Petri
IT Knowledgebase

Six Reasons for Microsoft Office 365 Backup

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Overview

As a robust and highly capable Software as a Service (SaaS) platform, Microsoft Office 365 fits the needs of many organizations, providing application Availability and uptime to ensure users never skip a beat. But when it comes to protecting your Office 365 data, it's easy to get confused with who's responsible for protecting which part of your environment. Ultimately, you need to ensure that you have access to and control over your Exchange, SharePoint and OneDrive for Business data.

Context

In this webinar, you will learn what the Office 365 shared responsibility model actually means for your business, the limitations of unlimited archiving and litigation holds, and also see how you can protect your data from outages and many other scenarios.
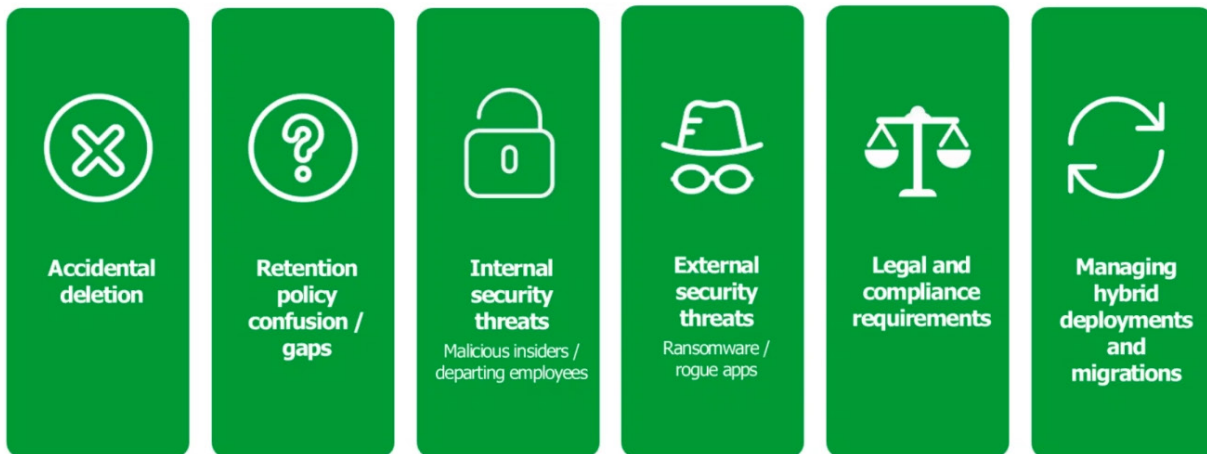
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Key Takeaways

Six Reasons Why You Need an Office 365 Backup

Despite Office 365 running in the "cloud", there are at least six reasons you need an Office 365 backup. This falls into the shared responsibility model that comes with the service as Microsoft is not responsible for your data in all scenarios.
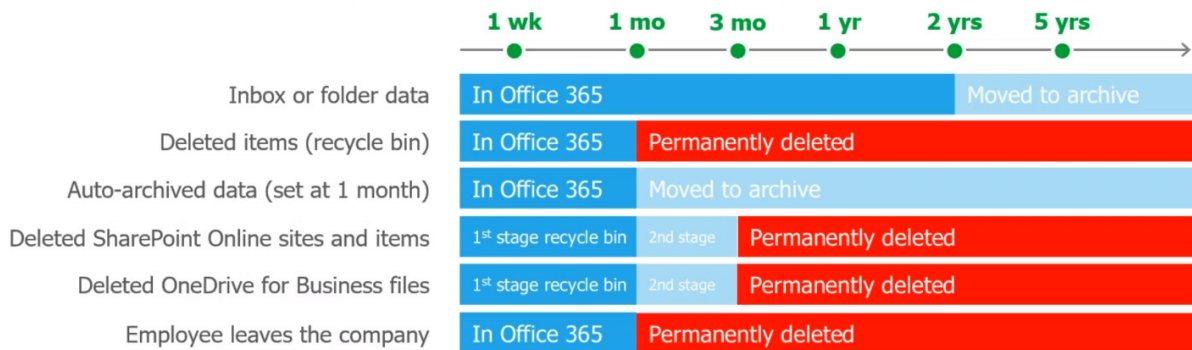

The reasons you need to think about your Office 365 backup process include scenarios like accidental deletion, retention policies, internal/external security threats, compliance, and migrations as well. Microsoft does not natively provide all the backup services that you may need for your business which means it is important to outline the scenarios that impact your business to make sure that you are protected.

Retention Policies

When using Office 365, you need to understand the policies that Microsoft has implemented to know when and where you may be vulnerable to a compliance or internal/external threat.

