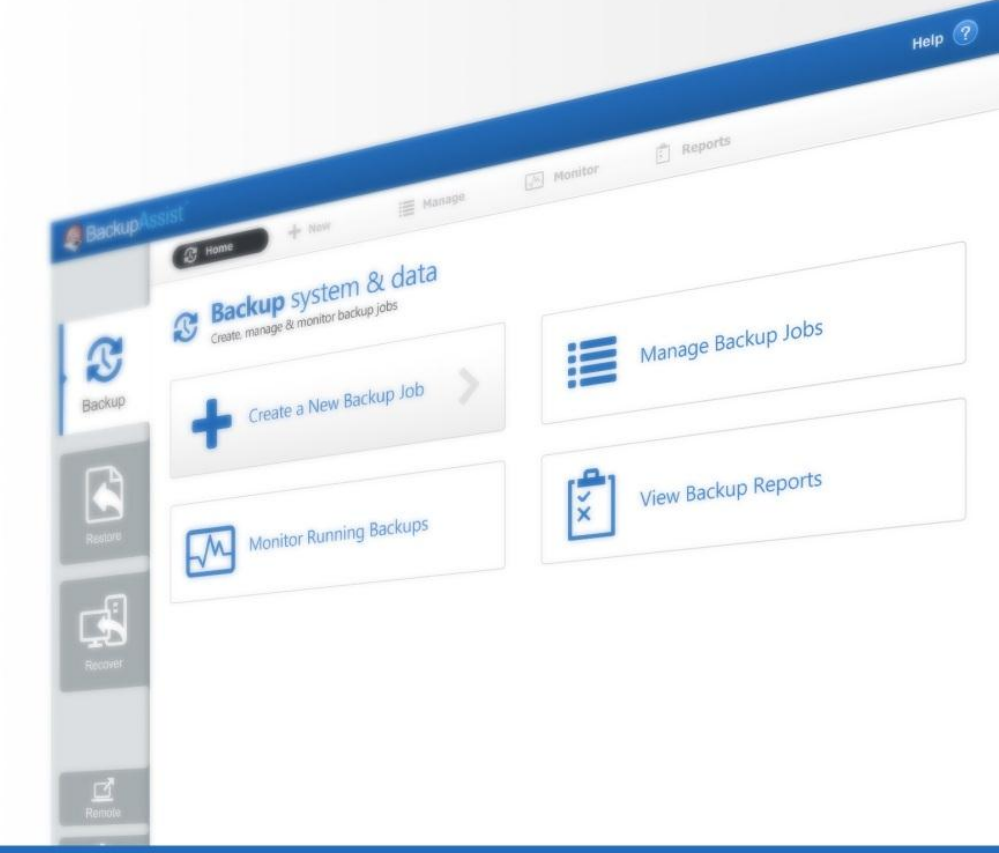

BackupAssist™

BackupAssist v7

Central Administration QuickStart Guide

Cortex I.T.

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1. Overview

BackupAssist **Central Administration** allows you to securely manage all of your BackupAssist installations from a web console, within your local area network (LAN).

Central Administration includes two powerful tools to remotely administer your backup solution.

- The Central Administration ***web console*** provides a single interface from which you can run and monitor all backups on your LAN. The web console also has powerful management features such as the ability to view all backup reports in a single interface, and a screen to view the licensing of all your BackupAssist installations.
- The web console can be used to start a ***remote session*** to any BackupAssist installation on your LAN, using your local BackupAssist client. The session provides access to the Backup tab and adds another level of functionality to BackupAssist's remote administration solution.

Licensing

BackupAssist Central Administration is included with every installation of BackupAssist v7. Please contact your local BackupAssist reseller or distributor for pricing information, or visit www.BackupAssist.com.

Not sure which licenses you need? See the BackupAssist Licensing Guidelines for help.

Documentation

This quickstart guide explains how to set up and use BackupAssist Central Administration, and should be used in conjunction with the BackupAssist whitepapers. These whitepapers provide in-depth guides to BackupAssist's technologies and functions.

