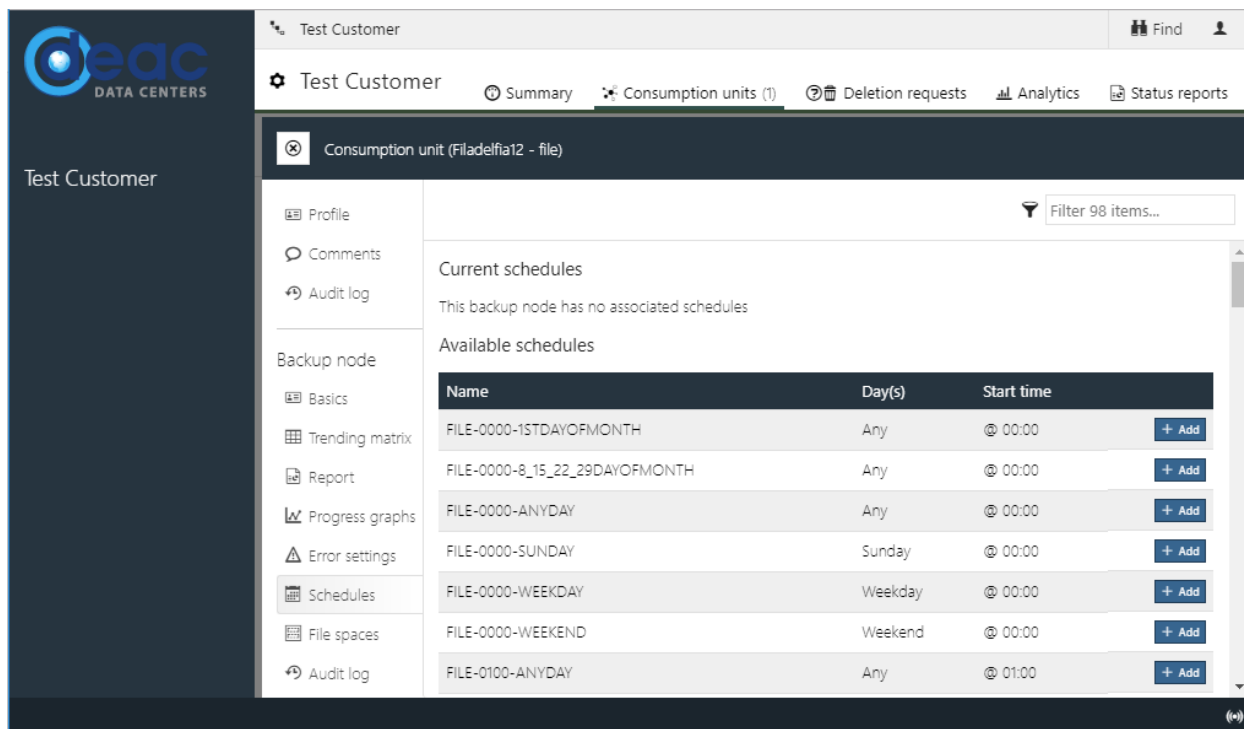
The 'Setup information' section contains the following details:

SP name	TSM000314
SP server network address (TCPSEVERADDRESS)	tsm01.backuppro.eu
SP server network port (TCPPOINT)	1500
SP password	Hide *****

- SP name:** information to be filled in dsm.opt next to **NODENAME**.
- SP server network address (TCPSEVERADDRESS):** information to be filled in dsm.opt next to **TCPSEVERADDRESS**.
- SP password:** click on **Hide** switch and you will see automatically generated password

### 3 STEP

3.1. Add a schedule for data backup node. Select an appropriate node and choose **Schedule**, then click **+Add** for the required backup node schedule.



The screenshot shows the 'Test Customer' interface for a 'Consumption unit (Filadelfia12 - file)'. The left sidebar contains navigation options: Profile, Comments, Audit log, Backup node, Basics, Trending matrix, Report, Progress graphs, Error settings, Schedules, File spaces, and Audit log. The main content area shows 'Current schedules' (none) and 'Available schedules' in a table:

Name	Day(s)	Start time	
FILE-0000-1STDAYOFMONTH	Any	@ 00:00	+ Add
FILE-0000-8_15_22_29DAYOFMONTH	Any	@ 00:00	+ Add
FILE-0000-ANYDAY	Any	@ 00:00	+ Add
FILE-0000-SUNDAY	Sunday	@ 00:00	+ Add
FILE-0000-WEEKDAY	Weekday	@ 00:00	+ Add
FILE-0000-WEEKEND	Weekend	@ 00:00	+ Add
FILE-0100-ANYDAY	Any	@ 01:00	+ Add

The first part of the name contains information of the backup purpose:

- FILE – data backup at the file level
- DOMINO – data backup for IBM Lotus Domino
- EXCHANGE – data backup for Microsoft Exchange
- SQL – data backup for databases
- VIRTUAL – data backup on the virtualization platform level

The second part of the name contains hours and minutes. For example, 2000 stands for 20:00 pm, but 0130 stands for 1:30 am.

The last part of the name stands for data backup regularity. For example, “ANYDAY” is every day of the week, “WEEKDAY” is every workday, “WEEKEND” - every weekend day.

One server may have one or more backup schedules. However, we suggest not making data backup in the file-level and on the data base level (MS Exchange, MS SWL etc.) at one time.

## 4 STEP

### BACKUP COPY POLICIES

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The data for which the backup copies will be created can be defined in management classes (**Management class**). When choosing any of the management classes, the used space of the backup system will change. The management class determines how long and how many versions are stored of inactive objects. For instance, for file-level copies, inactive objects will be all versions of the previous files or deleted files. The active object version will be stored indefinitely. Therefore, without backup copying, the amount of inactive data on the backup server will change according to the policy, but the amount of active data will remain constant until you reset the backup copy or delete the backup copy node. In order to take care of customer data storage and at the same time ensure convenient use of the system, we have developed three simplified management classes:

**Minimum** – when choosing this management class, only actual version of the file will be stored, excluding deleted files or previous file versions. The used amount of the data in the system will be comparable to the amount of data on the computer for which data backup is created. This management class is recommended for those, who is looking for relatively cheap backup solution and does not require restoring of accidentally deleted files or previous versions of the files.

**Optimum** – when choosing this management class, the both – current file versions and two previous file version copies including deleted file copies will be stored for 180 days. The used amount of data in the system will depend on the frequency of making changes in the file. This is default management class and it is assigned to each created node. In order to change this management class, please follow steps described below.

**Maximum** – when choosing this management class, the current and seven previous file versions will be stored for 180 days and four versions of deleted file copies will be stored for 365 days. The amount of data in the system will depend on the file change frequency. This management class is recommended, if your data is extremely important and you need the possibility to restore the deleted data within a year.

In case there is necessity in another management class that is not described above, please contact and send request to our Support department by e-mail [support@deac.eu](mailto:support@deac.eu) – DEAC experts will help to define the required management class according to your specific needs.