Crucially, for items deleted in SharePoint or OneDrive, after 90 days, that content is permanently deleted. Or, if an employee leaves the company, after 30 days, that data is gone as well. In both scenarios, the only way to recover the data after the deletion period is if you have your own backup.

Retention policies: What exactly does Microsoft back up?

	1 wk	1 mo	3 mo	1 yr	2 yrs	5 yrs
Inbox or folder data	In Office 365				Moved to archive	
Deleted items (recycle bin)	In Office 365	Permanently deleted				
Auto-archived data (set at 1 month)	In Office 365	Moved to archive				
Deleted SharePoint Online sites and items	1st stage recycle bin	2nd stage	Permanently deleted			
Deleted OneDrive for Business files	1st stage recycle bin	2nd stage	Permanently deleted			
Employee leaves the company	In Office 365	Permanently deleted				

Office 365 backup and retention policies can **only protect you from data loss in a limited way** and are not intended to be a complete backup solution.

Retention policies are always evolving and tend to be **very complicated to manage and monitor.** Commonly, Admins believe they are covered, only to find that in fact certain items are gone.
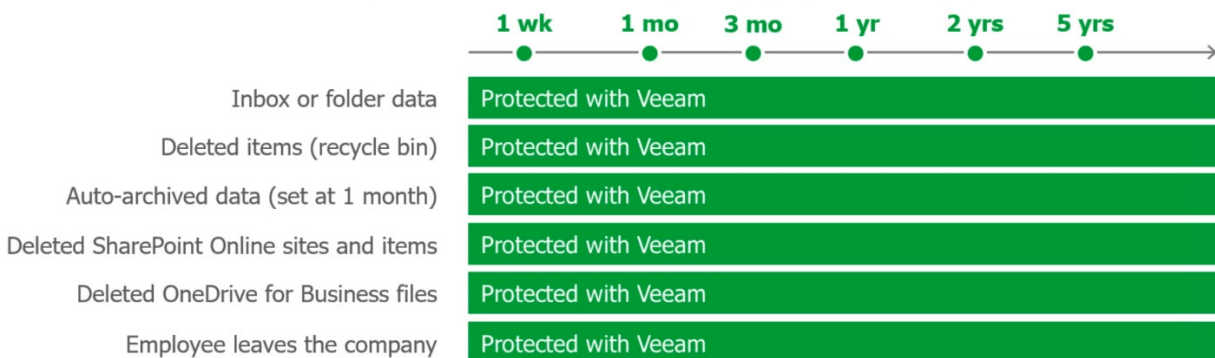
Sources: Exchange Online information above is based on Microsoft's default MRM Policy. SharePoint Online information above is based on Microsoft's support article. OneDrive for

And because they are policies, these timelines could change in the future. It's important for admins to understand and know these limitations to make sure that your data is available at all times, even if Microsoft is no longer storing it.

Veeam Office 365 Backup

As you would expect, a proper backup tool for Office 365 will keep your data protected until you decide that it is no longer needed. Veeam Backup for Microsoft 365 is more than simply filling the gaps, it's about providing access and control to all of your Office 365 data.

Retention policies: What exactly does Microsoft back up?

	1 wk	1 mo	3 mo	1 yr	2 yrs	5 yrs
Inbox or folder data	Protected with Veeam					
Deleted items (recycle bin)	Protected with Veeam					
Auto-archived data (set at 1 month)	Protected with Veeam					
Deleted SharePoint Online sites and items	Protected with Veeam					
Deleted OneDrive for Business files	Protected with Veeam					
Employee leaves the company	Protected with Veeam					

Veeam Backup *for Microsoft Office 365* is more than simply filling gaps.
**It's about providing access and control to ALL**
Exchange Online, SharePoint Online and OneDrive for Business data and
storing it in one location, making recovery fast, easy and reliable.

Microsoft does a good job at providing quality uptime for Office 365 but it's up to the customer to make sure their data is available when and where it is needed.

