



# **BluVault for Endpoints**

**User Guide**

v 2.5.5.2\_2

# The Content

<b>1. About BluVault</b>	<b>03</b>
<b>2. User Onboarding</b>	<b>03</b>
2.1 Getting Started	05
<b>3. Header Navigation</b>	<b>07</b>
3.1 Change Password – User	07
<b>4. BluVault Console</b>	<b>08</b>
4.1 To view/download backed-up data	08
<b>5. Parablu Endpoint Agent( EPA)</b>	<b>09</b>
5.1 Self-Service Features in Parablu’s Endpoint Agent	09
5.1.1 My Backup Files	09
5.1.2 Restore	08
5.1.3 Refresh Policy	12
5.1.4 Initiate Backup	12
5.1.5 Pause Backup	12
5.1.6 Stop Backup	12
5.1.7 Check for Updates	12
5.1.8 About	13
5.1.9 Exit	13

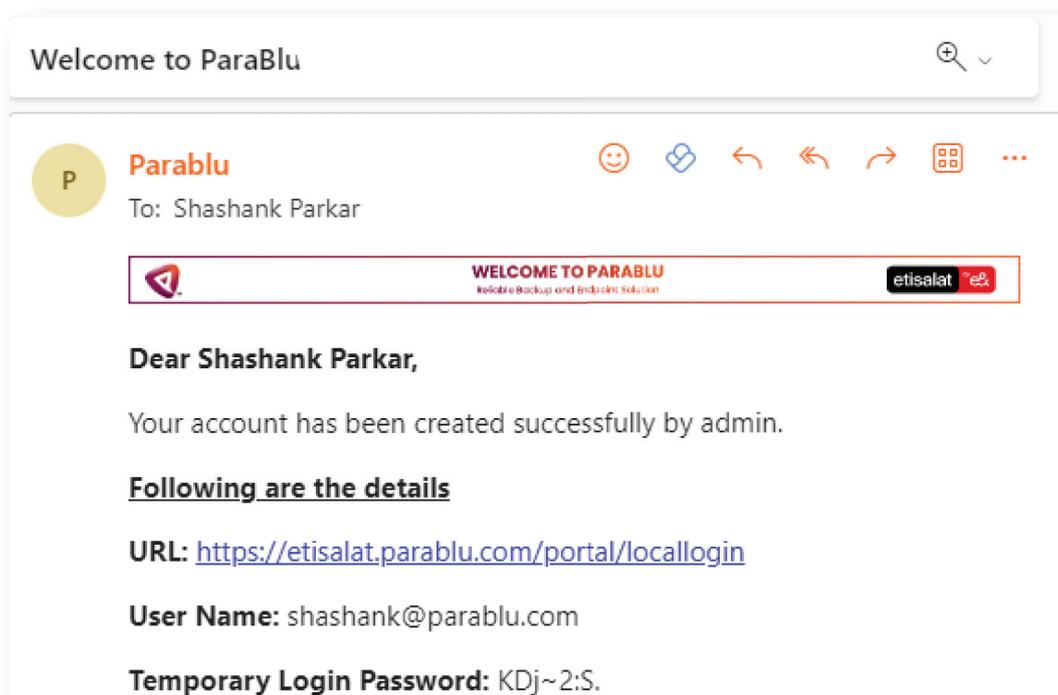
# 1. About BluVault

BluVault is Parablu's secure cloud backup management solution designed to protect data on User endpoints (Windows OS and MacBook OS) by backing up that data and storing a redundant copy in a secure location in the cloud. Users can recover their data anytime using a simple and intuitive User interface. Administrators can set up policy-based schedules to occur automatically, multiple times a day.

