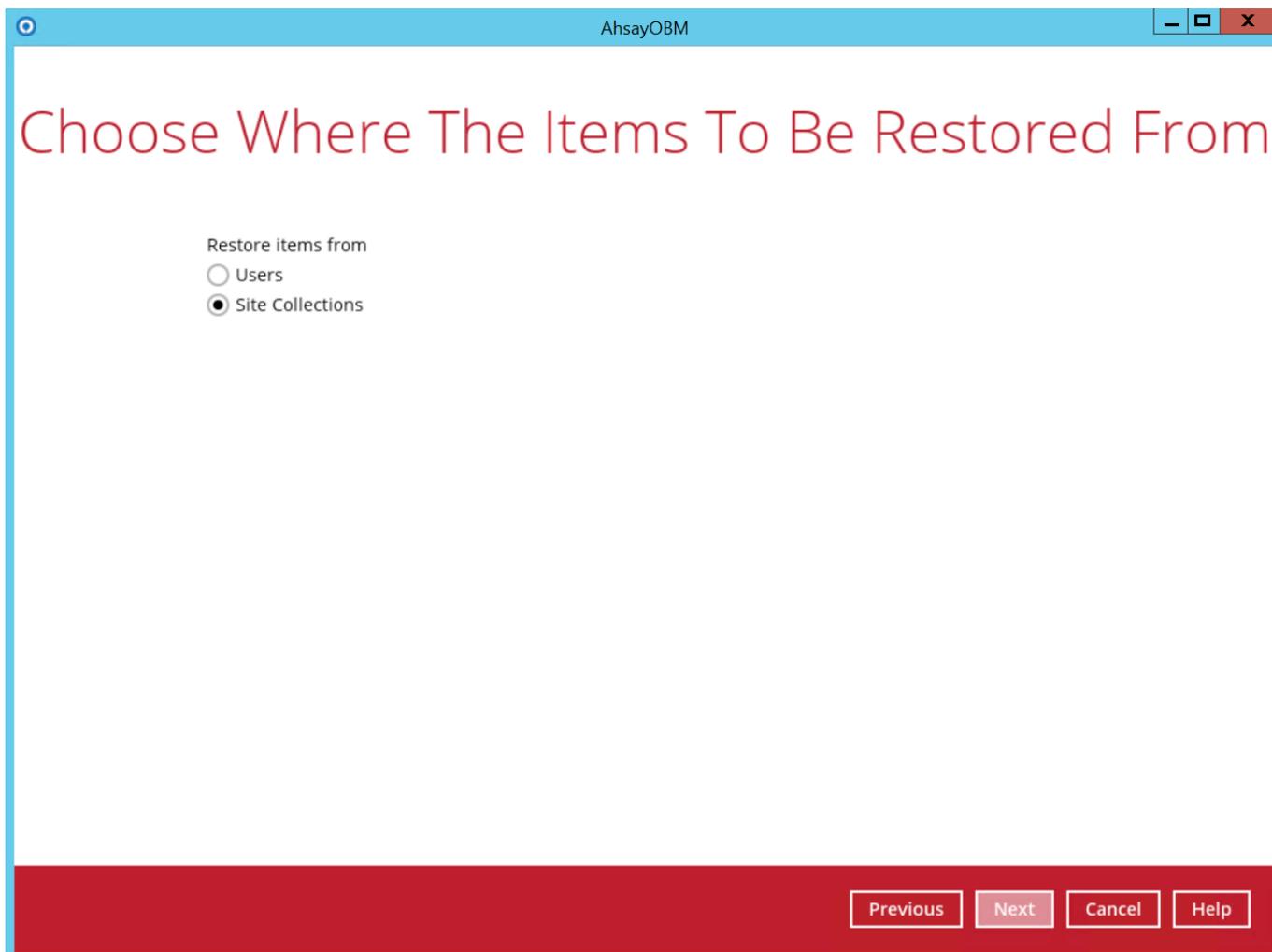
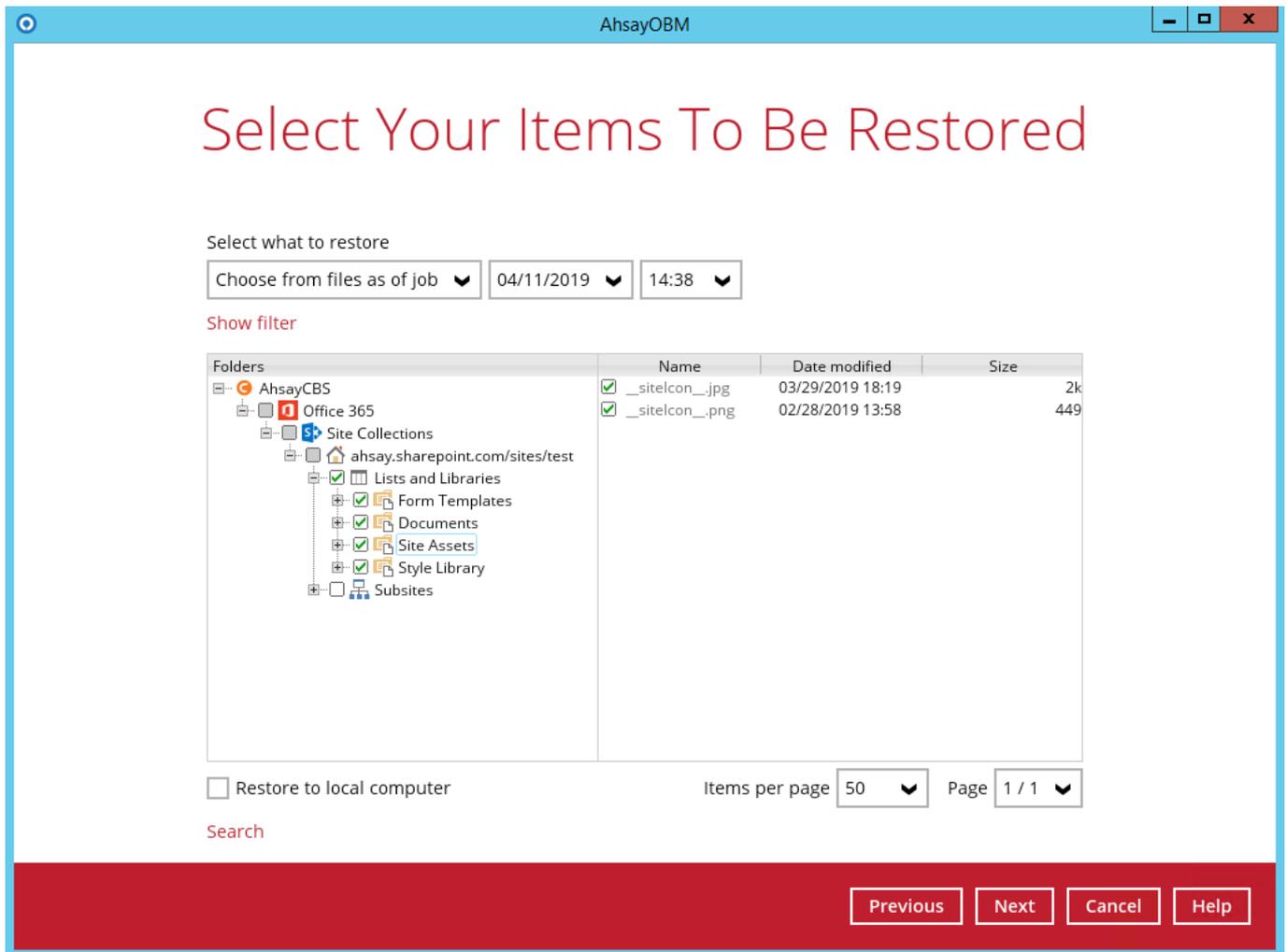


# 7.1.2 Restore Office 365 Items from Site Collections



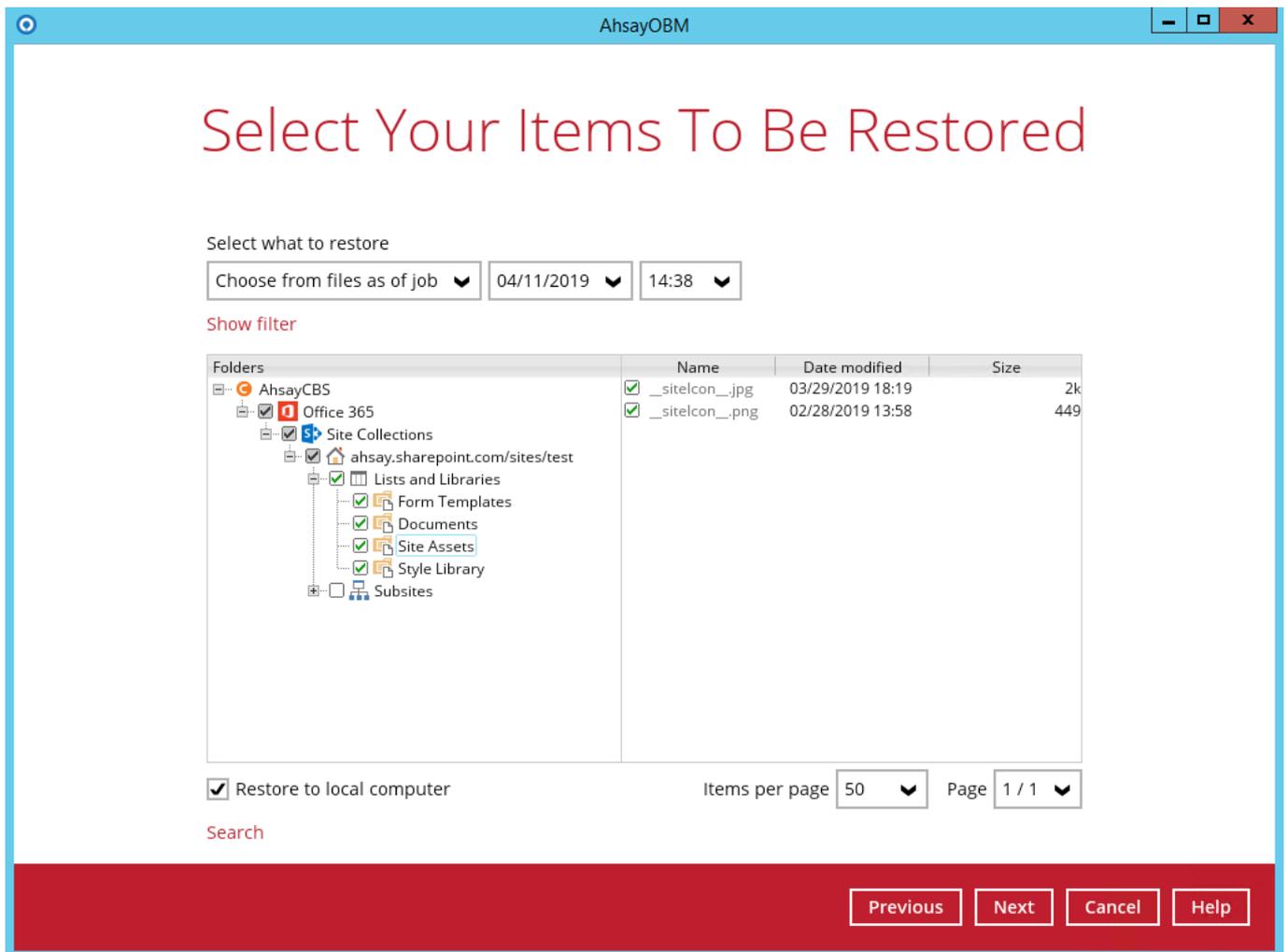
Select the item(s) you would like to restore. You can also choose to restore backed up file from a specific backup job of your choice using the Select what to restore drop-down menu at the top. Click Next to proceed when you are done with the selection.



Select the destination you would like the mail objects to be restored.

