Lepide

DATA

RETENTION

Table of Contents

1 Introduction

The Archive process allows you to configure and schedule the automatic archiving of auditing logs stored in the main database.

2 Setting Up an Archive Profile

> **NOTE**: In this guide, we will look at adding an archive profile for an Active Directory component, but the steps to do this can also be applied to other components as the process is similar.

Follow the steps below to set up an Archive Profile:

- Click on the **Archive & Import** option from the Settings screen of the Lepide Data Security Platform

    The Archive Settings screen will be displayed:
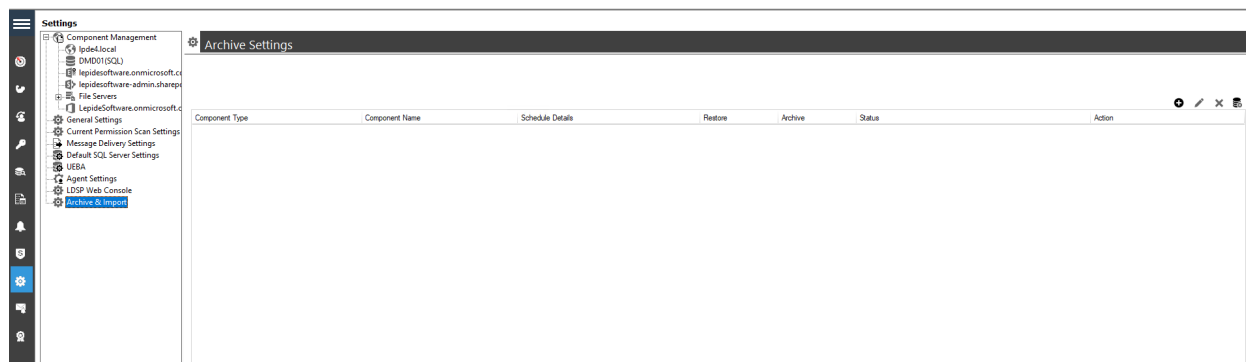
Figure 1: Archive Settings

- Click on the ➕ icon to create a new Profile. The Archive Database dialog box will be displayed:
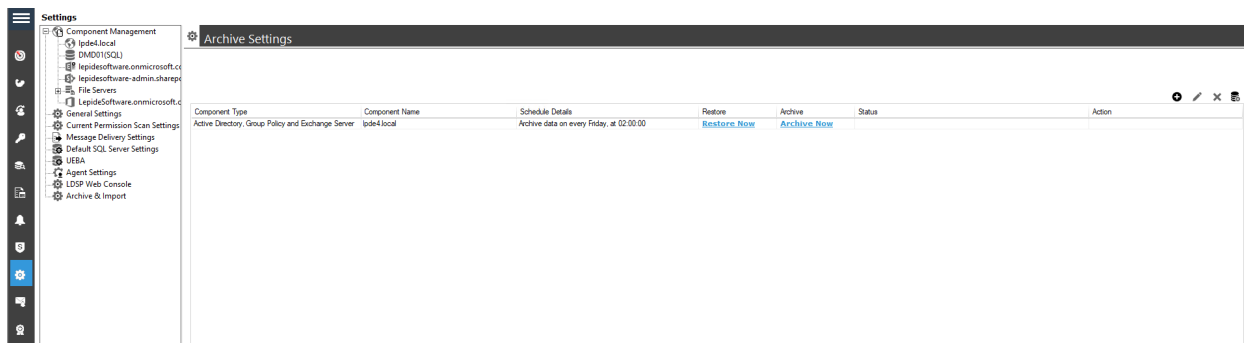
Figure 2: Archive Database

The **Component Name** drop down menu will display a list of all the installed components.