#### **Backup management class choice.**

In case if Optimum management class is not suitable for your specific case and you would like to change it, it is necessary to make the changes in the client configuration file `dsm.opt` (for Windows) or `dsm.sys` (for Linux, MacOS, Unix).

Find the row: `**use non default managment class for all data**`

a) for Windows: `*INCLUDE "*/..\" OPTIMUM`

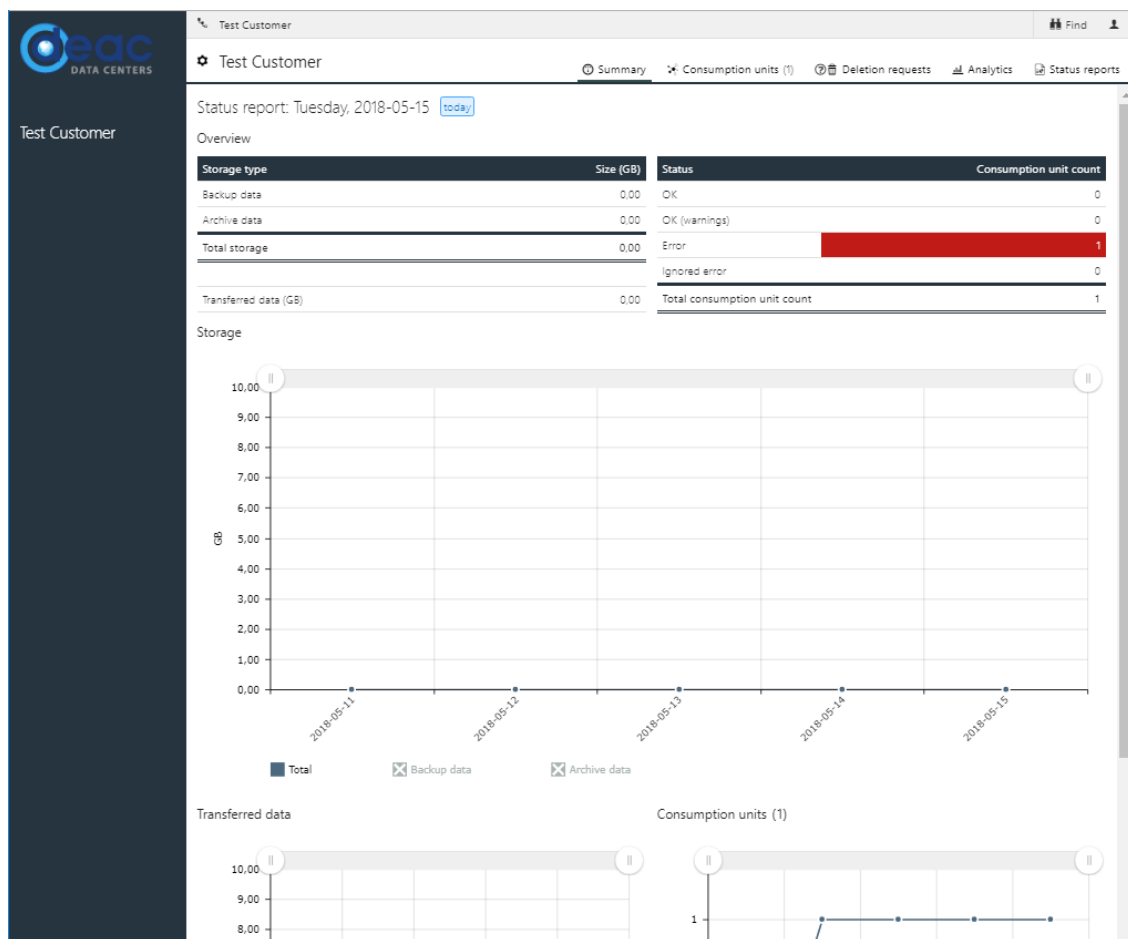
b) for Linux, MacOS, Unix: \*INCLUDE.BACKUP "\*" OPTIMUM

Optimum part shall be replaced with appropriate management class name. Please also remove \* symbol at the beginning of the line so it not read as a comment.

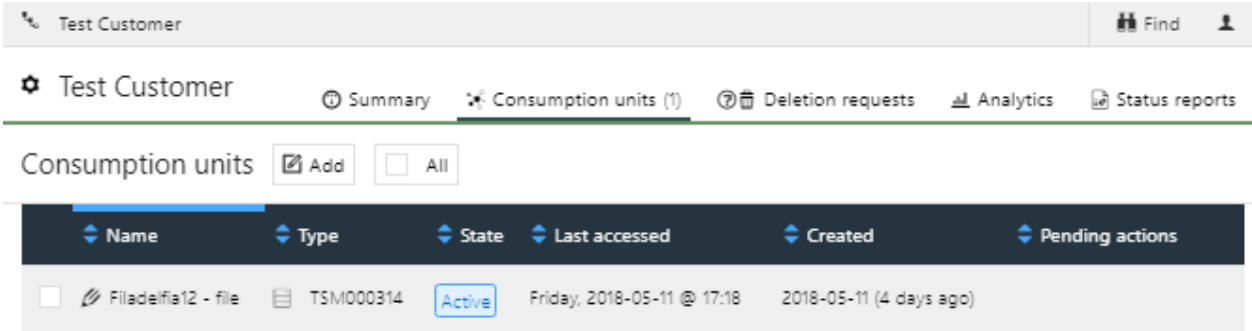
## 5 STEP SUMMARY, ANALYTICS, REPORTS

A significant part of the functionality of the portal is the ability to see how backups are made. This information is available both at the organizational unit (**BUI**) level and at the level of each individual backup **node**. In this section, you can read a **Summary** of the tools available in the main section, **Consumer units**, **Deletion request**, **Analytics** and **Status reports**.

5.1. When you sign in, the **Summary** window opens, which includes a generic status report for all backup nodes.



5.2. In the **Consumer units** section, there is a list of all backup nodes and virtual server objects.



By clicking on the name of the selected backup copy node, you can access details and make changes to the configuration. See STEP 6 for more information on managing and configuring individual backup copy hosts.

5.3. In the **Deletion request** section, backup nodes are selected to be removed, but the deletion process itself did not happen.

5.4. The next section available in the top toolbar - **Analytics**. In the form of a table, you can see the analytical information about the backup nodes and what volumes they occupy. It is possible to add additional information to display or filter.

Dimension: Backup nodes | Date: 10/09/2017 | Top 2 items | Columns | Filter 2 items...

Backup node	Backup data (GB)	Archive data (GB)	Total storage (GB)
1: test	5,65	0,00	5,65
2: test	0,00	0,00	0,00



5.5. The last section available in the top toolbar - **Status reports**. This is a basic section to see if backup copying is happening successfully.

