Define the backup interval and the schedule for devices

Overview

As an administrator, you can define the time interval between two consecutive backups that are triggered automatically from user devices. For example, if you define the backup interval to be 4 hours, inSync triggers the backup from a user device 4 hours after the completion of the previous backup. The device must be switched on and connected to inSync Master through WAN for the backup to start. If the device is not connected to inSync Master, inSync resumes backups at the next interval when inSync is connected to inSync Master.

Note: You can manage the backup interval and backup schedule through profiles. You cannot do this on an individual user level.

Define the backup interval for devices

To define the backup interval

1. On the inSync Management Console menu bar, click Profiles.
2. Click the profile for which you want to define the backup interval for devices.
4. Click Schedule & Retention.
5. In the Backup every list, select the frequency of scheduled backups from user devices.
6. Click Save.

Note: You can configure backup operations to be as frequent as every 5 minutes. However, even if you configure the inSync Client to perform backup operations every 5 minutes, the inSync Client backs up files that are greater than 128 MB only once every 20 minutes.

About the backup schedule

As an administrator, you can define the backup schedule for devices in your organization. You can control this
functionality through profiles. You cannot do this at an individual user level.

The backup schedule defines the time period when inSync backs up or does not back up data from user devices. There are two types of backup schedule:

- **Preferred Backup Window**: This defines the time period when inSync can back up data from user devices every day. Scheduled backups will be triggered from user devices every day. Any backup triggered during this period will continue till completion, even if it is past the end time. If you do not want any restriction on triggering a scheduled backup, type the same start time and end time.

- **Blackout Window**: This defines the time period when inSync must not trigger any scheduled backups. This restriction is not applicable for user triggered backups and administrator triggered backups. If you do not want to set this restriction, type the same start time and end time.

Note: By default, Backup schedule settings act according to user time zone. For example, if the inSync Master timezone is New York (EDT) and the Preferred Backup Window time is set to start at 8:00 A.M., backups will start when it is 8:00 AM for user devices in Los Angeles (PDT).

**Define the backup schedule**

To define the backup schedule

1. On the inSync Management Console menu bar, click Profiles.
2. Click the profile for which you want to define the backup schedule.
4. Click Schedule & Retention.
5. In the Preferred Backup Window list, select the start time and end time when inSync can back up data from user devices every day. If you do not want any restriction on triggering a scheduled backup, type the same start time and end time.
6. In the Blackout Window list, select the time period when inSync must not trigger any scheduled backups. If you do not want to set this restriction, type the same start time and end time.
7. Click Save.