

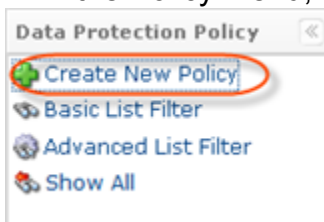
Creating Archiving Policies

Archiving options can be defined for the new Policy or they can be added to an already existing one. Follow the instructions below to specify archiving options while creating a new Data Protection Policy in CDP.

1. Click on Policy in the Main Menu to open the Policies window.



2. In the Policy menu, click on Create New Policy.



3. The Create New Policy window will open.

Create New Policy

Policy Settings | Data Retention | File Excludes | Advanced Excludes | Databases | Control Panels | Advanced Policy S

Identification

Enabled ☒

Name

Description

Disk Safe

Agent

Disk Safe

Scheduling

Replication Schedule Replication schedule is ON DEMAND, policy must be manually ran.

Merge Schedule Recovery points are being merged on a DAILY schedule.

4. Define the name and description (optional) of the new Policy.

Identification

Enabled ☒

Name

Description

5. **Enterprise Edition:** select the Agent from the drop-down menu.

Disk Safe

Agent

Disk Safe

6. Select the Disk Safe from the drop-down menu.

Disk Safe

Agent

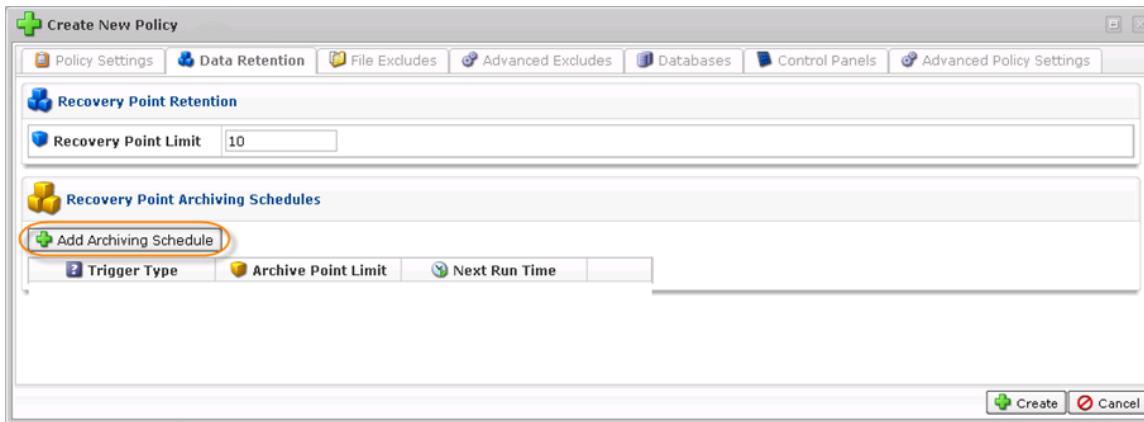
Disk Safe

7. Go to the Data Retention tab to set the scheduling for the creation of Archive Points.

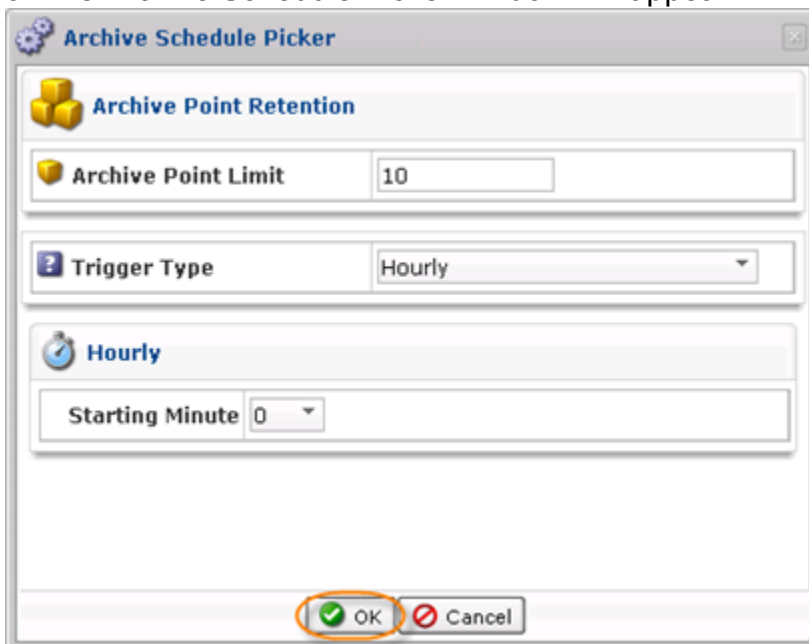
Create New Policy

Policy Settings | **Data Retention** | File Excludes | Advanced Excludes | Databases | Control Panels | Advanced Policy S