- **Backup tab** — BackupAssist Backup Tab Whitepaper
  - System Protection — BackupAssist System Protection Whitepaper
  - System Protection for Hyper-V — BackupAssist System Protection for Hyper-V Whitepaper
  - File Protection — BackupAssist File Protection Whitepaper
  - File Protection using Rsync — BackupAssist File Protection using Rsync Whitepaper
  - File Archiving — BackupAssist File Archiving whitepaper
  - Exchange Mailbox Protection — BackupAssist Exchange Mailbox Protection Whitepaper
  - Exchange Server Protection — BackupAssist Exchange Server Protection Whitepaper
  - SQL Server Protection — BackupAssist SQL Server Protection Whitepaper
- **Restore tab** — BackupAssist Restore Tab Whitepaper
- **Recover tab** — BackupAssist Recover Tab & RecoverAssist Whitepaper
- **Remote tab**
  - Central Administration — BackupAssist Central Administration Whitepaper
  - Centralized Monitoring — BackupAssist Centralized Monitoring Whitepaper

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2. Configuring Central Administration

This section explains how to enable and log into the **Central Administration** web console, and how to configure and use the functions available.

To enable and configure Central Administration:

1. Start BackupAssist.
2. Select the **Remote** tab, and then select **Central Administration Setup**.

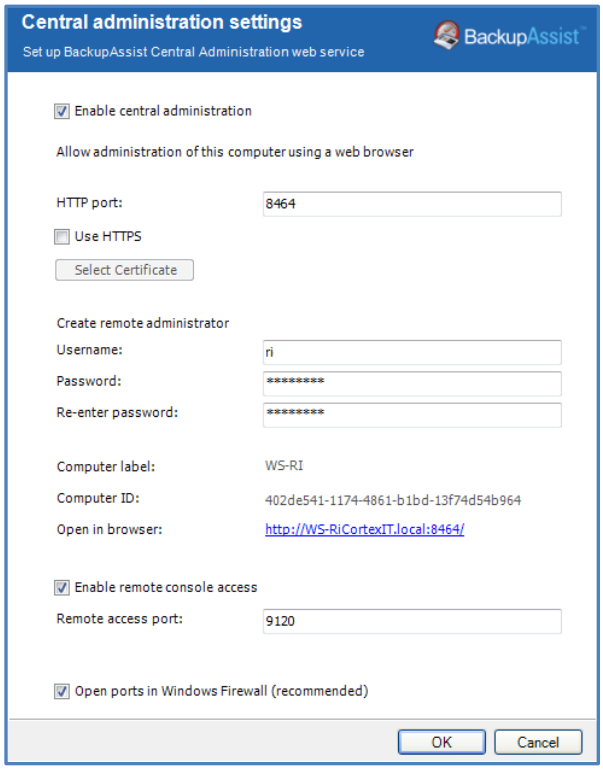

Figure 1: Central Administration Setup

3. Tick **Enable Central Administration:** For security reasons, Central Administration access is not enabled by default.
4. **HTTP port:** The web connection uses the default port 8464 and is configurable.

   HTTPS provides a secure socket connection when you launch Central Administration in your web browser. To use HTTPS, you need a digital SSL Certificate, which your network's Systems Administrator will have to generate and configure. This is a technical process that requires an understanding of your local network, server and internet provider.
5. **Create remote administrator:** Use these fields to create a login for the Central Administration web console. These credentials are used internally by BackupAssist, and they are not associated with any user account on the local machine or on any domain.
6. Tick, **Enable remote console access**. This option allows your BackupAssist console to be remotely accessed across your local area network.

   The option, **Open ports on the Windows Firewall,** will be selected and should remain checked. This will allow communication between the web browser and host machine.

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3. Using the Central Administration web console

Once Central Administration is enabled on the host, you will be able to access it from anywhere on your local network using a web browser. To open the Central Administration web console:

- Select the BackupAssist **Remote** tab.
- Select **Launch Central Administration**.
  The console will use the URL shown in the *Open in Browser* link, displayed on the setup screen.
- Sign in with the credentials created the in *Central Administration Setup* screen.

Managing machines

When you login for the first time, your local BackupAssist installation will be the only one displayed. Additional machines on your LAN (with BackupAssist installed) will need to be added to the console.

- Each machine added must have the *Central Administration Setup* screen configured.
- Only installations of BackupAssist v7 can be managed using Central Administration.

