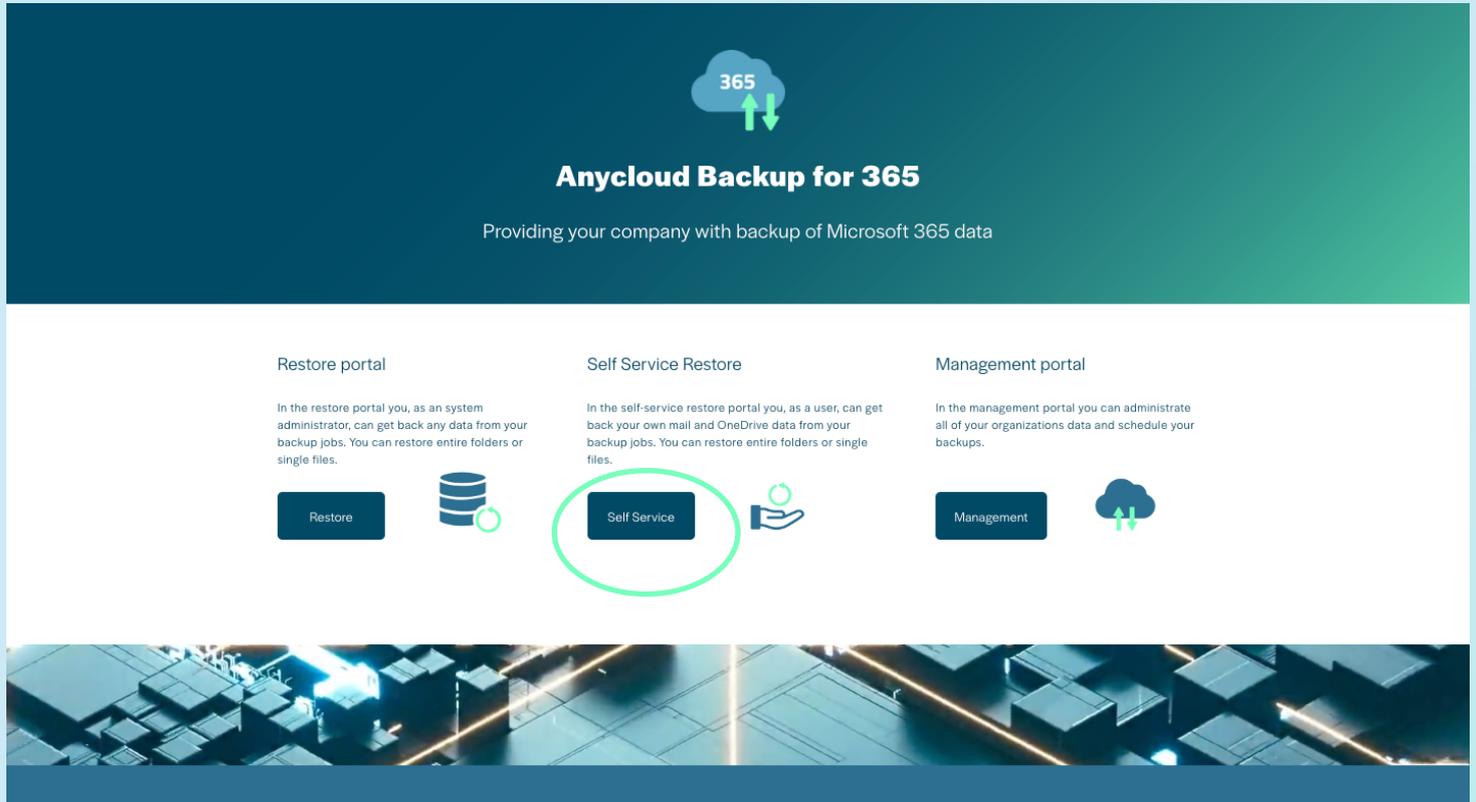


Anyccloud Backup for 365

Self service restore user guide

Self Service Restore

Welcome to the homepage of the Anycloud Backup for 365 portals, where you'll find the option to select "self-service restore".



To get started the user types in their email address and clicks on "submit". Please note you can only access this if you have a paid subscription of the backup service and permission is set by administrator in user/settings in the management portal.