- Enter the details as required into the Archive Database dialog box. The Active Directory options are as follows:

  1. Select the **Component Name** from the drop down list of installed components

  2. Select the **Server Name** from the drop down list of servers

  3. Specify the archive path where the archived data will be stored. Use the ⌞…⌟ icon to Browse and select a path from here

  4. Select **Delete archived file(s) older than x days** for automatic deletion of archived files older than the number of days you specify

  5. Select **Archive Now to** start the archive process when you click **OK**

  6. Select **Schedule Archive** to specify a regular Weekly or Monthly time to start the archive process

  7. Specify the age of the data which is to be archived in the **Archive data older than or equal to x days** option

  8. Select the **Delete records from current database after archiving** option to remove the archived records from the database. This means that the records will no longer be available in the Lepide Data Security Platform. If you do need to analyze these records after they have

been deleted, then you can restore the archive and run the Explore Backup Module. Please see Sections 3 and 4 of this guide for more information on how to do this.

9. Select **Shrink database after archive** to reduce the database size once the archive process has run

- Click **OK** when finished

The new profile will be added to the Archive Settings screen showing the schedule details:

Figure 3: Archive Settings with an Archive Profile Set Up

3 Restoring the Archived Data

The restore option, from the Archive Settings screen, will restore the archived data into the database specified. It will not restore the data into the main Lepide Data Security Platform database so to analyze the restored data, use the Explore Backup module which is explained in Section 4.1 of this guide.

To restore the archived data:

- Click **Restore Now** from the Archive Settings screen:
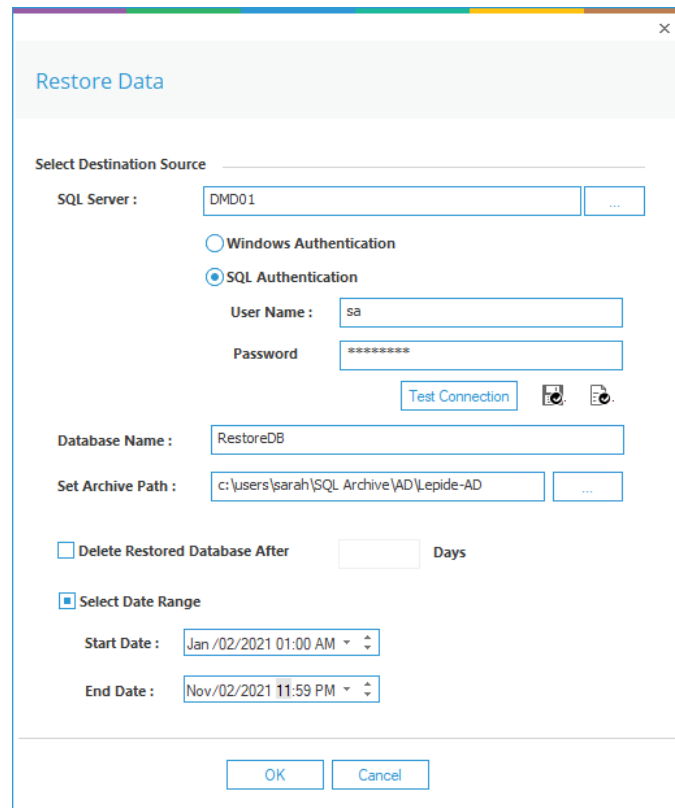
The Restore Data dialog box is displayed:

Figure 4: Restore Data

- Specify the following options:

    – Enter the **SQL Server** name or use the [...] icon to select the Server name from a list

    – Use **SQL Authentication** and enter the **User Name** and **Password**

    – Click **Test Connection**

    – Specify the **Database Name**

    – Specify the archive path in the **Set Archive Path** box. This is the location of the archived database

    – Select **Delete Restore Database After xxx Days** if you want the restored database to be deleted later