Test Customer Summary Consumption units (1) Deletion requests Analytics Status reports

Date < 05/15/2018 > [Show report](#) Error settings Current business unit Filters Subscribers

Status report: Tuesday, 2018-05-15 [today](#)

Overview ▲

Storage type	Size (GB)	Status	Consumption unit count
Backup data	0,00	OK	0
Archive data	0,00	OK (warnings)	0
<b>Total storage</b>	<b>0,00</b>	<b>Error</b>	<b>1</b>
		Ignored error	0
Transferred data (GB)	0,00	<b>Total consumption unit count</b>	<b>1</b>

Group by business unit  Limit to (No limit/all) Filter 1 items...

Business unit	Name	SP name	Client version	Server	Status	Errors	Size (GB)	Transferred (GB)	Comments
Test Customer	Philadelphia12 - file	TSM00031	4	tsm01.backuppro.eu	<span style="color: red;">Error</span>	1. No activity (4) 2. No schedules (4)	0,00	0,00	None

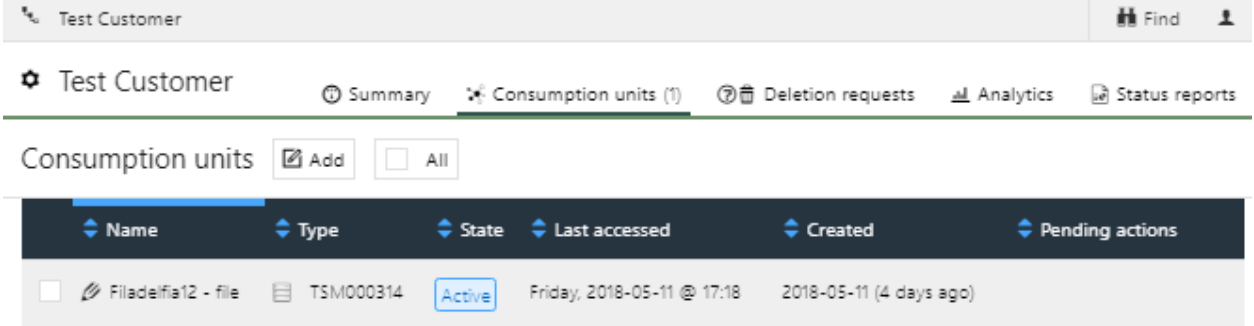
By clicking on the name of the selected backup node in the report, you can access detailed information and make changes to the configuration. See STEP 6 for more details.

**Error settings** you can find at the top of the report. You can switch between the "Current business unit" or "User" settings. Through "Filters", you can make immediate changes from this section. See settings and options for filter and error messages in STEP 8. By using "Subscribers", you can set errors, reports, or notifications on a regular basis and set e-mail notifications.

## 6 STEP

### CONSUMPTION UNITS AND NODES

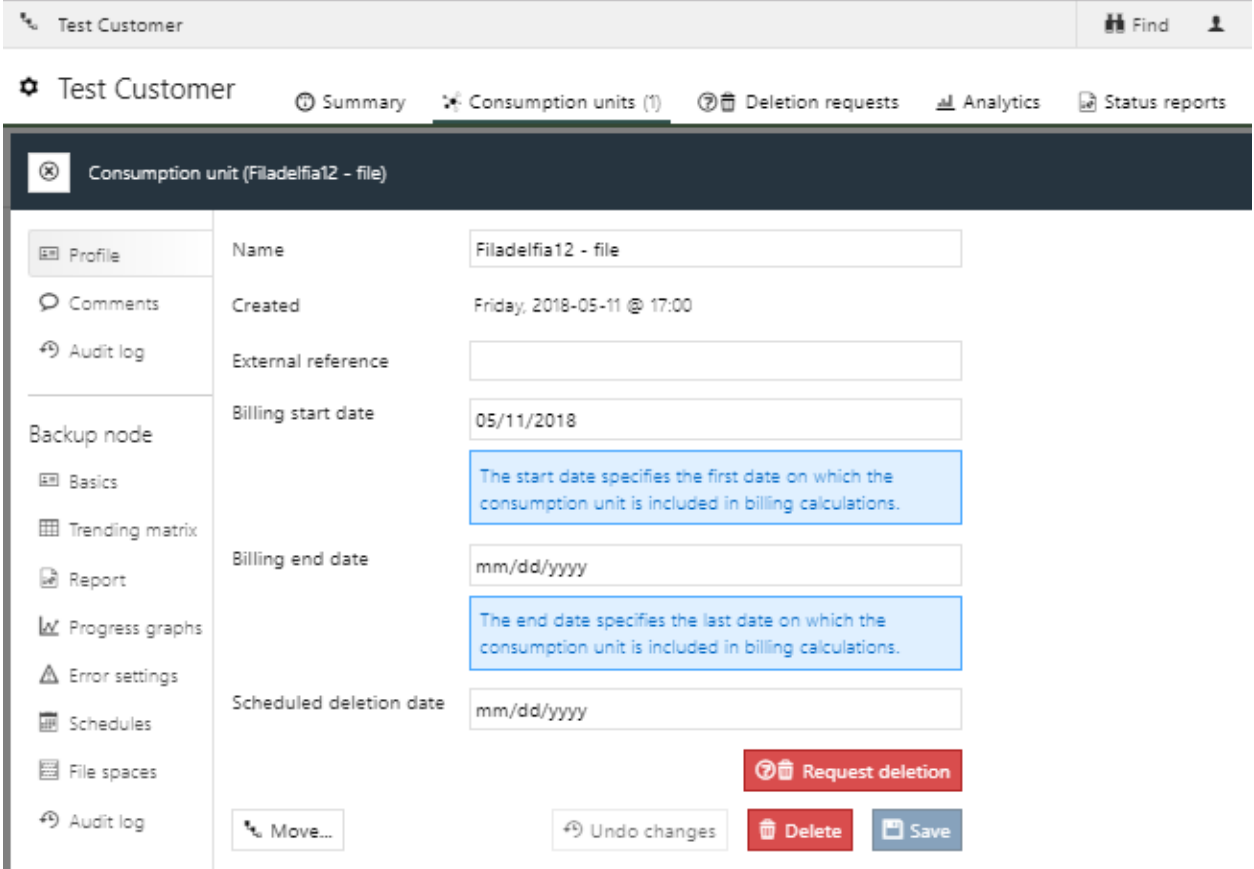
You can use several options to access to individual backup consumers and backup copies. You can choose **Consumption units** and then click on the name of the required object, you can also find them in the report or in the search window.



