

Symantec[™] Desktop and Laptop Option 7.0

Administrator's Guide

For Windows



Disclaimer

The information contained in this publication is subject to change without notice. Symantec Corporation makes no warranty of any kind with regard to this manual, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Symantec Corporation shall not be liable for errors contained herein or for incidental or consequential damages in connection with the furnishing, performance, or use of this manual.

Legal Notice

Copyright © 2012 Symantec Corporation. All rights reserved.

Symantec and the Symantec Logo, NetBackup, Veritas, and LiveUpdate are trademarks or registered trademarks of Symantec Corporation or its affiliates in the U.S. and other countries. Other names may be trademarks of their respective owners.

This Symantec product may contain third party software for which Symantec is required to provide attribution to the third party ("Third Party Programs"). Some of the Third Party Programs are available under open source or free software licenses. The License Agreement accompanying the Software does not alter any rights or obligations you may have under those open source or free software licenses. Please see the Third Party Legal Notice Appendix to this Documentation or TPIP ReadMe File accompanying this Symantec product for more information on the Third Party Programs.

The product described in this document is distributed under licenses restricting its use, copying, distribution, and decompilation/reverse engineering. No part of this document may be reproduced in any form by any means without prior written authorization of Symantec Corporation and its licensors, if any.

THE DOCUMENTATION IS PROVIDED "AS IS" AND ALL EXPRESS OR IMPLIED CONDITIONS, REPRESENTATIONS AND WARRANTIES, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NON-INFRINGEMENT, ARE DISCLAIMED, EXCEPT TO THE EXTENT THAT SUCH DISCLAIMERS ARE HELD TO BE LEGALLY INVALID. SYMANTEC CORPORATION SHALL NOT BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES IN CONNECTION WITH THE FURNISHING, PERFORMANCE, OR USE OF THIS DOCUMENTATION. THE INFORMATION CONTAINED IN THIS DOCUMENTATION IS SUBJECT TO CHANGE WITHOUT NOTICE.

The Licensed Software and Documentation are deemed to be commercial computer software as defined in FAR 12.212 and subject to restricted rights as defined in FAR Section 52.227-19 "Commercial Computer Software - Restricted Rights" and DFARS 227.7202, "Rights in Commercial Computer Software or Commercial Computer Software Documentation", as applicable, and any successor regulations. Any use, modification, reproduction, release, performance, display or disclosure of the Licensed Software and Documentation by the U.S. Government shall be solely in accordance with the terms of this Agreement.

Symantec Corporation
350 Ellis Street
Mountain View, CA 94043

www.symantec.com

Third-Party Copyrights

Douglas C. Schmidt and his research group at Washington University and University of California, Irvine **Copyright citation.**

ACE (TM) is copyrighted by Douglas C. Schmidt and his research group at Washington University and University of California, Irvine,
Copyright (c) 1993-2002, all rights reserved.

Maarten Hoeben ReportCtrl.h 2.0.1

Ronald L. Rivest

Copyright (C) 1991-2, RSA Data Security, Inc. Created 1991. All rights reserved.

License to copy and use this software is granted provided that it is identified as the "RSA Data Security, Inc. MD5 Message-Digest Algorithm" in all material mentioning or referencing this software or this function.

License is also granted to make and use derivative works provided that such works are identified as "derived from the RSA Data Security, Inc. MD5 Message-Digest Algorithm" in all material mentioning or referencing the derived work.

RSA Data Security, Inc. makes no representations concerning either the merchantability of this software or the suitability of this software for any particular purpose. It is provided "as is" without express or implied warranty of any kind.

These notices must be retained in any copies of any part of this documentation and/or software.

Wei Dai

Compilation Copyright (c) 1995-2003 by Wei Dai. All rights reserved.

This copyright applies only to this software distribution package as a compilation, and does not imply a copyright on any particular file in the package.

The following files are copyrighted by their respective original authors, and their use is subject to additional licenses included in these files.mars.cpp - Copyright 1998 Brian Gladman.

All other files in this compilation are placed in the public domain by Wei Dai and other contributors.

I would like to thank the following authors for placing their works into the public domain:

Joan Daemen - 3way.cpp

Leonard Janke - cast.cpp, seal.cpp

Steve Reid - cast.cpp

Phil Karn - des.cpp

Michael Paul Johnson - diamond.cpp

Andrew M. Kuchling - md2.cpp, md4.cpp

Colin Plumb - md5.cpp, md5mac.cpp

Seal Woods - rc6.cpp

Chris Morgan - rijndael.cpp

Paulo Baretto - rijndael.cpp, skipjack.cpp,

square.cpp

Richard De Moliner - safer.cpp

Matthew Skala - twofish.cpp

Permission to use, copy, modify, and distribute this compilation for any purpose, including commercial applications, is hereby granted without fee, subject to the following restrictions:

1. Any copy or modification of this compilation in any form, except in object code form as part of an application software, must include the above copyright notice and this license.
2. Users of this software agree that any modification or extension they provide to Wei Dai will be considered public domain and not copyrighted unless it includes an explicit copyright notice.
3. Wei Dai makes no warranty or representation that the operation of the software in this compilation will be error-free, and Wei Dai is under no obligation to provide any services, by way of maintenance, update, or otherwise. THE SOFTWARE AND ANY DOCUMENTATION ARE PROVIDED "AS IS" WITHOUT EXPRESS OR IMPLIED WARRANTY INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT WILL WEI DAI OR ANY OTHER CONTRIBUTOR BE LIABLE FOR DIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
4. Users will not use Wei Dai or any other contributor's name in any publicity or advertising, without prior written consent in each case.

5. Export of this software from the United States may require a specific license from the United States Government. It is the responsibility of any person or organization contemplating export to obtain such a license before exporting.

6. Certain parts of this software may be protected by patents. It is the users' responsibility to obtain the appropriate licenses before using those parts.

If this compilation is used in object code form in an application software, acknowledgement of the author is not required but would be appreciated. The contribution of any useful modifications or extensions to Wei Dai is not required but would also be appreciated.

Stac Electronics

Copyright (C) Stac Electronics 1993, including one or more U.S. patents No. 4701745, 5016009, 5126739 and 5146221 and other pending patents.

Birdstep Technology, Inc.

Copyright (c) 2001 Birdstep Technology Inc. All rights reserved.

Contents

Chapter 1 Symantec Desktop and Laptop Option

How the Desktop and Laptop Option Works	11
What's New in DLO	13
Installing the Desktop and Laptop Option	15
Before You Install	15
System Requirements for the Administration Console	19
Installing the Symantec Desktop and Laptop Option	20
Deploying the Desktop Agent	22
Desktop Agent Installation Options	23
Preparing for a Manual Push Deployment of the Desktop Agent	24
Push Install Desktop Agent and Push Install DLO Maintenance Server	26
Updating Symantec DLO with LiveUpdate	28
Running LiveUpdate Manually	29
Post Installation Tasks	29
Setting a Recovery Password	29
Checking Data Integrity	30
Changing DLO Service Credentials	31
About Administrator Accounts	31
DLO Default Settings	34
Configuring DLO to Use a Specific Port for Database Access	40
Updating DLO	41
Updating the DLO Administration Console	41
Updating the Desktop Agent	41
Upgrading from NetBackup Professional to DLO	43
Upgrading the DLO Database on Remote SQL Server	45
BackupExec (BE)-DLO Migration	46
Migrating a Standalone BE-DLO to Symantec DLO	46
Migrating BE-DLO Agent to Symantec DLO	47
Migrating BE-DLO in a Distributed Configuration to Symantec DLO	48
Migrating BE-DLO in a Cluster Environment to Symantec DLO	49
Migrating BE-DLO Agent in Cluster Environment to Symantec DLO	50

Chapter 2 Configuring the Desktop and Laptop Option

Using the DLO Administration Console	51
Showing the Task Pane	52

Using the DLO Overview View	52
Connecting to DLO on a Different DLO Administration Server	56
Using DLO Administration Server on VMware ESX 3.0	56
Configuring DLO	57
About DLO Profiles	58
Creating a New Profile	58
Copying a Profile	71
Modifying a Profile	71
About Backup Selections	72
Default Backup Selections	73
Adding a Backup Selection	74
Defining General Backup Selection Properties	74
Including and Excluding Files or Folders from a Backup Selection	76
Revision Control	77
Setting Options for a Backup Selection	79
Using DLO Macros in Backup Selections	80
Modifying a Backup Selection	82
Deleting Backup Selections	83
Using Delta File Transfer	83
Enabling Delta File Transfer for a Backup Selection	85
About Maintenance Servers	85
Adding a New Maintenance Server	85
Configuring a Maintenance Server for Delegation	85
Changing the Default Maintenance Server	87
Uninstalling the Maintenance Server Separately	87
Reassigning a File Server	88
About DLO Storage Locations	88
Supported Storage Location Configurations	89
Using Hidden Shares as Storage Locations	89
Creating DLO Storage Locations	90
Configuring Remote Windows Share or NAS Device for DLO Storage Locations	92
Deleting DLO Storage Locations	93
About Automated User Assignments	94
Creating Automated User Assignments	95
Modifying Automated User Assignments	97
Changing the Priority of Automated User Assignments	97
Viewing Automated User Assignment Properties	98
Deleting Automated User Assignments	98
Configuring Global Exclude Filters	98
Specifying Files and Folders to Exclude from all Backups	100
Specifying E-mail to Exclude from all Backups	101
Specifying Files and Folders to Exclude from Compression	102
Specifying Files and Folders to Exclude from Encryption	103

Specifying Files and Folders to Exclude from Delta File Transfer	104
Excluding Files that are Always Open	105
Using DLO Macros to Define Global Excludes	105
Symantec DLO Firewall Ports	106
Using Symantec DLO with Firewalls	106

Chapter 3 Managing and Monitoring DLO

Managing Desktop Agent Users	108
Manually Creating New Network User Data Folders	109
Adding a Single Desktop User to DLO	110
Importing Multiple Users who have Existing Network Storage	111
Modifying Desktop Agent User Properties	111
Enabling or Disabling DLO Access for a Desktop User	111
Deleting a User from DLO	112
Moving Desktop Agent Users to a New Network User Data Folder	113
Migrating a Desktop User to a New Computer	114
Viewing a List of Desktop Agent users	114
Managing Desktop Computers	114
Modifying Computer Properties	114
Enabling or Disabling a Desktop Computer	118
Deleting a Desktop Computer from DLO	118
Backing up a Desktop from the Administration Console	118
Setting Blackout Windows	119
Restoring Files and Folders from the DLO Administration Console	120
Searching for Files and Folders to Restore	122
Recovering DLO Servers and User Data	124
Recovering Data for a Single User Using DLO Emergency Restore	125
Recovering Data for a Single User Without DLO Emergency Restore	125
Recovering a Damaged or Corrupted DLO Administration Server	126
Recovering a Damaged or Corrupt File Server	126
Monitoring DLO Job Histories	128
Viewing the DLO Job History	128
Setting Job History View Filters	129
Viewing History Logs	131
Searching History Logs	133
Monitoring Alerts on the DLO Administration Console	133
Configuring Alerts	137
Managing DLO Alerts	138
Configuring Alerts for Notification	139
Configuring Alert Notification Methods	139
Configuring Recipients for Notification	143
Configuring SMTP Mail for a Person Recipient	144
Configuring MAPI Mail for a Person Recipient	145

- Configuring VIM Mail for a Person Recipient 146
- Configuring a Pager for a Person Recipient 147
- Configuring a SNMP Trap Recipient 150
- Configuring a Net Send Recipient 151
- Configuring a Printer Recipient 152
- Configuring a Group Recipient 153
- Scheduling Notification for Recipients 154
- Editing Recipient Notification Properties 155
- Editing Recipient Notification Methods 155
- Removing Recipients 155
- DLO Reports 156
 - Running a Report 158
 - Viewing Report Properties 158
- Backing up and Restoring the DLO File Server and Database 159
- About Desktop and Laptop Option and Clusters 160
 - Requirements for Installing DLO on a Microsoft Cluster Server 160
 - Installing DLO on a Microsoft Cluster Server 160
 - Unclustering DLO 161

Chapter 4 DLO Command Line Interface Management Tools

- DLO Command Syntax 164
- Commands in Detail 165
- DLO Command Line Interface Database and License Tools 184
 - Command Line Options 184
 - DLO Database Maintenance 185
 - Routine Maintenance 185
 - Database Management 186
 - License Management 187
- DLO Logging Command Line Interface Tool 187

Chapter 5 Administering the Desktop Agent

- About the Desktop Agent 190
- Features and Benefits of the Desktop Agent 191
- System Requirements for the Desktop Agent 191
- Installing the Desktop Agent 192
- Configuring the Desktop Agent 193
 - Connecting to the DLO Administration Server 193
 - Using Local Accounts on Desktop Computers 193
 - Using Alternate Credentials for the Desktop Agent 194
 - Resetting Dialog Boxes and Account Information 195
 - Changing your Connection Status 196
 - Disabling the Desktop Agent 196

Enabling the Desktop Agent	196
About the Desktop Agent Console	197
Using the Desktop Agent to Back up Your Data	200
Managing Revisions	200
File Grooming	201
Modifying Backup Selections in the Standard View	201
Adding Backup Selections in the Advanced View	203
Modifying Backup Selections in the Advanced View	207
Deleting Backup Selections in the Advanced View	208
Backing up Outlook PST Files Incrementally	208
Backing up Lotus Notes NSF Files Incrementally	210
Using the Desktop Agent when Lotus Notes is not Configured	211
Deleting Lotus Notes Email Files	211
Modifying Desktop Agent Settings	211
Changing Backup Job Schedule Options	211
Setting Customized Options	213
Moving the Desktop User Data Folder	215
Customizing Connection Policies	216
Synchronizing Desktop User Data	218
How Synchronization Works	220
Resolving Conflicts with Synchronized Files	222
Viewing the Desktop Agent Status	222
Starting a Pending Job in the Status View	224
Suspending or Cancelling a Job	224
Viewing Usage Details	224
Restoring files using the Desktop Agent	227
Searching for desktop files to restore	229
Restoring Microsoft Outlook Personal Folder Files	230
Restoring Deleted E-mail Messages	230
Restoring Files with Alternate Stream Data	231
Monitoring Job History in the Desktop Agent	231
Viewing Log Files	232
Searching for Log Files	233
Log File Grooming	234

Chapter 6 Troubleshooting

Using DLO with other Products	236
Symantec Storage Exec	236
WinCVS	236
Windows XP Service Pack 2	237
PGP Desktop 8.1	237
Troubleshooting the DLO Administration Console	237
Troubleshooting the Desktop Agent	240

Remote DLO Agent and Push Install Maintenance Server	241
--	-----

Chapter 7 Accessibility

Keyboard Navigation and Shortcuts in DLO	242
General Keyboard Navigation within the GUI	243
Keyboard Navigation within Dialog Boxes	243
Tabbed Dialog Boxes	244
List Boxes	244
Keyboard Shortcuts	245
Support for Accessibility Settings	246

Glossary	248
----------------	-----

Index.....	250
------------	-----

Symantec Desktop and Laptop Option

The Symantec Desktop and Laptop Option (DLO) provides automated file protection for desktops and laptops (collectively referred to as desktops). Protection is provided whether the computer is connected to the network or offline. When the desktop is not connected to the network, files are backed up to a user data folder on the desktop. When the computer reconnects to the network, files are backed up from the local desktop user data folder to the designated network user data folder. Users who have multiple computers can synchronize the data between their computers so the most up-to-date file versions are available on all their computers.

Note: This product is intended to provide file-level protection for desktop user data and is not intended to provide a full system backup.

How the Desktop and Laptop Option Works

DLO contains the following:

- DLO Administration Console
- DLO Database
- DLO Maintenance Server
- Desktop and Laptop Agent (Desktop Agent)

The Desktop Agent is installed and run on desktop computers.

From the DLO Administration Console, the Administrator can:

- Create profiles for groups of users or computers. Profiles enable you to control the desktop user's level of interaction with the Desktop Agent, define the types of files that can be backed up, set the schedule for backups, and configure additional settings for the Desktop Agent.

How the Desktop and Laptop Option Works

- Create network user data folders. Network user data folders are locations on the network where data from protected desktops is stored.
- Create Automated User Assignments. Automated User Assignments determine the Storage Location and profile to which users are assigned when they install the Desktop Agent.

Note: Automated User Assignments are not used if users are manually added to DLO.

- Add users manually to DLO. Instead of using Automated User Assignments, you can manually add users to DLO and assign a profile and Storage Location to them. This is particularly useful when network shares already exist for user data storage. Users can be added individually or multiple users can be added at the same time by importing them from a list.
- View history log files, receive alerts, and restore files to a desktop from the Administration Console.

The Desktop Agent resides on the desktops and laptops that you want to protect. The desktop user's level of interaction with the Desktop Agent can vary depending on how the Administrator has configured the profile assigned to the user. The Desktop Agent may run in the background, automatically protecting files. Alternatively, desktop users with full access to the Desktop Agent interface can schedule backups, select which types of files to back up, restore files, synchronize file versions between different computers, and view the status of their backups.

Related Topics:

[“Configuring DLO”](#) on page 57

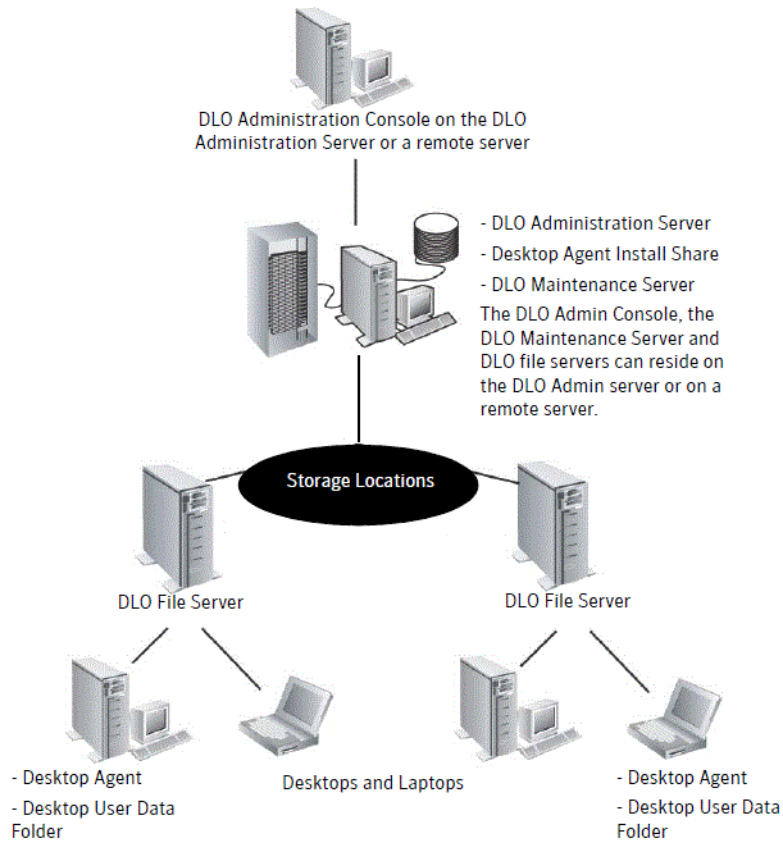
[“About DLO Profiles”](#) on page 58

[“About Backup Selections”](#) on page 72

[“About DLO Storage Locations”](#) on page 88

[“About Automated User Assignments”](#) on page 94

Figure 1-1 Desktop and Laptop Option Components



What's New in DLO

This section provides a brief introduction about the new features included in this release.

Push Install Desktop Agent

DLO supports Push-Installing the DLO Agents from the Administration Console. Multiple DLO Agents can be simultaneously installed on Remote Desktop Machines.

See [“Push Install Desktop Agent and Push Install DLO Maintenance Server”](#) on page 26 for additional information.

Push Install Maintenance Server

DLO supports Push-Installing the Maintenance Server to manage Storage Locations from the Administration Console.

See [“Push Install Desktop Agent and Push Install DLO Maintenance Server”](#) on page 26 for additional information.

Remote DLO Database

DLO supports Remote DLO Database installation during the Server Components Installation time to push the DLO database into the remote SQL database server.

See [“Remote DB Install”](#) on page 21 for additional information.

Symantec LiveUpdate

Symantec LiveUpdate will be used to deliver selected security patches from DLO 7.0 to the DLO Administration Server.

See [“Updating Symantec DLO with LiveUpdate”](#) on page 28 for additional information.

Cluster Support

DLO supports MSCS Clustering of DLO Administration Servers providing failover capability.

See [“About Desktop and Laptop Option and Clusters”](#) on page 160 for additional information.

Localization Support

DLO 7.0 provides Localization Support to 11 languages, The following are the supported languages: English, Japanese, Korean, German, French, Spanish and Italian, Portuguese, Russian, Chinese Simplified, and Chinese Traditional.

Note: DLO 6.1 MP5, MP5A, and MP6 did not have Localization Support.

See [“TRANSFORMS should be set to one of the mst files, according to the language used by the desktop user:”](#) on page 25 for additional information.

BackupExec (BE)-DLO Migration

DLO 7.0 provides support for migration of BE-DLO to Symantec DLO 7.0. See [“BackupExec \(BE\)-DLO Migration”](#) on page 46 for additional information.

Installing the Desktop and Laptop Option

This section provides information about how to install DLO.

[“Before You Install”](#) on page 15

[“System Requirements for the Administration Console”](#) on page 19

[“Installing the Symantec Desktop and Laptop Option”](#) on page 20

[“Post Installation Tasks”](#) on page 29

[“Updating DLO”](#) on page 41

Before You Install

Before you install DLO, you should consider the following described in [Table 1-1](#).

Table 1-1 Pre-installation considerations

Item	Description
Domains and Active Directory	The DLO Administration Server and DLO Storage Locations must be in a Windows Domain or Active Directory. Computers running the Desktop Agent can be outside a Windows Domain or Active Directory, but they must authenticate with the domain or directory to access the DLO Administration Server or Storage Locations.
Server loading	<p>DLO can be treated as a network file server. The ideal server for DLO has a fast network connection and a fast set of disks. The CPU is not as critical as these other factors for the DLO file server.</p> <p>The number of Desktop Agents that can successfully back up to one DLO installation depends on many factors. Multi-client testing of DLO has found that when there are more than 400 clients concurrently attached to a DLO server running Windows 2000 Advanced Server, file operations may begin to fail when Paged Pool memory runs out. For this reason, it is not recommended to configure DLO to run more than 400 concurrent backups of this size when using DLO with Windows 2000. This limitation was not observed when running DLO with Windows 2003.</p>

Table 1-1 Pre-installation considerations (continued)

Item	Description
Authentication	<p>DLO Administration Console</p> <p>The DLO Administration Console can be managed by any user who has full administrator rights on the DLO Administration Server where DLO is installed. The user’s account must be a domain account and must have rights to create network shares and manage permissions of network shares and directories on any remote server used for Storage Locations or network user data folders. This is commonly accomplished by using a domain administrator account, or can be accomplished by granting a standard domain account with local administrative rights to the servers hosting the DLO resources. See “About Administrator Accounts” on page 31 for additional information.</p> <p>Desktop Agent</p> <p>DLO requires domain accounts. Every Desktop Agent user must log in to DLO using a domain account. If you have users who log in using local accounts, they can still use DLO, but they must have domain credentials to authenticate with DLO.</p>

Table 1-1 Pre-installation considerations (continued)

Item	Description
Database selection	<p>By default DLO installs its own instance of SQL Express 2005. DLO can also be manually configured to use an existing SQL Express 2005, SQL Server 2008, SQL Server 2005, or MSDE 2000 instance. You must use a local database instance. Remote instances are not supported.</p> <p>Note: If you use an existing database instance, named pipes must be enabled. If DLO installs its own SQL Express 2005 instance, named pipes will be enabled automatically.</p> <p>The following are pros and cons for these server options:</p> <p>SQL Express 2005</p> <p>Pros</p> <ul style="list-style-type: none">■ Free■ Unless you back up more than 1000 Desktop Agents per DLO Administration Server, SQL Express should be sufficient for most needs <p>Cons</p> <ul style="list-style-type: none">■ The database is limited to a single processor, resulting in slower I/O to the database under load■ 4 GB table size maximum for SQL Express, although DLO is unlikely to reach this limit <p>SQL Server</p> <p>Pros</p> <ul style="list-style-type: none">■ Allows reasonable scalability beyond 1000 Desktop Agents■ Database tools are included with SQL Server <p>Cons</p> <ul style="list-style-type: none">■ Cost, however you do not need to purchase a SQL Server client license for each Desktop Agent <p>MSDE</p> <p>Pros</p> <ul style="list-style-type: none">■ Free■ Unless you back up more than 1000 Desktop Agents per DLO Administration Server, MSDE should be sufficient for most needs <p>Cons</p> <ul style="list-style-type: none">■ The number of concurrent connections to the database is limited, resulting in slower I/O to the database under load■ 2 GB table size maximum for MSDE, although DLO is unlikely to reach this limit
Time synchronization	<p>All computers running the DLO Administration Console or the Desktop Agent should be set to a common time. This can be accomplished by configuring the Windows Time Synchronization service on the network. See www.microsoft.com for additional information.</p>

Table 1-1 Pre-installation considerations (continued)

Item	Description
Firewalls	DLO is designed to work in firewall environments. For DLO to function properly in a firewall environment, network file shares must be visible after establishing a remote connection such as VPN. If file sharing is not allowed, then DLO will not be able to transfer files to or from the network user data folder. Desktop computer files will still be protected to the desktop user data folder, and will be transferred when the network user data folder is accessible.
MDAC support for the DLO Administration Console	<p>DLO supports versions 2.7 and 2.8 of MDAC, however MDAC 2.8 is the default and is installed during the installation if it is not already installed. When MDAC 2.8 is installed, a restart may be required, and a computer administrator must complete the installation process. If a non-administrator logs on first after the MDAC 2.8 installation, the process generates a number of errors. To avoid these errors when MDAC 2.7 is already installed, or if you do not want to install MDAC 2.8, you can force the use of MDAC 2.7 by modifying the CmdLine value in the <code>setup.ini</code> file in the DLO installation set by adding <code>REQUIREDMDACVERSION="2.7"</code>.</p> <p>Example:</p> <pre>CmdLine=REQUIREDMDACVERSION="2.7" /l*v %TEMP%\DLOConsoleInstall.log</pre>
MDAC support for the Desktop Agent	<p>The Desktop Agent supports versions 2.7 and 2.8 of MDAC, however MDAC 2.8 is the default and is installed during the Desktop Agent installation if it is not already installed. When MDAC 2.8 is installed, a restart may be required, and a computer administrator must complete the installation process. If a non-administrator logs on first after the MDAC 2.8 installation, the process generates a number of errors. To avoid these errors when MDAC 2.7 is already installed, you can force the use of MDAC 2.7 by modifying the CmdLine value in the <code>setup.ini</code> file in the Desktop Agent installation set by adding <code>REQUIREDMDACVERSION="2.7"</code>.</p> <p>Example:</p> <pre>CmdLine=/qf DEFAULTMEDIASERVER="SERVERNAME" DLODBINSTANCENAME="DLO" LAUNCHCLIENT="1" REQUIREDMDACVERSION="2.7" /l*v "%TEMP%\DLOAgentInstall.log"</pre>

System Requirements for the Administration Console

[Table 1-2](#) lists the minimum system requirements for running this version of the DLO Administration Console.

Table 1-2 Minimum system requirements

Item	Description
Operating system	<ul style="list-style-type: none">■ Microsoft Windows 2003 Server family (32 bit, 64 bit, and R2)■ Microsoft Windows 2008 Server family (32 bit, 64 bit, and R2)■ Microsoft Windows XP Service Pack 1 or later■ Microsoft Windows XP Professional x64 Edition■ Microsoft Windows Vista family (32 bit and 64 bit)■ Microsoft Windows 7 family (32 bit and 64 bit)
Internet browser	Internet Explorer 5.01 or later; however, version 5.5 is recommended
Processor	Pentium system
Memory	Required: 256 MB RAM Recommended: 512 MB or more for better performance
Disk space	150 MB hard disk space required after Microsoft Windows is installed (typical installation)
Other hardware	<ul style="list-style-type: none">■ Network interface card■ CD-ROM drive■ Printer supported by Windows (optional)■ Mouse (recommended)

Note: Windows Domains and Active Directory are supported. Other authentication schemes, such as Novell E-Directory and NIS+, are not supported.

For information about system requirements for the Desktop Agent, see [“System Requirements for the Desktop Agent”](#) on page 191.

Installing the Symantec Desktop and Laptop Option

Before installing DLO, review the topic “[Before You Install](#)” on page 15, which contains information that should be considered before installing DLO.

Note: The DLO Administration server must be in a domain.

To install the Desktop and Laptop Option

- 1 Run `setup.exe` to start the installation wizard.
- 2 Click **Next**.
- 3 Read the license agreement, and if you accept the terms, select I **accept the terms in the license agreement**.
- 4 Click **Next**.
- 5 Select the setup type from the following options.
 - **Complete:** Installs the DLO Administration Console, Administration Server and Maintenance Server. This is the most common selection. Click **Next**.
 - **Console:** Installs only the DLO Administration Console. This selection is typically used to install an additional console on a separate computer.
 - **Maintenance Server:** Installs only the DLO maintenance server. The maintenance server supports delta file transmission and storage. For additional information, see “[Using Delta File Transfer](#)” on page 83.
 - **Database:** Installs the DLO database on the system.
- 6 If you want to install to a different directory, click **Change**, select the new directory, and click **OK**.
- 7 Click **Next**.
- 8 Enter the DLO License key.
- 9 Click **Next**.
- 10 Select one of the following options for the DLO database.

Local SQL Express 2005 instance	The DLO database will be stored on a new local SQL Express 2005 instance located on C:\Program Files\Microsoft SQL Server\MSSQL\$DLO.
--	---

Existing SQL Server instance The DLO database will be stored on an existing SQL Express 2005, SQL Server 2005, SQL Server 2008, SQL Server 2008 R2, SQL Express 2008, or SQL Express 2008 R2 instance on this computer. Select an instance from the list provided.

Note: If you use an existing database instance, named pipes must be enabled. If DLO installs its own SQL instance, then named pipes will be enabled automatically.

Remote DB Install The Symantec DLO console and SQL server are installed on two different machines. While installing DLO, provide the IP address or host name of the machine where SQL is installed. The DLO database is installed on the remote machine.

Note: Named pipes must be enabled on the machine where the SQL server is installed.

After enabling the named pipes, restart the SQL server and SQL server browser services. These services must be running with the domain admin credentials. Also, the computer browser services must be running.

- 11 Click **Next**.
- 12 Enter account credentials, which will be used to create DLO Storage Locations and network user data folders. This should be a domain account that has local administrator rights on any computers where backup data is to be stored.
- 13 Click **Next**.
- 14 Click **Install** to begin the installation.
- 15 When the installation is complete, click **Finish**.

Deploying the Desktop Agent

When you install DLO, the Desktop Agent install set is placed in a share in the installation directory and is available using a UNC path.

[Table 1-3](#) explains the ways you can deploy the Desktop Agent from the Desktop Agent install share to the desktop computer.

Table 1-3 Desktop Agent deployment methods

Deployment Method	Description
E-mail	Send a hypertext link to the install files or include the install files as an attachment.
Web page	Place the install files on your company’s intranet.
Logon scripts	Create a file that includes commands for installing the Desktop Agent. Then assign the script to the User Properties for the employees who need to use DLO. The commands are executed automatically when the user logs on to the network. For more information about logon scripts, refer to your Microsoft Windows documentation.
Microsoft Systems Management Server (SMS)	Use this automated system to distribute the Desktop Agent install set to the desktop computers, which then initiate the installation. For more information about SMS, refer to your Microsoft documentation.
CD-ROM	To distribute the Desktop Agent installation files on a CD-ROM, place the contents of the \\DLO Administration Server\DLO Agent share on the CD-ROM. Users can then run setup.exe from the CD-ROM. The installed Desktop Agent will be correctly associated with the DLO Administration Server. See “Push Install Desktop Agent and Push Install DLO Maintenance Server” on page 26 for more information.

Related Topics

“[Installing the Desktop Agent](#)” on page 192.

Desktop Agent Installation Options

The Desktop Agent installation can be customized to meet specific needs. For example, it can run silently with no user interface displayed, or it can display either a basic or complete user interface. This and other customizations are accomplished by modifying the `SETUP.INI` file in the DLO Agent setup directory.

To customize the Desktop Agent installation

- 1 In the Desktop Agent setup directory, open the `SETUP.INI` file for editing.
- 2 Modify the value that begins `CmdLine= /qf`. The following options are available.

Desktop Agent installation interface	<p>Modify the <code>/qf</code> term to change the interface that the Desktop Agent user sees during installation of the Desktop Agent.</p> <p><code>/qf</code> The full user interface is displaced, and a cancel button is provided.</p> <p><code>/qb</code> A basic progress dialog is displayed and the cancel button is enabled.</p> <p><code>/qb!</code> A basic user interface displayed. There is no cancel button.</p> <p><code>/qn</code> The installation will be silent installation.</p> <p>Note: For a completely silent install, you must run the "<code>setup.exe /s</code>" after modifying the <code>SETUP.INI</code> file.</p>
Set the Default Media Server	<p><code>DEFAULTMEDIASERVER</code> specifies the media server to which the Desktop Agent will attach after installation.</p>
Launch the Desktop Agent	<p>The <code>LAUNCHCLIENT</code> option specifies whether or not the Desktop Agent should be launched immediately following installation.</p> <p>To launch immediately, set <code>LAUNCHCLIENT="1"</code></p> <p>To prevent immediate launch, set <code>LAUNCHCLIENT="0"</code></p>
Specify the Required MDAC Version	<p>DLO uses MDAC 2.8 by default. Force the use of MDAC 2.7 by adding the following:</p> <p><code>REQUIREDMDACVERSION=2.7</code></p>
Suppress Reboot	<p>To suppress a reboot, even if one is required, add the following:</p> <p><code>REBOOT=ReallySuppress</code></p>
Logging Options	<p>Logging options can be modified by changing the <code>l*v</code> variable.</p> <p><code>l*v "%TEMP%\DLOAgentInstall.log"</code></p> <p>Turns on verbose logging and create a log file at the specified location.</p> <p>Note: For additional Windows Installer logging options, see http://support.microsoft.com/kb/314852/EN-US/.</p>

- 3 Save and close the `SETUP.INI` file.

Examples:

For a silent installation, edit CmdLine in the SETUP . INI file as follows:

Original:

```
CmdLine=/qf DEFAULTMEDIASERVER="Desktop3" LAUNCHCLIENT="1" /l*v
"%TEMP%\DLOAgentInstall.log"
```

Modified:

```
CmdLine=/qn DEFAULTMEDIASERVER="Desktop3" LAUNCHCLIENT="1" /l*v
"%TEMP%\DLOAgentInstall.log"
```

For an installation with a basic interface but no option to cancel the installation, edit CmdLine in the SETUP . INI file as follows:

Original:

```
CmdLine=/qf DEFAULTMEDIASERVER="Desktop3" LAUNCHCLIENT="1" /l*v
"%TEMP%\DLOAgentInstall.log"
```

Modified:

```
CmdLine=/qb! DEFAULTMEDIASERVER="Desktop3" LAUNCHCLIENT="1" /l*v
"%TEMP%\DLOAgentInstall.log"
```

Preparing for a Manual Push Deployment of the Desktop Agent

Complete the following steps before attempting a manual push deployment of the Desktop Agent.

- 1 From the \\<servername>\DLOAgent directory the following files are required:
- *.mst

■ *.cab

■ DLOBuildInfo.ini

■ *.msi
- 2 Run the msixec command using, as a base, the value in setup . ini from the cmdline key:
- ```
/qf DEFAULTMEDIASERVER="<From setup.INI File>"
DLODBINSTANCENAME="<FromSetup.INI File>" LAUNCHCLIENT="1"
REQUIREDMDACVERSION="2.8" TRANSFORMS="1033.mst" /l*v
"%TEMP%\DLOAgentInstall.log"
```
- The following are the default values.

|                     |                                                                                                                                                               |
|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| DEFAULTMEDIASERVER  | DLO Administration Server name. This value is assigned when DLO is installed and is the name of the computer on which the administration server is installed. |
| DLODBINSTANCENAME   | Specifies the SQL instance name. It is recommended that you do not modify this value.                                                                         |
| LAUNCHCLIENT        | "1"                                                                                                                                                           |
| REQUIREDMDACVERSION | "2.8"                                                                                                                                                         |



TRANSFORMS                    "1033.mst"

- 3 For a silent installation, replace /qf with /qn.  
To install without user interaction, but with a display of the installation progress, replace /qf with /qb.
- 4 If MDAC 2.7 is being used, you must replace REQUIREDMDACVERSION="2.8" with REQUIREDMDACVERSION="2.7". No other values are valid. The installation will fail if the MDAC version on target system is less than the REQUIREDMDACVERSION value.
- 5 TRANSFORMS should be set to one of the mst files, according to the language used by the desktop user:  
1031.mst = German  
1033.mst = English  
1034.mst = Spanish  
1036.mst = French  
1040.mst = Italian  
1041.mst = Japanese  
1042.mst = Korean  
2052.mst = Chinese (PRC) (Simplified)  
1028.mst = Chinese (Traditional)  
1046.mst = Portuguese Brazilian  
1049.mst = Russian (Russia)
- 6 The specification of the TRANSFORMS property is required, and will affect the installer user interface and the start menu shortcuts. The DLO Agent is installed with support for all eleven languages, regardless of the transform chosen.  
MSI 3.1 is required on the target systems. The MSI 3.1 installer is included in the following file:  
\\<servername>\DLOAgent\WindowsInstaller-KB893803-v2-x86.exe

## Push Install Desktop Agent and Push Install DLO Maintenance Server

This section provides information about push install Desktop Agent and push install DLO Maintenance Server.

### Prerequisites

To push-install DLO Desktop Agent to a computer that runs Symantec Endpoint Protection (SEP) version 11.0 or later, you must configure SEP to share files and printers. The file and printer sharing feature is turned off by default.

You can install the following options from the administrator server to the remote computers:

- DLO Desktop Agent
- DLO Maintenance Server

---

**Note:** You can either push-install multiple Desktop Agents or Maintenance Servers at a time, but you cannot combine both the options.

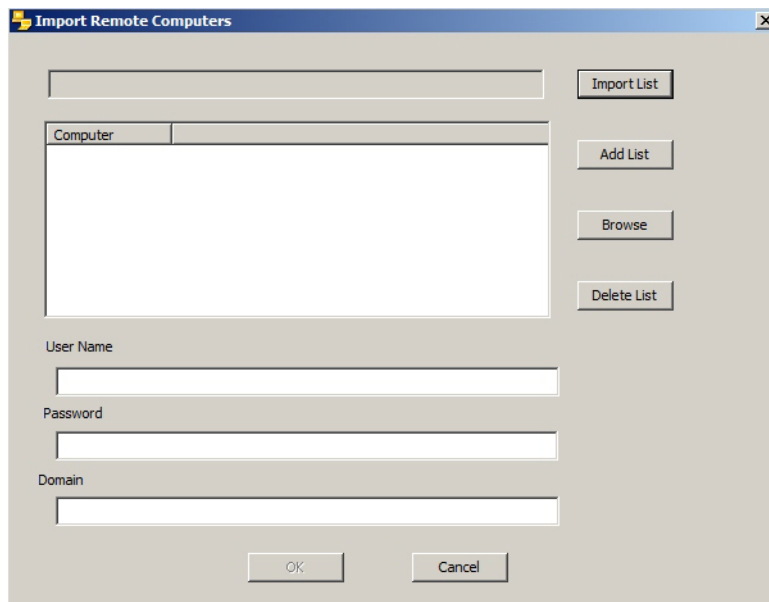
---

## Push Install Desktop Agent and Push Install DLO Maintenance Server

To push install Desktop Agent and push install DLO Maintenance Server on remote computers

- 1 On **Tools**, select **Install Agents and maintenance services on remote computers** and click **Next**.
- 2 On **Install Agent/Maintenance Server to Remote Computers > Select Component** to select any of the following components:
  - **Agent** - To push-install the Desktop Agent from administration server to remote computers.
  - **Maintenance** - To push-install the DLO Maintenance Server from the administration server to remote computers.
- 3 Click **Add**.
- 4 In **Manual Entry of Remote Computer Name**, type the following:
  - **Name/IP Address:** Enter the computer name or IP address of the remote computer.
  - **Domain Name:** Enter the domain name of the remote computer.
  - **Browse:** Click **Browse**. In **Select Computer**, choose the required remote computer and click **OK**. The **Name/IP Address** and **Domain Name** is updated. Also, **Remote Computer Logon Credentials** is displayed with the selected computer name and domain name.
- 5 Click **OK**.
- 6 In **Remote Computer Logon Credentials**, type the following:

- **User Name:** Enter the user name for an account that has administrator rights on the remote computer.
  - **Password:** Enter the password for an account that has administrator rights on the remote computer.
  - **Domain Name:** The domain name is displayed based on the domain name you have entered in **Manual Entry of Remote Computer Name**.
  - **Use this user name and password when attempting to connect to additional computers during the installation:** Select this option if you want to use the same user name and password during the next installation. By default, this option is not selected.
- 7 Repeat steps 4 to 6 for every remote computer for which you want to push-install the options.
- 8 You can also import the list of IP addresses of remote computers. To import the list, do the following:
- On **Install Agent/Maintenance Server to Remote Computers > Remote Computer Selection** window, click **Import Computers**.
  - On the **Import Remote Computers** window, click **Import List**.



- Select the specific .txt file that contains all the IP addresses of remote computers.

---

**Note:** To generate a .txt file that contains the list of DLO Agent machines, run the `-ListMachines` command. For additional information, see “[-ListMachines command](#)” on page 184.

---

- You can also select a remote computer, by clicking **Browse**.
- Click **Add List**. The IP address or the computer name is displayed in the **Computer** panel.

- Click the computer name or IP address and enter the details in these fields:
    - **User Name:** Enter the user name for an account that has the administrator rights on the remote computer.
    - **Password:** Enter the password for an account that has the administrator rights on the remote computer.
    - **Domain Name:** Enter the same domain name that you had entered in **Manual Entry of Remote Computer Name**.
  - Click **OK**.
- 9 Click **Install**.  
Based on the component (DLO Agent or DLO Maintenance) you have selected, the remote DLO Agent or maintenance server is added.
- 10 Click **Finish** to exit the wizard.

**To remove the remote DLO Agent or the maintenance server from the list**

- 1 Select the remote DLO Agent or the maintenance server.
- 2 Click **Remove**.  
A **Confirmation Window** stating that '*Do you want to Delete: <Component>*' is displayed.

---

**Note:** *<Component>* indicates that it can be either Remote DLO Agent or Maintenance Server, depending on the component you want to delete.

---

- 3 Click **Yes**.

The component is deleted from the list.

You can also import the IP addresses of all the users from a text file.

## Updating Symantec DLO with LiveUpdate

Symantec LiveUpdate, which provides updates, upgrades, and new versions of Symantec DLO, is installed manually. You can access LiveUpdate from several locations in Symantec DLO. However, you cannot access it from the Windows **Start** menu.

Symantec DLO installs the latest version of LiveUpdate. If a previous version of LiveUpdate is detected on the computer, Symantec DLO upgrades it. You can view any hot fixes or service packs that are installed on the media server. When LiveUpdate installs updates on the Symantec DLO media server, it also determines if computers on which the Remote DLO Agent for Windows Systems have the latest updates. You can push-install or manually install those updates to Symantec DLO Remote Agents.

You can use the LiveUpdate Administrator utility with LiveUpdate. The LiveUpdate Administrator utility allows an administrator to modify LiveUpdate so that network users can download program and virus

definition updates from an internal server rather than going to the Symantec LiveUpdate server over the Internet.

Go to [ftp://ftp.symantec.com/public/english\\_us\\_canada/liveupdate/luadmin.pdf](ftp://ftp.symantec.com/public/english_us_canada/liveupdate/luadmin.pdf).

## Running LiveUpdate Manually

You can run LiveUpdate manually at any time to check for updates. You can configure LiveUpdate to run in either Interactive mode or Express mode. Interactive mode gives you the flexibility to choose which updates you want to install. Express mode automatically installs all of the Symantec DLO updates. For information about how to change the LiveUpdate mode, refer to the LiveUpdate documentation.

---

**Note:** By default, LiveUpdate is configured for Interactive mode. If you change it to Express mode, then you must cancel the LiveUpdate session and restart it before the change takes place.

---

### To run LiveUpdate manually

- 1 On the DLO Console, go to **Tools**, click **LiveUpdate**.
- 2 In **LiveUpdate**, do the following:
  - Click **Start** to apply the updates, upgrades, and new versions of Symantec DLO
  - Click **Cancel** to decline the updates, upgrades, and new versions of Symantec DLO

## Post Installation Tasks

This section describes tasks that you should complete immediately after installation.

### Setting a Recovery Password

When the DLO Administration Console opens for the first time, the Recovery Password Wizard opens. You must set a recovery password using this wizard or DLO will not run. If you upgraded from a previous revision and previously set a recovery password, you will not be prompted to set a recovery password. DLO will use the existing password.

The recovery password enables you to retrieve encrypted data that would otherwise be lost if the DLO database is damaged or corrupted.

Once set, this recovery password can only be changed using the DLO command-line interface tools.

### Related Topics

[“Checking Data Integrity”](#) on page 30

[“-SetRecoveryPwd command”](#) on page 176

[“-EmergencyRestore command”](#) on page 176

## Checking Data Integrity

The Data Integrity Scanner simplifies the process of scanning network user data from previous DLO backups to detect unrestoreable backup data. It verifies that all data is encrypted using the most recent user key, and ensures that all data has the correct recovery key for emergency restoration.

When Desktop Agents are upgraded, they will automatically perform a data integrity check. When the DLO Administration Console is opened, it identifies Desktop Agents that have not been checked for integrity. If any are found, a dialog will open stating that one or more computers have not yet been validated by the Data Integrity scanner and ask if they should be scanned.

### To check data integrity

- 1 From the **Tools** menu, select **Wizards** and then **Data Integrity Scanner**.
- 2 Click **Next**.
- 3 If you want to set advanced options, click **Advanced Options**. Select the appropriate options and click **OK**.

**Permanently remove previously quarantined data**

Select this check box to cause all previously quarantined data to be deleted.

**Quarantine data encrypted with outdated keys**

Select this check box to quarantine all files with outdated keys. If this option is not checked, data is scanned without being quarantined. After data is quarantined, the Desktop Agent backs up a new version of the file with the correct encryption key.

**Include computers that have already been validated**

Select this check box to force all data to be rescanned, even if it has previously been validated.

**Verbose output**

Select this check box to receive detailed information from the scan.

- 4 Click **Start**.
- 5 Review the scan results.  
 If the scan identified data encrypted with outdated keys but you did not choose to quarantine the data, you can run the scan again after setting advanced options to quarantine this data.
- 6 Click **Next**.
- 7 Click **Finish**.

### Related Topics

[“Setting a Recovery Password”](#) on page 29

[“-SetRecoveryPwd command”](#) on page 176

[“-EmergencyRestore command”](#) on page 176

## Changing DLO Service Credentials

When DLO is installed, you must specify account credentials to be used to run the DLO Administration Service. This account is used to create Storage Locations and network user data folders, and must have rights to create shares on any computers where backup data is to be stored. It is recommended to use a Domain Administrator account. To create Storage Locations in another domain, there must be appropriate trust relationships in effect.

### To change DLO service credentials

- 1 On the **Tools** menu, select **Manage Service Credentials**.
- 2 Select **Change DLO Service Account Information**.
- 3 Enter the following account credentials.

|                                               |                                                       |
|-----------------------------------------------|-------------------------------------------------------|
| <b>Change DLO service account information</b> | Select to change the DLO service account information. |
| <b>User name</b>                              | Type the user name for the account to be used.        |
| <b>Domain name</b>                            | Enter the domain for this account.                    |
| <b>Password</b>                               | Type the password for this account.                   |
| <b>Confirm password</b>                       | Type the password again to confirm.                   |

## About Administrator Accounts

The DLO Administration Console can be managed by any user who has full administrator rights on the DLO Administration Server. The user's account must be a domain account and must have rights to create network shares and manage permissions of network shares and directories on any remote server used for Storage Locations or network user data folders. This is commonly accomplished by using a domain administrator account.

When searching for files to restore, or when viewing history logs, the DLO Administration Console accesses the network user data folders using the credentials of the currently logged in user. If this user does not have the correct permissions to access a resource, then a message is displayed explaining this issue. If a DLO administrator attempts to access a network user data folder, but is not logged in with an account with rights to access this folder, DLO will prompt for credentials. If the administrator enters the credentials, then they will be used to access the folder, but will not be saved.

## Automated Permissions Management

To configure DLO to automatically manage permissions for accessing network user data folders, an administrator on the DLO Administration Server can create and configure DLO administrator accounts for users using the DLO Administrator Account Management dialog. Adding DLO Administrator accounts

allows additional users to use the DLO console without adding them to the administrators group on the administration server.

DLO administrator accounts can be managed in one of two ways:

- **Granting individual users administrative access to DLO**

This is the default configuration for DLO account management. You can grant a list of individuals rights to manage DLO. If you use a list of individuals, you can specify which individuals will have full restore rights, and which will have limited restore rights.

See [“Creating and Configuring Individual Accounts to Manage DLO Permissions”](#) on page 32 for instructions on configuring DLO to use a list of individual DLO administrators.

- **Using domain groups to manage DLO administrators**

You can choose to specify domain groups to specify DLO administrators. If you specify domain groups, one group can be granted full restore privileges, and a second group can be granted limited restore privileges. The domain groups must already exist or be created by a domain administrator. For DLO, we recommend using the groups `DLOFullAdmin` and `DLOLimitedAdmin`. The full administrator group is used to grant administrators read access to user's data, whereas the limited administrator group only supplies list access, thus protecting the user's data from unauthorized access.

When accessing a network user data folder, the DLO console automatically checks the folder to ensure it can read the files and data within. If the Console is unable to access the folder, DLO uses the specified domain administrator group to set permissions on the files and folders it needs to access. By making these files and folders a member of the specified DLO administrator group, all DLO administrators are thus automatically granted permissions to access the necessary resources.

See [“Creating and Configuring Domain Groups to Manage DLO Permissions”](#) on page 33 for additional information.

## Limited Restore

The purpose of the limited restore feature is to prevent restoration of data to an alternate location by unauthorized users. By default, DLO administrators cannot restore a desktop user's files to an alternate location, providing an additional level of data security. A DLO administrator can be granted full restore privileges, which allows the administrator to restore data to an alternate location. When a DLO administrator has limited restoration rights, there may be other administrative functions that they are not able to perform.

## Creating and Configuring Individual Accounts to Manage DLO Permissions

An administrator on the DLO Administration Server can create and configure DLO administrator accounts for individual users. Accounts can be individually configured to specify full or limited restore rights as discussed in [“About Administrator Accounts”](#) on page 31.

Alternatively, DLO can be configured to use domain groups for permissions management. See [“Creating and Configuring Domain Groups to Manage DLO Permissions”](#) on page 33 for additional information.



### To configure DLO to use a list of individual accounts for permissions management

- 1 On the DLO Administration Console **Network** menu, select **Administrator Accounts**.
- 2 Click **Permissions**.
- 3 Ensure that the **Use domain groups to manage access to network user data folders** option is not selected.

---

**Note:** When the **Use domain groups to manage access to network user data folders** option is selected, domain groups are listed on the Administrator Account Management dialog. When this box is not selected, individual user accounts are once again listed. If you change from one type of account management to another, the previous settings are retained for future use. For example, if you have a list of individual DLO administrators and then change your configuration to use domain groups instead, the list of individual accounts is saved and will once again be used if the **Use domain groups to manage access to network user data folders** option is not selected.

---

- 4 Click **OK**.
- 5 Do one of the following:
  - Click **Add** to add a new DLO administrator account. Continue with [step 6](#).
  - Click **Edit** to modify an existing DLO administrator account. Continue with [step 6](#).
  - Click **Remove** to delete an existing DLO administrator account. Continue with [step 7](#).
- 6 Define the following administrator account.

|                                                    |                                                                                                                                                                                                                                                                                                                        |
|----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>User name</b>                                   | Type the name of the user you want to give administrative rights to. Use the format <i>DomainName\UserName</i>                                                                                                                                                                                                         |
| <b>Description</b>                                 | Type a description for this administrator account.                                                                                                                                                                                                                                                                     |
| <b>Notes</b>                                       | Type any relevant notes regarding the administrator account.                                                                                                                                                                                                                                                           |
| <b>Grant administrator full restore privileges</b> | Select this check box to allow this DLO administrator full restore privileges, including the ability to restore desktop user data to an alternate location.<br><br><b>Note:</b> Allowing someone other than the desktop user who owns the data to restore files to an alternate location can compromise data security. |

- 7 Click **OK** twice.

## Creating and Configuring Domain Groups to Manage DLO Permissions

An administrator on the DLO Administration Server can create and configure DLO administrator accounts for users using the DLO Administrator Account Management dialog. One method of managing DLO

administrative access is to use domain groups to specify who has rights to administer DLO. Two groups can be specified. The first group is granted full restore privileges. The second group has limited restore privileges as discussed in “[About Administrator Accounts](#)” on page 31.

Alternatively, DLO can be configured to use a list of accounts for permissions management. See “[Creating and Configuring Individual Accounts to Manage DLO Permissions](#)” on page 32 for additional information.

To configure DLO to use domain groups for permissions management

- 1 On the DLO Administration Console Network menu, select **Administrator Accounts** to open the Administrator Account Management dialog.
- 2 Click **Permissions**.
- 3 Select the **Use domain groups to manage access to network user data folders** option.

**Note:** When the **Use domain groups to manage access to network user data folders** option is selected, domain groups are listed on the Administrator Account Management dialog. When this box is not selected, individual user accounts are once again listed. If you change from one type of account management to another, the previous settings are retained for future use. For example, if you have a list of individual DLO administrators and then you change your configuration to use domain groups instead, the list of individual accounts is saved and will once again be used if the **Use domain groups to manage access to network user data folders** option is not selected.