    – Select the **Date Range** of the data to be restored

Figure 5: Restore Data Options

- Click **OK**

The data is restored to the specified database

4 How to Report on the Restored Data

If the option **'Delete records from current database after archiving'** has been selected when creating the archive profile, the archived data will not be accessible from within the Lepide Data Security Platform once the archive has run. However, if this archived data is first restored using the restore process described above, then the data can be analyzed using the Explore Backup Module.
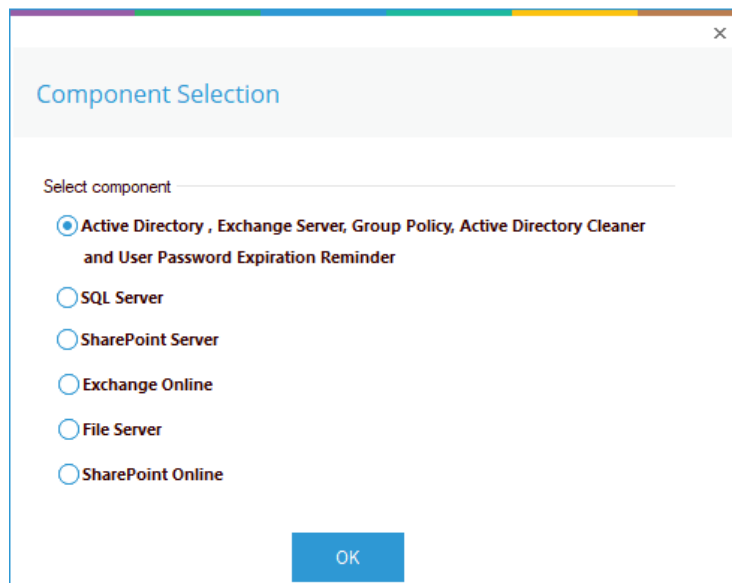
4.1 The Explore Backup Module

Once archived data has been restored, reports can be run to explore the restored data. To do this, follow the steps below:

From the States & Behavior screen:

- Choose **Explore Backup** from the tree structure on the left hand side

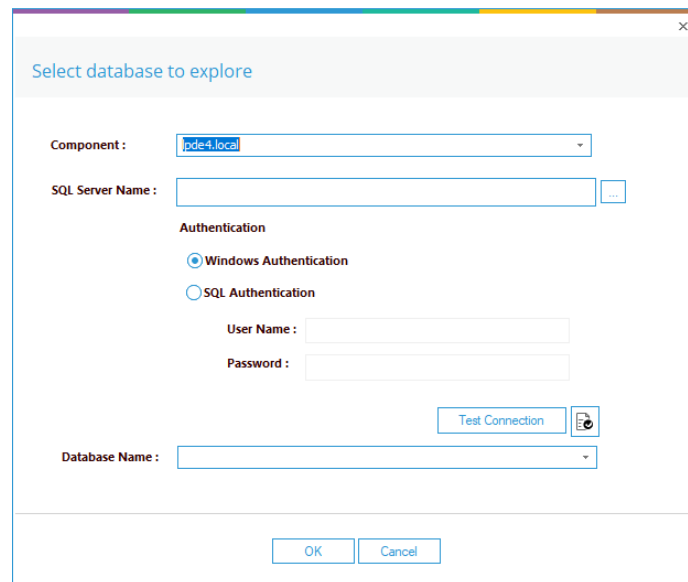The Component Selection dialog box will be displayed:

Figure 6: Component Selection

- Select the **Component** required
- Click **OK**

  The Select database to explore dialog box will be displayed:

Figure 7: Select Database to Explore

- Specify the following options:

