



BluVault for Endpoints

Administrator Guide

v 2.5.5.3_6

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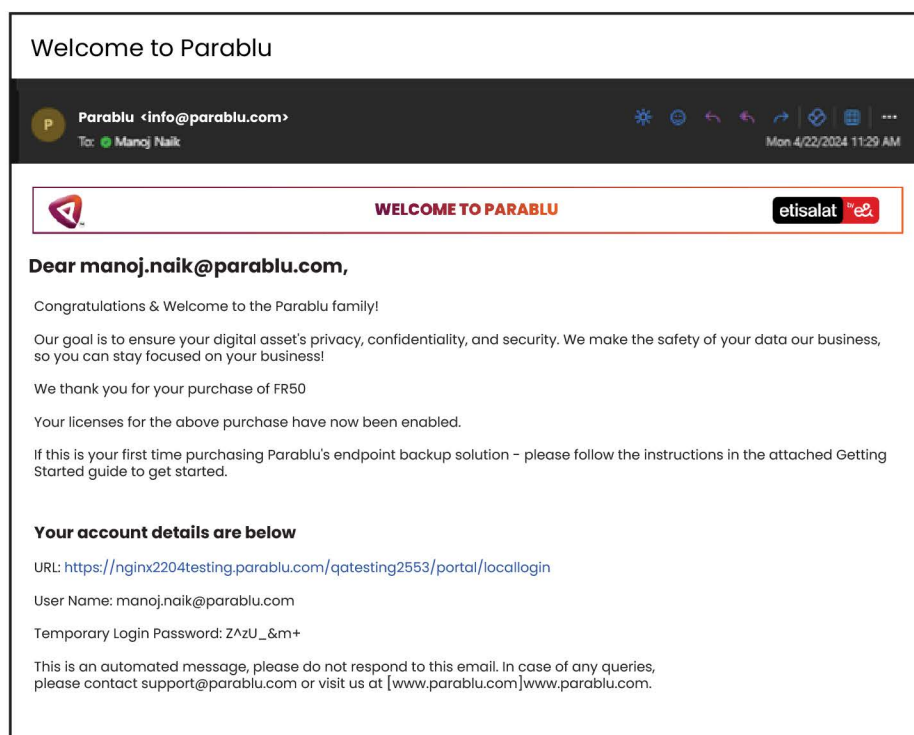
1. About BluVault

BluVault is Parablu's secure cloud backup management suite that backs up all the data from the enrolled endpoints (PCs, laptops and Macs) and stores it on the cloud securely. Admins can set up automatic data backup at scheduled specific times and the users can restore backed up files anytime they like.

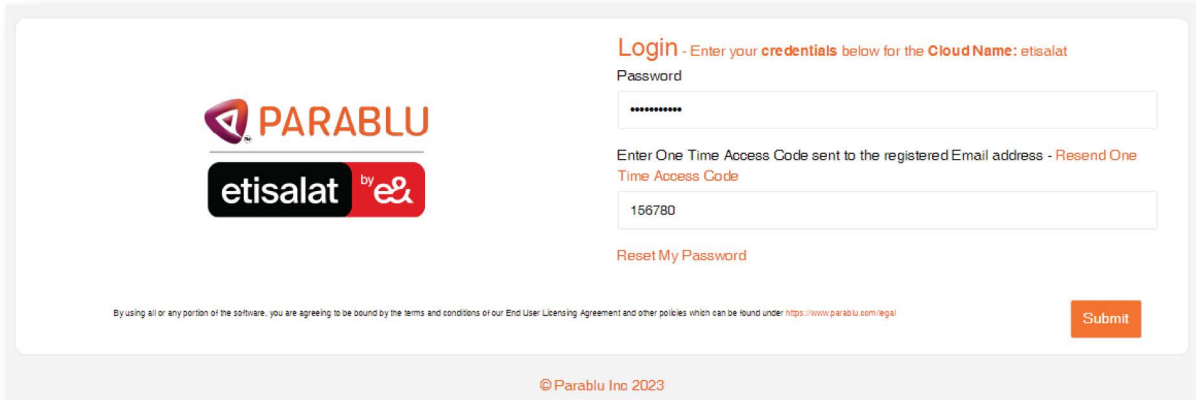
BluVault ensures safe backup to cloud storage environments by securing data both while in transit and at rest through robust encryption and clear segregation of duties. It also enables enterprise users to securely back up their data into the cloud no matter where they are working from while allowing them to easily restore the data themselves whenever required.

