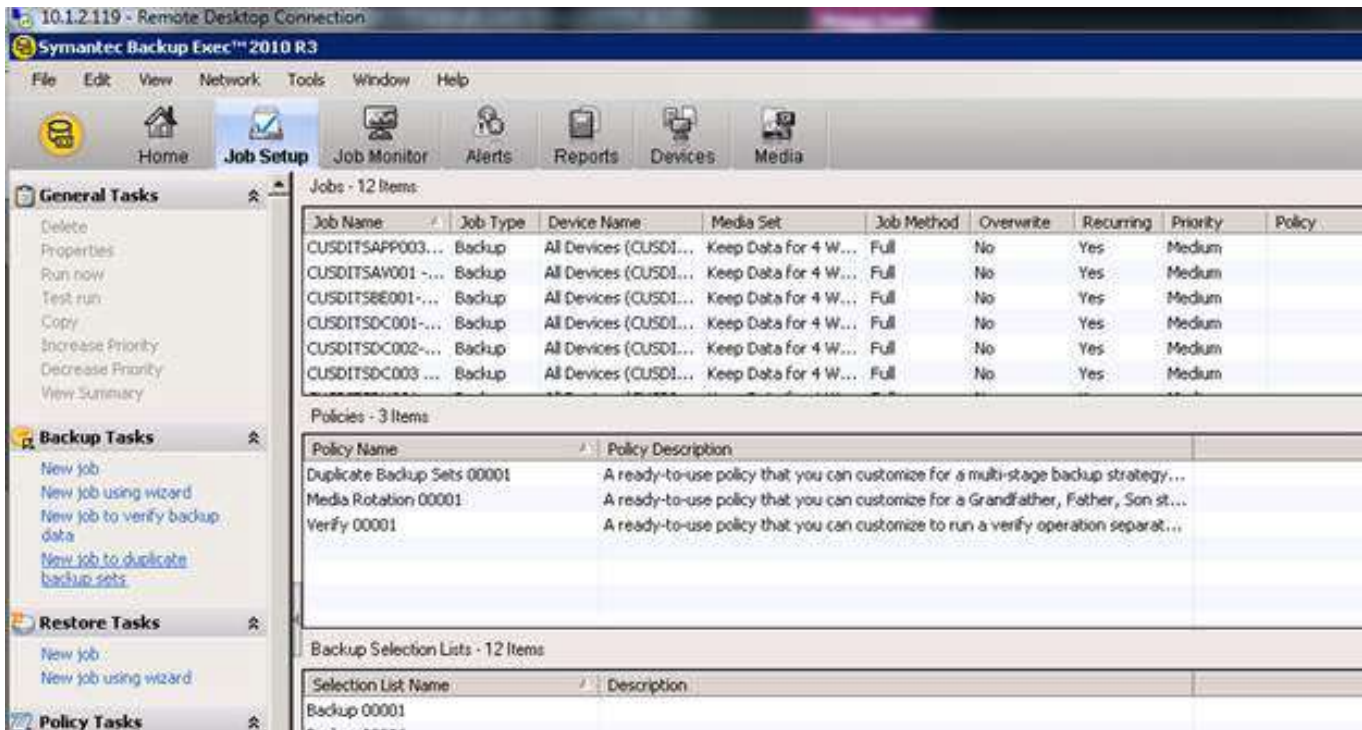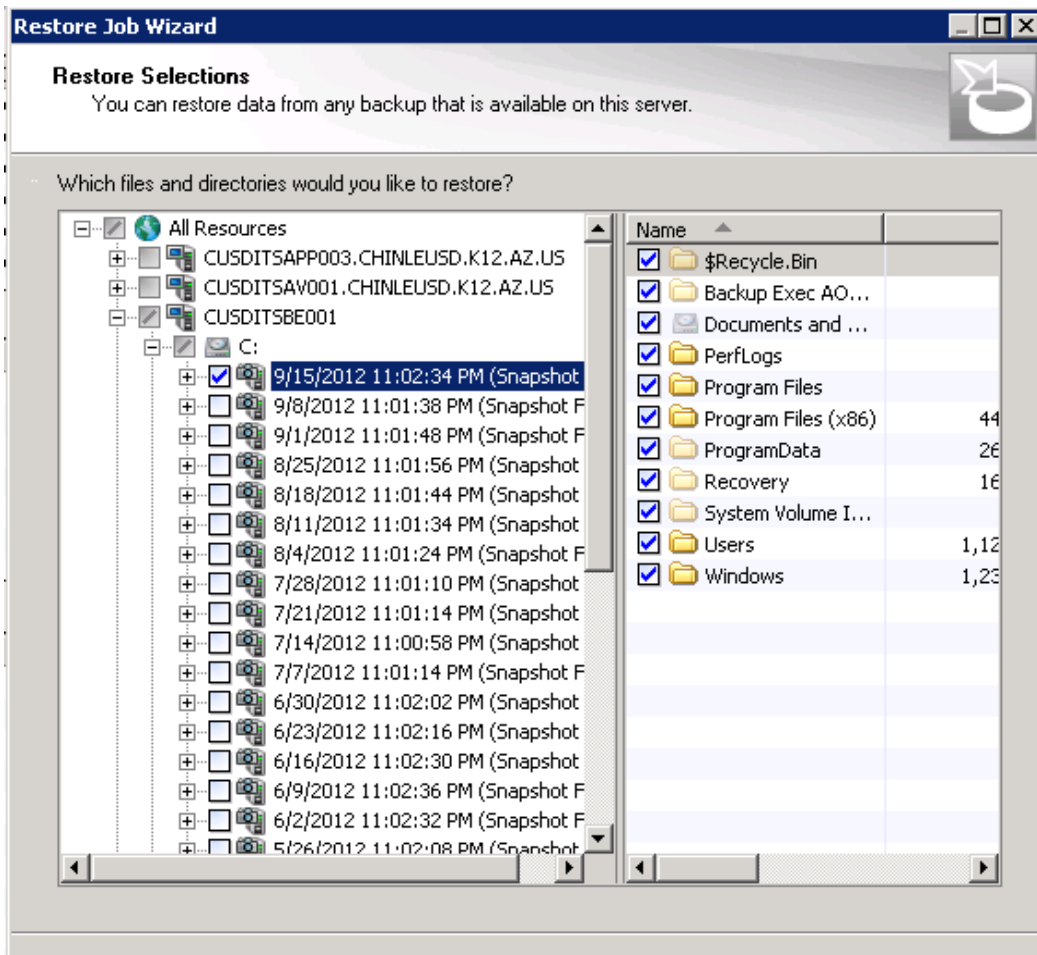# 1.0 RESTORING DATA FROM BACKUP USING SYMANTEC BACKUP EXEC