- 4 Select the appropriate option.

|                                                                                  |                                                                                                                                                                                                                      |
|----------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>For DLO administrators with full restore privileges, use the domain group</b> | To grant DLO administrators in a specified domain group full restore privileges including the ability to restore a desktop user’s files to an alternate location, enter or browse to a fully qualified domain group. |
|----------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Example: Enterprise\DLOFullAdmins

|                                                                                     |                                                                                                                                                                                                                                   |
|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>For DLO administrators with limited restore privileges, use the domain group</b> | To grant DLO administrators in a specified domain group limited restore privileges that do not include the ability to restore a desktop user’s files to an alternate location, enter or browse to a fully qualified domain group. |
|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Example: Enterprise\DLOLimitedAdmins

- 5 Click **OK** twice.

## DLO Default Settings

When you start DLO for the first time, default settings are already configured. You can adjust the default settings to meet the requirements of your environment. Default settings are available for profiles, backup selections and Global Settings. That is, you can run DLO to back up and restore desktop and laptop computers safely by using only the defaults set during installation.

You can change default settings for profiles, backup selections, and Global Settings.

---

**Note:** Changes to Global Settings take place immediately and apply globally to all Desktop Agents. Changes to the default profile and backup selection settings apply only to new profiles and backup selections and do not affect those that already exist.

---

## Changing Default Profile Settings

The default DLO profile settings can be modified as follows:

### To change default profile settings

- 1 On the DLO navigation bar, click **Setup**.
- 2 On the **Task** pane, under **Tool Tasks**, click **Options**.
- 3 In the **Properties** pane, under **New Profile Defaults**, click **General**.
- 4 Set the options as explained in “[General Profile properties](#)” on page 58.
- 5 In the **Properties** pane, under **New Profile Defaults**, click **User Settings**.
- 6 Set the profile user settings options as explained in “[Profile User Settings tab options](#)” on page 64.
- 7 In the **Properties** pane, under **New Profile Defaults**, click **Schedule**.
- 8 Set the profile schedule options as explained in “[Profile Schedule tab options](#)” on page 67.
- 9 In the **Properties** pane, under **New Profile Defaults**, click **Options**.
- 10 Set the profile options as explained in “[Additional Profile tab options](#)” on page 68.

## Changing Default Backup Selection Settings

The default DLO backup selection settings can be modified as follows.

### To change default backup selection settings

- 1 On the DLO navigation bar, click **Setup**.
- 2 On the **Task** pane, under **Tool Tasks**, select **Options**.
- 3 Under **New Backup Selection Defaults** in the Properties pane, click **Revisions** and set backup selection revision options as described in “[Backup Selection Revision Control tab options](#)” on page 78.
- 4 In the **Properties** pane under **New Backup Selection Defaults**, click **Options**.
- 5 Set the options as explained in “[Backup Selection options](#)” on page 79.

## Changing Default Global Settings

The default DLO global settings can be modified as follows:

**Note:** These settings apply immediately to all Desktop Agents.

To change default global settings

- 1 On the DLO navigation bar, click **Setup**.
- 2 On the **Task** pane under **Tool Tasks**, select **Options**.
- 3 In the **Properties** pane under **Global Settings**, click **Options**.
- 4 Set global options. [Table 1-4](#) describes the options.

Table 1-4 Global settings options

| Item                                                   | Description                                                                                                                                                                                                                                   |
|--------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Disable                                                |                                                                                                                                                                                                                                               |
| All Desktop Agents                                     | Select this box to prevent all Desktop Agents from backing up.                                                                                                                                                                                |
| Incremental backups of Outlook PST files               | Select this box to prevent the incremental backup of Microsoft Outlook PST files for all users.<br><br>See “ <a href="#">Backing up Outlook PST Files Incrementally</a> ” on page 208 for additional information.                             |
| Incremental backups of Lotus Notes mail files          | Select this box to prevent the incremental backup of Lotus Notes files for all users.<br><br>See “ <a href="#">Backing up Lotus Notes NSF Files Incrementally</a> ” on page 210 for additional information.                                   |
| Reports                                                |                                                                                                                                                                                                                                               |
| Generate reports in PDF                                | Select this option to display reports in PDF if the Adobe Acrobat Reader is installed. If the reader is not installed, reports are displayed in HTML format.                                                                                  |
| Generate reports in HTML format                        | Select this option to display reports in HTML format.                                                                                                                                                                                         |
| Generate reports in XML format                         | Select this option to display reports in XML format.                                                                                                                                                                                          |
| Generate reports in XLS format                         | Select this option to display reports in XLS format.                                                                                                                                                                                          |
| Other                                                  |                                                                                                                                                                                                                                               |
| Time to delay Desktop Agent startup after user logs in | Select this option and enter the number of seconds to delay the start of the Desktop Agent after the user logs in. The Desktop Agent start is only delayed if this option is selected and the Desktop Agent is started from the startup menu. |

**Table 1-4** Global settings options (continued)

| Item                                               | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Desktop Agent low disk warning threshold</b>    | <p>Enter a percentage of available disk space. When there is less than this percentage of disk space available on the desktop agent, a warning is issued.</p> <p>The default value is 5%.</p>                                                                                                                                                                                                                                                                                                                                  |
| <b>Desktop Agent low quota warning threshold</b>   | <p>Enter a percentage of the desktop user data folder storage limit. This is the maximum amount of disk space that DLO can use to store backup data on the desktop computer.</p> <p>If the available percentage of allocated disk space drops below this level, a warning is generated. The default value is 10%.</p> <p>For example, if the desktop user data folder is limited to 30 MB and the low quota warning threshold is set at 10%, a warning is generated when less than 3MB are available on the desktop agent.</p> |
| <b>Network Storage low disk warning threshold</b>  | <p>Enter a percentage of available disk space on the network storage location. When there is less than this percentage of disk space available, a warning is issued.</p> <p>The default value is 5%.</p>                                                                                                                                                                                                                                                                                                                       |
| <b>Network Storage low quota warning threshold</b> | <p>Enter a percentage of available disk space on the network storage location. This is the maximum amount of disk space that DLO can use to store backup data on the network storage location.</p> <p>If the available percentage of allocated disk space drops below this level, a warning is generated. The default value is 10%.</p>                                                                                                                                                                                        |

- 5 In the **Properties** pane under **Global Settings**, click **Desktop Agent Intervals**.
- 6 Set the Desktop Agent interval defaults. [Table 1-5](#) describes the options.

**Table 1-5** Desktop Agent interval options

| Option                                                                       | Description                                                                                                                                                                                                                                                                                                                                    |
|------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>How long to wait before retrying the backup of a previously busy file</b> | <p>Enter the number of minutes DLO waits before it retries the backup of previously busy file.</p> <p>If the wait time is reduced, Desktop Agent computers spend more CPU time and disk I/O trying to backup files if they are busy. If the time is set higher, files are backed up less frequently. The recommended default is 5 minutes.</p> |

**Table 1-5** Desktop Agent interval options (continued)

| Option                                                                                   | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>How long to wait before retrying the backup of a previously failed file</b>           | <p>Enter the number of minutes to wait before retrying the backup of a file that previously failed to back up.</p> <p>If the wait time is reduced, Desktop Agent computers spend more CPU time and disk I/O trying to backup files that previously failed to back up. If the time is set higher, files are backed up less frequently. The recommended default is 60 minutes.</p>                                                                                                                |
| <b>How long to retain backups of files that have been removed from backup selections</b> | <p>Enter the number of days to retain backups of files that have been removed from backup selections.</p> <p>Increasing the retention time causes the files to be left on the server for a longer time after they have been removed from the backup selection. Setting a shorter retention time provides more space in the backup folders, but reduces the time during which users can restore files that have been removed from the backup selections. The recommended default is 30 days.</p> |
| <b>Minimum time between history updates</b>                                              | <p>Enter the number of minutes to wait between history updates.</p> <p>If there is a lot of activity, a reduced time between updates causes the computers to spend more CPU time and disk I/O to update history. A higher wait time reduces the frequency of history updates. The recommended default is 15 minutes.</p>                                                                                                                                                                        |
| <b>Minimum time between postings of the same alert</b>                                   | <p>Enter the number of hours to wait between postings of the same alert.</p> <p>When there is a recurring alert, it shows up only once during the specified time interval. If the time is set too low, the alert log can fill up with multiple postings of the same alert. The recommended default is 24 hours.</p>                                                                                                                                                                             |
| <b>Minimum time between closing a job log and starting a new one</b>                     | <p>Enter the number of minutes to wait between closing a job log and starting a new one.</p> <p>When the time between job logs is reduced, more job logs appear. The recommended default is 30 minutes.</p>                                                                                                                                                                                                                                                                                     |
| <b>Minimum time between maintenance cycles</b>                                           | <p>Enter the number of minutes to wait between maintenance cycles.</p> <p>A lower time between maintenance cycles means more CPU time and disk I/O is spent conducting maintenance. Maintenance cycles remove obsolete files and folders. The recommended default is 1440 minutes, which is 24 hours.</p>                                                                                                                                                                                       |

**Table 1-5** Desktop Agent interval options (continued)

| Option                                                                       | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Minimum time between checking for changes to Lotus Notes e-mail files</b> | <p>Enter the number of minutes between checks for changes to Lotus Notes files.</p> <p>A lower time results in more CPU time and disk I/O is used to determine if Lotus Notes files have changed. The recommended default is 30 seconds.</p>                                                                                                                                                                                                                            |
| <b>Time during which Desktop Agents randomly respond to restart requests</b> | <p>Enter the number of minutes during which the Desktop Agents will randomly respond to restart requests.</p> <p>When a large number of Desktop Agents are restarted, for example when network user data folders are moved, the Desktop Agents are restarted randomly over a specified period of time. This prevents the potential for overloading DLO by starting a large number of Desktop Agents at the same time.</p> <p>The recommended default is 30 minutes.</p> |

7 In the **Properties** pane under **Global Settings**, click **User Activity Settings**.

8 Set the User Activity Settings defaults.

|                                                                                        |                                                                                                                                                                                                                                                                                                                                                    |
|----------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Enable user activity restrictions</b>                                               | Check <b>Enable user activity restrictions</b> to determine how DLO will perform tasks when users are interacting with their desktop computers. User activity is based on typing and mouse movement.                                                                                                                                               |
| <b>Limit network bandwidth usage to</b>                                                | Enter the maximum network bandwidth that DLO will use when the user is interacting with the desktop computer.                                                                                                                                                                                                                                      |
| <b>Restrictions will be removed when there has been no user activity for x seconds</b> | Enter the number of seconds of user inactivity after which DLO will no longer restrict jobs.                                                                                                                                                                                                                                                       |
| <b>Maximum scanner items per second</b>                                                | Scanner items per second limits the number of items processed per second during a file system scan. File system scans occur during the first backup of a desktop computer, after an abnormal system shutdown, or if the change journal is truncated. This setting reduces the impact of the scan on the desktop computer while the user is active. |

9 In the **Properties** pane under **Global Settings**, click **LiveUpdate**.

## 10 Set the LiveUpdate defaults.

|                                                         |                                                                                                                                                                                                                                                                        |
|---------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Enable Desktop Agent scheduled automatic updates</b> | Check <b>Enable Desktop Agent scheduled automatic updates</b> to turn on scheduled automatic updates.                                                                                                                                                                  |
| <b>When checking for updates</b>                        | Select one of the following: <ul style="list-style-type: none"> <li>■ Automatically download and install all available Desktop Agent updates</li> <li>■ Only notify Desktop Agents of available updates (these updates will not be installed or downloaded)</li> </ul> |
| <b>Frequency</b>                                        | Select one of the following as the frequency to use to check for updates: <ul style="list-style-type: none"> <li>■ Once</li> <li>■ Daily</li> <li>■ Weekly</li> <li>■ Monthly</li> </ul>                                                                               |
| <b>Interval</b>                                         | Select the time to check for updates. The specific options available will vary with the frequency selected.                                                                                                                                                            |

## Configuring DLO to Use a Specific Port for Database Access

You may want to configure DLO to use a specific port for database access. This may be necessary, for example, if a fixed port is already being used for the SQL Server, you may need to configure DLO to use the same port to access the DLO database.

### To configure DLO for alternate database access through a specific port

- 1 Select a unique port number for the DLO database and then use `svrnetcn.exe` to set the new port number.
- 2 On computers that run the DLO Administration Console from outside the firewall, create the following registry key as a DWORD value if it does not exist and set the DBUseTCP flag to 1:  
HKLM\SOFTWARE\Symantec\DLO\3.0\AdminConsole\DBUseTCP
- 3 On computers that run the Desktop Agent from outside the firewall, create the following registry key as a DWORD value if it does not exist and set the DBUseTCP flag to 1:  
HKCU\Software\Symantec\DLO\3.0\Client\DBUseTCP or  
HKLM\SOFTWARE\Symantec\DLO\3.0\Client\DBUseTCP
- 4 Set the DBTcpPort on the computers modified in steps 2 and 3 to the port number you set in step 1.
- 5 Restart the modified computers.



# Updating DLO

Updates to DLO are periodically provided by Symantec as website downloads or on CD. Updates to the Desktop Agent install set are included, although the Desktop Agent updates are not automatically installed. Symantec LiveUpdate will be used to deliver selected security patches to the DLO Administration Server and Desktop Agents.

## Updating the DLO Administration Console

The default installation directory for Symantec DLO version 7.0 and later is:

C:\Program Files\Symantec\Symantec DLO

If Symantec DLO is upgraded from a previous version, it will remain in the original installation directory. Previous versions of DLO used the following default installation directories:

C:\Program Files\VERITAS\NetBackup DLO

C:\Program Files\Symantec\NetBackup DLO

### To update the DLO Administration Console

- 1 Install the DLO Administration Console as directed in “[Installing the Symantec Desktop and Laptop Option](#)” on page 20.
- 2 Start the DLO Administration Console and set a recovery password using the Recovery Password Wizard, which automatically starts the first time DLO is opened after installation. For more information on the Recovery Password Wizard, see “[Setting a Recovery Password](#)” on page 29.
- 3 If you are updating from DLO version 5.0, run the Data Integrity Scanner to detect DLO backup files that are no longer being used, verify that all data is encrypted with the most recent user key, and ensure that all data has the correct recovery key for emergency restoration. See “[Checking Data Integrity](#)” on page 30 for additional information.

## Updating the Desktop Agent

As soon as the DLO Administration Server is updated, either through a full install or Maintenance Pack release, the Desktop Agents will need to be updated in one of the following ways:

- Updating the Desktop Agent from the Desktop Agent Computer
- Updating the Desktop Agent from the Command-Line Interface

### Updating the Desktop Agent from the Desktop Agent Computer

To manually update the Desktop Agents, from the Desktop Agent computer, run the following:

```
\\<DLO Administration Server>\DLOAgent\update_6.0\Setup.exe
```

## Updating the Desktop Agent from the Command-Line Interface

The DLO Command-Line Interface Tool can automatically offer updates to the Desktop Agents using the publish command.

### To upgrade Desktop Agents from the DLO Administration Console using the command-line interface

- 1 Update the DLO Administration Server as explained in the update documentation.
- 2 From the command line on the DLO Administration Server, change to the DLO installation directory. Default installation directory:

**Example** C:\Program Files\Symantec\Symantec DLO

- 3 Run DLOCommandu.exe with the update option to add the configuration file and make note of the ID number returned when this command is run:

```
DLOCommandu -update -add -f "DLOAgent\update_7.0\DLOAgentUpdate_NBU.ini"
```

---

**Note:** If the configuration file has been moved or renamed, you will need to specify the full path and file name in the command above.

---

#### Sample output:

```
ID=3
Name=7.0 Update
Description=Updates S
Version=7.0
PromptUser=Yes
ExitAfterLaunch=No
Build=7.00.20a
srcPath=\\win-2k8stdx
cmdName=AutomatedAgen
cmdArgs=
cmdPath=%DOWNLOADDIR%
```

- 4 Run DLOCommandu.exe with the publish command to make the update available to Desktop Agent users.

```
DLOCommandu -update -publish -UI y -U UserName
```

```
DLOCommandu -update -publish -UI y -P ProfileName
```

The **y** indicates the ID number returned when the add command was run in [step 3](#). Using an asterisk in place of *UserName* or *ProfileName* will publish the update to all users.

When this command is executed, it will return a list of all users targeted for update. Users will be updated the next time the Desktop Agent application is started.

---

**Note:** For more information on the -update command and additional command options, see “-Update command” on page 174.

---

## Related Topics

[“DLO Command Line Interface Management Tools”](#) on page 164

## Running the Desktop Agent Upgrade Silently

Desktop Agents can be upgraded silently. During a silent upgrade, the user will not be prompted to download and start the upgrade, but they will still be prompted to confirm that they want to actually perform the upgrade.

### To run the Desktop Agent upgrade silently

- 1 From the Desktop Agent upgrade folder, open the `DLOAgnetUpdate_NBU.ini` file for editing.
- 2 Set `PromptUser=0`.
- 3 Save and close the file.
- 4 Run the upgrade using one of the methods described in [“Updating the Desktop Agent”](#) on page 41.

## Upgrading from NetBackup Professional to DLO

The NetBackup Professional (NBUP) to Desktop Agent upgrade is only available for NBUP customers running version 3.51.20 or later. If you are not running 3.51.20, consider upgrading your NBUP server and clients before upgrading to the Desktop Agent.

This mechanism installs the Desktop Agent onto desktop computers that are currently running the NBUP client. You can remove the NBUP client when installing the Desktop Agent or leave the NBUP client installed and run both applications concurrently. These two options will appear as separate upgrades in the NBUP Console, so you can remove NBUP from some profiles and continue to run NBUP for other profiles.

The upgrade from NBUP to DLO requires two additional components that are distributed with the Desktop Agent install set:

- A DLO Client (Remove NBUP).VPK file that contains instructions and an executable to upgrade the system to DLO Tasks bar and remove NBUP at the same time
- A DLO Client (Leave NBUP).VPK file that contains instructions and an executable to upgrade the system to DLO and leave NBUP installed but increment the version number so that it appears NBUP was upgraded

## Changing the License Key

### To change the license key

#### Option 1:

- 1 On the main menu, select **Help > About Symantec Desktop and Laptop Option**.
- 2 Click **Change the License Key**.
- 3 Enter the DLO License Key.

- 4 Click **Change**.

**Option 2:**

- 1 On the main menu, select **Help > Change License Key**.
- 2 Enter the DLO License Key.
- 3 Click **Change**.

## MDAC Version Support for the Desktop Agent

DLO supports versions 2.7 and 2.8 of Microsoft Data Access Components (MDAC), however MDAC 2.8 is the default and is installed during the Desktop Agent installation if it is not already installed. When MDAC 2.8 is installed, a restart may be required, and a computer administrator must complete the installation process. If a non-administrator logs on first after the MDAC 2.8 installation, the process generates a number of errors. To avoid these errors when MDAC 2.7 is already installed, you can force the use of MDAC 2.7 by modifying the package.ini file in the Upgrades folder created in [step 3](#) below. In the package.ini file, add REQUIREDMDACVERSION="2.7" to the DefaultRuleXML line.

Example:

```
DefaultRuleXML=<MSIPropertiesAppend>TRANSFORMS="%%LANG_FILE%%"
REBOOT=ReallySuppress LAUNCHCLIENT="0" REQUIREDMDACVERSION="2.7"
</MSIPropertiesAppend><MSIPropertiesFile>setup.ini</MSIPropertiesFile>
```

### To upgrade from NetBackup professional to DLO

- 1 Contact Technical Support to receive the NBUP to Desktop Agent upgrade. The two files that you need are DLOAgent\_LeaveNBP.vpk and DLOAgent\_RemoveNBP.vpk.
- 2 From the NBUP server, or any computer with the NBUP console installed, launch the appropriate file; DLOAgent\_LeaveNBP.vpk or DLOAgent\_RemoveNBP.vpk. This will upload the upgrade package to the NBUP server. Repeat this process for the other vpk file to make both the leave and remove NBUP options available for selection in various profiles.
- 3 Create a folder entitled DLOAgent in C:\Program Files\Veritas NetBackup Professional\Upgrades, or in the appropriate location if you installed NBUP in a location other than the default.
- 4 Copy the entire contents of the DLOAgent share on the DLO Administration Server into the DLOAgent folder on the NBUP server.
- 5 Launch the NBUP Console.
- 6 Open the profile properties and select the **Upgrades** tab. Select the appropriate upgrade (leave NetBackup Professional or remove NetBackup Professional) and enable it by selecting the **Enable this upgrade** check box. Select the other options you want for this upgrade.
- 7 Repeat the steps through [step 6](#) for each NBUP Profile you want to upgrade to DLO.

- 8 Follow the standard procedure for upgrading NBUP (“Check for upgrade now” in the console or refresh the client). See the *NetBackup Professional Administrator’s Guide* for additional information.  
If the Desktop Agent installation is successful, the NBUP version number in the NBUP administration console will change to 9.1.0.0 for computers that still have NetBackup Professional installed or 0.0.0.1 for computers on which NetBackup Professional was removed.

## Upgrading the DLO Database on Remote SQL Server

If an existing installation is DLO 6.1 MP4, DLO 6.1 MP5/MP5A, or DLO 6.2, and if the DLO Database is installed on a remote SQL server, then follow this procedure to upgrade the DLO Database.

- 1 Before uninstalling the older version of DLO Database component on the database machine, ensure that the correct version of the new utility `DLODBRegcreateU.exe` (available in x86/x64 version) is executed. The `DLODBRegcreateU.exe` creates a registry key-value (string)  
`HKLM\Software\Symantec\Symantec DLO\DB\OldDLODBPath`
- 2 Next, uninstall the existing DLO Administration Server and the DLO Database component.
- 3 Upgrade to Symantec DLO by using the **Remote DLO Database Installation** option, during installation.

## BackupExec (BE)-DLO Migration

Symantec DLO 7.0 is a unified and independent version of BackupExec (BE)-DLO and NetBackup (NBU)-DLO. BE-DLO users need to install Symantec DLO 7.0 on their systems, as the later version of BE (BE 2012) does not contain DLO as an optional plug-in.

This section explains the procedure to migrate from BE-DLO to Symantec DLO 7.0.

### Prerequisites

BackupExec (BE) customers need to have BE-DLO installed and BE DLO option enabled.

## Migrating a Standalone BE-DLO to Symantec DLO

This section explains the procedure for migration, when all components are running on the same machine.

---

**Note:** While doing migration, you can select BE SQL database instance (“XYZ”) or local SQL database instance, or local database instance shipped by Symantec DLO or any other pre-existing SQL database instance. After migration you will not be able to launch DLO from the BE console.

---

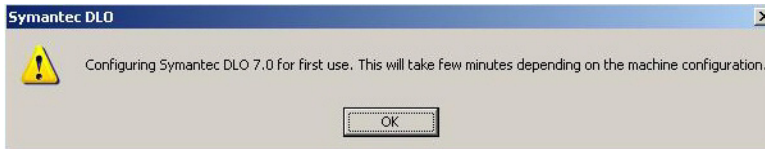
### To migrate from BE-DLO to Symantec DLO

- 1 Run the DLO 7.0 `setup.exe` on the BE-DLO installed machine to start the installation wizard.



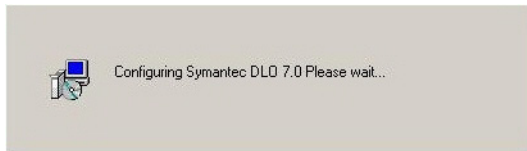
**Figure 1-2** Installation wizard

- 2 When the migration is complete, cleanup of BE-DLO will start. Click **OK**.



**Figure 1-3** Cleanup message

**3** Next the following message appears.



**Figure 1-4** Cleanup in progress

**4** When the cleanup of BE-DLO is complete, launch the Symantec DLO Administration Console.

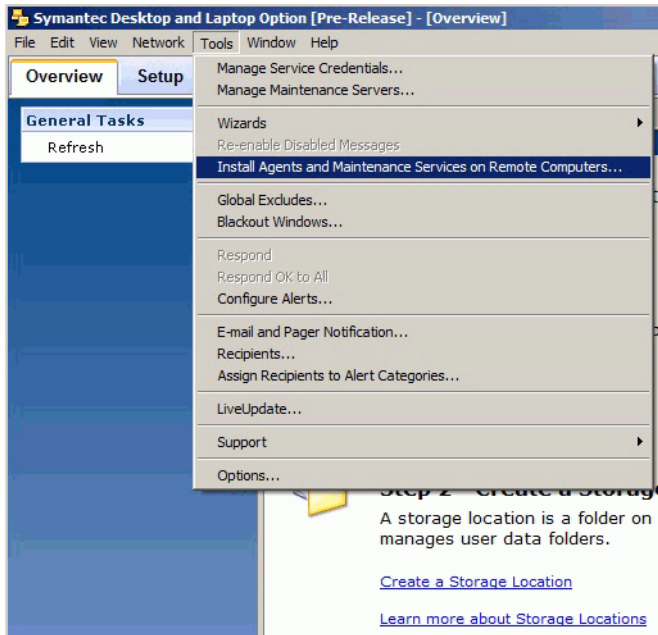
When the Symantec DLO Administration Server migration completes, check whether all the data that was created before migration is retained after migration.

## Migrating BE-DLO Agent to Symantec DLO

You can use one of the following methods to migrate the BE-DLO Agent to Symantec DLO.

### **Option 1:**

On **Tools**, select **Install Agents and Maintenance Services on Remote Computers** or access the remote machine where DLO Administration Server is installed and run the `setup.exe`. See ["Push Install Desktop Agent and Push Install DLO Maintenance Server"](#) on page 26 for additional information.



**Figure 1-5** Install Agents and Maintenance Services on Remote Computers option

### Option 2:

Using the remote desktop connection, access the remote machine where DLO Agent is installed. Run the `setup.exe` that is within the DLO Agent folder.

`C:\Program Files\Symantec\Symantec DLO\DLO Agent\setup.exe`

---

**Note:** If BE-DLO Agent does not respond to the profile changes when it is not yet migrated to Symantec DLO version of Agent, then update BE-DLO Agent to Symantec DLO Agent.

To migrate BE-DLO Agent to Symantec DLO Agent through the `DLOcommandu.exe` CLI options, run the following commands in the same order:

Run `DLOcommandu.exe -ChangeDB`. See “[-ChangeDB command](#)” on page 168.

Run `DLOcommandu.exe -Update -add`. See “[-Update command](#)” on page 174.

Run `DLOcommandu.ext -Update -publish`. See “[-Update command](#)” on page 174.

---



## Migrating BE-DLO in a Distributed Configuration to Symantec DLO

### To migrate from BE-DLO in a distributed configuration to Symantec DLO

- 1 Run the DLO 7.0 `setup.exe` on the BE-DLO installed machine to start the installation wizard.
- 2 When prompted to select the database, select the **Remote DLO Database Installation** option.
- 3 Enter the IP address or the host name of the machine where SQL is installed.

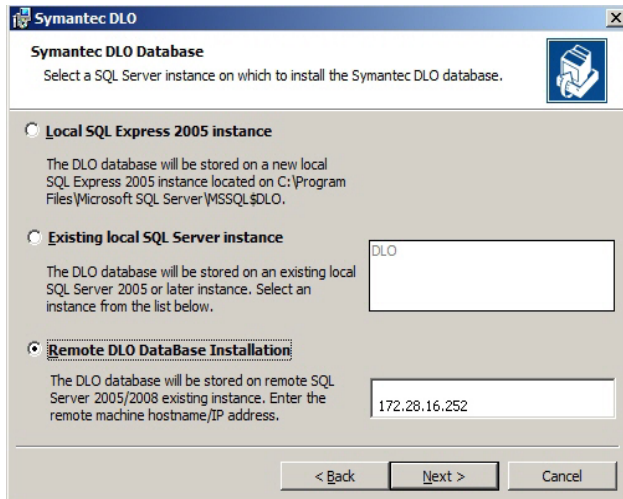


Figure 1-6 Remote DLO Database Installation option

---

**Note:** This machine should have been selected as the remote database (DB) even while installing BE. Otherwise, this migration process will fail.

---

- 4 When the migration completes, cleanup of BE-DLO will start.
- 5 When the cleanup of BE-DLO completes, launch the Symantec DLO Administration Console.

When the Symantec DLO Administration Server migration completes, check whether all the data that was created before migration is retained after migration.

## Migrating BE-DLO in a Cluster Environment to Symantec DLO

### To migrate BE-DLO in cluster environment to Symantec DLO 7.0

- 1 Uncluster the BE-DLO cluster configuration by running the `Clusconfig.exe`.

---

**Note:** Ensure that you complete this process, otherwise Symantec DLO installation will fail, and the following error message is displayed: "Symantec DLO cannot be installed on the same machine as the Backup Exec DLO Console is clustered".

---

- 2 During unclustering, ensure that you select the database to overwrite the data that was stored in the original install path (default - C:\Program Files\Symantec\Backup Exec\Data) with the data from the shared disk location (where DLO Database files are hosted.)

---

**Note:** Also, while unclustering BE-DLO by using the wizard, two pop-up dialogs appear:

To confirm if the data from the shared disk should be removed

To confirm if the data should be available to the local node

Click **Yes** in both the cases.

This will ensure that the database files are copied back to the original install path.

---

- 3 In case you do not select the database, then manually copy the BE\_DLO.mdf and BE\_DLO.ldf files from the shared disk folder to the new location where Symantec DLO is being installed. C:\Program Files\Symantec\Symantec DLO\Data.
- 4 Continue with the Symantec DLO installation.
- 5 When the installation completes, reconfigure the BE environment by running the Clusconfig.exe provided by BE.
- 6 Configure the Symantec DLO cluster environment by running the DLOClusconfig.exe provided by Symantec DLO. See [“Installing DLO on a Microsoft Cluster Server”](#) on page 160 for additional information.

## Migrating BE-DLO Agent in Cluster Environment to Symantec DLO

On **Tools**, select **Install Agents and Maintenance Services on Remote Computers** or access the remote machine where DLO Administration Server is installed and run the setup.exe. See [“Push Install Desktop Agent and Push Install DLO Maintenance Server”](#) on page 26 for additional information.

# Configuring the Desktop and Laptop Option

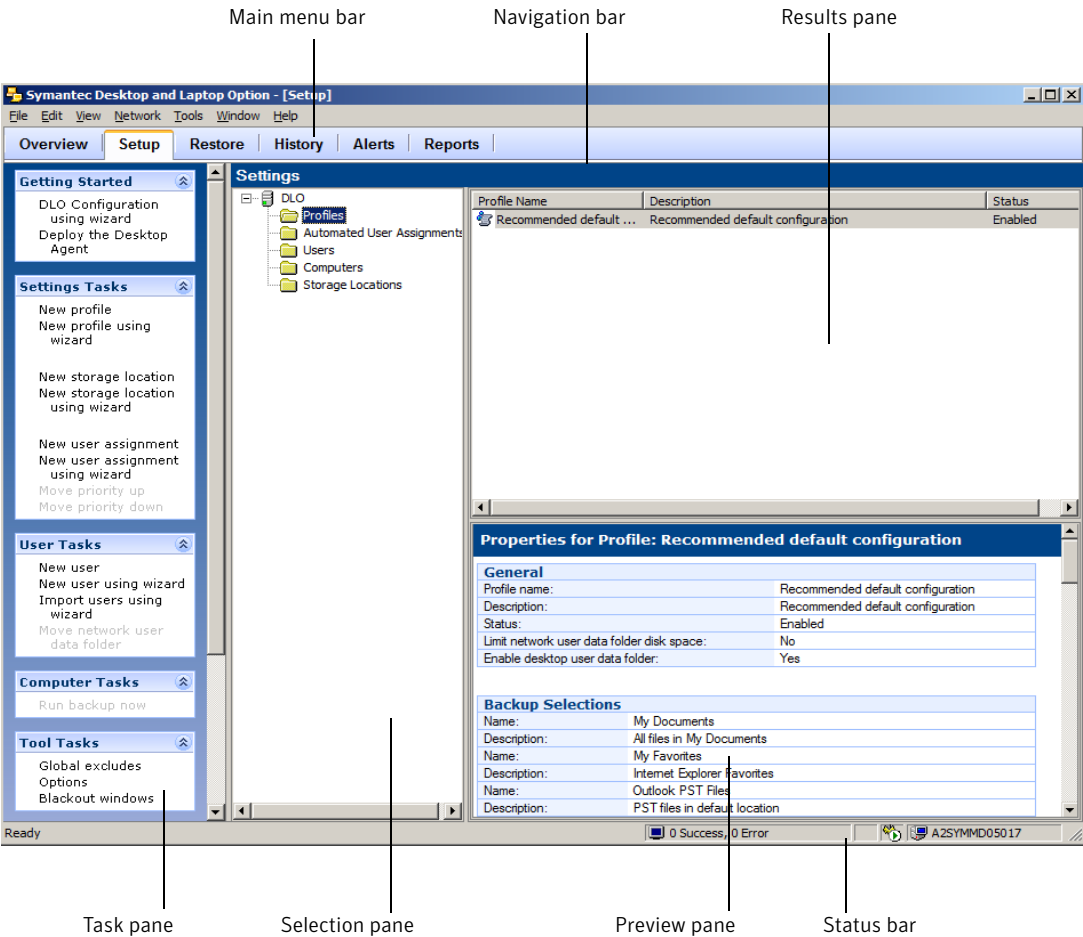
This section contains the following topics:

- [“Using the DLO Administration Console”](#) on page 51
- [“Connecting to DLO on a Different DLO Administration Server”](#) on page 56
- [“Configuring DLO”](#) on page 57
- [“About DLO Profiles”](#) on page 58
- [“About Backup Selections”](#) on page 72
- [“Using Delta File Transfer”](#) on page 83
- [“About DLO Storage Locations”](#) on page 88
- [“About Automated User Assignments”](#) on page 94
- [“Configuring Global Exclude Filters”](#) on page 98

# Using the DLO Administration Console

When you launch DLO, the DLO Administration Console appears. From the console, you can configure DLO and manage desktop backup and restore operations.

Figure 2-1 Symantec DLO Administration Console



## Related Topics

[“Configuring DLO”](#) on page 57

[“About DLO Storage Locations”](#) on page 88

[“About DLO Profiles”](#) on page 58

[“About Automated User Assignments”](#) on page 94

[“Managing Desktop Agent Users”](#) on page 108

## Showing the Task Pane

When it is turned on, the User Tasks pane (hereafter referred to as Task pane) appears on the left side of the DLO Administration Console. Actions can be initiated from the Task pane, and these actions vary with the selected view.

### To show the Task pane

- ◆ From the **View** menu, verify that **Task pane** is selected, or select it.

## Using the DLO Overview View

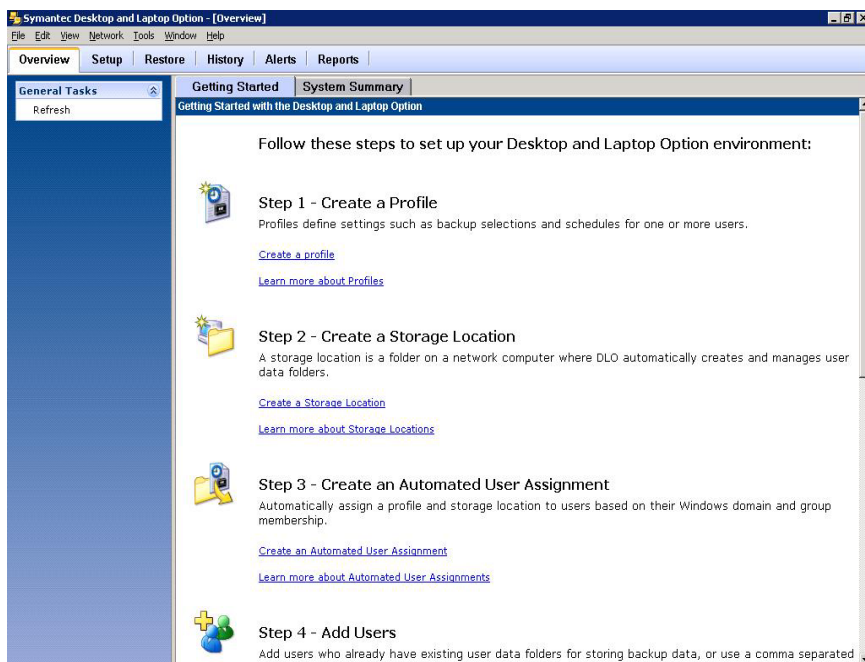
The DLO Overview view provides two options, the Getting Started view and the System Summary view.

### Getting Started View

The Getting Started view provides convenient links to help you set up and manage DLO. From this page, you can easily perform the following tasks or access the help associated with these tasks.

- |                                       |                                        |
|---------------------------------------|----------------------------------------|
| ■ Create a profile                    | ■ Deploy the Desktop Agent             |
| ■ Create a Storage Location           | ■ Set preferences and default settings |
| ■ Create an Automated User Assignment | ■ Manage alerts and notifications      |
| ■ Add users                           | ■ Run reports                          |

**Figure 2-2** Symantec Getting Started view



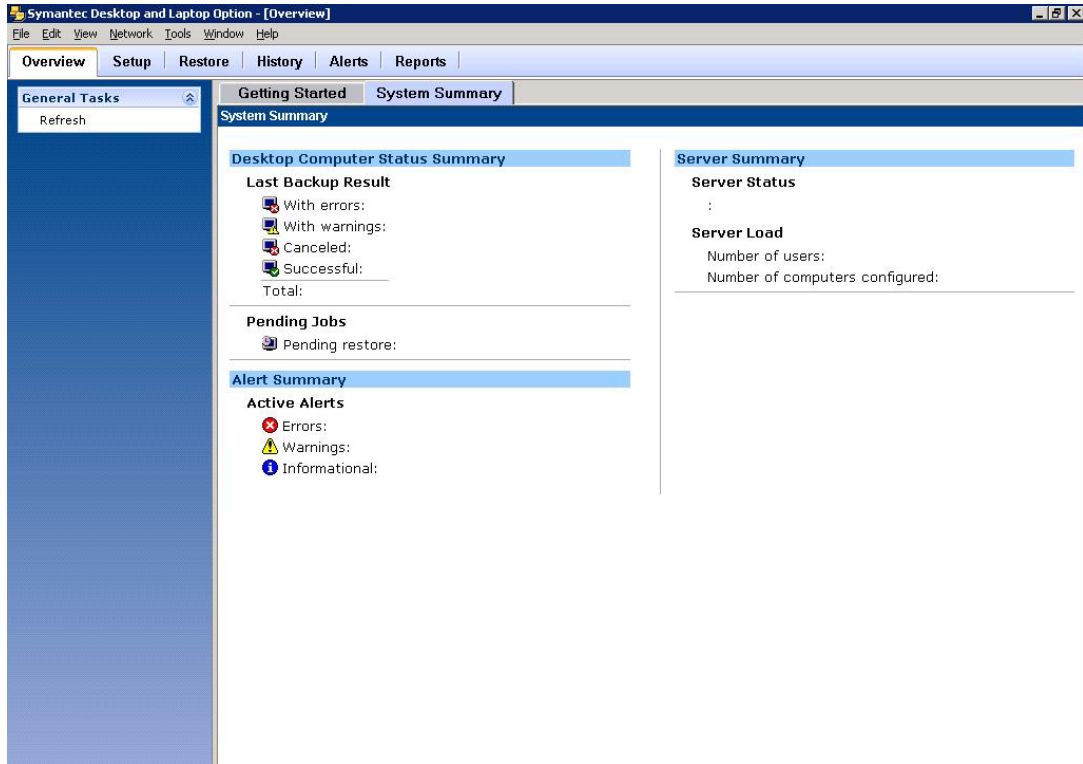
**To access the getting started view**

- 1 On the DLO navigation bar, click **Overview**.
- 2 Click the **Getting Started** tab.

## System Summary view

The System Summary overview provides the DLO administrator with a brief summary of the current state of desktop backups, server status, and alerts.

**Figure 2-3** DLO Overview System Summary view



To access the DLO system summary view

- 1 On the DLO navigation bar, click **Overview**.
- 2 Click the **System Summary** tab.

Table 2-1 shows the information available in the System Summary view.

Table 2-1 DLO System Summary options

| Item                            | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Desktop Computer Status Summary |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Last Backup Result              | <p>Summarizes the completion status of the last operation performed on each computer protected by DLO. Totals are provided for the number of computers that completed the last job successfully, with errors, with warnings, or for which the last job was cancelled.</p> <ul style="list-style-type: none"><li>■ With Errors: The last operation was completed, but errors were generated.</li><li>■ With Warnings: The last operation was completed, but warnings were generated.</li><li>■ Cancelled: The job was cancelled or refreshed by the user during the job.</li><li>■ Successful: The job was successfully completed without warnings or errors, and it was not cancelled or refreshed by the user during the job.</li></ul> <p><b>Note:</b> Errors take precedent over warnings, so if there are both errors and warnings, the last backup result will say <b>With Errors</b>.</p> |
| Pending Jobs                    | <p>Lists restore jobs requested by the DLO administrator that have not yet been run.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Alert Summary                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Active Alerts                   | <p>Lists alerts that have not been cleared by the DLO administrators and have not yet been removed by the alert grooming process.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Server Summary                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Server Status                   | <p>Lists the status of each DLO server.</p> <p>Server status can be Running or Stopped.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Server Load                     | <p>Lists the number of desktops being protected by DLO and the total number of installed Desktop Agent users. These numbers may not be the same if some users are protecting multiple computers with DLO. Both online and offline users are counted.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |



## Connecting to DLO on a Different DLO Administration Server

To connect to DLO on a different administration server, the user account needs to have full administrator rights to the server and it must also be a domain account.

To connect to DLO on a different DLO administration server

- 1 On the DLO Administration Console **Network** menu, click **Connect to DLO Administration Server**.
- 2 Select the appropriate options.

|                  |                                                                                                                     |
|------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>Server</b>    | Enter the name of the DLO Administration Server you want to connect to, or select a server from the drop-down menu. |
| <b>User name</b> | Type the user name for an account with administrator access to the DLO Administration Server.                       |
| <b>Password</b>  | Type the password for this account.                                                                                 |
| <b>Domain</b>    | Enter the domain for this account.                                                                                  |

- 3 Click **OK**.

### Related Topics

[“About Administrator Accounts”](#) on page 31

## Using DLO Administration Server on VMware ESX 3.0

DLO supports the administration server and the DLO database on VMware ESX server 3.x. Symantec recommends that you install the maintenance server on a physical system.

Installing the maintenance server on VMware may lead to performance issues.

For optimum performance, Symantec recommends that you locate the maintenance server in either of the following locations:

- On the same computer as the file server
- On the same network as the file server

---

**Note:** DLO does not support DLO client in a VMware environment.

---

Symantec recommends that the Storage Location should be located on a physical system and not in a VMware environment. Having a Storage Location on VMware may lead to performance issues. Intensive I/O activities like data migration or reporting may take a longer time than expected.

Ensure that your virtual environment meets all the hardware requirements and the recommendations that VMware specifies. Hardware that VMware does not support may cause unknown issues.

For example, DLO may not function correctly if your virtual machine hardware does not support VMware. See the *VMware documentation* for information on supported configuration.

## Configuring DLO

For DLO to back up user data, you must set up these options in the following order:

- Create a profile, which determines what files are backed up, when the files are backed up, and the level of interaction the desktop user has with the Desktop Agent.  
For additional information, see [“About DLO Profiles”](#) on page 58.
- Determine where user data will be stored on the network. DLO requires an individual user data folder on the network for each desktop user. If Storage Locations are used, they will automatically create network user data folders for each new Desktop Agent user. If network data storage folders already exist for each user, they can be added to DLO individually or many users can be imported at one time using a list.  
For additional information, see [“About DLO Storage Locations”](#) on page 88 and [“Managing Desktop Agent Users”](#) on page 108.
- Create an Automated User Assignment to automatically assign a Storage Location and profile to new users, or configure new users manually.  
For additional information, see [“About Automated User Assignments”](#) on page 94.

You can set up DLO by using the configuration wizard or by setting options manually. The DLO configuration wizard provides a series of wizards that help you set up DLO in the correct order.

The configuration wizard appears when the DLO Administration Console is opened unless the **Always show this wizard at startup** box is unchecked. The configuration wizard can also be accessed as described below.

### To access the configuration wizard

- 1 On the DLO navigation bar, click **Setup**.
- 2 On the **Task** pane under **Getting Started**, select **DLO Configuration using wizard**.
- 3 If you want the Configuration Wizard to display each time the DLO Administration Console is started, select **Always show this wizard at startup**.

### Related Topics

[“About DLO Profiles”](#) on page 58

[“About DLO Storage Locations”](#) on page 88

[“About Automated User Assignments”](#) on page 94

[“Managing Desktop Agent Users”](#) on page 108

## About DLO Profiles

Profiles are used to customize settings for specific groups of similar users. For example, a group of highly technical users may require the ability to modify the backup selections and schedules while less experienced users may require a fully automated backup service.

In a profile, you can set the following:

- Backup file and folder selections
- Desktop and network user data folder storage limits
- Backup schedules
- The desktop user's level of interaction with the Desktop Agent
- Logging options
- Network bandwidth usage options for backup and restore operations

You cannot modify settings for individual Desktop Agent users from the DLO Administration Console unless an individual user is the only user assigned to a profile. However, you can grant permission to Desktop Agent users to modify their own settings.

## Creating a New Profile

New profiles can be created to meet the specific needs of desktop users, and to support the existing IT environment.

### To create a new profile

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Settings** pane, click **Profiles**.
- 3 In the **Task** pane under **Settings Tasks**, click **New Profile**.
- 4 From the **General** tab in the **New Profile** dialog box, select the properties from the appropriate options. [Table 2-2](#) describes the fields.

**Table 2-2** General Profile properties

| Item                  | Description                                                                                                                                       |
|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Profile Name</b>   | Type the name of the new profile that you want to create. The profile name cannot contain any of the following characters: \ "@#\$%^&*()=+ /{}[]' |
| <b>Description</b>    | Type a description for the profile.                                                                                                               |
| <b>Enable Profile</b> | Clear this check box to disable the profile. Profiles are enabled by default.                                                                     |

Table 2-2                    General Profile properties (continued)

| Item                                          | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Limit network user data folder to (MB)</b> | Limits the disk space available on the network to store DLO backup files and type the amount of space you want to use for storage.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Enable desktop user data folder</b>        | <p>Enables the use of the desktop user data folder.</p> <p>When <b>Enable desktop user data folder</b> is selected, files are copied to the desktop user data folder first, and then they are copied to the network user data folder from the desktop user data folder. This is true even when DLO is configured to keep zero revisions in the desktop user data folder.</p> <p>When <b>Enable desktop user data folder</b> is not selected, files are copied straight to the network user data folder from the original location.</p> <p><i>Advantages of enabling the desktop user data folder:</i></p> <ul style="list-style-type: none"><li>■ Offline protection is provided because revisions can be stored locally as well as on the network.</li><li>■ Because files are more quickly saved to the local computer than to the network, the time a file is held open for backup is reduced.</li></ul> <p><i>Advantages of disabling the desktop user data folder:</i></p> <ul style="list-style-type: none"><li>■ If local revisions are not required, this option will prevent backup files from being stored in the desktop user data folder. No revisions are saved in the desktop user data folder even if backup selections specify that a certain number of revisions should be stored locally.</li><li>■ Works well for desktop users with very limited disk space.</li><li>■ When the DLO administrator disables the desktop user data folder or the number of revisions retained in this folder is set to zero, DLO will still create empty place holders in the desktop user data folder. The place holders can be seen in the Desktop User data folder, but contain no data. They indicate which files and folders have been backed up and saved to the network user data folder.</li></ul> |
| <b>Limit desktop user data folder to</b>      | <p>Limits the disk space available to store DLO backup files.</p> <p><b>A percentage of the total disk space (%)</b></p> <p>Select this option and enter a percentage to limit the amount of disk space used for storing backup files in the desktop user data folder to a percentage of the local drive.</p> <p><b>A size (MB)</b></p> <p>Select this option and enter a size in MB to limit the desktop user data folder to a specific maximum size.</p> <p><b>Note:</b> While limiting available disk space for the desktop user data folder can prevent overloading of the desktop hard drive, backups can fail to run if the desktop user data folder space limit is reached.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

- From the **Network Throttling for Backup** tab, select the **Static Throttling** tab.

**Note:** These options are disabled if no agents with DLO versions prior to 6.1 MP3 are registered.

Select the appropriate options as described in [Table 2-3](#).

**Table 2-3** Static Throttling profile properties

| Item                                     | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Limit bandwidth (KB/sec)</b>          | <p>Limiting the bandwidth for DLO data transfer is a means to manage the trade-off between backup speed vs. the impact of backups on the local computer, network, and server. The default limit is meant to be a conservative setting to minimize the impact of backups, but many factors come into play, such as network speed, connection type, the amount of data backed up and the total number of computers backing up to DLO.</p> <p>If computer performance is not impacted, but DLO data transfer is slow, a higher bandwidth setting may be more suitable. If computer performance is noticeably impacted during backups, a lower value will reduce the impact of backups on computer performance, but backups will take longer to complete.</p> <p>Select <b>Limit bandwidth (KB/sec)</b> and enter a specific maximum bandwidth setting to control the rate at which data is sent to the network user data folder.</p> <p>Data transfer is only limited when data is written to the network user data folder, not when it is written to the desktop user data folder. Data transfer is not limited during the incremental backup of Outlook PST files or Lotus Notes NSF files.</p> |
| <b>Yield bandwidth to other programs</b> | <p>Enables DLO to reduce data transfer over the network when other applications on the desktop computer are transferring data. DLO automatically resumes normal data transfer rates when other applications are not using this resource.</p> <p>The yield bandwidth option monitors network traffic on the desktop computer. If DLO is using more than 90% of the total current traffic, DLO is not throttled. When DLO traffic drops below 90% of the total network traffic on the desktop, and total traffic is over 60% of the maximum traffic seen on the connection, then DLO throttles itself to use only the otherwise unused portion of the connection. For example, if there was 70% total usage, DLO will throttle itself to 30% of maximum.</p> <p><b>Note:</b> Selecting this option can improve system performance when other network-intensive applications are running at the same time. Data transfer is only limited when data is written to the network user data folder, not when it is written to the desktop user data folder.</p>                                                                                                                                        |

Table 2-3                      Static Throttling profile properties (continued)

| Item                                     | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Limit bandwidth (KB/sec)</b>          | <p>Limiting the bandwidth for DLO data transfer is a means to manage the trade-off between backup speed vs. the impact of backups on the local computer, network, and server. The default limit is meant to be a conservative setting to minimize the impact of backups, but many factors come into play, such as network speed, connection type, the amount of data backed up and the total number of computers backing up to DLO.</p> <p>If computer performance is not impacted, but DLO data transfer is slow, a higher bandwidth setting may be more suitable. If computer performance is noticeably impacted during backups, a lower value will reduce the impact of backups on computer performance, but backups will take longer to complete.</p> <p>Select <b>Limit bandwidth (KB/sec)</b> and enter a specific maximum bandwidth setting to control the rate at which data is sent to the network user data folder.</p> <p>Data transfer is only limited when data is written to the network user data folder, not when it is written to the desktop user data folder. Data transfer is not limited during the incremental backup of Outlook PST files or Lotus Notes NSF files.</p> |
| <b>Yield bandwidth to other programs</b> | <p>Enables DLO to reduce data transfer over the network when other applications on the desktop computer are transferring data. DLO automatically resumes normal data transfer rates when other applications are not using this resource.</p> <p>The yield bandwidth option monitors network traffic on the desktop computer. If DLO is using more than 90% of the total current traffic, DLO is not throttled. When DLO traffic drops below 90% of the total network traffic on the desktop, and total traffic is over 60% of the maximum traffic seen on the connection, then DLO throttles itself to use only the otherwise unused portion of the connection. For example, if there was 70% total usage, DLO will throttle itself to 30% of maximum.</p> <p><b>Note:</b> Selecting this option can improve system performance when other network-intensive applications are running at the same time. Data transfer is only limited when data is written to the network user data folder, not when it is written to the desktop user data folder.</p>                                                                                                                                        |

- 6
- From the **Network Throttling for Backup** tab, select the **Dynamic Throttling** tab. Select the appropriate options for each of the three network bandwidth categories: **Low bandwidth setting**, **Medium bandwidth setting**, and **High bandwidth setting**.

Table 2-4 describes the options.

**Table 2-4** Dynamic throttling properties for bandwidth on backups

| Item                                      | Description                                                                                                                                                                                                                                                                                                                                                                                                           |
|-------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Bandwidth range</b>                    | Enter a bandwidth range for this category in KB/sec.                                                                                                                                                                                                                                                                                                                                                                  |
| <b>No network throttling</b>              | Select this option to disable all network throttling for this category.                                                                                                                                                                                                                                                                                                                                               |
| <b>Limit network bandwidth usage to</b>   | Select this option and then select a specific percent of available network bandwidth to control the rate at which data is sent to the network user data folder.                                                                                                                                                                                                                                                       |
| <b>Limit network bandwidth statically</b> |                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Limit network bandwidth usage to</b>   | Select this option and enter a specific maximum bandwidth setting (in KB/sec) to control the rate at which data is sent to the network user data folder.<br><br>Data transfer is only limited when data is written to the network user data folder, not when it is written to the desktop user data folder. Data transfer is not limited during the incremental backup of Outlook PST files or Lotus Notes NSF files. |
| <b>Yield bandwidth to other programs</b>  | This option enables DLO to reduce data transfer over the network when other applications on the desktop computer are transferring data. DLO resumes normal data transfer rates when other applications are not using this resource.                                                                                                                                                                                   |
| <b>Disable network backup</b>             | Select this option to not use the network for backups.<br><br>This option is generally used for the low bandwidth network category. When network backups are disabled, files do not get backed up to the network user data folder. However, backups to the local user data folder still occur.                                                                                                                        |

- 7 From the **Network Throttling for Restore** tab, select the **Dynamic Throttling** tab.
- 8 Select the appropriate options for each of the three network bandwidth categories: **Low bandwidth setting**, **Medium bandwidth setting**, and **High bandwidth setting**.