Self-service

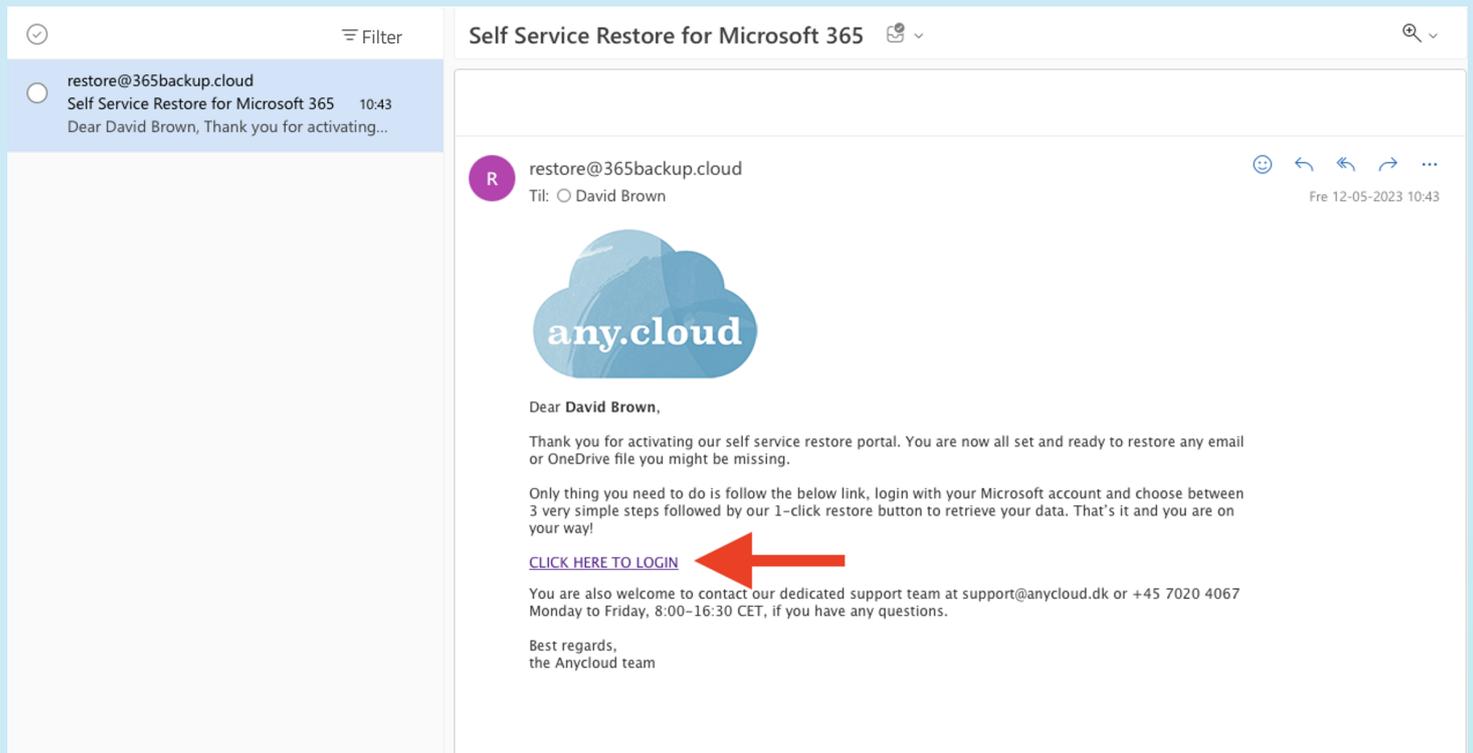
Dear customer. In order to use our Self Service Restore portal a user access needs to be created. This happens automatically. Please type your email below, and you will shortly after receive and activation link.

Email (required)