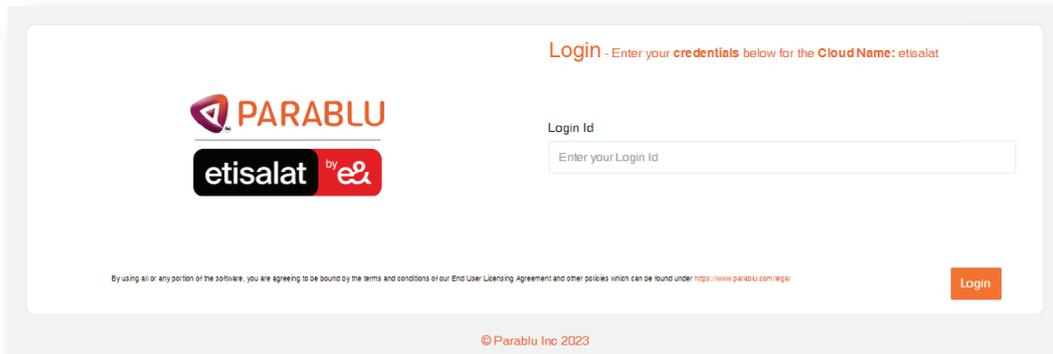
BluVault is hosted in reliable Microsoft Azure data centers and ensures safe backup to Azure Blob storage by securing data in transit and at rest through robust encryption. User data is backed up into the cloud no matter where the User works if the device has an internet connection that allows it to communicate with the BluVault backup tenant in the cloud.

# 2. User Onboarding

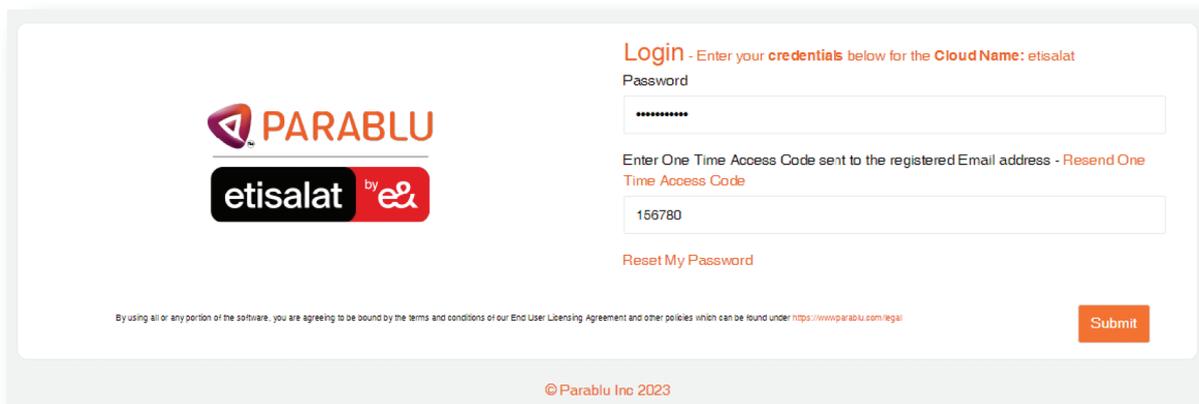
During Onboarding, the Administrator acts as an initial User. The Administrator creates a unique Login ID linked to your email ID. After this, you will get a "Welcome Email" with login details and a temporary password. To securely set up your data backup, click the URL provided in the email. This URL will grant you direct access to your personalized portal.



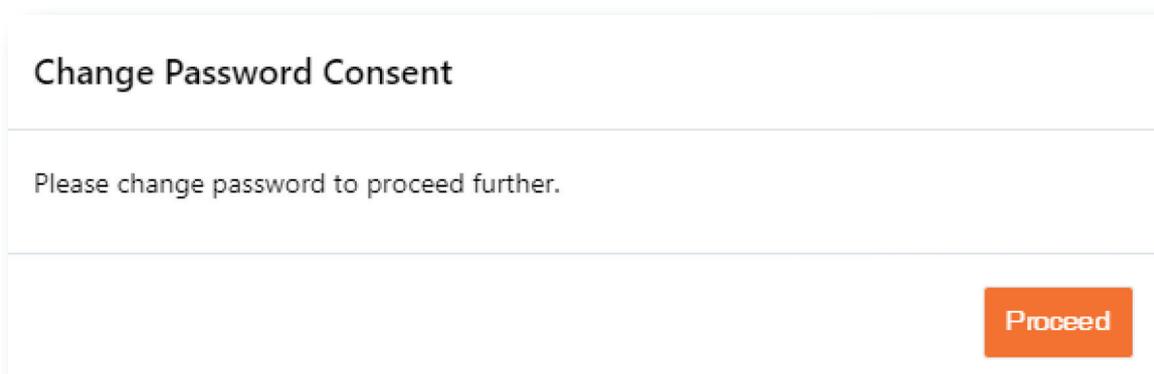
The User can login to the BluVault portal with the temporary credentials.