2. Administrator Onboarding

Once a customer is onboarded, Parablu team will create admin users which will trigger below email with temporary login credentials for all the admin users.

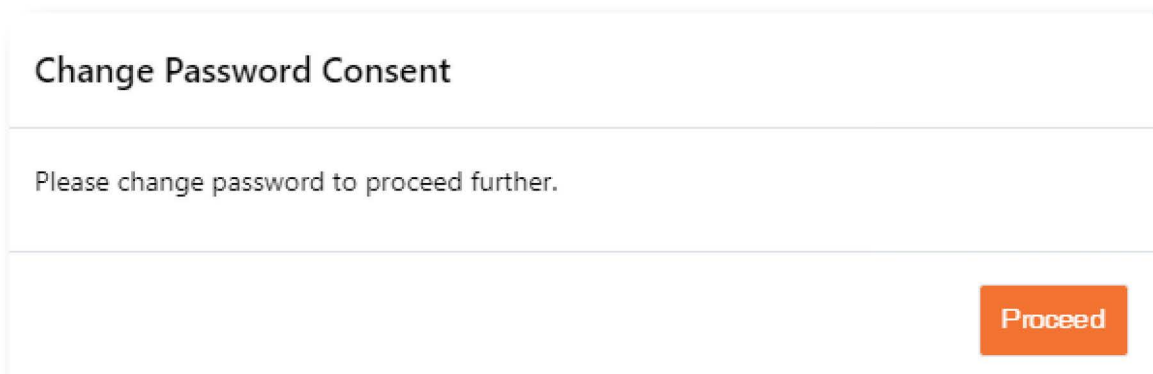


Administrators may key their email as the Login ID and the temporary Password and MFA (Multi-Factor Authentication) code they receive via email.



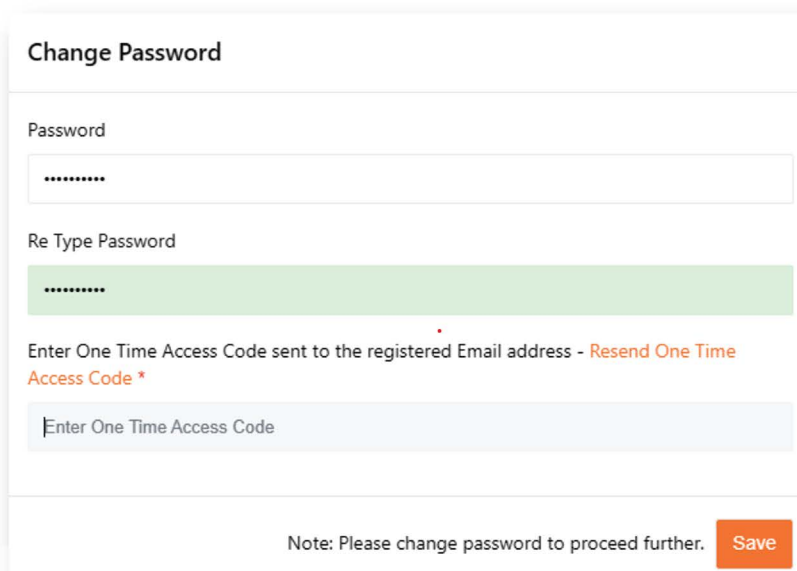
The login form features the Parablu and Etisalat logos on the left. On the right, it includes a 'Login' header with instructions to enter credentials for the Cloud Name 'etisalat'. Below this are fields for 'Password' (masked with dots) and 'Enter One Time Access Code' (with a 'Resend One Time Access Code' link). A 'Reset My Password' link is positioned below the code field. At the bottom right is a 'Submit' button. A footer contains a legal disclaimer and the copyright notice '© Parablu Inc 2023'.

