Exchange Granular Restore quick start guide

The Exchange Granular Restore console allows you to restore mail items using Direct Exchange Injection. The backups used can be created by System Protection, File Protection or File Archiving.
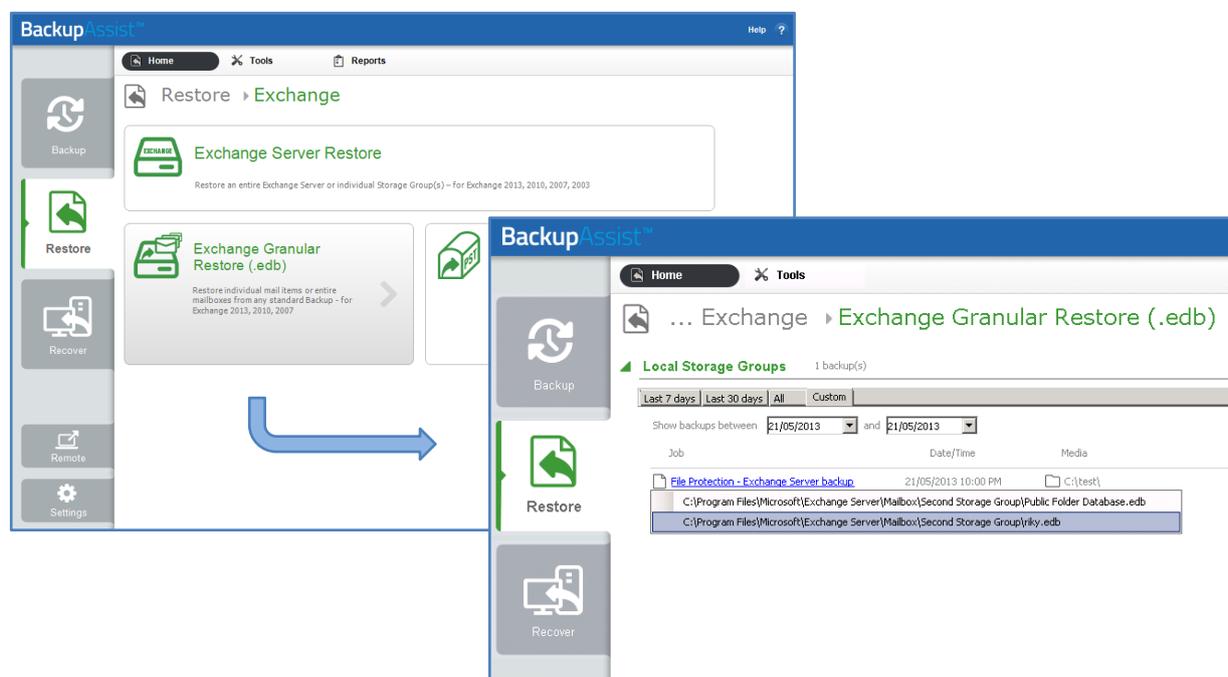
This guide shows how easy it is to use these backups to restore an email into a LIVE Exchange mailbox.

Locating the backup

Finding the required Exchange backup is as easy as one-two-three.

1. From BackupAssist's Restore **Home** page, select **Exchange**.

2. From the Exchange screen, select **Exchange Granular Restore**.

3. Select the Exchange database backup to restore from.

You select the previous day's backup and Exchange Granular Restore opens the .edb file.

Locating the mail item

The Exchange Granular Restore console displays all the backup's mailboxes in a browse tab on the left pane. This expandable tree is ideal for locating mail items when you know their location.

For example, say you get a call from a user called Romeo who says he's lost an email from Juliet. He can only tell you the subject contains the words 'life only avails' and that he had it yesterday.

Using Browse

By expanding Romeo's mailbox, you can see his emails—all 2155 of them.

• Selecting a folder will display the individual mail items inside it.

• Selecting a mail item will preview its contents.

With so many emails in Romeo's mailbox, the *Search* function is the best way to find Juliet's email.

Using Search

The Search field is ideal when the location of a mail item is not known.

For a simple search, just enter the search word into the field and click the search icon.
For an advanced Search, select the arrow by the *Search* field to display the advanced options.

An advanced search is perfect way to find Juliet's email.

1. Open the advanced search options.
2. Select *Search in*.
3. Put a tick next to Romeo's mailbox and click okay.
4. In the subject field, type 'life only avails'.
5. Click *Search*.

