

**Main page:** [Cisco Unified Presence, Release 7.x](#)

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**Caution!** Always run the Post Install Setup wizard immediately after a fresh installation of Cisco Unified Presence, and *before* you back up or restore your data in the Disaster Recovery System. The operation fails if you install Cisco Unified Presence and attempt to back up or restore data in the Disaster Recovery System

before you run the Post Install wizard. For more information, see the *Installation and Upgrade Guide for Cisco Unified Presence*.

## Adding Backup Devices

Before you use the Disaster Recover System, you must create backup devices on which to back up data and configure the locations where you want the backup files to be stored. You can configure up to 10 backup devices.

### Before You Begin

Ensure you have access to an SFTP server to configure a network storage location. The SFTP path must exist prior to the backup. The account that you use to access the SFTP server must have write permission for the selected path.

### Procedure

1. Select **Navigation > Disaster Recovery System** from the menu in the upper, right corner of Cisco Unified Presence main window.
2. Click **Go**.
3. Enter the same Administrator username and password that you use for the Cisco Unified Operating System.
4. Select **Backup > Backup Device**.
5. Click **Add New** to configure a new backup device.
6. Enter the backup device name in the **Backup device name** field.
7. Select one of the following backup devices and enter the appropriate field values in the Select Destination areas:

If you want to:	Action
Store the backup file on a locally attached tape drive	<ol style="list-style-type: none"> <li>1. Select <b>Tape Device</b>.</li> <li>2. Select the appropriate tape device from the Device name list box.</li> </ol>
Store the backup file on a networked drive that is accessed through an SFTP connection	<ol style="list-style-type: none"> <li>1. Select <b>Network Directory</b>.</li> <li>2. Enter the following required information: <ul style="list-style-type: none"> <li>• <b>Server name:</b> Name or IP address of the network server</li> <li>• <b>Path name:</b> Path name for the directory where you want to store the backup file</li> <li>• <b>User name:</b> Valid username for an account on the remote system</li> <li>• <b>Password:</b> Valid password for the account on the remote system</li> <li>• <b>Number of backups to store on Network Directory:</b> The number of backups to store on this network</li> </ul> </li> </ol>

	directory.
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8. Click **Save** to update these settings.

#### Troubleshooting Tips

- You cannot span tapes or store more than one backup per tape.
- For network directory backups, after you click the **Save** button, the Disaster Recovery System Master Agent will validate the selected SFTP server. If the user name, password, server name, or directory path is invalid, the save will fail.

#### Related Topics

- [How to Restore Data in the Disaster Recovery System](#)
- [How to View the Status and History of BackUp and Restore Jobs](#)
- [About BackUp and Restore Troubleshooting Operations](#)
- [Getting More Information](#)

#### What To Do Next

- [Creating and Editing Backup Schedules](#)

OR

- [Starting a Manual Backup](#)

## Creating and Editing Backup Schedules

You can create up to 10 backup schedules. Each backup schedule has its own set of properties, including a schedule for automatic backups, the set of features to back up, and a storage location.

The Disaster Recovery System performs a cluster-level backup, which means that it collects backups for all servers in a Cisco Unified Presence cluster to a central location and archives the backup data to a physical storage device.

#### Before You Begin

- Ensure that all servers in the cluster are running the same version of Cisco Unified Presence and can be reached through the network. Servers that are not running at the time of the scheduled backup will not be backed up.
- Configure your backup devices.

## Procedure

1. Select **Navigation > Disaster Recovery System** from the menu in the upper, right corner of Cisco Unified Presence main window.
2. Click **Go**.
3. Enter the same Administrator username and password that you use for the Cisco Unified Operating System.
4. Select **Backup > Scheduler**.
5. Do one of the following steps to add a new schedule or edit an existing schedule:
  1. Click **Add New** to create a new schedule.
  2. Click a name in the **Schedule List** column to configure an existing schedule.
6. Enter a schedule name in the **Schedule Name** field.
7. Select the backup device in the **Select Backup Device** area.
8. Select the features to back up in the **Select Features** area. You must select at least one feature, for example, CUP.
9. Select the date and time when you want the backup to begin in the **Start Backup at** area.
10. Select the frequency at which you want the backup to occur in the **Frequency** area: Once, Daily, Weekly, or Monthly.
11. Click **Save** to update the settings.