2.1 Change Temporary Password



This form is titled 'Change Password Consent'. It contains a single line of text: 'Please change password to proceed further.' At the bottom right, there is an orange 'Proceed' button.

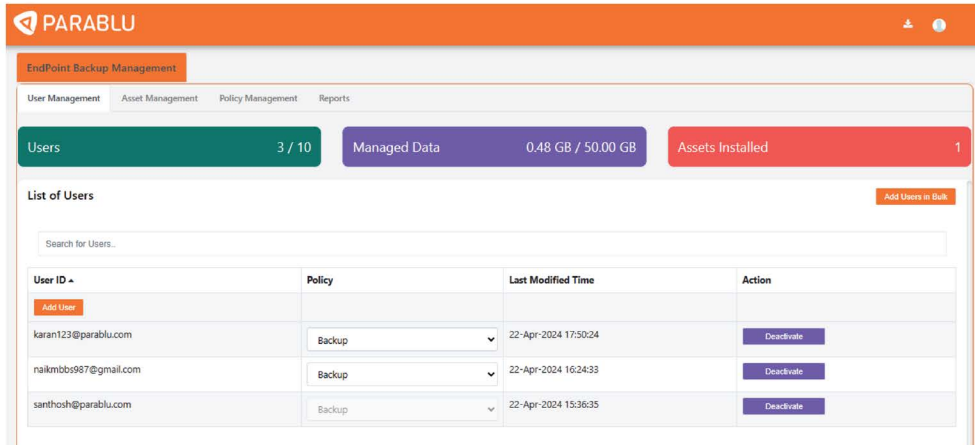
The administrator must replace the temporary password provided in the email and click “Save.” Once saved, they will be automatically logged out and asked to log in again with the new password.



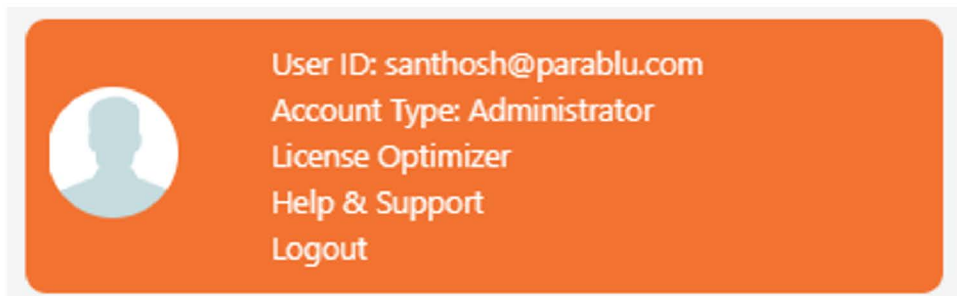
The 'Change Password' form includes fields for 'Password' and 'Re Type Password', both masked with dots. Below these is a field for 'Enter One Time Access Code' with a 'Resend One Time Access Code' link. A 'Save' button is at the bottom right. A note at the bottom states: 'Note: Please change password to proceed further.'

3. Header Navigation

Once logged in, the BluVault Dashboard will appear.



The navigation bar of the web portal provides an option to download endpoint agent install packages. As shown below, there are options to License optimizer create a support ticket. and log out..