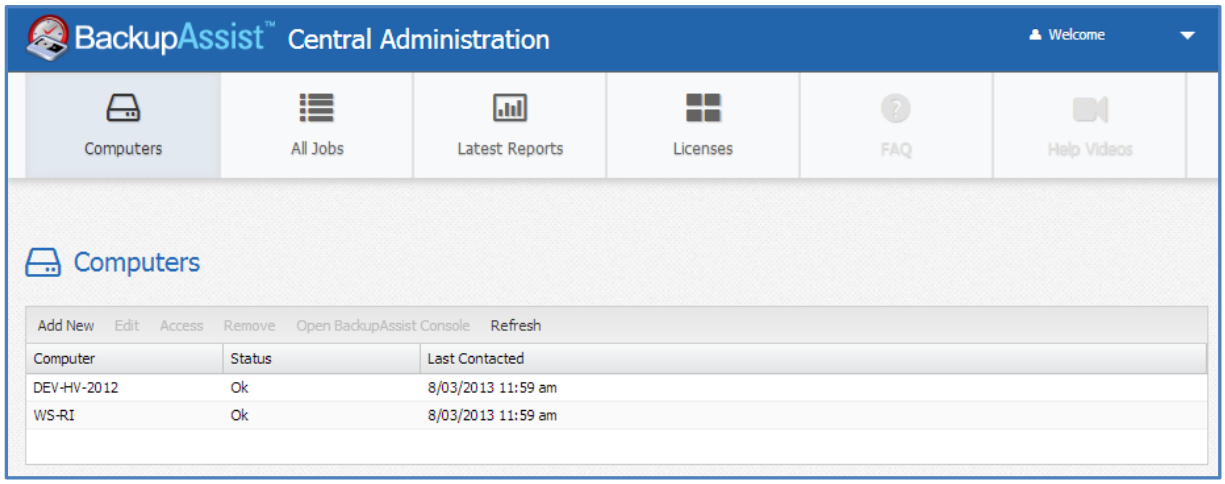

Figure 2: Central Administration web console – main screen

To add additional BackupAssist installs / machines to Central Administration:

1. Click **Add New,** and the **Add new Computer** dialogue box will appear.
2. Enter the credentials that were created locally on that machine.

After adding the machine, it will appear in the managed computers list. It will also be included in the consolidated reporting and licensing sections. Use the drop down list at the end of any column, to modify what columns are displayed.

Computers screen

The *Computers* screen is the default view and displays a list or all managed machines.

If you select **Open BackupAssist Console**, you will start a remote session to that computer's BackupAssist installation. See the, Remote Control of BackupAssist section, for how to use this feature.

If you select **Access**, the BackupAssist and system information for the selected machine will be displayed within the following tabs: *Manage*, *Reports*, *System Info*, *Support* and *License*.

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- **Manage**: This tab will display all of the backup jobs on the selected machine.

  The Manage view provides access to some BackupAssist functions as described below.

  - *Enable job*, *Disable job* & *Run job*: Available for each selected backup job on the machine.
  - *Launch Job Monitor* & *View Reports*: These options will each display a summary window for the selected backup job.
  - *Edit*: This option will initiate a BackupAssist remote console session. See the, Remote Control of BackupAssist section on page 6 for how to use this feature.