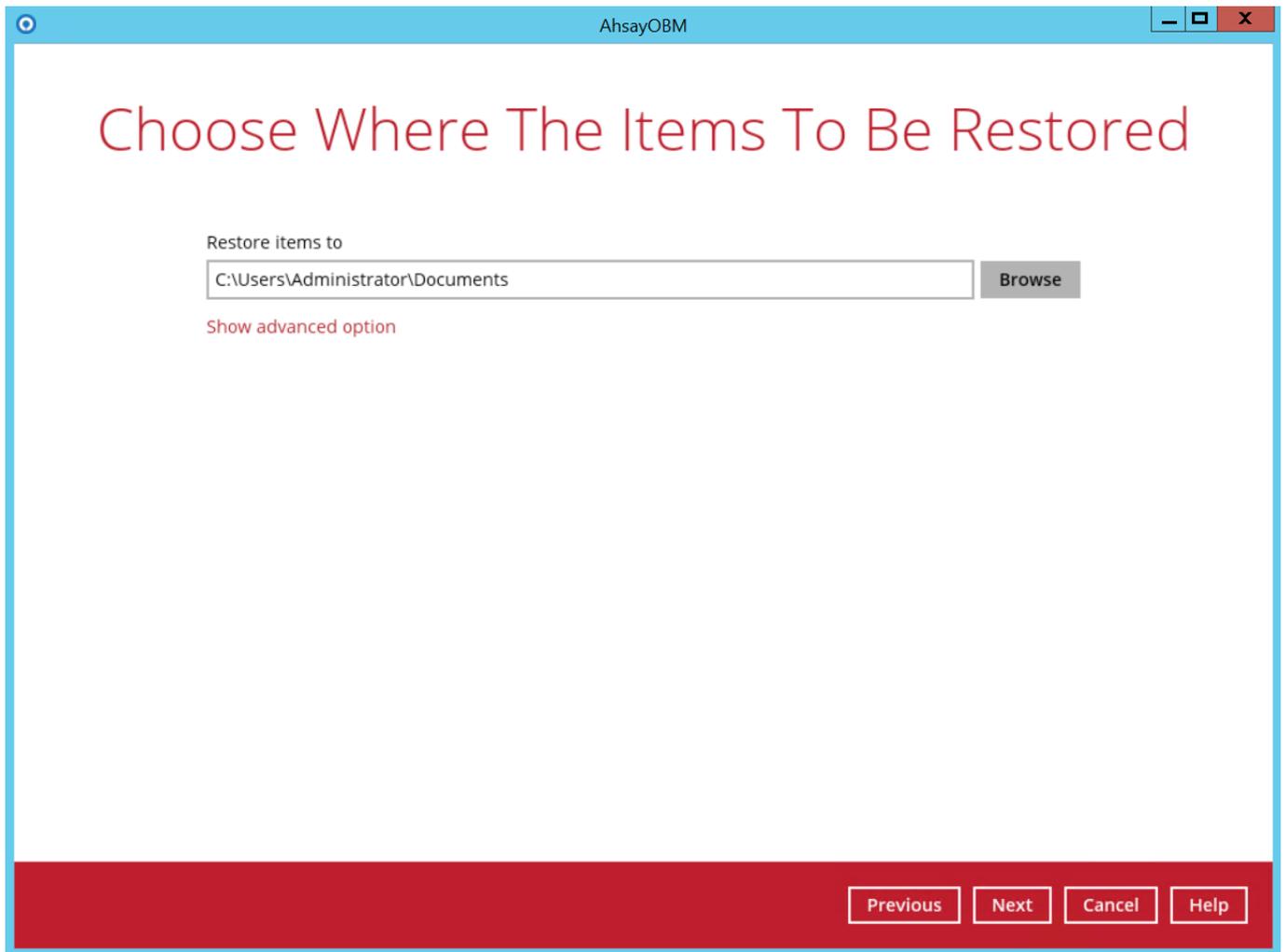
## 7.1.2.1. To Local machine

1. Tick the **Restore to local computer** checkbox and click **Next** to proceed.



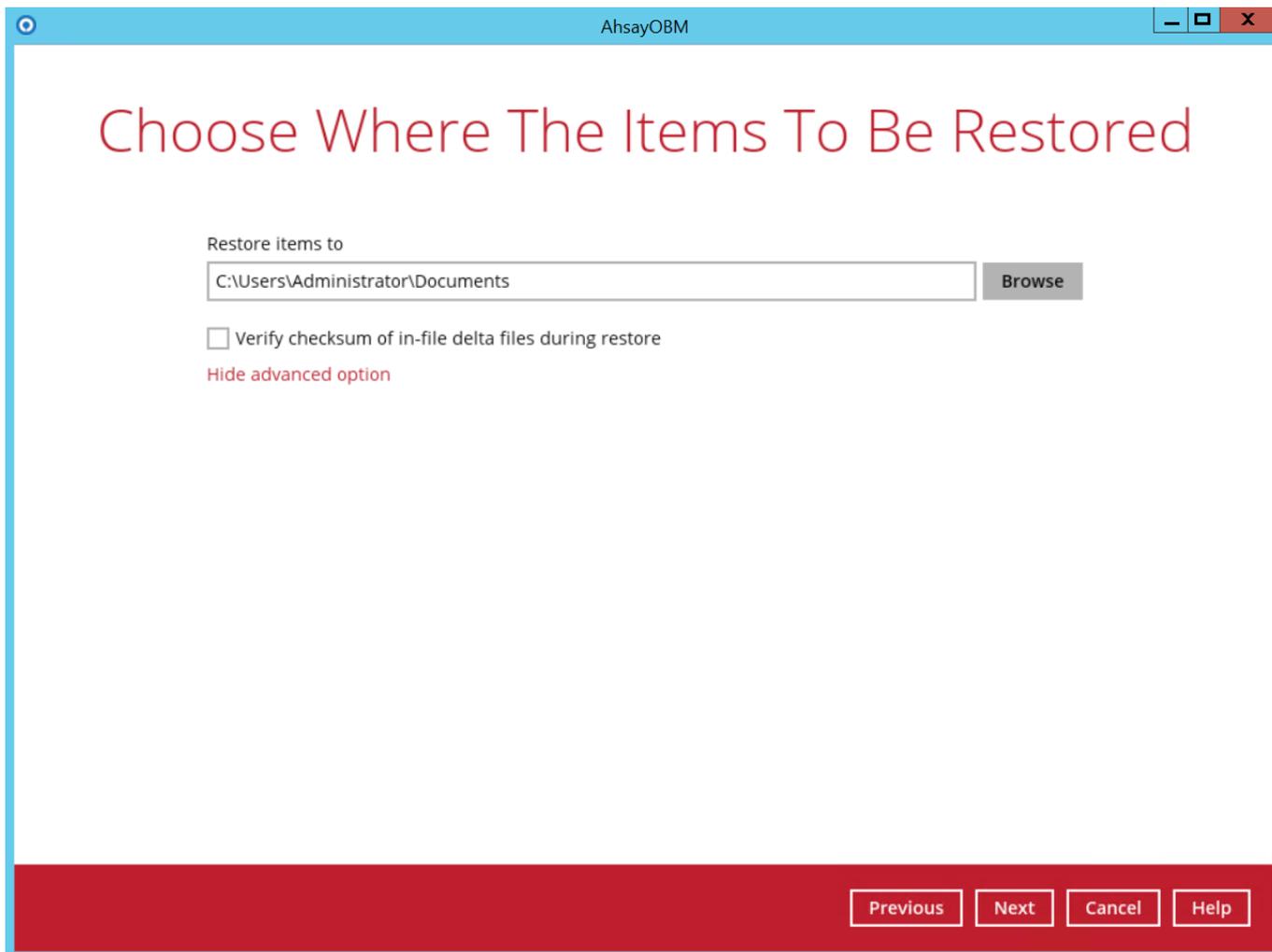
2. Click the **Browse** button to select a path on where you want the items to be restored on your local computer. Make sure it has enough space to accommodate your restoration.

Also, click the **Show advanced option** to configure other restore settings.



**Verify checksum of in-file delta files during restore** - By enabling this option, the checksum of in-file delta files will be verified during the restore process. This will check the data for errors during the restore process and create a data summary of the in-file delta files which will be included in the report.

Click **Next** to proceed.



3. Select the temporary directory for storing temporary files, such as delta files when they are being merged, click **Restore** to start the restoration



Restore is completed. Click the  to show the log of the restoration.