1.1   Create a new job by selecting Job Setup then select New Job Using Wizard under the Restore Tasks pane.

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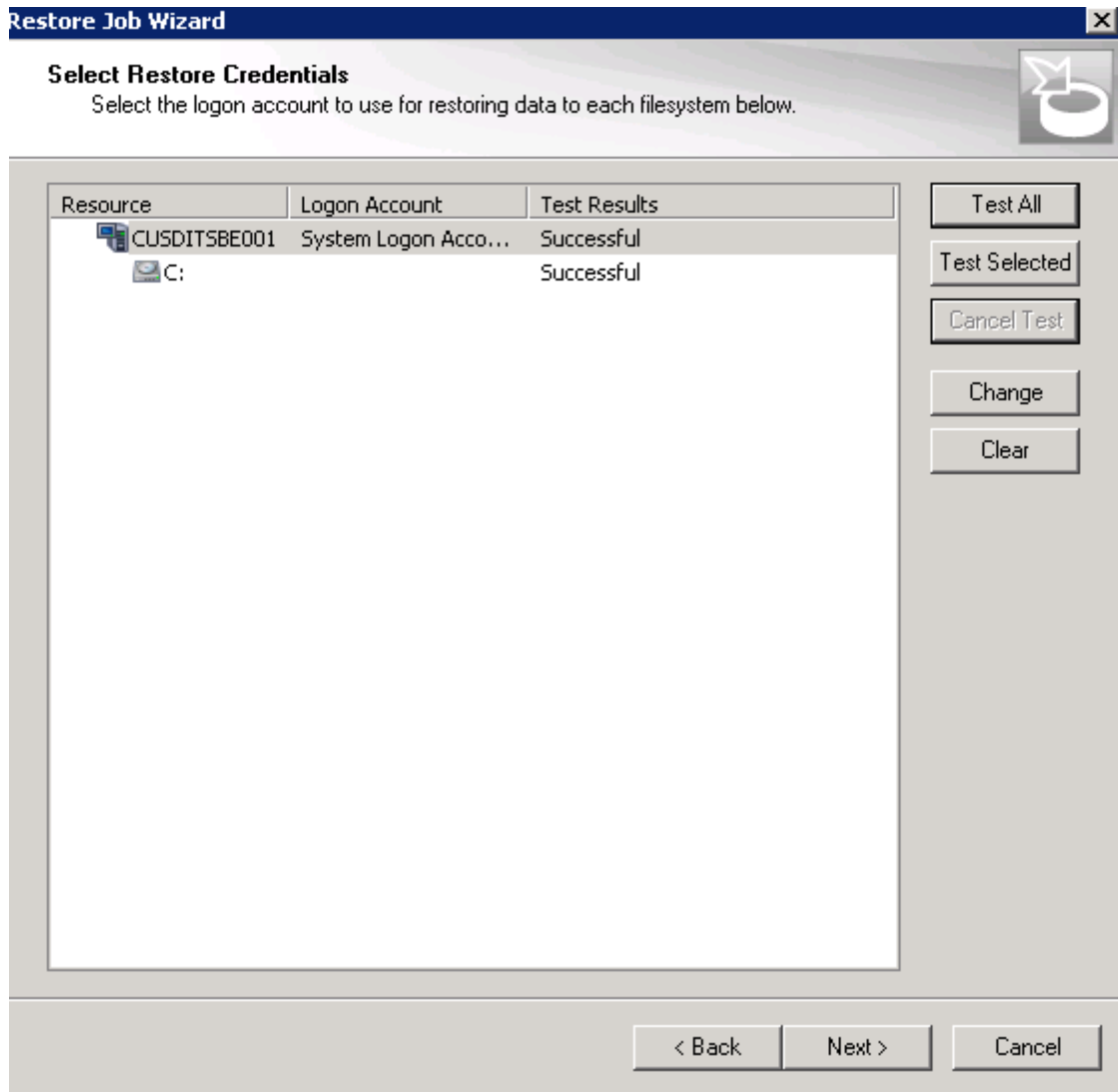Po Box 587
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1.2 Select the