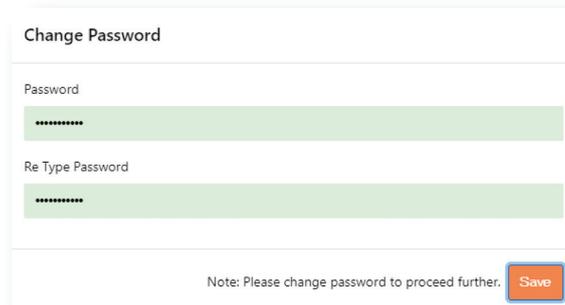
The user may type their email as the **Login ID**, and the **Password and MFA (Multi-Factor Authentication)** code they receive via email.



Once logged in, the user must reset their password.



Replace the temporary password with a new one, and click "Save," and you'll be logged out. Log in again using the new password.

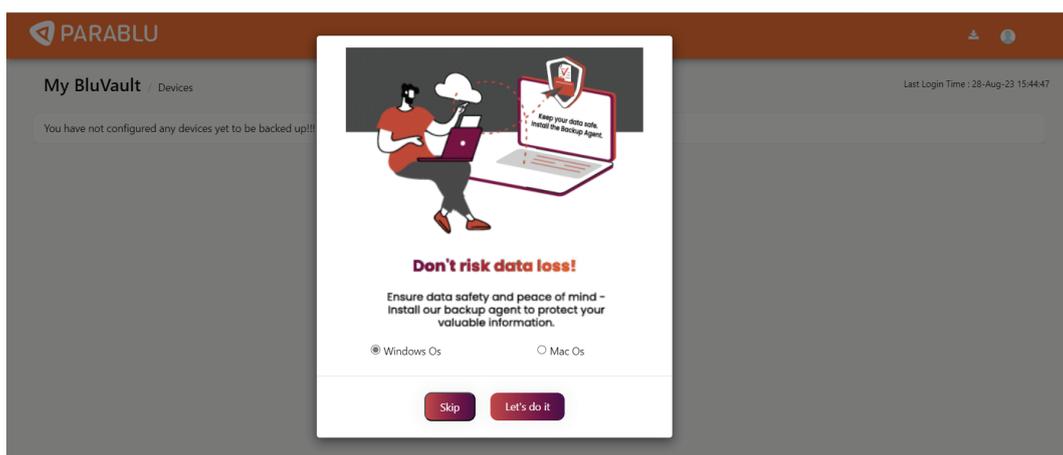


The image shows a 'Change Password' form with two input fields: 'Password' and 'Re Type Password'. Both fields contain masked characters (dots). Below the fields is a note: 'Note: Please change password to proceed further.' and a 'Save' button.

Note: The BluVault Console will appear after you login with your new password.

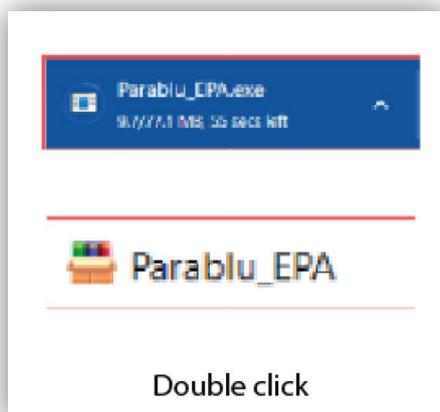
## 2.1 Getting Started: How to Download and Install the Agent

The portal will automatically log you out once you change your temporary password. You need to log in again to download the agent. Post-login, you will see an option to download the agent on your screen.

