Backup Schedule

Company Name: _____

Server Name: _____

Snapshot Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
12:00 A.M.							
1:00 A.M.							
2:00 A.M.							
3:00 A.M.							
4:00 A.M.							
5:00 A.M.							
6:00 A.M.							
7:00 A.M.							
8:00 A.M.							
9:00 A.M.							
10:00 A.M.							
11:00 A.M.							
12:00 P.M.							
1:00 P.M.							
2:00 P.M.							
3:00 P.M.							
4:00 P.M.							
5:00 P.M.							
6:00 P.M.							
7:00 P.M.							
8:00 P.M.							
9:00 P.M.							
10:00 P.M.							
11:00 P.M.							

Consolidation & Retention Settings – Local Appliance

Intra-Daily Restore Points	Retained for _____ _____ before being consolidated into weekly backups.
Daily Consolidations	Retained for _____ _____ before being consolidated into weekly backups.
Weekly Consolidations	Retained for _____ _____ before being consolidated into monthly backups.
Monthly Consolidations	Retained for _____ _____ before being permanently deleted.

Consolidation & Retention Settings – Cloud Repository

Intra-Daily Restore Points	Retained for _____ _____ before being consolidated into weekly backups.
Daily Consolidations	Retained for _____ _____ before being consolidated into weekly backups.
Weekly Consolidations	Retained for _____ _____ before being consolidated into monthly backups.
Monthly Consolidations	Monthly consolidations are retained _____.

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