- Select the **Component** from the drop down list

- Specify the **SQL Server Name**

- Choose **SQL Authentication** – Add the **User Name** and **Password**

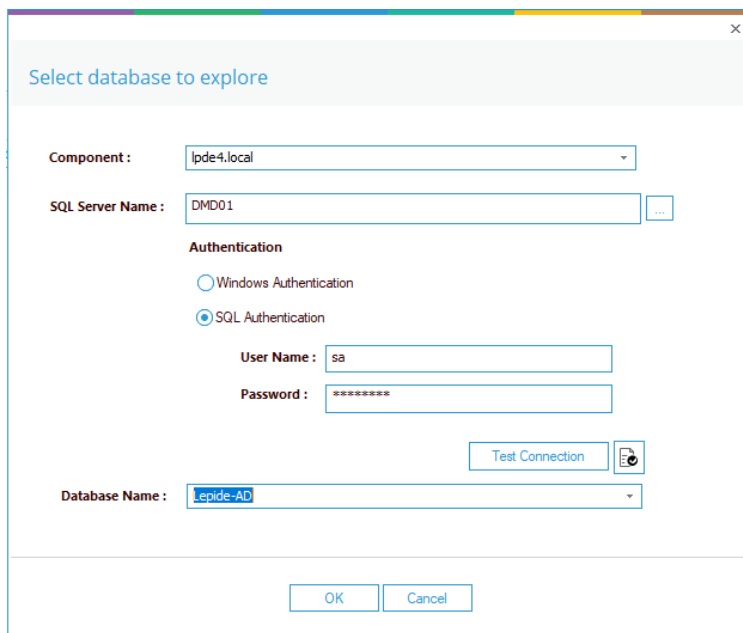- Click **Test Connection**

- Specify the **Database Name**

Figure 8: Select Database to Explore with Information Added

- Click **OK**

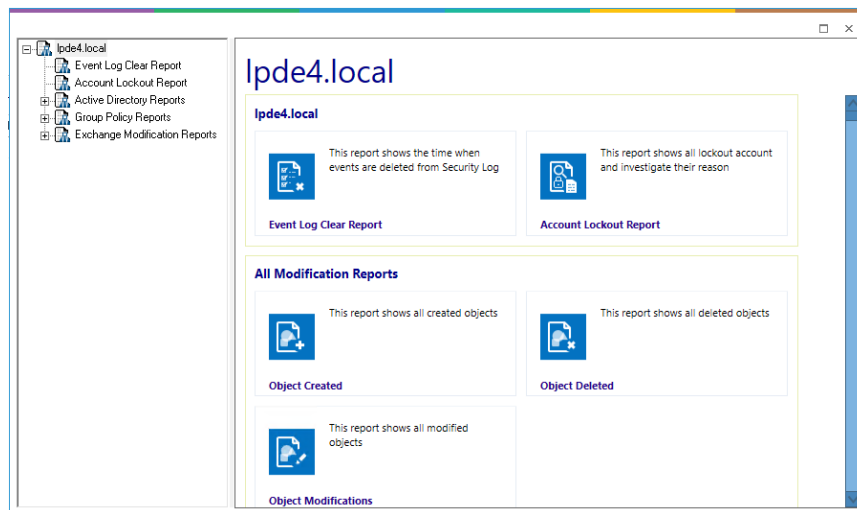A list of available reports is displayed:
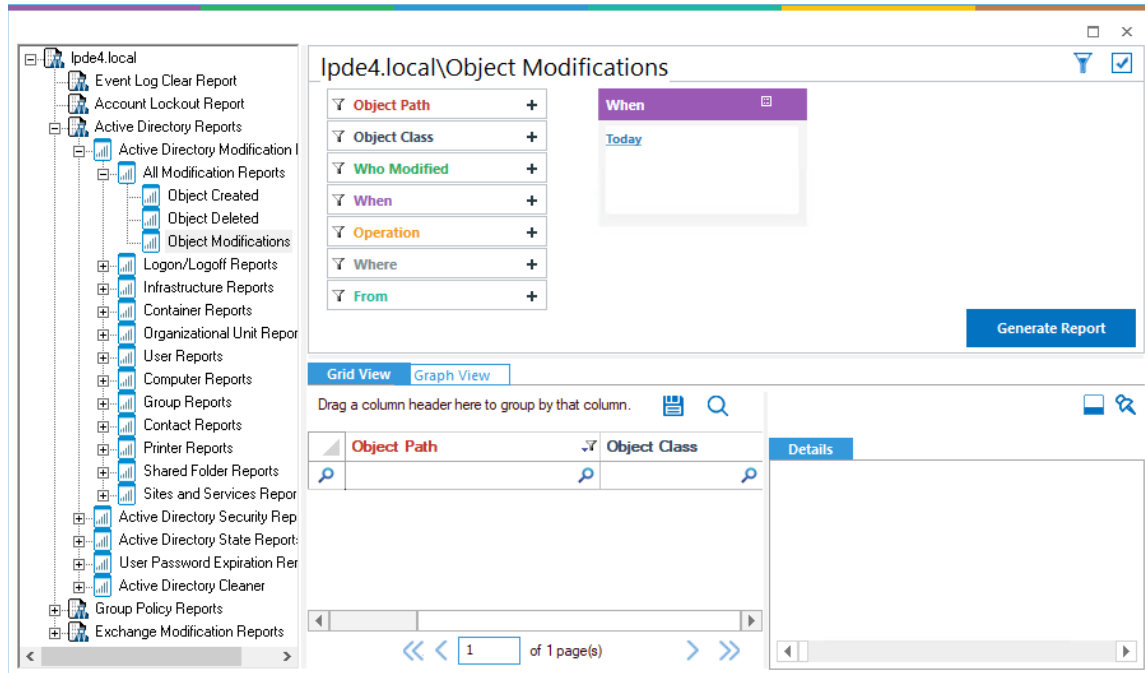