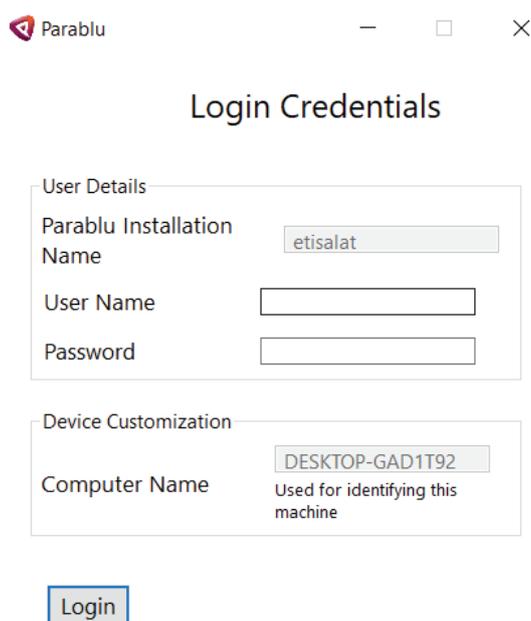


When downloading an agent for your computer, you need to pick the correct operating system (OS). If you don't choose one, the system will assume you're using Windows, and the agent will be downloaded accordingly. So, select the correct OS to get the right agent for your computer.

Click "Let's Do It" after you pick the right OS. This step ensures successful agent download on your computer for installation.



Double-click on the downloaded agent file. After a short while, a window will appear, requesting your login details.



Parablu

### Login Credentials

User Details

Parablu Installation Name:

User Name:

Password:

Device Customization

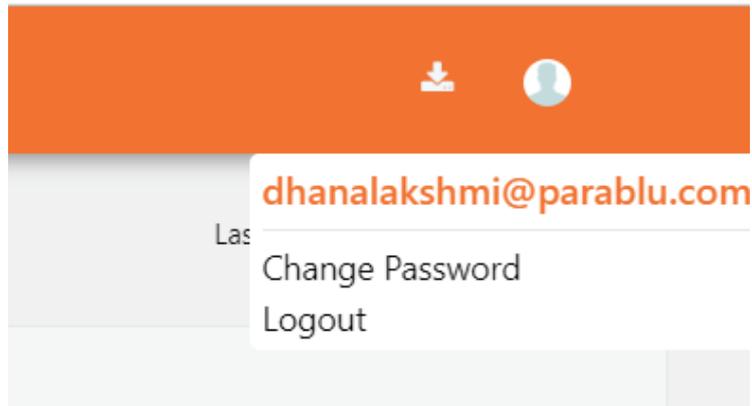
Computer Name:  Used for identifying this machine

Please enter your username (email ID) and password, then click 'Login.' Next, click 'Launch Agent' to start the automatic backup at the scheduled time set by your administrator.

**Note:** The backup process depends on when the administrator chooses to perform it. By default, it includes backing up all files and folders, such as Office documents, pictures, videos, and compressed files. Contact your administrator for any changes or more information.

### 3. Header Navigation

The navigation bar of the web portal provides the options to download endpoint agent package. As shown below, there are options to change the password, and logout.



#### 3.1 Change Password – User

Users can change their password with this option by entering their existing password & new password.

**Change Password**
✕

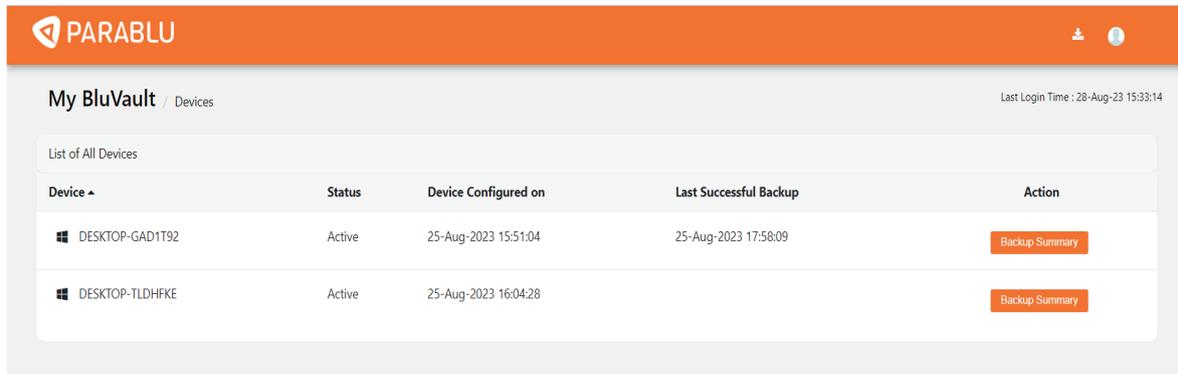
Enter Old Password

Enter New Password

Re Type Password

## 4. BluVault Console

The BluVault Console displays all devices registered for the User with details such as:



Field	Description
Device	Name of the device.
Status	Active or Inactive.
Device configured on	Date and time the endpoint agent was installed on this device.
Last successful backup	Date and time the last backup completed on this device.
Action	Backup summary: Details of the backup jobs that ran on this device.