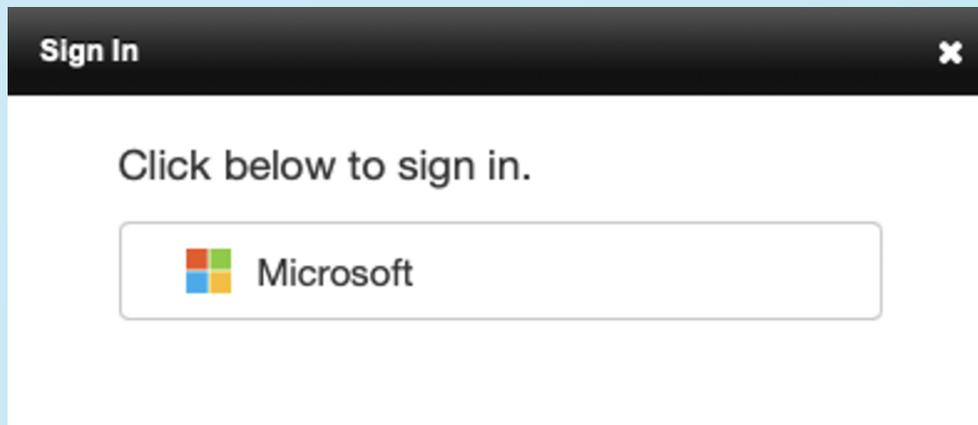
Submit

[Go to frontpage](#)

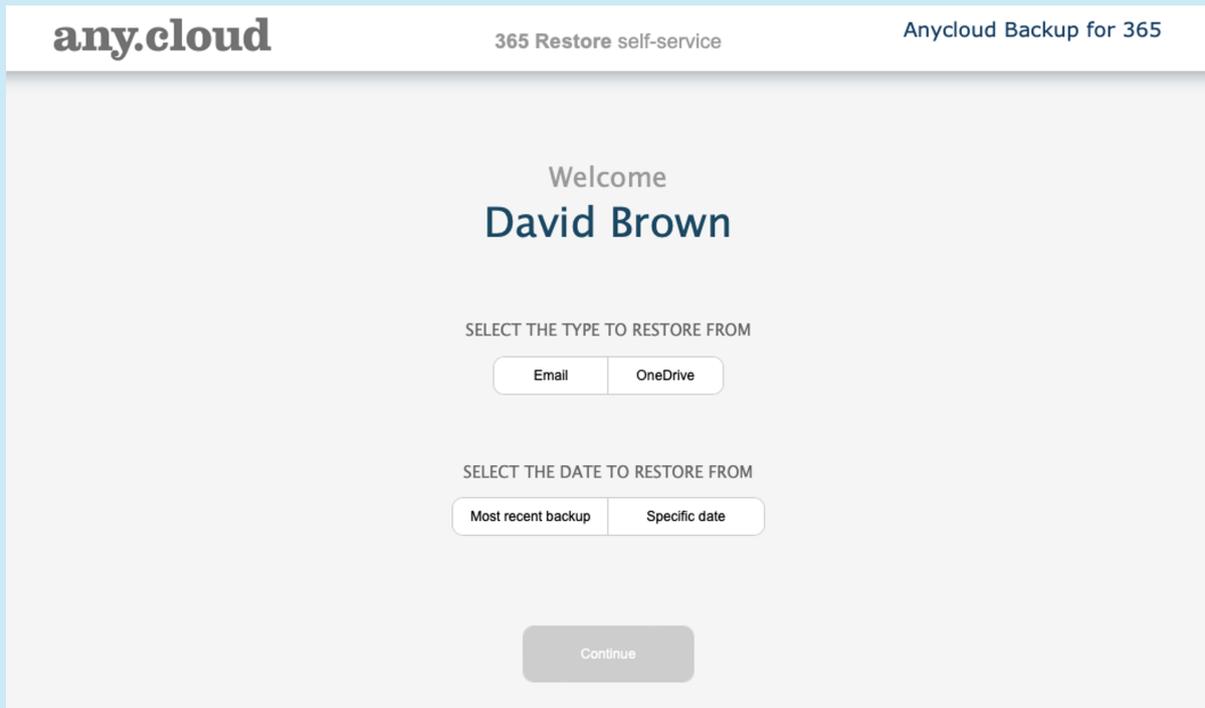
The user will shortly after receive an email with a link, that will grant access to the webportal.