**Table 2-5** Dynamic throttling properties for bandwidth on restores

| Item                                    | Description                                                                                                                                                     |
|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Bandwidth range</b>                  | Enter a bandwidth range for this category in KB/sec.                                                                                                            |
| <b>No network throttling</b>            | Select this option to disable all network throttling for this category.                                                                                         |
| <b>Limit network bandwidth usage to</b> | Select this option and then select a specific percent of available network bandwidth to control the rate at which data is sent to the network user data folder. |

**Table 2-5**            Dynamic throttling properties for bandwidth on restores

| Item                               | Description                                                                                                                                                                                                                                                                                                                                                                                                           |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Limit network bandwidth statically |                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Limit network bandwidth usage to   | Select this option and enter a specific maximum bandwidth setting (in KB/sec) to control the rate at which data is sent to the network user data folder.<br><br>Data transfer is only limited when data is written to the network user data folder, not when it is written to the desktop user data folder. Data transfer is not limited during the incremental backup of Outlook PST files or Lotus Notes NSF files. |
| Yield bandwidth to other programs  | This option enables DLO to reduce data transfer over the network when other applications on the desktop computer are transferring data. DLO resumes normal data transfer rates when other applications are not using this resource.                                                                                                                                                                                   |

- 9    From the **Backup Selections** tab, click the backup selections that you want to apply to users of this profile.  
You can add, modify, and delete backup selections for a profile from this dialog box. When a new backup selection is created, it is available for selection in all profiles. Changes made to a backup selection in one profile will impact all other profiles that use the backup selection. Similarly, when a backup selection is deleted, the change impacts all profiles that use the backup selection. For more information, see “[About Backup Selections](#)” on page 72.
- 10   From the **User Settings** tab, select the appropriate options.

**Note:** When a user is given the option to change any of the following settings, the new settings will apply only to that user and not to other users assigned to the same profile.



Table 2-6 describes the options.

**Table 2-6** Profile User Settings tab options

| Item                                                       | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Desktop Agent display settings</b>                      | <p>Select one of the following options to determine the desktop user's level of interaction with the Desktop Agent:</p> <ul style="list-style-type: none"> <li>■ Display the complete interface. Select this option to enable desktop users to access all Desktop Agent options.</li> <li>■ Display only the status. Select this option to enable desktop users to view the status of backup jobs. With this option, desktop users cannot change settings for the Desktop Agent or access any options other than the status. Desktop users can right-click the system tray icon to open the status view or exit the program.</li> <li>■ Display only the system tray icon. Select this option to display the Desktop Agent icon in the system tray in the lower right corner of the screen. Desktop users can right-click the system tray icon to exit the program.</li> <li>■ Do not display anything. Select this option to run the Desktop Agent in the background. The desktop user cannot view the Desktop Agent.</li> </ul> |
| <b>Allow Users to</b>                                      | Select the options below to enable desktop users to configure the following features of the Desktop Agent. These options are only available if <b>Display the complete interface</b> was selected above.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Restore data</b>                                        | <p>When selected, users in this profile can restore their backed up files.</p> <p>For more information, see <a href="#">“Restoring files using the Desktop Agent”</a> on page 227.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Add user-defined backup selections</b>                  | <p>Enables users in this profile to create and modify backup selections. This option does not allow users to modify backup selections made by the DLO administrator in the profile.</p> <p><b>Note:</b> With this option selected, users can add a backup selection that will back up a folder that is excluded from the profile backup selections. The only way to prevent users in a profile from backing up a specific folder is to deselect this option.</p> <p>For more information, see <a href="#">“About Backup Selections”</a> on page 72, <a href="#">“Modifying Backup Selections in the Standard View”</a> on page 201 or <a href="#">“Modifying Backup Selections in the Advanced View”</a> on page 207.</p>                                                                                                                                                                                                                                                                                                         |
| <b>Modify profile backup selections</b>                    | Enables users in this profile to modify backup selections created by the DLO administrator for the profile. For more information, see <a href="#">“About Backup Selections”</a> on page 72 or <a href="#">“Modifying Backup Selections in the Advanced View”</a> on page 207.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Customize backup selection revision policy settings</b> | Enables users in this profile to modify the revision policy settings. Users cannot change these settings if this option is not selected. For more information, see <a href="#">“Backup Selection Revision Control Dialog Box”</a> on page 205.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

**Table 2-6** Profile User Settings tab options (continued)

| Item                                                | Description                                                                                                                                                                                                                                                                      |
|-----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Change backup selection encryption settings</b>  | Enables users in this profile to turn encryption of backup files on or off. For more information, see <a href="#">“Backup Selection options”</a> on page 79.                                                                                                                     |
| <b>Change backup selection compression settings</b> | Enables users in this profile to turn compression of backup files on or off. For more information, see <a href="#">“Backup Selection options”</a> on page 79.                                                                                                                    |
| <b>Customize profile logging settings</b>           | Enables users in this profile to customize profile logging settings.<br>For more information, see <a href="#">“Setting Customized Options”</a> on page 213.                                                                                                                      |
| <b>Customize profile e-mail settings</b>            | Enables users in this profile to customize mail settings in the profile. For more information, see <a href="#">“Setting Customized Options”</a> on page 213.                                                                                                                     |
| <b>Move local user data folder</b>                  | Enables users in this profile to move the local user data folder to a new location.<br>For more information, see <a href="#">“Moving the Desktop User Data Folder”</a> on page 215.                                                                                              |
| <b>Change groom policy settings</b>                 | Enables users in this profile to customize grooming settings.<br>For more information, see <a href="#">“Setting Customized Options”</a> on page 213.                                                                                                                             |
| <b>Synchronize files</b>                            | Enables users in this profile to synchronize data across all of their computers that run the Desktop Agent.<br>For more information, see <a href="#">“Synchronizing Desktop User Data”</a> on page 218.                                                                          |
| <b>Customize local disk quota</b>                   | Enables users in this profile to limit the amount of disk space that can be used to store backup files in the desktop user data folder.<br>For more information, see <a href="#">“Setting Customized Options”</a> on page 213.                                                   |
| <b>Modify backup schedule</b>                       | Enables users in this profile to modify the schedule on which their files are backed up.<br>For more information, see <a href="#">“Changing Backup Job Schedule Options”</a> on page 211.                                                                                        |
| <b>Customize connection policies</b>                | Enables users in this profile to customize connected based policies.<br>For more information, see <a href="#">“Customizing Connection Policies”</a> on page 216.                                                                                                                 |
| <b>Cancel scheduled or manual jobs</b>              | Enables users in this profile to cancel both scheduled and manually initiated jobs. Scheduled jobs will run again at the next scheduled time. Manual jobs must be restarted manually.<br>For more information, see <a href="#">“Suspending or Cancelling a Job”</a> on page 224. |
| <b>Suspend jobs</b>                                 | Enables users in this profile to suspend jobs for a specified amount of time. For more information, see <a href="#">“Suspending or Cancelling a Job”</a> on page 224.                                                                                                            |
| <b>Disable Desktop Agent</b>                        | Enables users in this profile to disable the Desktop Agent from the tray icon. They will also have the ability to re-enable the Desktop Agent once it has been disabled.                                                                                                         |

**Table 2-6** Profile User Settings tab options (continued)

| Item                                                                                                | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-----------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Work Offline</b>                                                                                 | Enables users in this profile to set the Desktop Agent to work offline. For more information, see “ <a href="#">Changing your Connection Status</a> ” on page 196.                                                                                                                                                                                                                                                                                                                                                             |
| <b>Save encrypted passwords used by DLO</b>                                                         | Select <b>Save encrypted passwords used by DLO</b> to allow users to automatically authenticate to the media server or storage location in the event of an authentication failure. This could happen, for example, when the desktop user logs in using a local or cross-domain account. Keeping this option unchecked will cause DLO to prompt the user to enter a password each time DLO authenticates to a DLO resource while using an account which requires domain credentials in order to authenticate to a DLO resource. |
| <b>Suppress errors and warnings</b>                                                                 | Check this option to prevent error and warning message boxes from being displayed when a user is not interacting with the Desktop Agent.                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>When user goes offline, automatically go back online after</b>                                   | Enter the time after which a user will automatically go back online after they have manually placed the Desktop Agent in an offline state.                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>When user suspends a job or disables the Desktop Agent, automatically resume or enable after</b> | Enter the time after which a job will be resumed or the Desktop Agent enabled after the user suspends a job or disables the Desktop Agent.                                                                                                                                                                                                                                                                                                                                                                                     |

- Click the **Schedule** tab and select the appropriate options. [Table 2-7](#) describes the options

Table 2-7            Profile Schedule tab options

| Item                            | Description                                                                                                                                                                                                                                                                                                             |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Run backups                     |                                                                                                                                                                                                                                                                                                                         |
| Whenever a file changes         | Select this option to back up files whenever they change.<br><br>On NTFS drives, backups will occur automatically whenever a file changes. For FAT drives, you must enter a backup interval in the <b>Back up changed files every</b> field.                                                                            |
| According to a schedule         | Select this option to back up files according to a customized schedule.<br><br>Click <b>Edit schedule</b> to configure the backup schedule. The backup schedule is configured in <a href="#">step 12</a> .                                                                                                              |
| When initiated by the user      | Select this option to enable desktop users to determine when to back up their files.                                                                                                                                                                                                                                    |
| Logout/Restart/Shutdown options |                                                                                                                                                                                                                                                                                                                         |
| Do nothing                      | Select <b>Do nothing</b> from the drop-down menu to proceed with a logout, restart or shutdown even when there are files that require backup.<br><br><b>Note:</b> If a job is already running, a prompt asks if the user would like to logout, restart or shutdown when the job is complete.                            |
| Prompt user to run job          | Select <b>Prompt user to run job</b> from the drop-down menu to have DLO ask if a backup should be run before proceeding with the logout, restart or shutdown.<br><br><b>Note:</b> If a job is already running, a prompt asks if the job should be cancelled in order to continue with the logout, restart or shutdown. |
| Run job immediately             | Select <b>Run job immediately</b> from the drop-down menu to back up waiting files without prompting before proceeding with a logout, restart or shutdown.<br><br><b>Note:</b> If a job is already running, a prompt asks if the job should be cancelled in order to continue with the logout, restart or shutdown.     |

- 12 If you selected **Edit schedule** in the previous step, select the appropriate options, and click **OK**. [Table 2-8](#) describes the options.

Table 2-8            Backup Schedule tab options

| Item              | Description                                                                               |
|-------------------|-------------------------------------------------------------------------------------------|
| Run on these days | Select the days on which you want to back up files.                                       |
| Run once at       | Select this option to run a single backup on the days you selected at the time specified. |

**Table 2-8** Backup Schedule tab options (continued)

| Item                                      | Description                                                                                                                                                                                                                                                                                       |
|-------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Run every</b>                          | Select this option to run backups at the specified time interval on the days you selected.                                                                                                                                                                                                        |
| <b>From</b>                               | If you selected <b>Run every</b> , select the beginning of the time interval over which you want backups to begin.                                                                                                                                                                                |
| <b>Until</b>                              | If you selected <b>Run every</b> , select the end of the time interval over which you want backups to begin.<br><br><b>Note:</b> This field specifies the end of the time period within which backups will begin. If a backup is in progress at this time, it will continue to run to completion. |
| <b>Start backup jobs over a period of</b> | Select this option to stagger start times for backup jobs. Rather than starting all backup jobs at exactly the time indicated, DLO will distribute the start times over the specified interval to better distribute the demands on the server and network.                                        |

- 13 Click the **Options** tab and select the appropriate options.

**Note:** Events such as file copies, file grooms, errors and warnings are logged by DLO and can be viewed as discussed in “[Monitoring Alerts on the DLO Administration Console](#)” on page 133.

[Table 2-9](#) describes the options.

**Table 2-9** Additional Profile tab options

| Item                                                                                         | Description                                                                                                                                                                                                                                                                                                      |
|----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Log file maintenance</b>                                                                  |                                                                                                                                                                                                                                                                                                                  |
| <b>Keep log files for a minimum of (days)</b>                                                | Specify the minimum number of days to keep log files. Log files will not be deleted until they are at least as old as specified.<br><br><b>Note:</b> Log files will not be deleted until their combined size exceeds the setting for the combined size of all log files, which is discussed below.               |
| <b>After minimum number of days, delete oldest log files when combined size exceeds (MB)</b> | Enter the maximum combined size of all log files to be retained before the oldest log files are deleted.<br><br><b>Note:</b> You may have more than the specified number of MB of log files stored if none of the log files is as old as specified in the <b>Keep log files for a minimum of (days)</b> setting. |
| <b>Logging options</b>                                                                       |                                                                                                                                                                                                                                                                                                                  |
| <b>Log groom messages</b>                                                                    | Select this check box to create logs for grooming operations.                                                                                                                                                                                                                                                    |

Table 2-9 Additional Profile tab options (continued)

| Item                                                   | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|--------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Log information messages for backup                    | Select this check box to create logs for all backup operations.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Log warning messages                                   | Select this check box to create logs for all operations that generate warnings.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Mail options                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Enable incremental backups of Outlook PST files        | <p>Select this check box to enable incremental backups of Microsoft Outlook Personal Folder (PST) files. Incremental backups must be enabled to allow PST files to be backed up while they are open.</p> <p>If this option is not checked, PST files that are configured in Outlook will be fully backed up each time the PST file is saved, which generally occurs when Outlook is closed.</p> <p>When Outlook PST files are backed up incrementally, only one revision is maintained regardless of the number of revisions set in the backup selection.</p> <p><b>Note:</b> Microsoft Outlook must be your default mail application for DLO to perform incremental backups of PST files.</p> <p><b>Note:</b> Synchronized files cannot be backed up incrementally.</p> <p>For more information, see <a href="#">“Backing up Outlook PST Files Incrementally”</a> on page 208.</p> |
| Enable incremental backups of Lotus Notes e-mail files | <p>Select this check box to enable incremental backups of Lotus Notes e-mail files. Additional configuration may be necessary. For more information, see <a href="#">“Backing up Lotus Notes NSF Files Incrementally”</a> on page 210.</p> <p>When Lotus Notes NSF files are backed up incrementally, only one revision is maintained regardless of the number of revisions set in the backup selection.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

- 14
- Click the **Connection Policies** tab to disable or limit backups for specific connection types. Click **Add** to create a new connection policy.
- [Table 2-10](#) describes the options available to configure the policy.

Table 2-10 Connection Policies tab Add button options

| Item            | Description                                                                                              |
|-----------------|----------------------------------------------------------------------------------------------------------|
| Connection Type |                                                                                                          |
| Dialup          | Select <b>Dialup</b> from the drop-down menu to limit or disable backups when using a dialup connection. |

**Table 2-10** Connection Policies tab Add button options

| Item                                                 | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>IP address range</b>                              | <p>Select <b>IP address range</b> from the drop-down menu to limit or disable backups for a specific IP address range.</p> <p>Specify whether you want the connection policy to apply to computers that <b>are</b> or <b>are not</b> in the IP address range you specify.</p> <p>Select IPv6 or IPv4 and enter the IP address range for the connection policy.</p> <p><b>Note:</b> IPv6 addresses are only supported on Windows XP and later operating systems and will not be enforced for Desktop Agents running on Windows 2000. An additional connection policy using IPv4 addresses may be desired for Desktop Agents on Windows 2000 computers.</p> |
| <b>Active Directory</b>                              | <p>Select <b>Active Directory</b> from the drop-down menu to limit or disable backups using Active Directory. Select <b>Configure</b> to configure the Active Directory settings. See <a href="#">“Customizing Connection Policies”</a> on page 216 for details on configuring connection policy settings for Active Directory.</p>                                                                                                                                                                                                                                                                                                                       |
| <b>Desktop Agent Behavior</b>                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Disable network backup</b>                        | <p>Select <b>Disable network backup</b> to prevent users from backing up to the network user data folder. Backups will continue to the desktop user data folder.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Disable network backup for files greater than</b> | <p>Select <b>Disable network backup for files greater than</b> to prevents users from backing up files larger than a specified size based on the connection type. Enter a files size in KB.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Limit network bandwidth usage to</b>              | <p>Select <b>Limit network bandwidth usage to</b> and enter a value in KB/sec to restrict the usage of network bandwidth to the specified value.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Enforce policy according to scheduled window</b>  | <p>Check the <b>Enforce policy according to scheduled window</b> to cause the connection policy to apply only during the specified period of time.</p> <p>Click <b>Schedule</b> to set the time during which the policy will be in affect. Schedules can be set to run weekly or for a specific date range.</p>                                                                                                                                                                                                                                                                                                                                           |

15 Click **OK**.

## Related Topics

[“About Backup Selections”](#) on page 72

[“Monitoring Alerts on the DLO Administration Console”](#) on page 133

[“Modifying Desktop Agent Settings”](#) on page 211

## Copying a Profile

When you create a new profile, we recommend that you begin with a copy of an existing profile with a configuration similar to that required for the new profile. You can then modify the copy as required, to meet the needs of a new group of desktop users.

### To copy a profile

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Settings** pane, click **Profiles**.
- 3 Right-click on the profile you want to copy.
- 4 Click **Copy**.
- 5 Type a name for the new profile.
- 6 Type a description of the new profile.
- 7 Click **OK**.

## Modifying a Profile

Profiles can be modified as required to meet the changing needs of user groups.

---

**Note:** Modifications to a profile will cause users of that profile to cancel jobs, load settings, restart backup engines and scan their backup selection tree.

---

### To modify a profile

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Settings** pane, click **Profiles**.
- 3 In the **Results** pane, select the profile you want to modify.
- 4 In the **Task** pane, under **General Tasks**, click **Properties**.
- 5 Modify the profile properties as needed.
- 6 Click **OK**.

### Related Topics

[“Creating a New Profile”](#) on page 58



# About Backup Selections

Backup selections specify which files and folders you want to back up on desktops. Backup selections created by DLO administrators within profiles are called profile backup selections. Desktop users can also create backup selections or modify profile backup selections if the DLO administrator has provided them with sufficient rights.

Backup selections are easily customized to meet a wide variety of needs. Within each backup selection you can do the following:

- Specify the path to be backed up
- Choose to include or exclude subfolders, file types, or specific folders
- Set the number of revisions retained for each file in the backup selection, the frequency with which they are saved, and instructions on how long to retain backup files
- Configure the backup selection to transfer only the changed portions of files
- Compress or encrypt the files for transmission and storage
- Specify how long to retain backup files after the source files are deleted

---

**Caution:** Symantec strongly recommends that you consider disk space when choosing backup selections for desktops and laptops. A large number of local copies may cause the Desktop Agent user's computer to run out of disk space. For example, you may want to avoid selecting entire drives for backup or synchronization.

---

## Related Topics

[“Default Backup Selections”](#) on page 73

[“Removing Default Backup Selections from a Profile”](#) on page 73

[“Adding a Backup Selection”](#) on page 74

[“Defining General Backup Selection Properties”](#) on page 74

[“Including and Excluding Files or Folders from a Backup Selection”](#) on page 76

[“Revision Control”](#) on page 77

[“Setting Options for a Backup Selection”](#) on page 79

[“Using DLO Macros in Backup Selections”](#) on page 80

[“Modifying a Backup Selection”](#) on page 82

[“Deleting Backup Selections”](#) on page 83

## Default Backup Selections

DLO is configured to back up commonly used files and folders by default. You can add additional backup selections or cancel the use of default backup selections. The following are backed up by default.

[Table 2-11](#) describes the default selections for backups.

**Table 2-11**      Default backup selections

| Item                        | Description                                   |
|-----------------------------|-----------------------------------------------|
| My Documents                | All files in My Documents                     |
| My Favorites                | Internet Explorer Favorites                   |
| Outlook PST Files           | PST files in the default location             |
| My Desktop                  | All files on the Desktop                      |
| Notes Files (Multi-user)    | Lotus Notes data for multiple user install    |
| Notes Archive (Multi-user)  | Lotus Notes archive for multiple user install |
| Notes Files (Single-user)   | Lotus Notes data for single user install      |
| Notes Archive (Single-user) | Lotus Notes archive for single user install   |

**Note:** Backup selections assume applications are using default paths. If custom paths were used during installation or modified thereafter, you will need to customize the backup selections to insure they work properly. See “[Modifying a Backup Selection](#)” on page 82 for additional information.

## Removing Default Backup Selections from a Profile

Default profile backup selections are appropriate for most DLO installations. In some cases, it may be desirable to remove or replace default backup selections.

### To remove default backup selections from a profile

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Settings** pane, click **Profiles**.
- 3 In the **Results** pane, select the profile you want to modify.
- 4 In the **Task** pane, under **General Tasks**, click **Properties**.
- 5 Click the **Backup Selections** tab.
- 6 Deselect those backup selections you do not want to use.
- 7 Click **OK**.

## Adding a Backup Selection

When a new backup selection is created for a profile, that profile backup selection is available for selection in all other profiles.

### To add a backup selection

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Settings** pane, click **Profiles**.
- 3 In the **Results** pane, select the profile for which you want to add a backup selection.
- 4 In the **Task** pane, under **General Tasks**, click **Properties**.
- 5 Click the **Backup Selections** tab in the **Profile Properties** dialog box.
- 6 Click **Add**.

A dialog box explains that if you customize NTFS permissions or directory attributes such as compression or encryption for backed up files or folders, these settings will not be backed up. You must reapply these settings after restoring the files. If you use a password for a Microsoft Outlook PST file, you must reset the password after restoring a PST file.
- 7 Read the message that displays, and then click **OK**.
- 8 Do any of the following to customize the backup selection properties:
  - To set general backup selection properties including the name, description and folder to be backed up, see [“Defining General Backup Selection Properties”](#) on page 74.
  - To include or exclude specific files from this backup selection, see [“Including and Excluding Files or Folders from a Backup Selection”](#) on page 76.
  - To set revision control for this backup selection, see [“Setting Revision Control for a Backup Selection”](#) on page 78.
  - To set Delta File Transfer, encryption and compression options for this backup selection, see [“Setting Options for a Backup Selection”](#) on page 79.
- 9 Click **OK** twice.

## Defining General Backup Selection Properties

When a backup selection is created, the name, description and path to be backed up are specified in the backup selection general dialog box. Once the backup selection is created, the name, description and backup path can be modified as needed.

- 1 Open the **Backup Selection** dialog box as described in one of the following procedures:
  - [“Adding a Backup Selection”](#) on page 74
  - [“Modifying a Backup Selection”](#) on page 82

- 2
- From the **General** tab in the **Backup Selection** dialog box, select the appropriate options. [Table 2-12](#) describes the options.

Table 2-12

Backup Selection General tab

| Item                        | Description                                                                                                                                                                                                                                                                                                                                                                            |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Name                        | Type a descriptive name for the backup selection.                                                                                                                                                                                                                                                                                                                                      |
| Description                 | Type a clear description of the backup selection. This description may include, for example, the folder selected, the group of users it was created for, or the purpose for creating the backup selection.                                                                                                                                                                             |
| Folder to back up           |                                                                                                                                                                                                                                                                                                                                                                                        |
| Type a folder name          | Select this option to add a specific folder to the backup selection. Type the path to the folder, including the folder name. For example, to add a folder named MyData on drive C, type C:\MyData.<br><br><b>Note:</b> See “ <a href="#">Using DLO Macros in Backup Selections</a> ” on page 80 for information on using macros to define the folders backed up by a backup selection. |
| Select a pre-defined folder | Select this option to choose a pre-defined folder from the list provided.<br><br><b>Note:</b> See “ <a href="#">Using DLO Macros in Backup Selections</a> ” on page 80 for information on the macros used to define the pre-defined folders.                                                                                                                                           |
| Include subfolders          | Select this option to also back up all subfolders in the specified directory. This option is selected by default.                                                                                                                                                                                                                                                                      |

- 3
- Click **OK**.

## Including and Excluding Files or Folders from a Backup Selection

Each backup selection can be configured to either include all files and folders, or to include or exclude specific files and folders. In addition, specific file types or folders can be specified for inclusion or exclusion using wildcards.

Files and folders can also be excluded from all backups for all users using global exclude filters. Several file types are excluded by default. These global excludes can be viewed or modified in the Global Excludes dialog box.

### Related Topics

[“DLO Default Settings”](#) on page 34

[“Configuring Global Exclude Filters”](#) on page 98

#### To include or exclude files or folders from a backup selection

- Open the **Backup Selection** dialog box as described in one of the following procedures:
  - “[Adding a Backup Selection](#)” on page 74
  - “[Modifying a Backup Selection](#)” on page 82
- From the **Include/Exclude** tab in the **Backup Selection** dialog box, select the appropriate options.
  - Include all file types:** Select this option to include all the file types in this backup selection.
  - Include and exclude only the items listed below:** Select this option to include or exclude only specific files or file types. When this option is selected, a wildcard include is added to back up all files not specifically excluded.
- To add a filter to the **Include/Exclude** list, verify that you selected **Include and exclude only the items listed below** in [step 2](#), and click **Add Include** or **Add Exclude**.
- If you selected **Add Exclude**, you will be notified that all previously backed up files matching this exclude will be deleted from this backup selection. Click **Yes** to continue or **No** to cancel.
- Select the appropriate options.  
[Table 2-13](#) describes the options.

**Table 2-13** Add Include Filter or Add Exclude Filter options

| Item          | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Filter</b> | <p>Type the name of the file or the folder that you want to include or exclude. You can use wildcards.</p> <p>For example, type <code>*.mp3</code> to either include or exclude all files with the file extension <code>.mp3</code>, or type <code>unimportant.txt</code> to include or exclude all files in the backup selection with this specific file name.</p> <p>Click <b>Extensions</b> to select a predefined filter to either include or exclude all files with a given file extension.</p> |

**Table 2-13** Add Include Filter or Add Exclude Filter options (continued)

| Item        | Description                                                                                                                                                                                                                                                          |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description | Type a description of this include or exclude filter.                                                                                                                                                                                                                |
| Apply to    | Select one of the following: <ul style="list-style-type: none"><li>■ <b>Files</b> to apply this filter to files</li><li>■ <b>Folders</b> to apply this filter to folders</li><li>■ <b>Files and Folders</b> to apply this filter to both files and folders</li></ul> |

6 Click **OK**.

## Revision Control

Revisions are versions of a file at a specific point in time. You configure revision settings when you create a backup selection. When a file is changed and backed up, DLO stores a new revision. DLO will store and maintain a specific number of revisions for all files in a backup selection. Because backup selections are configured separately, the number of revisions retained in each backup selection can vary.

When the number of revisions is exceeded, DLO removes the oldest revision, maintaining only the specified number of revisions in the Desktop and network user data folders.

You can limit the number of revisions retained in a given period of time. If you are working on a document and backing it up frequently, all of your revisions could potentially be just a few minutes apart. By specifying that you want to retain only two revisions every 24 hours, at least 120 minutes apart, you can retain older revisions for a longer period of time. While some intermediate versions will not be retained, it does support situations in which returning to an older revision is needed.

Another consideration in determining the number of revisions to retain is the amount of storage space required to store the data. The amount of space required for backups can be estimated by multiplying the number of revisions retained by the amount of data protected.

**Example** If you are retaining three revisions of each file and have 10 MB of data to back up, approximately 30 MB of disk space are required if file sizes remain consistent between revisions.

Although compression can improve the space utilization, it varies significantly with file type and other factors. Typical compression ratios are approximately 2:1, so in the previous example, the maximum disk space usage might be reduced to approximately 15 MB.

## File Grooming

The Desktop Agent grooms revisions based on backup selection settings and does this as new revisions are created. The oldest revision is deleted when a new revision is created that exceeds the limit. See [step 2](#) on page 78 for revision control settings.

Maintenance grooming is the process of removing backups of deleted files. It occurs at most once every 24 hours. Maintenance grooming occurs during the first backup that runs after 24 hours have passed since the last maintenance grooming.

## Setting Revision Control for a Backup Selection

The number of revisions retained in the desktop user data folder and network user data folder are specified for each backup selection and can be customized to meet specific user requirements. In addition, the time between revisions can be specified.

### To set revision control for a backup selection

- Open the **Backup Selection** dialog box as described in one of the following procedures:
  - “[Adding a Backup Selection](#)” on page 74
  - “[Modifying a Backup Selection](#)” on page 82
- From the **Revision Control** tab in the **Backup Selection** dialog box, select the appropriate options for both the Desktop and network user data folders.  
[Table 2-14](#) describes the options.

**Table 2-14** Backup Selection Revision Control tab options

| Item                            | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|---------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Number of revisions</b>      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Desktop user data folder</b> | <p>Type the number of revisions to keep in the desktop user data folder for each file in the backup selection.</p> <p><b>Note:</b> When Outlook PST files or Lotus Notes NSF files are backed up incrementally, only one revision is maintained regardless of the number of revisions set in the backup selection.</p>                                                                                                                                                                                                                                                                                                |
| <b>Limit to</b>                 | <p>Select this option to limit the number of revisions retained in a given amount of time, and specify the following:</p> <ul style="list-style-type: none"> <li>■ <b>Revisions:</b> Select the number of versions to retain.</li> <li>■ <b>Within the last x hours:</b> Select the time period during which you want to retain the versions.</li> <li>■ <b>At least x minutes apart:</b> Select the minimum amount of time that must elapse between backups in this backup selection.</li> </ul> <p><b>Note:</b> The oldest revision is deleted when a new revision is created that exceeds one of these limits.</p> |
| <b>Network user data folder</b> | <p>Select the number of revisions to keep in the network user data folder for each file in the backup selection.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

**Table 2-14** Backup Selection Revision Control tab options (continued)

| Item                                                                    | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Limit to</b>                                                         | Select this option to limit the number of revisions retained in a given amount of time, and specify the following: <ul style="list-style-type: none"><li>■ <b>Revisions:</b> Select the number of versions to retain.</li><li>■ <b>Within the last x hours:</b> Select the time period during which you want to retain the versions.</li><li>■ <b>At least x minutes apart:</b> Select the minimum amount of time that must elapse between backups in this backup selection.</li></ul> <b>Note:</b> The oldest revision is deleted when a new revision is created that exceeds one of these limits. |
| <b>Revision Age</b>                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Discard all revisions in the desktop user data folder older than</b> | Enter the number of days after which all revisions in the desktop user data folder will be deleted.<br><b>Note:</b> The most recent revision will not be discarded.                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Discard all revisions in the network user data folder older than</b> | Enter the number of days after which all revisions in the network user data folder will be deleted.<br><b>Note:</b> The most recent revision will not be discarded.                                                                                                                                                                                                                                                                                                                                                                                                                                 |

## Setting Options for a Backup Selection

DLO backup selections can be further customized by settings options for Delta File Transfer, compression and encryption. In addition, you can specify how long to keep backup files after the original source files are deleted.

- 1 Open the **Backup Selection** dialog box as described in one of the following procedures:
  - “[Adding a Backup Selection](#)” on page 74
  - “[Modifying a Backup Selection](#)” on page 82
- 2 From the **Options** tab in the **Backup Selection** dialog box, select the appropriate options. [Table 2-15](#) describes the options.

**Table 2-15** Backup Selection options

| Item                       | Description                                                                                                                                                                                                                                                                                                                                                                       |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Delta File Transfer</b> | Each time a file is backed up, only the part of the file that has changed is transferred and stored in the network user data folder. In addition, Delta file transfer uses compression. Enabling this option requires that you have installed and configured a maintenance server. See “ <a href="#">Adding a New Maintenance Server</a> ” on page 85 for additional information. |



**Table 2-15** Backup Selection options (continued)

| Item                                                                       | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|----------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Compression</b>                                                         | <p>Each time a file is backed up, files in this backup selection will be compressed for data transfer over the network and for storage in the Desktop and network user data folders.</p> <p>This affects files created after this feature is activated. Previously stored files will not be compressed.</p> <p>Delta File Transfer also uses compression.</p>                                                                                                                                                                                       |
| <b>Encryption</b>                                                          | <p>Select this option to encrypt files for transfer and to store files from this backup selection in an encrypted format in the network user data folder.</p> <p>This affects files transmitted and stored after this feature is activated. Previously stored files will not be encrypted.</p> <p>The Advanced Encryption Standard (AES) and a 128 bit key length are used. If enabled, versions are stored unencrypted in the desktop user data folder, and encrypted in the network user data folder. Transfer over the network is encrypted.</p> |
| <b>When source files are deleted, delete the backed up files from the:</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Desktop user data folder after</b>                                      | Indicate the number of days after which DLO will delete all file versions from the desktop user data folder after the source file has been deleted from the desktop.                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Network user data folder after</b>                                      | Indicate the number of days after which DLO will delete all file versions from the network user data folder after the source file has been deleted from the desktop.                                                                                                                                                                                                                                                                                                                                                                                |

- Click **OK** to save the backup selection.

## Using DLO Macros in Backup Selections

You can type macros into the **Type a folder name** field of the backup selection dialog box to automatically back up specific folders. For more information on configuring the **Type a folder name** field, see “[Backup Selection General tab](#)” on page 75.

The following table describes the macros that are supported.

**Table 2-16** Folder Macros for use with backup selections

| Backup Selection Macro | Folders backed up                                                                                                                                                                                                |
|------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| %LOCALFIXEDDRIVES%     | All local fixed drives.<br><br><b>Note:</b> DLO is not designed to back up removable media. Attempting to back up a floppy disk or CDROM may result in errors.                                                   |
| %MACHINENAME%          | Represents the desktop user's computer name.<br><br><b>Example:</b> C:\documents\%machinename% represents C:\documents\UsersMachineName.                                                                         |
| %CURRENTUSERNAME%      | Represents the username of the currently logged-on user.<br><br><b>Example:</b> If the local administrator is logged on to the computer, C:\documents\%currentusername% represents 'C:\documents\Administrator ' |
| %CURRENTUSERPROFILE%   | All files and folders in the C:\Documents and Settings\current user profile directory.                                                                                                                           |
| %CURRENTUSERMYDOCS%    | The My Documents directory for the user who is logged on.                                                                                                                                                        |
| %CURRENTUSERFAVORITES% | The Favorites directory for the user who is logged on.                                                                                                                                                           |
| %CURRENTUSERPRINTHOOD% | The Printers directory for the user who is logged on.                                                                                                                                                            |
| %CURRENTUSERNETHOOD%   | The Network Locations directory for the user who is logged on.                                                                                                                                                   |
| %CURRENTUSERDESKTOP%   | The Desktop directory for the user who is logged on.                                                                                                                                                             |
| %CURRENTUSERRECENT%    | The Recent Files directory for the user who is logged on.                                                                                                                                                        |
| %PROGRAMFILES%         | The Windows Program Files directory. <b>Example:</b><br>%PROGRAMFILES%\lotus\notes\data\archives                                                                                                                 |
| %LOCALAPPDATA%         | The Windows local application data directory:<br><br>Documents and Settings\<user_name>\Local Settings\Application Data"                                                                                         |

The following additional pre-defined folder macros are available for selection in the backup selection dialog box.

**Table 2-17**      Macros for pre-defined folders in the Backup Selection dialog

| Folder Name            | Pre-Defined Folder Macro | Folders Backed Up                                              |
|------------------------|--------------------------|----------------------------------------------------------------|
| My Documents           | %CURRENTUSERMYDOCS%      | The My Documents directory for the user who is logged on.      |
| Desktop                | %CURRENTUSERDESKTOP%     | The Desktop directory for the user who is logged on.           |
| Favorites              | %CURRENTUSERFAVORITES%   | The Favorites directory for the user who is logged on.         |
| PrintHood              | %CURRENTUSERPRINTHOOD%   | The Printers directory for the user who is logged on.          |
| NetHood                | %CURRENTUSERNETHOOD%     | The Network Locations directory for the user who is logged on. |
| Recent                 | %CURRENTUSERRECENT%      | The Recent Files directory for the user who is logged on.      |
| All local fixed drives | %LOCALFIXEDDRIVES%       | All local fixed drives.                                        |

**Note:** When you enter a path that uses a macro, a backslash is automatically added immediately following the macro. For example, if you type %LOCALFIXEDDRIVES%\Documents, an extra backslash is added and it appears as “x:\\Documents” in the Desktop Agent backup selection advanced view. It does not show at all in the Desktop Agent backup selection Standard view. The correct way to type this macro is %LOCALFIXEDDRIVES%Documents. This properly resolves to x:\Documents.

## Modifying a Backup Selection

Profile backup selections can be modified from the DLO Administration Console.

### To modify a backup selection

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Settings** pane, click **Profiles**.
- 3 In the **Results** pane, click the profile you want to modify.
- 4 In the **Task** pane, under **General Tasks**, click **Properties**.
- 5 Click the **Backup Selections** tab.
- 6 Select the backup selection you want to modify, and click **Modify**.

---

**Note:** The **Type a folder name** field in the **General** tab is grayed out in this view. If the path in this field is longer than the display, hold the cursor over the path for a moment to display the entire path.

---

- 7 Click **OK** to indicate that you read the message stating that modifying this backup selection will change all profiles that are using this selection.
- 8 Change the backup selection as described in the following topics:
  - “[Defining General Backup Selection Properties](#)” on page 74
  - “[Including and Excluding Files or Folders from a Backup Selection](#)” on page 76
  - “[Setting Revision Control for a Backup Selection](#)” on page 78
  - “[Setting Options for a Backup Selection](#)” on page 79
- 9 Click **OK** twice.

## Deleting Backup Selections

Before you can delete a backup selection, you must be sure that it is not in use by any profiles. When you delete a backup selection from one profile, DLO deletes it from every profile.

When you delete a backup selection, the backup versions are deleted in the same manner as when source files are deleted. They will be groomed after the number of days specified in the backup selection.

### To delete a backup selection

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Settings** pane, Click **Profiles**.
- 3 In the **Results** pane, click the profile that contains the backup selection you want to delete.
- 4 In the **Task** pane, under **General Tasks**, click **Properties**.
- 5 From the **Backup Selections** tab, select the backup selection you want to delete.
- 6 Click **Delete**.
- 7 Click **Yes**.

### Related Topics

“[Backup Selection options](#)” on page 79

## Using Delta File Transfer

The Delta File Transfer feature enables incremental transfer and storage of backup data. When this option is enabled, the initial backup requires transfer of the entire file. Subsequent backups require only the transfer of the parts of the file that have changed, reducing the bandwidth required and improving backup speed.

## Excluding files from delta file transfer

Delta File Transfer is not limited to certain programs or file types, but does offer the ability to exclude certain file types. Default excludes are configured for Delta File Transfer because these file types do not benefit from this technology. This is usually because the file types are already highly compressed. See [“Configuring Global Exclude Filters”](#) on page 98 for additional information.

## Working Offline

Delta File Transfer is only used to transfer and store backup files on in the network user data folder. Backup files stored in the Desktop User Data Folder are not stored using deltas. If a Desktop Agent user is working offline, the local revisions are stored in their entirety in the desktop user data folder. When the user is once again working online, Delta File Transfer is used to transfer data to the network user data folder.

## Requirements for Delta File Transfer

Delta File Transfer requires the use of the DLO maintenance server. The maintenance server manages the deletion of previous delta revisions from storage locations. The maintenance server is only required when the Delta File Transfer option is enabled, but it is installed by default when DLO is installed. Only one maintenance server is required, but in large installations it may be more efficient to have one maintenance server for each Storage Location host (that is File Server).

The maintenance server is installed on the DLO Administration Server by default when DLO is installed. If the administration server is also the Storage Location host, then no additional steps are required to configure the maintenance server.

## Maintenance Server Technical Information and Tips

The Desktop Agent uses Windows RPC over named pipes to communicate with the maintenance server. For the maintenance server to function, named pipe traffic must not be blocked at any point between the DLO Client and the maintenance server.

The rolloff operation for delta revisions can require significant bandwidth. For this reason, the maintenance server should be installed on the computer that is hosting the Storage Location.

However, there are situations where the maintenance server cannot be installed on the same computer as the Storage Location server. For example, the maintenance server cannot be installed on a NAS device. In this case, the maintenance server should be installed on a computer with a high bandwidth connection to the Storage Location.

A maintenance server can manage one or more Storage Locations. A maintenance server will always manage the Storage Locations located on same computer as the maintenance server. The maintenance server can be configured to manage additional Storage Locations hosts, ie. File Servers, from the DLO Console. The maintenance server uses delegation to access remote Storage Locations. See [“When a maintenance server is configured to manage Storage Locations hosted by a different computer, they must be configured to access these locations on behalf of desktop users running the Desktop Agent. This configuration is managed using Active Directory.”](#) on page 85 for additional information.

## Enabling Delta File Transfer for a Backup Selection

Delta File Transfer is off by default. It can be enabled for a given backup selection by selecting **Delta** in the Backup Selection Options tab as explained in [“Using Delta File Transfer”](#) on page 83.

In addition, if a maintenance server manages file servers that are on a target other than itself, the maintenance server must be configured for delegation as explained in [“When a maintenance server is configured to manage Storage Locations hosted by a different computer, they must be configured to access these locations on behalf of desktop users running the Desktop Agent. This configuration is managed using Active Directory.”](#) on page 85.

Delta File Transfer can also be selected as the default compression type by changing the application default settings for compression. If the default compression setting is changed to **Delta**, all new backup selections will use Delta compression by default. See [“DLO Default Settings”](#) on page 34 for additional information.

## About Maintenance Servers

### Adding a New Maintenance Server

After you install a new maintenance server, you must add the maintenance server to DLO. After adding the maintenance server to DLO, you can then specify which file servers it is to manage as explained in [“Reassigning a File Server”](#) on page 88.

#### To add a new maintenance server

- 1 Verify that the new maintenance server has been installed.

---

**Note:** A default maintenance server is installed with DLO. A stand-alone maintenance server can also be installed by selecting **Maintenance Server** as the installation type as described in [“Installing the Symantec Desktop and Laptop Option”](#) on page 20.

---

- 2 From the DLO Console, on the DLO navigation bar, click **Setup**.
- 3 In the **Task** pane, under **Manage Tasks**, click **Maintenance servers**.
- 4 Click **Add**.
- 5 Navigate to the computer where the maintenance server is installed.
- 6 Select this computer.
- 7 Click **OK**.

### Configuring a Maintenance Server for Delegation

When a maintenance server is configured to manage Storage Locations hosted by a different computer, they must be configured to access these locations on behalf of desktop users running the Desktop Agent. This configuration is managed using Active Directory.

---

**Note:** For detailed information on delegating Active Directory administration, see the Microsoft website: <http://www.microsoft.com/technet/prodtechnol/windowsserver2003/technologies/directory/activedirectory/actdid1.mspx>

---

#### To configure a maintenance server for delegation

- 1 Verify that the following conditions are met:
  - Domains are Windows 2000 or later. NT 4 domains are not supported
  - Both the Desktop Agent user's account and the maintenance service's account must be in the same forest
  - Desktop Agent user and computer accounts must be in mutually trusted domains
  - Desktop and server operating systems must be Windows 2000 or later
- 2 Confirm that the desktop user account is configured for delegation. See “[Confirming the Desktop User's Account is Configured for Delegation](#)” on page 86.
- 3 Confirm that the server process account is trusted for delegation. “[Confirming the Server Process Account is Trusted for Delegation](#)” on page 86.

### Confirming the Desktop User's Account is Configured for Delegation

This process verifies that the Desktop Agent user's account can be delegated.

#### To confirm that the desktop user's account is configured for delegation

- 1 Log on to the domain controller using a domain administrator account.
- 2 On the **Task** bar, click the **Start** button, point to **Programs** and then **Administrative Tools** and click **Active Directory Users and Computers**.
- 3 Under the domain, click the **Users** folder.
- 4 Right-click the user account to be delegated and click **Properties**.
- 5 Click the **Account** tab.
- 6 In the **Account options** list, verify that the **Account is sensitive and cannot be delegated** is not selected.
- 7 Click **OK**.

### Confirming the Server Process Account is Trusted for Delegation

This process verifies that the account used to run the maintenance server process is allowed to delegate client accounts.

**To confirm that the server process account is trusted for delegation**

- 1 Log on to the domain controller using a domain administrator account.
- 2 On the **Task** bar, click the **Start** button, point to **Programs** and then **Administrative Tools** and click **Active Directory Users and Computers**.
- 3 Right-click the **Computers** folder and click **Properties**.
- 4 Right-click the computer on which the maintenance server runs and then click **Properties**.
- 5 On the **General** tab, click **Trust computer for delegation**.
- 6 Click **OK**.

## Changing the Default Maintenance Server

When DLO is installed, a maintenance server is installed and set as the default maintenance server. New storage locations are automatically assigned to the default maintenance server when they are created. If you want new storage locations to be assigned to a different maintenance server by default, you must change this setting.

**To change the default maintenance server**

- 1 From the DLO Console, on the DLO navigation bar, click **Setup**.
- 2 In the **Task** pane, under **Manage Tasks**, click **Maintenance servers**.
- 3 In the **Maintenance Servers** list, select the check box for the maintenance server you want to set as the default.
- 4 Click **OK**.

## Uninstalling the Maintenance Server Separately

When you uninstall a maintenance server, the entry for the maintenance server still remains on the Administration Console.

The entry for the maintenance server must be manually deleted from the Administration Console.

**To delete the entry for a maintenance server**

- 1 Select **Tools> Manage Maintenance Servers**.
- 2 Select the check box for the maintenance server you want to delete.
- 3 Click **Delete**.

---

**Note:** The entry for the default maintenance server cannot be deleted from the Administration Console.

---

Similarly, once you add a maintenance server from the Administration Console, you must install the maintenance server software on the computer to begin maintenance processes.



## Reassigning a File Server

You can reassign a file server to another maintenance server that is recognized by DLO. For example, when you create a new storage location, it is automatically assigned to the default maintenance server. You may want to reassign it to a different maintenance server.

### To reassign a file server

- 1 Verify that the new maintenance server has been installed and configured.
- 2 On the DLO navigation bar, click **Setup**.
- 3 In the **Task** pane under **Manage Tasks**, click **Maintenance servers**.
- 4 Select the maintenance server currently manages the file server.
- 5 Click **Edit**.
- 6 Select the file server you want to reassign.
- 7 Click **Reassign**.
- 8 Select the new maintenance server from the drop-down menu.
- 9 Click **OK** three times.

## About DLO Storage Locations

Storage Locations are locations on network computers where network user data folders are automatically created. The Desktop Laptop Option stores each user's data in two places. First, it is stored in the desktop user data folder on the user's computer to provide protection and restore capabilities even when the computer is disconnected from the network. The data is then additionally stored in a network user data folder, which is located on the network. This provides an additional level of protection, and enables the files to be backed up to secondary media when the server is backed up.

When a user is automatically added to DLO using an Automated User Assignment, a network user data folder is created in a Storage Location as specified in the Automated User Assignment. If network shares already exist for desktop users, they can be specified as network user data folders when users are manually added to DLO. If existing network shares are used as network user data folders, Storage Locations are not used.

DLO supports the use of hidden shares (for example; "Share\$") as Storage Locations on NTFS volumes or as network user data folders for FAT32 volumes, but they cannot be created with the DLO Administration Console. They must be created and configured manually. See ["Using Hidden Shares as Storage Locations"](#) on page 89 for additional information.

## Supported Storage Location Configurations

The following table summarizes supported configurations for DLO Storage Locations.

**Table 2-18** Storage Location Configuration Support

| Description                                                                                                                                                            | Supported | Not Supported |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---------------|
| All DLO Administration Server platforms                                                                                                                                | X         |               |
| Windows 2000 NAS/SAK NAS devices                                                                                                                                       | X         |               |
| Local DLO Administration Server direct-attached storage                                                                                                                | X         |               |
| SAN                                                                                                                                                                    | X         |               |
| Windows-networking accessible NAS Devices (Quantum, Network Appliance, etc.)                                                                                           | X         |               |
| FAT, FAT32 and NTFS partitions are supported as Storage locations, although FAT and FAT32 are not recommended. NTFS is the preferred file system for Storage Locations | X         |               |
| NetWare 3.1x, 4.x, or E-Directory Storage Locations                                                                                                                    |           | X             |
| UNIX file systems or SAMBA shares on UNIX systems                                                                                                                      |           | X             |

## Using Hidden Shares as Storage Locations

DLO supports the use of hidden shares (for example; “Share\$”) as Storage Locations on NTFS volumes or as network user data folders for FAT32 volumes, but these shares must be manually created and configured. They cannot be created with the DLO Administration Console. Hidden shares cannot be used for FAT based Storage Locations.

The following table provides information about the permission settings for hidden shares.

**Table 2-19** Permission Settings for Hidden Shares

| Drive Type                           | User or Group | Permissions                      |
|--------------------------------------|---------------|----------------------------------|
| Share Permissions on NTFS Volumes    |               |                                  |
|                                      | Administrator | Allow Full Control, Change, Read |
|                                      | Everyone      | Allow Full Control, Change, Read |
| Security Permissions on NTFS Volumes |               |                                  |
|                                      | Administrator | Full control                     |

**Table 2-19** Permission Settings for Hidden Shares (continued)

| Drive Type                                           | User or Group                                     | Permissions                                                                                                                                                |
|------------------------------------------------------|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                      | Everyone                                          | Allow Read & Execute<br>Allow List Folder Contents<br>Allow Read                                                                                           |
|                                                      | Special security permissions or advanced settings | Allow Traverse Folder/Execute File<br>Allow List Folder/Read Data<br>Allow Read Attributes<br>Allow Read Extended Attributes<br>Allow Read Permissions     |
| <b>Advanced Security Permissions on NTFS Volumes</b> |                                                   |                                                                                                                                                            |
|                                                      | Administrator                                     | Allow Full Control                                                                                                                                         |
|                                                      | Everyone                                          | Allow Traverse Folder / Execute File<br>Allow List Folder / Read Data<br>Allow Read Attributes<br>Allow Read Extended Attributes<br>Allow Read Permissions |
| <b>Share Permissions on FAT Volumes</b>              |                                                   |                                                                                                                                                            |
|                                                      | Administrator                                     | Allow Full Control, Change, Read                                                                                                                           |
|                                                      | Owner                                             | Allow Full Control, Change, Read                                                                                                                           |
|                                                      | Full Admin Group                                  | Allow Full Control, Change, Read                                                                                                                           |
|                                                      | Limited Admin Group                               | Allow Read                                                                                                                                                 |

## Creating DLO Storage Locations

A Storage Location should be used by only one DLO Administration Server. If you set up multiple administration servers to use the same Storage Location and the Storage Location is deleted from one administration server, the other administration server will no longer be able to access it.

Storage Locations must be in a Windows Domain or Active Directory. Computers running the Desktop Agent can be outside of a Windows Domain or Active Directory, but they must authenticate with the domain or directory to access the DLO Administration Server or Storage Locations. User's are be prompted to provide domain credentials when the Desktop Agent is launched.

If your original files reside on an NTFS volume, then the desktop user data folder and the network user data folder should also be NTFS. If your original files are on NTFS and either the desktop user data folder or

network user data folder are on a FAT or FAT32 volume, you may see duplicate entries in the Restore and Restore Search screens. If duplicates do appear, you can select either file to restore.

Once created, Storage Locations cannot be modified, but they can be deleted if there are no users or Automated User Assignments assigned to them. You can move users to new Storage Locations. For more information, see “[Moving Desktop Agent Users to a New Network User Data Folder](#)” on page 113.

**Note:** If you receive errors when creating Storage Locations, verify that the login account for the service named MSSQL\$DLO has sufficient rights to create directories and change permissions for the Storage Locations. Use the Windows Service Control Panel to change the login account for the MSSQL\$DLO instance. You can avoid these problems if you specify a domain account when you install DLO.

To create DLO storage locations

**Note:** After you create Storage Locations, you cannot modify them.

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Selection** pane, click **File Servers**.
- 3 In the **Task** pane, under **Settings Tasks**, click **New Storage Location**.
- 4 Select the appropriate options as described in the following table.

Table 2-20 New Storage Location Dialog Box

| Item                  | Description                                                                                                                                                                                                                                                 |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Computer name         | Type a computer name or browse to a computer on which to create the Storage Location.                                                                                                                                                                       |
| Path                  | Type or browse to a location on the computer where the Storage Location will be created.<br><br><b>Note:</b> Storage Locations should be in the same domain as the DLO Administration Server or in a domain that trusts the administration server’s domain. |
| Storage Location name | Type a name for the new Storage Location. The name cannot contain any of the following characters: \ " @ # \$ % ^ & * ( ) = +   / { } [ ] ’                                                                                                                 |

Table 2-20 New Storage Location Dialog Box (continued)

| Item    | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary | <p>The <b>Summary</b> field automatically displays the location and format of network user data folders that will be created for new users assigned to this Storage Location. Network user data folders are automatically created in the Storage Location.</p> <p>DLO uses the %USERDOMAIN% and %USERNAME% variables to determine the actual folder path for each user who is assigned to a Storage Location. DLO uses the user's domain and user name to create a unique network user data folder name for that user. If the user is logged on with credentials that do not allow access to the Storage Location, the user will be prompted to enter alternate domain credentials.</p> <p>The network administrator can access this folder, but cannot configure the variables.</p> |

5 Click **OK**.

## Configuring Remote Windows Share or NAS Device for DLO Storage Locations

DLO Storage Locations can be created on remote Windows shares or network attached storage devices.

### Case 1

To create storage locations when the DLO administration service is a full administrator on the remote system

- 1 Validate that DLO 5.1 MP1 or later is installed.
- 2 Ensure that the account credentials used for DLO services have full administrator rights to the remote storage location or NAS device.
- 3 Make sure that the volume desired to be used for DLO has been assigned a drive letter on the remote storage location or NAS device.

---

**Note:** See hardware vendor documentation on share creation and naming.

---

- 4 Create a new Storage Location as directed in the DLO Administrator's Guide. Use the browse feature to indicate the location on the computer where the Storage Location will be created. This will insure that the path and the DLO service account are valid.

### Case 2

The DLO administration service does not run as an administrator level user, but the DLO administration groups have been assigned the appropriate permission levels on a pre-existing share.

### To configure storage locations using non-administrator case

- 1 Configure DLO to use existing domain groups to automatically manage access to network user data folders as explained in “[About Administrator Accounts](#)” on page 31. Check the Automatically grant DLO Administrators access to network user data folders checkbox and provide the required domain groups. Provide two groups: a group for full-DLO administrators and a group for limited-DLO administrators.
- 2 From the Administrator Account Management dialog, add the appropriate domain user accounts to the account manager. If the user will have full administrator rights, check the “Grant administrator full restore privileges” checkbox in the Add Administrator Account dialog. In addition to other users, be sure to grant the DLO Administration Service full restore privileges.
- 3 Create a folder on the remote storage location using an administrator, or administrator equivalent user.
- 4 Share the new folder. Ensure that 'Everyone' has full-access to the share.
- 5 Modify the folder's security permissions such that the full-DLO administrator group has full-control of the folder and that the limited-DLO administrator group has modify-control of the folder.
- 6 Using the DLO console, create a new Storage Location. Specify the machine name, drive and path, and share name for the folder just created.