The screenshot shows the 'Test Customer' interface with the 'Consumption units' tab selected. The table below lists the consumption units:

Name	Type	State	Last accessed	Created	Pending actions
<input type="checkbox"/> Filadelfia12 - file	TSM000314	Active	Friday, 2018-05-11 @ 17:18	2018-05-11 (4 days ago)	

6.1. When you open the backup node, you will see the **Profile** section.



The screenshot shows the 'Profile' section for the consumption unit 'Filadelfia12 - file'. The interface includes a sidebar with navigation options and a main form area with the following fields:

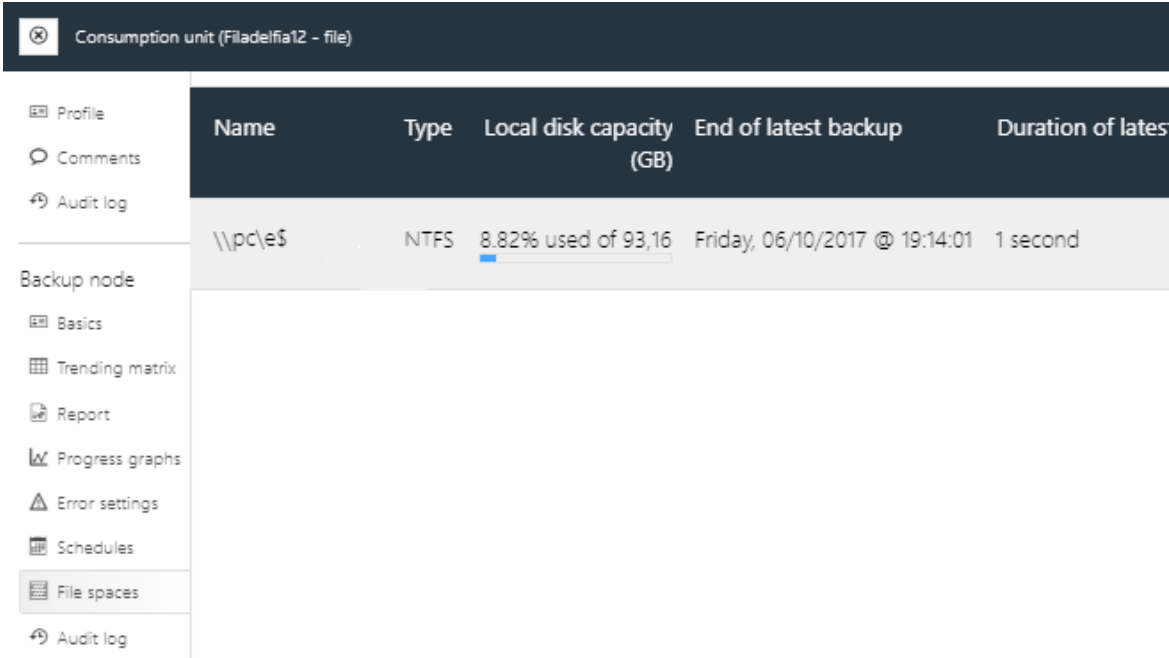
- Name:** Filadelfia12 - file
- Created:** Friday, 2018-05-11 @ 17:00
- External reference:** (empty field)
- Billing start date:** 05/11/2018
- Billing end date:** mm/dd/yyyy
- Scheduled deletion date:** mm/dd/yyyy

Helpful text boxes provide additional information:

- Billing start date:** The start date specifies the first date on which the consumption unit is included in billing calculations.
- Billing end date:** The end date specifies the last date on which the consumption unit is included in billing calculations.

At the bottom of the form, there are several action buttons: 'Move...', 'Undo changes', 'Request deletion', 'Delete', and 'Save'.

## 6.2. The file system list is in the section **File spaces**.



Consumption unit (Filadelfia12 - file)

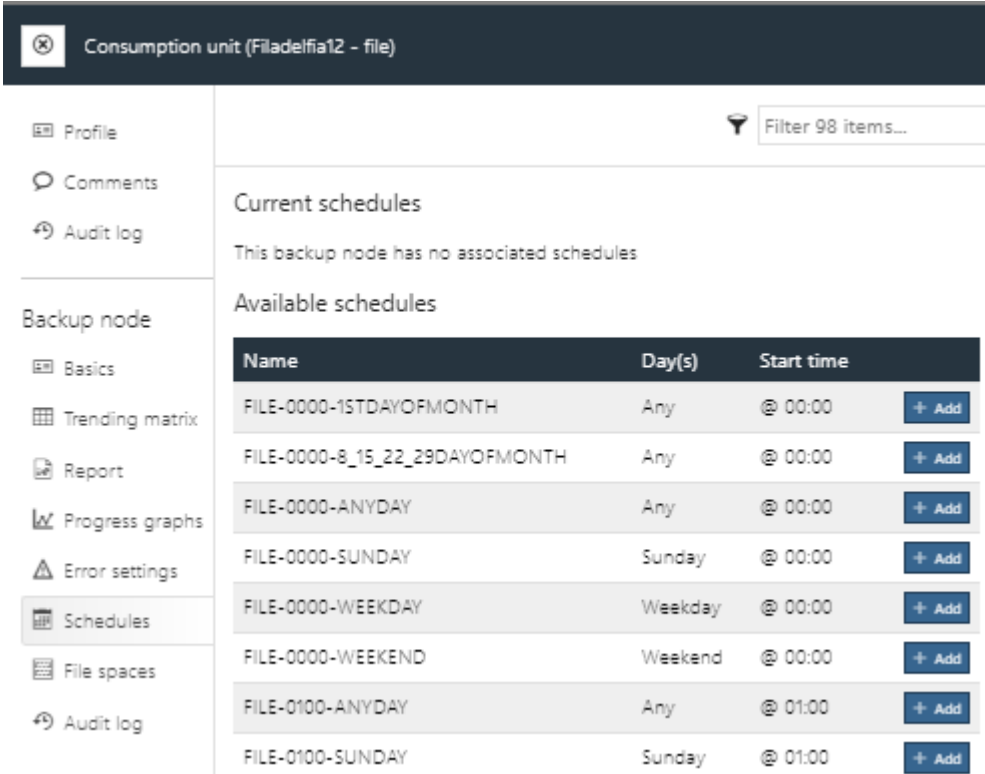
Profile  
Comments  
Audit log

Backup node

- Basics
- Trending matrix
- Report
- Progress graphs
- Error settings
- Schedules
- File spaces**
- Audit log

Name	Type	Local disk capacity (GB)	End of latest backup	Duration of latest backup
\\pc\c\$	NTFS	8.82% used of 93,16	Friday, 06/10/2017 @ 19:14:01	1 second

## 6.3. Backup automated lists are available in the section **Schedules**.



Consumption unit (Filadelfia12 - file)

Profile  
Comments  
Audit log

Backup node

- Basics
- Trending matrix
- Report
- Progress graphs
- Error settings
- Schedules**
- File spaces
- Audit log

Filter 98 items...