### 4.1 To view/download backed-up data

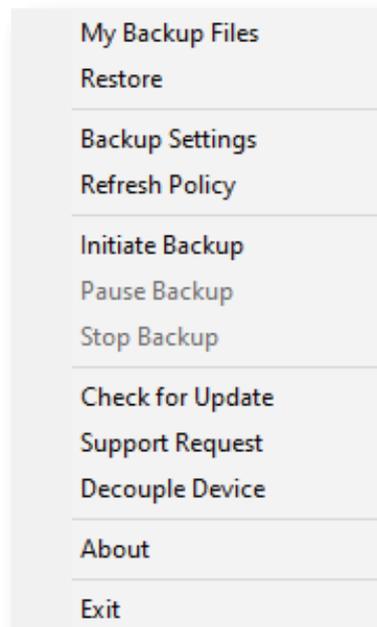
Users can click on the device's name to list backed-up files & folders. To enable them to locate their files easily, data will be shown with the exact hierarchy of folders, subfolders, and files as the user would expect to find on their actual device. With a right-click, Users can see various actions they can perform, such as downloading, viewing, or viewing available versions of the files.

**Note:** While the web portal is convenient for downloading small files and folders. It is recommended that you use the Parablu endpoint agent to perform more complex and larger volume data recovery or restore.

## 5. Parablu Endpoint Agent (EPA)

Here, in this section, we are going in-depth to understand:

1. This section includes Endpoint Agent options and operations which users can perform.
2. How to access Parablu's Endpoint Agent.
3. Right-click the icon in System Tray to open the Parablu Agent menu.



### 5.1 Self-Service Features in Parablu's Endpoint Agent

#### 5.1.1 My Backup Files

Click **"My Backup Files"** to open "My BluVault/Devices" on the web portal. My Backup Files lets you view your backup files and folders on your registered device.

#### 5.1.2 Restore

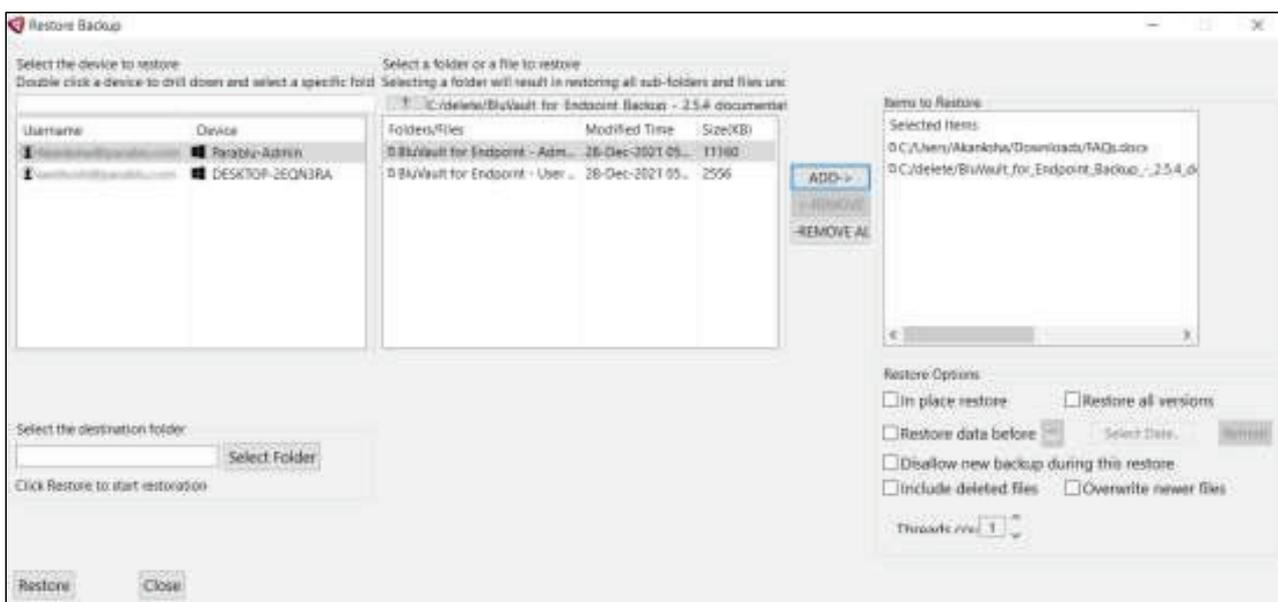
Restore option allows users to restore files and folders via the Parablu Agent (EPA).