Figure 9: Explore Backup Reports

- Select the report you want to use. In this example, Object Modifications has been chosen:

- The report is displayed:

Figure 10: Object Modifications Report from Explore Backup

- Select any filter options you require – for example specify a date/time period
- Click **Generate Report**

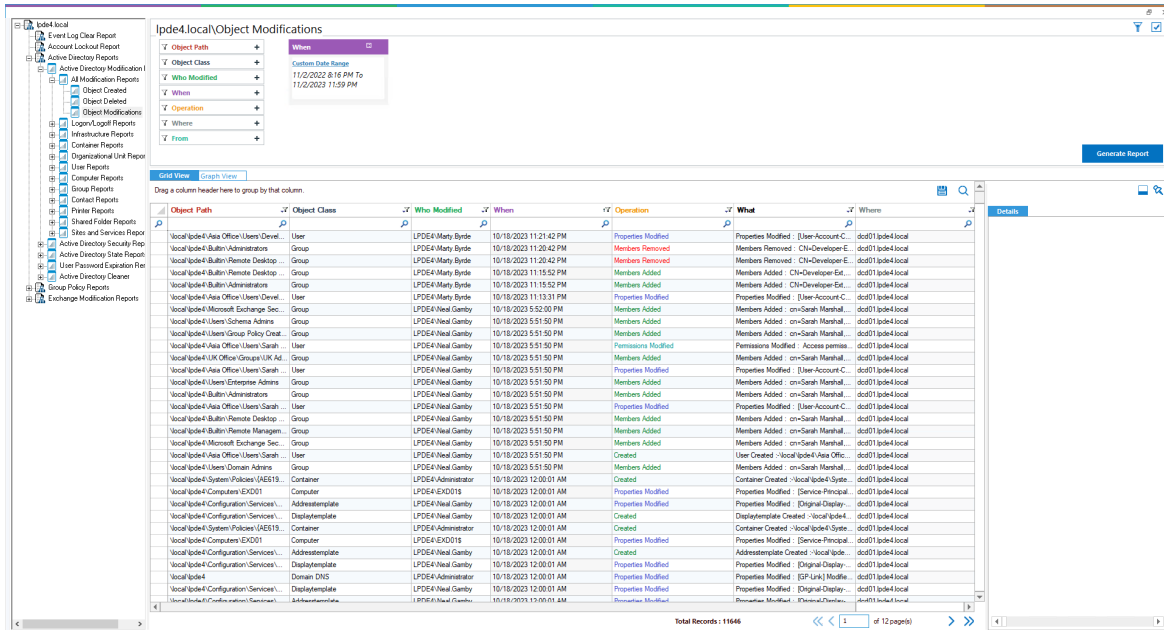The report will run and using the restored data:

Figure 11: Generated Object Modifications Report for Restored Data

- Run any of the other available reports you require from this window

- Close this report window when finished
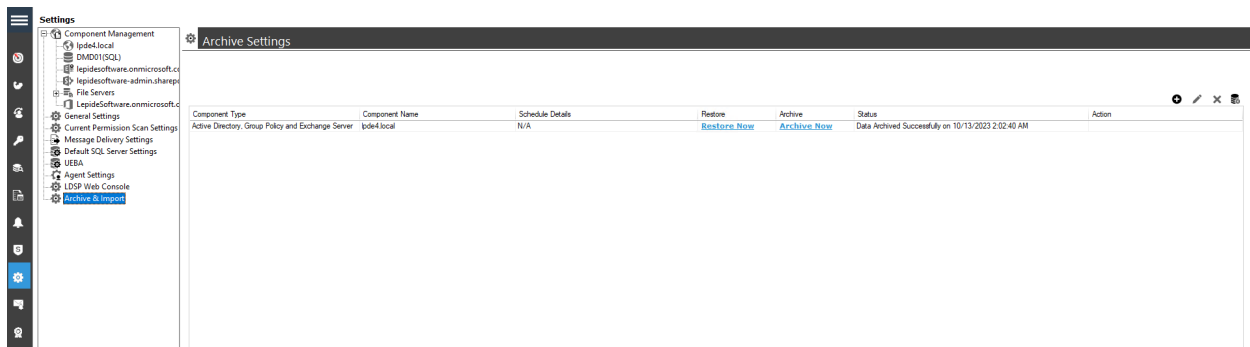
5 Other Archive Options

Figure 12: Archived Settings Window

Other options available from the Archive Settings window are as follows:

- To archive the data now rather than at the scheduled time, click **Archive Now**

- To edit the archive profile, select the profile and click the **Edit** icon ✏

- To delete the archive profile, select the profile and click the **Remove** icon ✖

- To delete the restored database, select the profile and click the **Delete the Restored DB** icon

6 Support

If you are facing any issues whilst installing, configuring, or using the solution, you can connect with our team using the contact information below.

Product Experts

USA/Canada: +1(0)-800-814-0578

UK/Europe: +44 (0) -208-099-5403

Rest of the World: +91 (0) -991-004-9028

Technical Gurus

USA/Canada: +1(0)-800-814-0578

UK/Europe: +44 (0) -208-099-5403

Rest of the World: +91(0)-991-085-4291

Alternatively, visit https://www.lepide.com/contactus.html to chat live with our team. You can also email your queries to the following addresses:

sales@Lepide.com

support@Lepide.com

To read more about the solution, visit https://www.lepide.com/data-security-platform/.

7 Trademarks

Lepide Data Security Platform, Lepide Data Security Platform App, Lepide Data Security Platform App Server, Lepide Data Security Platform (Web Console), Lepide Data Security Platform Logon/Logoff Audit Module, Lepide Data Security Platform for Active Directory, Lepide Data Security Platform for Group Policy Object, Lepide Data Security Platform for Exchange Server, Lepide Data Security Platform for SQL Server, Lepide Data Security Platform SharePoint, Lepide Object Restore Wizard, Lepide Active Directory Cleaner, Lepide User Password Expiration Reminder, and LiveFeed are registered trademarks of Lepide Software Pvt Ltd.

All other brand names, product names, logos, registered marks, service marks and trademarks (except above of Lepide Software Pvt. Ltd.) appearing in this document are the sole property of their respective owners. These are purely used for informational purposes only.

Microsoft®, Active Directory®, Group Policy Object®, Exchange Server®, Exchange Online®, SharePoint®, and SQL Server® are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries.

NetApp® is a trademark of NetApp, Inc., registered in the U.S. and/or other countries.