**Current schedules**

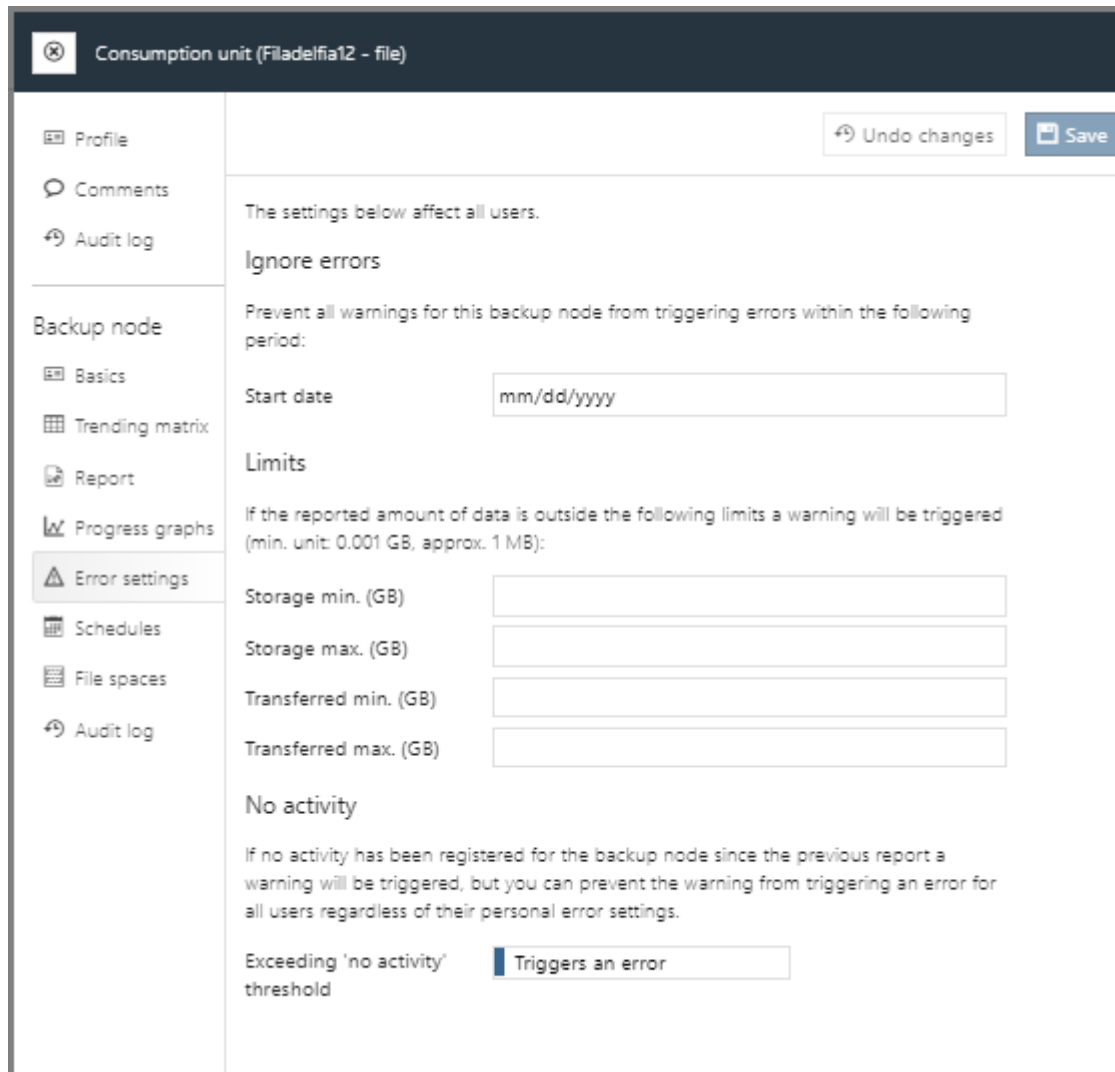
This backup node has no associated schedules

**Available schedules**

Name	Day(s)	Start time	
FILE-0000-15TDAYOFMONTH	Any	@ 00:00	+ Add
FILE-0000-8_15_22_29DAYOFMONTH	Any	@ 00:00	+ Add
FILE-0000-ANYDAY	Any	@ 00:00	+ Add
FILE-0000-SUNDAY	Sunday	@ 00:00	+ Add
FILE-0000-WEEKDAY	Weekday	@ 00:00	+ Add
FILE-0000-WEEKEND	Weekend	@ 00:00	+ Add
FILE-0100-ANYDAY	Any	@ 01:00	+ Add
FILE-0100-SUNDAY	Sunday	@ 01:00	+ Add

Only the appropriate automated listings for backups will be visible at the specific node, so it's important to choose the appropriate platform in the **Basics** section.

6.4. Each backup node has individually customizable settings to identify when copying is correct and when deviations occur. You can change the settings in the section - **Error settings**. If the node does not need the Schedule, then you need to change "**Triggers an error**" to "**Is ignored**" in the "**No activity**" section. Accordingly, there won't be an error in the reports for this backup node because of non-existing Schedule.