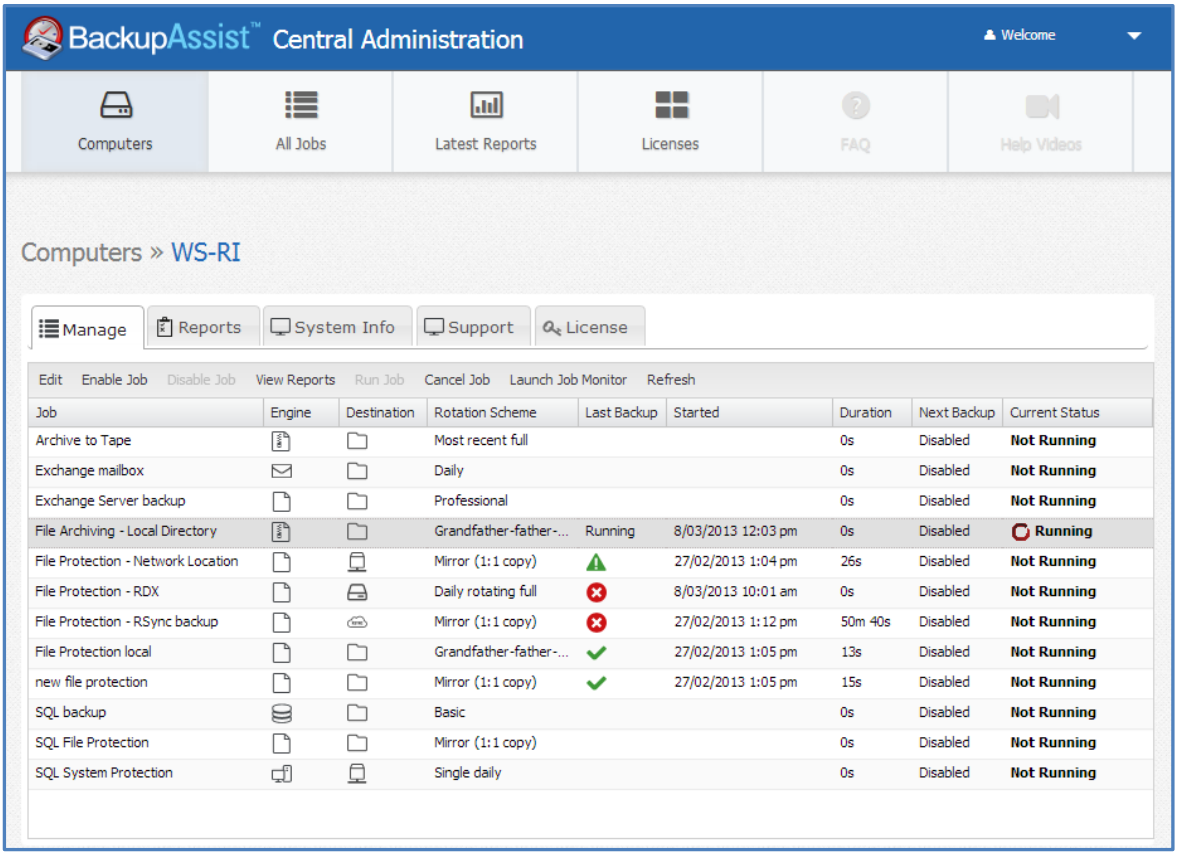

Figure 3: Central Administration web console – Computers > Manage selected computer

- **Reports**: This tab gives access to the BackupAssist Reports screen, on the selected machine. Select *view* or double click the report to display its contents.
- **System info**: This tab will display system information such as the operating system and BackupAssist version installed on the selected machine.
- **Support**: This tab allows you to send an email with a diagnostic file from the selected machine to BackupAssist support.
- **License**: This tab displays the status of the BackupAssist license, and add-on licenses, for the selected machine's installation of BackupAssist.

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All Jobs screen

This screen displays a list of all backup jobs on all machines connected to the Central Administration web console. From this single interface, all backup jobs on your LAN can be run and monitored.