8. Click on the Add Archiving Schedule button.



9. The Archive Schedule Picker window will appear.



The following options can be set here:

- **Archive Point Limit** - Indicates the number of stored Archive Points. After exceeding this number, the old Archive Points will subsequently be replaced by the new ones.
- **Trigger Type** - The type of archiving schedule. Can be hourly, daily, weekly, monthly, and yearly.
- **Time** - Depending on the selected trigger, it will allow you to set the specific time for the archiving process.

10. Click OK.

11. The policy will be created and added to the Policies list.

Advanced Edition

Disable Selected

Enable Selected

Delete Selected

Bulk Edit

<input type="checkbox"/>	<input checked="" type="checkbox"/> Enabled	Name	Disk Safe	Frequency	Last Run Time	Next Run Time	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	On Demand	Disk_Safe_1	On Demand	--	--	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Daily	Disk_Safe_2	Daily	12.05.11 9:10	12.05.11 21:00	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Archiving	Disk_Safe_3	Minutely	--	12.05.11 15:56	

Enterprise Edition

Disable Selected

Enable Selected

Delete Selected

Bulk Edit

<input type="checkbox"/>	<input checked="" type="checkbox"/> Enabled	Name	Disk Safe	Agent Name	Frequency	Last Run Time	Next Run Time	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Plesk	plesk	plesk	Hourly	5/12/11 7:30 AM	5/12/11 8:30 AM	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	virtuozzo	virtuozzo	virtuozzo	Hourly	5/12/11 7:32 AM	5/12/11 8:32 AM	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	POLICY 192	DS - 192	cpanel	On Demand	4/7/11 2:45 PM	--	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	JKP-10.230.100.2	10.230.100.234	10.230.100.234	On Demand	5/5/11 2:38 AM	--	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Archiving	Office	virtuozzo	On Demand	5/5/11 2:39 AM	--	

12. The yellow icon in the Actions column indicates that archiving is assigned to that policy. Archiving can start according to the defined schedule or can be launched manually by clicking the icon.



13. After the Recovery Point has been archived, you will see an icon in the Recovery Points List in the Archived column.

Recovery Points					Archive Points	
<input type="button" value="Merge Selected"/> <input type="button" value="Lock Selected"/> <input type="button" value="Unlock Selected"/>						
<input type="checkbox"/> Id	Created On	State	Devices			
<input type="checkbox"/> 41	Apr 27, 2011 12:25:02 AM	<input checked="" type="checkbox"/> Available	<input checked="" type="checkbox"/> 1			
<input type="checkbox"/> 40	Apr 26, 2011 11:14:22 PM	<input checked="" type="checkbox"/> Available	<input checked="" type="checkbox"/> 1			
<input type="checkbox"/> 39	Apr 26, 2011 10:00:01 PM	<input checked="" type="checkbox"/> Available	<input checked="" type="checkbox"/> 1			
<input type="checkbox"/> 37	Apr 26, 2011 8:29:54 PM	<input checked="" type="checkbox"/> Available	<input checked="" type="checkbox"/> 1			
<input type="checkbox"/> 36	Apr 26, 2011 7:11:24 PM	<input checked="" type="checkbox"/> Available	<input checked="" type="checkbox"/> 1			
<input type="checkbox"/> 35	Apr 26, 2011 6:10:19 PM	<input checked="" type="checkbox"/> Available	<input checked="" type="checkbox"/> 1			
<input type="checkbox"/> 34	Apr 26, 2011 5:00:05 PM	<input checked="" type="checkbox"/> Available	<input checked="" type="checkbox"/> 1			
<input type="checkbox"/> 32	Apr 26, 2011 3:26:31 PM	<input checked="" type="checkbox"/> Available	<input checked="" type="checkbox"/> 1			

For more information about CDP Policy, see [Policies](#).