- □ ×AhsayOBM

# Restore



**Client Run Office 365 Backup**



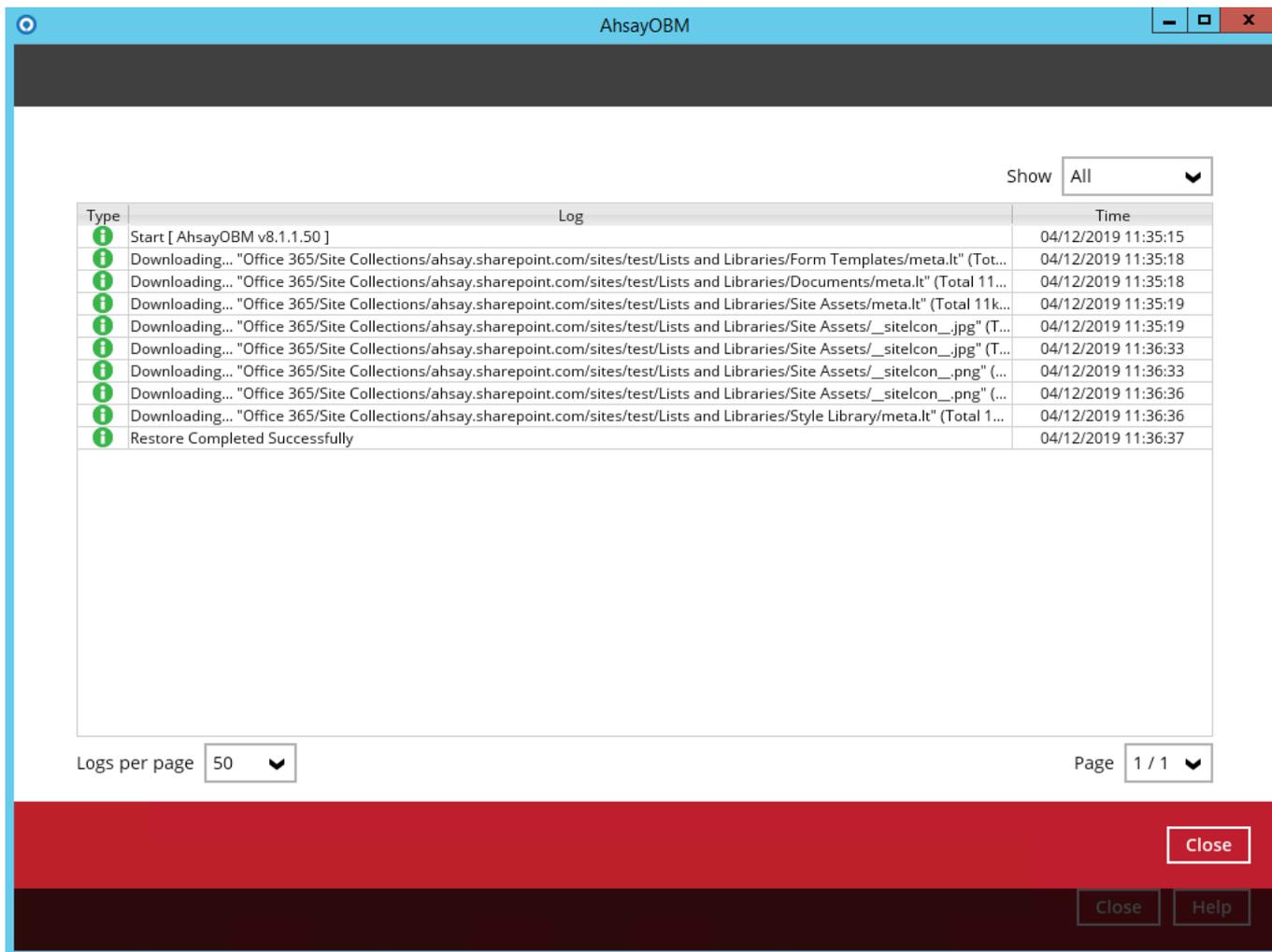
**AhsayCBS (Host: 10.16.10.12:443)**

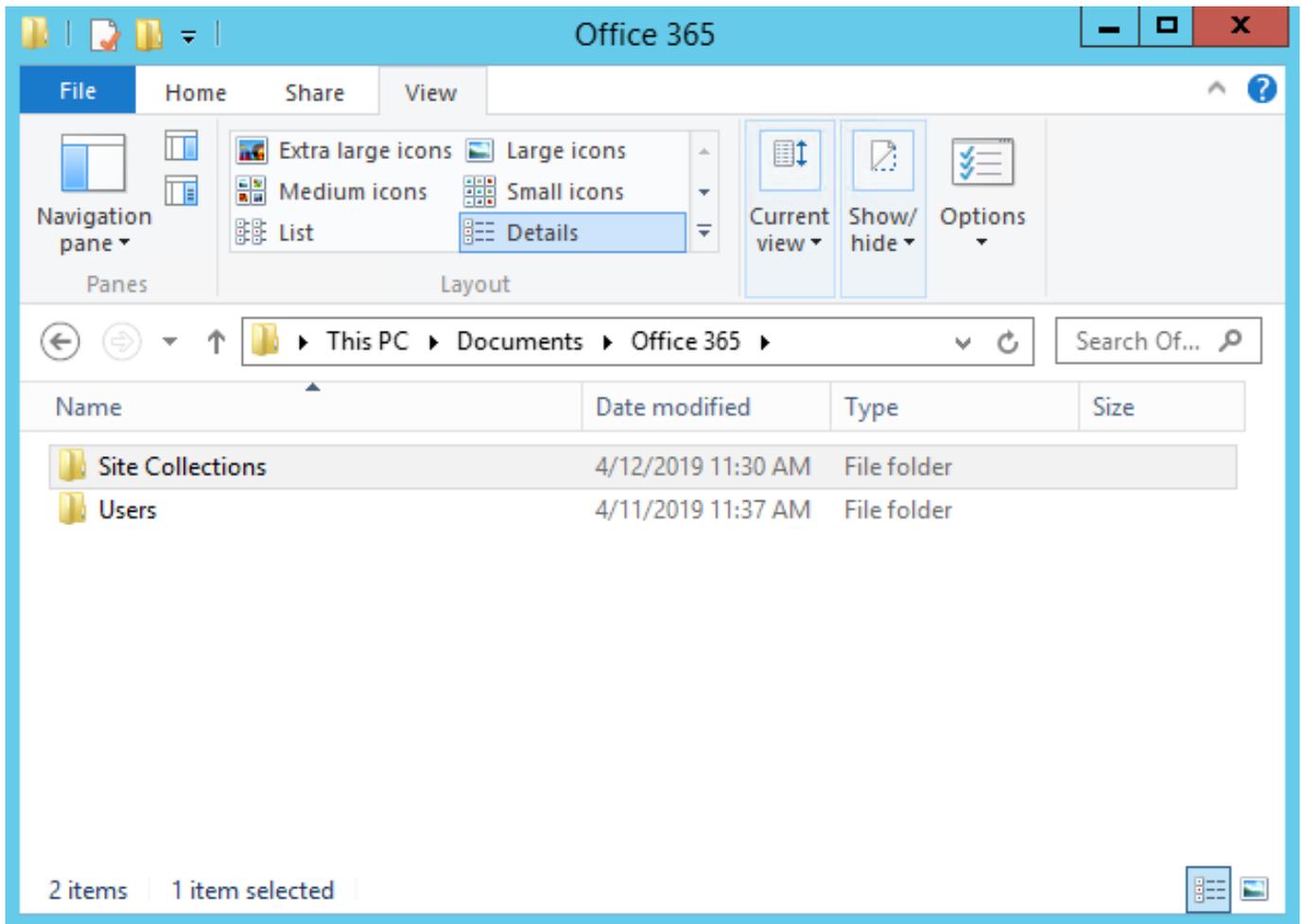
Restore Completed Successfully

Estimated time left	0 sec
Restored	91.05k (8 files)
Elapsed time	1 min 25 sec
Transfer rate	9.21kbit/s

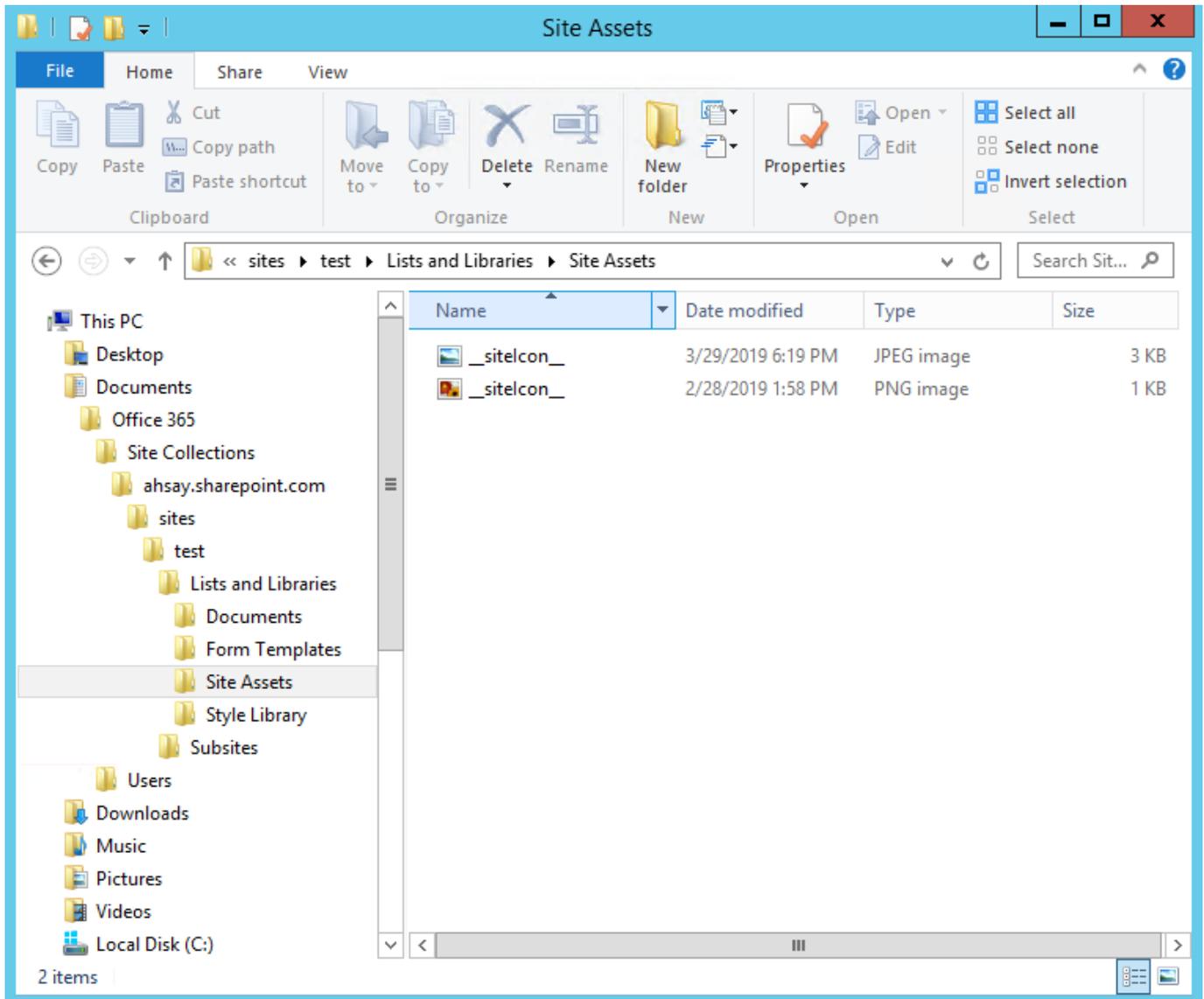
CancelHelp



4. To check if the files from the Site Collections are fully restored in the location machine on the selected directory which is **C:\Users\Administrator\Documents**, go to the Documents folder. There should be an available **Office 365** folder.

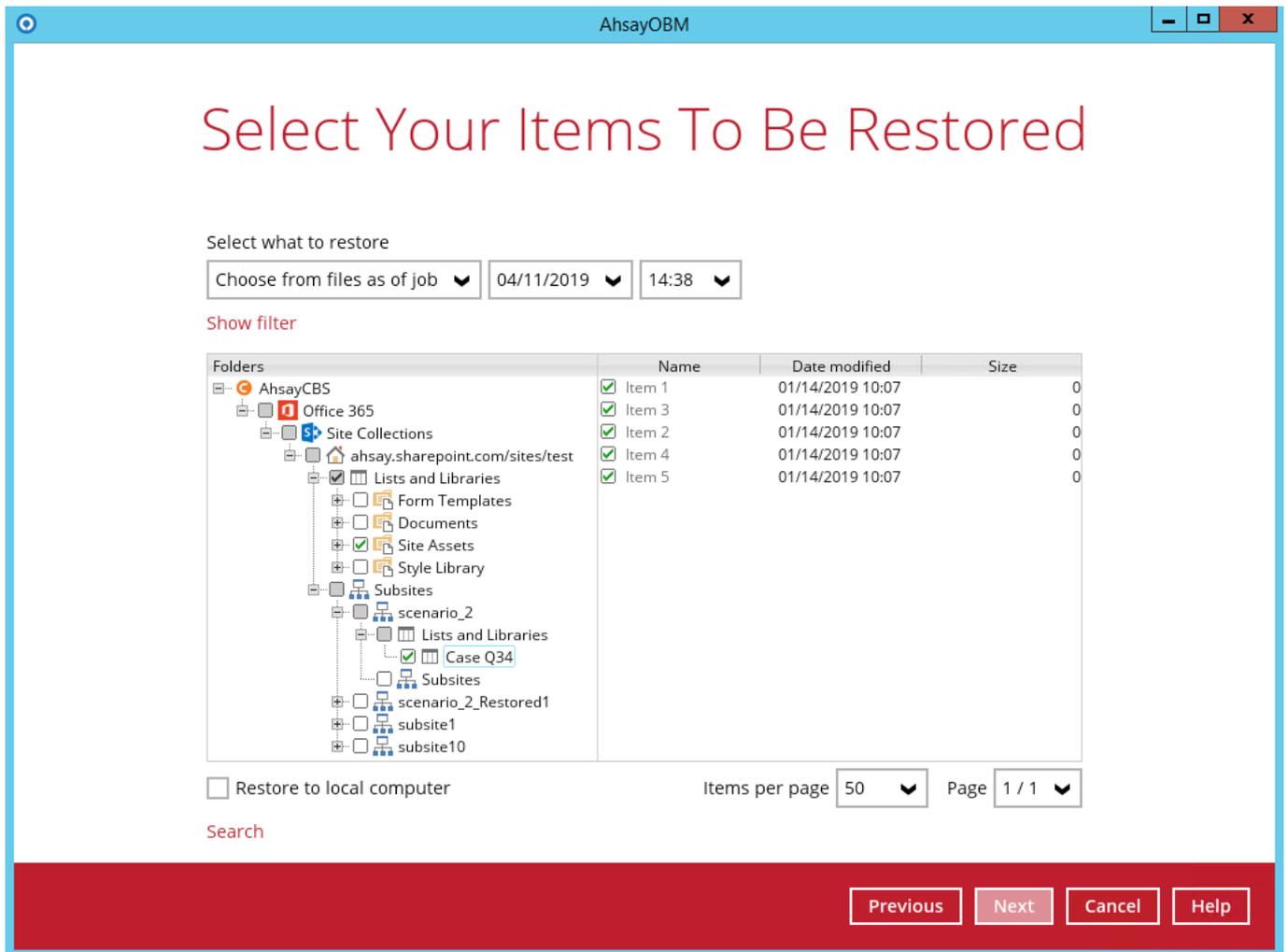


5. Open the Office 365 folder and you will see a Site Collections folder. This includes the selected SharePoint site which is the ahsay.sharepoint.com. Open the folder and you will see the sites, list and libraries, and subsites.