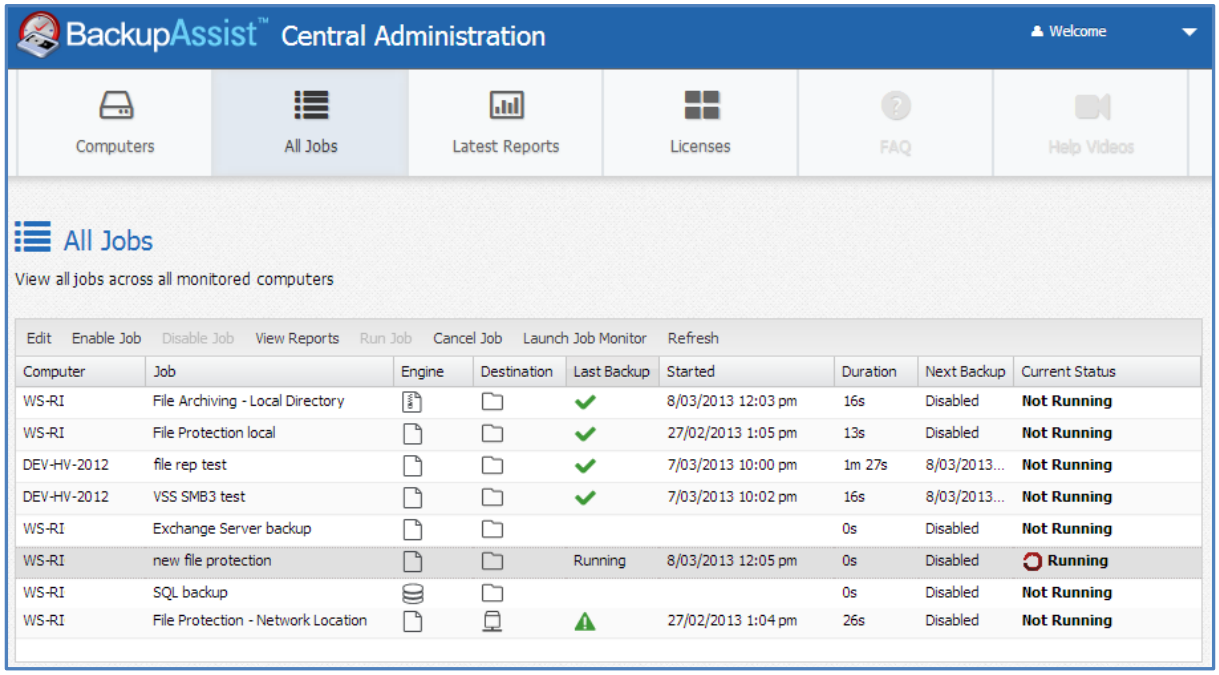

Figure 4: Central Administration web console - All Jobs

Latest Reports screen

This screen displays the backup reports of all machines connected to the Central Administration web console. From this single interface, the reports for all installations of BackupAssist on your LAN can be viewed and sorted in one place.

