



# Microsoft Office 365® Backup

## Protect Mission Critical Data with Microsoft Office 365® Backup

Microsoft Office 365® Backup protects the email, OneDrive and SharePoint data essential to your business and extends the availability of that data well beyond Office 365®.

### Benefits of Office 365® Backup:

- Assists with retention, recoverability and compliance requirements pertaining to your data stored in Office 365®
- Automated, fully managed protection for emails, SharePoint and OneDrive data
- Storage that exceeds Office 365® retention policies
- Meets compliance and regulatory requirements
- Allows your organization to refocus on their core mission while having full confidence that data stored in Office 365® is available when it is needed
- Ensures around-the-clock support 24/7/365 from U.S.-based support teams

### Organizations That Need Office 365® Backup:

- Want to maintain ownership of the organizations' data stored in Office 365®
- Are concerned with accidental deletion and recoverability of important data and want the ability to recover files and folders with search functionality
- Want to keep employee files and emails accessible and protected during and after employee departure
- Understand the risk of external threats from malware, viruses, hackers, and ransomware
- Must meet compliance requirements for data retention and recoverability
- Want an easy, cost-effective, per user pricing for a managed service so they can stay focused on the mission of the organization

	<b>Microsoft's Responsibility</b> Learn more from the Office 365® Trust Center	<b>Your Responsibility</b> Together with SDV
<b>Primary Responsibility</b>	<b>Microsoft's Global Infrastructure</b>	<b>Your Office 365® Data</b>
	Uptime of the Microsoft Office 365® Cloud Service	Access and control of your data residing in Office 365®
<b>Supporting Technology</b>	<b>Office 365® Data Replication</b>	<b>Office 365® Backup</b>
	DC to DC Georedundancy	Copy of your data stored in a different cloud
	<b>Recycle Bin</b>	<b>Full Data Retention</b>
	Limited short-term data loss recovery (no point in time recovery)	Short-term and long-term retention and recoverability of data for regulatory compliance
<b>Security</b>	<b>Infrastructure Level</b>	<b>Data Level</b>
	Physical Security Logical Security App-level Security User/Admin Controls	<b>Internal</b> Accidental Deletion Malicious Insiders Employee Retaliation Evidence Tampering  <b>External</b> Ransomware Malware Hackers Rogue Apps
<b>Regulatory</b>	<b>Role as Data Processor</b>	<b>Role as Data Owner</b>
	Data privacy, regulatory controls, industry certifications, HIPPA	Answer to corporate and industry regulations
	Sarbanes -Oxley	Demands from internal legal and compliance offices



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The 3 tables below illustrate the added retention and recoverability options provided by Sky Data Vault:

## Microsoft Exchange

	1 Week	1 Month	3 Months	1 Year	2 Years	5 Years	7 Years
Active Exchange inbox or folder data	In Office 365®*				Moved to archive**		
	Retained and recoverable with Sky Data Vault Backup***						
Deleted Exchange items	Trash folder (90 days)			Recycle Bin 1 (14 days)	Recycle Bin 2 (30 days)	Permanently deleted	
	Retained and recoverable with Sky Data Vault Backup						
Employee leaves the company, Exchange account deleted	In Office 365®	Recycle Bin	Permanently deleted				
	Retained and recoverable with Sky Data Vault Backup						

\* If using Microsoft Office 365® Business Essentials or Business Premium, 50 GB of active data storage is available.

\*\* If using Microsoft Office 365® Business Essentials or Business Premium, 50 GB of archive data storage persists as long as the subscription is active. If a user account or mailbox is deleted, after 90 days, the archive is permanently deleted. Admins must set up archiving rules, or end users must manually move items into the archive.

\*\*\* Active data is backed up on an ongoing basis (every 4 hours), and for seven years all restore points are maintained. Active data restore points more than seven years old will be deleted.

NOTE: This data is accurate as of January 2022.



# sky data vault

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### Microsoft OneDrive

	1 Week	1 Month	3 Months	1 Year	7 Years
Active OneDrive data	In Office 365®*				Permanently deleted
	Retained and recoverable with Sky Data Vault Backup***				
Deleted OneDrive files	Recycle bin (90 days)			Permanently deleted	
	Retained and recoverable with Sky Data Vault Backup				
Employee leaves the company, OneDrive account deleted	In Office 365®	Recycle Bin	Permanently deleted		
	Retained and recoverable with Sky Data Vault Backup				

### Microsoft SharePoint

	1 Week	1 Month	3 Months	1 Year	7 Years
Active SharePoint data	In Office 365®**				Permanently deleted
	Retained and recoverable with Sky Data Vault Backup***				
Deleted SharePoint sites & items	Recycle bin (90 days)			Permanently deleted	
	Retained and recoverable with Sky Data Vault Backup				

\* If using Microsoft Office 365® Business Essentials or Business Premium, 1 TB of active data storage is available per OneDrive user and persists as long as the subscription is active.

\*\* If using Microsoft Office 365® Business Essentials or Business Premium, 1 TB of active storage is available per SharePoint site collection.

\*\*\* Active data is backed up on an ongoing basis (every 6 hours), and for one year all restore points are maintained. Active data restore points more than one year old will be deleted.

NOTE: This data is accurate as of January 2022.

### Discover What's Possible with Sky Data Vault

Sky Data Vault collaborates alongside customers within all verticals and industries to manage and support cloud-based solutions designed to empower growth, improve efficiency and inspire success.

Contact us today to protect mission critical content with Microsoft Office 365® Backup.  
Visit [skydatavault.com](https://skydatavault.com) or call 1-844-881-8672.