resource that you wish to restore using the Custom Selections radio button (the screen below will appear); select the backup job date in the left pane and then select the files to be restored from the right pane.
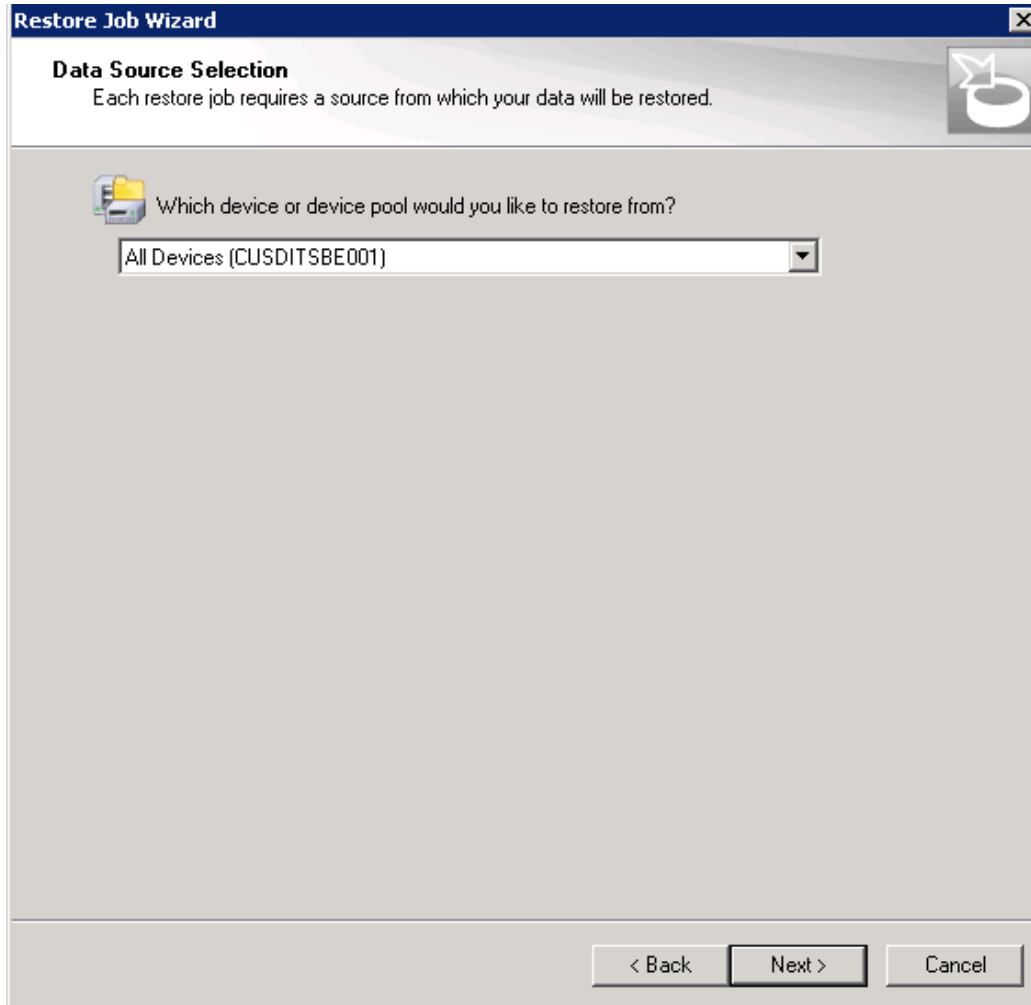
1.3 Click the Next button