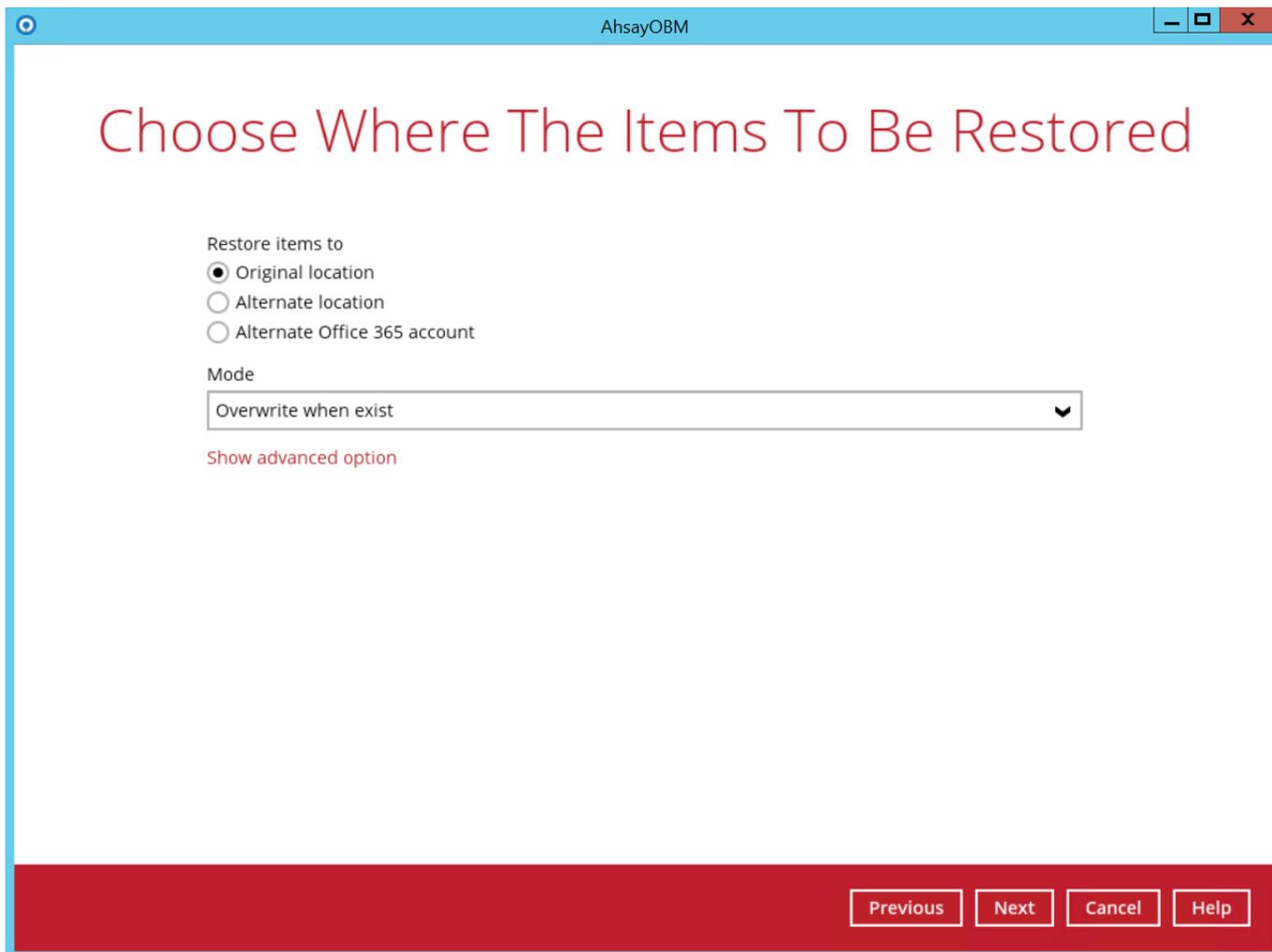


### 7.1.2.2. To Original Location

1. Select the item(s) you would like to restore. You can also choose to restore backed up file from a specific backup job of your choice using the **Select what to restore** drop-down menu at the top. Click **Next** to proceed when you are done with the selection.



2. Choose from the following three (3) options on where you want your items to be restored. Select the Original location.



3. Select a Mode.

Mode



- **Overwrite when exist**

If the data that you will be restoring is already available in the Office 365 account, then you have a choice to still overwrite the existing data.

- **Skip when exist**

If the data you will be restoring is already available in the Office 365 account, then you have a choice to skip and move to the next one.

4. Click the **Show advanced option** to configure other restore settings.

AhsayOBM

## Choose Where The Items To Be Restored

Restore items to

- Original location
- Alternate location
- Alternate Office 365 account

Mode

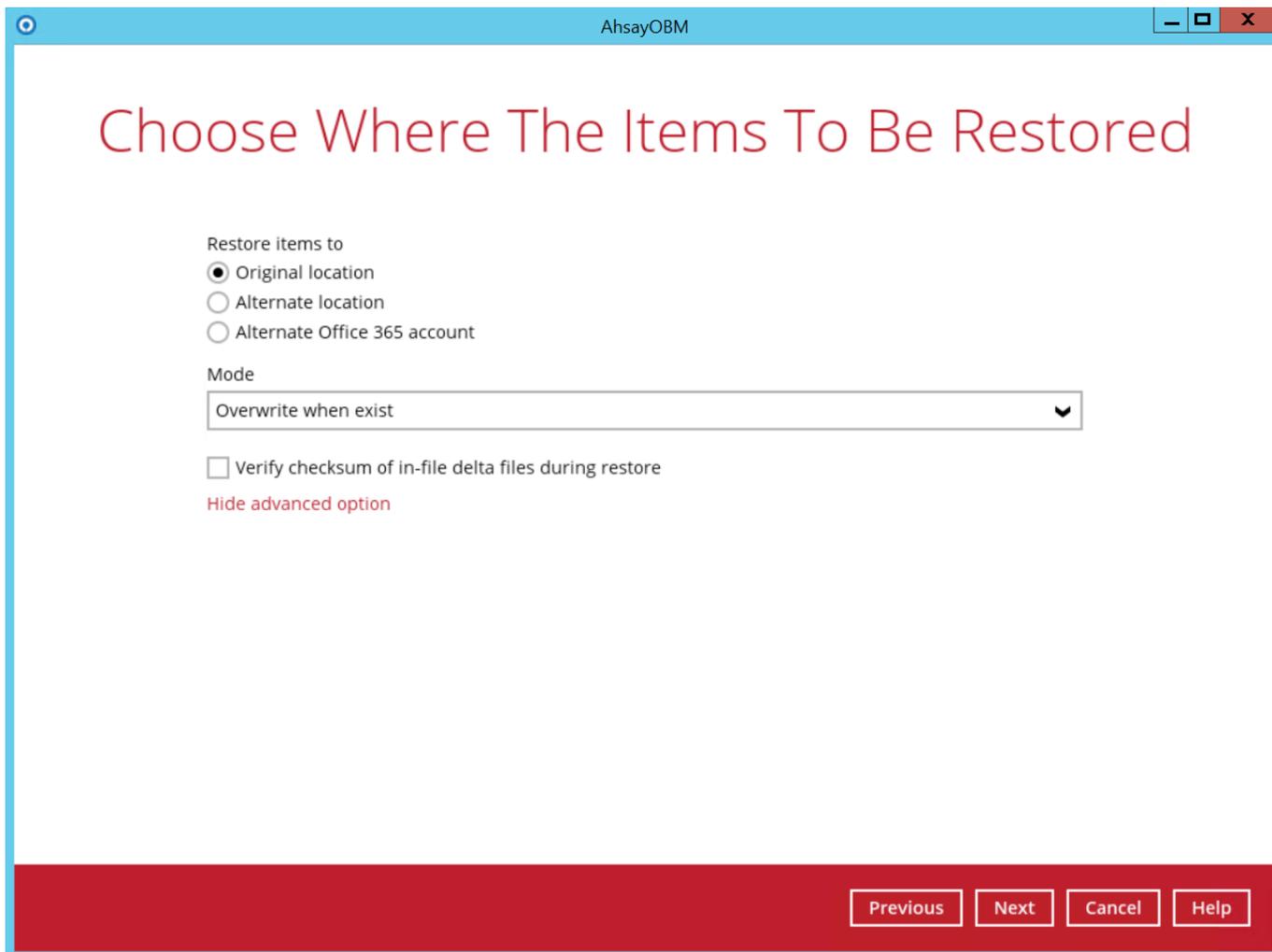
Overwrite when exist

[Show advanced option](#)

Previous Next Cancel Help

**Verify checksum of in-file delta files during restore** - By enabling this option, the checksum of in-file delta files will be verified during the restore process. This will check the data for errors during the restore process and create a data summary of the in-file delta files which will be included in the report.

Click **Next** to proceed.



5. Select the temporary directory for storing temporary files, such as delta files when they are being merged, click Restore to start the restoration