Exchange Granular Restore console performs the search and put the results in a new tab called, *Search*. This new tab contains all of the items in Romeo's mailbox that meet your search criteria.

In Romeo's inbox is the one email that matched your search.

The email you now need to restore.
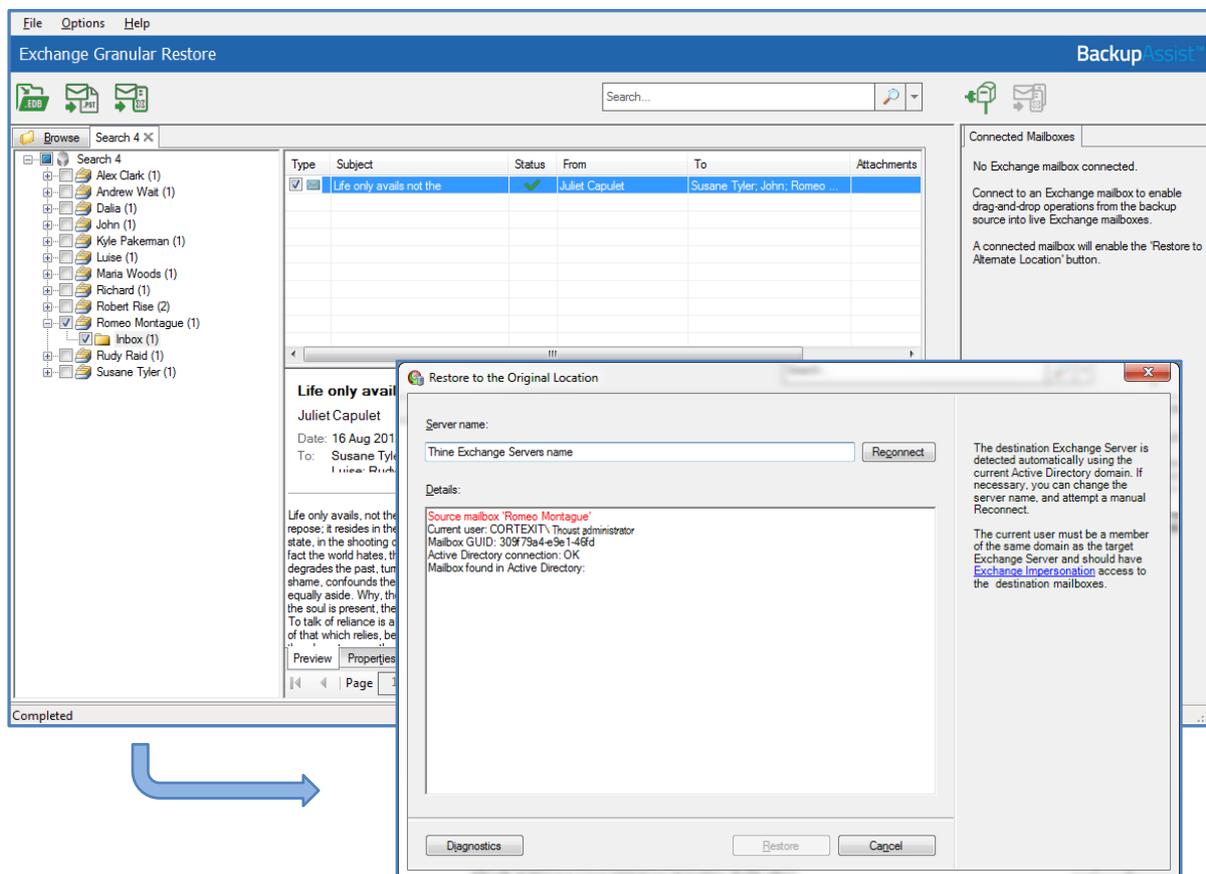
Performing the restore

Once you have located the required email, you can restore it back into the original mailbox on the LIVE Exchange Server.

Restoring an email takes only three clicks:

a) Select the email in Romeo's inbox that you want to restore.

b) Select the **Restore to original location** button.

A *Restore to original location* window will open. The domain name of the server running Exchange will be automatically detected if you are on the same domain. If no Exchange Server was detected, manually fill in the *Server name* field and click *Reconnect*.

c) Select *Restore*, to begin the restore process.

A progress window will be displayed during the restore and let you know when the restore has completed.

That's it. Job done!

Exchange Granular Restore can also restore mail items to a different Exchange Server or export them to a PST file. To learn about these and other powerful features, see the Exchange Granular Restore user guide.