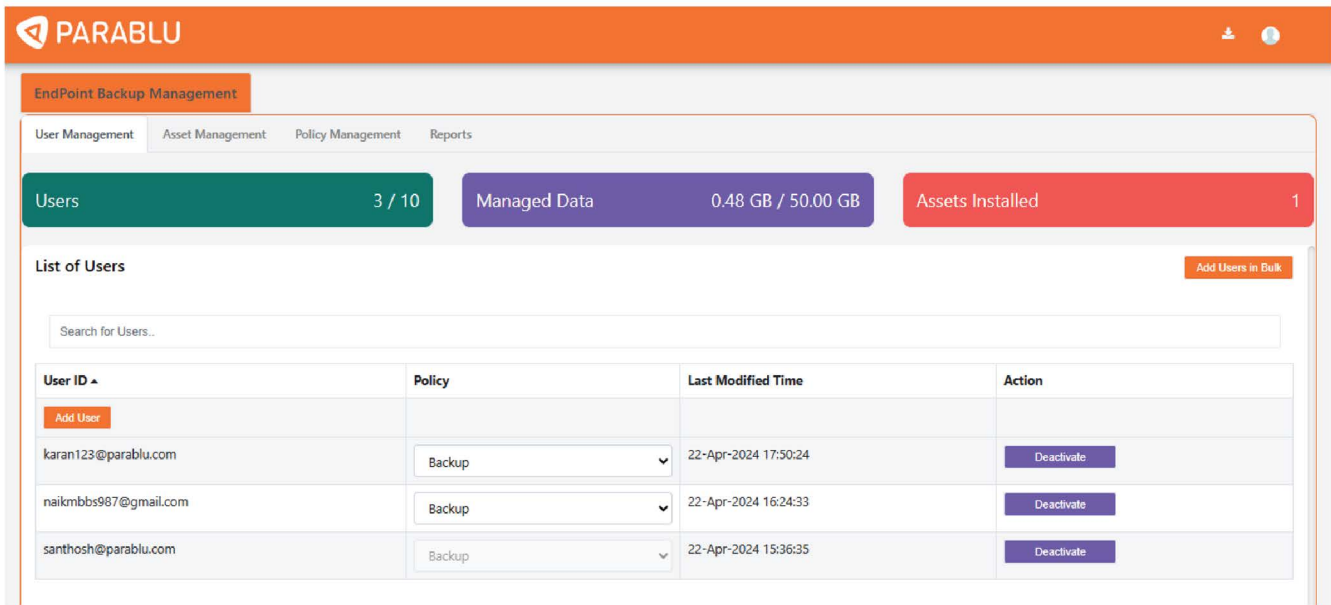


3.1 Create Support Ticket

Administrators can raise a support ticket with this option. This option displays a simple form that they fill in to raise a ticket and contact the technical support team automatically. A technical support team member will contact them after successfully creating the ticket.

4. BluVault Console

The BluVault Console displays all essential data for the organization. This information is divided into four tabs - User Management, Asset Management, Policy Management, and Reports.



The screenshot shows the PARABLU BluVault Console interface. At the top, there's an orange header with the PARABLU logo and user profile icons. Below the header, a navigation bar contains tabs: EndPoint Backup Management, User Management (selected), Asset Management, Policy Management, and Reports. The main content area displays three summary tiles: 'Users' (3 / 10), 'Managed Data' (0.48 GB / 50.00 GB), and 'Assets Installed' (1). Below these tiles is a 'List of Users' section with a search bar and an 'Add Users in Bulk' button. A table lists three users with columns for User ID, Policy, Last Modified Time, and Action.

| User ID ^ | Policy | Last Modified Time | Action |
|--------------------------|--------|----------------------|----------------------------|
| Add User | | | |
| karan123@parablu.com | Backup | 22-Apr-2024 17:50:24 | Deactivate |
| naikmbbs987@gmail.com | Backup | 22-Apr-2024 16:24:33 | Deactivate |
| santhosh@parablu.com | Backup | 22-Apr-2024 15:36:35 | Deactivate |

4.1 User Management

This page displays the following information in the tile format:

| Field | Description |
|------------------|---|
| Users | Displays the number of active users. |
| Managed Data | Displays the total data backed vs. the total managed data allocation purchased. |
| Assets Installed | Displays the number of registered Assets for the backup. |

4.1.1 List of Users

This section shows the complete list of onboarded users for the backup. New users can be added individually or in bulk with the options below.

To add multiple users, click "Add users in bulk," download the template, add all the required details, and import the template back on the portal.

List of Users

Add Users in Bulk

Search for Users...

| User ID ▲ | Policy | Last Modified Time | Action |
|--------------------------|--------|----------------------|----------------------------|
| Add User | | | |
| karan123@parablu.com | Backup | 22-Apr-2024 17:50:24 | Deactivate |

Add User

×

[Import Usernames from Excel](#)

[Download template](#)

To add individual users, click "Add User," enter the user's email address, select the "Backup" policy and click "Save".

| User ID ▲ | Policy | Last Modified Time |
|---|--------|---|
| Email Id | Policy | |
| <input type="text" value="Enter Email Id"/> | Backup | Save Cancel |

4.1.2 To Hold the Backups Temporarily

If users are onboarded, but the backup needs to be on hold temporarily, select the "No Backup" policy and click "Apply."