6. Restore is completed. Click the  to show the log of the restoration.

- □ ×AhsayOBM

# Restore



**Client Run Office 365 Backup**



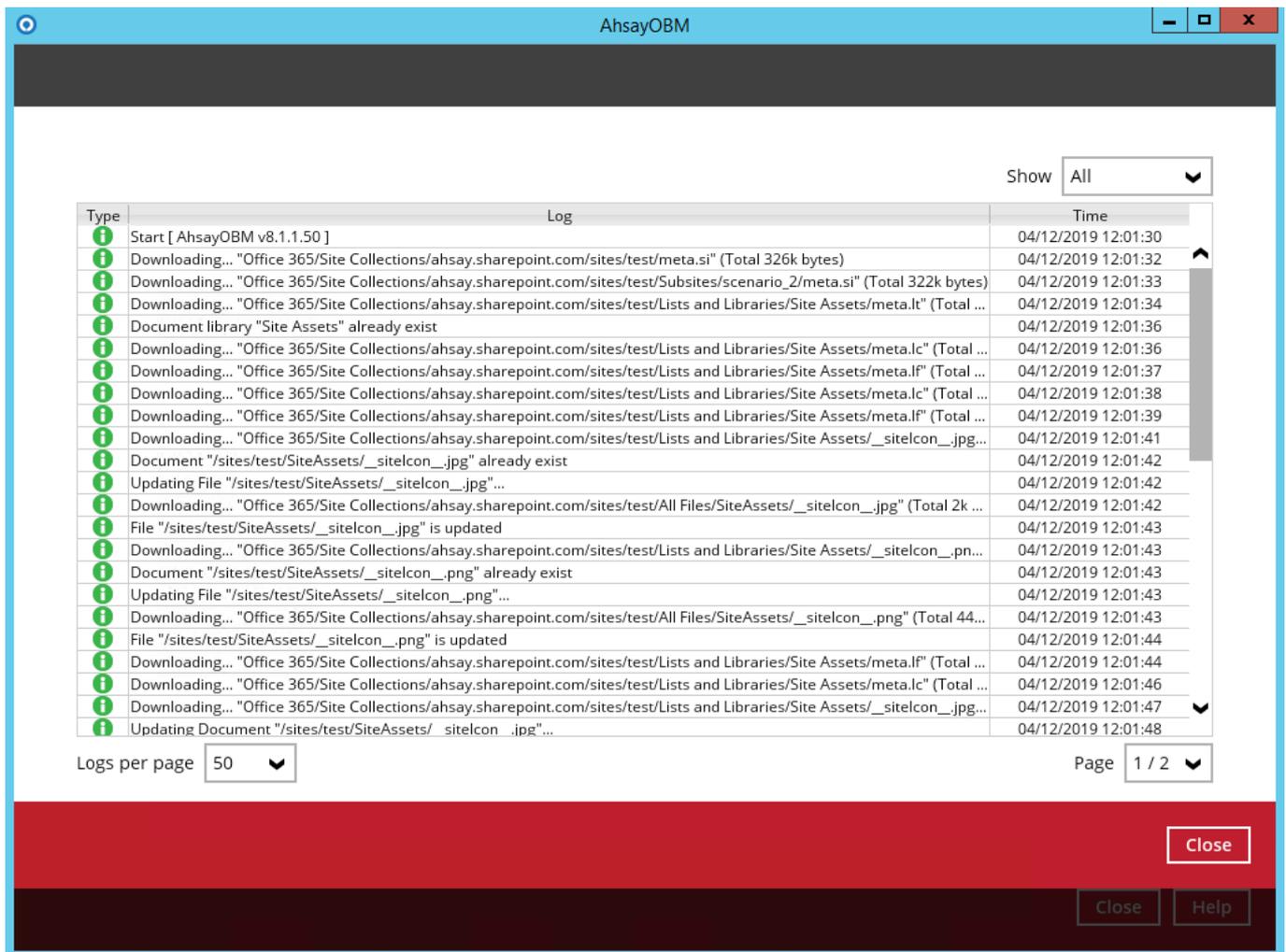
**AhsayCBS (Host: 10.16.10.12:443)**



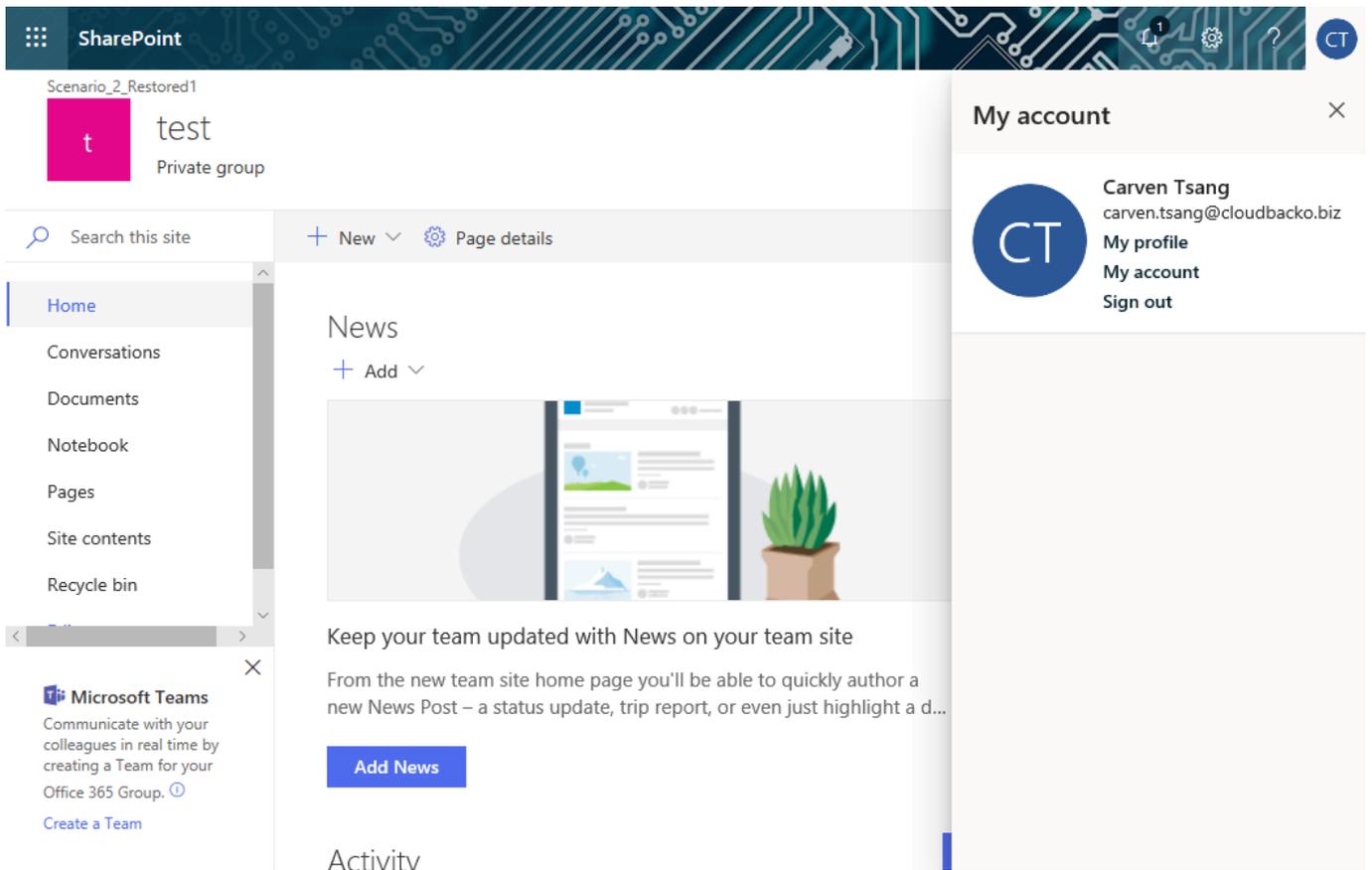
✓ Restore Completed Successfully

Estimated time left	0 sec
Restored	5.87M (36 files)
Elapsed time	1 min 10 sec
Transfer rate	1.21Mbit/s

CloseHelp

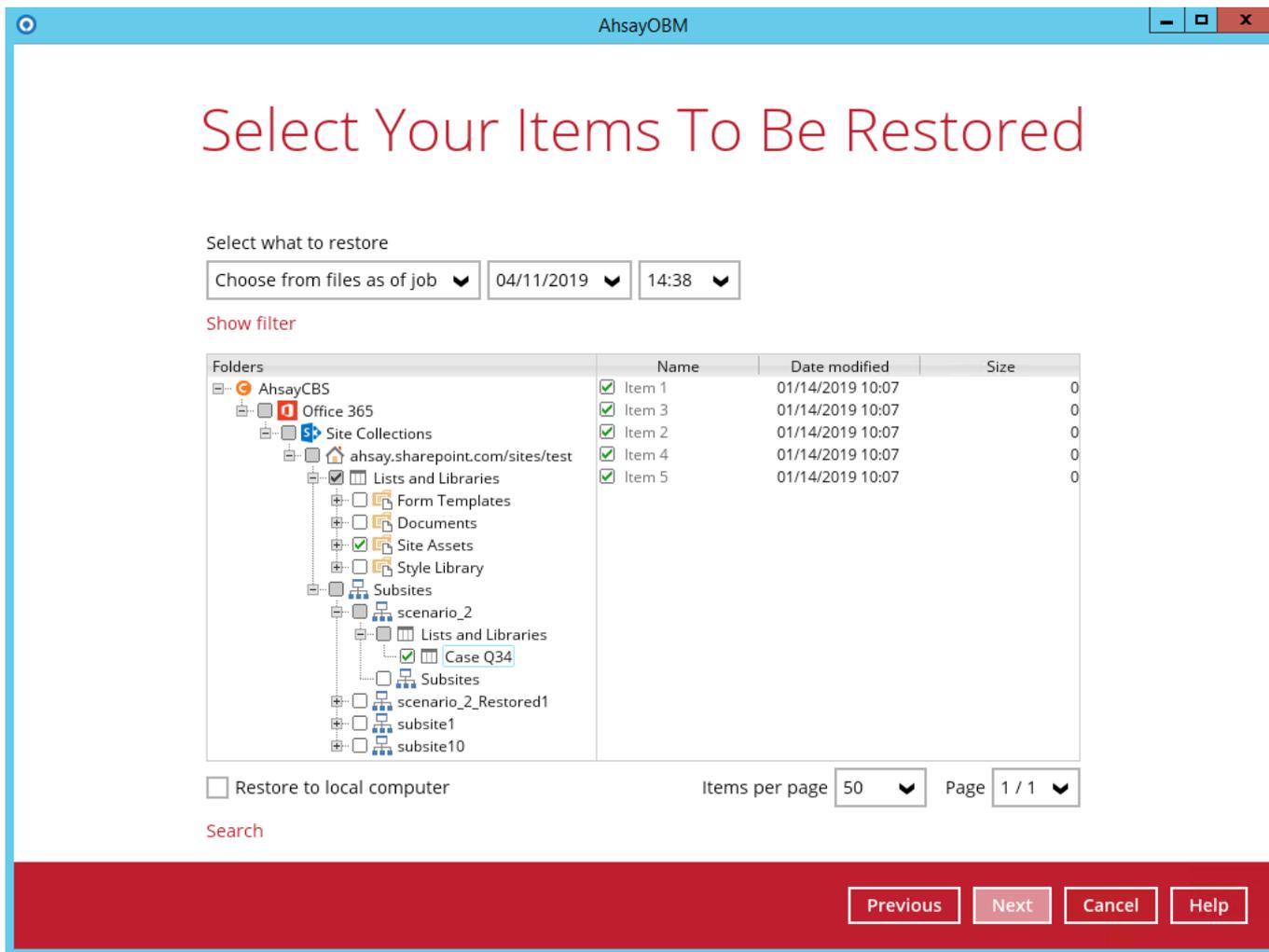


7. To check if the selected site from Site Collections is fully restored, login and check the SharePoint. As you can see on our example screen shot below, Carven Tsang is logged in and the [ahsay.sharepoint.com/sites/test](https://ahsay.sharepoint.com/sites/test) is completely restored.



### 7.1.2.3. To Alternate Location

1. Select the item(s) you would like to restore. You can also choose to restore backed up file from a specific backup job of your choice using the **Select what to restore** drop-down menu at the top. Click **Next** to proceed when you are done with the selection.

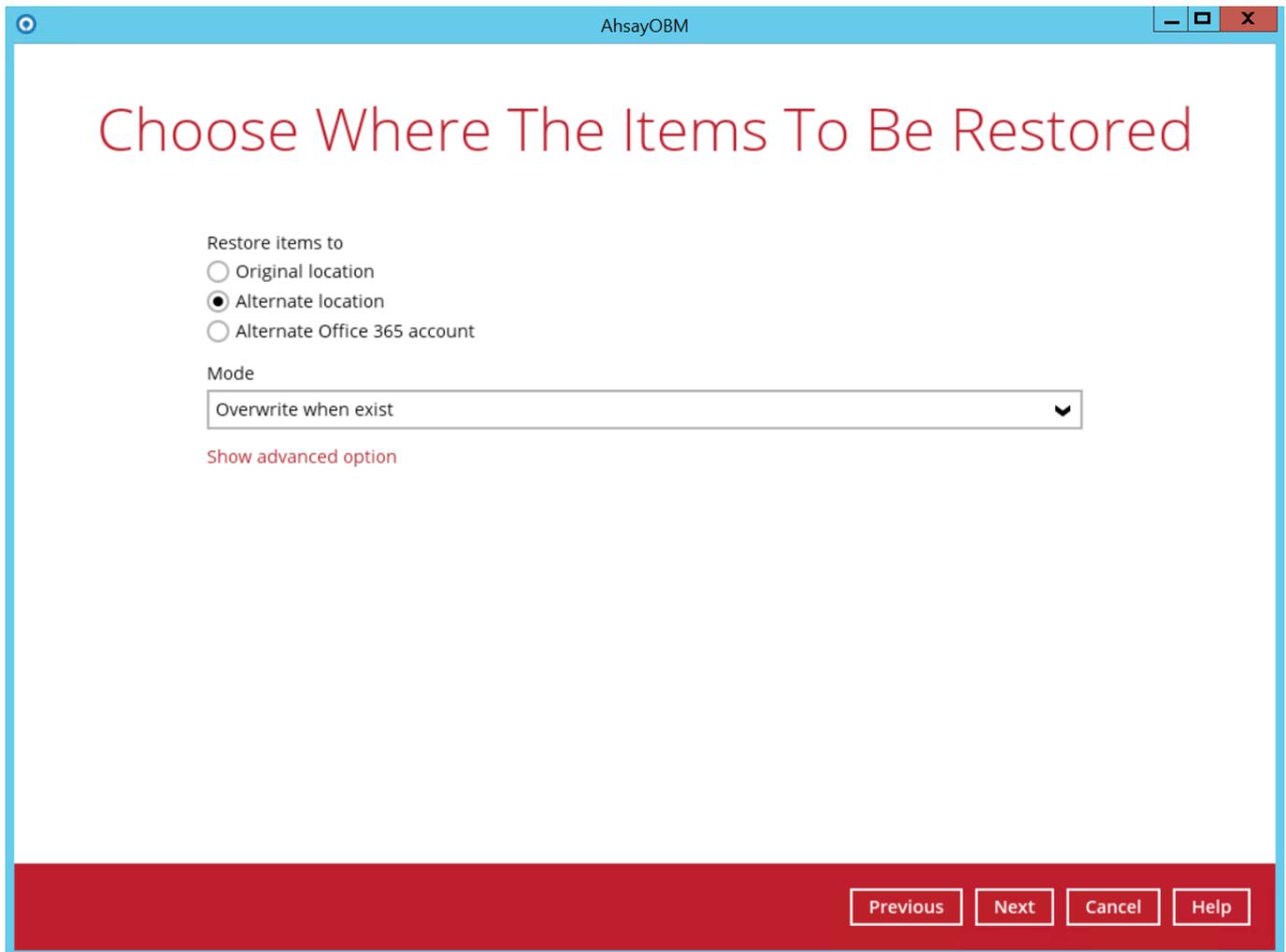


2. Choose from the following three (3) options on where you want your items to be restored. Select the **Alternate location**.

Mode



3. Select a **Mode**



- **Overwrite when exist**

If the data that you will be restoring is already available in the alternate location in the Office 365 account, then you have a choice to still overwrite the existing data.

- **Skip when exist**

If the data you will be restoring is already available in the alternate location in the Office 365 account, then you have a choice to skip and move to the next one.

4. Click the **Show advanced option** to configure other restore settings.

AhsayOBM

# Choose Where The Items To Be Restored

Restore items to

- Original location
- Alternate location
- Alternate Office 365 account

Mode

Overwrite when exist

[Show advanced option](#)

Previous Next Cancel Help

**Verify checksum of in-file delta files during restore** - By enabling this option, the checksum of in-file delta files will be verified during the restore process. This will check the data for errors during the restore process and create a data summary of the in-file delta files which will be included in the report.

Click **Next** to proceed.