---

**Note:** Do not use the browse buttons at any point during the storage location creation as they will cause the process to fail.

---

- 7 Once the required fields are completed, click **OK**.
- 8 Storage Locations manually created when the DLO Admin Service does not have full administrator rights to the server hosting the DLO Storage Location cannot be deleted from the DLO Administration Console. Attempting to do so will result in an error. To manually remove the Storage Location:
  - a Move or delete all users in the Storage Location.
  - b Manually remove the Storage Location share and folder from the server.
  - c Delete the Storage Location from the DLO Administration Console.

## Deleting DLO Storage Locations

Before you can delete DLO Storage Locations, you must delete or reassign users and Automated User Assignments that use the Storage Location. The Storage Location associated with a user or Automated User Assignment is listed when you select **Users** or **Automated User Assignments** from the **Setup** view.

---

**Note:** When a Storage Location is created using an existing share on a remote computer and DLO does not have full computer rights, the Storage Location cannot be deleted from the DLO Administration Console. To remove the Storage Location, first delete the Storage Location share and then delete the Storage Location from the DLO Administration Console.

---

### To delete storage locations

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Selection** pane, expand the file servers list by clicking the '+' next to File Servers.
- 3 In the **Selection** pane, click the File Server on which the Storage Location resides.
- 4 In the **Results** pane, click the storage location you want to delete.
- 5 In the **Task** pane, under **General Tasks**, click **Delete**.
- 6 Click **Yes**.

### Related Topics

[“Managing Desktop Agent Users”](#) on page 108

[“Modifying Automated User Assignments”](#) on page 97

[“Deleting Automated User Assignments”](#) on page 98

## About Automated User Assignments

Automated User Assignments are instructions that are applied when the Desktop Agent is first run on a desktop. The Automated User Assignment assigns a profile and network user data folder to each user who is automatically configured by DLO. These settings can be changed from the DLO Administration Console at a later time if necessary.

---

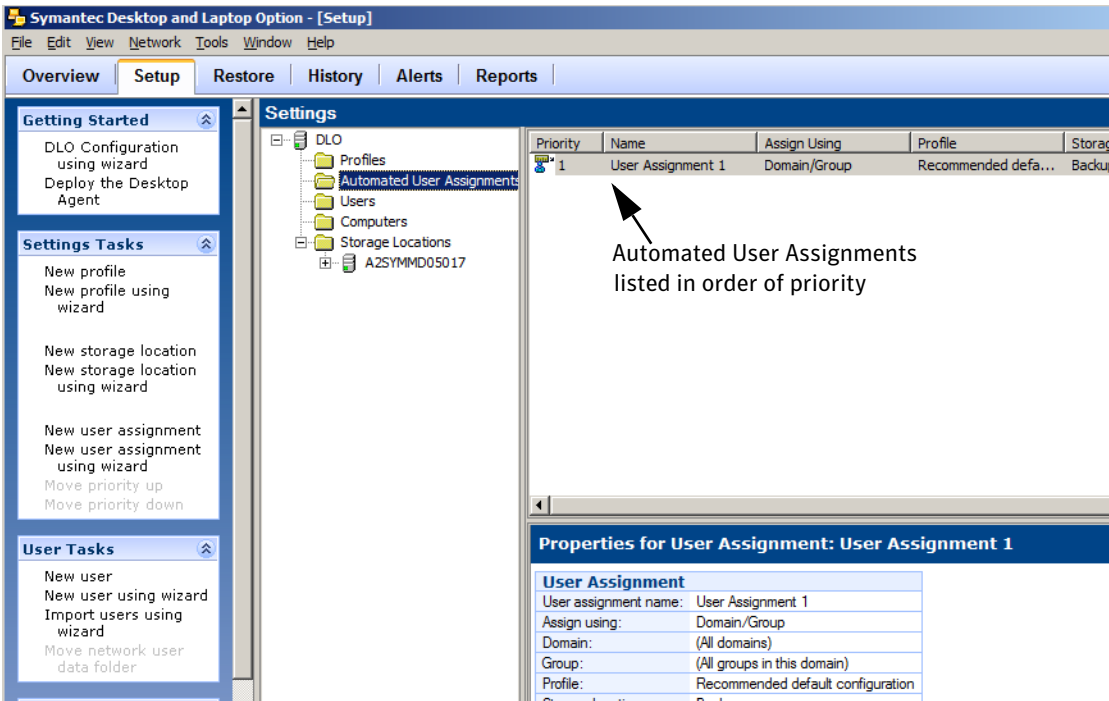
**Note:** If a user is added manually to DLO, a Storage Location and profile are selected by the DLO administrator. The Automated User Assignment will not be used. For more information, see [“Managing Desktop Agent Users”](#) on page 108.

---

Automated User Assignments are assigned to desktop users based either on their domain and group, or using Active Directory settings. Because users may match the criteria for more than one Automated User Assignment, the Automated User Assignments are prioritized. When the Desktop Agent is run for the first time, the Desktop Agent user's domain and group credentials are checked against those of the Automated User Assignment starting with the highest priority assignment. When a match is made, the share and profile specified in that Automated User Assignment are assigned to the new user.

Modifying Automated User Assignments does not affect users who have already been configured. Only new users configured with the Automated User Assignment will use the new settings.

Figure 2-4 Viewing automated user assignments



For information on modifying Automated User Assignment priorities, see [“Changing the Priority of Automated User Assignments”](#) on page 97.

## Creating Automated User Assignments

Automated User Assignments are assigned to Desktop Agent users based either on domain and group settings or Active Directory settings. The Automated User Assignment determines which Storage Location and Profile are assigned to the user.

To create a new automated user assignment

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Selection** pane, click **Automated User Assignments**.
- 3 In the **Task** pane under **Settings Tasks**, click **New user assignment**.



- 4 Select the appropriate options as described in the following table.

**Table 2-21** New Automated User Assignment Dialog Box Options

| Item                                 | Description                                                                                                                                                                        |
|--------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>User Assignment</b>               |                                                                                                                                                                                    |
| <b>User assignment name</b>          | Type a name for the Automated User Assignment. The Automated User Assignment name cannot contain the following characters:<br>\"@#\$\$%^&*()=+ /{}[]'                              |
| <b>Assign using Domain and Group</b> | Select this option to match Desktop Agent users to Automated User Assignments based on their domain and group.                                                                     |
| <b>Domain</b>                        | Select the domain to which this Automated User Assignment will apply.                                                                                                              |
| <b>Group</b>                         | Select the group to which this Automated User Assignment will apply.                                                                                                               |
| <b>Assign Using Active Directory</b> | Select this option to match Desktop Agent users to Automated User Assignments based on Active Directory settings.                                                                  |
| <b>Configure</b>                     | Click the Configure button to configure the User Assignment using Active Directory. See <a href="#">step 5</a> below for information on configuring the Active Directory settings. |
| <b>Storage Location/Profile</b>      |                                                                                                                                                                                    |
| <b>Storage Location</b>              | Select a Storage Location to be assigned to the users in the selected domain and group.                                                                                            |
| <b>Profile</b>                       | Select a profile to be assigned to the users in the selected domain and group.                                                                                                     |

- 5 If you chose to use Active Directory to configure the User Assignment in [step 4](#), configure the Active Directory settings as follows:

**Table 2-22** Active Directory Object Dialog

| Item                                 | Description                                                                                                                                                                                                                                                                                                                                   |
|--------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Object</b>                        | For Automated User Assignments, the only option is <b>User</b> .                                                                                                                                                                                                                                                                              |
| <b>In LDAP Directory</b>             | Type or browse to the LDAP directory.<br><br><b>Note:</b> When selecting Active Directory user accounts, you must select the specific directory that holds the user accounts. Be sure not to select the user groups directory. Browse to or type the exact path of the specific user accounts directory for which you are creating this rule. |
| <b>All objects in this directory</b> | Select this option to apply the connection policy to all objects in the specified directory.                                                                                                                                                                                                                                                  |

**Table 2-22** Active Directory Object Dialog

| Item                                                                    | Description                                                                                                                         |
|-------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| <b>Only the objects in this directory that match the criteria below</b> | Select this option to apply the connection policy only to those objects in the specified directory that match the criteria entered. |
| <b>Attributes</b>                                                       | Select an attribute from the drop-down menu or type a custom attribute.                                                             |
| <b>Condition</b>                                                        | Select the appropriate condition. Available options include =, <, <>, and >.                                                        |
| <b>Value</b>                                                            | Type a value to complete the criteria that will be used to determine matches. Wildcards can be used to specify the value.           |

6 Click **OK**.

## Modifying Automated User Assignments

Modifying an Automated User Assignment affects only users added to the assignment after it has been modified. Existing Desktop Agent users are unaffected.

Settings for existing Desktop Agent users can be modified from the **Setup** view of the DLO Administration Console. For more information see “[Modifying Desktop Agent User Properties](#)” on page 111.

### To modify an automated user assignment

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Selection** pane, click **Automated User Assignments**.
- 3 In the **Results** pane, select the Automated User Assignment you want to modify.
- 4 In the **Task** pane, under **General Tasks**, select **Properties**.
- 5 Modify the Automated User Assignment properties.

## Changing the Priority of Automated User Assignments

When you create an Automated User Assignment, DLO assigns a priority to it so that when a user is a member of more than one domain and group, it is clear which Automated User Assignment will be used. The most recently created Automated User Assignments have the lowest priority. You can change the priority of Automated User Assignments.

### To change the priority of automated user assignments

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Selection** pane, click **Automated User Assignments**.

- 3 In the **Results** pane, select the Automated User Assignment for which you want to change the priority.
- 4 In the **Task** pane, under **Settings Tasks**, select **Move priority up** or **Move priority down**.

## Viewing Automated User Assignment Properties

To view automated user assignments

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Selection** pane, click **Automated User Assignments**.
- 3 In the **Results** pane, select an Automated User Assignment.
- 4 In the **Task** pane, under **General Tasks**, select **Properties**.

## Deleting Automated User Assignments

You can delete Automated User Assignments when you no longer need them.

To delete an automated user assignment

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Selection** pane, click **Automated User Assignments**.
- 3 Click the Automated User Assignment to be deleted.
- 4 In the **Task** pane, under **General Tasks**, click **Delete**.
- 5 Click **Yes**.

### Related Topics

[“About Automated User Assignments”](#) on page 94

[“New Automated User Assignment Dialog Box Options”](#) on page 96

[“Modifying Automated User Assignments”](#) on page 97

[“Changing the Priority of Automated User Assignments”](#) on page 97

[“Moving Desktop Agent Users to a New Network User Data Folder”](#) on page 113

[“Modifying Desktop Agent User Properties”](#) on page 111

## Configuring Global Exclude Filters

DLO global exclude options enable you to specify the attributes of files that you want to exclude from all backups, or that you do not want to compress, encrypt, or back up with Delta File Transfer. You can also exclude attachments to e-mails or specific e-mail folders from backup. Global excludes apply to both Profile backup selections and user created backup selections for all Desktop Agent users who back up to the DLO Administration Server on which the excludes are configured.

The files you exclude are listed on the **Include/Exclude** tab in the advanced view on the Desktop Agent and on the **Include/Exclude** tab for a profile's backup selection on the DLO Administration Console. Items configured for the global exclude list are not available for selection on the selection list.

---

**Caution:** Adding a global exclude will cause all previous backups matching the global exclude to be deleted.

---

To configure global excludes, see the following procedures:

[“Specifying Files and Folders to Exclude from all Backups”](#) on page 100

[“Specifying E-mail to Exclude from all Backups”](#) on page 101

[“Specifying Files and Folders to Exclude from Compression”](#) on page 102

[“Specifying Files and Folders to Exclude from Encryption”](#) on page 103

[“Specifying Files and Folders to Exclude from Delta File Transfer”](#) on page 104

[“Using DLO Macros to Define Global Excludes”](#) on page 105

## Specifying Files and Folders to Exclude from all Backups

File and Folder global excludes are used to specify which files and folders, or file and folder types, are to be excluded from all backups for all users.

### To specify files and folders to exclude from all backups

- From the **Tools** menu in the DLO Administration Console, select **Global Excludes**.
- Select the **Files/Folders** tab. Default Files/Folders global excludes are listed.
- To exclude all files greater than a specific size, select the **Exclude all files greater than** check box and enter a size in KB.
- To exclude all files modified before a specified date, select the **Exclude all files modified before** check box and enter a date.
- To add a new Files/Folders global exclude, click **Add** and configure as described in the following table.

**Table 2-23** Add Global Exclude Filter Dialog

| Item               | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Filter</b>      | <p>The filter determines which files or folders will be excluded from backup by the global exclude. Type a file name, wildcard, or macro for the files you want to exclude.</p> <p>Examples:</p> <p>Wildcard: *.tmp</p> <p>File name: pagefile.sys</p> <p>Macro: %WINDIR%</p> <p><b>Note:</b> When using wildcards, you must use the asterisk (*) wildcard. For example, *.tmp will return all results with the .tmp extension while .tmp will return only files explicitly named .tmp.</p> |
| <b>Description</b> | Type a description of the global exclude.                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Apply to</b>    | Indicate whether this global exclude should apply to files, folders, or both files and folders.                                                                                                                                                                                                                                                                                                                                                                                             |

- Click **OK**.
- To edit a global exclude filter, click **Edit** and configure as described in the [step 5](#) above.
- To delete a global exclude filter, click the filter to be deleted and click **Delete**. Click **Yes** to delete the filter or **No** to cancel.
- Click **OK**.

## Specifying E-mail to Exclude from all Backups

E-mail global excludes are used to specify the type of e-mails to be excluded from all backups for all users.

**Note:** Lotus Notes e-mails cannot be filtered by attachment size or type.

### To specify e-mail attachments to exclude from all backups

- 1 From the **Tools** menu in the DLO Administration Console, select **Global Excludes**.
- 2 Select the **E-mail** tab.
- 3 To exclude from all backup attachments greater than a specific size, select the Exclude **all attachments greater than** check box and enter a size in KB. This feature does not apply to Lotus Notes e-mails.
- 4 To exclude from all backup messages received before a specified date, select the **Exclude all messages received before** check box and enter a date.
- 5 To add a new e-mail global exclude, click **Add** and configure as follows.

**Table 2-24** Add Global E-mail Exclude Filter Dialog

| Item                 | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Attachment file type | <p>The filter determines which attachment file types will be excluded from backup by the global exclude.</p> <p><b>Note:</b> Lotus Notes e-mails cannot be filtered by attachment type.</p> <p>Filters can be file names or wildcards.</p> <p>Examples:</p> <p>Wildcard: *.tmp</p> <p>File name: pagefile.sys</p> <p><b>Note:</b> When using wildcards, you must use the asterisk (*) wildcard. For example, *.tmp will return all results with the .tmp extension while .tmp will return only files explicitly named .tmp.</p> |
| Mail folder name     | Type the name of the mail folder you would like to exclude from backup.                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Description          | Type a description of the global exclude.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

- 6 Click **OK**.
- 7 To edit a global e-mail filter, click the filter you want to change. Click **Edit** and configure as described in table 2-24, “[Add Global E-mail Exclude Filter Dialog](#)”.
- 8 To delete a global e-mail filter, click the filter to be deleted and click **Delete**. Click **Yes** to delete the filter or **No** to cancel.

9 Click **OK**.

## Specifying Files and Folders to Exclude from Compression

Compressed file global excludes are used to specify the type of files or folders to be excluded from compression for all users.

### To specify files and folders to exclude from compression

- 1 From the **Tools** menu in the DLO Administration Console, select **Global Excludes**.
- 2 To exclude files or folders from compression, select the **Compressed Files** tab. Default compressed files global excludes are listed.
- 3 To exclude all files greater than a specific size from compression, select the **Exclude all files greater than** check box and enter a size in KB.
- 4 To add a new compressed file global exclude, click **Add** and configure as follows.

**Table 2-25** Add Global Compression Exclude Filter Dialog

| Item               | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Filter</b>      | <p>The filter determines which files or folders will be excluded from compression by the global exclude. Filters can be file names, wildcards or macros.</p> <p>Examples:</p> <p>Wildcard: *.tmp<br/>File name: pagefile.sys<br/>Macro: %WINDIR%</p> <p><b>Note:</b> When using wildcards, you must use the asterisk (*) wildcard. For example, *.tmp will return all results with the .tmp extension while .tmp will return only files explicitly named .tmp.</p> |
| <b>Description</b> | Type a description of the global exclude.                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Apply to</b>    | Indicate whether this global exclude should apply to files, folders, or both files and folders.                                                                                                                                                                                                                                                                                                                                                                    |

- 5 Click **OK**.
- 6 To edit a global exclude filter, click the filter you want to change. Click **Edit** and configure as described in the “[Add Global Compression Exclude Filter Dialog](#)” table above.
- 7 To delete a global exclude filter, click the filter to be deleted and click **Delete**. Click **Yes** to delete the filter or **No** to cancel.
- 8 Click **OK**.

## Specifying Files and Folders to Exclude from Encryption

Encrypted file global excludes are used to specify which files or folders, or file and folder types, are to be excluded from encryption for all users.

### To configure encrypted file global excludes

- 1 From the **Tools** menu in the DLO Administration Console, select **Global Excludes**.
- 2 To exclude files or folders from encryption, select the **Encrypted Files** tab. Default encrypted files global excludes are listed.
- 3 To exclude files greater than a specific size from encryption, check the **Exclude all files greater than** check box and enter a size in KB.
- 4 To add a new encrypted file global exclude, click **Add** and configure as follows.

**Table 2-26** Add Global Encryption Exclude Filter Dialog

| Item        | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Filter      | <p>The filter determines which files or folders will be excluded from encryption by the global exclude. Filters can be file names, wildcards or macros.</p> <p>Examples:</p> <p>Wildcard: *.tmp</p> <p>File name: pagefile.sys</p> <p>Macro: %WINDIR%</p> <p><b>Note:</b> When using wildcards, you must use the asterisk (*) wildcard. For example, *.tmp will return all results with the .tmp extension while .tmp will return only files explicitly named .tmp.</p> |
| Description | Type a description of the global exclude.                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Apply to    | Indicate whether this global exclude should apply to files, folders, or both files and folders.                                                                                                                                                                                                                                                                                                                                                                         |

- 5 Click **OK**.
- 6 To edit a global encryption exclude filter, click the filter you want to change. Click **Edit** and configure as described in table 2-26, “[Add Global Encryption Exclude Filter Dialog](#)”.
- 7 To delete a global encryption exclude filter, click the filter to be deleted and click **Delete**. Click **Yes** to delete the filter or **No** to cancel.
- 8 Click **OK**.



# Specifying Files and Folders to Exclude from Delta File Transfer

Delta File Transfer global excludes are used to specify which files or folders, or file and folder types, are to be excluded from Delta File Transfer for all users.

## To specify files and folders to exclude from delta file transfer

- From the **Tools** menu in the DLO Administration Console, select **Global Excludes**.
- To exclude files or folders from Delta File Transfer, select the **Delta File Transfer** tab. Default Delta File Transfer global excludes are listed. File types excluded by default from Delta File Transfer are generally file types that do not benefit from this technology.

**Note:** Files and Folders backed up using Delta File Transfer are also compressed with standard compression. If a file is in a backup selection that uses Delta File Transfer, but is excluded from Delta File Transfer using a global excludes filter, it is still compressed with standard compression unless it is also excluded from standard compression using another global excludes filter.

- To exclude files greater than a specific size from Delta File Transfer, select the **Exclude all files greater than** check box and enter a size in KB.
- To exclude files smaller than a specific size from Delta File Transfer, select the **Exclude all files less than** check box and enter a size in KB.
- To add a new Delta File Transfer global exclude, click **Add** and configure as follows.

**Table 2-27** Add Global Delta File Transfer Exclude Filter Dialog

| Item               | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Filter</b>      | <p>The filter determines which files or folders will be excluded from Delta File Transfer by the global exclude. Filters can be file names, wildcards or macros.</p> <p>Examples:</p> <p>Wildcard: *.tmp</p> <p>File name: pagefile.sys</p> <p>Macro: %WINDIR%</p> <p><b>Note:</b> When using wildcards, you must use the asterisk (*) wildcard. For example, *.tmp will return all results with the .tmp extension while .tmp will return only files explicitly named .tmp.</p> |
| <b>Description</b> | Type a description of the global exclude.                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Apply to</b>    | Indicate whether this global exclude should apply to files, folders, or both files and folders.                                                                                                                                                                                                                                                                                                                                                                                  |

- Click **OK**.

- 7
- To edit a global Delta File Transfer exclude filter, click the filter you want to change. Click **Edit** and configure as described in table 2-27, “[Add Global Delta File Transfer Exclude Filter Dialog](#)”.
- 8
- To delete a global Delta File Transfer exclude filter, click the filter to be deleted and click **Delete**. Click **Yes** to delete the filter or **No** to cancel.
- 9
- Click **OK**.

**Related Topics**

“[Using Delta File Transfer](#)” on page 83

## Excluding Files that are Always Open

On desktop computers running Windows XP and Windows 2000, the following folders and file types are generally always open and DLO is unable to back up these files. Adding these files to the Global Excludes list, or backup selection exclude list will prevent them from always being listed in the pending files list on the Desktop Agent.

- C:\Windows\System32\Config
- registry hives and logs, including \*.DAT.LOG, \*.LOG and the files system, SECURITY, default, SAM, and software
- C:\Windows\System32\wbem
- \*.EVT
- \*.LOG (in particular, STI\_Trace.log, WIADEBUG.LOG, WIASERVC.LOG)
- \*.DAT (in particular, NTUSER.DAT, USRCLASS.DAT)

**Related Topics**

“[About Backup Selections](#)” on page 72

“[Configuring Global Exclude Filters](#)” on page 98

## Using DLO Macros to Define Global Excludes

The following macros are typically used for excluding files using the global exclude option, but can also be used in backup selections.

**Table 2-28** Global Exclude Macros

| Macro    | Folder                                                    |
|----------|-----------------------------------------------------------|
| %TEMP%   | The temp directory for the user who is logged on.         |
| %WINDIR% | The Windows directory.<br>Example: C:\Windows or C:\Winnt |

**Table 2-28** Global Exclude Macros (continued)

| Macro      | Folder                                                                         |
|------------|--------------------------------------------------------------------------------|
| %WEBTEMP%  | The web cache for the user who is logged on.                                   |
| %RECYCLED% | Recycle bins                                                                   |
| %SYSTEM%   | The Windows system directory.<br>Example: C:\Windows\system or C:\Winnt\system |

# Symantec DLO Firewall Ports

You may have special port requirements for Symantec DLO if you use a firewall. Firewalls sometimes affect system communications between a media server and remote systems that reside outside the firewall environment.

Symantec DLO uses the following ports:

**Table 2-29** Symantec DLO Ports

| Service or Process                                       | Port                   | Port Type |
|----------------------------------------------------------|------------------------|-----------|
| Server Message Block (SMB) communication                 | 135-139                | TCP/UDP   |
| Server Message Block (SMB) communication without NETBIOS | 445                    | TCP/UDP   |
| SQL                                                      | 1434                   | TCP/UDP   |
| SymantecDLOAdminSvcu.exe (DLO admin service)             | 3999 in listening mode | TCP/UDP   |

## Using Symantec DLO with Firewalls

The following TCP firewall ports should be open while using the “Remote Push Installation of Agents and Maintenance Servers” option. See [“Push Install Desktop Agent and Push Install DLO Maintenance Server”](#) on page 26 for additional information.

**Table 2-30** Firewall Ports

| Port Number |
|-------------|
| 13782       |
| 13720       |

| Port Number |
|-------------|
| 13783       |
| 13724       |
| 13721       |
| 13701       |
| 13702       |
| 13705       |
| 13706       |
| 13709       |
| 13711       |
| 13713       |
| 13714       |
| 13715       |
| 13716       |
| 13717       |
| 13718       |
| 13719       |
| 13723       |
| 13784       |

# Managing and Monitoring DLO

This section contains the following topics:

- [“Managing Desktop Agent Users”](#) on page 108
- [“Managing Desktop Computers”](#) on page 114
- [“Restoring Files and Folders from the DLO Administration Console”](#) on page 120
- [“Recovering DLO Servers and User Data”](#) on page 124
- [“Monitoring DLO Job Histories”](#) on page 128
- [“Monitoring Alerts on the DLO Administration Console”](#) on page 133
- [“Configuring Alerts for Notification”](#) on page 139
- [“Configuring Recipients for Notification”](#) on page 143
- [“DLO Reports”](#) on page 156
- [“Backing up and Restoring the DLO File Server and Database”](#) on page 159
- [“About Desktop and Laptop Option and Clusters”](#) on page 160

## Managing Desktop Agent Users

The DLO Administrator manages Desktop Agent users from the DLO Administration Console. From this interface, users or groups of users can be manually added to DLO, enabled or disabled, moved to a new network share, or assigned a different profile.

Desktop Agent users are added to DLO either automatically using Automated User Assignments, or manually from the DLO Administration Console.

### Related Topics

[“About Automated User Assignments”](#) on page 94

[“Adding a Single Desktop User to DLO”](#) on page 110

[“Importing Multiple Users who have Existing Network Storage”](#) on page 111

[“Viewing a List of Desktop Agent users”](#) on page 114

[“Modifying Desktop Agent User Properties”](#) on page 111

[“Enabling or Disabling DLO Access for a Desktop User”](#) on page 111

[“Deleting a User from DLO”](#) on page 112

[“Moving Desktop Agent Users to a New Network User Data Folder”](#) on page 113

## Manually Creating New Network User Data Folders

If network shares already exist for desktop user backups, they can be added to DLO as network user data folders, or new shares can be created and added to DLO for this purpose. To create or use an existing network share as a network user data folder, the folder must have the appropriate security attributes.

### To manually create network user data folders and set security attributes

- 1 Create or locate a network share on the computer where backup files will be stored.
- 2 Right-click the share you created in [step 1](#), and then select **Properties**.
- 3 Click the **Sharing** tab.
- 4 Verify that **Share this folder** is selected.
- 5 Click **Permissions**.
- 6 Select the following permissions for user Everyone: Full Control, Change, Read
- 7 Click **OK**.
- 8 Click the **Security** tab.
- 9 Click **Advanced**.
- 10 Verify that the **Inherit from parent the permission entries that apply to child objects** check box is not selected.
- 11 Add Administrator and Everyone and give them full control permissions.
- 12 In this share, create a data folder for each user who will use this Storage Location, or verify that a data folder already exists.
- 13 Right-click the data folder for a user.
- 14 Select **Properties**.
- 15 Select **Security**.
- 16 Verify that the **Inherit from parent the permission entries that apply to child objects** check box is not selected.

- 17 Add Administrator and the user who will be assigned to the user data folder to the share permission list.
- 18 Set full permission for Administrator and the user.

## Adding a Single Desktop User to DLO

Desktop users can be configured manually rather than with Automated User Assignments (see “[About Automated User Assignments](#)” on page 94). This allows the use of existing network folders that are dedicated to storing backup data for specific users. These network folders become the DLO network user data folders.

When a single desktop user is added to DLO, the user data folders are added manually so Storage Locations are not required, but they can be used if it is desirable to place the network user data folder in this location. After adding a desktop user manually, the settings that you assign (the user data folder and the profile) are applied the first time the desktop user runs the Desktop Agent.

### To add a single desktop user

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Selection** pane, click **Users**.
- 3 In the **Task** pane, under **User Tasks**, click **New User**.
- 4 Select the appropriate options as described in the following table.

**Table 3-1** New User Properties

| Item                            | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Enable User</b>              | Select this option to enable this user to use the Desktop Agent, or clear it to prevent the user from using the Desktop Agent.                                                                                                                                                                                                                                                                                                                                                |
| <b>User</b>                     | Browse to the user name or type it in the form DomainName\UserName.                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Profile</b>                  | Select the profile that you want to assign to this user.                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>User data folder</b>         | Do one of the following:                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Network user data folder</b> | <p>Select this option and type the path or browse to an existing network user data folder where this desktop user's backup files will be stored. This must be an existing folder, and the security attributes must be set for the folder according to your organization's needs. For example, determine which users can access the folder.</p> <p><b>Note:</b> A Storage Location is not required when an existing network share is used as the network user data folder.</p> |
| <b>Storage Location</b>         | Select this option to choose an existing Storage Location. The network user data folder for the new user will be placed in this Storage Location.                                                                                                                                                                                                                                                                                                                             |

## Importing Multiple Users who have Existing Network Storage

If you want to configure multiple new desktop users who already have an existing location on the network to store data, you can import a list of the users using a comma separated values (CSV) file. This feature cannot be used to import network user data folders for existing Desktop Agent users.

The file must be in the following format and have the following information for each user:

user name, domain, profile, user data folder

**Example**    JSmith,enterprise,Default,\\Server1\Userdata\jsmith

### To import multiple desktop users from a file

- 1    On the DLO navigation bar, click **Setup**.
- 2    In the **Selection** pane, click **Users**.
- 3    In the **Task** pane, under **User Tasks**, click **Import users using wizard**.
- 4    Follow the instructions in the wizard.

## Modifying Desktop Agent User Properties

- 1    On the DLO navigation bar, click **Setup**.
- 2    In the **Selection** pane, click **Users**.  
Users are listed in the **Results** pane.
- 3    Select the user you want to modify.
- 4    In the **Task** pane, under **General Tasks**, select **Properties**.
- 5    Select the appropriate options as described in the following table.

Table 3-2    User Properties

| Item                     | Description                                                                                                                                                                                                                     |
|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Enable User              | Select this option to enable this user to use the Desktop Agent, or clear it to prevent the user from using the Desktop Agent.                                                                                                  |
| User                     | The name of the user. This field cannot be edited.                                                                                                                                                                              |
| Profile                  | Select a profile to apply to this user.                                                                                                                                                                                         |
| network user data folder | This is the location where the user’s backup files are to be stored. It cannot be modified. To move a user to a new location, see “ <a href="#">Moving Desktop Agent Users to a New Network User Data Folder</a> ” on page 113. |

## Enabling or Disabling DLO Access for a Desktop User

This option allows to you either allow or prevent a user from using the Desktop Agent.



### To enable or disable DLO access for a desktop user

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Selection** pane, click **Users**. Users are listed in the results pane.
- 3 Select the user you want to modify.
- 4 In the **Task** pane, under **General Tasks**, select **Properties**.
- 5 Do one of the following:
  - Clear the **Enable user** check box to prevent the desktop user from backing up data with the Desktop Agent
  - Check the **Enable user** check box to allow the desktop user to back up data with the Desktop Agent

## Deleting a User from DLO

If you want to permanently remove a user from the DLO database, you can delete the user's entry from DLO. Before deleting the user from the DLO Administration Console database, you should uninstall the Desktop Agent from the user's desktop. Otherwise, the user will automatically be re-added if the Desktop Agent is run by the user and a matching user assignment exists in DLO. If you cannot uninstall the Desktop Agent from the user's computer, disable the user (see [“Enabling or Disabling DLO Access for a Desktop User”](#) on page 111).

### To delete a user from the DLO database

- 1 Uninstall the Desktop Agent from the user's computer.
- 2 On the DLO navigation bar, click **Setup**.
- 3 In the **Selection** pane, click **Users**.
- 4 Click the user or users you want to delete.
- 5 In the **Task** pane, under **General Tasks**, click **Delete**.
- 6 To delete the data stored in the user data folder, select the **Delete data stored in the user data folder** option. When you select this option, backup data is deleted from the network user data folder, but not from the desktop user data folder. When the Desktop Agent is uninstalled from the desktop computer, an option is provided to delete the desktop user data folder.
- 7 Click **Yes** or **Yes to All** to delete the user.

---

**Note:** If you delete a user from the DLO Administration Console without first uninstalling the Desktop Agent from the user's desktop, the Desktop Agent on that user's computers will close automatically.

---

## Moving Desktop Agent Users to a New Network User Data Folder

When Desktop Agent users are moved to new network user data folders, the contents of each network user data folder is moved to a new directory. The new directories can be existing Storage Locations or other directories on the network.

When the network user data folder is moved to a UNC location (for example, \\myserver\userdata\username) rather than an existing Storage Location, permissions on the new location may need to be modified. The local administrator group and the owner of the files must have read and change permissions for the network user data folder, and the Everyone group should be removed.

For additional information on using existing directories on the network as network user data folders, see [“Manually Creating New Network User Data Folders”](#) on page 109.

After the data is successfully moved, data in the old network user data folders is deleted. Subsequent backups will be stored in the new location for each user.

### To move one or more Desktop Agent users to a new network user data folder

**Note:** When the transfer is complete, each affected Desktop Agent will shut down and then automatically restart within a 30 minute window.

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Selection** pane, click **Users**.
- 3 Select one or more user to be moved.
- 4 In the **Task** pane, under **User Tasks**, click **Move network user data folder**.
- 5 Select the appropriate options as described in the following table.

Table 3-3 Move User

| Item                                                                 | Description                                                                                                                                                                                                                                              |
|----------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| User                                                                 | Lists the domain and user name of the selected user or users.                                                                                                                                                                                            |
| From                                                                 | Lists the current network user data folder location.                                                                                                                                                                                                     |
| Destination                                                          |                                                                                                                                                                                                                                                          |
| Move the user data folder to an existing Storage Location            | Select this option to choose an existing Storage Location from the drop-down list. A new network user data folder will be created in the new Storage Location for each user who is moved.                                                                |
| Move the contents of the user data folder to an alternative location | Select this option to specify a new Storage Location. Type the path in the box provided, or click <b>Browse</b> and navigate to the new location. A new network user data folder will be created in the new Storage Location for each user who is moved. |

- 6 Click **Start** to begin the data transfer.

## Migrating a Desktop User to a New Computer

When a desktop user receives a new computer, DLO can be used to migrate user data to the new computer. DLO accomplishes this task by staging a user's backed up data on the new computer using a restore process. When the user logs in, the data is restored to the same location it occupied on the original computer. The final restoration of data occurs automatically when the user logs in and does not require a connection to the DLO Administration Server.

### To migrate a desktop user to a new computer

- 1 Restore the user data as described in [“Restoring Files and Folders from the DLO Administration Console”](#) on page 120.
- 2 In [step 8](#), select [“Stage this user data on an alternate computer for a new DLO installation.”](#) The data is staged on the new computer.  
When the owner of the staged data logs in to the new computer, DLO moves the staged data to the same location it occupied on the original computer, completing the data migration process.

## Viewing a List of Desktop Agent users

### To view the list of desktop agent users

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Selection** pane, click **Users** to list users in the **Results** pane.

## Managing Desktop Computers

Desktop computers can be easily managed from the DLO Administration Console. You can view and modify computer properties as well as enable, disable or delete computers from the console. In addition, an immediate backup can be run on one or more selected computers.

## Modifying Computer Properties

Computer properties can be viewed and modified from the DLO Administration Console. Computer properties are based on the profile to which the desktop computer owner is assigned. Computer properties can also be changed by the desktop user if that user has sufficient rights assigned in the profile.

### To view and modify computer properties

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Selection** pane, click **Computers**.
- 3 Right-click the computer for which you want to modify properties, and click **Properties**.

- 4
- To modify the backup schedule for the computer, click the **Schedule** tab.
- 5
- Configure the schedule as described in the following table.

Table 3-4     Profile Schedule Dialog Box

| Item                                    | Description                                                                                                                                                                                                                                                        |
|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Use Profile schedule                    | Select this option in the drop-down menu to use the scheduling options specified in the profile.<br><br><b>Note:</b> If this option is selected, additional settings on the <b>Schedule</b> tab cannot be modified.                                                |
| Use customized schedule                 | Select this option in the drop-down menu to specify a customized schedule that differs from the profile schedule.                                                                                                                                                  |
| Run jobs                                |                                                                                                                                                                                                                                                                    |
| Whenever a file changes                 | Select this option to back up files whenever they change.<br><br>On NTFS drives, backups will occur automatically whenever a file changes. For FAT drives, you must enter a backup interval in the <b>Back up changed files every</b> field.                       |
| According to a schedule                 | Select this option to back up files according to a customized schedule.<br><br>Click <b>Edit schedule</b> to configure the backup schedule. The backup schedule is configured in <a href="#">step 12</a> of “ <a href="#">Creating a New Profile</a> ” on page 58. |
| Manually                                | Select this option to require that the DLO Administrator or desktop user initiate backups manually.                                                                                                                                                                |
| Log on/off options                      |                                                                                                                                                                                                                                                                    |
| Automatically run jobs when logging on  | Select this option to begin a backup after the desktop user logs on to the computer.                                                                                                                                                                               |
| Automatically run jobs when logging off | Select this option to begin a backup when the desktop user logs off the computer.                                                                                                                                                                                  |

- 6
- To modify computer options, click the **Options** tab and configure the computer options as described in the following table.

Table 3-5     Additional Profile Options

| Item                | Description                                                                                                                                                                                            |
|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Use Profile options | Select this option from the drop-down menu to use settings specified in the profile.<br><br><b>Note:</b> If this option is selected, additional settings on the <b>Options</b> tab cannot be modified. |

**Table 3-5** Additional Profile Options (Continued)

| Item                                                                                         | Description                                                                                                                                                                                                                                                                                                                               |
|----------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Use customized options</b>                                                                | <p>Select this option from the drop-down menu to specify settings that differ from the profile options.</p> <p><b>Note:</b> This option must be selected to enable access to additional settings on the <b>Options</b> tab.</p>                                                                                                           |
| <b>Limit disk space usage on my computer to</b>                                              | <p>Select this check box to limit disk space usage on the desktop computer.</p> <p>To limit the usage to a percent of drive space, select <b>%</b> and type the maximum percentage of drive space to use.</p> <p>To limit the usage to a specific size, select <b>MB</b> and type the maximum number of MB to use on the local drive.</p> |
| <b>Log file maintenance</b>                                                                  |                                                                                                                                                                                                                                                                                                                                           |
| <b>Keep log files for a minimum of (days)</b>                                                | <p>Type the minimum number of days to keep log files. Log files will not be deleted until they are at least as old as specified.</p> <p><b>Note:</b> Log files will not be deleted until their combined size exceeds the setting for the combined size of all log files, which is discussed below.</p>                                    |
| <b>After minimum number of days, delete oldest log files when combined size exceeds (MB)</b> | <p>Type the maximum combined size of all log files to be retained before the oldest log files are deleted.</p> <p><b>Note:</b> You may have more than the specified number of MB of log files stored if none of the log files are as old as specified in the <b>keep log files for a minimum of (days)</b> setting.</p>                   |
| <b>Logging options</b>                                                                       |                                                                                                                                                                                                                                                                                                                                           |
| <b>Log groom messages</b>                                                                    | Select this check box to create logs for grooming operations.                                                                                                                                                                                                                                                                             |
| <b>Log information messages for backup</b>                                                   | Select this check box to create logs for all backup operations.                                                                                                                                                                                                                                                                           |
| <b>Log warning messages</b>                                                                  | Select this check box to create logs for all operations that generate warnings.                                                                                                                                                                                                                                                           |
| <b>Mail options</b>                                                                          |                                                                                                                                                                                                                                                                                                                                           |

Table 3-5 Additional Profile Options (Continued)

| Item                                                         | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|--------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Enable incremental backups of Outlook PST files</b>       | <p>Select this check box to enable incremental backups of Microsoft Outlook Personal Folder (PST) files. Incremental backups must be enabled to allow PST files to be backed up while they are open.</p> <p>If this option is not selected, then PST files that are configured in Outlook will be fully backed up each time the PST file is saved, which generally occurs when Outlook is closed.</p> <p>When Outlook PST files are backed up incrementally, only one revision is maintained regardless of the number of revisions set in the backup selection.</p> <p><b>Note:</b> DLO is unable to perform incremental backups of Outlook PST files unless Outlook is your default mail application.</p> <p>When you restore Microsoft Outlook PST files, the restored PST file will differ from the original PST file as explained in <a href="#">“Restoring Microsoft Outlook Personal Folder Files”</a> on page 230.</p> <p><b>Note:</b> Synchronized files cannot be backed up incrementally.</p> <p>For additional information, see <a href="#">“Backing up Outlook PST Files Incrementally”</a> on page 208.</p> |
| <b>Enable incremental backups of Lotus Notes email files</b> | <p>Select this check box to enable incremental backups of Lotus Notes e-mail files. Additional configuration may be necessary. See <a href="#">“Backing up Lotus Notes NSF Files Incrementally”</a> on page 210.</p> <p>When Lotus Notes NSF files are backed up incrementally, only one revision is maintained regardless of the number of revisions set in the backup selection.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

- 7 To view the computer backup folders, click the **Backup Folders** tab.
- 8 To modify the computer backup selections, click the **Backup Selections** tab.  
See [“Adding a Backup Selection”](#) on page 74. Profile backup selections are not listed, and can only be modified directly in the profile as described in [“Modifying a Backup Selection”](#) on page 82.
- 9 To view synchronized selections for a computer schedule, click the **Synchronized Selections** tab.  
Synchronized selections can only be viewed from the Administration Console. They are configured on the Desktop Agent as described in [“Synchronizing Desktop User Data”](#) on page 218.
- 10 To view and modify connection policies, click the **Connection Policies** tab.  
Profile defined connection policies can only be modified in the profile. See [“Customizing Connection Policies”](#) on page 216.

## Enabling or Disabling a Desktop Computer

When a computer is disabled, the Desktop Agent remains on the desktop computer. The Desktop Agent can be used to restore files and view history, but backups are disabled and the user cannot modify Desktop Agent settings.

### To enable or disable a desktop computer

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Selection** pane, click **Computers**.
- 3 In the **Results** pane, select one or more computers to be enabled or disabled.
- 4 Right-click the selected computers and click **Enable** to enable the Desktop Agent to run on the selected computers, or click **Disable** to prevent the Desktop Agent from running on the selected computers.

## Deleting a Desktop Computer from DLO

Deleting a desktop computer from DLO removes the computer from the DLO database and deletes the backed up files. This feature is most commonly used for a desktop computer that is no longer in use. Deleting a computer does not disable the Desktop Agent software. If subsequent backups are performed by the Desktop Agent, the computer entry will be added back to DLO. To prevent further backups from the computer, disable the computer rather than deleting it.

### To delete a desktop computer from DLO

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Selection** pane, click **Computers**.
- 3 In the **Results** pane, select one or more computers to be deleted.
- 4 In the **Task** pane, under **General Tasks**, click **Delete**.
- 5 When asked if you want to delete each selected computer and all backup files, click **Yes**.

## Backing up a Desktop from the Administration Console

The DLO Administration Console can be used to run an immediate backup on one or more desktop computers. This allows the administrator to force a backup of a computer running in manual or scheduled mode.

### To run an immediate backup on a desktop computer

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Selection** pane, click **Computers**.

- 3
- In the **Results** pane, select one or more computers on which to run an immediate backup.
- 4
- In the **Task** pane, under **Computer Tasks**, click **Run backup now**.

## Setting Blackout Windows

DLO can be configured to stop backups at specific times to selected file servers, or to file servers managed by a specific maintenance server. This is done by configuring blackout windows. When a blackout window is configured for a selected resource, backups to network user data folders are suspended during the specified period.

Blackout windows are specific to the resource for which they are created. To use the same schedule for two different resources, you must configure them separately.

### To configure a blackout window for a network resource

- 1
- On the DLO navigation bar, click **Setup**.
- 2
- In the **Task** pane, under **Tool Tasks**, click **Blackout windows**.
- 3
- From the **File Server** list, select a network resource for which you want to configure a blackout window.
- 4
- Do one of the following:

■

To edit an existing schedule, select it from the drop-down menu.

■

To create a new schedule click **New**.
- 5
- Configure the schedule as described in the following table.

Table 3-6                  Blackout Window Schedule

| Item            | Description                                                                                                                                                                                                                                                       |
|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Enable Schedule | Select this check box to activate this schedule.                                                                                                                                                                                                                  |
| Occurs          | Select the frequency of occurrence. Selections include <b>on a specific date</b> and <b>weekly</b> .                                                                                                                                                              |
| Starts at       | Enter the start time for the blackout window.<br><br>For a blackout window on a specific date, enter the date on which the blackout window is to start.<br><br>For a weekly blackout window, select the day of the week on which the blackout window is to start. |
| Ends at         | Enter the end time for the blackout window.<br><br>For a blackout window on a specific date, enter the date on which the blackout window is to end.<br><br>For a weekly blackout window, select the day of the week on which the blackout window is to end.       |



- 6 Click **OK**.

## Deleting a Blackout Window Schedule

To delete a blackout window schedule

- 1 On the DLO navigation bar, click **Setup**.
- 2 In the **Task** pane, under **Tool Tasks**, click **Blackout Windows**.
- 3 Under **Schedules**, select the schedule to be deleted.
- 4 Click **Delete**.
- 5 Click **OK**.

# Restoring Files and Folders from the DLO Administration Console

The administrator can restore files and folders to a desktop computer from the DLO Administration Console.

---

**Note:** DLO can overwrite a file which is in use by staging the file to be restored when the desktop computer restarts. Using this feature requires that the currently logged on user of the desktop computer has administrative rights on the desktop computer. Alternatively, the file can be restored by first closing the application which is using the file, or by restoring the file to an alternate location.

---

To restore files and folders from the DLO administration console

- 1 On the DLO navigation bar, click **Restore**.
- 2 In the **Computer** pane, click the desktop from which the data to be restored originated.
- 3 In the **Backup Folder** pane tree view, select the folder containing the files you want to restore.
- 4 To restore the entire folder, check the folder in the **Backup Folder** pane.
- 5 To restore specific files, check the files in the **File Version** pane.
- 6 If multiple versions exist for a file, select the radio button for the file version you want to restore.

---

**Note:** When a desktop user deletes an original file, the backup files are retained until they are deleted by the file grooming process. If an original file has been deleted, but backup files are still available, the icon for the file in the restore view will have a small red 'x' to indicate the deletion of the original file. See "[File Grooming](#)" on page 201 for additional information.

---

- 7 In the **Task** pane, under **Restore Tasks**, click **Restore files** to open the Restore dialog.

8 Select the appropriate options from the following table.

Table 3-7 Restore Dialog Box

| Item                                                                     | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Restore destination                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Restore to original computer                                             | <p>Select this option to restore the selected files or folders to the computer from which they were originally backed up.</p> <p><b>Note:</b> When files or folders are restored to the original desktop computer, the job is submitted to the Desktop Agent and is run when the Desktop Agent connects to the DLO Administration Server. The job may run immediately if the desktop computer is currently on the network, or the job may be pending for some time if the desktop computer is not connected to the network.</p> |
| Restore to original folder                                               | <p>Select this option to restore the file or folder to its original location.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Redirect the restore to an alternate folder                              | <p>Select this option to restore the file or folder to a different location on the original desktop.</p> <p>Click <b>Browse</b> to browse to the folder where you would like to restore the file.</p>                                                                                                                                                                                                                                                                                                                           |
| Restore to an alternate computer                                         | <p>Select this option to restore the selected items to a network or local drive on a computer other than the one from which they were originally backed up.</p> <p><b>Note:</b> When files or folders are restored to a folder on an alternate computer, the restore job is processed immediately from the network user data folder by DLO. The job is not queued to the Desktop Agent.</p>                                                                                                                                     |
| Redirect the restore to a folder on an alternate computer                | <p>Select this option to restore the data to a selected folder on an alternate computer.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Stage this user data on an alternate computer for a new DLO installation | <p>Select this option to migrate user data to a new computer. See <a href="#">“Migrating a Desktop User to a New Computer”</a> on page 114 for additional information.</p>                                                                                                                                                                                                                                                                                                                                                      |
| Preserve folder structure                                                | <p>Select this check box to restore the data with its original directory structure intact. If you clear this option, all data (including the data in subdirectories) is restored to a single folder in the path you specify.</p>                                                                                                                                                                                                                                                                                                |

Table 3-7     Restore Dialog Box (Continued)

| Item                                           | Description                                                                                                                                                                                                                                                                                                                                                          |
|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Restore Options                                |                                                                                                                                                                                                                                                                                                                                                                      |
| If file already exists:                        | <p>Select <b>Do not overwrite</b> to cancel the restoration of files that already exist in the destination folder.</p> <p>Select <b>Prompt</b> to be prompted before overwriting the file if it already exists in the destination folder.</p> <p>Select <b>Overwrite</b> to overwrite the file without prompting if it already exists in the destination folder.</p> |
| Restore deleted files                          | Select this option if you want to restore files even though the original files have been deleted.                                                                                                                                                                                                                                                                    |
| Preserve security attributes on restored files | <p>Select <b>Preserve security attributes on restored files</b> to preserve security information in restored files.</p> <p>You may need to uncheck this box to successfully restore a file if the source file security conflicts with the destination security. Unchecking this option causes the security information to be removed from the restored file.</p>     |

9     Click **OK**.

**Note:** If you customize NTFS permissions or directory attributes, such as compression or encryption for files or folders, you must reapply these settings after restoration. If you use a password for your PST file, you must reset the password after restoring your PST file.

- 10    In the **Restore Summary** dialog box, review the selected restore settings, and do one of the following:
- Click **Print** to print a copy of the restore summary
  - Click **Restore** to continue with the restore
- 11    Click **OK** when the restore job completes.

## Searching for Files and Folders to Restore

To search for desktop files and folders to restore

- 1     On the DLO navigation bar, click **Restore**.
- 2     In the **Computer** pane, click the desktop on which you would like to search for files to restore.
- 3     In the **Task** pane, under **Restore Tasks**, click **Search for files to restore**.

- 4 Select the appropriate options as described in the following table.

**Table 3-8** Search Dialog Box Options

| Item                                                         | Description                                                                                                                                                                                                                                                                               |
|--------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Search for file names with this text in the file name</b> | Type all or part of the name of the file or folder you want to find. Wildcard entries are accepted, for example *proj.doc.                                                                                                                                                                |
| <b>Modified</b>                                              | Select this option to search for files that were modified during a specific time frame, and then select the time frame.                                                                                                                                                                   |
| <b>Today</b>                                                 | Select this option to search for files modified on the current calendar day.                                                                                                                                                                                                              |
| <b>Within the past week</b>                                  | Select this option to search for files modified in the last calendar week.                                                                                                                                                                                                                |
| <b>Between</b>                                               | Select this option to search for files modified during a range of days.                                                                                                                                                                                                                   |
| <b>Of the following type</b>                                 | Select this check box to select a file type from the list provided.                                                                                                                                                                                                                       |
| <b>Of the following size</b>                                 | Select this check box and then enter information as follows: <ul style="list-style-type: none"><li>■ Select from <b>equal to</b>, <b>at least</b>, or <b>at most</b> in the first drop-down menu</li><li>■ Type a file size</li><li>■ Select <b>KB</b>, <b>MB</b>, or <b>GB</b></li></ul> |

- 5 Click **Search**.
- 6 In the **Results** pane, check the items to be restored.  
In some cases the Restore Search view may contain duplicate entries for the same file. If this occurs, you can select either file to restore and receive the same outcome.
- 7 Click **Restore**.
- 8 Select the appropriate options as outlined in “[Restoring Files and Folders from the DLO Administration Console](#)” on page 120.
- 9 Click **OK**.

# Recovering DLO Servers and User Data

DLO stores information in two major locations: the DLO Administration Server and the File Server. The DLO Administration Server stores the configuration database and the File Server stores the user data. The following recovery scenarios are discussed:

- [“Recovering Data for a Single User Using DLO Emergency Restore”](#) on page 125
- [“Recovering Data for a Single User Without DLO Emergency Restore”](#) on page 125
- [“Recovering a Damaged or Corrupted DLO Administration Server”](#) on page 126
- [“Recovering a Damaged or Corrupt File Server”](#) on page 126

This topic assumes that both the DLO Administration Server and File Server are periodically backed up to another disk, tape, or other media. Also note that for many DLO installations the administration server and file server are on the same computer.

## About Encrypted User Data

DLO encrypts user data using a user-specific, randomly generated encryption-key. The encryption-keys are stored in DLO's configuration database on the DLO Administration Server. The encryption-keys are also stored, in encrypted form, on the File Server, as detailed in the next section.

## About DLO Emergency Restore and Recovery Passwords

DLO's Emergency Restore feature is used to recover Desktop Agent user data from the File Server in the event that the configuration database is lost. Emergency Restore can also simplify the task of restoring user data for users that have been deleted using the DLO Console. To use the Emergency Restore feature, a Recovery Password must have been established before the database was lost or the user was deleted. If user data is restored from another media then the Recovery Password that was in effect when the user data was backed up must be used to recover the data.

A Recovery Password is established when the DLO Console is first launched. For older versions of DLO, a recovery password had to be manually established using the DLO command line interface. The recovery password is used to encrypt each user's encryption-key so the key can safely be stored on the File Server. The Emergency Restore feature prompts the administrator for the Recovery Password, which is used to decrypt the user's encryption-key. The encryption-key is then used to decrypt the user's data. If a recovery password has not been established the Emergency Restore feature cannot be used to restore encrypted user data.

## Changing Recovery Passwords

If the Recovery Password must be changed the administrator must be aware that the former Recovery Password will still be in affect for former backups of the File Server.

The Recovery Password should only be changed if mandated for security reasons, such as a compromised password. If possible the Recovery Password should never be changed. Changing or establishing a Recovery Password will never aide in restoring existing user data. In fact, it can make it more difficult: changing the Recovery Password can result in multiple Recovery Passwords being in use at the same time.

For example, consider the case where a recovery password “pwd1” is established when DLO is installed. Each user's encryption-key is encrypted with the Recovery Password stored on the File Server. When the File Server is backed up, the backup copies all use the Recovery Password “pwd1”. If the recovery password is subsequently changed to “pwd2”, the user encryption-keys on the File Server will be changed to be encrypted with the new Recovery Password. Subsequent backups of the File Server will use the Recovery Password “pwd2”. Now there are backups of the File Server using both “pwd1” and “pwd2” as the Recovery Password. When the Emergency Restore feature is used, the administrator will have to use the Recovery Password that was in affect at the time the File Server was backed up.