## Troubleshooting Tips

- You cannot change the name of the default schedule.
- If you choose to back up on a weekly basis, you can also select the days of the week when the backup will occur. To set the backup frequency to Weekly, occurring Tuesday through Saturday, click **Set Default**.

## Related Topics

- [How to Restore Data in the Disaster Recovery System](#)
- [How to View the Status and History of BackUp and Restore Jobs](#)
- [About BackUp and Restore Troubleshooting Operations](#)
- [Getting More Information](#)

## What To Do Next

[Enabling, Disabling, and Deleting Schedules](#)

# Enabling, Disabling, and Deleting Schedules

## Procedure

1. Select **Navigation > Disaster Recovery System** from the menu in the upper, right corner of Cisco Unified Presence main window.
2. Click **Go**.

3. Enter the same Administrator username and password that you use for the Cisco Unified Operating System.
4. Select **Backup > Scheduler**.
5. Select the check boxes next to the schedules that you want to modify.
  - ◆ Check **Select All** to select all schedules.
  - ◆ Check **Clear All** to clear all check boxes.
6. Click **Enable Selected Schedules** to enable the selected schedules.
7. Click **Disable Selected Schedules** to disable the selected schedules,.
8. Click **Delete Selected** to delete the selected schedules.

#### Related Topics

- [How to Restore Data in the Disaster Recovery System](#)
- [How to View the Status and History of BackUp and Restore Jobs](#)
- [About BackUp and Restore Troubleshooting Operations](#)
- [Getting More Information](#)

#### What To Do Next

- [Checking the Status of the Current Backup Job](#)

## Starting a Manual Backup

Optionally, you can run a manual backup.

#### Before You Begin

Configure your backup devices.

#### Procedure

1. Select **Navigation > Disaster Recovery System** from the menu in the upper, right corner of Cisco Unified Presence main window.
2. Click **Go**.
3. Enter the same Administrator username and password that you use for the Cisco Unified Operating System.
4. Select **Backup > Manual Backup**.
5. Select a backup device in the **Select Backup Device** area.
6. Select the features to back up in the **Select Features** area, for example, CUP.
7. Click **Start Backup** to start the manual backup.

#### Related Topics

- [How to Restore Data in the Disaster Recovery System](#)
- [How to View the Status and History of BackUp and Restore Jobs](#)
- [About BackUp and Restore Troubleshooting Operations](#)
- [Getting More Information](#)

#### What To Do Next

- [Checking the Status of the Current Backup Job](#)

## Checking the Status of the Current Backup Job

While a backup is running, you can check the status of the current backup job.

#### Procedure

1. Select **Navigation > Disaster Recovery System** from the menu in the upper, right corner of Cisco Unified Presence main window.
2. Click **Go**.
3. Enter the same Administrator username and password that you use for the Cisco Unified Operating System.
4. Select **Backup > Current Status**.
5. Click the log filename hyperlink to view the backup log file.
6. Perform one of the following actions if required:
  1. Click **Cancel Backup** to cancel the current backup. The backup cancels after the current component completes its backup operation.
  2. Click **Refresh**.

#### Troubleshooting Tips

The Result column indicates the staging results of individual components. The Status column indicates the status of the entire backup.

#### Related Topics

- [How to Restore Data in the Disaster Recovery System](#)
- [How to View the Status and History of BackUp and Restore Jobs](#)
- [About BackUp and Restore Troubleshooting Operations](#)
- [Getting More Information](#)