AhsayOBM

## Choose Where The Items To Be Restored

Restore items to

Original location

Alternate location

Alternate Office 365 account

Mode

Overwrite when exist

Verify checksum of in-file delta files during restore

[Hide advanced option](#)

Previous Next Cancel Help

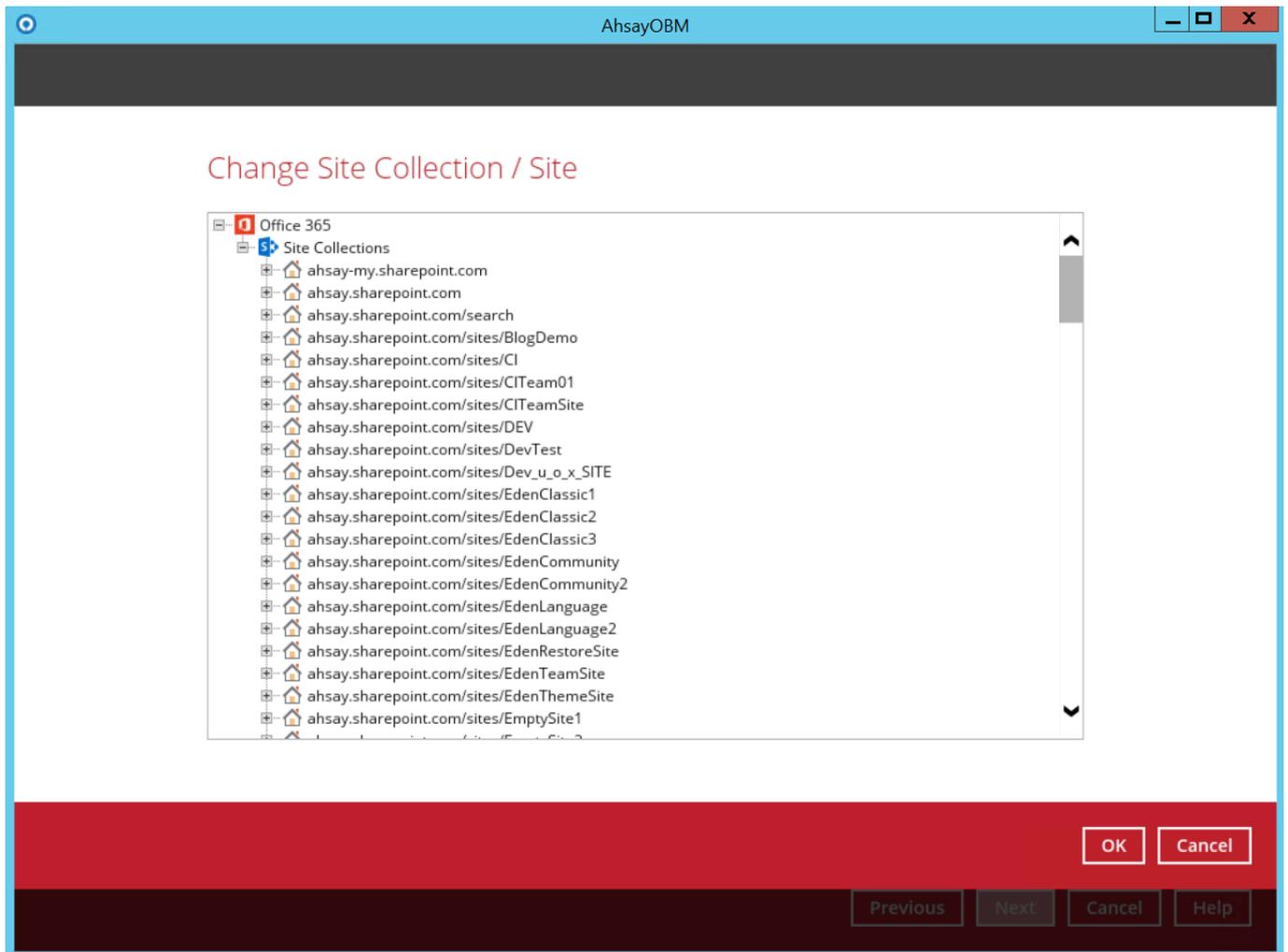
5. Click **Change** to select an alternate Site Collection / Site on which the data will be restored. Click on the dropdown arrow to view the available Sites.

AhsayOBM

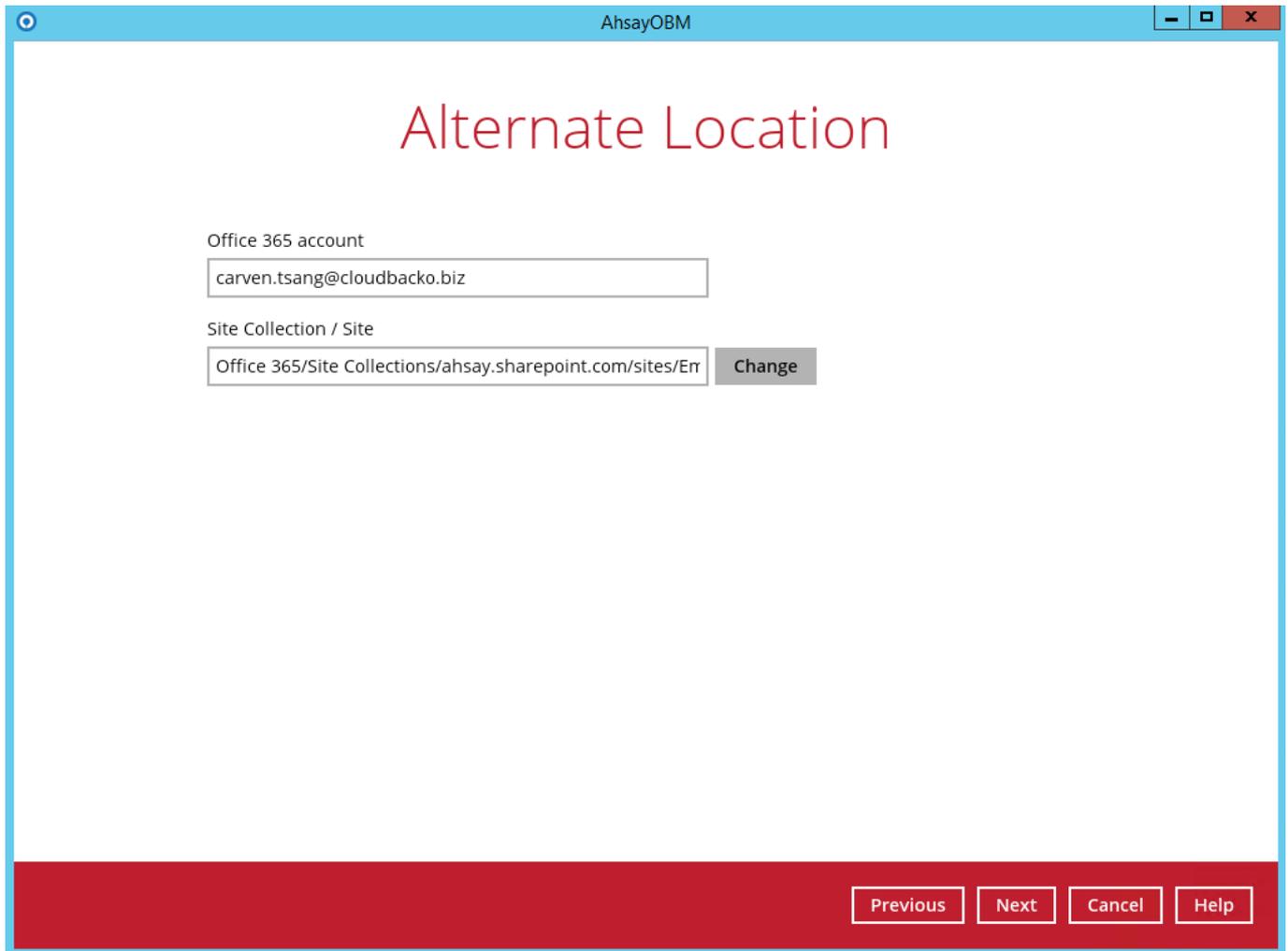
# Alternate Location

Office 365 account

Site Collection / Site



Click **Next** to proceed.



6. Select the temporary directory for storing temporary files, such as delta files when they are being merged, click **Restore** to start the restoration