### Deleting a User using the DLO console

When a user is deleted using the DLO Console all data associated with the user is deleted. This includes the configuration data, stored on the DLO Administration Server, and the user data, stored on the File Server. The method for restoring data for a deleted user depends upon whether a Recovery Password has been established or not.

## Recovering Data for a Single User Using DLO Emergency Restore

The Emergency Restore feature can be used to restore data for a deleted user if the user data can be restored from a backup of the File Server and a Recovery Password was established prior making the backup. See the section “[About DLO Emergency Restore and Recovery Passwords](#)” on page 124 for more information on Recovery Passwords.

### To recover data for a single user using DLO emergency restore

- 1 Restore the user-data to its original location on the File Server or to any other temporary location.
- 2 Use the DLO Command Line Interface to restore the data to DLO.

```
dlocommandu -emergencyrestore <usersharepath> -w <RecoveryPassword> -ap
<destination-path>.
```

## Recovering Data for a Single User Without DLO Emergency Restore

If the Recovery Password was not established or has been lost, restoring data for a deleted user requires that both the DLO Administration Server and the File Server be restored to a single point in time before the user was deleted.

- 1 Take both the File Server and DLO Administration Server offline.
- 2 Back up both servers. Ensure that the backup includes the DLO configuration database and the all user data. This backup will be used to restore DLO back to its current state once the data is recovered. If any DLO data is not backed up it may be impossible to return to the current state.
- 3 Restore the user data to the File Server. If possible, restore just the data for the user being restored. If unsure, the entire volume on the File Server can be restored, provided that precaution was taken in step 2 to ensure the entire volume was backed up.

- 4 Restore the configuration database to the DLO Administration Server. The default database path is `C:\Program Files\Symantec\Symantec DLO\Data`.
- 5 Restart the DLO Administration Server.
- 6 Use the DLO Console to restore the user's data. Select "**Restore to an alternate computer**" and restore the data to a temporary location.
- 7 Restore both the File Server and DLO Administration Server back to the most recent state.

## Recovering a Damaged or Corrupted DLO Administration Server

There are two cases for recovering a damaged or corrupted DLO Administration Server.

### Case 1

A non-system disk on the administration server fails or is otherwise corrupted.

The recovery procedure for Case 1 is as follows

- 1 Fix or replace the failed disk.
- 2 Restore the entire disk from the backup copy.
- 3 Restart the computer.

### Case 2

The administration server's system hard drive fails, or the server's computer needs to be replaced with a new computer then the recovery procedure is as follows:

The recovery procedure for Case 2 is as follows

- 1 Setup the computer with the operating system software. Be sure to use the same computer name as the failed DLO Administration Server.
- 2 Install DLO on the new administration server. Be sure to use the same version of DLO as was installed on the failed server.
- 3 Restore the DLO database files, overwriting the database files created when DLO was installed. The default database path is `C:\Program Files\Symantec\Symantec DLO\Data`.
- 4 Restart the computer.

## Recovering a Damaged or Corrupt File Server

If a non-system disk on the File Server fails or is otherwise corrupted the recovery procedure is as follows:

- 1 Fix or replace the failed disk.
- 2 Restore the entire disk from the backup copy.
- 3 Restart the computer.

If the File Server's system hard drive fails, or the file server computer needs to be replaced with a new computer then the recovery procedure is as follows:

- 1** Setup the computer with the operating system software. Be sure to use the same computer name as the failed File Server.
- 2** If the File Server had the DLO Maintenance Server installed, then install the DLO Maintenance Server on the computer. Be sure to use the same version of DLO as was installed on the failed File Server.
- 3** Restore the DLO file data.



# Monitoring DLO Job Histories

Use the History view on the DLO Administration Console to view information about the status of Desktop Agent jobs. These jobs include backup, restore, synchronization, and move user jobs. History logs are generated by each desktop running the Desktop Agent and are viewed in either the DLO Administration Console or the Desktop Agent Console. You can filter history logs so that old or less important logs are not displayed, or so that only backup or restore job logs display.

## Viewing the DLO Job History

By default, the history logs are updated when a job runs and an hour has passed since the last update. However, if the job's status changes, the history log is updated immediately to reflect the new status.

### To display the history view in the DLO administration console

- ◆ On the DLO navigation bar, click **History**.  
The History view includes a computer history and a job history for each desktop that is displayed. The History pane displays all desktops that are backed up with the Desktop Agent and provides the summary of information as described in the following table.

**Table 3-9** Computer History pane

| Item                     | Description                                                                                                                                                                                                                                                                                                       |
|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| User                     | The user name of the user who is logged on to the desktop that generated the message.                                                                                                                                                                                                                             |
| Computer                 | The name of the desktop that generated this message.                                                                                                                                                                                                                                                              |
| Last Backup Result       | The outcome of a completed backup, for example, Success, Warnings, Failed, Cancelled.<br><br>For descriptions of possible backup outcomes, see “ <a href="#">DLO System Summary options</a> ” on page 55.                                                                                                         |
| Profile                  | The name of the Profile to which the desktop user who is logged on to the desktop belongs.<br><br>For more information on profiles, see “ <a href="#">About DLO Profiles</a> ” on page 58                                                                                                                         |
| Backup Mode              | The backup mode specified in the profile. Backup modes include: <ul style="list-style-type: none"> <li>■ Continuous: The backup occurs whenever a file changes</li> <li>■ Scheduled: The backup occurs according to a schedule</li> <li>■ Manual: The backup occurs when initiated by the desktop user</li> </ul> |
| Desktop Data Folder Size | The current size of the desktop user data folder.                                                                                                                                                                                                                                                                 |
| Network Data Folder Size | The current size of the network user data folder.                                                                                                                                                                                                                                                                 |

Table 3-9 Computer History pane (Continued)

| Item                     | Description                                   |
|--------------------------|-----------------------------------------------|
| Network Data Folder Path | The location of the network user data folder. |

The Job History pane displays information as described in the following table.

Table 3-10 Job History pane

| Item                      | Description                                                                                                                     |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Start Time                | The time the job was started.                                                                                                   |
| End Time                  | The time the job ended.                                                                                                         |
| Operation                 | The operation performed in this job, such as backup or restore.                                                                 |
| Status                    | The current status of the job, such as active, completed, completed with errors, completed with warnings, cancelled, or failed. |
| Files Protected (Desktop) | The number of files copied to the desktop user data folder during the job.                                                      |
| Size Protected (Desktop)  | The total bytes of data copied to the desktop user data folder during the job.                                                  |
| Files Protected (Network) | The number of files copied to the network user data folder during the job.                                                      |
| Size Protected (Network)  | The total bytes of data copied to the network user data folder during the job.                                                  |
| Errors                    | The number of errors, if any, that were generated during the job.                                                               |

## Setting Job History View Filters

The job history view can be filtered to show only the type of jobs you wish to view. You can filter jobs by type, alerts received during the job, or by the time period in which the job was run.

### To set job history view filters

- 1 On the DLO navigation bar, click **History**.
- 2 Click the desktop for which you want to view the history.
- 3 On the **Task** pane, under **Job History View Filters**, select one of the following options.

Table 3-11 Type of Jobs Viewed in the History View

| Item          | Description                                                                                                                                   |
|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| List all jobs | Lists history logs for all jobs that have run on the selected desktop. These may include backup, synchronization, restore, or move user jobs. |

**Table 3-11** Type of Jobs Viewed in the History View (Continued)

| Item                          | Description                                                                     |
|-------------------------------|---------------------------------------------------------------------------------|
| <b>List backup jobs only</b>  | Lists history logs only for backup jobs that have run on the selected desktop.  |
| <b>List restore jobs only</b> | Lists history logs only for restore jobs that have run on the selected desktop. |

- 4 To filter job history logs based on alerts received, select one or more of the following options.

**Table 3-12** Selections to Filter Job Histories Based on Alerts Received

| Item                           | Description                                                                      |
|--------------------------------|----------------------------------------------------------------------------------|
| <b>Show successful jobs</b>    | Lists history logs for all successful jobs on the selected desktop.              |
| <b>Show jobs with warnings</b> | Lists history logs for all jobs that generated warnings on the selected desktop. |
| <b>Show jobs with errors</b>   | Lists history logs for all jobs that generated errors on the selected desktop.   |
| <b>Show cancelled jobs</b>     | Lists history logs for all jobs that were cancelled on the selected desktop.     |

- 5 To set a time frame for filters to be displayed, select one of the following options.

**Table 3-13** Time Frame for Job Histories viewed

| Item                      | Description                                                                                                   |
|---------------------------|---------------------------------------------------------------------------------------------------------------|
| <b>Show last 24 hours</b> | Lists history logs that have been generated in the last 24 hours, and that meet all other filtering criteria. |
| <b>Show last 7 days</b>   | Lists history logs that have been generated in the last 7 days, and that meet all other filtering criteria.   |
| <b>Show all</b>           | Lists all history logs that also meet all other filtering criteria.                                           |

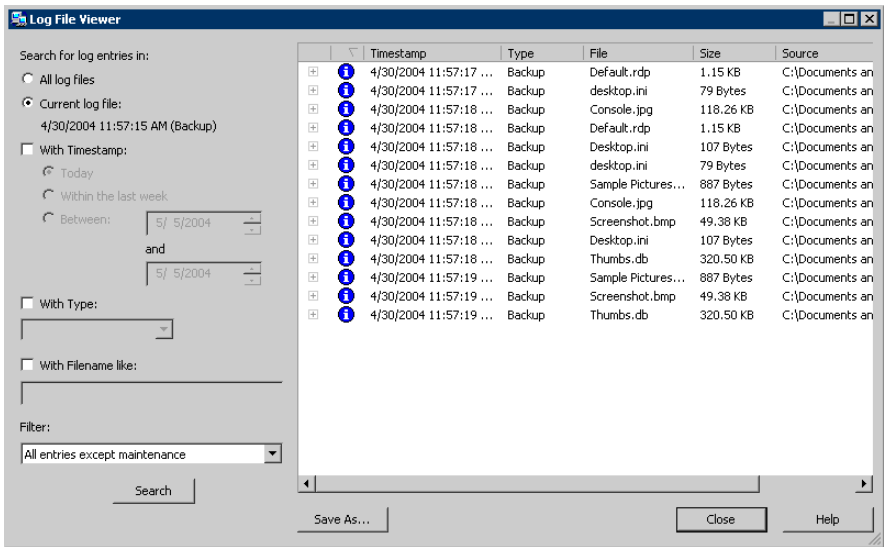
## Viewing History Logs

History logs are listed for each job on a desktop computer. They are viewed in the DLO ADministration Console History view.

To view a history log in the DLO administration console

- 1 On the DLO navigation bar, click **History**.
- 2 In the **History** pane, select the computer for which you want to view a history log.
- 3 In the **Job History** pane, click the log you want to view.
- 4 In the **Task** pane, under **General Tasks**, click **View history log file** to display the log file viewer with all log messages for this job.

Log file viewer



- 5 To filter the results, select the appropriate options as described in the following table.

Table 3-14 Log File Viewer Filtering Options

| Item                      | Description                                                                  |
|---------------------------|------------------------------------------------------------------------------|
| Search for log entries in |                                                                              |
| All log files             | Select this option to show all log entries in the log file viewer.           |
| Current log file          | Select this option to search only those log entries in the current log file. |

**Table 3-14** Log File Viewer Filtering Options (Continued)

| Item                              | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>With timestamp</b>             | <p>Select this check box to search only those log entries within a specified time period. The options include:</p> <ul style="list-style-type: none"> <li>■ Today: Show only log files that were created today</li> <li>■ Within the last week: Show all log files created in the last week</li> <li>■ Between dates: Show all log files created between the dates entered</li> </ul>                                                                                                  |
| <b>Of the following type</b>      | <p>Select this check box to show only logs of the indicated type. The available selections will vary depending on the log file, but may include the following:</p> <ul style="list-style-type: none"> <li>■ Backup</li> <li>■ Restore</li> <li>■ Move User</li> <li>■ Maintenance</li> </ul>                                                                                                                                                                                           |
| <b>With File names containing</b> | <p>Select this check box to enter a filename, or filename type. Wildcard entries are supported.</p> <p>Example: *gold.doc</p> <p><b>Note:</b> When using wildcards you must use the '*' wildcard. For example, *.tmp will return all results with the .tmp extension while .tmp will return only files explicitly named .tmp.</p>                                                                                                                                                      |
| <b>Limit search to</b>            | <p>Check this option to limit the log files displayed to one of the following types of log entries:</p> <ul style="list-style-type: none"> <li>■ Informational entries only</li> <li>■ Error and warning entries only</li> <li>■ Error entries only</li> <li>■ Warning entries only</li> <li>■ Local data folder entries only</li> <li>■ Local data folder error entries only</li> <li>■ Network data folder entries only</li> <li>■ Network data folder error entries only</li> </ul> |

- 6 Click **Search**.
- 7 Double-click a log entry to view additional details.
- 8 Click **Close**.

## Searching History Logs

History log files are easily searched using the Log File Viewer. This enables you to refine the list of jobs to only those of interest.

### To search for log files using the DLO administration console

- 1 On the DLO navigation bar, click **History**.
- 2 In the task pane, under **General Tasks**, click **Search log files** to display the log file viewer.
- 3 Set filtering options as discussed in [step 5](#) on page 131.
- 4 Click **Search**.
- 5 Double-click a log entry to view additional details.
- 6 Click **Close**.

## Monitoring Alerts on the DLO Administration Console

Alerts appear in DLO when the system needs administrator attention. Alerts help the DLO administrator understand the current condition of DLO jobs by displaying information on jobs.

Alerts can be generated to provide general information, or they can be in response to a problem. When an alert is generated due to a problem, the alert contains information about the problem, and in some cases, recommendations on how to fix it.

The DLO Administrator can choose to display all alerts, or to limit the type of alerts that appear.

Active alerts display the alerts that are active in the system and need a response from the operator. Alert history displays alerts that have been responded to or alerts that have been automatically cleared from the system.

In addition, the status bar at the bottom of the screen displays an alert icon. The icon that displays in the status bar is for the most severe type of alert in the Active alerts list. Therefore, if the current or most recent alert is not the most severe, the icon in the status bar will not match the icon for the most recent alert in the alert list.

The Desktop Agent filters the alerts to minimize the load on DLO. By default, alerts are limited to one of each type in 24 hours. For example, you will see only one “Local Out of Disk Condition” alert in a 24-hour period from a desktop running the Desktop Agent.

---

**Note:** “Backup/Restore complete” alerts cannot be filtered. If you enable these alerts, they are generated each time a backup or restore job completes.

---

Active alerts that are older than a specified number of days are cleared and moved into the alert history. The alerts in the history will be deleted if they have been cleared for more than a specified number of days. If an alert is manually cleared, it is moved into the alert history. Deleting an alert manually removes it permanently.

You can set up DLO to notify recipients when alerts occur. See [“Configuring Alerts for Notification”](#) on page 139 for additional information.

The following table describes the alert types.

**Table 3-15** Alert Categories

| Alert Type           | Description                                                                                                                                                                                                    |
|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Informational</b> | Notifies you that an expected action has occurred, such as the successful completion of a backup or restore job.                                                                                               |
| <b>Warning</b>       | Notifies you of a potential issue. For example, an alert is generated when a backup has not been completed on a desktop within a given time frame, or if the disk quota limitations are being approached.      |
| <b>Error</b>         | Notifies you of an active or pending danger to the application or its data. An error would be generated, for example, if a backup failed to complete, or if a desktop has exceeded its disk quota limitations. |

The following table describes the possible alerts.

**Table 3-16** DLO Alerts

| Type          | Name                                                                   | Description                                                                                                                                                                                                                                                                        |
|---------------|------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Errors</b> |                                                                        |                                                                                                                                                                                                                                                                                    |
|               | <b>A backup job has completed with errors</b>                          | A backup job has completed, but errors were generated.                                                                                                                                                                                                                             |
|               | <b>A restore job has completed with errors</b>                         | A restore job has completed, but errors were generated.                                                                                                                                                                                                                            |
|               | <b>An error has occurred on the file server</b>                        |                                                                                                                                                                                                                                                                                    |
|               | <b>Desktop user data folder disk space full</b>                        | The volume containing the desktop user data folder is full. There is insufficient free disk space to back up the current file. The file will be copied directly to the network user data folder.                                                                                   |
|               | <b>Desktop user data folder storage limit has been reached</b>         | The specified disk storage limit was reached when attempting to add a new revision to the desktop user data folder.                                                                                                                                                                |
|               | <b>File name, directory name, or volume label syntax is incorrect.</b> | Indicates either a storage system problem that requires attention, or a file name denied by SRM software. If the latter, these files should be added to DLO's global exclude list. See <a href="#">“Configuring Global Exclude Filters”</a> on page 98 for additional information. |

Table 3-16 DLO Alerts (Continued)

| Type     | Name                                                    | Description                                                                                                                    |
|----------|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
|          | Network user data folder disk space full                | The volume containing the network user data folder is full. There is insufficient free disk space to back up the current file. |
|          | Network user data folder storage limit has been reached | The specified disk storage limit was reached when attempting to add a new revision to the network user data folder.            |
|          | Unable to configure the Desktop Agent                   | A new user has connected, but for an unknown reason, cannot be configured properly.                                            |
| Warnings |                                                         |                                                                                                                                |
|          | A backup job has completed with warnings                | A backup job has completed, but warnings were generated.                                                                       |
|          | A restore job has completed with warnings               | A restore job has completed, but warnings were generated.                                                                      |
|          | A restore job has not completed in 1 hour               | A restore job was submitted, but an hour has passed and the restore job is not complete.                                       |
|          | A restore job has not completed in 12 hours             | A restore job was submitted, but 12 hours have passed and the restore job is not complete.                                     |
|          | A restore job has not completed in 24 hours             | A restore job was submitted, but 24 hours have passed and the restore job is not complete.                                     |
|          | Desktop user data folder approaching storage limit      | The amount of stored backup data in a user's desktop user data folder is approaching the specified size limit.                 |
|          | Desktop user data folder disk space low                 | The volume containing the desktop user data folder is running low.                                                             |
|          | Evaluation period daily reminder                        | This reminder specifies the number of days remaining in the evaluation period for the Symantec Desktop and Laptop Option.      |
|          | Evaluation period has expired                           | The DLO evaluation period has expired. A license is required to continue to use DLO.                                           |
|          | Network user data folder approaching storage limit      | The amount of stored backup data in a user's network user data folder is approaching the specified size limit.                 |
|          | Network user data folder disk space low                 | The volume containing the network user data folder is running low.                                                             |
|          | No backups in 14 days                                   | A desktop computer has not performed a backup for 14 days.                                                                     |
|          | No backups in 28 days                                   | A desktop computer has not performed a backup for 28 days.                                                                     |



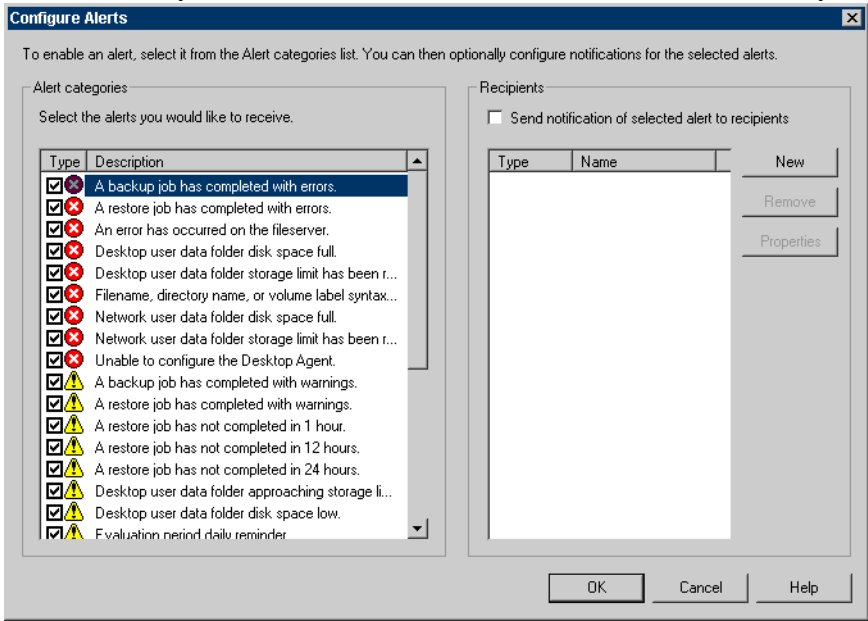
**Table 3-16** DLO Alerts (Continued)

| Type                 | Name                                                                | Description                                                                                              |
|----------------------|---------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
|                      | <b>No backups in 7 days</b>                                         | A desktop computer has not performed a backup for 7 days.                                                |
|                      | <b>No matching automated user assignment</b>                        | A new user connected, but no matching Automated User Assignment was found.                               |
| <b>Informational</b> |                                                                     |                                                                                                          |
|                      | <b>A backup job has completed</b>                                   | A backup job has completed successfully.                                                                 |
|                      | <b>A restore job has been queued</b>                                | A restore job was initiated from the DLO Administration Server.                                          |
|                      | <b>A restore job has completed</b>                                  | A restore job has completed successfully.                                                                |
|                      | <b>PST file was skipped because it is not configured in Outlook</b> | A PST file on the desktop computer was not backed up because it was not configured in Microsoft Outlook. |
|                      | <b>User was configured</b>                                          | A new user connected and was successfully configured.                                                    |

## Configuring Alerts

### To configure alerts

- 1 On the DLO navigation bar, click **Alerts**.
- 2 In the Task pane, under **Alert Tasks**, click **Configure alerts**.
- 3 Select the alerts you want to receive, and clear the check boxes for the alerts you do not want to receive.



- 4 To send notification to recipients when the selected alerts are generated, do the following:

**Note:** Alerts must be configured for notification before selecting recipients. See [“Configuring Alerts for Notification”](#) on page 139 and [“Configuring Recipients for Notification”](#) on page 143 for additional information.

- Select one or more alerts from the list. To select multiple alerts, click one item and press <Ctrl> or <Shift> while clicking the other items
  - Check the **Send notification of selected alert to recipients** check box
  - Click **Recipients**
  - Select the recipients to receive notification of the alerts
  - Click **OK**
- 5 Click **OK**.

## Managing DLO Alerts

From the Alerts view in the DLO Administration Console, you can view a subset of alerts, clear alerts, and move alerts to a history log.

### To view DLO alerts

- 1 On the DLO navigation bar, click **Alerts**.
- 2 Select **Active alerts** to view active alerts, or **Alert history** to view alerts that have been cleared.

**Note:** Alerts that are older than a specified number of days are cleared and moved into alert history.

- 3 To filter alerts by type, select one or more options from **Active Alerts View Filters** or **Alert History View Filters** in the task pane as described in the following table.

**Table 3-17** Active Alerts View Filters

| Item             | Description                                       |
|------------------|---------------------------------------------------|
| Show errors      | Lists error alerts for the selected view.         |
| Show warnings    | Lists warning alerts for the selected view.       |
| Show information | Lists informational alerts for the selected view. |

- 4 To view the properties of an alert, right-click the alert in the **Active Alerts** or **Alert History** list and select properties.
- 5 If a log file is associated with the alert, a link is provided to the log file. Click this link to view the log file.
- 6 Click **Close** to close the Alert Information dialog.

## Clearing DLO Alerts

Alerts are set by default to move to the alert history after a specified; however, some alerts may appear frequently and fill the Active alerts pane. You may want to clear these alerts to the Alert history pane before they are automatically moved by the system.

#### To clear DLO alerts

- 1 On the DLO navigation bar, click **Alerts**.
- 2 If needed, filter the **Alerts** view as described in [“To view DLO alerts”](#) on page 138.
- 3 From the alert list, select one or more alerts that you want to clear.
- 4 In the **Task** pane, under **Alert Tasks**, do one of the following:
  - Select **Respond** to clear only the selected alerts
  - Select **Respond OK to all** to change the status of all alerts to cleared

## Configuring Alerts for Notification

DLO has several methods to notify you of alerts:

- SMTP
- MAPI
- Lotus Notes e-mail
- Pagers
- Printers
- Net Send

To use notifications you must perform the following:

- Configure the methods you want to use to notify the recipient. Printer and Net Send notification methods do not require pre-configuration
- Configure recipients. Recipients are individuals, computer consoles, printers, or groups. They can be configured to use one or more of the notification methods
- Assign the recipients to alerts or jobs for notification

## Configuring Alert Notification Methods

DLO can be configured to notify individuals of specified alerts by using the following methods:

- SMTP email Notification. See [“Configuring SMTP Email for Notification”](#) on page 140
- MAPI email Notification. See [“Configuring MAPI Email for Notification”](#) on page 141
- VIM (Lotus Notes) email Notification. See [“Configuring VIM Email for Notification”](#) on page 142
- Pager Notification. See [“Configuring a Pager for Alert Notification”](#) on page 142

## Configuring SMTP Email for Notification

You must have an SMTP-compliant email system, such as a POP3 mail server to receive alert notification messages using the SMTP notification method.

### To configure the SMTP email notification method

- 1 From the **Tools** menu, click **Email and Pager Notification**.
- 2 Click the **SMTP Configuration** tab.
- 3 Select the appropriate options as described in the following table.

**Table 3-18** SMTP Configuration dialog box

| Item                              | Description                                                                                                                                                                                                                                                                                           |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Enable</b>                     | Select this check box to activate the notification method.                                                                                                                                                                                                                                            |
| <b>SMTP mail server</b>           | Type the name of an SMTP mail server on which you have a valid user account. DLO will not check the server name or the email address for validity.                                                                                                                                                    |
| <b>SMTP port</b>                  | Defaults to a standard SMTP port. In most cases, the default should not have to be changed.                                                                                                                                                                                                           |
| <b>Sender Name</b>                | Type the name of the user from whom the notification message will be sent.                                                                                                                                                                                                                            |
| <b>Sender email address</b>       | Type the email address of the user from whom the notification message will be sent.<br><br>The email address should contain a name that identifies the user to the mail server, followed by an at sign (@) and the host name and domain name of the mail server. For example, john.smith@company.com. |
| <b>Enable SMTP Authentication</b> | Select this check box to enable SMTP authentication.                                                                                                                                                                                                                                                  |
| <b>SMTP server login</b>          | Type the SMTP server login credentials.                                                                                                                                                                                                                                                               |
| <b>Sender password</b>            | Type the password for this login.                                                                                                                                                                                                                                                                     |
| <b>Confirm password</b>           | Re-type the password to confirm.                                                                                                                                                                                                                                                                      |

- 4 Click **OK**.

### Related Topics

[“Configuring Recipients for Notification”](#) on page 143

## Configuring MAPI Email for Notification

You must have a MAPI-compliant email system, such as Microsoft Exchange to receive alert notification messages using the MAPI notification method.

**Note:** If you install Outlook after installing DLO, you must stop and restart the DLO Administration Service for MAPI email notification to work and to save the MAPI configuration settings.

### To configure MAPI alert notification

- 1 From the **Tools** menu, click **Email and Pager Notification**.
- 2 Click the **MAPI Configuration** tab.
- 3 Select the appropriate options as described in the following table.

**Table 3-19** MAPI Configuration dialog box

| Item                   | Description                                                                                                                                                                                                                                                                                                                                                               |
|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Enable                 | Select this check box to activate the notification method.                                                                                                                                                                                                                                                                                                                |
| Mail server name       | Type the name of the Exchange server. You must use an Exchange server to which the DLO service account has access.                                                                                                                                                                                                                                                        |
| Mailbox name of sender | Type the mailbox from whom the notification message will be sent, for example, John Smith. The name appears in the From field in the message and does not require a full address.<br><br><b>Note:</b> The DLO services must be running under a domain account that has rights to the Exchange mailbox used for MAPI notification to save the MAPI configuration settings. |

- 4 Click **OK**.

### Related Topics

[“Configuring Recipients for Notification”](#) on page 143

## Configuring VIM Email for Notification

You must have a VIM (Lotus Notes) compliant email system to receive alert notification messages using the VIM notification method.

To configure VIM alert notification

- 1 From the **Tools** menu, click **Email and Pager Notification**.
- 2 Click the **VIM Configuration** tab.
- 3 Select the appropriate options as described in the following table.

**Table 3-20** VIM Configuration dialog box

| Item                          | Description                                                           |
|-------------------------------|-----------------------------------------------------------------------|
| <b>Enable</b>                 | Select this check box to activate the notification method.            |
| <b>Notes client directory</b> | Type the path of the directory in which the Notes client is located.  |
| <b>Mail password</b>          | Type the password that enables you to connect to the Notes client.    |
| <b>Confirm mail password</b>  | Re-type the password that enables you to connect to the Notes client. |

- 4 Click **OK**.

### Related Topics

[“Configuring Recipients for Notification”](#) on page 143

## Configuring a Pager for Alert Notification

You can configure DLO to page you with alert notification messages. You must have a modem set up on your system to use the pager notification method. You must be sure that the modem you are using can communicate properly with your paging service in order for pager notification to work properly. Before you set up pager notification, contact your paging service for information about the recommended brand of modem to use with your paging service.

- 1 From the **Tools** menu, click **Email and Pager Notification**.
- 2 Click the **Pager Configuration** tab.

3    Select the appropriate options as described in the following table.

**Table 3-21**            Options for Pager Configuration

| Item                             | Description                                                                                  |
|----------------------------------|----------------------------------------------------------------------------------------------|
| Enable                           | Check Enable to activate this alert notification method.                                     |
| Select a modem for sending pages | Select a modem from the list. Only modems that are recognized in Windows appear in the list. |

4    Click **OK**.

## Configuring Recipients for Notification

Recipients are individuals with a predefined notification method, computer consoles, printers, or groups. Recipient configuration consists of selecting a notification method and defining notification limits. After you create entries for the recipients, you can assign them to alerts or jobs. The following types of recipients can be configured for notifications:

- **Person:** An individual that has a predefined method of notification such as SMTP, MAPI, or VIM email, or a pager. You must configure the notification method before you can enable it for the recipient.
- **SNMP Trap:** SNMP Traps are sent to a computer that is configured to receive them.
- **Net Send:** A computer that serves as a notification recipient.
- **Printer:** A specific printer to which notifications can be sent.
- **Group:** A group of one or more recipients, including person recipients, Net Send recipients, and other groups.

### Related Topics

“[Configuring Alerts for Notification](#)” on page 139



## Configuring SMTP Mail for a Person Recipient

You can configure a person recipient to receive SMTP email notification messages if you have configured the SMTP notification method.

### To configure SMTP mail for a person recipient

- 1 From the **Tools** menu, click **Recipients**.
- 2 Click **New**.
- 3 Click **Person**.
- 4 Click **OK**.
- 5 In the **Name** field, type the name of the recipient that you want to configure.
- 6 Click the **SMTP Mail** tab.
- 7 Select the appropriate options as described in the following table.

**Table 3-22** SMTP Mail dialog box

| Item                                                   | Description                                                                                                                                                                                                                                                                                                                                                                                   |
|--------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Enable</b>                                          | Select this check box to activate this notification method for the recipient.                                                                                                                                                                                                                                                                                                                 |
| <b>Address</b>                                         | Type the email address of the person to whom the notification message will be sent. For example, john.smith@company.com.                                                                                                                                                                                                                                                                      |
| <b>Test</b>                                            | Enables you to test the notification configuration for the recipient.                                                                                                                                                                                                                                                                                                                         |
| <b>Limit the number of notifications sent</b>          |                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Enable</b>                                          | Select this check box to activate the option.                                                                                                                                                                                                                                                                                                                                                 |
| <b>Notify me a maximum of x times within x minutes</b> | Type the total number of notifications that can be sent to the recipient for all alerts that are generated within a specified number of minutes. After the specified number of notifications have been sent, additional notifications are not sent until the specified minutes have been reached. The maximum number of minutes you can set is 1440, which is the number of minutes in a day. |
| <b>Reset the notification limits after x minutes</b>   | Select this check box to enter the number of minutes that must be reached before the notification limits are reset. When the time limit has been reached, the number of notifications that are sent is reset to zero.                                                                                                                                                                         |
| <b>Limit when notifications can be sent</b>            |                                                                                                                                                                                                                                                                                                                                                                                               |

Table 3-22 SMTP Mail dialog box (Continued)

| Item     | Description                                                                                                                                                                               |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Enable   | Select this check box to activate the option and configure the length of time the recipient is available for notification.                                                                |
| Schedule | Enables you to select the days and times when notifications can be sent to the recipient. For more information, see <a href="#">“Scheduling Notification for Recipients”</a> on page 154. |

8 Click **OK**.

## Configuring MAPI Mail for a Person Recipient

You can configure a person recipient to receive MAPI email notification messages if you have configured the MAPI notification method.

### To configure MAPI mail for a person recipient

- 1 From the **Tools** menu, click **Recipients**.
- 2 Click **New**.
- 3 Click **Person**.
- 4 Click **OK**.
- 5 In the **Name** field, type the name of the recipient that you want to configure.
- 6 Click the **MAPI Mail** tab.
- 7 Select the appropriate options as follows described in the following table.

Table 3-23 MAPI Mail dialog box

| Item                                   | Description                                                                                                                                               |
|----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Enable                                 | Select this check box to activate this notification method for the recipient.                                                                             |
| Mailbox                                | Type the email address or mailbox name of the recipient to whom the notification message will be sent. For example, john.smith@company.com or John Smith. |
| Test                                   | Enables you to test the notification configuration for the recipient.                                                                                     |
| Limit the number of notifications sent |                                                                                                                                                           |
| Enable                                 | Select this check box to activate the option.                                                                                                             |

**Table 3-23** MAPI Mail dialog box (Continued)

| Item                                                   | Description                                                                                                                                                                                                                                                                                                                                                                      |
|--------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Notify me a maximum of x times within x minutes</b> | Type the maximum number of notifications sent to the recipient for all alerts generated within the specified number of minutes. After the specified number of notifications have been sent, additional notifications are not sent until the specified minutes have been reached. The maximum number of minutes that can be set is 1440, which is the number of minutes in a day. |
| <b>Reset the notification limits after x minutes</b>   | Select this check box to enter the number of minutes that must be reached before the notification limits are reset. When the time limit has been reached, the number of notifications sent is reset to zero.                                                                                                                                                                     |
| <b>Limit when notifications can be sent</b>            |                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Enable</b>                                          | Select this check box to activate the option and configure the length of time the recipient is available for notification.                                                                                                                                                                                                                                                       |
| <b>Schedule</b>                                        | Enables you to select the days and times when notifications can be sent to the recipient. For more information, see <a href="#">“Scheduling Notification for Recipients”</a> on page 154.                                                                                                                                                                                        |

- 8 Click **OK**.

## Configuring VIM Mail for a Person Recipient

You can configure a person recipient to receive VIM email notification messages if you have configured the VIM notification method.

### To configure VIM mail for a person recipient

- 1 From the **Tools** menu, click **Recipients**.
- 2 Click **New**.
- 3 Click **Person**.
- 4 Click **OK**.
- 5 In the **Name** field, type the name of the recipient that you want to configure.
- 6 Click the **VIM Mail** tab.

7 Select the appropriate options as described in the following table.

Table 3-24 VIM Mail dialog box

| Item                                            | Description                                                                                                                                                                                                                                                                                                                                                                    |
|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Enable                                          | Select this check box to activate this notification method for the recipient.                                                                                                                                                                                                                                                                                                  |
| Address                                         | Type the email address of the recipient to whom the notification message will be sent. For example, JohnSmith@company.com.                                                                                                                                                                                                                                                     |
| Test                                            | Enables you to test the notification configuration for the recipient.                                                                                                                                                                                                                                                                                                          |
| Limit the number of notifications sent          |                                                                                                                                                                                                                                                                                                                                                                                |
| Enable                                          | Select this check box to activate the option.                                                                                                                                                                                                                                                                                                                                  |
| Notify me a maximum of x times within x minutes | Type the total number of notifications sent to the recipient for all alerts generated within the specified number of minutes. After the specified number of notifications have been sent, additional notifications are not sent until the specified minutes have been reached. The maximum number of minutes that can be set is 1440, which is the number of minutes in a day. |
| Reset the notification limits after x minutes   | Select this check box to enter the number of minutes that must be reached before the notification limits are reset. When the time limit has been reached, the number of notifications sent is reset to zero.                                                                                                                                                                   |
| Limit when notifications can be sent            |                                                                                                                                                                                                                                                                                                                                                                                |
| Enable                                          | Select this check box to activate the option and configure the length of time the recipient is available for notification.                                                                                                                                                                                                                                                     |
| Schedule                                        | Enables you to select the days and times when notifications can be sent to the recipient. For more information, see “ <a href="#">Scheduling Notification for Recipients</a> ” on page 154.                                                                                                                                                                                    |

## Configuring a Pager for a Person Recipient

You can configure a person recipient to receive notification messages by pager if you have configured the pager notification method.

To configure a pager for a person recipient

- 1 From the **Tools** menu, click **Recipients**.

- 2 Click **New**, and then click **Person**.
- 3 Click **OK**.
- 4 In the **Name** field, type the name of the recipient that you want to configure.
- 5 Click the **Pager** tab.
- 6 Select the appropriate options as described in the following table.

**Table 3-25** Pager dialog box

| Item                                                   | Description                                                                                                                                                                                                                                                                                                                                                                    |
|--------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Enable</b>                                          | Select this check box to activate this notification method for the recipient.                                                                                                                                                                                                                                                                                                  |
| <b>Carrier Phone</b>                                   | Type the area code and phone number to access the paging service provider's modem. The paging service number may be different from the number you enter to manually send a page.                                                                                                                                                                                               |
| <b>Country/region name and code</b>                    | Enter the country or region name and country code in which the pager is located.                                                                                                                                                                                                                                                                                               |
| <b>Pager Pin</b>                                       | Type the pager identification number provided by the paging service provider. You will have a pin if you use TAP services and in most cases, the number is the last seven digits of the pager's phone number.                                                                                                                                                                  |
| <b>Advanced Pager setup options</b>                    |                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Advanced</b>                                        | Enables you to configure additional settings for the pager. For more information about the options, see " <a href="#">Advanced Pager Information dialog box</a> " on page 149.                                                                                                                                                                                                 |
| <b>Test</b>                                            | Enables you to test the notification configuration for the recipient.                                                                                                                                                                                                                                                                                                          |
| <b>Limit the number of notifications sent</b>          |                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Enable</b>                                          | Select this check box to activate the option.                                                                                                                                                                                                                                                                                                                                  |
| <b>Notify me a maximum of x times within x minutes</b> | Type the total number of notifications sent to the recipient for all alerts generated within the specified number of minutes. After the specified number of notifications have been sent, additional notifications are not sent until the specified minutes have been reached. The maximum number of minutes that can be set is 1440, which is the number of minutes in a day. |
| <b>Reset the notification limits after x minutes</b>   | Select this check box to enter the number of minutes that must be reached before the notification limits are reset. When the time limit has been reached, the number of notifications sent is reset to zero.                                                                                                                                                                   |

Table 3-25 Pager dialog box (Continued)

| Item                                 | Description                                                                                                                                                                                 |
|--------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Limit when notifications can be sent |                                                                                                                                                                                             |
| Enable                               | Select this check box to activate the option and configure the length of time the recipient is available for notification.                                                                  |
| Schedule                             | Enables you to select the days and times when notifications can be sent to the recipient. For more information, see “ <a href="#">Scheduling Notification for Recipients</a> ” on page 154. |

- 7 Click **Advanced** to configure advanced pager setup options and select the appropriate options as described in the following table.

Table 3-26 Advanced Pager Information dialog box

| Item                        | Description                                                                                                                                                    |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Pager Configuration         |                                                                                                                                                                |
| Password                    | Type the password for the pager, if one is required.                                                                                                           |
| Message Length              | Type the maximum number of characters you want to use for messages. The number is determined by the paging service provider.                                   |
| Retries                     | Type the number of times you want the paging service provider to retry the page. The number is determined by the paging service provider.                      |
| Pager type                  |                                                                                                                                                                |
| Numeric                     | Select this option if you are configuring a pager that accepts only numbers.                                                                                   |
| Alpha-numeric               | Select this option if you are configuring a pager that accepts letters and numbers.                                                                            |
| Modem Configuration         |                                                                                                                                                                |
| Modem Baud Rate             | Select the speed of the modem. The speeds that appear are limits set by the paging service; select the appropriate speed regardless of the modem speed rating. |
| Data bits, Parity, Stop bit | Select the communication protocol. In most cases, you should use the Windows default.                                                                          |

- 8 Click **OK** to save the settings in the Advanced Pager Information dialog box, and then click **OK** to save the pager configuration settings.

## Configuring a SNMP Trap Recipient

To configure a SNMP trap as a recipient

- 1 From the **Tools** menu, click **Recipients**.
- 2 Click **New**.
- 3 Click **SNMP Trap**.
- 4 Click **OK**.
- 5 Select the appropriate options as described in the following table.

**Table 3-27** SMTP Mail dialog box

| Item                                                   | Description                                                                                                                                                                                                                                                                                                                                                                    |
|--------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name</b>                                            | Type a name for the SNMP Trap recipient.                                                                                                                                                                                                                                                                                                                                       |
| <b>Host</b>                                            | Type the name of the SNMP host computer.                                                                                                                                                                                                                                                                                                                                       |
| <b>Port</b>                                            | Enter the SNMP port number. The default SNMP port is 162.                                                                                                                                                                                                                                                                                                                      |
| <b>Limit the number of notifications sent</b>          |                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Enable</b>                                          | Select this check box to activate the option.                                                                                                                                                                                                                                                                                                                                  |
| <b>Notify me a maximum of x times within x minutes</b> | Type the total number of notifications sent to the recipient for all alerts generated within the specified number of minutes. After the specified number of notifications have been sent, additional notifications are not sent until the specified minutes have been reached. The maximum number of minutes that can be set is 1440, which is the number of minutes in a day. |
| <b>Reset the notification limits after x minutes</b>   | Select this check box to enter the number of minutes that must be reached before the notification limits are reset. When the time limit has been reached, the number of notifications sent is reset to zero.                                                                                                                                                                   |
| <b>Limit when notifications can be sent</b>            |                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Enable</b>                                          | Select this check box to activate the option and configure the length of time the recipient is available for notification.                                                                                                                                                                                                                                                     |
| <b>Schedule</b>                                        | Select the days and times when notifications can be sent to the recipient. For more information, see “ <a href="#">Scheduling Notification for Recipients</a> ” on page 154.                                                                                                                                                                                                   |

- 6 Click **OK**.

7 Click **Close**.

## Configuring a Net Send Recipient

You can configure Net Send to send notification messages to a target computer or user.

**Note:** If the target computer has Internet pop-up advertisement blocking software installed, the Net Send notification message will not display.

### To configure a net send recipient

- 1 From the **Tools** menu, click **Recipients**.
- 2 Click **New** and then click **Net Send**.
- 3 Click **OK**.
- 4 Select the appropriate options as described in the following table.

**Table 3-28** Net Send Recipient Properties dialog box

| Item                                            | Description                                                                                                                                                                                                                                                                                                                                                                    |
|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Name                                            | Type the name of the recipient for whom you are configuring the notification.                                                                                                                                                                                                                                                                                                  |
| Target Computer or User Name                    | Type the name of the computer or user to whom you are sending the notification. You should enter a computer rather than a user because the Net Send message will fail if the user is logged off the network.<br><br><b>Note:</b> If the target computer has Internet pop-up advertisement blocking software installed, the Net Send notification message will not display.     |
| All Computers                                   | Select <b>All Computers</b> to send the notification to all the computers in the network.                                                                                                                                                                                                                                                                                      |
| Test                                            | Enables you to test the notification configuration for the recipient.                                                                                                                                                                                                                                                                                                          |
| Limit the number of notifications sent          |                                                                                                                                                                                                                                                                                                                                                                                |
| Enable                                          | Select this check box to activate the option.                                                                                                                                                                                                                                                                                                                                  |
| Notify me a maximum of x times within x minutes | Type the total number of notifications sent to the recipient for all alerts generated within the specified number of minutes. After the specified number of notifications have been sent, additional notifications are not sent until the specified minutes have been reached. The maximum number of minutes that can be set is 1440, which is the number of minutes in a day. |



**Table 3-28** Net Send Recipient Properties dialog box (Continued)

| Item                                                 | Description                                                                                                                                                                                                  |
|------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Reset the notification limits after x minutes</b> | Select this check box to enter the number of minutes that must be reached before the notification limits are reset. When the time limit has been reached, the number of notifications sent is reset to zero. |
| <b>Limit when notifications can be sent</b>          |                                                                                                                                                                                                              |
| <b>Enable</b>                                        | Select this check box to activate the option and configure the length of time the recipient is available for notification.                                                                                   |
| <b>Schedule</b>                                      | Select the days and times when notifications can be sent to the recipient. For more information, see “ <a href="#">Scheduling Notification for Recipients</a> ” on page 154.                                 |

- 5 Click **OK**.

## Configuring a Printer Recipient

You can select installed printers as a notification method for recipients; however, fax printer devices are not supported by DLO. Only printers that were configured using the same username and password as the DLO service account can be selected.

### To configure a printer recipient

- 1 From the **Tools** menu, click **Recipients**.
- 2 Click **New** and then click **Printer**.
- 3 Click **OK**.
- 4 Select the appropriate options as described in the following table.

**Table 3-29** Printer Recipient Properties dialog box

| Item                                          | Description                                                                                                                        |
|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name</b>                                   | Type the recipient for whom you are configuring the notification. You cannot use a fax printer device to receive the notification. |
| <b>Target Printer</b>                         | Select the name of the printer to which the notification message will be sent.                                                     |
| <b>Test</b>                                   | Enables you to test the notification configuration for the recipient.                                                              |
| <b>Limit the number of notifications sent</b> |                                                                                                                                    |
| <b>Enable</b>                                 | Select this check box to activate the option.                                                                                      |

Table 3-29 Printer Recipient Properties dialog box (Continued)

| Item                                            | Description                                                                                                                                                                                                                                                                                                                                                                    |
|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Notify me a maximum of x times within x minutes | Type the total number of notifications sent to the recipient for all alerts generated within the specified number of minutes. After the specified number of notifications have been sent, additional notifications are not sent until the specified minutes have been reached. The maximum number of minutes that can be set is 1440, which is the number of minutes in a day. |
| Reset the notification limits after x minutes   | Select this check box to enter the number of minutes that must be reached before the notification limits are reset. When the time limit has been reached, the number of notifications sent is reset to zero.                                                                                                                                                                   |
| Limit when notifications can be sent            |                                                                                                                                                                                                                                                                                                                                                                                |
| Enable                                          | Select this check box to activate the option and configure the length of time the recipient is available for notification.                                                                                                                                                                                                                                                     |
| Schedule                                        | Select the days and times when notifications can be sent to the recipient. For more information, see “ <a href="#">Scheduling Notification for Recipients</a> ” on page 154.                                                                                                                                                                                                   |

## Configuring a Group Recipient

Groups are configured by adding recipients as group members. A group contains one or more recipients and each recipient receives the notification message. Members of the group can be a combination of individual persons, computers, printers, or other groups.

### To configure a group recipient

- 1 From the **Tools** menu, click **Recipients**.
- 2 Click **New** and then click **Group**.
- 3 Click **OK**.
- 4 In the **Group Name** field, type the name of the group for whom you are configuring the notification.
- 5 Do one of the following as described in the following table.

Table 3-30 Configuring a Group Recipient

| Item                             | Description                                                                                                                        |
|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
| To add members to the group      | Select recipients from the <b>All Recipients</b> list, and then click <b>Add</b> to move them to the <b>Group Members</b> list.    |
| To remove members from the group | Select recipients from the <b>Group Members</b> list, and then click <b>Remove</b> to move them to the <b>All Recipients</b> list. |

## 6 Click **OK**.

The new group can be added to other groups.

## Scheduling Notification for Recipients

During the recipient configuration process, you can enable the **Limit when notifications can be sent** option to select the times of the day and the days of the week the recipient is available to receive the notification messages. You can modify the schedule after the recipient is configured by editing recipient notification properties.

See “[Configuring Recipients for Notification](#)” on page 143 for more information on the recipient configuration process.

### To configure the notification schedule for recipients

- 1 On the **Recipient Properties** dialog box, under the **Limit when notifications can be sent** group box, click **Enable** to activate the option.

---

**Note:** To access the Recipient Properties dialog box, click **Recipients** from the Tools menu. Click **New** to create a new recipient or select an existing recipient and then click **Properties**.

---

- 2 Click **Schedule**.

- 3 Do any of the following as described in the following table.

**Table 3-31** Scheduling Notification

| Item                      | Description                                                                                          |
|---------------------------|------------------------------------------------------------------------------------------------------|
| <b>Include work days</b>  | Clear the <b>Include work days</b> check box to exclude Monday through Friday from 8 A.M. to 6 P.M.  |
| <b>Include weeknights</b> | Clear the <b>Include weeknights</b> check box to exclude Monday through Friday from 6 P.M. to 8 A.M. |
| <b>Include weekends</b>   | Clear the <b>Include weekends</b> check box to exclude Saturday and Sunday, 24 hours a day.          |

---

**Note:** You can select any combination of **Include work days**, **Include weeknights**, or **Include weekends**, or click any single hour of the chart to select or clear that hour.

---

- 4 Click **OK**.

## Editing Recipient Notification Properties

You can edit the recipient notification properties at any time and change the recipient information, such as an email address, telephone number, or schedule.

### To edit the recipient notification properties

- 1 From the **Tools** menu, click **Recipients**.
- 2 Select the recipient you want to edit.
- 3 Click **Properties**.
- 4 Edit the properties for the selected recipient.  
You can edit any of the properties except for the recipient name in the **Name** field. To modify the recipient name, you must create a new recipient, and then delete the old one.
- 5 Click **OK**.

## Editing Recipient Notification Methods

You can configure new notification methods or edit existing notification methods after you configure recipients.

### To edit notification methods

- 1 From the **Tools** menu, click **Recipients**.
- 2 Select the recipient to be edited and click **Properties**.
- 3 Edit notification properties for the following types of notification methods:
  - SMTP Configuration. See “[SMTP Configuration dialog box](#)” on page 140
  - MAPI Configuration. See “[MAPI Configuration dialog box](#)” on page 141
  - VIM Configuration. See “[VIM Configuration dialog box](#)” on page 142
  - Pager Configuration. Click **Enable** to activate or clear the notification method, and then select a modem from the **Configured Modems** list
- 4 Click **OK**.

## Removing Recipients

You can delete recipients that do not want to receive notification messages; however, the recipient is permanently removed upon deletion. If you want to keep the recipient, but do not want the recipient to receive notifications, clear the **Enable** check box in the recipient properties.

### To remove a recipient

- 1 From the **Tools** menu, click **Recipients**.
- 2 Select the recipient you want to delete, and then click **Remove**.

- 3 Click **OK**.
- 4 You can start the job after configuring the new recipients or edit recipient properties or select other options from the **Properties** pane.

## DLO Reports

DLO provides a variety of reports that show detailed information about your DLO operations. These reports can be viewed from the DLO Console or generated and saved using the new report command (see “[-Report command](#)” on page 179).

When you generate a report, you can specify filter parameters for the data that you want to include in the report. The filters that are enabled are specific to each report.

You can use the DLO global settings to set the default report format. The default formats are only used by the reports viewed from the console. See “[Changing Default Global Settings](#)” on page 35 for more information.

If the default report format is set as PDF and Adobe Acrobat is installed on the system, reports are displayed in Adobe Portable Document Format (PDF). If Adobe Acrobat is not detected, the reports are displayed in HTML format.

All report formats can be saved and printed.

### To view the list of available reports

- ◆ The following reports are available on the **Reports** view.

**Table 3-32** DLO Reports

| Report Name               | Description                                                                                                |
|---------------------------|------------------------------------------------------------------------------------------------------------|
| Active Alerts             | A list of all currently active alerts arranged chronologically.                                            |
| Active Alerts by Computer | A list of all currently active alerts sorted by computer name.                                             |
| Active Alerts by User     | A list of all currently active alerts from all computers sorted alphabetically by Desktop Agent user name. |
| Alert History             | A chronological list of alerts that have been sent by all computers in the past.                           |
| Alert History by Computer | A list of alerts that have been sent by all computers in the past, sorted by computer name.                |
| Alert History by User     | A list of alerts that have been sent by all computers in the past, sorted by Desktop Agent user name.      |
| Failed Backups            | A chronological list of computers that have a failed status for the last backup.                           |

Table 3-32 DLO Reports (Continued)

| Report Name                    | Description                                                                                                                                                                                                                                                                                                                                    |
|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Failed Backup by Computer      | <p>A list of computers that have a failed status for the last backup, sorted by computer name.</p> <p><b>Note:</b> Only the last backup result is stored in the DLO database, so it is only possible to report the last backup result for each desktop computer and not a complete history of failed jobs.</p>                                 |
| Failed Backup by User          | <p>A list of computers that have a failed status for the last backup, sorted by Desktop Agent user name.</p> <p><b>Note:</b> Only the last backup result is stored in the DLO database, so it is only possible to report the last backup result for each desktop computer and not a complete history of failed jobs.</p>                       |
| Last Backup Status             | <p>A chronological list of the last backup status for all Desktop Agent computers.</p>                                                                                                                                                                                                                                                         |
| Last Backup Status by Computer | <p>A list of the last backup status for all Desktop Agent computers, sorted by computer name.</p>                                                                                                                                                                                                                                              |
| Last Backup Status by User     | <p>A list of the last backup status for all Desktop Agent computers, sorted by Desktop Agent user name.</p>                                                                                                                                                                                                                                    |
| Storage Consumption per User   | <p>This report shows the storage consumption used (in MB) per user on the Network User Data folder.</p>                                                                                                                                                                                                                                        |
| Backup Status by Profile       | <p>This report displays backup failures, successes, and warnings for machines and is grouped by profile name.</p>                                                                                                                                                                                                                              |
| No Backups                     | <p>This report shows the machines that have not been backed up in the past X days.</p> <p>The value for days is specified using the days filter. Only those machines whose last completed backup time is greater than X days are displayed.</p> <p>If no days filter is specified, all the cancelled and failed backup jobs are displayed.</p> |
| Backups Status Dashboard       | <p>This report shows the status of all clients associated with a storage location. The report provides the total number of backup successes, warnings, cancellations, and errors for the associated clients.</p>                                                                                                                               |

Related Topics

- [“Changing Default Global Settings”](#) on page 35
- [“Viewing Report Properties”](#) on page 158
- [“Running a Report”](#) on page 158

## Running a Report

When you run a report, you can specify filtering criteria to determine which items will be included in the report. After the report is generated, only the items that match the entered criteria appear in the report. If no criteria are entered, all available entries are included in the report.