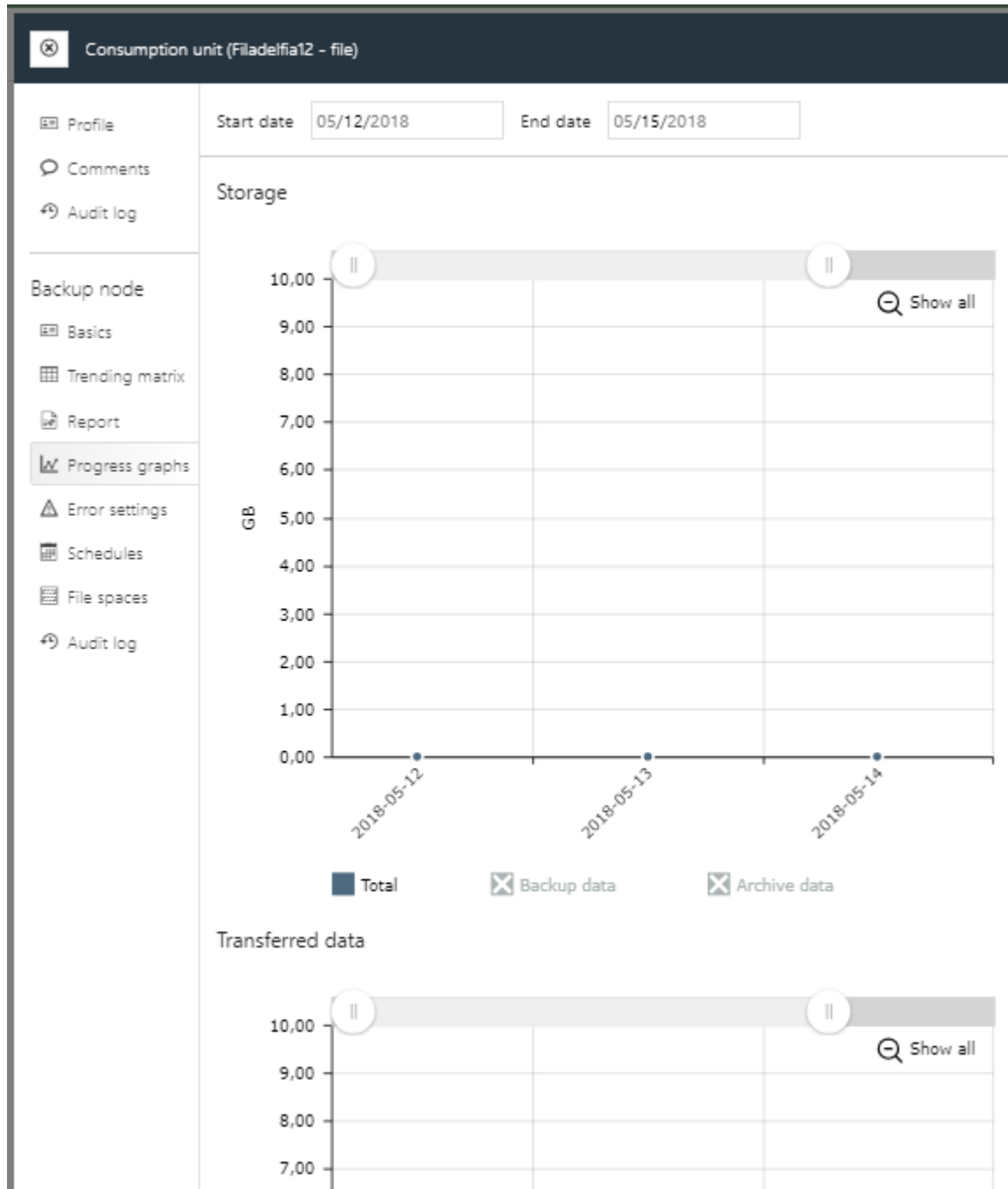


The screenshot shows the configuration interface for a backup node, titled "Consumption unit (Filadelfia12 - file)". The interface includes a sidebar with navigation options: Profile, Comments, Audit log, Backup node (with sub-options: Basics, Trending matrix, Report, Progress graphs, Error settings, Schedules, File spaces, Audit log), and buttons for "Undo changes" and "Save".

The main content area is divided into sections:

- Ignore errors:** A heading followed by the text "The settings below affect all users." and "Prevent all warnings for this backup node from triggering errors within the following period:". Below this is a "Start date" field with a placeholder "mm/dd/yyyy".
- Limits:** A heading followed by the text "If the reported amount of data is outside the following limits a warning will be triggered (min. unit: 0.001 GB, approx. 1 MB):". Below this are four input fields: "Storage min. (GB)", "Storage max. (GB)", "Transferred min. (GB)", and "Transferred max. (GB)".
- No activity:** A heading followed by the text "If no activity has been registered for the backup node since the previous report a warning will be triggered, but you can prevent the warning from triggering an error for all users regardless of their personal error settings." Below this is a label "Exceeding 'no activity' threshold" and a dropdown menu currently set to "Triggers an error".

6.5. Choose the **Progress** section to view the dynamics of the amount of data occupied by a particular backup node.



6.6. In the **Report** section, you can get the most comprehensive structured report on the status of the specific backup node and recovery work statuses, as well as restore tasks. More information can only be found in backup log files.

Backup node: test (TSM000309)

- Report
- Progress graphs
- Error settings
- Comments
- Schedules
- File spaces
- Profile

< Date 10/07/2017
Show report
>

View latest report (Tuesday, 2017-10-10)
Subscribers

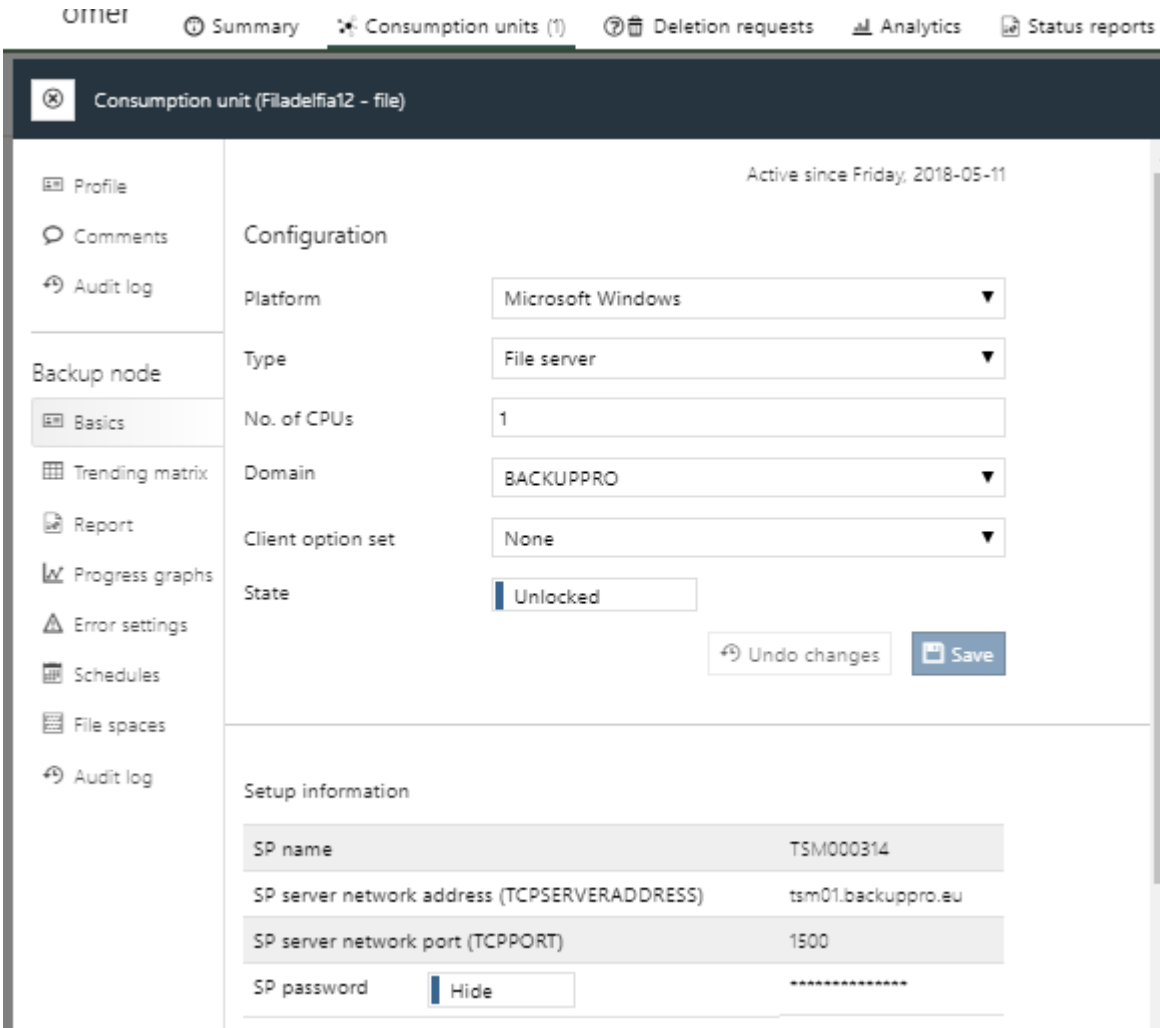
### Backup node report: Saturday, 07/10/2017 UTC