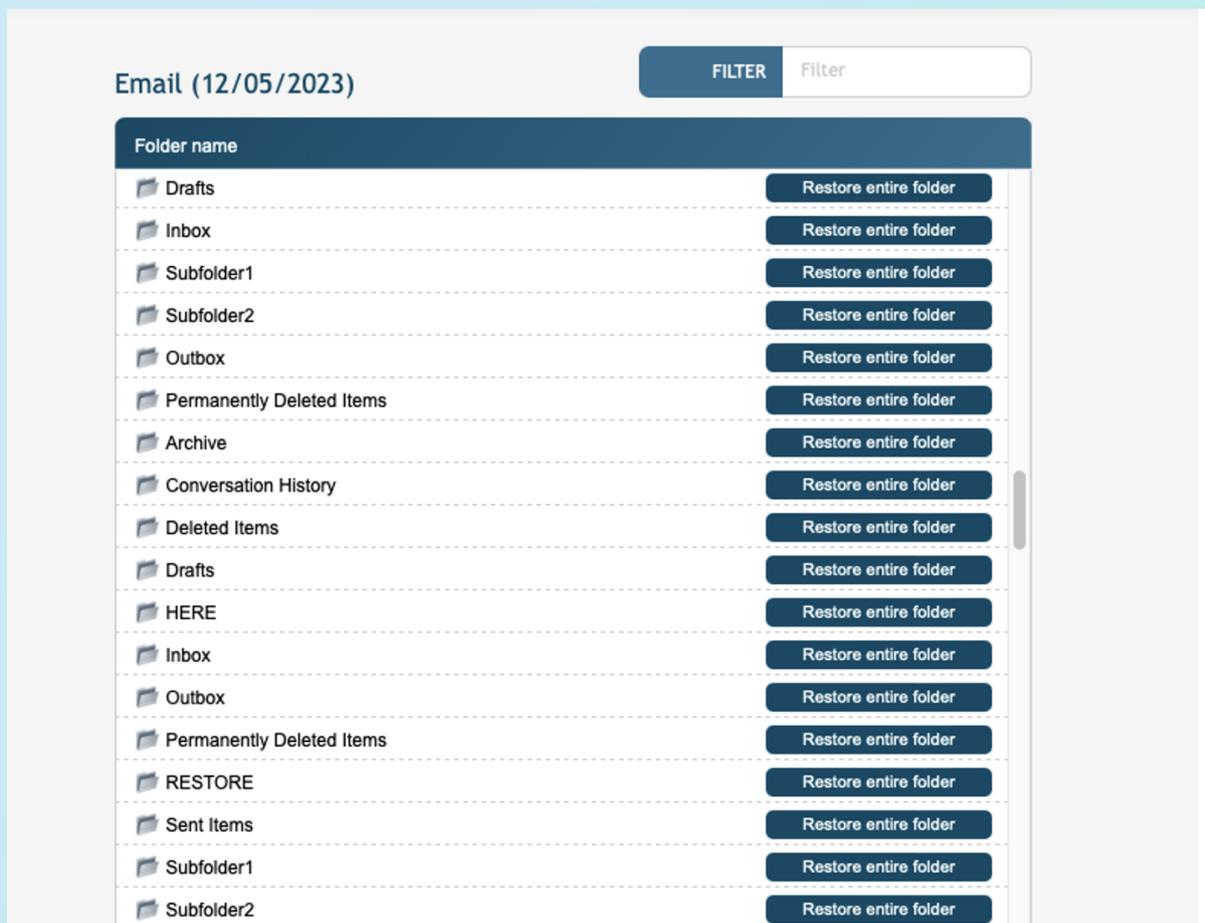
Login with your own Microsoft credentials.