### To run a report

- 1 On the navigation bar, click **Reports**.
- 2 On the **Reports** pane, select the report you want to run.
- 3 In the **Task** pane, under **Reports Tasks**, click **Run report now**.
- 4 Select the appropriate filters for the data you want to include in the report from the following available filters. Some of these filters are disabled depending on the report selected.

**Table 3-33** Report Filters

| Item            | Description                                                                                             |
|-----------------|---------------------------------------------------------------------------------------------------------|
| <b>Computer</b> | Select this filter to create a report for a specific computer, and then enter a desktop computer name.  |
| <b>User</b>     | Select this filter to create a report for a specific desktop user, and then enter the user's name.      |
| <b>Profile</b>  | Select this filter to create a report for a specific profile, and then enter a profile name.            |
| <b>Days</b>     | Select this filter to create a report for a specific number of days, and then enter the number of days. |

- 5 Click **OK** to run the report. The report can be printed or saved before it is closed.
- 6 Click **OK** to close the report.

## Viewing Report Properties

Report properties provide a summary of information about each report. The properties can be viewed, but not edited.

### To view report properties

- 1 On the navigation bar, click **Reports**.
- 2 On the **Reports** pane, select the report for which you want to view properties.
- 3 In the **Task** pane, under **General tasks**, click **Properties**.

The Report dialog box provides the following information.

**Table 3-34** Report Properties

| Item          | Description                                                                                                                                                                     |
|---------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Title         | The name of the report.                                                                                                                                                         |
| Description   | The type of data that is included in the report.                                                                                                                                |
| Category      | Classification for the report. Available report categories include: <ul style="list-style-type: none"><li>■ Alerts</li><li>■ Last Backup Status</li><li>■ Failed Jobs</li></ul> |
| Author        | The creator of the report.                                                                                                                                                      |
| Subject       | The version of the product for which the report was created.                                                                                                                    |
| Keywords      | The primary information used to categorize the report.                                                                                                                          |
| File name     | The file name of the report template. Report templates are specified in Report Definition Language (RDL) and are structured XML schemas that specify the report definition.     |
| File size     | The size of the report template.                                                                                                                                                |
| Creation Date | The date the report was installed on the system.                                                                                                                                |

4 Click **OK**.

# Backing up and Restoring the DLO File Server and Database

You can use Netbackup to back up the DLO Storage Locations, network user data folders, and the DLO database.

To back up Desktop Agent user data, create a backup job and include the Storage Location or network user data folder in the backup selection. To restore Desktop Agent user data from Netbackup, restore the data from Netbackup to a Storage Location or network user data folder, and then use the DLO Administration Console to restore data to the desktop user data folder.

To back up the DLO database, use the `-backup` command as described in “[DLO Database Maintenance](#)” on page 185 to create a copy of the database, and then create a backup job in Netbackup to back up this copy of the database. Use the `-restore` command to restore the database from a specific backup file.



## About Desktop and Laptop Option and Clusters

In a server cluster, Symantec DLO can protect data on local disks and shared disks. Also, Symantec DLO can protect Microsoft SQL and Exchange databases that are configured as virtual server applications as they have an IP address resource, a network name resource, and are displayed on the network with a unique server name (the virtual server name).

Clustered servers provide high availability of applications and data to users. In a clustered server, several servers (nodes) are linked in a network. The run cluster software allows every node to access the shared disks. If a node is unavailable, cluster resources migrate to an available node (failover). The shared disks and the virtual server are kept available. During failover, you experience only a short interruption in service.

### Requirements for Installing DLO on a Microsoft Cluster Server

The following are the pre-requisites to install DLO Administration Server on a Microsoft cluster:

- Two-node clusters are supported with DLO on Microsoft Windows Server 2003 Enterprise, Windows Server 2008, and Windows Server 2008 R2 Enterprise.
- DLO clusters can be installed on Windows Server 2003, 2008, and 2008 R2 majority node configurations. However, there must be a shared disk in the configuration for DLO to share the database files between the nodes.
- The controlling node and designated failover nodes must be online when installing Admin DLO server into the cluster.
- During installation, a unique IP address and a unique network name for the Admin DLO server virtual server is required.
- During installation of DLO on the cluster node, the node that runs the installation must own the shared disk.
- Use the domain admin account for DLO services on all nodes in the cluster. If nodes in a cluster use DLO and have different accounts, change the services to use the domain admin account.

### Installing DLO on a Microsoft Cluster Server

To install DLO on a Microsoft Cluster Server:

- 1 Install DLO on all the nodes.
- 2 Go to **Start > Programs > Symantec > Symantec DLO > DLOCluster Configuration Utility**.
- 3 In **Symantec Cluster Configuration Wizard**, click **Next** to create and configure a new Symantec DLO cluster group.
- 4 In **Cluster Group Information**, type the following:

a In **Type a unique name for the Symantec DLO cluster group, or use default** - enter the required name or use Symantec DLO (default name).

b In **Select a network adaptor card for this node, or use the default** - select the public option.

---

**Note:** The private option is selected for using clusters internally.

---

c Click **Change** to choose the drive.

---

**Note:** The MSCS Quorum drive <disk> is not supported.

---

d In **Change Location of Application Data**, select a new location for Symantec DLO's application data and click **Next**. The changed location is displayed on the **Cluster Group Information** window.

5 Click **Next**.

6 In **Virtual Server Information**, type the following:

a In **Enter a name for the Symantec DLO virtual server or use the default** - enter the required server name or use DLOVRS (default name).

b In **Type the IP Address of the Symantec DLO virtual server** - enter the virtual IP address.

c In **Type the subnet mask of the Symantec DLO virtual server** - enter the subnet mask.

d Click **Next**.

7 In **Add or Remove Nodes**, click **Add** to add the Nodes to the Symantec DLO cluster group.

8 Click **Next**.

9 In **Ready to Configure the Cluster**, click **Configure** to configure the cluster.  
After the cluster is configured successfully, the following screen is displayed.

10 In **Summary**, the summary of changes that are made to the cluster configuration are displayed.

11 Click **Finish** to exit from the wizard.

## Unclustering DLO

To uncluster Symantec DLO:

1 Go to **Start > Programs > Symantec > Symantec DLO > DLOCluster Configuration Utility**.

2 In **Symantec Cluster Configuration Wizard**, click **Next**.

3 In **Add or Remove Nodes**, select the nodes that must be removed from the cluster and click **Remove**.

4 The selected nodes are moved to **Nodes not in the Symantec DLO cluster group**.

5 Click **Next**. A warning message stating '*You have chosen to remove all nodes. Do you wish to remove the data off the shared drive?*' is displayed.

- 6 Click **Yes**. A warning message stating '*Do you wish to make the data from the shared drive available for use by this local node after removal of the cluster group?*' is displayed.
- 7 Click **Yes**.
- 8 In **Ready to Configure the Cluster** click **Configure** to apply the settings to the cluster configuration. After the cluster is removed successfully, the **Summary** screen is displayed.
- 9 In **Summary**, the summary of changes that are made to the cluster configuration are displayed.
- 10 Click **Finish** to exit from the wizard.

# DLO Command Line Interface Management Tools

DLO provides a number of powerful command line system tools to manage DLO server operations as explained in the following sections:

- “[DLO Command Syntax](#)” on page 164
- “[Commands in Detail](#)” on page 165

## DLO Command Syntax

DLO Command Line Interface commands are run from the installation directory and are executed with the *DLOCommandu* command.

---

**Note:** The default installation directory for Symantec DLO version 7.0 and later is:

C:\Program Files\Symantec\Symantec DLO

If Symantec DLO is upgraded from a previous version, it will remain in the original installation directory. Previous versions of DLO used the following default installation directories:

C:\Program Files\VERITAS\NetBackup DLO

C:\Program Files\Symantec\NetBackup DLO

---

*DLOCommandu* is executed as follows:

```
DLOCommandu [remote-server-options] command [command-options-and-arguments]
[log-file-option]
```

Remote server options allow you to specify the name of the remote server on which you want to run a command. You can also enter your username and password if required.

Remote server options are described in the following table.

**Table 4-1** Remote Server Options

| Option                     | Description                                                                                        |
|----------------------------|----------------------------------------------------------------------------------------------------|
| -C <computer>              | Remote computer name, default to local computer                                                    |
| -N <user>                  | Fully qualified user name, e.g. Enterprise\GFord. The default is the current user                  |
| -W <password>              | User password if -n is specified                                                                   |
| -DB <dbname>               | Specifies the name of the database on the remote server                                            |
| -DBInst <instance>         | Specifies the name of the database instance on the remote server                                   |
| -DBDataFile <db data file> | Specifies the name of the database data file on the remote server. The default value is DLO.mdf    |
| -DBLogFile <db log file>   | Specifies the name of the database log file on the remote server. The default value is DLO_log.mdf |

## Commands in Detail

See the following topics for detailed information on available commands:

- “-AssignSL command” on page 166
- “-EnableUser command” on page 167
- “-ChangeDB command” on page 168
- “-ChangeServer command” on page 169
- “-KeyTest command” on page 170
- “-ListProfile command” on page 171
- “-ListSL command” on page 172
- “-ListUser command” on page 172
- “-LogFile command” on page 173
- “-Update command” on page 174
- “-EmergencyRestore command” on page 176
- “-SetRecoveryPwd command” on page 176
- “-NotifyClients command” on page 177
- “-InactiveAccounts command” on page 177
- “-RenameDomain command” on page 177

- “[-RenameMS command](#)” on page 178
- “[-LimitAdminTo command](#)” on page 178
- “[-IOProfile command](#)” on page 178
- “[-Report command](#)” on page 179
- “[-ListReport command](#)” on page 180
- “[-MigrateDomain command](#)” on page 180
- “[-ChangeProfile command](#)” on page 181
- “[-MigrateUserSL command](#)” on page 182
- “[-MigrateUser command](#)” on page 182
- “[-ListMachines command](#)” on page 184

## ***-AssignSL command***

The *-AssignSL* command is used to assign a new Storage Location to existing users when the existing Storage Location is no longer available. The new Storage Location must be managed by the same DLO Administration Server.

---

**Caution:** If the existing Storage Location is accessible, use the Move User command to move users to a new Storage Location. See “[Moving Desktop Agent Users to a New Network User Data Folder](#)” on page 113 for additional information.

---

Desktop Agent users can be assigned to new Storage Locations based on User account name, profile name, profile ID, Storage Location, Storage Location ID, and File server.

The Desktop Agent that is being moved will be disabled until the administration server is notified that the move is complete.

---

**Note:** This command does not move the user’s data. To assign a new Storage Location to existing users and move the associated data, use the “[-MigrateDomain command](#)” on page 180.

---

### **Syntax:**

```
DLOCommandu -AssignSL -NI [-A | -F | -P | -PI | -S | -SI | -U]
```

---

**Note:** Wildcard matches (\*) are permitted in profile, Storage Location and user names. Quotation marks are required around names if the name contains a space or colon.

---

Command options

Table 4-2     -AssignSL Options

| Option            | Description                                                                              |
|-------------------|------------------------------------------------------------------------------------------|
| -NI <new SLID>    | The -NI option is used to specify the name of the new storage location.                  |
| -A                | Assigns a new storage location to all users.                                             |
| -F <file server>  | Assigns a new storage location to users with storage locations on the named file server. |
| -P <profile name> | Assigns a new storage location to users with named profile.                              |
| -PI <profile id>  | Assigns a new storage location to users with given profile id.                           |
| -S <SL name>      | Assigns a new storage location to users with named storage location.                     |
| -SI <SL id>       | Assigns a new storage location to users with the given storage location ID.              |
| -U <user>         | Assigns a new storage location to named user account only.                               |

Examples:

```
DLOCommandu -AssignSL -NI DLO_SL02 -A
DLOCommandu -AssignSL -NI DLO_SL03 -U mmouse
```

**-EnableUser** command

The *-EnableUser* command is used to enable or disable a user. Users can be enabled or disabled by All, file server (all storage locations), profile name, profile ID, storage location name, storage location ID or username.

Use this command if you want to force the desktop computer to refresh from the DLO Administration Server.

Syntax:

```
DLOCommandu -EnableUser [-E | -D] [-A | -F | -P | -PI | -S | -SI | -U]
```

**Note:** Wildcard matches (\*) are permitted in profile, Storage Location and user names. Quotation marks are required around names if the name contains a space or colon.

Command options

Table 4-3    -EnableUser Command Options

| Option            | Description                                                                |
|-------------------|----------------------------------------------------------------------------|
| -E                | Enables a user account. The default value is to enable a user.             |
| -D                | Disables a user account.                                                   |
| -A                | Enables or disables all users on the DLO Administration Server.            |
| -F <file server>  | Enables or disables users with storage locations on the named file server. |
| -P <profile name> | Enables or disables users with the specified profile name.                 |
| -PI <profile id>  | Enables or disables users that are assigned to the specified profile.      |
| -S <SL name>      | Enables or disables users assigned to the specified storage location.      |
| -SI <SL id>       | Enables or disables users in the specified storage location.               |
| -U <user>         | Enables or disables only the user with the specified user name.            |

Examples:

```
DLOCommandu -EnableUser -E -A
DLOCommandu -EnableUser -D -U mmouse
```

**-ChangeDB command**

This command is used to change the existing database to another DLO database.

Syntax:

```
DLOCommandu -ChangeDB -DBServer <DB Server Name> -DBInstance <DB Instance Name> -DBName
<DLO Database Name> -DBDataFile <DLO data file name> -DBLogFile <DLO log file>
```



Command options

| Option      | Description                                                                                         |
|-------------|-----------------------------------------------------------------------------------------------------|
| -DBServer   | The name of the new database server                                                                 |
| -DBInstance | The name of the database instance.<br><b>Note:</b> Specify "" in case of a blank database instance. |
| -DBName     | The name of the database. Default value is DLO                                                      |
| -DBDataFile | The name of the database file. Default value is DLO.mdf                                             |
| -DBLogFile  | The name of the log file. Default value is DLO_log.ldf                                              |

**-ChangeServer** command

The *-ChangeServer* command is used to reassign users to another DLO Administration Server. Each desktop user must back up to a network user data folder that is managed by the same administration server to which the user is assigned. If a matching automated user assignment is available on the new DLO Administration Server, the user is automatically assigned a profile and storage location. If a matching automated user assignment is not available, the user can be manually configured.

When a Desktop Agent user is reassigned from one administration server to another, the user’s current profile settings and existing backup files are not moved. They remain on the original file server.

Syntax:

```
DLOCommandu -ChangeServer -M <DLO Administration Server> [-A | -F <file server> | -P <profile name> | -PI <profile id> | -S <SL name> | -SI <SL id> | -SP <SL path> | -U <user>]
```

**Note:** Wildcard matches (\*) are permitted in profile, Storage Location and user names. Quotation marks are required around names if the name contains a space or colon.

Command options

Table 4-4    -ChangeServer Command Options

| Option                         | Description                                                     |
|--------------------------------|-----------------------------------------------------------------|
| -A                             | Switches all users (default).                                   |
| -F <file server>               | Switches users with storage locations on the named file server. |
| -M <DLO Administration Server> | The new DLO Administration Server name.                         |
| -P <profile name>              | Switches users based on profile name.                           |
| -PI <profile id>               | Switches users based on profile id.                             |
| -S <SL name>                   | Switches users based on storage location name.                  |
| -SI <SL id>                    | Switches users based on storage location id.                    |
| -SP <SL path>                  | Switches users based on storage location path.                  |
| -U <user>                      | Switches users based on user name.                              |

Examples:

```
DLOCommandu -ChangeServer -M sunshine -P Desktop*
DLOCommandu -ChangeServer -M sunshine -SP \\moonlight\EngDept
DLOCommandu -ChangeServer -M sunshine -SP \\moonlight\EngDept\Enterprise-MNoel
```

**-KeyTest** command

The *-KeyTest* command scans network user data to identify encrypted data that cannot be restored with the current encryption key.

Syntax:

```
DLOCommandu -KeyTest
```

Command options

The following options can be used independently or in combination.

Table 4-5    -KeyTest Command Options

| Option | Description                                                                                 |
|--------|---------------------------------------------------------------------------------------------|
| -f     | The -f option forces a full scan for all users even if the data has already been validated. |

Table 4-5     -KeyTest Command Options

| Option | Description                                                                                                                                                                                                                                                                                                         |
|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| -quar  | The -quar option quarantines any unrestorable data encountered. Data that cannot be restored with the current encryption key is quarantined in the .dloquarantine folder in the user’s network user data folder. If this option is not specified the data will be scanned and reported but will not be quarantined. |
| -purge | The -purge option deletes any previously quarantined data.                                                                                                                                                                                                                                                          |

Examples:

|                                                                                                                                   |                               |
|-----------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| Check for unrestorable data that has not previously been validated, or that was backed up by an old version of the Desktop Agent: | DLOCommandu -keytest          |
| Scan all data, even if it has been previously validated, to identify unrestorable data. Quarantine unrestorable data.             | DLOCommandu -keytest -f -quar |

**-ListProfile** command

The *-ListProfile* command is used to list profiles of Desktop Agent users.

Syntax:

```
DLOCommandu -ListProfile [-A | -P]
```

**Note:** Wildcard matches (\*) are permitted in profile, Storage Location and user names. Quotation marks are required around names if the name contains a space or colon.

Command options

Table 4-6     -ListProfile Command Options

| Option            | Description                                    |
|-------------------|------------------------------------------------|
| -A                | Lists settings for all profiles (default).     |
| -P <profile name> | Lists settings for only the specified profile. |

Examples:

```
DLOCommandu -ListProfile -A
DLOCommandu -ListProfile -P <yourprofile>
```

**-ListSL command**

The *-ListSL* command is used to list the DLO storage locations.

**Syntax:**

DLOCommandu -listsl [-A | -F | -S ]

**Note:** Wildcard matches (\*) are permitted in profile, Storage Location and user names.  
Quotation marks are required around names if the name contains a space or colon.

**Command options**

**Table 4-7**     -ListSL Command Options

| Option           | Description                                  |
|------------------|----------------------------------------------|
| -A               | Lists all storage locations (default)        |
| -F <file server> | Lists storage locations for the named server |
| -S <SL name>     | Lists only the named storage location        |

**Examples:**

DLOCommandu -listsl -A  
DLOCommandu -listsl -F yourserver  
DLOCommandu -listsl -S yourSL

**-ListUser command**

The *-ListUser* command is used to list by All, file server, profile name, profile ID, storage location name, storage location ID, or user name.

**Syntax:**

DLOCommandu -listuser [-A | -F | -P | -PI | -S | -SI | -U ]

**Note:** Wildcard matches (\*) are permitted in profile, Storage Location and user names.  
Quotation marks are required around names if the name contains a space or colon.

Command options

Table 4-8     -ListUser Command Options

| Option            | Description                                                              |
|-------------------|--------------------------------------------------------------------------|
| -A                | Lists settings for all users (default)                                   |
| -F <file server>  | Lists settings for users with storage locations on the named file server |
| -P <profile name> | Lists settings for users by profile name                                 |
| -PI <profile id>  | Lists settings for users by profile id                                   |
| -S <SL name>      | Lists settings for users by storage location name                        |
| -SI <SL id>       | Lists settings for users by storage location id                          |
| -U <user>         | Lists settings for users by user name                                    |

Examples:

```
DLOCommandu -listuser -A
DLOCommandu -listuser -P yourprofile
DLOCommandu -listuser -U mmouse
DLOCommandu -listuser -U m*
```

-LogFile command

The *-LogFile* command allows administrators to change the path or name of the LogFile. And, since every command overwrites the LogFile, to track all events (logs), you must change the path\name of the next LogFile to retain older versions.

The default path is the “\Logs” folder under the installed path:

```
C:\Program Files\Symantec\Symantec DLO\Logs
```

If DLO was upgraded from a previous version, the original directory structure is used. The default path for the “\Logs” folder in previous releases was:

```
C:\Program Files\VERITAS\NetBackup DLO\Logs
```

Syntax:

```
-LogFile <path\file>
```

**Note:** Wildcard matches (\*) are permitted in profile, Storage Location and user names. Quotation marks are required around names if the name contains a space or colon.

Command options

Table 4-9    -LogFile Command Options

| Option | Description                                |
|--------|--------------------------------------------|
| <path> | Specifies the path to the new LogFile      |
| <file> | Specifies the filename for the new LogFile |

Examples:

```
DLOCommandu -logfile test.log
DLOCommandu -logfile "c:\test.log"
```

**-Update command**

The *-Update* command is used to list, add, remove, and publish Desktop Agent updates. See [“Updating DLO”](#) on page 41 for detailed information on updating the Desktop Agent software.

Syntax:

```
DLOCommandu -update [-list | -add | -remove | -publish]
```

Subcommands:

The following subcommands allow you to list, add, remove or publish updates. See [“Command options”](#) on page 175 for a description of the available options for each command.

Table 4-10    -Update Sub commands

| Sub Command                                                                  | Description                                                                                                                                                                                                                                   |
|------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| -List [-A]-UI <update id>                                                    | Lists settings for previously used updates.                                                                                                                                                                                                   |
| -Add -F <file name>                                                          | Adds an “update definition file” to the updates list and assigns it a unique update ID number. The update ID number is used when the update is published with the -publish command.                                                           |
| -Remove [-UI <update id> -A]                                                 | Removes a file or files from the update list.                                                                                                                                                                                                 |
| -Publish [-R] -UI <update id> [-P <profile name> -PI <profile id> -U <user>] | Makes the specified updates available to users. Users can be identified by using the following options:<br><br>-P Profile name<br><br>-PI Profile RecordID. To obtain the profile RecordID, run the -listprofile command.<br><br>-U User name |

Command options

Table 4-11    -Update Command and Sub-Command Options

| Option            | Description                                                     |
|-------------------|-----------------------------------------------------------------|
| -A                | Updates all                                                     |
| -F <file name>    | Specifies a text file that contains update records              |
| -U <user name>    | Specifies a fully qualified user name, such as Enterprise\JFord |
| -P <profile name> | Specifies a profile name                                        |
| -PI <profile id>  | Specifies a profile record id                                   |
| -R                | Designates to un-publish                                        |
| -UI <update id>   | Specifies an update record id                                   |

**Note:** Wildcard matches (\*) are permitted in profile, Storage Location and user names. Quotation marks are required around names if the name contains a space or colon.

Examples:

- ◆ To list published updates:  
Lists settings for all published updates  
DLOCommandu -update -list -A  
To list details of a specific update:  
DLOCommandu -update -list -UI <updateID>
- ◆ To add a file to the update list and assign it an ID number  
Prepares an update file to be published and assigns it a unique Record ID number. The Record ID number is returned when the following command is executed:  
DLOCommandu -update -add -f cntlfile.txt
- ◆ To publish an update to make it available to Desktop Agents  
Makes updates available to users. You can specify whether to make this available to all users, specific users, or users in a profile. You can also use wildcards to specify profile and user names.  
To publish an update for a profile:  
DLOCommandu -update -publish -UI <updateID> -P <profile name>  
DLOCommandu -update -publish -UI 63 -P yourprofile  
To publish an update for a specific user:  
DLOCommandu -update -list -UI <updateID> -U <username>  
To publish an update for all users:  
DLOCommandu -update -list -UI <updateID> -U \*

- ◆ To remove a file from the update list  
Removes a file from the update list. If the file was previously published, it must be unpublished before removing it.  
    To unpublish:  
        DLOCommandu -update -publish -R -UI 33  
    To remove:  
        DLOCommandu -update -remove -UI 3

**-EmergencyRestore command**

The *-Emergency Restore* command uses the DLO administrator’s recovery password to restore user data that would otherwise be unavailable if the DLO database is damaged or corrupted. The recovery password must be known to execute this command. The data will be restored to the specified location in the original data structure, but it will no longer be encrypted. See “[Setting a Recovery Password](#)” on page 29 for more information.

**Syntax:**

```
DLOCommandu -EmergencyRestore <usersharepath> -W <recovery password> -AP <destination path>
```

**Command options**

Table 4-12    -EmergencyRestore Command Options

| Option                 | Description                                         |
|------------------------|-----------------------------------------------------|
| <usersharepath>        | Specifies the full path to the user share directory |
| -W <recovery password> | Specifies the recovery password                     |
| -AP <destination path> | Specifies the path to which data will be restored   |

**-SetRecoveryPwd command**

The *-SetRecoveryPwd* command is used to change the recovery password, which enables you to retrieve encrypted data that would otherwise be lost if the DLO database is damaged or corrupted. The *-SetRecoveryPwd* command now updates the password for existing users as well as new users. Once set, this recovery password can only be changed using the DLO command line interface tools. See “[Setting a Recovery Password](#)” on page 29 for more information.

**Syntax:**

```
DLOCommandu -SetRecoveryPwd <password>
```



### ***-NotifyClients* command**

The *-NotifyClients* command forces the Desktop Agents to refresh the profile settings immediately, or the next time the Desktop Agent connects if it is offline.

#### **Syntax:**

```
DLOCommandu -notifyclients
```

### ***-InactiveAccounts* command**

The *-InactiveAccounts* command is used to list and delete accounts that have not been used in a specified number of days.

#### **To list inactive accounts**

```
dlocommandu -inactiveaccounts -list -days <#days>
```

This command returns a list of inactive accounts. The list includes the following information, which is used to delete specific accounts:

- computer name
- computer ID
- domain\user name
- userID

#### **To delete specific inactive accounts**

```
dlocommandu -inactiveaccounts -delete -U <domain\user name> -M <computer name> -days <#days>
```

```
dlocommandu -inactiveaccounts -delete -UI <userID> -MI <computer ID> -days <#days>
```

Where *-U* and *-M* are used to delete the user and computer by name and *-UI* and *-MI* are used to delete the user and computer by ID.

#### **To delete ALL accounts inactive for a specified number of days**

```
dlocommandu -inactiveaccounts -delete -a <#days>
```

### ***-RenameDomain* command**

The *-RenameDomain* command is used after a Windows NT domain has been renamed. Running the *-RenameDomain* command changes each Desktop Agent user's record to reflect the new domain name and changes the path for the network user data folder. It also notifies each Desktop Agent of the change.

#### **Syntax:**

```
DLOCommandu -RenameDomain <OldDomainName> <NewDomainName>
```

**-RenameMS command**

The *-RenameMS* command is used when an administration server has been renamed. Running the *-RenameMS* command updates the installation share, storage location paths and network user data folder paths. It also notifies each Desktop Agent of the change.

**Syntax:**

```
DLOCommandu -RenameMS <OldServerName> <NewServerName>
```

**-LimitAdminTo command**

The *-LimitAdminTo* command limits administration of DLO to the specified group or user.

**Syntax:**

```
DLOCommandu -LimitAdminTo -NAU <domain\NewAdminName>
DLOCommandu -LimitAdminTo -NAU <domain\NewAdminGroup>
```

**Command options**

**Table 4-13** -LimitAdminTo Command Option

| Option | Description                                                                                                      |
|--------|------------------------------------------------------------------------------------------------------------------|
| -NAU   | The -NAU option is used to add a new DLO administrator or to add a group that can be used of DLO administrators. |
| -DAU   | The -DAU option is used to delete a DLO administrator or a DLO administration group.                             |
| -L     | The -L option lists all of the current DLO administrators and groups.                                            |

**-IOProfile command**

The *-IOProfile* command enables a profile to be exported from one DLO Administration Server, and then imported to another administration server. An option is also provided to import global settings.

**Note:** When a profile is imported, it does not initially have any users assigned to it, so there is no immediate impact. When global settings are imported, they immediately apply to all Desktop Agent users assigned to the server.

- ◆ To export a profile:
- DLOCommandu -C <master server name> -IOProfile -DBF <export file name> -E <profile name>
- This exports the requested named profile (-E) from the specified server (-C) into the named file (-DBF). It is not necessary to specify the master server name with the -C option if the profile is on the same server where the command is run.

- ◆ To import a profile:

```
DLOCommandu -C < server name> -IOProfile -DBF <export file name>
```

This imports the profile in the given file (-DBF) into the named server (-C.)

- ◆ To import the console settings for DLO administrator account management in addition to the profile, use the IPRCS option as follows:

```
DLOCommandu -C < server name> -IOProfile -DBF <export file name> -IPRGCS
```

- ◆ To import the global settings in addition to the profile, use the IPRGS option as follows:

```
DLOCommandu -C < server name> -IOProfile -DBF <export file name> -IPRGS
```

## ***-Report command***

This command generates and saves one of the predefined DLO reports. To generate a report you must specify the name of the .rdl file associated with the report.

For a list of all available reports and their corresponding .rdl file names, use the “[-ListReport command](#)” on page 180 or use the file name available when selecting Reports > *report\_name* > Properties from the DLO Console UI.

Any filter criteria and the output path where the report is stored are optional.

The report format is also optional. By default the report is generated and saved in PDF. The default report format in the DLO global settings is not used by this command.

### **Syntax:**

```
DLOCommandu -Report -RDL <RDL File Name> [-O <Output Path>] [-FC <Computer Name>] [-FU <User Name>] [-FD <Days>] [-T <PDF | HTML | XML | XLS>]
```

Command options

Table 4-14 -Report Command Option

| Option                         | Description                                                                                                                                                         |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| -RDL <RDL File Name>           | The name of the .rdl file associated with the required report. Report templates are specified in Report Definition Language (RDL).<br>An RDL file name is required. |
| -O <Output Path>               | Path for storing the generated report.<br>If a path is not specified, the report is stored in the current directory.                                                |
| -FC <Computer name>            | Filter specifying the name of a computer.                                                                                                                           |
| -FU <User name>                | Filter specifying the name of a user.                                                                                                                               |
| -FD <Number of days>           | Filter specifying the number of days.                                                                                                                               |
| -T <PDF or HTML or XML or XLS> | The format of the report.<br>If a report format is not specified, PDF is used.                                                                                      |

Examples:

DLOCommandU -Report -RDL DLOactiveevents\_en.rdl -FD 3 -FC MyDesktop -O C:\DLOReports -T PDF

This sample command generates a report of the Active Alerts for the machine named MyDesktop in the past 3 days and stores the report in C:\DLOReports folder.

For unique report identification, generated reports have a name which is the .rdl file name appended by a time stamp. The time stamp includes year, day, month, hours and minutes.

In this example, if the command is executed at 10.28 AM on 25 July 2007, it generates the report file in the folder C:\DLOReports, with the name as DLOactiveevents\_en\_200725071028.pdf.

**-ListReport command**

This command lists all of the reports available in DLO and the names of the corresponding RDL files. The command does not accept any options.

Use this command to determine the RDL file name used as input to the “-Report command” on page 179.

Syntax:

DLOCommandU -ListReport

**-MigrateDomain command**

This command is used to migrate a user from an old domain to a new domain in trust.

Syntax:

DLOCommandU -MigrateDomain -OD <OldDomainName> -ND <NewDomainName> -U <UserName>

Command options

Table 4-15 -MigrateDomain Command Option

| Option | Description                                     |
|--------|-------------------------------------------------|
| -OD    | The name of the old domain.                     |
| -ND    | The name of the new domain.                     |
| -U     | The name of the user, with or without wildcard. |

**-ChangeProfile command**

This command is used to change the profile assigned to the user(s). Here multiple users can be assigned with the same profile.

Syntax:

DLOCommandu -ChangeProfile -NP|-NPI [-A|-F|-P|-PI|-S|-SI|-U]

**Note:** Wildcard '\*' match is permitted in profile, storage location and user names. Quotations around name are required if name contains a space or colon

Command options

Table 4-16 Change Profile Command Options

| Options             | Descriptions                                                  |
|---------------------|---------------------------------------------------------------|
| -NI <new SL ID>     | New storage location id                                       |
| -NPI <new SL path>  | Fully qualified UNC path to new network user data folder      |
| -A                  | Migrate all users                                             |
| -F <file server>    | Migrate users with storage locations on the named file server |
| -P <profile name>   | Migrate users with named profile                              |
| -PI <profile id>    | Migrate users with given profile id                           |
| -S <SL name>        | Migrate users with named storage location                     |
| -SI <SL id>         | Migrate users with given storage location id                  |
| -U <user>           | Migrate named user                                            |
| -UF<Text File Path> | Migrate user listed in the given text file.                   |

Examples:

DLOCommandu -ChangeProfile -NP newprof -A

**-MigrateUserSL command**

This command is used to is used to migrate NUDF to new storage location.

**Syntax:**

DLOCommandu -MigrateUserSL [-NI <new SL id>|-NP <new SL path>] [-A|-F <file server>|-P <profile name>|-PI <profile id>|-S <SL name>|-SI <SL id>|-U <user>|-UF <text file path>]

**Note:** Wildcard '\*' match is permitted in profile, storage location and user names. Quotations around name are required if name contains a space or colon. To get a list of all storage locations use the -ListSL command.

**Command options**

**Table 4-17** Migrate USer SL Command Options

| Options           | Descriptions                                          |
|-------------------|-------------------------------------------------------|
| -NI <new SL id>   | New profile to assign                                 |
| -NP <new SL path> | New profile to assign (by ID)                         |
| -A                | All users                                             |
| -F <file server>  | Users with storage locations on the named file server |
| -P <profile name> | Users with named profile                              |
| -PI <profile id>  | Users with given profile id                           |
| -S <SL name>      | Users with named storage location                     |
| -SI <SL id>       | Users with given storage location id                  |
| -U <user>         | Named user account only                               |

**Examples:**

DLOCommandu -MigrateUserSL -NI 12 -A

**-MigrateUser command**

This command is used to migrate a user to a new storage location.

**Syntax:**

DLOCommandu -MigrateUser [-A|-F <file server>|-P <profile name>|-PI <profile id>|-S <SL name>|-SI <SL id>|-U <user>|-UF <text file path>]

**Note:** Wildcard '\*' match is permitted in profile, storage location and user names. Quotations around name are required if name contains a space or colon. To get a list of all storage locations use the `-ListSL` command.

Command options

Migrate User Command Options

| Options              | Descriptions                                                  |
|----------------------|---------------------------------------------------------------|
| -M <media server>    | New media server name                                         |
| -A                   | Migrate all users                                             |
| -F <file server>     | Migrate users with storage locations on the named file server |
| -P <profile name>    | Migrate users with named profile                              |
| -PI <profile id>     | Migrate users with given profile id                           |
| -S <SL name>         | Migrate users with given storage location                     |
| -SI <SL id>          | Migrate users with given storage location id                  |
| -U <user>            | Migrate named user only                                       |
| -UF <text file path> | Migrate users listed in the given text file.                  |

Optional parameters for destination DB

| Options                    | Descriptions                  |
|----------------------------|-------------------------------|
| -DB server <DB server>     | Default: same as media server |
| -DBInstance <DB instance>  | Default: DLO                  |
| -DBName <DB name>          | Default: DLO                  |
| -DBDataFile <DB data file> | Default: DLO.mdf              |
| -DBLogFile <Db log file>   | Default: DLO_log.mdf          |

**Note:** For the `-DBInstance` option, specify "" in case of a blank instance.

### ***-ListMachines* command**

This command lists all the DLO Agent machines that are connected to the DLO Administration console.

Syntax:

```
DLOCommandu -ListMachines
```

The list of machines is displayed at the command prompt. To store the list in a file, provide a file name when you run the command.

```
DLOCommandu -ListMachines <file path>
```

**Example** DLOCommandu -ListMachines > C:\MachineList.txt

## **DLO Command Line Interface Database and License Tools**

DLO provides a number of command line system tools that enable you to perform configuration and maintenance operations.

DLO Command Line Interface Database and License tool commands are run from the installation directory and are executed with the DLODBUtils command.

---

**Note:** The default DLO Administration Console installation directory for Symantec DLO version 7.0 and later is

C:\Program Files\Symantec\Symantec DLO.

If Symantec DLO was upgraded from a previous version, the original installation directory is used. The default installation directory for previous releases was C:\Program Files\VERITAS\NetBackup DLO.

---

### **Command Line Options**

The command-line options enable you to set specific parameters when performing a maintenance or management function with the command-line tools.

#### **Server**

```
-server <computername>
```

Use this command to specify the computer on which DLO command-line functions will take affect. You must have sufficient privileges on the specified computer to perform functions remotely.

**Example** DLODBUtils -server server1 -backup

#### **Verbose**

```
-verbose
```

Use this command to turn on verbose mode and display additional detail when DLO command-line operations are performed.



**Example** `DLODBUtils -verbose -backup`

## DLO Database Maintenance

The following commands perform database maintenance functions. The options outlined in “[Command Line Options](#)” on page 184 may be used with these commands.

### Check database

`-check`

This command performs a consistency check of the DLO database. If there are any consistency errors, you should run the Repair Database command. See “[Repair database](#)” on page 186.

### Backup database

`-backup -dir <backup directory>`

This command allows you to back up the DLO database to a specified directory.

**Example** `DLODBUtils -backup -dir "c:\backups\DLODatabase"`

### IDR

This command copies and recovers DLO Intelligent Disaster Recovery (IDR) MSDE database files.

`-setupidr`

Makes a copy of the MSDE database files.

**Example** `DLODBUtils -setupidr`

`-idr`

Restores the MSDE database files saved with the `-setupidr` command. The computer must be restarted following the execution of this command to make the changes effective.

**Example** `DLODBUtils -idr`

### Restore database

`-restore -databasefile`

This command restores the database from a specific backup file.

**Example** `DLODBUtils -restore -databasefile "c:\backup\DLO.bak"`

---

**Note:** Exclusive database access is required to run the `-restore` command.

---

## Routine Maintenance

The following commands are used to perform routine maintenance. The options outlined in “[Command Line Options](#)” on page 184 may be used with these commands.

### Compact database

-compact

Compresses the database by removing a database's unused space.

**Example** DLODBUtils -compact

### Rebuild index

-rebuildindex

Rebuilds the index for the DLO database.

**Example** DLODBUtils -rebuildindex

### Repair database

-repair

Repairs the DLO database

**Example** DLODBUtils -repair

### Groom alerts

-groomalerts *days*

Removes alerts older than a specified number of days.

**Example** DLODBUtils -groomalerts 5

## Database Management

### Attach database

The attach command makes the DLO database available to the database engine.

---

**Note:** Exclusive database access is required to run the -attach command. Stop the DLO Administration Service before running this command and then restart the services after running the command.

---

-attach -datafile <database file name> -logfile <database log file name>

**Example** DLODBUtils -attach -datafile "c:\backup\DLO.mdf" -logfile  
"c:\backup\DLO.ldf"

### Detach database

---

**Note:** Exclusive database access is required to run the -detach command. Stop the DLO Administration Service before running this command and then restart the services after running the command.

---

Use this command to detach the database.

**Example** DLODBUtils -detach

## License Management

These command-line tools enable license management from the command line.

### List licenses

`-list`

Lists current DLO licenses.

**Example** `DLOLicenseCLI.exe -list`

### Add licenses

`-add <license key>`

Adds the specified license key.

**Example** `DLOLicenseCLI.exe -add <license key>`

### Delete licenses

`-delete <license key>`

Deletes the specified license key.

**Example** `DLOLicenseCLI.exe -delete <license key>`

## DLO Logging Command Line Interface Tool

DLO provides a command-line system tool that enables logging with different logging levels for all the DLO components.

DLO Logging Command Line Interface tool commands are run from the installation directory and are executed with the `DLOLoggingu` command.

`C:\Program Files\Symantec\Symantec DLO\DLOLoggingu.exe`

### Syntax

`DLOLoggingu -E <DLO component Executable name> [Options [-L | -LS]]`

---

**Note:** In a distributed DLO environment, the DLO Logging command-line tool will be deployed in each machine where individual DLO component is installed or is running.

---

Table 4-18 DLOLoggingu options

| Options | Descriptions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| -E      | <p>This option is used to specify the DLO component .exe name for which logging is to be enabled.</p> <p>Example: To enable logging for DLO console component, specify <code>DLOConsoleu.exe</code> as parameter for the -E option.</p> <p><b>Note:</b> It is mandatory to specify the .exe name. Else, the command execution will not proceed.</p>                                                                                                                                                                                                                                                                                                                                                                                               |
| -L      | <p>This option is used to specify the logging level with which the logging should be enabled. Specify one of the following parameters along with the -L option.</p> <ul style="list-style-type: none"><li>■ <b>Verbose (V):</b> In this level, all Errors, Warnings, Traces and Function Entry/Exit traces are printed.</li><li>■ <b>Common (C):</b> In this level, only Errors, Traces and Warnings are printed to the log file.</li><li>■ <b>Disable (D):</b> In this level, all warnings and errors are printed to log files. This value is set as default if no logging is specified in the command line.</li></ul> <p>If you do not specify any parameter for this option, then by default logging level is set to Disable, that is “D”.</p> |
| -LS     | <p>This option enables to specify the size of the log files.</p> <p><b>Note:</b> The value specified with this option is common for all the DLO components for which logging will be enabled. This value will not set the log size for individual DLO component.</p> <p>If no log size is specified, then the default log size will be considered as 10 MB.</p>                                                                                                                                                                                                                                                                                                                                                                                   |

**Note:** After you run the `DLOLoggingu` command, for the new changes to take effect, ensure that you restart or relaunch the DLO console, DLO client and the DLO services for which logging is enabled.

Example

To enable verbose logging for DLO Administration service, run the following command:

```
DLOLoggingu -E "DLOAdminsvcu.exe" -L "V" -LS "20"
```

After executing this command, restart the DLO administration service for the new changes to take effect.



# Administering the Desktop Agent

This section contains the following topics:

- [“About the Desktop Agent”](#) on page 190
- [“Features and Benefits of the Desktop Agent”](#) on page 191
- [“System Requirements for the Desktop Agent”](#) on page 191
- [“Installing the Desktop Agent”](#) on page 192
- [“Configuring the Desktop Agent”](#) on page 193
- [“About the Desktop Agent Console”](#) on page 197
- [“Using the Desktop Agent to Back up Your Data”](#) on page 200
- [“Modifying Desktop Agent Settings”](#) on page 211
- [“Synchronizing Desktop User Data”](#) on page 218
- [“Restoring files using the Desktop Agent”](#) on page 227
- [“Monitoring Job History in the Desktop Agent”](#) on page 231

## About the Desktop Agent

The Desktop Agent is the component of the Symantec DLO that protects files on desktop and laptop computers (collectively referred to as desktops) by backing up data to the desktop's local drive and to a Storage Location on the network. The DLO administrator initially configures the Desktop Agent. If the DLO administrator has set your profile so that you can view the complete Desktop Agent and modify settings, then you can restore files, synchronize files between multiple desktops, configure backup selections, set schedules, view history and more.

Your profile determines the level of interaction between you and the Desktop Agent. The administrator may also configure the Desktop Agent to run without a user interface, with a fully functional user interface, or somewhere in between.

## Features and Benefits of the Desktop Agent

The Desktop Agent provides the following features:

- **Data Protection:** Selected files on the desktop are automatically copied to user data folders on the desktop's local drive and on the network. The Desktop Agent can be configured so that no user interaction is required. Files are protected automatically when the desktop is online or offline.
- **Data Availability:** A user can access data from multiple desktops in multiple locations if they are using the same login credentials on each desktop. Users can also restore previous file revisions, even when the desktop is offline, if they are saving at least one file revision in the desktop user data folder.
- **Synchronization:** A user that accesses multiple computers with the same login credentials can configure folders to be synchronized on each of the computers. When a synchronized file is changed on one computer, the updated file is copied to the network user data folder and also to the desktop user data folder on all other computers that are configured for synchronization.

## System Requirements for the Desktop Agent

The following are the minimum system requirements for running this version of the Desktop Agent.

Table 5-1 Minimum System Requirements

| Item             | Description                                                                                                                                                                                                                                                                                               |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Operating System | Microsoft Windows 2000<br>Microsoft Windows XP Service Pack 1 (SP1) or later<br>Microsoft Windows XP Professional x64 Edition<br><br><b>Note:</b> The Desktop Agent is not supported on any server operating system, including Windows Server 2003, Windows Storage Server 2003, and Windows 2000 Server. |
| Processor        | Pentium system                                                                                                                                                                                                                                                                                            |
| Memory           | Required: 256 MB RAM<br>Recommended: 512 MB (or more for better performance).                                                                                                                                                                                                                             |
| Internet Browser | Internet Explorer 5.01 or later; however, version 5.5 is recommended.                                                                                                                                                                                                                                     |
| Disk Space       | 25 MB hard disk space required after Microsoft Windows is installed (typical installation). Additional space may be required if the desktop user data folder is enabled.                                                                                                                                  |

Table 5-1 Minimum System Requirements (continued)

| Item           | Description                                               |
|----------------|-----------------------------------------------------------|
| Other Hardware | Network interface card or a virtual network adapter card. |

## Installing the Desktop Agent

The DLO administrator determines who installs the Desktop Agent. It can be either the administrator or the desktop user. Administrator rights are required to install the Desktop Agent. After the Desktop Agent is installed on a desktop, anyone who logs on to that desktop can use the Desktop Agent. The logged on user will only have access to DLO backup files associated with the logged on account.

All computers running the DLO Administration Console or the Desktop Agent should be set to a common time. This can be accomplished by configuring the Windows Time Synchronization service on the network. See [www.microsoft.com](http://www.microsoft.com) for additional information.

**Note:** You must have administrative rights to the desktop on which you want to install the Desktop Agent. If you need to restart the desktop during installation, you must use the same administrator login again to ensure that the installation completes successfully.

### To install the Desktop Agent

- 1 From the desktop on which you want to install the Desktop Agent, browse to the network server where the installation files for the Desktop Agent are stored. The default location is `\\<DLO Administration Server name>\DLOAgent`. If you are unsure of the location, contact the administrator.
- 2 Double-click the file **setup.exe**.
- 3 On the Welcome screen, click **Next**.
- 4 Read the license agreement, and then click **I accept the terms in the license agreement**.
- 5 Click **Next**.
- 6 Do one of the following:
  - a To change the location on the desktop's local drive where the Desktop Agent will be installed, click **Change** and enter the alternate location, then click **OK**.
  - b To install the Desktop Agent in the default location, continue with [step 7](#).  
The default installation location is `C:\Program Files\Symantec\Symantec DLO\DLO`.
- 7 Click **Next**.
- 8 Click **Install**.
- 9 Click **Finish** to install the Desktop Agent.



# Configuring the Desktop Agent

The following topics are useful for reference when configuring the Desktop Agent:

- [“Connecting to the DLO Administration Server”](#) on page 193
- [“Using Local Accounts on Desktop Computers”](#) on page 193
- [“Using Alternate Credentials for the Desktop Agent”](#) on page 194
- [“Resetting Dialog Boxes and Account Information”](#) on page 195
- [“Changing your Connection Status”](#) on page 196
- [“Disabling the Desktop Agent”](#) on page 196
- [“Enabling the Desktop Agent”](#) on page 196

## Connecting to the DLO Administration Server

The Desktop Agent communicates with the DLO database and services on the DLO Administration Server during normal operation. When using the Desktop Agent, you must connect to the administration server using a domain account.

---

**Note:** If you connect to the administration server with one set of credentials, and then attempt to connect to the server using DLO with a different set of credentials, authentication may fail. Restart the computer to reconnect.

---

When new information is available for the Desktop Agent, the Desktop Agent receives a notification of this new information and retrieves it. This will happen, for example, when settings or synchronized files change or if a software update is available. The Desktop Agent and the DLO Administration Server do not contact each other directly.

---

**Caution:** If you attempt to connect to a server using characters in the share name that do not exist on the code page for the local system, the connection will fail. Code pages map character codes to individual characters, and are typically specific to a language or group of languages.

---

## Using Local Accounts on Desktop Computers

You can log in to your desktop with a local account. If you log on to your desktop with a local account, the Desktop Agent prompts you for your user name and password for your domain account.

The following should be considered when using local accounts on desktops that run the Desktop Agent:

- You can only use a set of domain credentials with one local account. If you use more than one local account on a desktop or laptop computer, you should either disable DLO for other accounts or have unique domain credentials for each account. See [“To log on with alternate credentials or to disable accounts”](#) on page 194 for additional information.

**Example** If you usually log on to the desktop computer as 'myusername', you should have a domain account to use for DLO with this account. If you also occasionally log on as 'administrator', DLO can be disabled when you are logged on to this account. Alternately, you can provide a unique set of domain credentials to use for DLO when you are logged on as 'administrator'.

- Multiple users of the same desktop computer can all use DLO, but must provide unique credentials for the desktop computer and unique domain credentials for connection with the Desktop Agent.
- DLO does not support the Fast User Switching feature of Windows XP.

## Using Alternate Credentials for the Desktop Agent

The account used by the Desktop Agent is the logon account by default, but could be an alternate account if one has been specified, such as when connecting across domains.

If you are logged on with credentials that are not recognized by the Desktop Agent, you can specify alternate credentials for Desktop Agent operation and save the account information for future sessions. If you prefer, you can disable an account for Desktop Agent operations so that the Desktop Agent will not run when you are logged on with the account currently being used. This dialog allows you to save this account info for future connections.

---

**Note:** If you have a previously established network connection to the administration server and it does not match the account the Desktop Agent is using, the Desktop Agent will attempt to reconnect as the Desktop Agent user. If this fails, the following error displays: "Multiple connections to a server or shared resource by the same user, using more than one user name, are not allowed. Disconnect all previous connections to the server or shared resource and try again. The account used by the Desktop Agent is the logon account by default, but could be an alternate account if one has been specified; for example, to connect across domains."

---

### Using alternate credentials to work across domains

In a cross-domain configuration where there is no trust relationship, if multiple users are running the same Desktop Agent, each user must provide a unique user name and password in the DLO Administration Server domain. If different users use the same credentials, DLO displays an error message stating that the user is already connected to the administration server.

---

**Note:** For information on resetting accounts that have been disabled for Desktop Agent operation, see ["To reset dialogs and account information"](#) on page 195.

---

### To log on with alternate credentials or to disable accounts

- 1 When you are logged on to the desktop computer with an account that is not recognized by the Desktop Agent, the **Alternate Credential** dialog box will appear.

2 Specify Desktop Agent logging options as described in the following table.

Table 5-2 Alternate Credentials

| Item                 | Description                                                                                                                                                                                                                                                                                                                                                                                                                   |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Use this account     | Select this option to enable the Desktop Agent to run when you are using the account under which you are currently logged on.                                                                                                                                                                                                                                                                                                 |
| User name            | Enter the user name for an account that is authorized for Desktop Agent operation.                                                                                                                                                                                                                                                                                                                                            |
| Password             | Enter the password for the account to be used for Desktop Agent operation.                                                                                                                                                                                                                                                                                                                                                    |
| Domain               | Type the domain for the account to be used for Desktop Agent operation.                                                                                                                                                                                                                                                                                                                                                       |
| Save my password     | Select this option to have DLO save and use this password in the future to automatically authenticate to the media server or storage location in the event of an authentication failure.<br><br><b>Note:</b> This option will only appear if the DLO administrator has enabled this option. On newly-deployed Desktop Agents, this option will not show until the second time the Desktop Agent connects to the media server. |
| Disable this account | Select this option to prevent the Desktop Agent from running when you are using the account under which you are currently logged on.                                                                                                                                                                                                                                                                                          |

3 Click **OK**.

## Resetting Dialog Boxes and Account Information

While using DLO, you can suppress dialogs by selecting the **Don't show me this message again** check box. These dialogs can be reset so they will once again be displayed. If passwords and account information are cleared, the Desktop Agent will prompt for this information if it is required to access a resource.

To reset dialogs and account information

- 1 From the **Tools** menu, click **Options**.
- 2 If you want to reset any information dialogs suppressed by the **Don't show me this message again** check box, click **Reset dialogs**.
- 3 Click **Yes** when prompted to reset the dialogs.
- 4 If you want to clear any passwords and account information that the Desktop Agent has stored, click **Reset accounts**.
- 5 Click **Yes** when prompted to clear the accounts.
- 6 Click **OK**.

## Changing your Connection Status

When you are using the Desktop Agent, your connection status is displayed in the lower right corner of the Desktop Agent Console. When the Desktop Agent is in offline mode, the following are true until you choose to work online again:

- Files are not transferred to the network user data folder. Pending files remain in the pending files list with a status of “Pending network”
- Job logs are not copied up to the network user data folder
- Alerts are not posted to the DLO Administration Server

### To change your connection status

- 1 Click the connection status on the lower right corner of the Desktop Agent.
- 2 Do one of the following:
  - Click **Work Offline** to place the Desktop Agent in offline mode
  - Click **Work Online** to place the Desktop Agent in online mode

---

**Note:** The DLO Administrator sets a maximum time after which the Desktop Agent will automatically be returned to the online mode, assuming a network connection is available.

---

## Disabling the Desktop Agent

If your Profile allows it, you can disable the Desktop Agent.

### To disable the Desktop Agent

- 1 From the Windows system tray, right-click the Desktop Agent icon.
- 2 Click **Disable**. This option will be grayed out if you do not have permission to take this action.

## Enabling the Desktop Agent

If the Desktop Agent has been disabled, and your Profile allows it, you can re-enable the Desktop Agent.