### 5.1.2.1 Click Restore to launch the “Restore Backup” window.

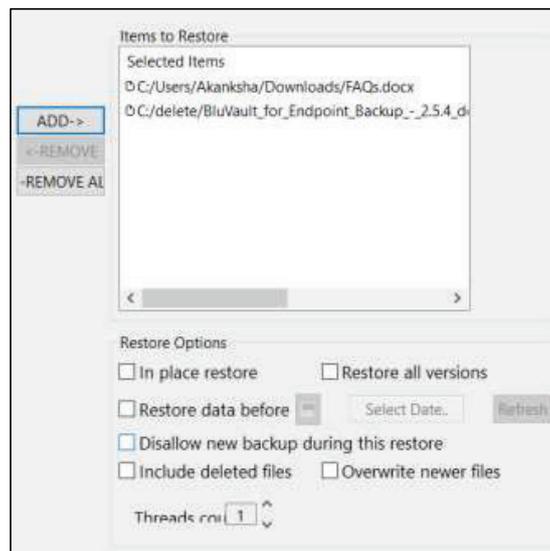


### 5.1.2.2 Select a device in Select the device to restore pane.

### 5.1.2.3 Double-click to select and view the files/folders backed-up on the device. The files and folders are displayed as shown below:



5.1.2.4 Select the file/folder to restore and click ADD button. The selected files/folders will be added to the Items to restore section.



5.1.2.5 Check the desired options for the restore:

Field	Description
Disallow new backup during restores	No new backup will be initiated while restore is in progress.
Restore all versions	Restores all versions of the selected files (Not usually a recommended option).
In place restore	Restores the files to the same folder from where they were backed up.
Restore data before	When the User specifies a date, the agent will restore only the latest versions of files backed up before the selected date.
Include deleted files	Users can recover their deleted data on their registered device.

Field	Description
Overwrite newer files	If a file with the same name exists in the restore destination, it will be replaced by the backup copy, even if the existing file is newer.
Number of threads	The Number of Threads here refers to the number of restore of the file you want to allow at a time. This may be used to regulate the speed of the restore process or configure it according to the bandwidth available (Usually used with the default option)

**Note:** If you don't select from "Restore Options," the system will give you the latest version of your data. If you choose "restore data before," you must tell it the date you want to return to.

### 5.1.2.6 Select the destination folder.

Select the destination folder

Select Folder

Click Restore to start restoration

Restore

Close

### 5.1.2.7 Click on “Restore” to start the restore.

## 5.1.3 Refresh Policy

Use this option to refresh the backup policies to the latest settings applied by the account Administrator. This action happens automatically at periodic time intervals – and is rarely required to be triggered manually.

## 5.1.4 Initiate Backup

The  icon in the system tray indicates a running backup.

## 5.1.5 Pause Backup

Use this option to temporarily pause the currently running backup. Paused backups will automatically resume after 30 mins.

**Note:** This option is enabled only when the backup is in progress.

## 5.1.6 Stop Backup

Use this option to stop the backups via the Parablu Agent (EPA). Once the current backup process is aborted, the next backup starts automatically on the next schedule.

**Note:** This option is enabled only when the backup is in progress.

## 5.1.7 Check for Updates

In this section, the User can check if the latest version of agent is available for update. This action also happens automatically if the Administrator has enabled automatic agent updates and is rarely required to be triggered manually.

## 5.1.8 About

About option displays the details of the Parablu Agent.



## 5.1.9 Exit

Exit option will exit the Parablu Agent. Depending on how your Administrator has set this up, this action may sometimes require a password. Refer to the Backup Policy/Advanced section for more details.

**Note:** The Endpoint agent software is designed to be persistent and will automatically relaunch after some time.