List of Users

Add Users in Bulk

Search for Users...

| User ID ▲ | Policy | Last Modified Time | Action |
|--------------------------|-----------|----------------------|----------------------------|
| Add User | | | |
| karan123@parablu.com | No Backup | 22-Apr-2024 17:50:24 | Deactivate |
| naikmbbs987@gmail.com | Backup | 22-Apr-2024 16:24:33 | Deactivate |
| santhosh@parablu.com | Backup | 22-Apr-2024 15:36:35 | Deactivate |

4.1.3 To deactivate or delete users

A user can be “Deactivated” to release user licenses. Deactivating a user alone does not remove their backed-up data and also does not reduce managed data usage. Backed-up data for de-activated users will be available for Administrators to restore until the user is permanently deleted.

“Delete” users can be deleted from the console permanently. Once the user is deleted, their backed-up data is wiped out. This action will result in reducing managed storage use.

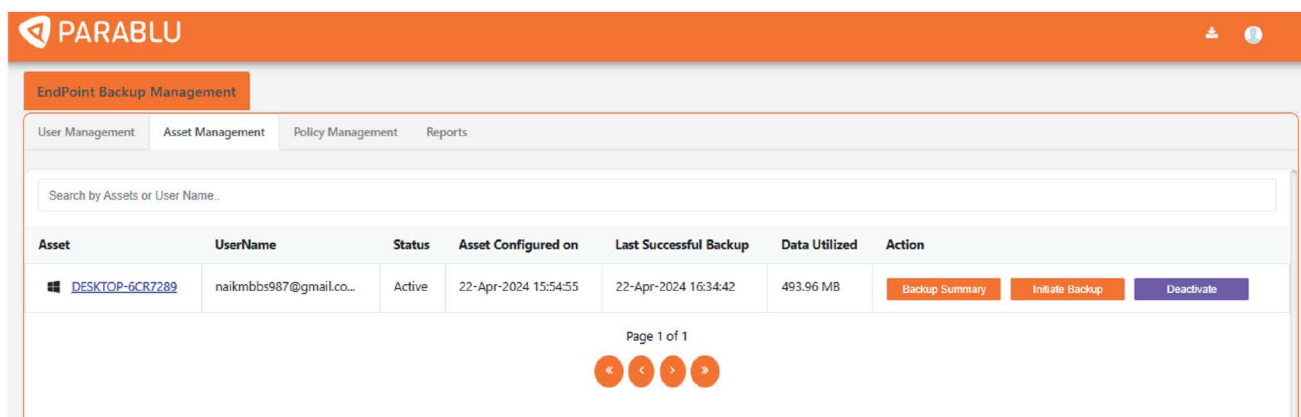
Important Note: Backed-up Data will be deleted once the user is deleted from the console.

4.1.4 Reactivate the User

To “Re-activation” user, devices belonging to this user will have to be

1. Re-activated separately from the Asset Management screen.
2. Re-installed with the endpoint agent.

4.2 Device Management



This section displays the complete list of Asset with details such as:

| Field | Description |
|------------------------|--|
| Asset | Name of the Asset |
| Username | Name of the user under whom the Asset is registered |
| Status | Active or De-activated |
| Asset configured on | Date and time when the endpoint agent was installed on the Asset |
| Last successful backup | Date and time the last backup completed on this Asset |
| Data utilized | The total size of data backed up |
| Action | <ul style="list-style-type: none"> Backup summary: Details of backup jobs that have run for this Asset Initiate backup: Manually trigger a backup. Deactivate: Disable the Asset Reactivate: Enable the Asset Delete: Delete the Asset from the Parablu console |

4.2.1 To deactivate or delete Device

A asset can be deactivated but does not remove their backed-up data and also does not reduces managed data usage. Backed-up data for de-activated asset will be available for Administrators to restore until the asset is permanently deleted.

“Delete” asset can be deleted from the console permanently. Once the asset is deleted, their backed-up data is wiped out. This action will result in reducing managed storage use.

