

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 organization's 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

	Microsoft's Responsibility Learn more from the Office 365® Trust Center	Your Responsibility Together with SDV
Primary Responsibility	Microsoft's Global Infrastructure	Your Office 365® Data
	Uptime of the Microsoft Office 365® Cloud Service	Access and control of your data residing in Office 365®
Supporting Technology	Office 365® Data Replication	Office 365® Backup
	DC to DC Georedundancy	Copy of your data stored in a different cloud
	Recycle Bin	Full Data Retention
	Limited short-term data loss recovery (no point in time recovery)	Short-term and long-term retention and recoverability of data for regulator compliance
Security	Infrastructure Level	Data Level
	<ul style="list-style-type: none"> • Physical Security • Logical Security • App-level Security • User/Admin Controls 	Internal <ul style="list-style-type: none"> • Accidental Deletion • Employee Retaliation • Malicious Insiders • Evidence Tampering
		External <ul style="list-style-type: none"> • Ransomware • Hackers • Malware • Rogue Apps
Regulatory	Role as Data Processor	Role as Data Owner
	<ul style="list-style-type: none"> • Data privacy • Regulatory controls 	<ul style="list-style-type: none"> • Industry certifications • HIPAA
	Sarbanes-Oxley	Answer to corporate and industry regulations
		Demands from internal legal and compliance offices



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The 4 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 2025.

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				

* 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 2025.



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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 and items	Recycle bin (90 days)			Permanently deleted	
	Retained and recoverable with Sky Data Vault Backup				

Microsoft Teams Channel

	1 Week	1 Month	3 Months	1 Year	7 Years
Active Teams Channel data	In Office 365®***				Permanently deleted
	Retained and recoverable with Sky Data Vault Backup***				
Deleted Teams Channel sites and 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 2025.

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 or call 1-844-881-8672