7. Restore is completed. Click the  to show the log of the restoration.

- □ ×AhsayOBM

# Restore



**Client Run Office 365 Backup**



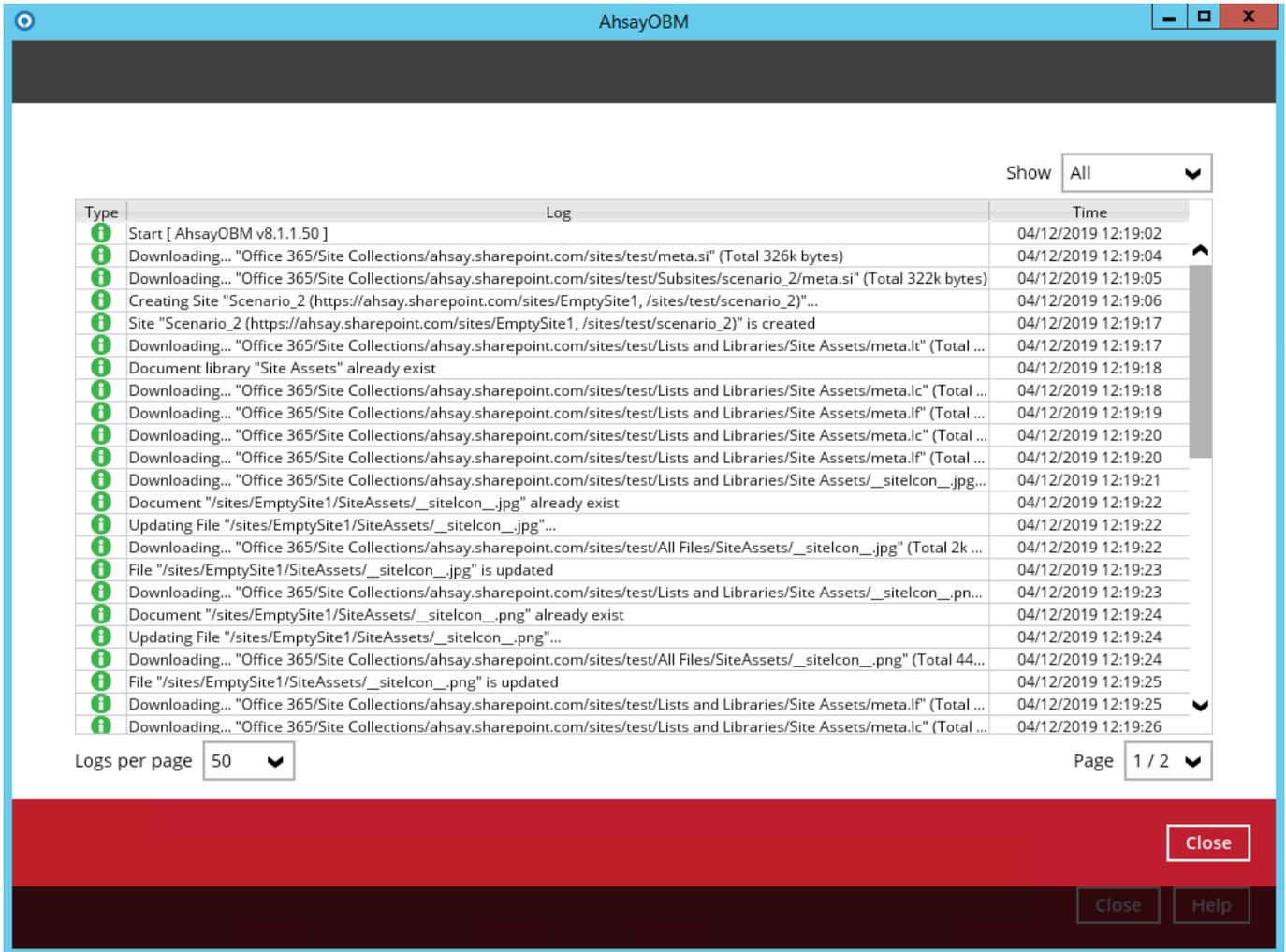
**AhsayCBS (Host: 10.16.10.12:443)**



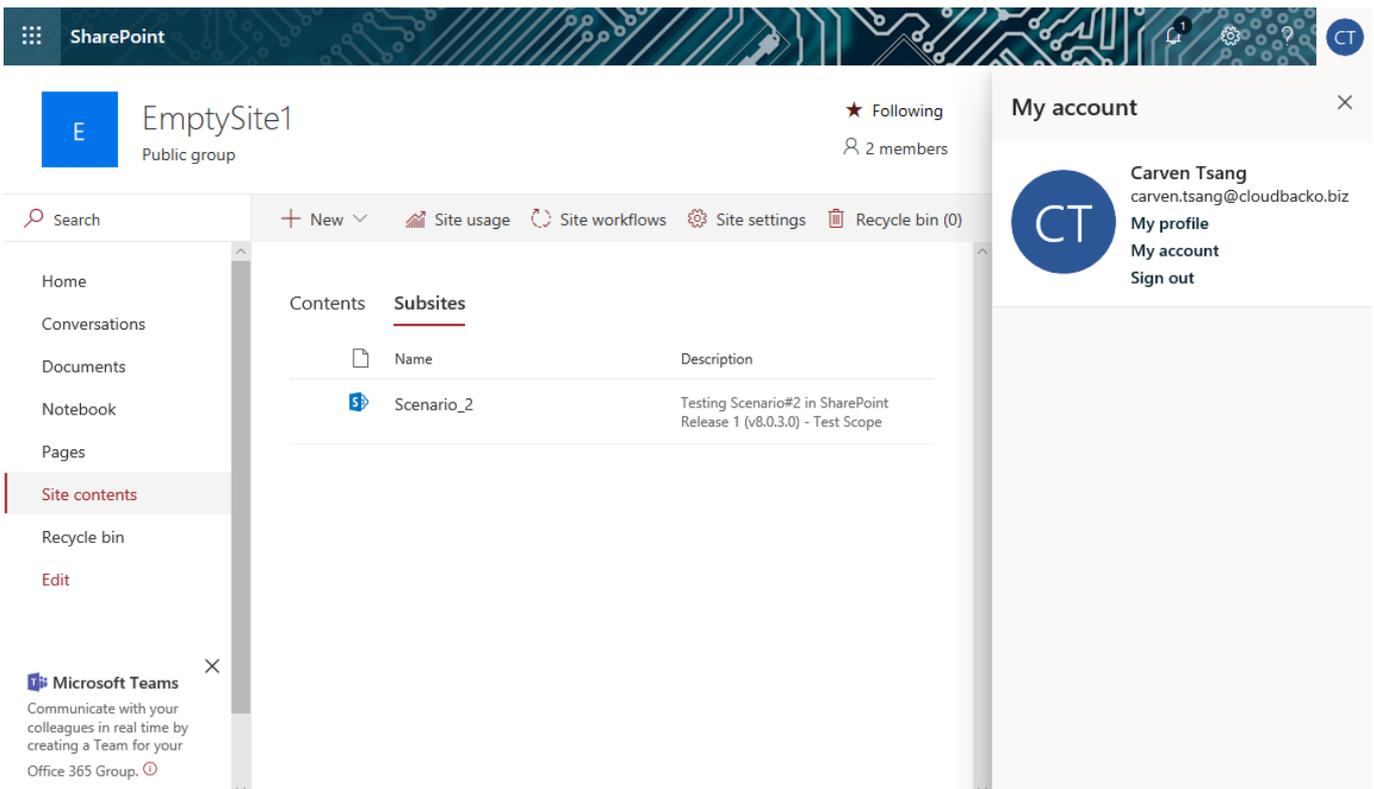
✓ Restore Completed Successfully

Estimated time left	0 sec
Restored	5.87M (36 files)
Elapsed time	1 min 20 sec
Transfer rate	986.99kbit/s

CloseHelp

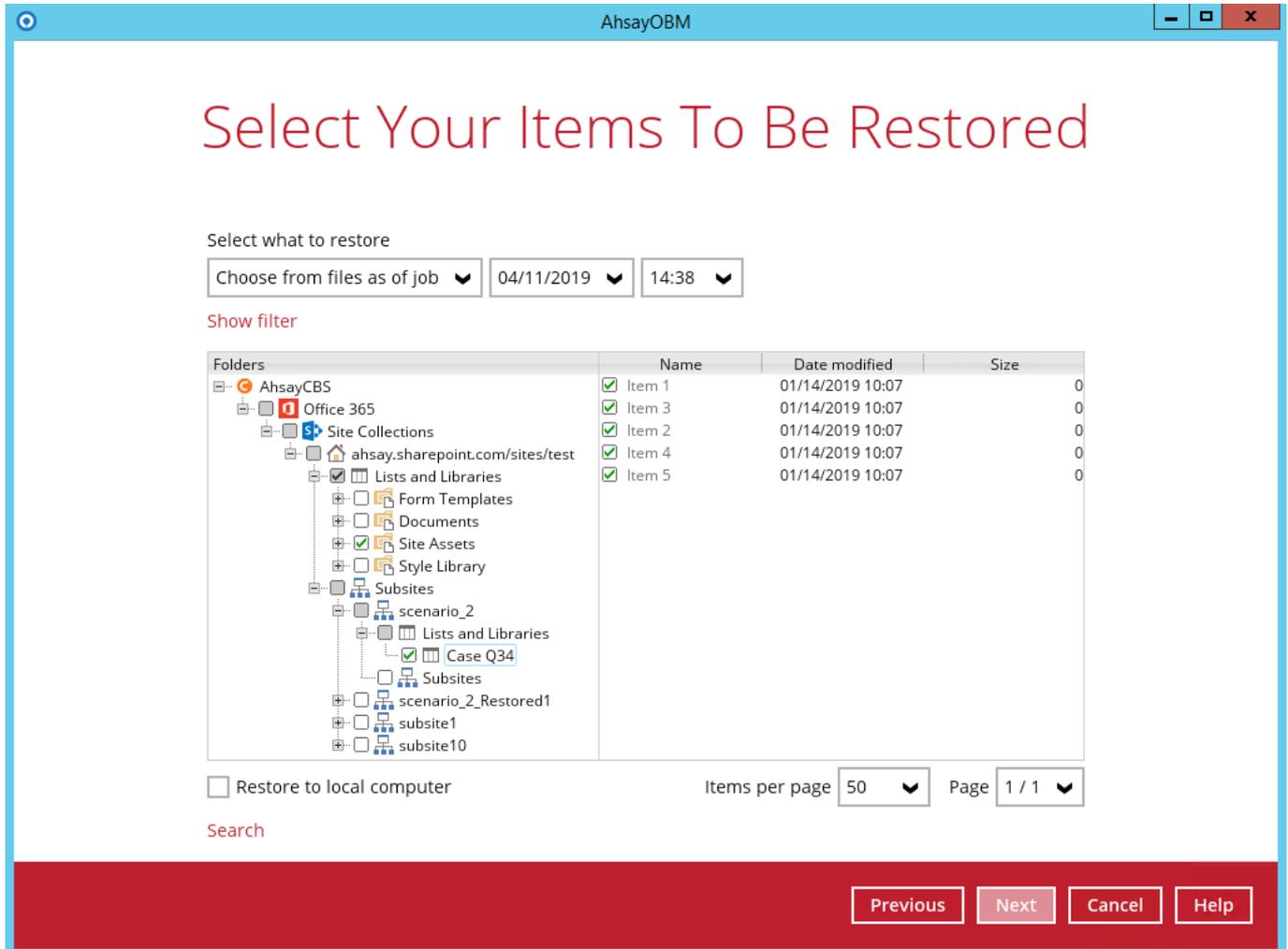


8. To check if the selected site from Site Collections is fully restored, login and check the SharePoint. As you can see on our example screen shot below, Carven Tsang is logged in and the contents in [ahsay.sharepoint.com/sites/test](https://ahsay.sharepoint.com/sites/test) is completely restored in [ahsay.sharepoint.com/sites/EmptySite1](https://ahsay.sharepoint.com/sites/EmptySite1).



## 7.1.2.4. To Alternate Office 365 Account

1. Select the item(s) you would like to restore. You can also choose to restore backed up file from a specific backup job of your choice using the Select what to restore drop-down menu at the top. Click Next to proceed when you are done with the selection.



2. Choose from the following three (3) options on where you want your items to be restored. Select the **Alternate Office 365 Account**.

Input the Username, Password, App password, and choose the region for the other Office 365 account.

Choose Where The Items To Be Restored

Restore items to

- Original location
- Alternate location
- Alternate Office 365 account

Username  
ronnie.chan@ahsaybackup.onmicrosoft.com

Account password  
.....

App password  
(Required if Multi-Factor Authentication is enforced)  
.....

Region  
Global

Access the Internet through proxy

Test

Mode  
Overwrite when exist

[Show advanced option](#)

Previous Next Cancel Help

Region

Global

Global

China

Germany

3. Select a **Mode**:

Mode

Overwrite when exist

Overwrite when exist

Skip when exist

- **Overwrite when exist**

If the data that you will be restoring is already available in the alternate Office 365 account, then you have a choice to still overwrite the existing data.

- **Skip when exist**

If the data you will be restoring is already available in the alternate Office 365 account, then you have a choice to skip and move to the next one.

4. Click the **Show advanced option** to configure other restore settings.

The screenshot shows a window titled "AhsayOBM" with a red header bar. The main content area has a white background with the title "Choose Where The Items To Be Restored" in red. Below the title, there are several form elements: a "Restore items to" section with three radio buttons (Original location, Alternate location, and Alternate Office 365 account, which is selected); a "Username" text box containing "ronnie.chan@ahsaybackup.onmicrosoft.com"; an "Account password" text box with masked characters; an "App password" text box with masked characters and a note "(Required if Multi-Factor Authentication is enforced)"; a "Region" dropdown menu set to "Global"; an unchecked checkbox for "Access the Internet through proxy"; a "Test" button; a "Mode" dropdown menu set to "Overwrite when exist"; and a "Show advanced option" link. At the bottom, there is a red bar containing four buttons: "Previous", "Next", "Cancel", and "Help".

**Verify checksum of in-file delta files during restore** - By enabling this option, the checksum of in-file delta files will be verified during the restore process. This will check the data for errors during the restore process and create a data summary of the in-file delta files which will be included in the report.

5. Click **Next** to proceed.

Choose Where The Items To Be Restored

Restore items to

- Original location
- Alternate location
- Alternate Office 365 account

Username  
ronnie.chan@ahsaybackup.onmicrosoft.com

Account password  
.....

App password  
(Required if Multi-Factor Authentication is enforced)  
.....

Region  
Global

Access the Internet through proxy

Test

Mode  
Overwrite when exist

Verify checksum of in-file delta files during restore

[Hide advanced option](#)

Previous Next Cancel Help

6. **Test completed successfully** shows when the validation is successful, then click **Next** to continue.

Choose Where The Items To Be Restored

Restore items to

- Original location
- Alternate location
- Alternate Office 365 account

Username  
ronnie.chan@ahsaybackup.onmicrosoft.com

Account password  
.....

App password  
(Required if Multi-Factor Authentication is enforced)  
.....