Important Note: Backed-up Data will be deleted once the asset is deleted from the console.

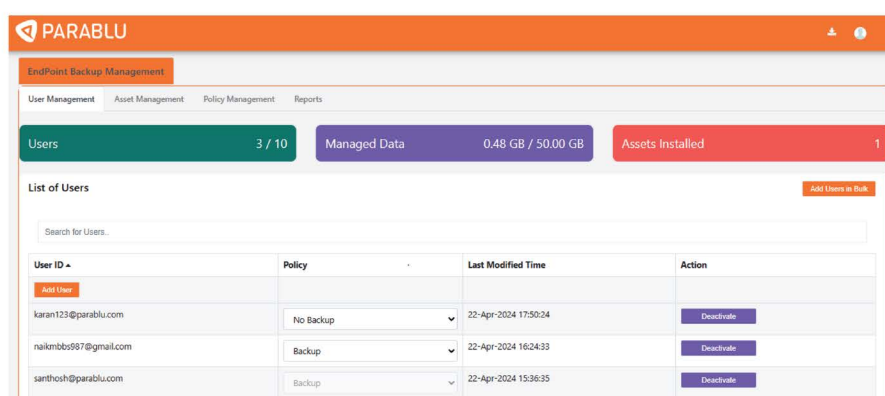
4.2.2 To Reactivate the Device

The “Deactivated” asset can be “Reactivated” to initiate the day today back up. Following, the device agent will pop up to re-authentication to enter the user name and credentials.

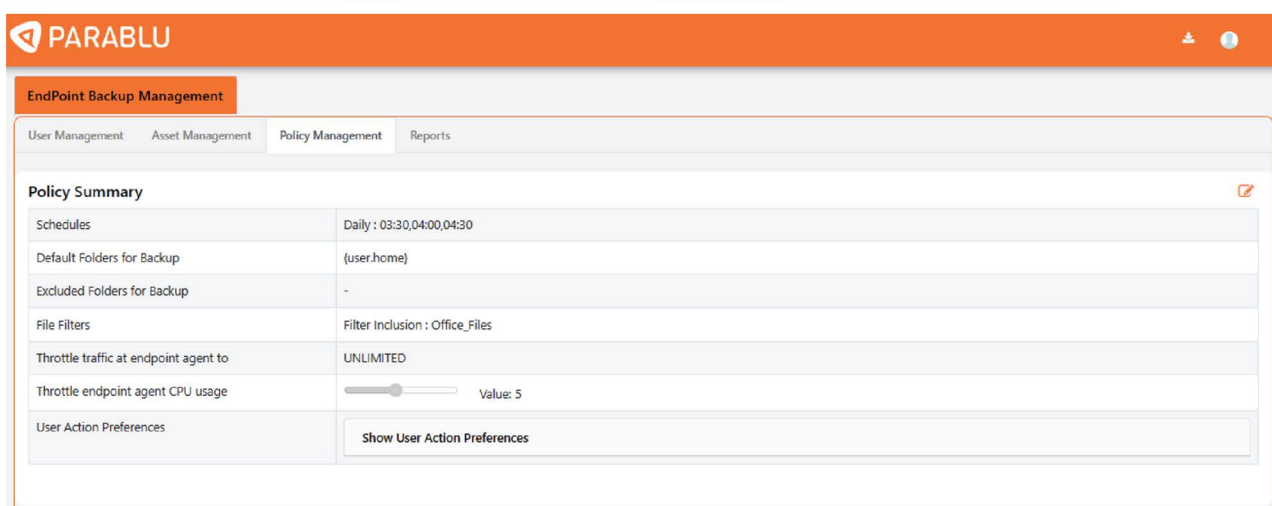
4.2.3 To view/download backed-up data.

Administrator can click on the asset name to list backed-up files & folders. To enable them to locate their files easily, data will be shown with the exact hierarchy of drives (i.e.C,D,F...), folders, subfolders, and files as the user would expect to find on their actual device. With a right-click, users can see various actions they can perform, such as downloading, viewing, or viewing available versions of the files.

