

7. Restoring Office 365 Backup Set

Prior to performing the restoration, it is best to be knowledgeable on the options that AhsayOBM can offer. Below are brief descriptions of the said features for you to be familiar with and utilize each function. After this quick walkthrough you will see the step-by-step instructions with corresponding screen shots on how to restore your data using the following options below.

For Office 365, you can restore items from:

Users

This is composed of data from Outlook, OneDrive, and Personal Site.

Site Collections

This is composed of one Top-level site, Subsites, and Public Folders.

Those items can be restored to:

Local Machine

Restore your data to your local computer where the AhsayOBM is running.

Note: This option only applies to restore of items such as files, images, videos, music and more from OneDrive and not items from Outlook mailbox.

Original Location

Restore your data to the original Office 365 account.

Alternate Location

Restore your data to an alternate location, another O365 user account on the same 365 domain. Alternate location depends on source of the items. It can be from Users or Site Collections.

Example #1:

Restore Items from Users

Office 365 Account:	TestAccountABC@onecompany
Users:	TestUserAccount01@onecompany TestUserAccount02@onecompany TestUserAccount03@onecompany TestUserAccount04@onecompany TestUserAccount05@onecompany

Explanation: For the example above, we have the **TestAccountABC@onecompany** as our Office

365 account. For the alternate location, a dropdown list will be available and from there you can choose from the following Office 365 accounts:

- **TestUserAccount01@onecompany**
- **TestUserAccount02@onecompany**
- **TestUserAccount03@onecompany**
- **TestUserAccount04@onecompany**
- **TestUserAccount05@onecompany**

Example #2:

Restore Items from Site Collections

Office 365 Account:	SampleAccountXYZ@twosquaretower
Site Collection / Site:	blackbox.sharepoint.com/sites/EmptySite1 blackbox.sharepoint.com/sites/EmptySite2 blackbox.sharepoint.com/sites/EmptySite3 blackbox.sharepoint.com/sites/EmptySite4 blackbox.sharepoint.com/sites/EmptySite5

Explanation: For the example above, we have the **SampleAccountXYZ@twosquaretower** as our Office 365 account. For the alternate location, a dropdown list will be available and from there you can choose from the following Site Collections / Sites:

- **blackbox.sharepoint.com/sites/EmptySite1**
- **blackbox.sharepoint.com/sites/EmptySite2**
- **blackbox.sharepoint.com/sites/EmptySite3**
- **blackbox.sharepoint.com/sites/EmptySite4**
- **blackbox.sharepoint.com/sites/EmptySite5**

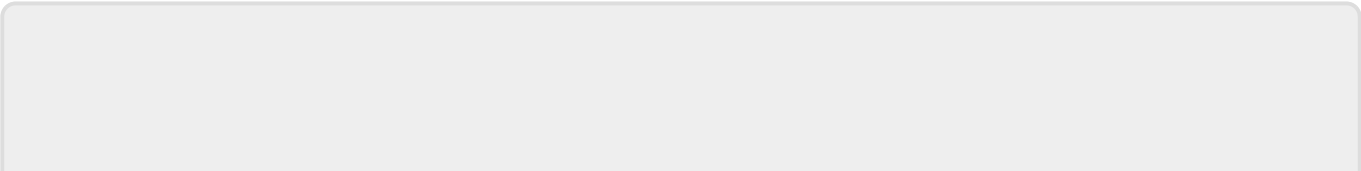
Alternate Office 365 Account

Last but not the least, you can restore your data to an alternate Office 365 account that has a different domain.

Example:

Original Office 365 Account:	TestAccountABC@onecompany
Alternate Office 365 Account:	SampleAccountXYZ@twosquaretower

Explanation: As you can see on the above example, we have two (2) Office 365 accounts with different domain. The Original Office 365 account is what we used as the source of our backup and can also use as the original location for restoration. For the alternate Office 365 account, we need to use another Office 365 account that has a different domain.



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