Storage type	Size (GB)	Summary	
Backup data	5,65	Business unit	Test Customer
Archive data	0,00	Name	test
<b>Total storage</b>	<b>5,65</b>	TSM ID	TSM000309
		Client version	7.1.6.5
		Server	tsm01.backuppro.eu
		Status	OK
		Share (%)	100,00
		Transferred (GB)	0,00
		Scheduled events	1
		Unscheduled activities	0

Scheduled events

Schedule	Scheduled start	Actual start	End	Duration	Status	Return code
FILE-1900-ANYDAY	06/10/2017 @ 19:00:00	Friday, 06/10/2017 @ 19:14:00	Friday, 06/10/2017 @ 19:14:01	1 second	Completed	0

6.7. In the **Basics** section, you can see the information about the registered and activated node "Filadelfia12-file". In the Configuration section, you can choose to replace the platform. There are information in the **Setup information** section that must be specified in the backup copy client software.



The screenshot shows the deac interface for a consumption unit named "Filadelfia12 - file". The interface includes a navigation menu on the left with options like Profile, Comments, Audit log, Backup node, Basics, Trending matrix, Report, Progress graphs, Error settings, Schedules, File spaces, and Audit log. The main content area is divided into two sections: Configuration and Setup information.

**Configuration section:**

- Platform: Microsoft Windows
- Type: File server
- No. of CPUs: 1
- Domain: BACKUPPRO
- Client option set: None
- State: Unlocked

**Setup information section:**

SP name	TSM000314
SP server network address (TCPSEVERADDRESS)	tsm01.backuppro.eu
SP server network port (TCPPOINT)	1500
SP password	Hide

**Configuration section:**

- a) You need to choose what kind of backup you want to use in the **Platform** field. You can choose from: Apple Mac OS, Linux, Microsoft Windows, Unix, IBM Domino, Microsoft Exchange Server, Microsoft SQL Server, Oracle database, SAP (ERP), SAP HANA, Sybase, Virtual environment or other.

- i. Note that in the case of Exchange or other VSS-based copies, you will need to create two nodes, one for Microsoft Windows, and one for the other - Microsoft Exchange.
  - ii. The choice of Platform in this step will determine which schedule will be available in the Schedule section.
- b) Keep the remaining values in the remaining fields
  - c) In the **State** section, you can temporarily deactivate the backup node.

**Setup information** section:

- d) **SP name:** information to be filled in dsm.opt next to **NODENAME**.
- e) **SP server network address (TCPSEVERADDRESS):** information to be filled in dsm.opt next to **TCPSEVERADDRESS**.
- f) **SP password:** click on **Hide** switch and you will see automatically generated password

Inactive backup node **Setup information** section will be empty.

## 7 STEP SETTINGS

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Click the gear icon and you will access the **Settings**. In this step, we will introduce you with following tools: **Business Unit Identity, Contract, Users, User Roles, Report Settings** and Virtual Machine Management (**VM admin**).

7.1. In the **Identity** section, you can specify personalized outgoing e-mail settings. You can specify e-mail notifications (**sender email address**) and set the **outgoing email (SMTP) server** specifications.

7.2. In the **Contract** section, you can view subscription settings and see how the amount is calculated.

7.3. You can see, change, add and delete users in the **Users** section.

When you click on specific user, you can view and change the **Report settings**. Read the Step 8 for more information about the reports and filters.

The **Subscribed reports** section contains a list of e-mail accounts for which a user is signed for.

7.4. In the User role (**Roles**) section, you can view and create new roles to restrict access as needed.

7.5. In the **Report settings** section, you can view and change the **Error settings** for backup nodes, **Status report content** and **Backup node report content** settings. For more information about Error settings, read Step 8.

7.6. You can manage virtual machines in the **VM admin** section by dividing them into separate **Consumption units** with the option to assign them to another business unit in lower hierarchy.



## 8 STEP

### REPORT AND FILTER SETTINGS

The portal automatically generates the report for backup nodes for a specific period. There will be attached more alert notifications to the backup node, if something is happening incorrectly. It is possible to individually mark which alert notices to show and set a threshold for a consecutive day period when the copying process does not happen as planned.

8.1. You can customize **Error settings** for the specific site user or specific business unit. These settings affect information in the **Status report** and email report.

You can edit the backup settings for the specific business unit of backup copy nodes by going to the settings section (gear) > **Report settings** > **Error settings**.

⊗
Report settings

- ⚠ Error settings
- 📄 Status report content
- ✖ Backup node report content

#### Backup node error settings

Type	Threshold
<input checked="" type="checkbox"/> Newest event failed	0 <input type="text"/> or more consecutive days
<input checked="" type="checkbox"/> One or more failed events within the last 24 hours	0 <input type="text"/> or more consecutive days
<input checked="" type="checkbox"/> Event in progress	0 <input type="text"/> or more consecutive days
<input checked="" type="checkbox"/> Mount points exceeded	0 <input type="text"/> or more consecutive days
<input checked="" type="checkbox"/> No activity	0 <input type="text"/> or more consecutive days
<input checked="" type="checkbox"/> Transferred data is outside limits specified for backup node	0 <input type="text"/> or more consecutive days
<input checked="" type="checkbox"/> Storage amount is outside limits specified for backup node	0 <input type="text"/> or more consecutive days
<input checked="" type="checkbox"/> Old client version	0 <input type="text"/> or more consecutive days
<input checked="" type="checkbox"/> Event blocked	0 <input type="text"/> or more consecutive days
<input checked="" type="checkbox"/> Server not importing	0 <input type="text"/> or more consecutive days
<input checked="" type="checkbox"/> Activity log contains return code errors (application servers)	0 <input type="text"/> or more consecutive days
<input checked="" type="checkbox"/> Completed event with unprocessed files	0 <input type="text"/> or more consecutive days
<input checked="" type="checkbox"/> Completed event with warnings	0 <input type="text"/> or more consecutive days
<input checked="" type="checkbox"/> One or more failed schedules	0 <input type="text"/> or more consecutive days
<input checked="" type="checkbox"/> No schedules	0 <input type="text"/> or more consecutive days
<input checked="" type="checkbox"/> One or more failed virtual instances	0 <input type="text"/> or more consecutive days

↶ Undo changes
🗑 Delete
💾 Save

The same settings are also available in the **Status report > Filters** (active switch - Current business unit).

The user unit's backup nodes alert settings can be edited by opening the settings section (gear) > **Users** > <Specified user> **Report settings**. The same settings are also available in the **Status report > Filters** (active switch - User).