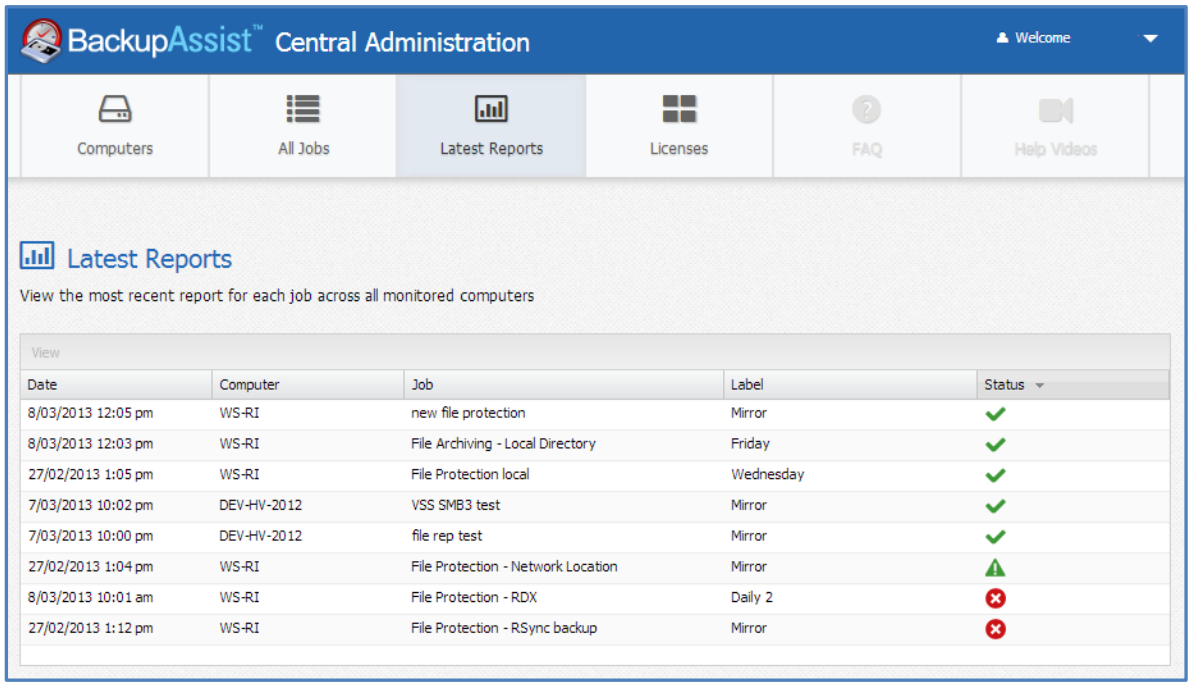

Figure 5: Central Administration web console - Latest Reports

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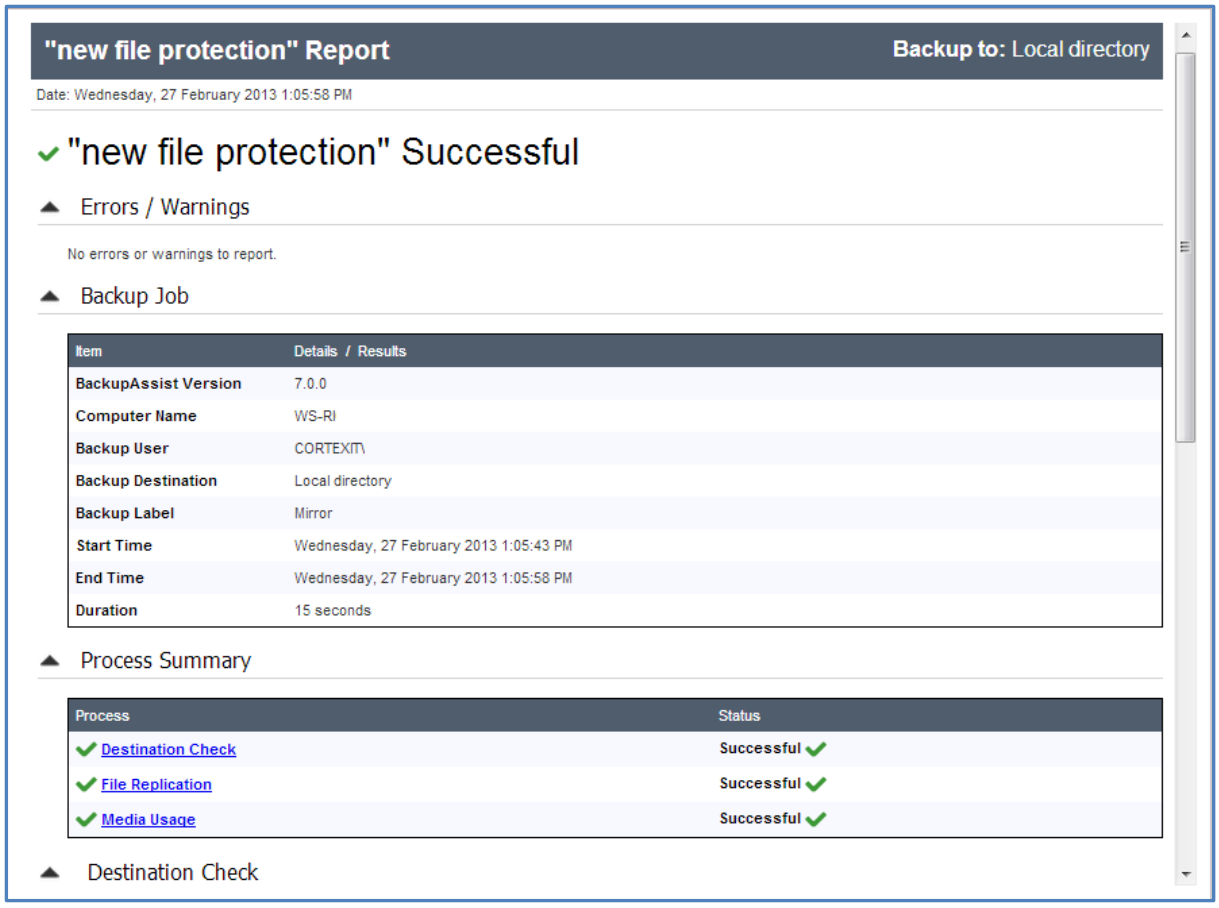

Figure 6: Central Administration Latest Reports - sample report

Licenses screen

This screen displays the status of ALL BackupAssist licenses on you LAN, by machine, for each machine connected to the Central Administration web console.