### To enable the Desktop Agent

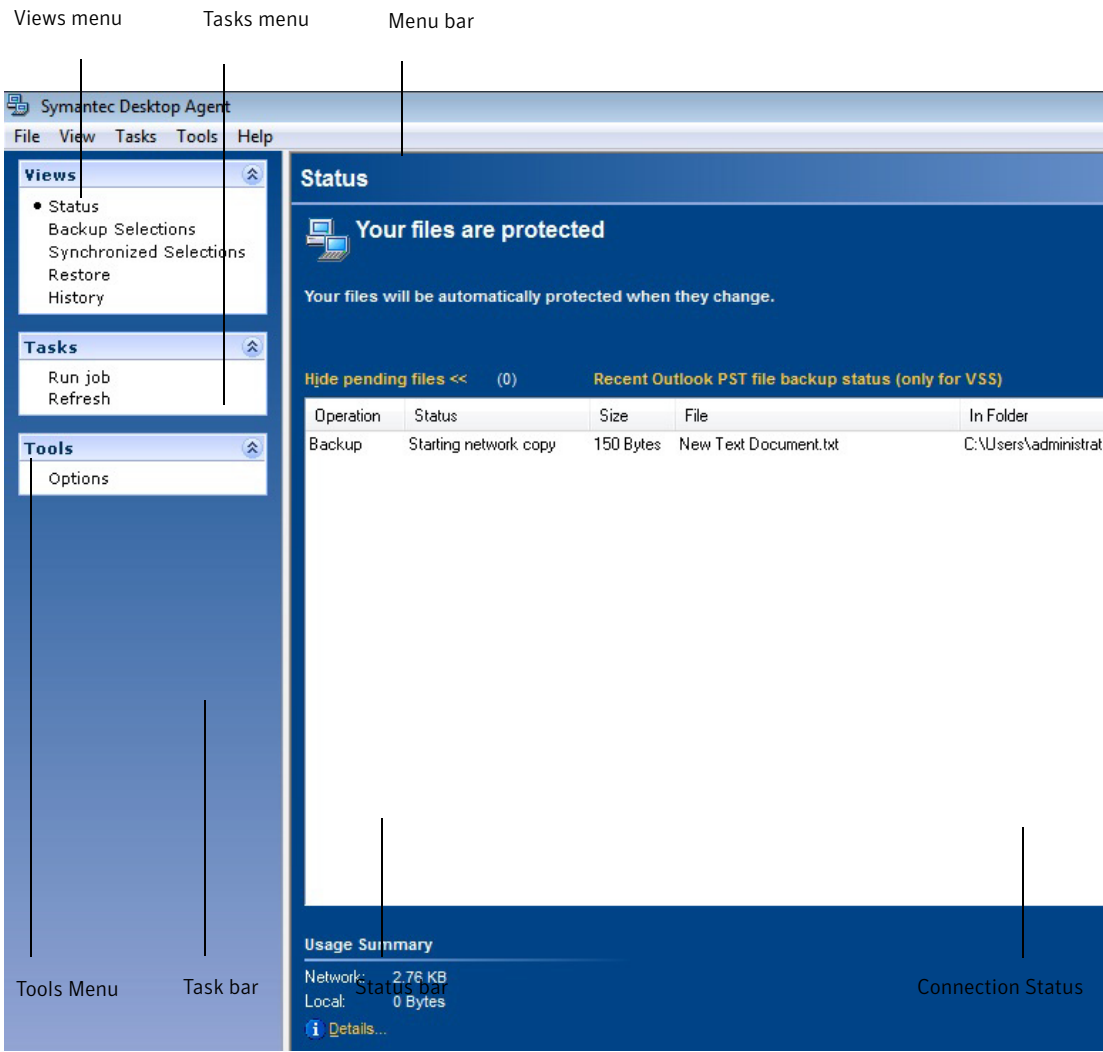
- 1 From the Windows system tray, right-click the Desktop Agent icon.
- 2 Click **Enable**. This option will be grayed out if you do not have permission to take this action.

## About the Desktop Agent Console

The Desktop Agent Console is the user interface for the Desktop Agent. Access to the Desktop Agent Console is controlled by the DLO administrator. The DLO administrator may choose from the following:

- Display the complete interface: Enables desktop users to access all Desktop Agent options
- Display only the status: Enables desktop users to view the status of backup jobs, but they cannot change Desktop Agent settings or access options other than status. Desktop users can right-click the system tray icon to open the status view or exit the program
- Display only the system tray icon: The desktop user sees only the Desktop Agent icon in the system tray in the lower right corner of the screen. Desktop users can right-click the system tray icon to exit the program
- Do not display anything: The Desktop Agent runs in the background. The desktop user cannot view the Desktop Agent

Figure 5-1 Symantec DLO Desktop Agent console



The Desktop Agent Console has the following components.

Table 5-3 Desktop Agent Console Features

| Item                    | Description                                                                                                                                                                                                                                                                                                                                                                          |
|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Menu bar                | The menu bar appears across the top of the screen. To display a menu, click the menu name. Some menu items are not available until an item is selected from the console screen.                                                                                                                                                                                                      |
| Tasks bar               | The Tasks bar appears on the left side of the Desktop Agent Console. To hide the Tasks bar, from the <b>View</b> menu, select <b>Tasks bar</b> . Actions are initiated from the Tasks bar, and these actions vary with the selected view.                                                                                                                                            |
| Views menu              | The Views menu appears in the Tasks bar and enables you to navigate to the following views:                                                                                                                                                                                                                                                                                          |
| Status                  | Provides job status, lists pending jobs, and summarizes recent backup activity. See <a href="#">“Viewing the Desktop Agent Status”</a> on page 222 for additional information.                                                                                                                                                                                                       |
| Backup Selections       | Enables you to define what data is protected by the Desktop Agent. See <a href="#">“Using the Desktop Agent to Back up Your Data”</a> on page 200 for additional information.                                                                                                                                                                                                        |
| Synchronized Selections | Enables you to configure the Desktop Agent to maintain a user’s selected files and folders on multiple computers so that the most recent backed up version is always available to the user. See <a href="#">“Synchronizing Desktop User Data”</a> on page 218 for additional information.                                                                                            |
| Restore                 | Enables the user to restore backed up data and search for backed up files. See <a href="#">“Restoring files using the Desktop Agent”</a> on page 227 for additional information.                                                                                                                                                                                                     |
| History                 | Displays Desktop Agent error, warning, and informational messages.                                                                                                                                                                                                                                                                                                                   |
| Tasks menu              | Actions are initiated from the tasks menu. These actions vary with the selected view.                                                                                                                                                                                                                                                                                                |
| Tools menu              |                                                                                                                                                                                                                                                                                                                                                                                      |
| Options                 | Enables you to do the following: <ul style="list-style-type: none"><li>■ Reset dialogs that have been suppressed by the <b>Don’t show me this message again</b> check box</li><li>■ Clear passwords and account information that the Desktop Agent has stored. See <a href="#">“Resetting Dialog Boxes and Account Information”</a> on page 195 for additional information</li></ul> |

**Note:** To ensure that you have the latest status and settings at any time while using the Desktop Agent, from the **Tasks** menu, click **Refresh**.

# Using the Desktop Agent to Back up Your Data

When data is backed up by the Desktop Agent, it is transferred to the user data folder on the desktop's local drive. Then, the data is transferred to a network user data folder, which is assigned by the DLO Administrator. Network user data folders are typically also backed up by NetBackup, which provides an additional level of protection.

---

**Caution:** If you attempt to connect to a server using characters in the share name that do not exist on the code page for the local system, the connection will fail. Code pages map character codes to individual characters, and are typically specific to a language or group of languages.

---

For information on backing up and restoring Microsoft Outlook PST files, see [“Backing up Outlook PST Files Incrementally”](#) on page 208 and [“Restoring Microsoft Outlook Personal Folder Files”](#) on page 230.

Select files that you want to protect from the **Backup Selections** view. Backup selections are initially assigned by the administrator, but if the DLO administrator has set your profile so that you can view the complete Desktop Agent and modify settings, then you can choose your backup selections.

You can change Desktop Agent settings and backup selections when you are working offline. The settings will be stored until you are once again working online, at which time they are automatically transferred. If the administrator has also made changes that conflict with the changes made on the Desktop Agent, the changes made by the administrator will be used.

You can view and modify backup selections using two views: standard and advanced. The standard view lists the contents of your local drives, allowing you to check off files and folders to be backed up. It also uses default backup selection settings to add new selections. The advanced view provides more configuration options for selections.

A backup selection consists of:

- A folder or list of folders
- Criteria for the files to be included or excluded from the backup
- Limits on the number of file revisions to retain
- Settings for compression, backup file deletion, and encryption

## Managing Revisions

Revisions are versions of a file at a specific point in time. When a file is changed and backed up, DLO stores a new revision. DLO stores and maintains a specific number of revisions for all files in a backup selection. Because each backup selection is configured separately, the number of revisions retained can vary for different backup selections.

When the number of revisions is exceeded, DLO removes the oldest revision, maintaining only the specified number of revisions in the desktop and network user data folders.

You can limit the number of revisions DLO retains in a given period of time. If you are working on a document and backing it up frequently, all of your revisions could potentially be just a few minutes apart.



By specifying that you want to retain only 2 revisions every 24 hours, at least 120 minutes apart, you can retain older revisions for a longer period of time. While some intermediate versions will not be retained, it does support situations in which returning to an older revision is needed.

Another consideration in determining the number of revisions to retain is the amount of storage space required to store the data. The amount of space required for backups can be estimated by multiplying the number of revisions retained by the amount of data protected.

**Example** If you are retaining three revisions of each file and have 10 MB to back up, approximately 30 MB of disk space will be required.

Although compression can improve the space utilization, it varies significantly with file type and other factors.

### Alternate stream backup

DLO protects all of the alternate streams for a file, including security streams. If a new version of a file contains only alternate stream data modifications, the new version replaces the old version without impacting the revision count.

#### Related topics

[“Modifying Backup Selections in the Standard View”](#) on page 201

[“Adding Backup Selections in the Advanced View”](#) on page 203

[“Backing up Outlook PST Files Incrementally”](#) on page 208

[“Restoring Microsoft Outlook Personal Folder Files”](#) on page 230

[“Restoring Files with Alternate Stream Data”](#) on page 231

## File Grooming

The Desktop Agent grooms revisions based on backup selection settings and does this as new revisions are created. The oldest revision is deleted when a new revision is created that exceeds the limit.

Maintenance grooming is the grooming off of deleted files. It occurs at most once every 24 hours.

Maintenance grooming occurs during the first backup that runs after 24 hours have passed since the last maintenance grooming.

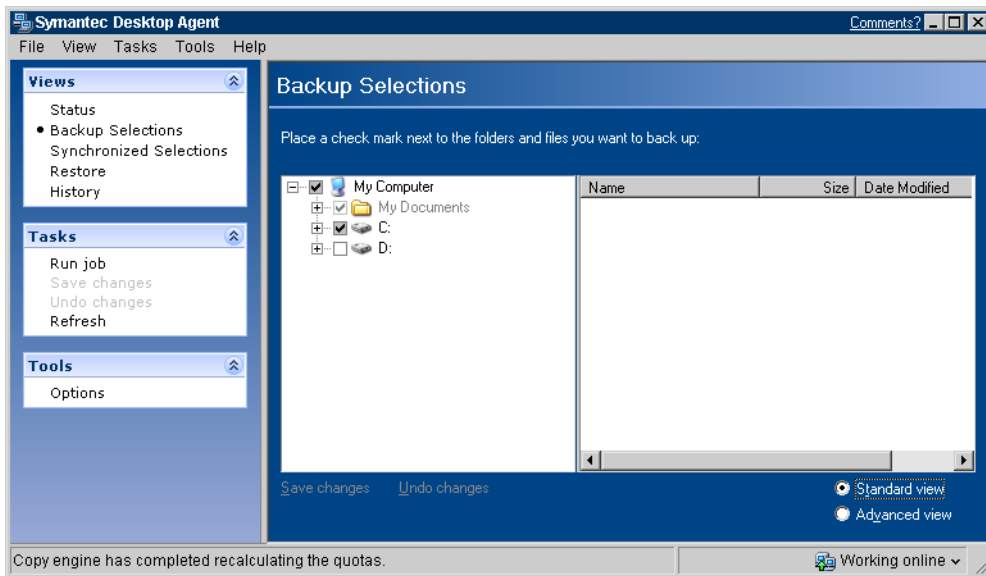
## Modifying Backup Selections in the Standard View

Backup selections in the Standard view provides a list of drives, folders, and files that you can select for backup.

**Note:** *Profile backup selections* are those that were specified by the DLO administrator in your profile. You cannot modify profile backup selections in the Standard view. You can only modify the backup selections that you create on the Desktop Agent. Profile backup selections are displayed in the Standard view with gray check boxes. They can be modified in the Advanced view if the administrator has granted you sufficient rights. See “[Modifying Backup Selections in the Advanced View](#)” on page 207 for additional information.

When you create new backup selections in the standard view, the default backup selection settings are used. When you add new sub folders and files to the backup selection using the standard view, these new backup selections will have the same settings as the main folders.

**Figure 5-2** Standard view



In the Desktop Agent Backup Selection Standard view, files and folders are represented in a tree view where users can select or deselect files and folders for backup. When the check box next to a file or folder is grayed out, the selection was defined by the administrator and can only be changed if the administrator has granted this right in the profile definition. When a red 'X' appears in the check box next to a file or folder, this item has been globally excluded from all backups by the administrator and cannot be selected.

#### To modify backup selections in the backup selections standard view

- 1 Under **Views** in the Desktop Agent Tasks Bar, click **Backup Selections**.
- 2 Click **Standard view**.

- 3
- Select the folders and files you want to back up.  
Expand selections by clicking the plus sign (+) and collapse selections by clicking the minus sign (-).

Note: To return to the last saved settings at any time, click **Undo changes**.

- 4
- Click **Save changes** to save the new settings or **Undo changes** to return to the last saved settings.  
After clicking Save, previously backed-up selections that were not selected are treated like deleted backup selections and will no longer be backed up. The backup files for this selection will be deleted after the number of days specified in the backup selection settings. The source files for the deleted backup selection will not be deleted by the Desktop Agent.  
Selected folders that were not previously selected are added to the backup selections for this desktop.

## Adding Backup Selections in the Advanced View

To add a backup selection in the backup selections advanced view

- 1
- Under **Views** in the Desktop Agent Tasks bar, click **Backup Selections**.
- 2
- Click **Advanced view**.
- 3
- Click **Add**.
- 4
- From the **General** tab in the **Backup Selection** dialog box, select the appropriate options as described in the following table.

Table 5-4 Backup Selection General Dialog Box

| Item                        | Description                                                                                                                                                                                                                                                                                 |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Name                        | Type a descriptive name for the backup selection.                                                                                                                                                                                                                                           |
| Description                 | Type a clear description of the backup selection. This description may include, for example, the folder selected, the group of users it was created for, or the purpose for creating the backup selection.                                                                                  |
| Folder to back up           |                                                                                                                                                                                                                                                                                             |
| Type a folder name          | Select this option to add a specific folder to the backup selection. Type the path to the folder, including the folder name. For example, to add a folder named MyData on drive C, type C : \MyData.<br><br><b>Note:</b> Once a backup selection is created, the folder cannot be modified. |
| Select a pre-defined folder | Select this option to choose a pre-defined folder from the list provided.                                                                                                                                                                                                                   |
| Include sub folders         | Select this option to also back up all sub folders in the specified directory. This option is selected by default.                                                                                                                                                                          |

- 5 From the **Include/Exclude** tab, select the appropriate options as described in the following table.

Table 5-5 Backup Selection Include/Exclude Dialog Box

| Item                                            | Description                                                                 |
|-------------------------------------------------|-----------------------------------------------------------------------------|
| Include all file types                          | Select this option to include all file types in this backup selection.      |
| Include and exclude only the items listed below | Select this option to include or exclude only specific files or file types. |

- 6 To add a filter to the **Include/Exclude** list, verify that you selected **Include and exclude only the items listed below** in [step 5](#), and click **Add Include** or **Add Exclude**.
- 7 If you selected **Add Exclude**, you will be notified that all previously backed up files matching this exclude will be deleted from this backup selection. Click **Yes** to continue or **No** to cancel.
- 8 Select the appropriate options as described in the following table.

Table 5-6 Add Include Filter or Add Exclude Filter Dialog Box Options

| Item        | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Filter      | Type the name of the file or the folder, or a wildcard description of the file or folder that you want to include or exclude from backup selections.<br><br>For example, type *.mp3 to either include or exclude all files with the file extension .mp3 in this Backup selection, or type unimportant.txt to include or exclude all files in the backup selection with this specific file name.<br><br>Click <b>Extensions</b> to select a predefined filter to either include or exclude all files with a given file extension. |
| Description | Type a description of this include or exclude filter.                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Apply to    | Select one of the following: <ul style="list-style-type: none"><li>■ <b>Files</b> to apply this filter to file</li><li>■ <b>Folders</b> to apply this filter to folders</li><li>■ <b>Files and Folders</b> to apply this filter to both files and folders</li></ul>                                                                                                                                                                                                                                                              |

- 9 Click **OK**.
- 10 From the **Revision Control** tab, select the appropriate options for both the Desktop and network user data folders as described in the following table.

Table 5-7 describes the options.

Table 5-7 Backup Selection Revision Control Dialog Box

| Item                                                             | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Number of Revisions                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| desktop user data folder                                         | Type the number of revisions to keep in the desktop user data folder for each file in the backup selection.<br><br><b>Note:</b> When Outlook PST files are backed up incrementally, only one revision is maintained regardless of the number of revisions set in the backup selection.                                                                                                                                                                                                                                                                                                                |
| Limit to                                                         | Check this option to limit the number of revisions retained in a given amount of time, and specify the following: <ul style="list-style-type: none"><li>■ <b>Revisions:</b> Select the number of versions to retain.</li><li>■ <b>Within the last x hours:</b> Select the time period during which you want to retain the versions.</li><li>■ <b>At least x minutes apart:</b> Select the minimum amount of time that must elapse between backups in this backup selection.</li></ul><br><b>Note:</b> The oldest revision is deleted when a new revision is created that exceeds one of these limits. |
| network user data folder                                         | Select the number of revisions to keep in the network user data folder for each file in the backup selection.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Limit to                                                         | Check this option to limit the number of revisions retained in a given amount of time, and specify the following: <ul style="list-style-type: none"><li>■ <b>Revisions:</b> Select the number of versions to retain.</li><li>■ <b>Within the last x hours:</b> Select the time period during which you want to retain the versions.</li><li>■ <b>At least x minutes apart:</b> Select the minimum amount of time that must elapse between backups in this backup selection.</li></ul><br><b>Note:</b> The oldest revision is deleted when a new revision is created that exceeds one of these limits. |
| Revision Age                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Discard all revisions in the desktop user data folder older than | Enter the number of days after which all revisions in the desktop user data folder will be deleted.<br><br><b>Note:</b> The latest revision will not be discarded.                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Discard all revisions in the network user data folder older than | Enter the number of days after which all revisions in the network user data folder will be deleted.<br><br><b>Note:</b> The latest revision will not be discarded.                                                                                                                                                                                                                                                                                                                                                                                                                                    |

11 From the **Options** tab, select the appropriate options as described in the following table.

**Table 5-8** Backup Selection Options

| Item                                                               | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|--------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Delta File Transfer                                                | If you choose Delta File Transfer, each time a file is backed up, only the part of the file that has changed is transferred and stored in the network user data folder. In addition, Delta file transfer uses compression. Enabling this option requires that the DLO administrator has installed and configured a maintenance server.                                                                                                                                                                                                                    |
| Compression                                                        | <p>When you select compression, each time a file is backed up, files in this backup selection will be compressed for data transfer over the network and for storage in the Desktop and network user data folders.</p> <p>This affects files created after this feature is activated. Previously stored files will not be compressed.</p> <p>Delta File Transfer also uses compression.</p>                                                                                                                                                                |
| Encryption                                                         | <p>Check this option to encrypt files for transfer and to store files from this backup selection in an encrypted format in the network user data folder.</p> <p>This affects files transmitted and stored after this feature is activated. Previously stored files will not be encrypted.</p> <p>The AES (Advanced Encryption Standard) and a 128 bit key length are used. If enabled, versions are stored without encryption in the desktop user data folder, and encrypted in the network user data folder. Transfer over the network is encrypted.</p> |
| When source files are deleted, delete the backed up files from the |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| desktop user data folder after                                     | Indicate the number of days after which DLO will delete all file versions from the desktop user data folder after the source file has been deleted from the desktop. The default setting is 60 days.                                                                                                                                                                                                                                                                                                                                                      |
| network user data folder after                                     | Indicate the number of days after which DLO will delete all file versions from the network user data folder after the source file has been deleted from the desktop. The default setting is 60 days.                                                                                                                                                                                                                                                                                                                                                      |

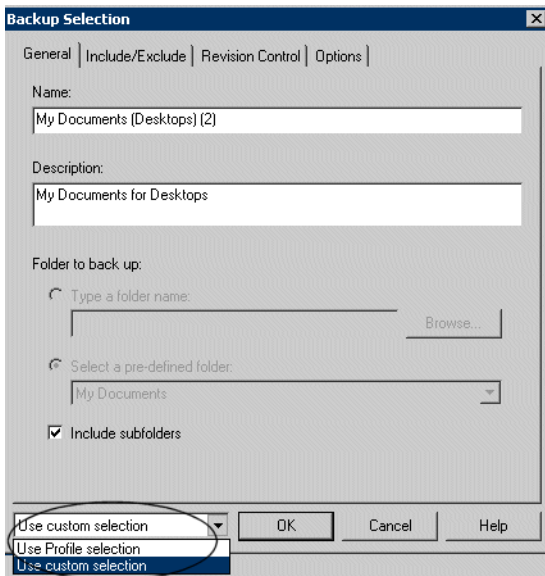
12 Click **OK** to save your changes.

## Modifying Backup Selections in the Advanced View

From the advanced view, backup selections created on the Desktop Agent and those created by the DLO administrator in the profile can be modified if the profile grants sufficient rights to the Desktop Agent user.

- 1 Under **Views** in the Desktop Agent Tasks bar, click **Backup Selections**.
- 2 Click **Advanced view**.
- 3 Select the backup selection you want to change, and then click **Modify**.
- 4 Profile backup selections are those set by the DLO administrator. If the backup selection is a profile backup selection, and if the user has been granted sufficient rights, it can be modified by selecting **Use custom selection** in the drop-down menu. Once this option is selected, your backup selection will no longer be updated when the administrator updates the profile backup selection.

You can return to the profile backup selection settings at any time by selecting **Use Profile selection** in the drop-down menu. Once you select this option, your profile will be updated if the DLO administrator modifies the profile backup selection.



- 5 Modify the backup selection properties as needed. For detailed information on backup selection settings, review the instructions for setting up a backup selection beginning with [step 4](#) on page 203.
- 6 Click **OK**.

## Deleting Backup Selections in the Advanced View

When you delete a backup selection, the backup files are deleted after the number of days specified in the backup selection. See “[Backup Selection Options](#)” on page 206 for additional information.

### To delete a backup selection

- 1 Under **Views** in the Desktop Agent Tasks Bar, click **Backup Selections**.
- 2 Click **Advanced view**.
- 3 Select the backup selection you want to delete.
- 4 Click **Remove**.
- 5 Click **Yes** to verify that you want to delete this backup selection, or click **No** to cancel.

## Backing up Outlook PST Files Incrementally

DLO is configured to back up PST files incrementally by default. Incremental backup of PST files is controlled by the administrator in the Profile, or by the desktop user in Options dialog if the desktop user has been granted sufficient rights.

---

**Note:** Outlook must be the default mail application to perform incremental backups of Outlook PST files.

---

The following limitations should be considered when backing up Outlook PST files incrementally:

- Some of the DLO options are not used, even if they are enabled. These options include Delta File Transfer, Compression, and Encryption.  
DLO relies on Microsoft's Messaging Application Programming Interface (MAPI) code to perform the actual backup of PST files. Using MAPI does not allow the use of these DLO options during an incremental backup.  
This is a limitation of the way the incremental backups are performed and is normal behavior for backups of Outlook \*.pst files using DLO. This limitation only applies to incremental backups and does not apply to non-incremental PST backups.
- When Outlook PST files are backed up incrementally, only one revision is maintained regardless of the number of revisions set in the backup selection.
- When you restore Microsoft Outlook PST files, the restored PST file will differ from the original PST file as explained in [Restoring Microsoft Outlook Personal Folder Files](#) on page 230.
- Synchronized files cannot be backed up incrementally.
- When a DLO profile is configured to limit the bandwidth usage during data transfer to the network user data folder, bandwidth is not limited during the incremental transfer of PST files.

### Related topics

“[Setting Customized Options](#)” on page 213



### Setting outlook as the default email application

DLO is unable to perform incremental backups of Outlook PST files unless Outlook is your default mail application.

#### To specify outlook as your default mail application in your internet options

- 1 Open Internet Explorer.
- 2 On the **Tools** menu, click **Internet Options**.
- 3 Select the **Programs** tab.
- 4 Select **Microsoft Office Outlook** in the **email** list.

---

**Note:** If you do not intend to use Outlook as your default mail application, you can disable the warning message about incremental backups in the Desktop Agent selecting **Settings** in the **Views** menu and deselecting **enable incremental backups of Outlook PST files** in the **Options** tab.

---

### Pending PST files

When an Outlook PST file is included in a DLO backup selection, it will appear in the Desktop Agent pending queue whenever the PST file is closed. Because PST files are a shared resource, opening and closing of PST files is controlled by a process called MAPI. Both DLO and Outlook access PST files using the MAPI process. MAPI opens a PST upon request from the application. MAPI may or may not, depending on the version in use, close a PST in response to the following:

- An application such as DLO or Microsoft Outlook detaches from the PST, such as when Outlook is closed
- DLO startup
- After 30 minutes of inactivity in the PST

When the PST is closed DLO does one of the following. If the PST is being handled incrementally by MAPI (see section on incremental PST) DLO determines if the PST has been backed up in its entirety. If it has already been backed up then the entry is simply removed from the Desktop Agent pending queue because DLO knows the PST is in sync. If the PST is not being handled incrementally, the PST will be backed up in its entirety at this time.

### Related topics

[“Restoring Microsoft Outlook Personal Folder Files”](#) on page 230

## Backing up Lotus Notes NSF Files Incrementally

The following types of Lotus Notes NSF Files can be backed up incrementally.

**Table 5-9** NSF Files That Can Be Backed Up Incrementally

| File Name    | Location             | Description                                                                                                                                                                 |
|--------------|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| BOOKMARK.NSF | Notes\Data directory | Contains saved bookmarks and Welcome Page information.                                                                                                                      |
| NAMES.NSF    | Notes\Data directory | This file contains contacts, connections, locations and Personal Address Book information.                                                                                  |
| A_<name>.NSF |                      | This is an e-mail archive file. E-mail must be archived to be incrementally backed up by DLO. See Lotus Notes documentation for additional information on archiving e-mail. |

When a file is backed up incrementally, there is no progress indicator in the Desktop Agent Status view, and only one revision is retained.

**Note:** When a DLO profile is configured to limit the bandwidth usage during data transfer to the network user data folder, bandwidth is not limited during the incremental transfer of Lotus Notes NSF files.

Lotus Notes must already be installed before the Desktop Agent is installed. If Lotus Notes is installed after the Desktop Agent, you must run the Desktop Agent installer again to repair the installation. Additionally, if Lotus Notes is open during the Desktop Agent installation, Lotus Notes must be restarted.

Lotus Notes email files can only be backed up incrementally with DLO if the e-mails have been archived. Once emails are archived, the resulting archive file can be backed up incrementally. See the Lotus Notes documentation for information on archiving e-mails.

### To configure the Desktop Agent for incremental backup of Lotus Notes files

- 1 Verify that Lotus Notes was installed before the Desktop Agent was installed, or that the Desktop Agent installer was run again after Lotus Notes was installed to repair the installation.
- 2 Verify that emails to be backed up have been archived in Lotus Notes.
- 3 Verify that the Lotus Notes NSF files to be backed up have been selected in the appropriate backup selection. See [“Using the Desktop Agent to Back up Your Data”](#) on page 200 for additional information on backup selections.
- 4 Under **Tools** in the Desktop Agent Tasks bar, click **Options**.
- 5 Select the **Options** tab.
- 6 Check **Enable message level incremental backups of Lotus Notes email files**.
- 7 Click **OK**.

## Using the Desktop Agent when Lotus Notes is not Configured

When a user logs in to a computer that has both DLO and Lotus Notes installed, but that user is not yet configured in Lotus Notes, a debugging DOS-window may appear which contains the following errors:

```
<time_date_stamp> Created new log files as C:\Documents and Settings\\Local
Settings\Application Data\Lotus\Notes\Data\log.nsf.
<time_date_stamp> A previous process with the process ID <####> failed to terminate
properly.
```

The DOS-window cannot be closed without manually exiting the DLO process. If you configure the current user for Lotus Notes, the errors are no longer generated at login for that user.

## Deleting Lotus Notes Email Files

If a Lotus Notes Email message is deleted before it is backed up by DLO, it will not be backed up.

## Modifying Desktop Agent Settings

If the DLO administrator has set your profile so that you can view the complete Desktop Agent and modify settings, you can use the **Settings** view to modify the following:

- Backup job schedule options
- Desktop user data folder location
- Desktop user data folder disk space limits
- Log file disk space limits
- Logging level
- Bandwidth usage

The Desktop Agent will continue to use settings specified in the profile until you specifically elect to use customized schedules or options as described in “[Changing Backup Job Schedule Options](#)” on page 211 and “[Setting Customized Options](#)” on page 213.

You can change Desktop Agent settings and backup selections when you are working offline. The settings will be stored until you are once again working online, at which time they are automatically transferred. If the administrator has also made changes that conflict with the changes made on the Desktop Agent, the changes made by the administrator will be used.

---

**Note:** Changing settings on one Desktop Agent causes settings to be loaded on other Desktop Agents that use the same authentication. This will cancel and restart any running jobs.

---

## Changing Backup Job Schedule Options

You can change backup job schedule options if the DLO administrator has set your profile so that you can view the complete Desktop Agent and modify settings.

### To change backup schedule options

- 1 In the **Tasks** bar, under **Tools**, click **Settings**.
- 2 Click the **Schedule** tab.
- 3 Select the appropriate options as described in the following table and then click **OK**.

**Table 5-10** Job Schedule Options

| Item                                   | Description                                                                                                                                                                                                                                                                                                               |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Use Profile schedule</b>            | Select <b>Use Profile schedule</b> from the drop-down menu to use the scheduling options specified in the profile.<br><br><b>Note:</b> If this option is selected, additional settings on the <b>Schedule</b> tab cannot be modified.                                                                                     |
| <b>Use custom schedule</b>             | Select <b>Use custom schedule</b> from the drop-down menu to specify a customized schedule that differs from the profile schedule.                                                                                                                                                                                        |
| <b>Run jobs:</b>                       |                                                                                                                                                                                                                                                                                                                           |
| <b>Whenever a file changes</b>         | Select <b>Whenever a file changes</b> to back up files automatically whenever they change.<br><br><b>Note:</b> Automatic backup whenever a file changes is available only for NTFS file systems. For FAT file systems, type a number of minutes or hours between backups in the <b>Back up changes files every</b> field. |
| <b>According to a schedule</b>         | Select this option to back up files according to a schedule. The default is to run a backup at 11:00 P.M. every Monday, Tuesday, Wednesday, Thursday, and Friday.<br><br>Click <b>Modify...</b> to change this default.                                                                                                   |
| <b>Manually</b>                        | Select <b>Manually</b> to run a backup only when you initiate it.                                                                                                                                                                                                                                                         |
| <b>Logout/Restart/Shutdown options</b> |                                                                                                                                                                                                                                                                                                                           |
| <b>Do nothing</b>                      | Select <b>Do nothing</b> from the drop-down menu to proceed with a logout, restart or shutdown even when there are files that require backup.<br><br><b>Note:</b> If a job is already running, a prompt asks if the user would like to logout, restart or shutdown when the job is complete.                              |
| <b>Prompt user to run job</b>          | Select <b>Prompt user to run job</b> from the drop-down menu to have DLO ask if a backup should be run before proceeding with the logout, restart or shutdown.<br><br><b>Note:</b> If a job is already running, a prompt asks if the job should be cancelled in order to continue with the logout, restart or shutdown.   |

Table 5-10 Job Schedule Options (continued)

| Item                  | Description                                                                                                                                                                                                                                                                                                                |
|-----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Run job immediately   | Select <b>Run job immediately</b> from the drop-down menu to back up waiting files without prompting before proceeding with a logout, restart or shutdown.<br><br><b>Note:</b> If a job is already running, a prompt asks if the job should be cancelled in order to continue with the logout, restart or shutdown.        |
| Run job as scheduled  | Select <b>Run job as scheduled</b> from the drop-down menu to proceed with a logout, restart or shutdown and back up files according to the schedule.<br><br><b>Note:</b> If a job is already running, a prompt asks if the job should be cancelled in order to continue with the logout, restart or shutdown.             |
| Run job at next login | Select <b>Run job at next login</b> from the drop-down menu to proceed with a logout, restart or shutdown without prompting, and run a job the at the next login.<br><br><b>Note:</b> If a job is already running, a prompt asks if the job should be cancelled in order to continue with the logout, restart or shutdown. |

## Setting Customized Options

You can change additional Desktop Agent settings, such as disk space used by the desktop user data folder, if the DLO administrator has set your profile so that you can view the complete Desktop Agent and modify settings.

### To set customized options

- 1 On the **Tasks** bar, under **Tools**, and then click **Options**.
- 2 Click the **Options** tab.
- 3 Select **Use custom options** from the drop-down menu.
- 4 Select the appropriate options as described in the following table and then click **OK**.

Table 5-11 Options Dialog Box

| Item                | Description                                                                                                                                                                                                                          |
|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Use Profile options | Select <b>Use Profile options</b> from the drop-down menu to use the scheduling options specified in the profile.<br><br><b>Note:</b> If this option is selected, additional settings on the <b>Schedule</b> tab cannot be modified. |

**Table 5-11** Options Dialog Box (continued)

| Item                                                                             | Description                                                                                                                                                                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Use customized options</b>                                                    | <p>Select <b>Use customized options</b> from the drop-down menu to specify a customized schedule that differs from the profile schedule.</p> <p><b>Note:</b> This option must be selected to enable access to additional settings on the <b>Options</b> tab.</p>                                                                                                                                            |
| <b>Limit disk space usage on my computer to:</b>                                 | <p>Select <b>Limit disk space usage on my computer to</b>, to limit the amount of space used on the computer to store backup files.</p> <p><b>%</b></p> <p>Select <b>%</b> to enter a percentage of the hard disk space that can be used to store backup files.</p> <p><b>MB</b></p> <p>Select <b>MB</b> to enter the maximum number of megabytes of disk space that can be used to store backup files.</p> |
| <b>Log file maintenance</b>                                                      |                                                                                                                                                                                                                                                                                                                                                                                                             |
| Keep log files for a minimum of (days)                                           | <p>Specify the minimum number of days to keep log files. Log files will not be deleted until they are at least as old as specified.</p> <p><b>Note:</b> Log grooming occurs each time a log is created. Log files will not be deleted until the minimum age has been reached and, when the combined size of all log files, is also reached.</p>                                                             |
| After minimum number of days, delete oldest log files when combined size exceeds | <p>Enter the maximum combined size of all log files to be retained before the oldest log files are deleted.</p> <p><b>Note:</b> You may have more than the specified number of MB of log files stored if none of the log files are as old as specified in the <b>Keep log files for a minimum of (days)</b> setting.</p>                                                                                    |
| <b>Logging options</b>                                                           |                                                                                                                                                                                                                                                                                                                                                                                                             |
| Log groom messages                                                               | Select <b>Log groom messages</b> to create logs for grooming operations.                                                                                                                                                                                                                                                                                                                                    |
| Log information messages for backup                                              | Select <b>Log information messages for backup</b> to create logs for all backup operations.                                                                                                                                                                                                                                                                                                                 |
| Log warning messages                                                             | Select <b>Log warning messages</b> to create logs for all operations that generate warnings.                                                                                                                                                                                                                                                                                                                |

Table 5-11 Options Dialog Box (continued)

| Item                                                                | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Enable message level incremental backups of Outlook PST files       | <p>Select <b>Enable incremental backups of Outlook PST files</b> to enable incremental backups of Microsoft Outlook Personal Folder (PST) files. Incremental backups must be enabled to allow PST files to be backed up while they are open.</p> <p>If this option is not checked, PST files that are configured in Outlook will be fully backed up each time the PST file is saved, which generally occurs when Outlook is closed.</p> <p>For additional information, see “<a href="#">Backing up Outlook PST Files Incrementally</a>” on page 208.</p> |
| Enable message level incremental backups of Lotus Notes email files | <p>Check <b>Enable incremental backups of Lotus Notes email files</b> to enable the configuration of DLO for incremental backup of certain Lotus Notes NSF files. Additional steps may be necessary to insure backup of these files. See “<a href="#">Backing up Lotus Notes NSF Files Incrementally</a>” on page 210 for additional information.</p> <p>Deselecting this box will prevent the incremental backup of Lotus Notes files.</p>                                                                                                              |

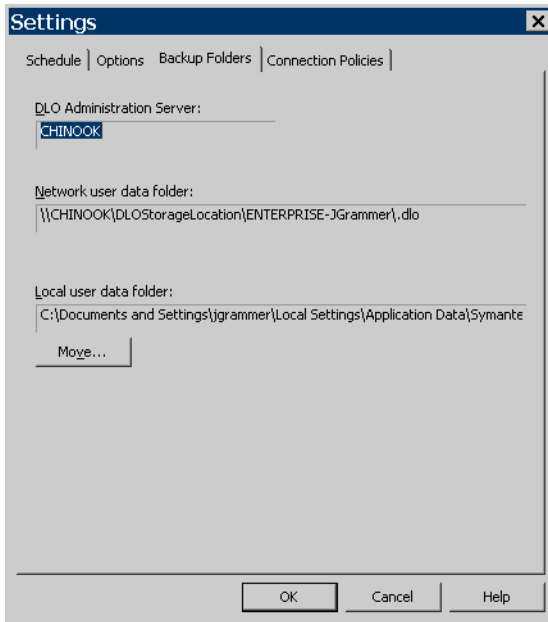
## Moving the Desktop User Data Folder

You can change the location of the desktop user data folder if the DLO administrator has set your profile so that you can view and modify the complete Desktop Agent and modify settings.

### To move the desktop user data folder

- 1 In the **Tasks** bar, under **Tools**, click **Settings**.
- 2 Click the **Backup Folders** tab.
- 3 Click **Move**.

Figure 5-3 Settings



- 4 In the **Browse for folder** dialog box, choose a new location for the desktop user data folder.
- 5 Click **OK**.
- 6 When prompted to continue, click **Yes**.
- 7 Click **OK**.

## Customizing Connection Policies

The Desktop Agent can be configured to disable or limit backups for certain connection types. For example, if the DLO administrator has granted you sufficient rights, you can choose to disable backups when you are connected using a dialup connection, and continue backing up when you are connected to a higher speed connection.

When backups are limited by a connection policy, files are backed up to the desktop user data folder. Files are transferred to the network user data folder when connection policies are no longer limiting backups. If the desktop user data folder is disabled, no offline protection is provided.

When connection policies are created using Active Directory settings to define the policies, and two or more policies match a specific user or computer, the most restrictive policy is used.

Example:

One connection policy that matches a specific user or computer disables backups to the network user data folder of all files over 500 KB. A second connection policy that also matches the computer or user disables



all backups to the network user data folder. The second policy will be used because it is more restrictive to limit all backups than just backups of large files.

To customize connection policies

- 1
- Under **Tools** in the Desktop Agent Tasks bar, click **Settings**, and then click the **Connection Policies** tab.
- 2
- Select the appropriate options as described in the following table and then click **OK** .

Table 5-12 Add/Edit Connection Policy

| Item                                          | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Connection Type                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Dialup                                        | Select <b>Dialup</b> from the drop-down menu to limit or disable backups when using a dialup connection.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| IP address range                              | <p>Select <b>IP address range</b> from the drop-down menu to limit or disable backups for a specific IP address range.</p> <p>Specify whether you want the connection policy to apply to computers that <b>are</b> or <b>are not</b> in the IP address range you specify.</p> <p>Select IPv6 or IPv4 and enter the IP address range for the connection policy.</p> <p><b>Note:</b> IPv6 addresses are only supported on Windows XP and later operating systems and will not be enforced for Desktop Agents running on Windows 2000. An additional connection policy using IPv4 addresses may be desired for Desktop Agents on Windows 2000 computers.</p> |
| Active Directory                              | Select <b>Active Directory</b> from the drop-down menu to limit or disable backups using Active Directory. Select <b>Configure</b> to configure the Active Directory settings. See <a href="#">step 3</a> on page 218 for details on configuring connection policy settings for Active Directory.                                                                                                                                                                                                                                                                                                                                                         |
| Desktop Agent Behavior                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Disable network backup                        | Select <b>Disable network backup</b> to prevent users from backing up to the network user data folder. Backups will continue to the desktop user data folder.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Disable network backup for files greater than | Select <b>Disable network backup for files greater than</b> to prevent users from backing up files larger than a specified size based on the connection type. Enter a file size in KB.                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Limit network bandwidth usage to              | Select this option and enter a value in KB/sec to restrict the usage of network bandwidth to the specified value.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Enforce policy according to scheduled window  | <p>Check the <b>Enforce policy according to scheduled window</b> to cause the connection policy to apply only during the specified period of time.</p> <p>Click <b>Schedule</b> to set the time during which the policy will be in affect. Schedules can be set to run weekly or for a specific date range.</p>                                                                                                                                                                                                                                                                                                                                           |

- 3 If you selected Active Directory in [step 2](#) above, configure the Active Directory settings as described in the following table and click **OK**.

**Table 5-13** Active Directory Object Dialog

| Item                                                                    | Description                                                                                                                                   |
|-------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Object</b>                                                           | Select the Active Directory Object you want to use to configure the connection policy. You can select either <b>Computer</b> or <b>User</b> . |
| <b>In LDAP Directory</b>                                                | Type or browse to the LDAP directory.                                                                                                         |
| <b>All objects in this directory</b>                                    | Select this option to apply the connection policy to all objects in this directory.                                                           |
| <b>Only the objects in this directory that match the criteria below</b> | Select this option to apply the connection policy only to those objects in the directory that match the specified criteria.                   |
| <b>Attributes</b>                                                       | Select an attribute from the drop-down menu or type in a custom attribute.                                                                    |
| <b>Condition</b>                                                        | Select the appropriate condition. Available options include =, <, <>, and >.                                                                  |
| <b>Value</b>                                                            | Type a value to complete the criteria that will be used to determine matches. Wildcards can be used to specify the value.                     |

- 4 Click **OK** to close the **Add/Edit Connection Policy** dialog.
- 5 Click **OK** to close the **Settings** dialog.

## Synchronizing Desktop User Data

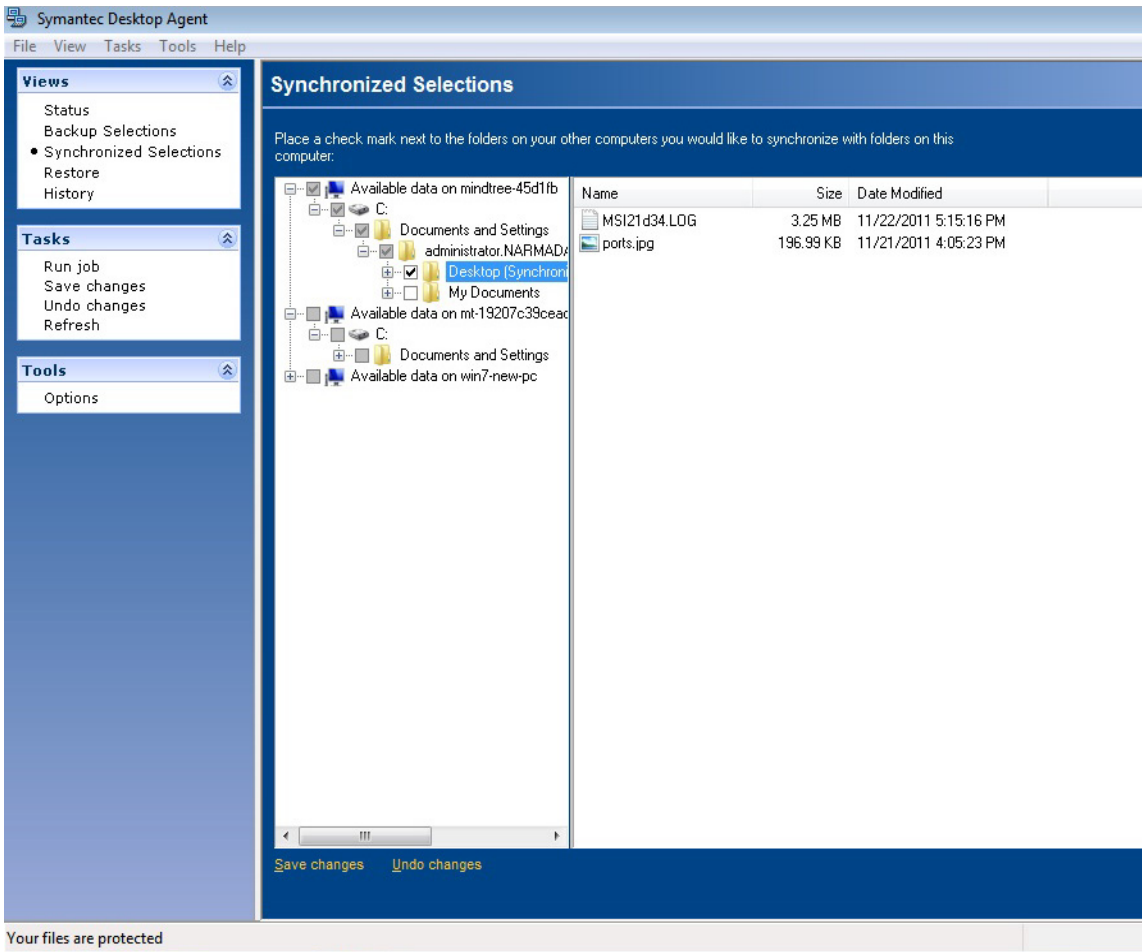
Your backed up data is stored in the desktop user data folder on the local drive of each desktop running the Desktop Agent, and in the network user data folder. If you have multiple desktops, your network user data folder contains copies of backed up files from each desktop. When a folder is synchronized using the Desktop Agent, only one copy of the folder and its contents is included in the network user data folder. When the file is changed on one desktop, it is stored in the desktop user data folder on that computer, and then uploaded to the network user data folder the next time a DLO job is run. It is then available for download to another synchronized desktop computer the next time that computer runs a job.

After a folder is synchronized, the Desktop Agent checks the network user data folder each time the desktop is connected to the network and a job is run. If new file versions are available in any of the synchronized folders, the Desktop Agent downloads the new version to the user data folder on the desktop. If you change a file on your current desktop and change the same file on one of your other backed up computers without synchronizing the files, a conflict will occur and you will be prompted to select which file revision to use.

By synchronizing backed-up data, you can work on a file on any of your desktops with the assurance that you are working on the most recent version.

The **Synchronized Selections** view displays folders backed up on your other desktops that are available for synchronization. Select any of these folders that you want to synchronize with the current desktop computer.

Figure 5-4 Synchronized selections view



**Note:** If you customize NTFS permissions or folder attributes for compression or encryption, you must reapply these settings after restoration or synchronization.

## How Synchronization Works

When a DLO job runs, DLO does the following to back up and synchronize files:

- Backs up files that changed on the desktop
- Makes synchronized files available to the other computers with which the desktop is synchronized
- Downloads synchronized files that were changed on another computer and uploaded since the last DLO job ran
- Retains all conflicting versions of files. You can then choose which version to use

When you back up files, you can set various filters, such as which types of files to include, exclude, compress or encrypt. When you synchronize files between computers, the filters are combined. For example, if one of the synchronized files is compressed and encrypted, all synchronized files will be compressed and encrypted automatically. If the original backup selection backed up only .jpg files, the synchronized file set will include only.jpg files.

If the settings for a synchronized folder are changed after the folder is synchronized, and the folder is later unsynchronized, the folder will revert to the original backup selection settings. For example, if the original backup selection backed up only .jpg files and the folder is later synchronized and set to back up all files, if the folder is then unsynchronized, it will once again backup only .jpg files.

If the number of files backed up on different computers varies, DLO synchronizes the largest number of files. For example, if you back up three files on computer A and back up five files on computer B, DLO synchronizes five files.

Synchronized selections are subject to limitation by global excludes in the same manner as backup selections. See “[Configuring Global Exclude Filters](#)” on page 98 for additional information.

You can manage synchronization using the following options:

- **Standard view:** Enables you to create new synchronization sets
- **Advanced view:** Enables you to modify settings for each synchronization set

---

**Note:** To use the synchronization feature, all synchronized computers must be running the same version of the Desktop Agent and the clocks on all of the user’s computers must be synchronized.

---

### To synchronize a folder across multiple desktops

- 1 Under **Views** in the Desktop Agent Tasks bar, click **Synchronized Selections**.
- 2 Click **Standard view**.  
Desktops available for synchronization appear in the **Remote Computers** pane.

---

**Note:** A desktop must have the same owner and must be backed up with the Desktop Agent to appear in the Synchronized Selections view. Only backed up folders are available for synchronization.

---

- 3 Select the folders that you want to synchronize.

- 4 When the **Choose Local Folder** dialog box appears, type or browse to the location where the synchronized files are to be stored.
- 5 Click **OK**.
- 6 Click **Save changes** to save the selections or **Undo changes** to return to the last saved settings.

**To view or change a synchronized folder**

- 1 Under **Views** in the Desktop Agent Tasks bar, click **Synchronized Selections**.
- 2 Select the **Advanced view** radio button.
- 3 Click the folder to be viewed or modified.
- 4 Click **Modify**.  
The **General** tab in the **Synchronized Folder** dialog box identifies the location where synchronized files from this selection will be stored, and also lists other computers synchronizing with the selected folder.
- 5 Configure the synchronization folder settings as described for backup selection configuration, beginning with [step 5](#) on page 204.
- 6 Click **OK**.

**To remove a synchronized folder**

---

**Note:** When a synchronized selection is deleted, the backup files are deleted in the same manner as when source files are deleted. They will be groomed away after the number of days specified in the backup selection.

---

- 1 Under **Views** in the Desktop Agent Tasks bar, click **Synchronized Selections**.
- 2 Click the **Advanced View** radio button.
- 3 Click the synchronization selection to be deleted.
- 4 Click **Remove**.
- 5 When prompted, if you want to delete the backup selection, click **Yes** to continue or **No** to cancel.

## Resolving Conflicts with Synchronized Files

If a synchronized file is modified on more than one computer without updating the file with the Desktop Agent, a conflict will occur and you will be prompted to determine which file version to keep. For example, a conflict will occur if the same file is modified on both your desktop computer and your laptop and your laptop is disconnected from the network. When your laptop is subsequently connected to the network, the conflict will be detected.

### To resolve a conflict with a synchronized file

- 1 Under **Views** in the Desktop Agent Tasks bar, click **Status**.  
If a conflict is identified, a **resolve conflicts** button will appear in the Status view.
- 2 Click the **Conflicts have been found** link to open the **Resolve Conflicts** wizard.
- 3 Review the information on synchronization conflicts and click **Next**.
- 4 Select the file you wish to resolve.
- 5 Click the **Open Folder** button.
- 6 Manage the revisions as required.  
For example, to keep an older revision, you can delete the newer revision and rename the conflicting revision back to its original name.
- 7 Click **Finish**.

## Viewing the Desktop Agent Status

The Desktop Agent Status view provides a summary of Desktop Agent operations that includes the items described in the following table.

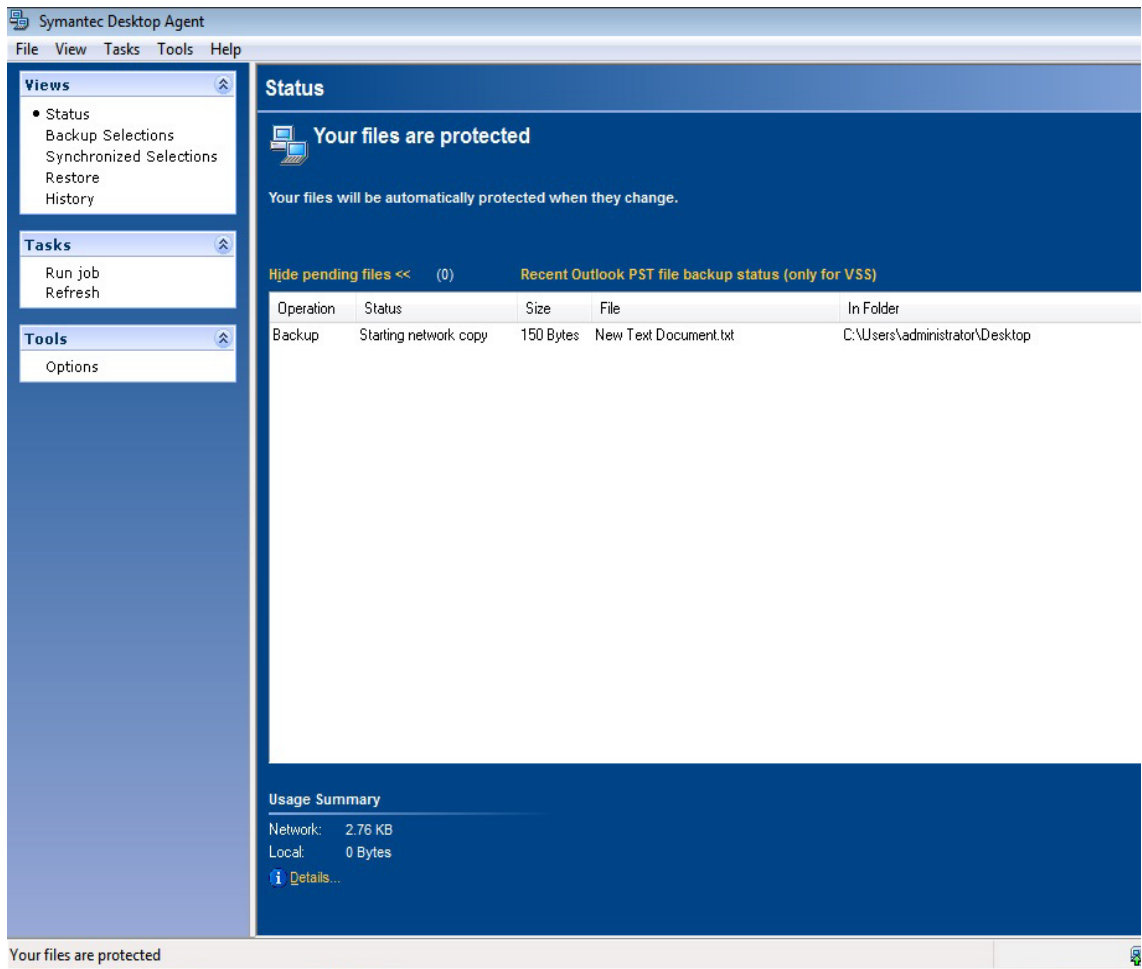
### Desktop Agent Operations

| Item                           | Description                                                                                                                                                                     |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Status</b>                  | Displays the current state of Desktop Agent jobs, displays when backups will run, and summarizes the results of the last backup.                                                |
| <b>Details</b>                 | This link is located just below the status summary if a backup selection has been made for a FAT drive. It provides scheduling details based on current Desktop Agent settings. |
| <b>Show/Hide Pending Files</b> | Hides or displays pending files. This selection toggles between <b>Hide pending files</b> and <b>Show pending files</b> when you click the link.                                |
| <b>Usage Summary</b>           |                                                                                                                                                                                 |
| <b>Network Usage</b>           | Displays the total amount of data stored in the network user data folder for this computer.                                                                                     |

Desktop Agent Operations (continued)

| Item        | Description                                                                                                                                                                                                |
|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Local Usage | Displays the total amount of data stored in the desktop user data folder on this computer.                                                                                                                 |
| Details     | This link is located just below the status summary and provides detailed information on folder usage for user data. For additional information, see “ <a href="#">Viewing Usage Details</a> ” on page 224. |

Figure 5-5 Desktop Agent status view



## Starting a Pending Job in the Status View

To run a pending job from the status view

- 1 Under **Views** in the Desktop Agent Tasks bar, click **Status**.
- 2 Under **Tasks** in the Desktop Agent Tasks bar, click **Run job**.  
All pending jobs will be run, such as backup, synchronization or restore jobs.