1.4   Test your restore credentials

1.5   Click the Next button and name the Restore job

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1.6   Click the Next button and select the resource pool to pull from:

1.7   Click the Next button and determine if you wish to overwrite an existing file, or overwrite only if the file is older than the current file

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Restore Job Wizard

You have completed the Restore Wizard

Congratulations! You have successfully created a restore job.

Do you want to run this restore job now?

- ⦿ Yes, run the job now
- ○ No, schedule the job to run later

< Back   Finish   Cancel
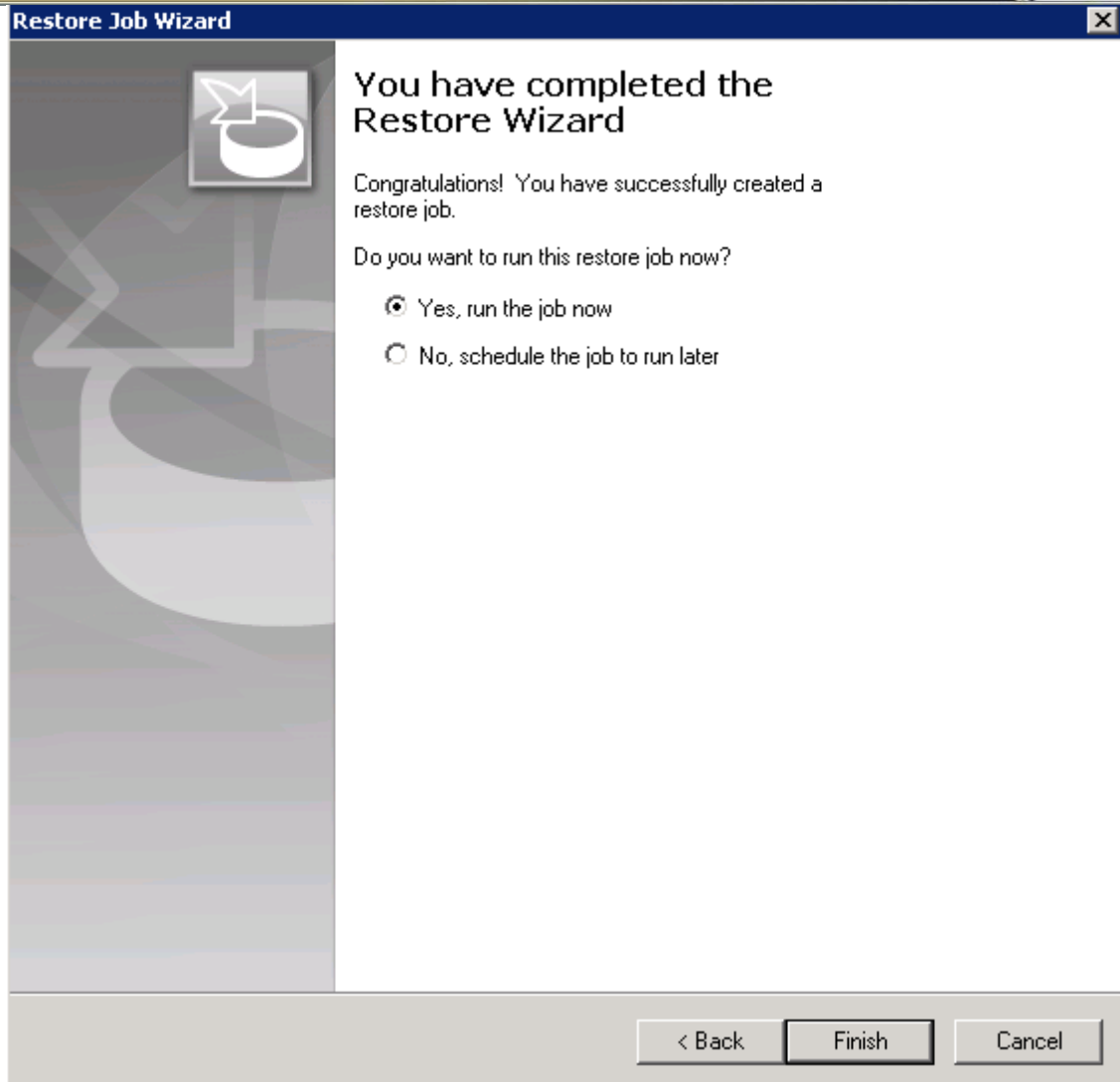
1.8   Choose the applicable radio button to start the job now or to schedule it to run later; click the Finish button