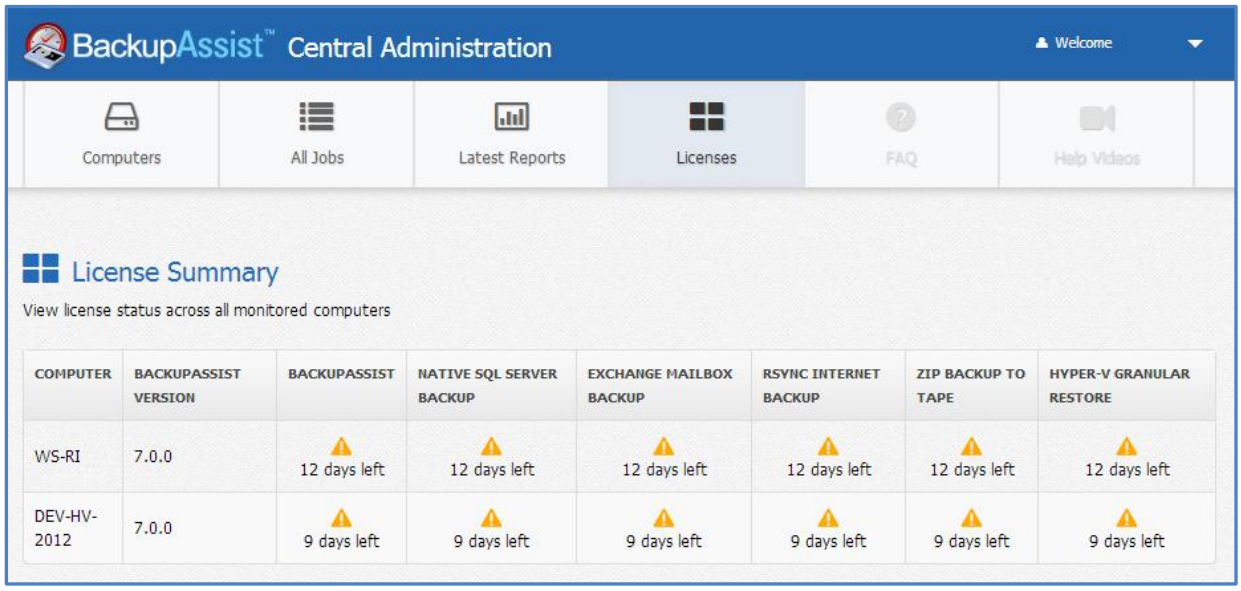

Figure 7: Central Administration web console - Licenses

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4. Remote Control of BackupAssist

Central Administration can be used to remotely connect to an installation of BackupAssist on another machine in your LAN. This remote session gives you access to the *Backup* tab and the *Settings* tab on the remote machine.

- Only installs of BackupAssist v7 or later can be managed using the remote control feature.
- Each machine must have the Central Administration settings configured using the setup screen. See the section Configuring Central Administration, for instructions.

To start a remote BackupAssist session:

1. **Open the Central Administration web console**.
2. **Sign in** with credentials created in the *Central Administration Setup* screen.
3. **Select the machine** you want to remotely connect to from the *Computers* screen.