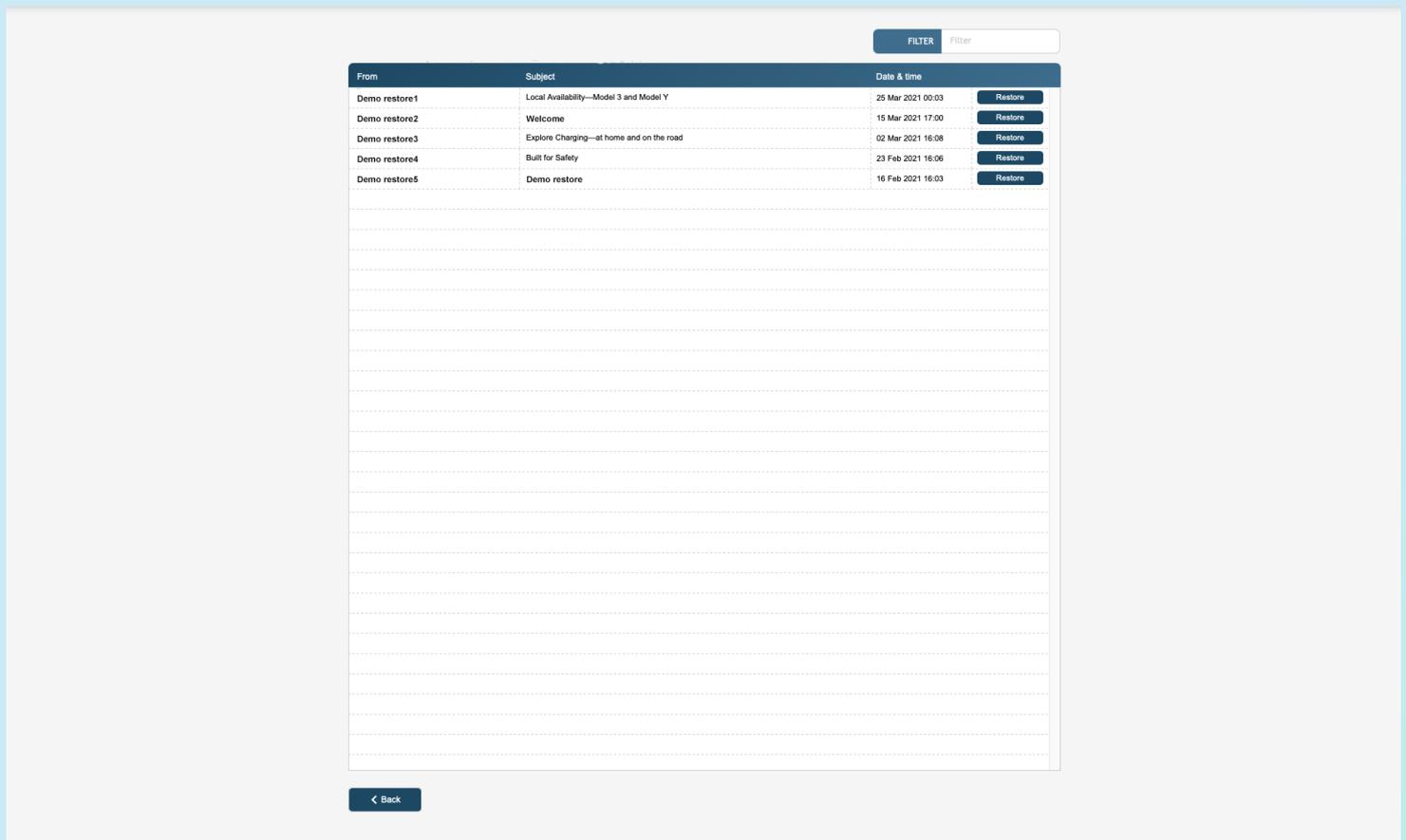
When the user is logged into the webportal, the following options must be selected: "select the type to restore from" and "select the date to restore from".



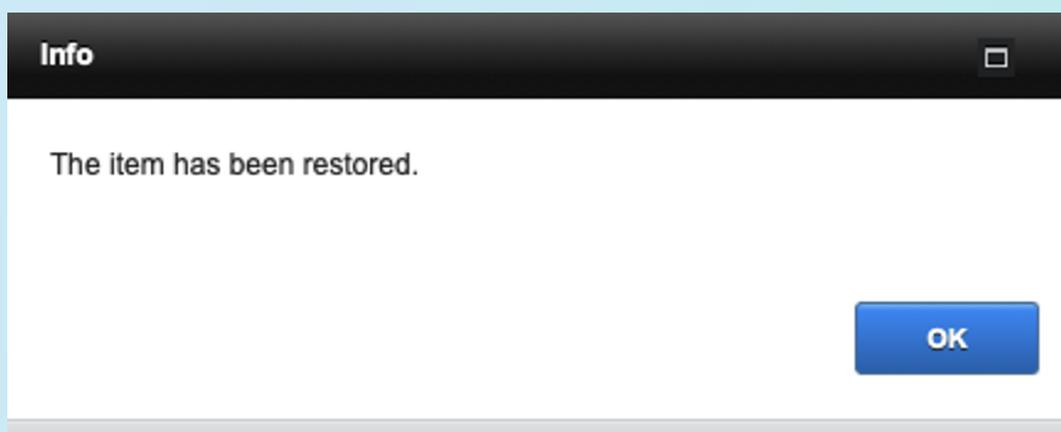
Upon selected "email restore", users will gain access to their complete mailbox, granting the ability to restore individual folders or explore the content of each folder by simply clicking on the respective folder.



Within this section, users are presented with an overview of the emails available for restore within each folder. To initiate a restore for a specific email, users simply need to click on the “restore” button associated with the desired file.



Now the item(s) has been restored.



Let's stay connected

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