Region  
Global

Access the internet through proxy

✓ Test completed successfully

Mode  
Overwrite when exist

Verify checksum of in-file delta files during restore

[Hide advanced option](#)

Previous Next Cancel Help

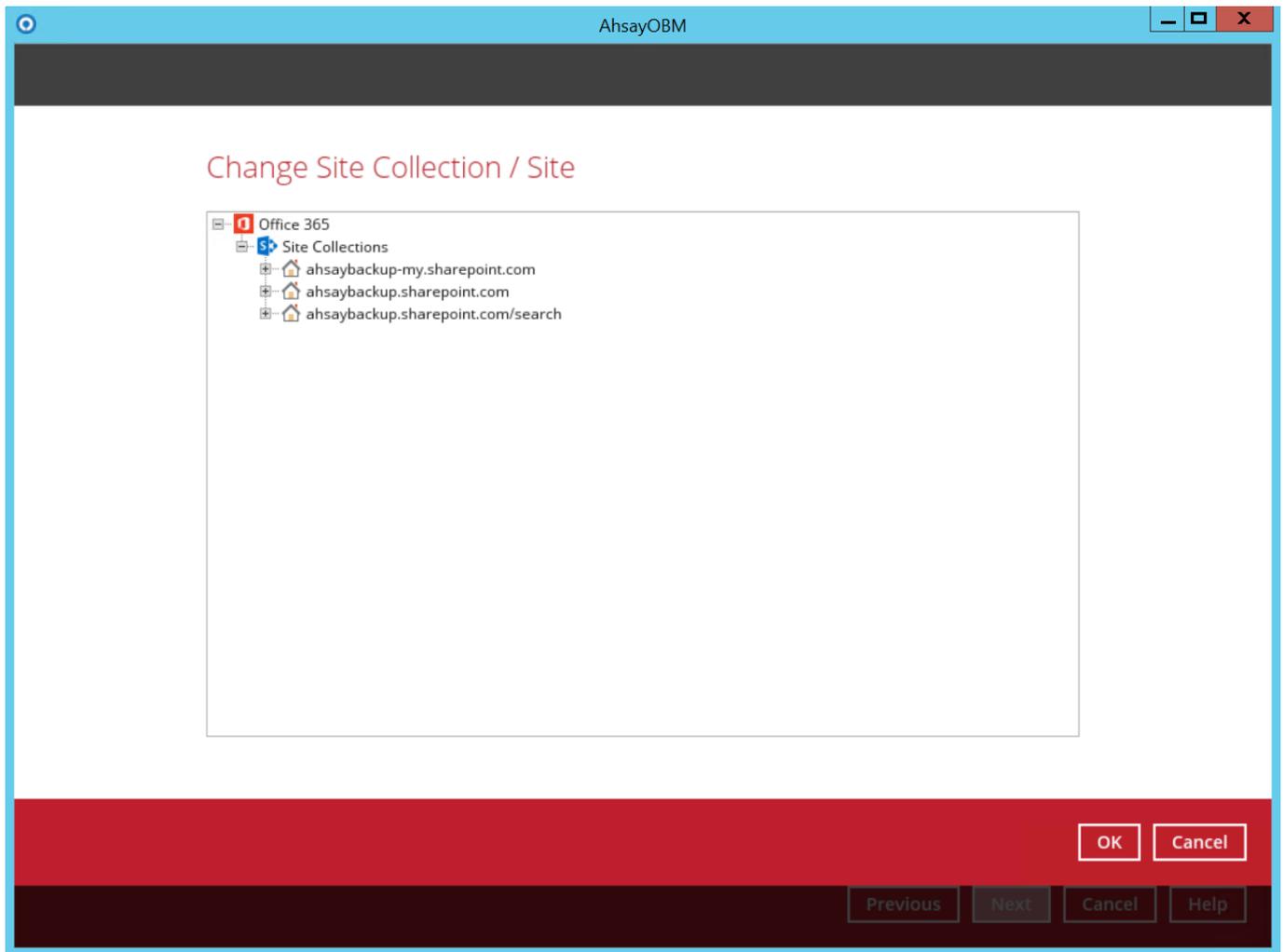
7. Click **Change** to select an alternate Site Collection / Site on which the data will be restored. Click on the dropdown arrow to view the available Sites.

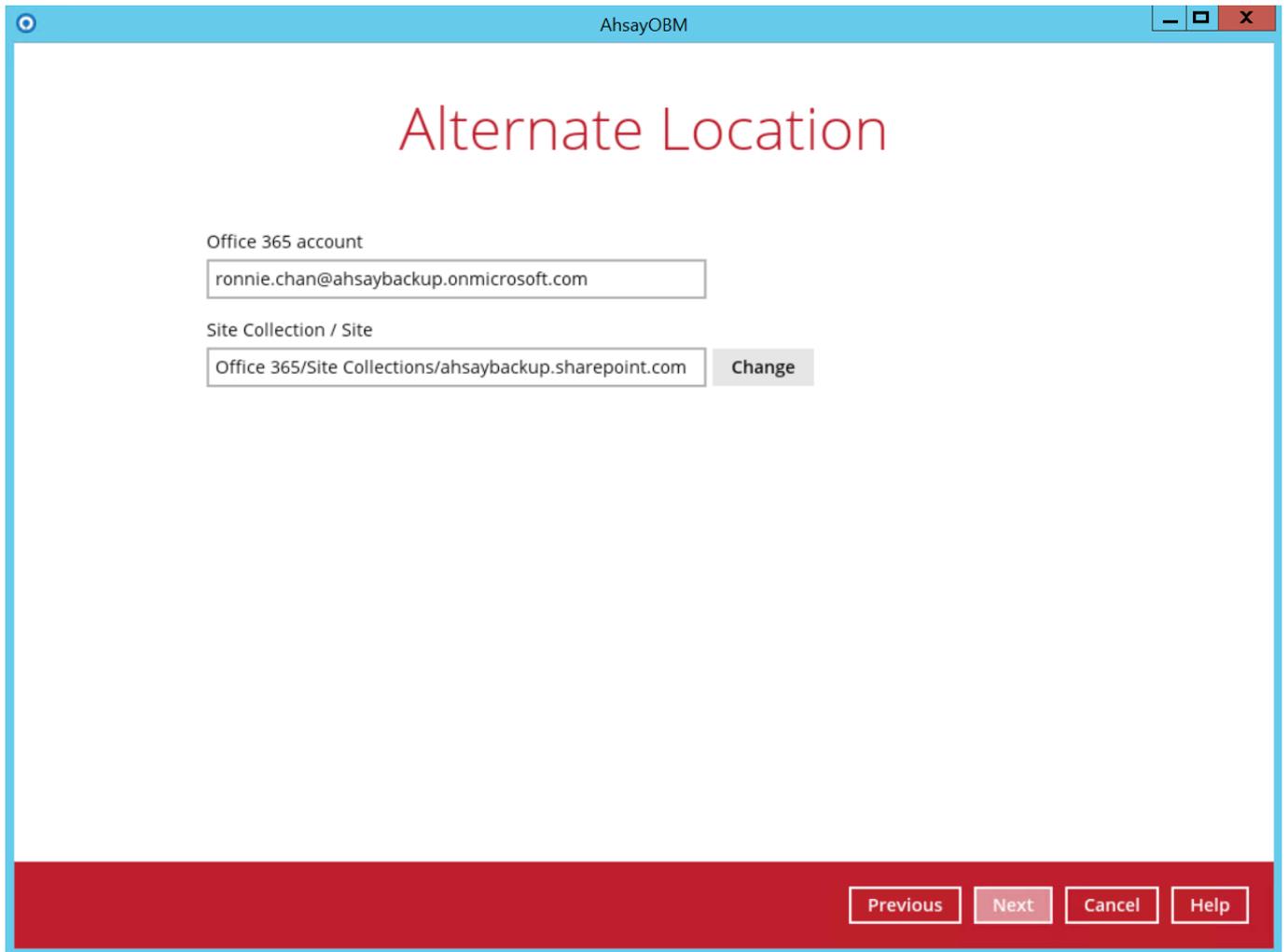
AhsayOBM

# Alternate Location

Office 365 account

Site Collection / Site





Click **Next** to proceed.

8. Select the temporary directory for storing temporary files, such as delta files when they are being merged, click **Restore** to start the restoration



9. Restore is completed. Click the  to show the log of the restoration.

- □ ×AhsayOBM

# Restore



### Client Run Office 365 Backup

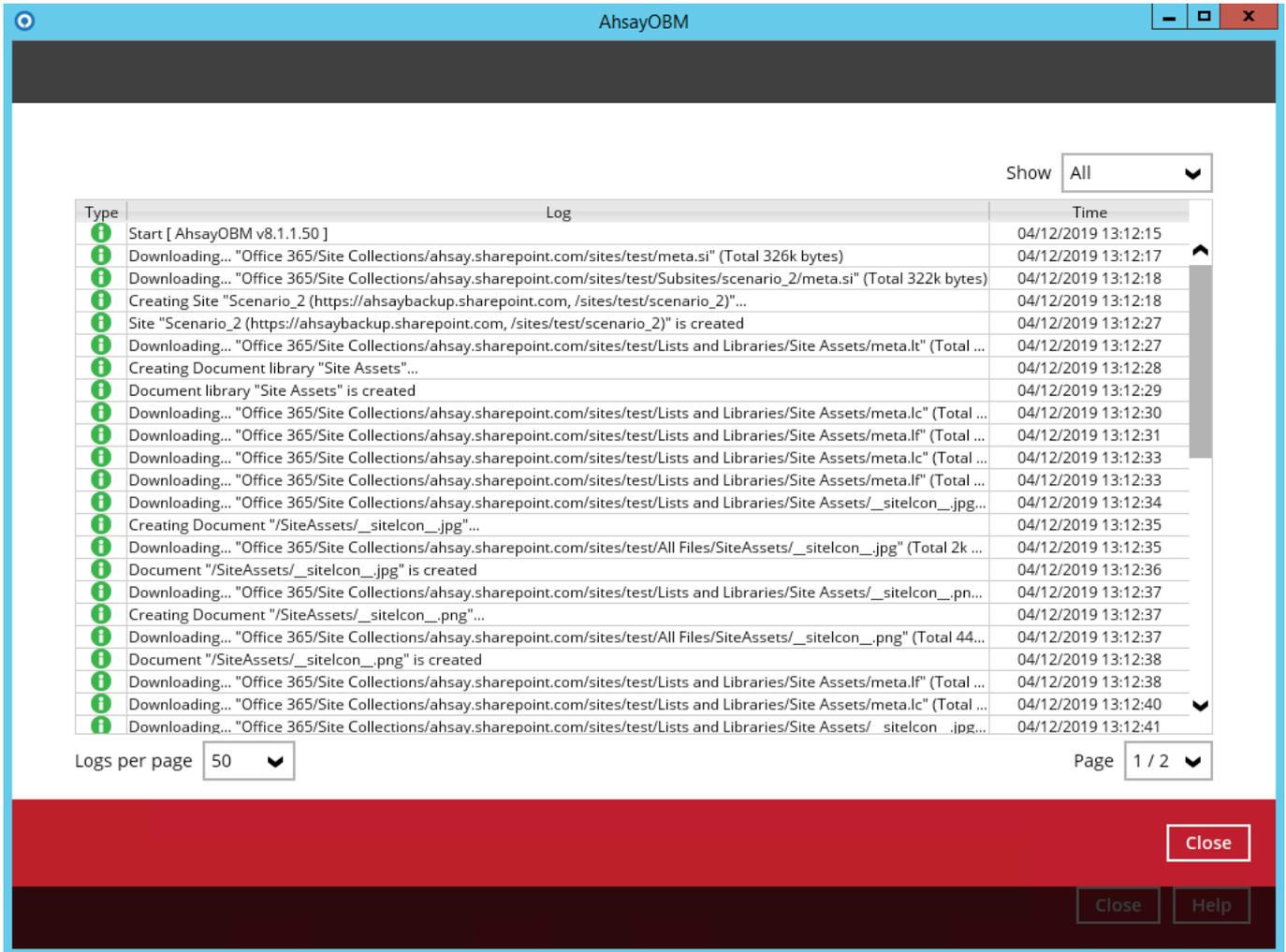


**AhsayCBS (Host: 10.16.10.12:443)**

✓ Restore Completed Successfully 🔍

Estimated time left	0 sec
Restored	5.87M (36 files)
Elapsed time	1 min 31 sec
Transfer rate	800.42kbit/s

CloseHelp



10. To check if the selected site from Site Collections is fully restored, login and check the SharePoint. As you can see on our example screen shot below, Ronnie Chan is logged in and the `ahsay.sharepoint.com/sites/test` is completely restored in another Office 365 account.

The screenshot displays a SharePoint interface. At the top, the 'SharePoint' logo is on the left, and navigation icons (grid, notifications, settings, help) and a user profile icon 'RC' are on the right. Below the header, there are 'BROWSE' and 'PAGE' options. The main content area features a blue header with the SharePoint logo and the text 'Home Scenario\_2'. A large blue heading reads 'Welcome to my blog', dated 'Thursday, April 11, 2019'. The post content begins with 'This is where I'll be sharing my thoughts on...' and 'I might even share pictures, videos and links...'. Below the text, it says 'by Ronnie Chan at 3:14 PM' and includes links for '0 comments', 'Email a link', and 'Edit'. On the left, there are 'Categories' (Events, Ideas, Opinions, ADD CATEGORY) and 'Archives' (April, OLDER POSTS). On the right, a 'My account' sidebar shows the user's name 'Ronnie Chan', email 'ronnie.chan@ahsaybackup.onnr', and links for 'My profile', 'My account', 'Personalize this Page', and 'Sign out'.

From: <https://wiki.ahsay.com/> - **Ahsay Wiki**

Permanent link: [https://wiki.ahsay.com/doku.php?id=public.documents\\_and\\_guides:v8:obm:office-365-windows:restore-backup-items-from-site-collections](https://wiki.ahsay.com/doku.php?id=public.documents_and_guides:v8:obm:office-365-windows:restore-backup-items-from-site-collections)

Last update: **2020/04/29 13:38**