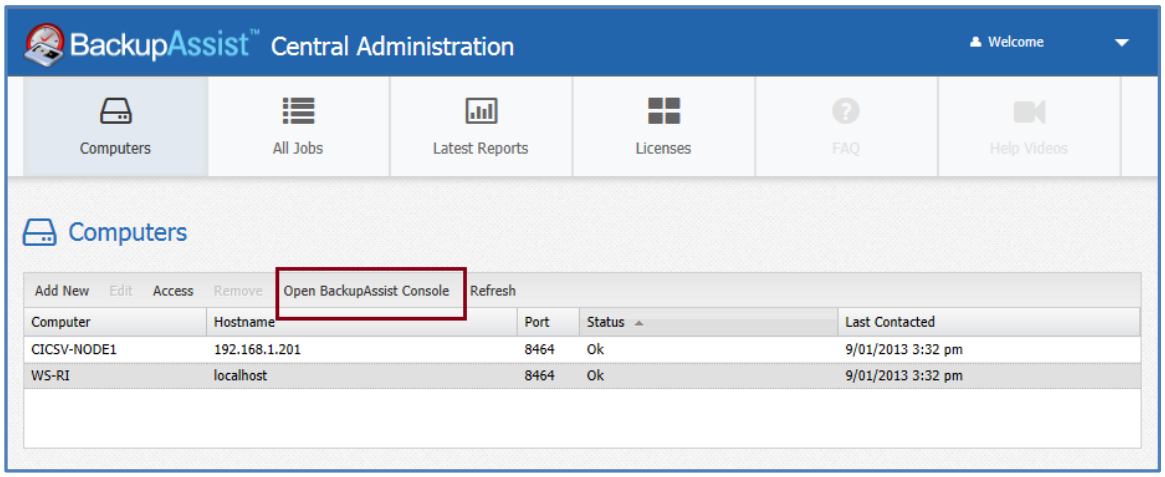

Figure 8: Central Administration - Remote session selection

4. Select, **Open BackupAssist Console:** If the *Open BackupAssist Console* is greyed out, review the *Central Administration settings* on the remote machine.

   BackupAssist will start on your local machine but run as a remote session for the selected machine. This is done by downloading a .BAR file that contains the connection information.

5. **Receive the connection file:** You will be prompted to confirm a .BAR file download and to open the file. This step will vary with different browser security configurations. The .BAR file will be opened using the BARemoteConsole.exe in the local BackupAssist installation directory.

6. **Remote authentication:** Once the remote BackupAssist session has been started, a login window will open to authenticate access to the managed machine. Sign in using the credentials specified in Central Administration Setup on the remote machine.

BackupAssist will open and the title bar will have, REMOTE COMPUTER, appended to the machine name. You can now access the Backup tab on the remote machine's BackupAssist installation.

When you have finished administering the remote machine, select *File* then *Exit* to end the session.

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5. Support and Resources

Contacting Technical Support

Should you have any questions regarding either BackupAssist or Central Administration, please email support@backupassist.com and we will respond to you as soon as possible.

Similarly, if you have any suggestions for additional functionality in BackupAssist, or new products or add-ons, please also forward your feedback to support@backupassist.com

Learn more – The Welcome Screen

Each tab in BackupAssist includes a "Learn More" link on the tab's **Home** page.

Selecting the ***Learn more about Central Administration*** link will open the **Welcome Screen** with the Central Administration introduction selected. This screen provides an overview of the tab's functions and features, and links to documentation and resources.

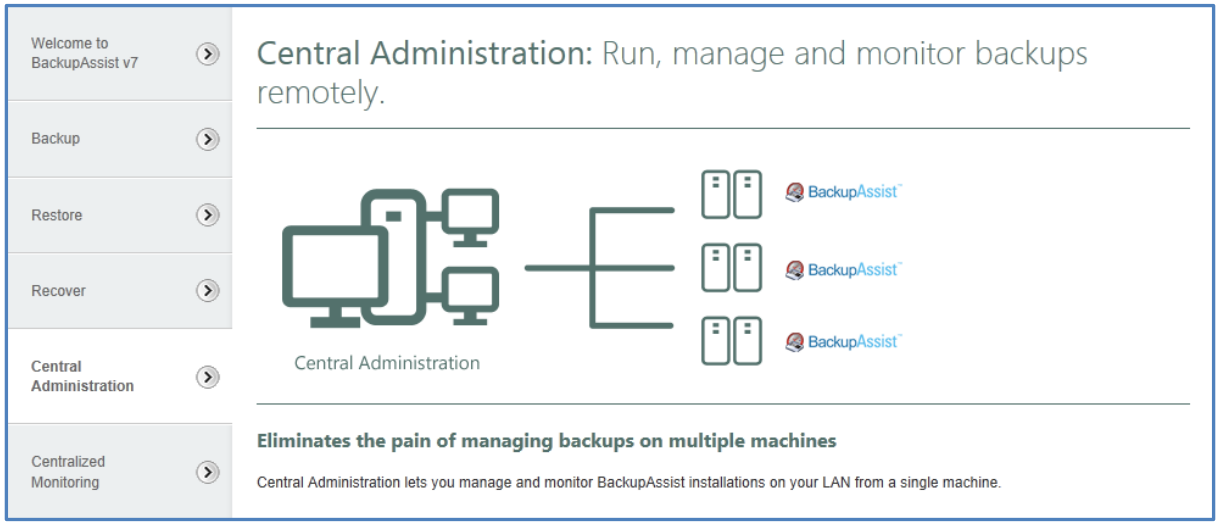

Figure 9: Central Administration - Welcome Screen

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