1.9   If you chose to run the job now, the job will start. It will request the tape media needed to perform the restore function (if that media is not already inserted). Locate the tape media based on the media ID and label. Insert the tape into the tape library. Perform a media inventory in BackupExec, and resume the restore job.

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1.10 The Job Monitor window will look like this. The left column shows the job state. The next column to the right shows the job name.
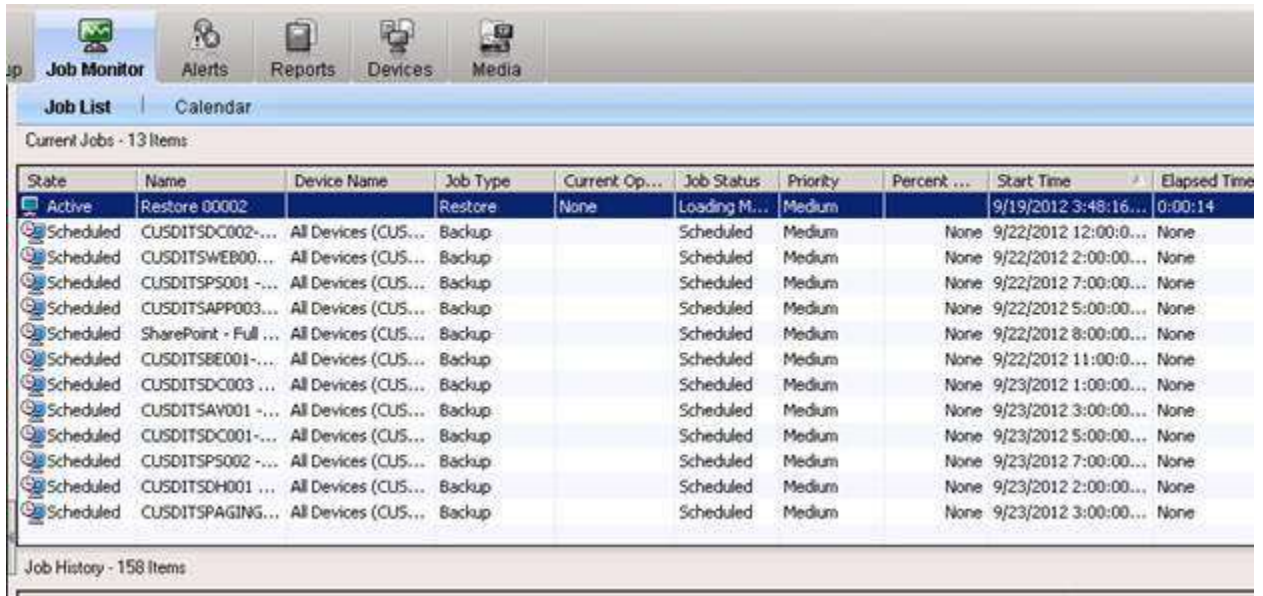
REVISION HISTORY

Release No.	Date	Revision Description

REVIEW SCHEDULE
None

OWNER
CIO

DELEGATED OWNER

Network Manager

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