The Share Responsibility Model

In the Webinar, Russ does an excellent job of breaking down what Microsoft is responsible for and what the customer is responsible for when using the service.
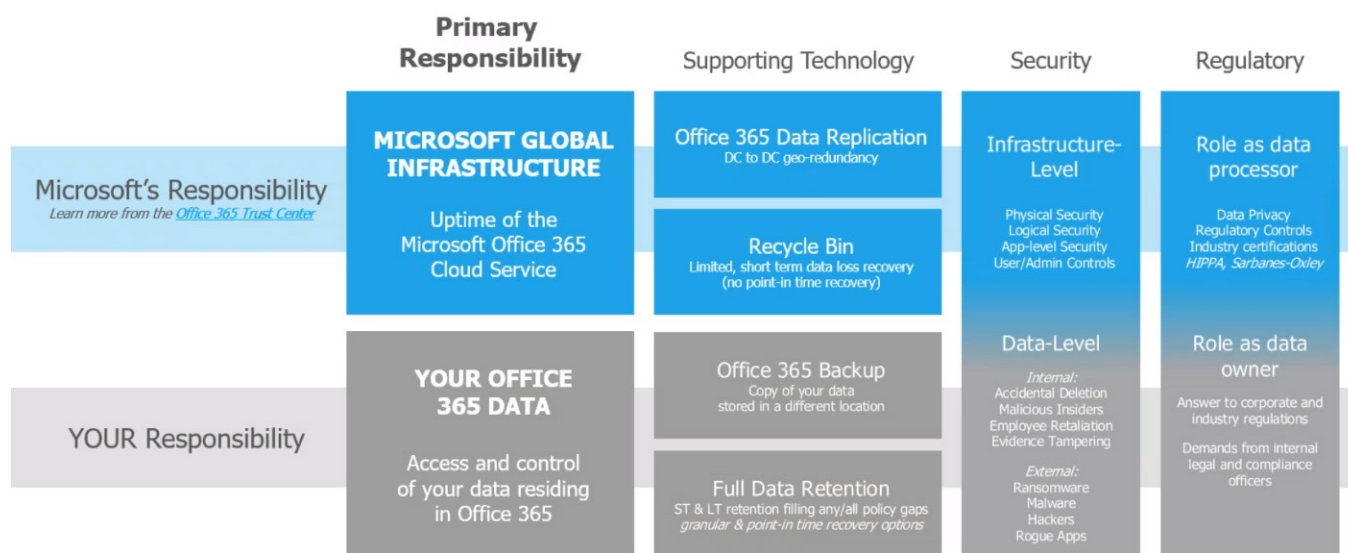
Veeam's Office 365 Backup Solution Provides Flexibility

Without a backup of your data, you have limited access and control of your own data, retention policy gaps, data loss dangers, security vulnerabilities, and potential regulatory exposure.

Further, the solution from Veeam simplifies the process to make it possible to quickly restore individual Office 365 items and files with industry-leading recovery flexibility.

Shareable link: https://www.veeam.com/wp-restore-office365-backupguide.html

The key with Veeam is that flexibility in the design and recovery of your environment is critical to making sure that you have the ability to construct a solution that fits your needs. With Veeam's Office 365 backup solution, you have multiple options on how you can protect your data so that the next time there is an outage or accidental deletion, you are prepared to recover the content quickly.
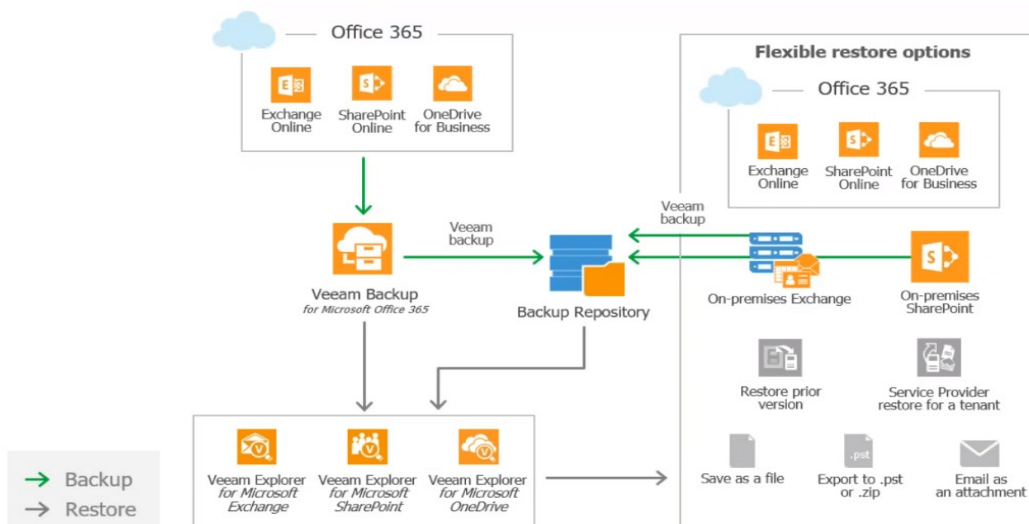
Additional Information

- **Download Free Trial:** Veeam offers a free trial of its Office 365 backup solution 30 days that is fully featured.

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