Note: The web portal is convenient for downloading small files or small folders, to perform more complex and larger volume data recovery, it is recommended to use the Parablu endpoint agent.



4.3 Policy Management



| Policy Summary | |
|---------------------------------------|--|
| Schedules | Daily : 03:30,04:00,04:30 |
| Default Folders for Backup | {user.home} |
| Excluded Folders for Backup | ~ |
| File Filters | Filter Inclusion : Office_Files |
| Throttle traffic at endpoint agent to | UNLIMITED |
| Throttle endpoint agent CPU usage | <input type="range"/> Value: 5 |
| User Action Preferences | Show User Action Preferences |

This section contains configuration details for the backup policies, such as:

| Field | Description |
|---|--|
| Schedules | Times to automatically trigger backup jobs. |
| Default folders for backup | Administrators can configure specific folders to get backed up with this option. |
| Excluded folders for backup | Administrators can configure specific excluded folders from back up with this option. |
| File filters | Administrators can use these filters to ensure that only specific file types, such as Office files, media files, etc., are captured as part of the backup. |
| Network Throttle Settings from Client to BluKrypt | Administrators can restrict the bandwidth of the endpoint agent with this option. |
| User action preferences | Administrators can control options allowed for the end-user in this section. |

4.3.1 User Action Preferences

User action preferences are further divided into Agent & Portal sections:
Under the “Agent” section, the following options are available

| Field | Description |
|------------------|--|
| My Backup Files | Enable or disable the option to allow web-portal access to the file/folder listing directly from the endpoint. |
| Restore | Enable or disable the option to initiate a restore from the endpoint. |
| Refresh Policy | Turn on or off the option to refresh the backup policy from the endpoint. |
| Initiate Backup | Enable or disable the option to initiate the backup manually from the endpoint. |
| Pause Backup | Enable or disable the option to pause a running backup from the endpoint. |
| Stop Backup | Enable or disable the option to stop a running backup from the endpoint. |
| Check for Update | Enable or disable the option to allow users to manually check if there is a later version of the agent available for update. |
| Support Request | Enable or disable the option for users to send the logs from the endpoint. |
| Decouple Device | Enable or disable the option to allow users to decouple their devices. |
| Exit | Enable or disable the option to allow users to exit the agent. |
| Systray Icon | Enable or disable the endpoint agent icon's visibility in the Windows System Tray. |

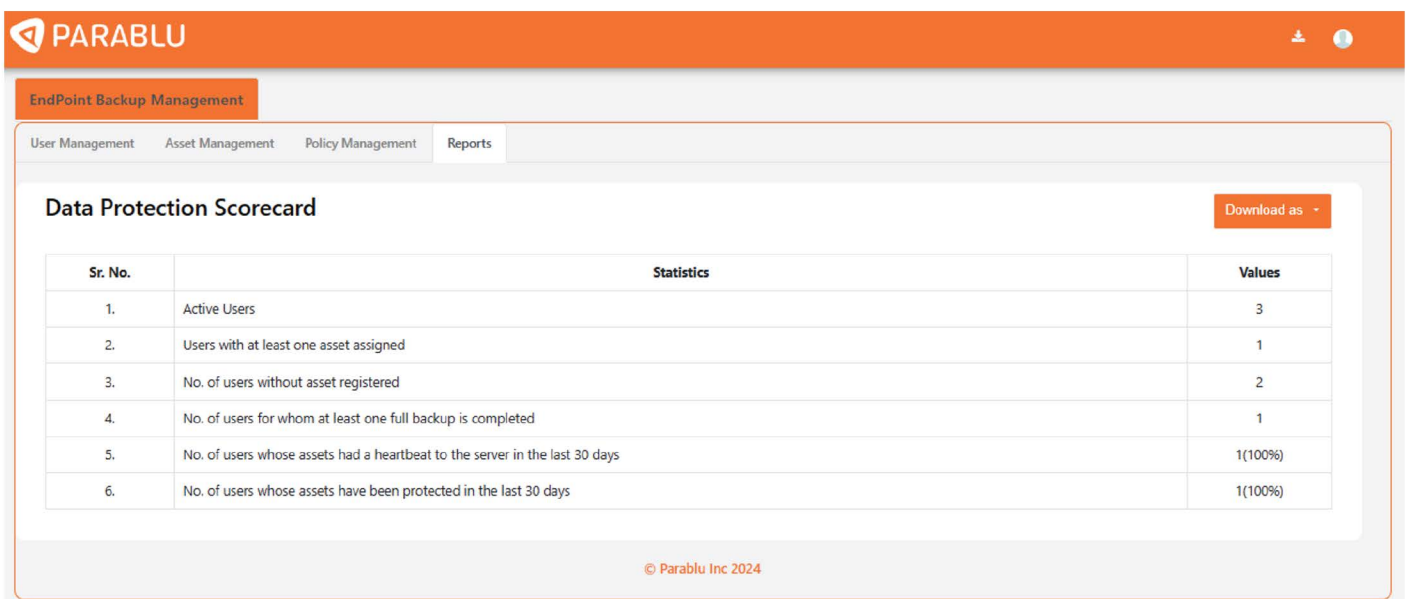
Under the “Portal” section, the following options are available