## Suspending or Cancelling a Job

If the DLO administrator has set your profile so that you can suspend and cancel jobs, you can do this by pressing the **Suspend** button. The available options depend on the type of job being suspended. When you click **Suspend**, a dialog opens specifying the options available.

**Note:** The DLO administrator sets the maximum time after which a suspended job will resume.

Table 5-14 Options for Suspending Jobs

| Type of Job Running | Options                                                                                                                                                                      |
|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Continuous          | <ul style="list-style-type: none"><li>■ Suspend the job and resume after a specified number of minutes</li></ul>                                                             |
| Manual              | <ul style="list-style-type: none"><li>■ Suspend the job and resume after a specified number of minutes</li><li>■ Cancel the job until it is started again manually</li></ul> |
| Scheduled           | <ul style="list-style-type: none"><li>■ Suspend the job and resume after a specified number of minutes</li><li>■ Cancel the job until it is scheduled to run again</li></ul> |

## Viewing Usage Details

The Desktop Agent Status view provides a summary of information on both local and network disk space used to store your data. Additional usage details and a grooming function are available in the Usage Details dialog:

- Total disk space currently used on the network and desktop computer to store your backup data
- Quotas, or maximum allowed storage space which can be used to store your data on the network and desktop computers
- The disk space available on the network and desktop computer for storing your data
- An option to immediately delete old revisions and deleted files
- Links to additional information and help



**Note:** The link to usage details is only available when the Desktop Agent is idle. It will not be shown when a job is running.

To view usage details and groom files

- 1 Under **Views** in the Desktop Agent Tasks bar, click **Status**.
- 2 Under **Usage Summary** in the Status pane, click **Details** to open the Usage Details dialog.
- 3 Review the usage information and take the appropriate actions as described in the following table.

Table 5-15 Usage Details

| Item               | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Usage              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Local              | <p>Summarizes disk space usage on the desktop computer for storing your data. The following information is provided:</p> <p><i>Using:</i> The total disk space on the desktop computer currently being utilized to store your backup data.</p> <p><i>Quota:</i> The maximum amount of disk space you can use to store your backup data on the desktop computer. The quota limit is set by the administrator in the profile, but can be modified from the Desktop Agent <b>Settings</b> view if you have been given rights to modify settings. For additional information, see “<a href="#">Modifying Desktop Agent Settings</a>” on page 211.</p> <p><i>Available:</i> The amount of free disk space available on the desktop computer for storing your data without exceeding a quota. If there is no quota, the Desktop Agent will reserve a small amount of disk space so the drive will not fill completely with backup data.</p> |
| Network            | <p>Summarizes disk space usage on the network for storing your data. The following information is provided:</p> <p><i>Using:</i> The total disk space on the network currently being utilized to store your backup data.</p> <p><i>Quota:</i> The maximum amount of disk space you can use to store your backup data on the network.</p> <p><i>Available:</i> The amount of free disk space available on the network for storing backup data for the current user without exceeding a quota.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Synchronized Files | <p>Summarizes disk space usage for storing synchronized data. The following information is provided:</p> <p><i>Using:</i> The total disk space on the network currently being utilized to store your synchronized data.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

Table 5-15 Usage Details (continued)

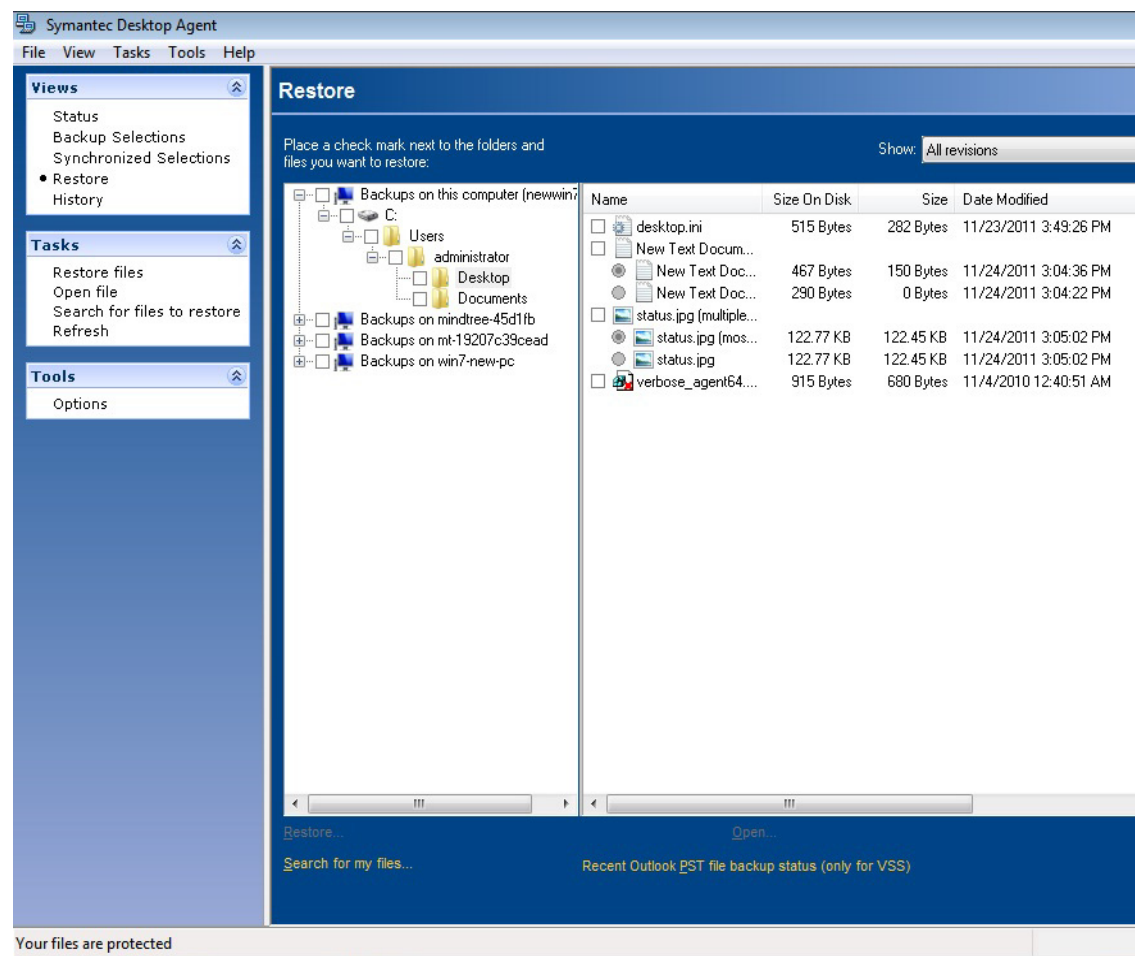
| Item                            | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Remove deleted files            | <p>Select this option to immediately and permanently delete all files that are marked as deleted in your Network and desktop user data folders. The periodic maintenance cycle will otherwise delete these files after the amount of time specified in your assigned profile.</p> <p>Clicking this button will open the <b>Remove Deleted Files</b> dialog. Choose from the following options:</p> <ul style="list-style-type: none"><li>■ <b>Remove only the deleted files that currently meet the backup selection deleted files criteria</b></li><li>■ <b>Remove all deleted files</b></li></ul> <p>Select the <b>Remove files from the network user data folder</b> check box to additionally groom deleted files from the network user data folder.</p> |
| Additional information          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Click here to view last job log | <p>Click here to open the Log File Viewer. For additional information on the log file viewer, see “<a href="#">Monitoring Job History in the Desktop Agent</a>” on page 231.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

# Restoring files using the Desktop Agent

If the DLO administrator has set your profile to include restoring files, then you can use the Desktop Agent to restore files to the original or an alternate directory. If a Desktop Agent user has more than one desktop computer running DLO, files can be selected from all available backups on each of the user’s desktops, but can only be restored to the current desktop computer.

For information on backing up and restoring Microsoft Outlook PST files, see “[Backing up Outlook PST Files Incrementally](#)” on page 208 and “[Restoring Microsoft Outlook Personal Folder Files](#)” on page 230.

Figure 5-6 Restore view



If you customize NTFS permissions or directory attributes, such as compression or encryption for files or folders, you must reapply these settings after restoration.

If you disconnect from the network while the Desktop Agent is running, you may encounter a slow response when browsing the Restore view. From the Tasks menu, select Refresh to fix this problem.

---

**Note:** DLO can overwrite a file which is in use by staging the file to be restored when the computer restarts. Using this feature requires administrative rights on the Desktop Agent computer. Alternatively, the file can be restored by first closing the application which is using the file, or by restoring the file to an alternate location.

---

**To restore data**

- 1 Under **Views** in the Desktop Agent Tasks bar, click **Restore**.
- 2 In **Show**, select one of the following revision display options.

**Table 5-16** Restore File Version Display Options

| Item                           | Description                                                                                                                            |
|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| All revisions                  | All file revisions will be displayed and available as restore selections.                                                              |
| Latest revision                | Only the latest file revision will be displayed and available as a restore selection.                                                  |
| Revisions modified on or after | If selected, enter a date and time after which revisions will be displayed and available as restore selections, then click <b>OK</b> . |

- 3 Select the items you want to restore.  
In some cases the Restore Search view may contain duplicate entries for the same file. If this occurs, you can select either file to restore and receive the same outcome.

---

**Note:** When you delete a file, the backup files are retained until they are deleted by the file grooming process. If an original file has been deleted, but backup files are still available, the icon for the file in the restore view will have a red 'x' to indicate the deletion of the original file. See “[File Grooming](#)” on page 201 for additional information.

---

- 4 Click **Restore**.
- 5 Select the appropriate options as described in the following table and then click **OK**.

**Table 5-17** Restore Dialog Box Options

| Item                                                         | Description                                                                                  |
|--------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| Restore to the original folders on this computer             | Select this option to restore files and folders to their original location.                  |
| Redirect the restore to an alternate folder on this computer | Select this option to restore files and folders to an alternate folder on the same computer. |

Table 5-17    Restore Dialog Box Options (continued)

| Item                                           | Description                                                                                                                                                                                                                                                                                                                                                            |
|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Preserve folder structure                      | Select this option to restore the data with its original directory structure. If you clear this option, all data (including the data in subdirectories) is restored to the path you specify.                                                                                                                                                                           |
| Options                                        |                                                                                                                                                                                                                                                                                                                                                                        |
| If file already exists                         | Select one of the following: <ul style="list-style-type: none"><li>■ Do not overwrite</li><li>■ Prompt</li><li>■ Overwrite</li></ul>                                                                                                                                                                                                                                   |
| Restore deleted files                          | Select this option if you want to restore files even though the source file has been deleted.                                                                                                                                                                                                                                                                          |
| Preserve security attributes on restored files | Select <b>Preserve security attributes on restored files</b> to preserve security information in restored files.<br><br>You may need to clear this check box to successfully restore a file if the source file security conflicts with the destination security. If you do not select this check box, then the security information is removed from the restored file. |

## Searching for desktop files to restore

### To search for desktop files and folders to restore

- Under **Views** in the Desktop Agent Tasks bar, click **Restore**.
- Click **Search for files to restore** under **Tasks** in the Desktop Agent Tasks bar to open the **Search** dialog box.
- Select the appropriate options as described in the following table and then click **OK**.

Table 5-18    Search Dialog Box Options

| Item                                                  | Description                                                                                                          |
|-------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| Search for file names with this text in the file name | Type all or part of the file name or folder you want to find.                                                        |
| Modified                                              | Select this option to search for files that were modified during a specific time frame. Then specify the time frame. |
| Today                                                 | Select this option to search for files modified on the current calendar day.                                         |
| Within the past week                                  | Select this option to search for files modified in the last calendar week.                                           |

**Table 5-18** Search Dialog Box Options (continued)

| Item                         | Description                                                                                                                                                                                                                                                                              |
|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Between</b>               | Select this option to search between calendar dates.                                                                                                                                                                                                                                     |
| <b>Of the following type</b> | Select this check box to select a file type from the list provided.                                                                                                                                                                                                                      |
| <b>Of the following size</b> | Select this check box and then enter information as follows: <ul style="list-style-type: none"><li>■ Select from <b>equal to</b>, <b>at least</b> or <b>at most</b> in the first drop-down menu</li><li>■ Type a file size</li><li>■ Select <b>KB</b>, <b>MB</b>, or <b>GB</b></li></ul> |

## Restoring Microsoft Outlook Personal Folder Files

When you restore Microsoft Outlook Personal Folder (PST) files, the following differences will exist between the restored PST and the original PST:

- The file size will be different
- Any rule that points to a folder inside a PST file will no longer work. You must edit the rule to point to the correct folder
- Restored PST files will have Inbox, Outbox, and Sent Items folders, even if the original files did not have them
- If you use a password for your PST file, you must reset the password after restoring your PST file

### Related topics

[“Backing up Outlook PST Files Incrementally”](#) on page 208

## Restoring Deleted E-mail Messages

The default behavior when deleting a message from a mail archive may differ depending on the mail application. With Lotus Notes, there is a “soft delete” feature that allows a message to be maintained in a special folder, the “Trash,” for a measured interval (default is 48-hours). After that, the message is permanently deleted. Outlook behaves in much the same manner. Deleted messages are moved to the “Deleted Items” folder but there is no time limit associated with this action. Outlook will permanently delete a message when the user empties the Deleted Items folder.

In either case, the Desktop Agent will replicate the delete during the next backup operation. In the event a user accidentally deletes a message from a mail archive, they will need to recover that file from the appropriate folder assuming the file has not been permanently deleted by the mail application. Because there are no versions maintained for e-mail archives, permanently deleted messages will be unavailable after the time limit has expired or the user has manually emptied the folder.

## Restoring Files with Alternate Stream Data

DLO protects all of the alternate streams for a file, including security streams. If a new version of a file contains only changes to alternate stream data, the file replaces the previous version and does not impact the revision count. Only revisions with actual data changes are treated as new revisions.

FAT partitions do not use alternate data streams. If a file is restored from an NTFS partition to a FAT partition, the alternate steam data will not be included in the restored file.

When a file is restored, one of the options is to preserve the security attributes on restored files. If this option is not checked, the security attributes are removed from the restored file. This option is set in the restore dialog box. See “[Restore Dialog Box Options](#)” on page 228 for additional information.

## Monitoring Job History in the Desktop Agent

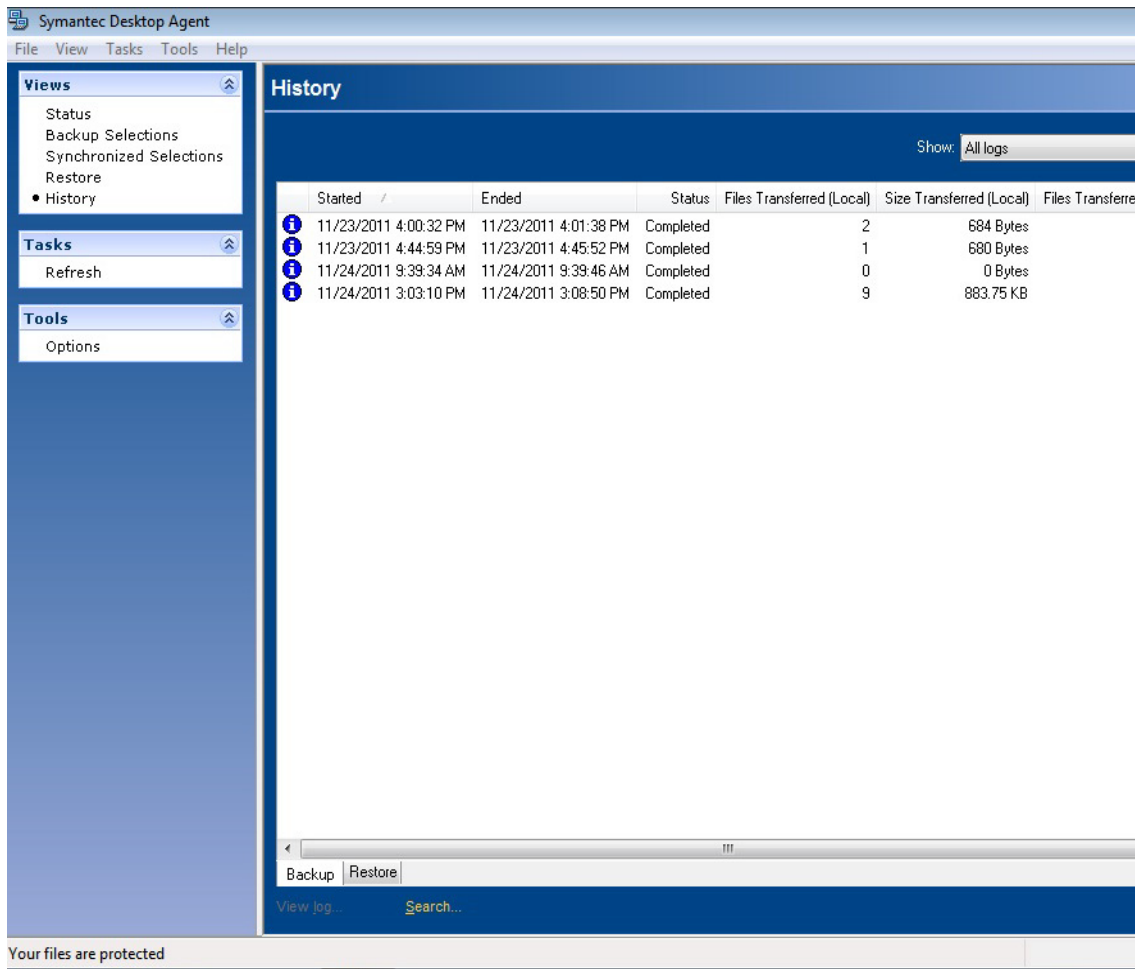
When a backup, restore, or synchronization operation takes place, details of that operation are stored in log files. Log files can be viewed, searched and saved as text files. The History View summarizes the following information and provides access to the full logs.

You can choose to view the backup history or restore history by selecting the appropriate tab at the bottom of the History window.

**Table 5-19**      Job History View Information

| Item                        | Description                                                                                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Started                     | The date and time the operation started.                                                                                                                                                        |
| Ended                       | The date and time the operation ended.                                                                                                                                                          |
| Status                      | The status of the job, such as Active, Completed, Cancelled or Failed.                                                                                                                          |
| Files Transferred (Local)   | The total number of files transferred to the desktop user data folder during the listed job.                                                                                                    |
| Size Transferred (Local)    | The total number of bytes of data transferred to the desktop user data folder during the listed job.                                                                                            |
| Files Transferred (Network) | The total number of files transferred to the network user data folder during the listed job.<br><br>This information is only available for the backup history, not the restore history.         |
| Size Transferred (Network)  | The total number of bytes of data transferred to the network user data folder during the listed job.<br><br>This information is only available for the backup history, not the restore history. |
| Errors                      | The number of files that failed to copy and produced errors.                                                                                                                                    |

Figure 5-7 History view



## Viewing Log Files

### To view history logs

- 1 Under **Views** in the Desktop Agent Tasks bar, click **History**.
- 2 To view backup logs, select the **Backup** tab, or to view restore logs, select the **Restore** tab.
- 3 Select the appropriate History view filter option from the **Show** drop-down menu:
  - **All logs:** All history logs are displayed.



- **All logs with errors:** History logs for all jobs that generated errors are displayed.
  - **Logs filtered by date:** All logs generated after a specified date and time are displayed. Enter the date and time after which logs are to be displayed in the **Filter by date** dialog box and click **OK**.
- 4 Click the job history entry for which you want to view the history log.
  - 5 Click **View Log** to open the log file viewer.
  - 6 If required, click **Save As** to save the log file as a text file.
  - 7 Click **Close** to exit the log file viewer.

## Searching for Log Files

The Log File Viewer has a powerful search mechanism to help you locate the log files you want to view.

### To search for log files

- 1 Under **Views** in the Desktop Agent Tasks bar, click **History**.
- 2 Click the **Search** link, which is located under the History pane, to open the Log File Viewer.
- 3 Enter filtering parameters as described in the following table.

**Table 5-20** Log File Viewer Filtering Options

| Item                      | Description                                                                                                                                                                                                                                                                                                                                                   |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Search for log entries in |                                                                                                                                                                                                                                                                                                                                                               |
| All log files             | Select this option to show all log entries in the log file viewer.                                                                                                                                                                                                                                                                                            |
| Current log file          | Select this option to search only those log entries in the current log file.                                                                                                                                                                                                                                                                                  |
| With timestamp of         | Select the <b>With Timestamp of</b> check box to search only those log entries within a specified time period. The options include:<br><i>Today:</i> Show only log files that were created today.<br><i>Within the last week:</i> Show all log files created in the last week.<br><i>Between dates:</i> Show all log files created between the dates entered. |
| Of the following type     | Select the <b>Of the following type</b> check box to show only logs of the indicated type. You may select one of the following types: <ul style="list-style-type: none"><li>■ Backup</li><li>■ Restore</li><li>■ Move User</li><li>■ Maintenance</li><li>■ Error</li><li>■ Warning</li></ul>                                                                  |

Table 5-20 Log File Viewer Filtering Options (continued)

| Item                           | Description                                                                                                                                                                                                                                                                                                                                        |
|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| With Filenames containing      | Select the <b>With Filename like</b> check box and enter a filename, or file type. Wildcard entries are supported.<br><br>Example: *gold.doc<br><br><b>Note:</b> When using wild cards, you must use the '*' wildcard. For example, *.tmp will return all results with the .tmp extension while .tmp will return only files explicitly named .tmp. |
| Filter                         |                                                                                                                                                                                                                                                                                                                                                    |
| Informational entries only     | Select <b>Informational entries only</b> to display only informational entries.                                                                                                                                                                                                                                                                    |
| Error and warning entries only | Select <b>Error and warning entries only</b> to display both error and warning entries.                                                                                                                                                                                                                                                            |
| Error entries only             | Select <b>Error entries only</b> to display only error entries.                                                                                                                                                                                                                                                                                    |
| Warning entries only           | Select <b>Warning entries only</b> to display only entries for warnings.                                                                                                                                                                                                                                                                           |

- 4 Click **Search**.
- 5 To view detailed information for a log file entry, expand the tree view for the entry by clicking the '+' check box.
- 6 If required, click **Save As** to save the log file as a text file.
- 7 Click **Close** when finished.

## Log File Grooming

Log grooming occurs each time a log is created. Log files are not deleted until they have reached both the minimum age and maximum combined size of all log files settings. If the administrator has granted you sufficient rights in your profile, you can modify these settings in the Desktop Agent settings Options tab as described in [“Setting Customized Options”](#) on page 213.



# Troubleshooting

This chapter contains the following topics:

- [“Using DLO with other Products”](#) on page 236
- [“Troubleshooting the DLO Administration Console”](#) on page 237
- [“Troubleshooting the Desktop Agent”](#) on page 240

## Using DLO with other Products

The following are known compatibility issues.

### Symantec Storage Exec

Symantec Storage Exec is a policy-based storage resource manager for controlling file and application disk usage in Microsoft Windows environments. DLO and Storage Exec are compatible, but care must be taken to avoid conflicts between DLO backup selections and Storage Exec policies. If DLO is configured to back up a specific file type and Storage Exec is set to prevent this file type from being copied to the server, a conflict will result. DLO will attempt to back up the file, but the operation will fail. The DLO history log will indicate that the file failed to copy to the network user data folder.

To prevent this conflict, DLO backup selections and Storage Exec policies must be reviewed to identify any potential conflicts. If a conflict is found, the policies must be manually revised to eliminate the conflict.

### WinCVS

When DLO runs concurrently with WinCVS, permission denied errors are sometimes generated when checking out source. This can be avoided by excluding any directories named cvs using global excludes or backup selection excludes.

## Windows XP Service Pack 2

If you are using Windows XP with Service Pack 2 you must enable file sharing to use the Browse button in the DLO Administration Console Restore view.

## PGP Desktop 8.1

When running DLO with PGP Personal Desktop 8.1, you cannot create a mounted drive or unmount a drive which is in a DLO Backup Selection unless DLO is shut down.

# Troubleshooting the DLO Administration Console

This topic contains frequently asked questions that you may encounter while running the DLO Administration Console, and provides answers for these questions.

### **I modified an Automated User Assignment, but the change isn't reflected for existing Desktop Agent users.**

Automated User Assignments are only used once to assign a profile and Storage Location to a new Desktop Agent user. An Automated User Assignment can be modified to change the profile and Storage Location settings, but these changes will only apply to new users. Users that have already been configured will not be affected by subsequent changes in the Automated User Assignment.

This also applies to existing users who install the Desktop Agent on another desktop. The new installation will use the existing user settings and will store data in the user's existing user data folder. Automated User Assignment changes will not affect an existing user, even if the Desktop Agent installation is on a new computer.

Settings for an existing desktop user can be changed by modifying the profile to which the user is assigned, or by reassigning that user to a new profile or Storage Location.

#### Related topics

[“Modifying Desktop Agent User Properties”](#) on page 111

[“Managing Desktop Agent Users”](#) on page 108

[“About Automated User Assignments”](#) on page 94

[“About DLO Profiles”](#) on page 58

[“Moving Desktop Agent Users to a New Network User Data Folder”](#) on page 113

### **A desktop user ran the Desktop Agent and received an error indicating “Unable to configure the Desktop Agent. No settings found for the current user and no automatic user assignments match.” What does this indicate?**

This message means that DLO could not find the user or an Automated User Assignment that matched the user's domain and group.

Users are added to DLO either by an Automated User Assignment or by manually adding them.

In the first case, you use an Automated User Assignment that matches the user's domain and group. The Automated User Assignment assigns a profile and Storage Location to the Desktop Agent and adds the user to DLO. Check that you have created Automated User Assignments that match the domain and group to which the user belongs who is running the Desktop Agent.

You can also create an Automated User Assignment that covers all domains and all groups. This method catches any users who might not match a more specific Automated User Assignment. Such a “catchall” Automated User Assignment would typically be set to the lowest priority.

The other option is to manually add users to DLO. This process requires that you assign a profile and either a Storage Location or user data folder to the new user.

Before running the Desktop Agent, be sure that the user has a matching Automated User Assignment, or is added manually.

Related topics

[“About Automated User Assignments”](#) on page 94

### When do I need a network user data folder, and when do I need a Storage Location?

Every Desktop Agent user must have a network user data folder, which is used to store backup data. Storage Locations are locations on the network where network user data folders are automatically created and maintained. They are not required if existing network shares are used to store user data.

If you want DLO to automatically create network user data folders, use a Storage Location. When new users are added to a Storage Location, network user data folders are automatically created for them within the Storage Location.

Alternatively, if you would like to use existing network shares as network user data folders, or if you want to create network user data folders manually, then do not use Storage Locations.

Related topics

[“Configuring DLO”](#) on page 57

### I'm trying to create a Storage Location on a remote file server, and I am receiving an error indicating the MSDE Database Instance for the Desktop Laptop Option needs to have access to the remote file server. What do I need to do?

To create Storage Locations on a remote file server, you must use an account that has administrative rights on the remote file server. For details about creating the Storage Location, see [“Changing DLO Service Credentials”](#) on page 31.

### I manually added a new user and assigned the user to an existing Storage Location. I don't see a new user data folder for the new user in this Storage Location. Isn't it supposed to create one?

User data folders are created only after the Desktop Agent is both installed on the desktop and run by the new user.

### How do I prevent a user from backing up data?

- 1 On the Navigation bar, click **Setup**. In the **Settings** pane, click **Users**.
- 2 Select the user you do not want to be able to perform backups.
- 3 Under **General Tasks** in the **Task** pane, select **Properties**.
- 4 Clear the **Enable user** check box.
- 5 Select **OK**.

The user's status will display as *Disabled*.

**In a backup selection, I selected to encrypt or compress my user's data. However, data that has already been backed up is not encrypted or compressed. Why is this?**

DLO does not retroactively apply changes to encryption and compression settings to user data that is already backed up. Any data backed up after these settings have changed will use the new settings.

**I would like to prevent files of specific types from being backed up. How can I set up DLO to always exclude files like \*.mp3 or \*.gho?**

On the **Tools** menu, select **Global Excludes**. In this dialog box, you can add specific file types that will be excluded in all backup selections for all profiles.

**Backups do not seem to be running for all users, or specific files are not being backed up.**

If backup jobs are not running for a group of users, check the profile for these users to verify that backups are scheduled.

If specific files are not being backed up, review the backup selections in the profile to verify that the files are selected for backup.

**I just tried to restore a file, but it doesn't appear to have been restored.**

When restoring existing files to their original location, verify that you have selected **Prompt** or **Overwrite** in the **Restore** dialog box to replace the file. If you select **Do not overwrite**, the file will not be restored.

**In a profile, I configured backup selections to encrypt files. Now I need to recover files for a user. Do I need an encryption key to restore this data?**

As an Administrator running the DLO Administration Console, you can redirect a restore of encrypted user data to an alternate computer or location, and it will be decrypted during the restore.

**I would like to restore data to a user's computer, but that user is out of the office. Do I have to wait until that user returns to the office before I can start the restore?**

DLO can queue restore jobs to desktops. If the user is offline now, you can queue a restore job through the **Restore** view in the DLO Administration Console.

Another option is to restore the data to an alternate location, such as the administration computer or a network drive.

**How can I protect open files?**

DLO does not protect open files. It will attempt to back up files when they are closed or saved. If a file cannot be backed up because it is open (for example, a Word document you are editing) it will remain in the Desktop Agent's pending list. The Desktop Agent will attempt to back up the file at the next backup time. This also means that certain files opened by the operating system will not be backed up, they never close when the operating system is running.

The exception to this is protection of open PST files. The Desktop Agent is designed to protect open PST files if they are part of the profile or user's backup selections. Incremental backups must be enabled for open file backups of PST files.

See [“Excluding Files that are Always Open”](#) on page 105 for additional information.

**The History view in the DLO Administration Console doesn't show the most recent backup for all users.**

The DLO Administration Console is automatically updated when a job runs, but not more than once per hour.

# Troubleshooting the Desktop Agent

This topic contains frequently asked questions that you may encounter while running the Desktop Agent, and provides answers for these questions.

**I installed the Desktop Laptop Option, but I do not know how to install the Desktop Agent on users' computers.**

The Desktop Agent can be installed by running the installation program from the share where DLO is installed as described below.

The Desktop Agent installation program is located in a share where you installed DLO. This share will have a name in the following format: \\<Server>\DLOAgent.

Using Windows Explorer, browse to this share from the desktop that you want to protect with the Desktop Agent. Run `Setup.exe` from this share. You must be an administrator on the desktop to install the Desktop Agent software.

Symantec recommends that DLO administrators run the Configuration Wizard to familiarize themselves with the application.

You can also install the Desktop Agent by using the "Push Install Desktop Agent" option. See "[Push Install Desktop Agent and Push Install DLO Maintenance Server](#)" on page 26 for additional information.

**Can I install the Desktop Agent on Windows Servers or DLO Administration Servers?**

Because the Desktop Agent is designed to protect user data rather than critical server data, it cannot be installed on Windows Servers or DLO Administration Servers.

**I am receiving the following error while authenticating through the Desktop Agent to the DLO Administration Server: "Failed to Initialize database. 0x800A0E7D"**

You attempted to connect to the DLO Administration Server with an account that is not in the same domain, or a trusted domain, as the administration server. For DLO to function properly, the DLO Administration Server must be in a Windows Domain.

**I have a desktop and a laptop computer protected by the Desktop Agent. Why can't I move my laptop to a new Storage Location?**

When a user has multiple computers running the Desktop Agent, all backup data is stored in the same network user data folder. If you want to move your data to a new Storage Location, you must move the entire network user data folder for all of your computers to that new location.

**I am trying to synchronize files between my desktop and laptop computers, but I cannot see my other computer in the Synchronization View in the Desktop Agent.**

To synchronize data between two computers, the same user account must be used when running the Desktop Agent on each computer. For example, the user `Domain\MyUser` must have backed up data on Computer A and Computer B in order for synchronization to take place between these two computers.

If you are sure you have backed up data while running the Desktop Agent under the same user account on both of your computers, select **Refresh** in the Desktop Agent's Synchronization View to make the synchronization selections available. If this is not successful, **Exit** from the File menu and restart the Desktop Agent application.

**What files or folders can I synchronize between my computers?**



Any data backed up by a backup selection are eligible for synchronization. These backup selections may be defined by the DLO Administrator in the profile or in a backup selection created with the Desktop Agent.

**I would like to share my synchronized data with my co-workers. How can I do this?**

The Desktop Laptop Option does not provide functionality for sharing files between users. Synchronization is designed to share files between a single user's computers.

## Remote DLO Agent and Push Install Maintenance Server

**I am receiving the “Remote Install Error: Credentials not found for machine” error**

You must ensure that the “Windows Management Instrumentation” and “Remote Registry” services are running at remote machine and has execute permission for “Windows Management Instrumentation” service.

**Remote installation of DLO Agent or Maintenance Server is failing.**

In the ‘Installation Status’ screen, right-click on the remote computer for which installation is failing and view the Push or the Install Log by choosing the ‘View Push log’ or ‘View Install Log’ options from the popup menu and look for the error.

**The “Administration services are down” error is displayed after the launching the console with Remote DB.**

You must ensure that ‘Symantec DLO SQL services’ and ‘SQL browser services’ on remote database are started. If the error still persists, then start the ‘Symantec DLO administration services’.

# Accessibility

Symantec products meet federal accessibility requirements for software as defined in Section 508 of the Rehabilitation Act:

<http://www.access-board.gov/508.htm>

Keyboard shortcuts are available for all graphical user interface (GUI) operations and menu items. Symantec products are compatible with operating system accessibility settings as well as a variety of assisting technologies. All manuals also are provided as accessible PDF files, and the online help is provided as HTML displayed in a compliant viewer.

The following topics explain the accessibility features and compliance in DLO:

- “[Keyboard Navigation and Shortcuts in DLO](#)” on page 242
- “[General Keyboard Navigation within the GUI](#)” on page 243
- “[Keyboard Navigation within Dialog Boxes](#)” on page 243
- “[Keyboard Shortcuts](#)” on page 245
- “[Support for Accessibility Settings](#)” on page 246

## Keyboard Navigation and Shortcuts in DLO

All program functions and menu items are accessible using the keyboard exclusively. DLO uses standard operating system navigation keys and keyboard shortcuts. For its unique functions, DLO uses its own keyboard shortcuts, which are documented in “[Keyboard Shortcuts](#)” on page 245.

Items in the task pane that do not have keyboard shortcuts can be accessed by using the operating system’s “mouse keys”, which allow you to control the mouse through the numerical keyboard.

To see a table of the standard Microsoft navigation keys and keyboard shortcuts, select your version of Microsoft Windows from the table at:

<http://www.microsoft.com/enable/products/keyboard.aspx>

## General Keyboard Navigation within the GUI

You can navigate and use DLO with only the keyboard. In the GUI, the current active tree or table has a dark blue highlight, and the current active tab, radio button, or check box is enclosed within a rectangle formed by dotted lines. These areas are said to have *focus* and will respond to commands.

All Symantec GUIs use the following keyboard navigation standards:

- The TAB key moves the focus to the next active area, field, or control, following a preset sequence. SHIFT+TAB moves the focus in the reverse direction through the sequence
- CTRL+TAB exits any Console area that you internally navigate with the TAB key
- UP and DOWN ARROW keys move focus up and down the items of a list
- The ALT key in combination with the underlined mnemonic letter for a field or command button shifts the focus to that field or button
- Either ENTER or the SPACEBAR activates your selection. For example, after pressing the TAB key to select Next in a wizard panel, press the SPACEBAR to display the next screen
- SHIFT+F10 provides access to context menus

## Keyboard Navigation within Dialog Boxes

Dialog boxes contain groups of controls necessary to set options or settings for programs. Here are some general rules about dialog box navigation:

- The TAB key moves focus between controls within the dialog box along a preset sequence
- Controls displaying a mnemonic (an underlined letter) can be selected regardless of focus by typing ALT and the underlined letter
- A dark border indicates the default command button. Press ENTER at any time to choose the button with a dark border
- ESC chooses the **Cancel** button if one exists
- SPACEBAR chooses a control you select with the TAB key
- SPACEBAR changes the state of a check box that has focus. Typing a mnemonic (if one is available) will move the focus to the check box and change its state
- Arrow keys move focus within radio buttons, list boxes, sliders, groups of option controls, or groups of page tabs
- Items that cannot be changed are not visited by the TAB key sequence. Options that are unavailable are grayed-out and can neither be selected nor given focus

While the controls described here are typically found in dialog boxes, they also can occur in other contexts. The same navigation standards will apply.

## Tabbed Dialog Boxes

Some dialog boxes use tabbed pages to subcategorize groups of many options. Each tabbed page contains different groups of controls. Use TAB to move the focus between tabbed pages within a dialog box. Typing the mnemonic for a tab also moves the focus to the tabbed page and displays its page of controls.

The following table lists keyboard navigation rules within tabbed dialog boxes.

**Table 7-1** Keyboard Navigation within Tabbed Dialog Boxes

| Keyboard input             | Result                                                                                                          |
|----------------------------|-----------------------------------------------------------------------------------------------------------------|
| CTRL+PAGE DOWN or CTRL+TAB | Switches to the next tab and displays the page.                                                                 |
| CTRL+ PAGE UP              | Switches to the previous tab and displays the page.                                                             |
| RIGHT ARROR or LEFT ARROW  | When the focus is on a tab selector, chooses the next or previous tab in the current row and displays the page. |

## List Boxes

List boxes display a column of available choices. Different types of list boxes are available with additional navigation conventions:

- Drop-down list boxes by default show only the selected item. A small button to the right of the control shows a downward-pointing arrow. Select the arrow to display more items from the list box. If there are more choices than can fit in the preset list box area, a slider appears along the side of the list box. Show or hide the list using ALT+DOWN ARROW, ALT+UP ARROW, or F4. The TAB key selects an item.
- Extended selection list boxes support selecting single items, blocks of items, or combinations of the two. After selecting an item, hold down CTRL+navigation keys to select or clear additional items or blocks of items.

## Keyboard Shortcuts

All menu items can be selected by using accelerator or mnemonic keyboard shortcuts. An accelerator is a key combination that provides shortcut access to a GUI function. A mnemonic (sometimes referred to as a “hot key”) is a single-key equivalent (used in combination with the ALT key) for selecting GUI components such as menu items. The mnemonic “hot key” letter is underlined in the GUI.

Routine functions such as opening, saving, and printing files can be performed using the standard Microsoft keyboard shortcuts. Other menu items are unique to DLO.

The following table lists the shortcut keys in the Desktop Laptop Option Administration Console.

**Table 7-2** Keyboard Shortcuts Unique to Backup Exec Desktop and Laptop Option Administration Console

| Accelerator | Mnemonic | Result                                                                                                                                                                                                     |
|-------------|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ALT         | F        | The <b>File</b> menu expands. From the <b>File</b> menu, you can create new profiles and Storage Locations, and add users.                                                                                 |
| ALT         | E        | The <b>Edit</b> menu expands. From the <b>Edit</b> menu, you can restore files, search for files to restore, manage alerts, and delete items.                                                              |
| ALT         | V        | The <b>View</b> menu expands. From the <b>View</b> menu, you can change the information that displays on the screen.                                                                                       |
| ALT         | N        | The <b>Network</b> menu expands. Use the Network menu to work with administrator accounts, connect to the DLO Administration Servers on the network, or to reconnect to a local DLO Administration Server. |
| ALT         | T        | The <b>Tools</b> menu expands. Use the <b>Tools</b> menu to set global excludes, access all DLO wizards, and manage service credentials.                                                                   |
| ALT         | W        | The <b>Window</b> menu expands. Use the <b>Window</b> menu to move to a new window or view.                                                                                                                |
| ALT         | H        | The <b>Help</b> menu expands. Use the <b>Help</b> menu to access documentation and various Symantec web sites.                                                                                             |

The following table lists the shortcut keys in the Desktop and Laptop Option Desktop Agent:

**Table 7-3** Keyboard Shortcuts Unique to Desktop and Laptop Option Desktop Agent

| Accelerator | Mnemonic | Result                                                                                                               |
|-------------|----------|----------------------------------------------------------------------------------------------------------------------|
| ALT         | F        | The <b>File</b> menu expands. From the <b>File</b> menu, you can minimize or exit the Desktop Agent.                 |
| ALT         | V        | The <b>View</b> menu expands. From the <b>View</b> menu, you can change the information that displays on the screen. |
| ALT         | K        | The <b>Tasks</b> menu expands. Use the <b>Tasks</b> menu to run a job or refresh the view.                           |

**Table 7-3** Keyboard Shortcuts Unique to Desktop and Laptop Option Desktop Agent

| Accelerator | Mnemonic | Result                                                                                                  |
|-------------|----------|---------------------------------------------------------------------------------------------------------|
| ALT         | O        | The <b>Tools</b> menu expands. Use the <b>Tools</b> menu to reset dialog boxes and accounts.            |
| ALT         | H        | The <b>Help</b> menu expands. Use the <b>Help</b> menu to access the online help for the Desktop Agent. |

Select secondary menu items by opening the main menu and using the UP or DOWN ARROW key until the required item is highlighted. Press the RIGHT ARROW key to open a submenu, and ENTER to select your choice.

Keyboard shortcuts are not case-sensitive. Mnemonic keystrokes may be pressed either sequentially or simultaneously. All menu items have mnemonics, but not all menu items have accelerators.

## Support for Accessibility Settings

Symantec software responds to operating system accessibility settings.

Symantec products are compatible with Microsoft's accessibility utilities. In Windows 2000, accessibility options involving keyboard responsiveness, display contrast, alert sounds, and mouse operation can be set through the Control Panel.

### To set accessibility options

- 1 On the **Start** menu, select **Settings**, and then select **Control Panel**.
- 2 Select **Accessibility Options**.

**Note:** You can also set accessibility options through the Accessibility Wizard. On the **Start** menu, select **Programs**, and then select **Accessories**. Select **Accessibility**, and then select **Accessibility Wizard**.

Though all graphics in Symantec documentation can be read by screen readers, setting your screen reader to ignore graphics may improve performance.



# Glossary

## **Administrator**

The user that configures DLO using the Symantec DLO Administration Console. This user must have administrative rights to operate the console.

## **Authentication**

The process of validating a user's credentials.

## **Automated user assignments**

Rules that assign profiles and Storage Locations to a specified group of desktop users. Settings are applied the first time a user runs the Desktop Agent.

## **Compression**

A method of reducing data to expedite transmission time or storage volume.

## **DLO Administration Console**

The administrator's interface with the Desktop and Laptop Option.

## **DLO backup selection**

The files and folders on a desktop or laptop that are selected for backup by the DLO Administrator or desktop user.

## **DLO Database**

The location where policy settings and status information are stored.

## **DLO file server**

The computer that hosts DLO Storage Locations.

## **Delta file transfer**

Delta File Transfer is a compression process that allows only the changed portion of a file to be transferred once the complete original file is backed up. Delta File Transfer reduces bandwidth use and disk storage requirements.

## **Desktop Agent install share**

The network share where the Desktop Agent install files are located. This folder is set up on the DLO Administration Server when DLO is installed, and facilitates the installation of the Desktop Agent on desktops.

## **Desktop Agent**

The DLO software that runs on desktop and laptop computers.

## **Desktop Agent console**

The user interface for the Desktop Agent software.

## **Encryption**

A process used to ensure data security of files and folders on disk and during data transfer.

## **Open file handling**

The process by which files currently in use can be backed up.

## **Optimization**



The process of reducing network traffic and file storage through technologies such as compression.

**Profile**

DLO settings configured by the administrator and that apply to users or groups of users.

**Revision**

A version of a file at a specific point in time.

**Storage location**

A shared location on the network in which network user data folders and backup files are stored.

**Synchronization**

The process that maintains the most recent version of selected files and folders belonging to the same user on multiple desktops. Synchronization is available for files and folders that are backed up by DLO.

**Task**

An accessible program function that varies with the view selected in the DLO Administration Console or Desktop Agent console.

**User**

The person who operates the desktop or laptop computer on which the Desktop Agent is run.

**User data folder**

The folder in which user backup data is stored. There is a user data folder on each desktop that is protected by the Desktop Agent, and one user data folder on the network for each Desktop Agent user.

**User name**

The user name used for Windows authentication.

**View**

The main navigational interface in the DLO Administration Console.

# Index

## A

- accessibility
  - dialog boxes 243
  - keyboard navigation 243
  - keyboard shortcuts 245
  - settings 246
- Active Directory
  - for Automated User Assignments 96
  - for connection policies 218
- add users in DLO, CSV file to 111
- administration console
  - Desktop Agent Console 197
- administrator accounts
  - creating 31
- alert history, defined 137
- alert notification, printers 152, 153
- alerts
  - defined for DLO 134
  - deleting in DLO 138
  - displaying in DLO 137
  - grooming 133
  - managing in DLO 138
  - monitoring in DLO 133
  - notification methods 139
- Automated User Assignment 94
  - creating 94
  - deleting 98
  - modifying 97
  - priority, changing 97
  - properties, viewing 98
  - using Active Directory 96

## B

- back up on log on/off option in DLO 115
- backing up
  - desktop data 200
  - Outlook PST files 209
  - Storage Locations in DLO 159
- Backup Selection dialog box 203
- backup selections
  - adding 74

macros in 80

blackout window, setting 119

## C

- command line interface
  - assignSL 166
  - changeserver 169
  - emergencyrestore 176
  - enableuser 167
  - keytest 170
  - listprofile 171
  - listsl 172
  - listuser 172
  - logfile 173
  - remote server options 164
  - setrecoverypwd 176
  - syntax 164
  - update 174
- command line tools 184
  - database commands 185
  - license management 187
  - maintenance commands 186
- compression
  - delta file transfer 79, 83, 206
  - DLO backup selections, setting 79, 206
- configuration wizard for DLO 57
- Configure Alerts dialog box 137
- connection based policies
  - configuring 69, 216
  - using Active Directory 218

## D

- database 17
- default settings
  - changing 34
- delegation
  - maintenance server 85
- deleting
  - Automated User Assignment 98
  - DLO desktop computer 118

- revisions in DLO 80
- Storage Location in DLO 93
- user entry from DLO 112
- delta file transfer 79, 83, 206
- Desktop 111
- Desktop Agent
  - see also* Desktop and Laptop Option (DLO)
  - advanced view option 203
  - backing up data 200
  - Backup Selection dialog box 203
  - backup selections
    - compression, setting 206
    - modifying 201
    - overview 200
  - console 197
  - customizing installation 23
  - Desktop User Data Folder, moving 215
  - filter options, History view 232
  - glossary 248
  - History view 231
  - include/exclude 204
  - install 23
  - install set default location 192
  - log files, overview 231
  - menu bar, described 199
  - overview 190
  - Reset accounts option 195
  - reset dialogs option 195
  - Restore dialog box 228
  - restoring files 227
  - revision control tab 204
  - revisions, deleting automatically 206
  - schedule, customized 115, 212
  - scheduling backup jobs 211
  - standard view option 201
  - Status view 222
  - storage limits for user data 213
  - synchronization
    - create new sets 220
    - delete synchronized folder 221
    - Synchronized Selections view 218
  - tasks bar, described 199
  - views menu, described 199
- Desktop Agent Users, managing 108
- Desktop and Laptop Option (DLO)
  - see also* Desktop Agent
  - access, disabling/enabling 111
  - adding user 110
  - administrators, creating 31
  - alerts
    - categories, defined 134
    - Configure Alerts dialog box 137
    - deleting 138
    - displaying 137
    - managing 138
    - monitoring 133
  - Automated User Assignment
    - creating 95
    - deleting 98
    - modifying 97
    - priority, changing 97
    - properties, viewing 98
  - backup selection
    - adding 72
    - deleting 83
    - modifying 82
  - Computer History pane 128
  - Configuration Wizard 57
  - configuring 57
  - deleting entry from DLO database 118
  - encryption, setting for backup selection 79, 206
  - filter options, History view 129
  - History view 128
  - import multiple users in CSV file 111
  - include/exclude 76, 204
  - Job History pane 129
  - Move priority down option 97
  - Move priority up option 97
  - Profile
    - creating 58
    - edit schedule 67
    - log on/off option 115
    - logging options 68, 115
    - Schedule tab 115
  - properties, changing user 111
  - removing user 112
  - reset dialogs and accounts 195
  - restoring 120
  - revisions
    - defined 77
    - deleting automatically 80
    - setting number to keep in DLO 78, 205
  - Search history log file option 133
  - Storage Location
    - backing up and restoring 159
    - deleting 93
    - moving users 113

- summary status 55
- User Data Folder 88
- User Properties dialog box 111
- View history log file option 131
- viewing users 114
- dialog box, Move User 113
- DLO Administration Console, restoring from 120
- DLO Administration Server, connecting to 56

## E

- e-mail
  - configuring MAPI notification 141
  - configuring SMTP notification 140
  - configuring VIM notification 142
- encryption 122, 219, 239
- encryption, backup selections, in DLO 79, 206

## F

- file to add users in DLO, CSV 111
- filters
  - History view filters, setting in Desktop Agent 232
  - History view filters, setting in DLO 129

## G

- global excludes
  - adding 98, 100, 101, 102, 103
  - deleting 98, 100, 101, 102, 103
  - macros 105
- glossary of terms 248
- grooming
  - alerts 133
  - files 77
- groups, configuring recipients 153

## I

- include/exclude
  - Desktop Agent backup selections 204
  - DLO backup selections 76
- install
  - Desktop Agent
    - options 23
- installation
  - silent 23

## J

- job history
  - History view filters, setting in DLO 129

- viewing in Desktop Agent 231
- job monitor, DLO jobs, viewing 128

## L

- Lotus Notes
  - back up nsf files 210

## M

- macros, global excludes 105
- maintenance server
  - delegation 85
- MAPI e-mail notification method 141
- MAPI, configuring recipients 145
- menus, described, Help 246
- Move priority options in DLO 97
- Move User dialog box 113
- MSDE 17

## N

- Net Send, configuring recipients 151
- network user data folder, creating 109
- notification, recipients 143
- notifications
  - configuring MAPI e-mail 141
  - configuring pager 142
  - configuring SMTP e-mail 140
  - configuring VIM e-mail 142
  - methods defined 139
  - modifying recipient properties 155
- nsf files
  - backing up 210

## O

- Outlook PST files, backing up 209

## P

- pager
  - configuring recipients 147
  - notification method 142
- printer, configuring recipients 152
- priority options in DLO, Move 97
- priority, Automated User Assignment, changing 97
- Profile 58
  - back up on log on/off option 115
  - creating 58
  - edit schedule 67
  - logging options 68, 115
- profile

- copy 71
- properties, user, changing in DLO 111
- PST files, backing up 209
- Push 26

## R

- recipients
  - configuring groups 153
  - configuring MAPI e-mail 145
  - configuring Net Send 151
  - configuring pager 147, 152
  - configuring SMTP 144
  - configuring SNMP Trap 150
  - configuring VIM e-mail 146
  - defined 143
- recovery password, setting 29
- reports 156
  - running 158
  - viewing 156
- reset accounts option, in Desktop Agent 195
- reset dialogs option, in Desktop Agent 195
- Restore dialog box
  - Desktop Agent 228
- restoring
  - files, using Desktop Agent 227
  - files, using DLO Administration Console 120
- revisions
  - defined 77
  - deleting automatically in Desktop Agent 206
  - deleting automatically in DLO 80
  - number to keep, setting in Desktop Agent 204
  - number to keep, setting in DLO 78, 205
  - Revision Control tab, Desktop Agent 204
  - Revision Control tab, DLO 78

## S

- scheduling
  - backup jobs in Desktop Agent 211
  - backup jobs in DLO 115
- search
  - log file history 133
- selections
  - Desktop Agent, backup 200
  - DLO, backup 72
- service credentials, managing 31
- silent install 23
- SMTP
  - e-mail notification method 140

- SNMP Trap
  - configuring e-mail recipients 144
  - configuring recipients 150
  - notifications 150
- SQL Server 17
- storage limits for user data
  - Desktop Agent 213
- Storage Location 88
  - backing up and restoring 159
  - deleting 93
- synchronization
  - create new sets 220
  - delete synchronized folder 221
  - overview 218
- Synchronized Selections view, in Desktop Agent 218

## U

- up on log on/off option in DLO, back 115
- updating, DLO 41
- User Data Folder, defined 88
- User Properties dialog box 111
- Users
  - properties, changing in DLO 111
  - removing from DLO 112
  - viewing in DLO 114
- users
  - access, disabling/enabling in DLO 111
  - adding in DLO 110
  - Desktop Agent access via Profile 190
  - import in CSV file in DLO 111
  - managing 108

## V

- viewing
  - Automated User Assignment properties 98
  - users in DLO 114
- VIM
  - configuring recipients 146
  - e-mail notification method 142

## W

- wizard for DLO, configuration 57