In the **Error settings** sub-section, you can mark which alert notifications to show and set the threshold for a consecutive day period when the backup process is happening incorrectly.

Possible types of alerts are:

**Newest event failed:** The last copy was not successful

**One or more failed events within the last 24 hours:** One or more copies failed during the reporting period. It will also alert if the last job was successful, but the one before – was not.

**Event in progress:** Copying was happening at the same time as the report. The result was not known at that time.

**Mount points exceeded:** The backup replication node has exceeded the allowed number of pins, so the backup copy may have been unsuccessful.

**No activity:** During the reporting period, the backup copy node did not perform any operations, regardless of whether it has or has not any backup work schedules (regardless of whether there should or should not be an activity)

**Transferred data is outside limits specified for backup node:** During the reporting period, the amount of data transferred by the backup node does not match the limits (may be either higher or lower than the installed)

**Storage amount is outside limits specified for backup node:** During the reporting period, the amount of data stored by the backup node does not match the limits (may be either higher or lower than the installed)

**Old client version:** The backup software version is older than the minimum version specified (in accordance with the server settings to which the client interconnects the software).

**Event blocked:** During the reporting period, the copy job has been blocked and not executed. Blocking occurs when you have to start a new backup job, but backup schedule is not finished yet.

**Server not importing:** The site fails to retrieve data from the backup server, where the appropriate backup node is registered and stores data.

**Activity log contains return code errors (application servers):** Error messages have been returned to the activity log (application-type server nodes)

**Completed event with unprocessed files:** Backup was successful, but some files were skipped (client software error 4 returned).

**Completed event with warnings:** Backup copying ended with at least one alert notification. Check client software error messages in log files (dsmerror.log, dsm Sched.log, or other relevant log files) to find out the cause of errors (client software error 8 returned).

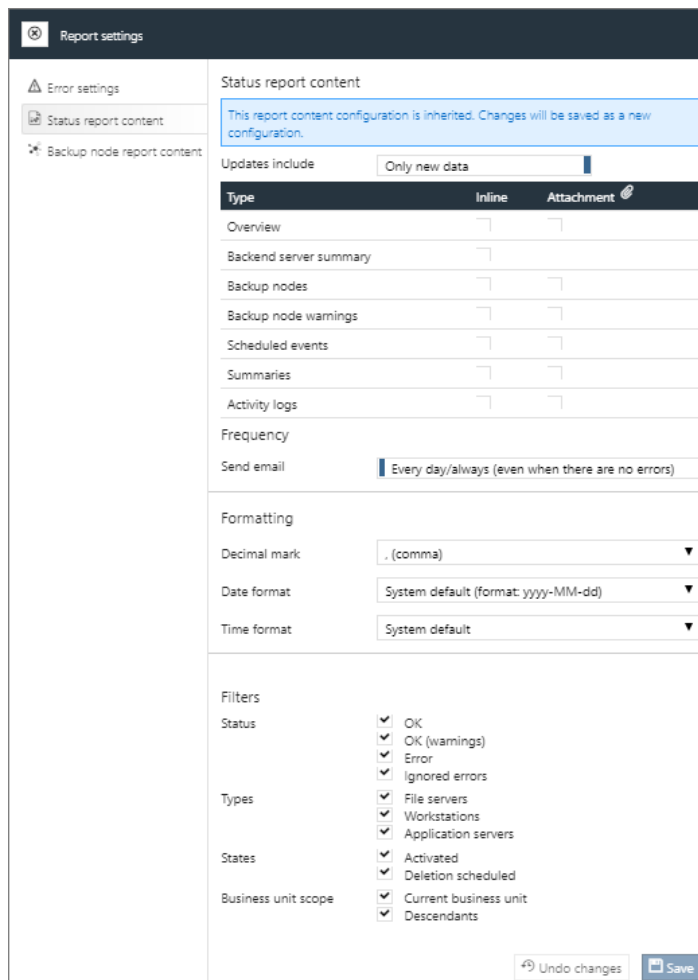
**One or more failed schedules:** One or more backup schedules failed. The number of unsuccessful backup copies will be listed.

**No schedules:** A warning message that no backup schedule is associated with the backup node.

**One or more failed virtual instances:** A warning message that one or more virtual machine backups were not successful (for virtualization nodes).

8.2. **Status report content** can be customized for the specific site user or specific business unit. These settings affect what is displayed in the **Status report** and in the e-mail report.

You can change the report status and filters of a specific business unit by going to the settings (gear)>**Report Settings**> **Status Report Content** section of the settings.



**Report settings**

- Error settings
- Status report content**
- Backup node report content

**Status report content**

This report content configuration is inherited. Changes will be saved as a new configuration.

Updates include: Only new data

Type	Inline	Attachment
Overview	<input type="checkbox"/>	<input type="checkbox"/>
Backend server summary	<input type="checkbox"/>	
Backup nodes	<input type="checkbox"/>	<input type="checkbox"/>
Backup node warnings	<input type="checkbox"/>	<input type="checkbox"/>
Scheduled events	<input type="checkbox"/>	<input type="checkbox"/>
Summaries	<input type="checkbox"/>	<input type="checkbox"/>
Activity logs	<input type="checkbox"/>	<input type="checkbox"/>

Frequency

Send email: Every day/always (even when there are no errors)

Formatting

Decimal mark: . (comma)

Date format: System default (format: yyyy-MM-dd)

Time format: System default

Filters

Status

- OK
- OK (warnings)
- Error
- Ignored errors

Types

- File servers
- Workstations
- Application servers

States

- Activated
- Deletion scheduled

Business unit scope

- Current business unit
- Descendants

Undo changes Save

The same settings are also available in the **Status report > Filters** (active switch Current business unit).

User-defined filters can be viewed, changed by opening the settings (gear) > **Users** > <specified user> **Report settings**. The same settings are also available in the **Status report > Filters** (active switch User).

Possible filters:

**Status filters:**

**OK:** Backup nodes without errors

**OK (warnings):** Backup nodes with no-notice errors, according to personal or other **Report settings**.

**Error:** Backup nodes with errors, according to personal or other **Report settings**

**Ignored errors:** Backup nodes that are set to ignore errors in the settings. More about this configuration option read in Step 6.4.

**Filter Types:**

**File servers:** File server type

**Workstations:** Workstation type

**Application servers:** Application server type (IBM Domino, Microsoft Exchange Server, Microsoft SQL Server, Oracle database, SAP (ERP), SAP HANA, Sybase, Virtual environment or other)

**States:**

**Activated:** Backup nodes activated

**Deletion scheduled:** Backup nodes that are scheduled to be deleted

**Business unit scope:**

**Current business unit:** Only backup nodes directly linked to the particular **business unit**

**Descendants:** Backup nodes that are linked to one of the sub-hierarchical **business unit**

In the **Status report content** and **Backup node report content** sections you can select the sections to be sent in emails.