| Field | Description |
|----------|--|
| Open | Enable or disable the option for the user to open and drill into the contents of a backed-up folder from the user's self-service web portal. |
| View | Enable or disable the option to preview a file using the self-service web portal. |
| Versions | Enable or disable the option to access previous versions of backed-up files from the self-service web portal. |
| Download | Enable or disable the option to download backed-up files or folders using a self-service web portal. |

4.4 Reports

The Data Protection Scorecard displayed on the dashboard can be viewed or downloaded as an Excel or PDF file.

Data Protection Scorecard gives backup statistics of each tenant. From this report, an administrator can view the summary of users with or without asset and the percentage of asset assigned and protected by the Parablu server.

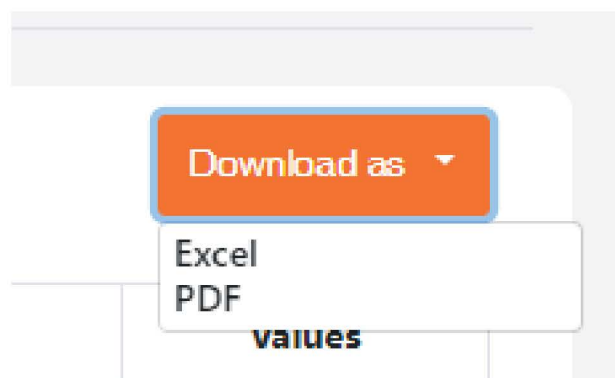


The screenshot shows the Parablu web interface. At the top is the Parablu logo and navigation tabs: EndPoint Backup Management, User Management, Asset Management, Policy Management, and Reports. The Reports tab is active. Below it, the 'Data Protection Scorecard' report is displayed. A 'Download as' button is in the top right corner of the report area. The report contains a table with 6 rows of statistics.

| Sr. No. | Statistics | Values |
|---------|---|---------|
| 1. | Active Users | 3 |
| 2. | Users with at least one asset assigned | 1 |
| 3. | No. of users without asset registered | 2 |
| 4. | No. of users for whom at least one full backup is completed | 1 |
| 5. | No. of users whose assets had a heartbeat to the server in the last 30 days | 1(100%) |
| 6. | No. of users whose assets have been protected in the last 30 days | 1(100%) |

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Click the Download dropdown list button and select the type of report to be downloaded. Both PDF and Excel file options are available.



“Reports”, the Data Protection Scorecard page is displayed below items

| Field | Description |
|------------|--|
| Statistics | <p>Statistics are displayed for the following items:</p> <ul style="list-style-type: none"> • Active Users • Users with at least one device assigned. • No. of users without asset registered • No. of users for whom at least one backup is completed. • No. of users whose devices had a heartbeat to the server in the last 30 days. • No. of users whose devices have been protected in the last 30 days |
| Values | <p>Indicates the value for each item above.</p> <p>Note:</p> <ul style="list-style-type: none"> • For asset Heartbeat: The percentage of the number of pings received by the server is also indicated. • For asset Protected: It indicates the percentage of the number of backups that were completed. |