

Backup Sharepoint Site Documents to your own S3 bucket

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Overview

- Documents in a M365 Sharepoint site contain important documents that need to be frequently backed up.
- Using the LegacyFlo SHAREPOINT-S3-ZIP request type, you can now backup files from any M365 Sharepoint site to an S3 bucket in your own AWS account

Step 1: Preparing your S3 bucket

A. Create an S3 bucket on AWS

Note: We recommend that you use a single S3 bucket in your AWS account to receive LegacyFlo request output.

Create your S3 bucket in a supported region and allow list and write access to LegacyFlo. The steps for the same are given in the links below:

1. [Get an AWS account](https://docs.mithi.com/home/faqs-aws-s3#how-do-i-get-an-aws-account-) (<https://docs.mithi.com/home/faqs-aws-s3#how-do-i-get-an-aws-account->).
2. [Create an S3 bucket](https://docs.mithi.com/home/faqs-aws-s3#how-do-i-create-a-s3-bucket-) (<https://docs.mithi.com/home/faqs-aws-s3#how-do-i-create-a-s3-bucket->) in a region supported by Mithi.
3. Set a temporary bucket policy to allow LegacyFlo to get the name and region of the buckets as [mentioned here](#) (<https://docs.mithi.com/home/s3-access-and-data-retrieval>).
4. When the S3 bucket is used as a **source, give list and read access** to the objects on the bucket and when the S3 bucket is used as a destination, **allow list and write access to LegacyFlo**. The steps to do so are [mentioned here](#) (<https://docs.mithi.com/home/s3-access-and-data-retrieval>).

B. Register your S3 bucket as a source/destination S3 bucket on LegacyFlo

For LegacyFlo to upload data to your S3 bucket, it needs to be added to as a destination S3 bucket in LegacyFlo. The steps for doing the same are as given below:

Note: This step has to be done only once for each destination bucket.

1. [Login to LegacyFlo](https://docs.mithi.com/home/how-to-login-to-the-legacyflo-application) (<https://docs.mithi.com/home/how-to-login-to-the-legacyflo-application>)
2. Click on the Initials icon on the top of the left-most pane.
3. Select Register S3 bucket
4. Click on Add S3 bucket button. A dialog box will pop-up
5. On the **Prepare Bucket** page, you will be shown the list of steps to be completed to create and grant access to the S3 bucket. Confirm that you have done as instructed and click on **I confirm that the above configuration is complete.**
6. Click **Continue**
7. On the **Configure, Verify & Save** page, give the **Bucket Name** and select the **Bucket Region**.
8. Click **Verify**. LegacyFlo will check the access to the bucket.
9. If LegacyFlo cannot access the bucket, you will be shown an error message similar to **All access to this object has been disabled. Check S3 access rights and name and retry.**
10. If the connection is successful then click on **Save**. LegacyFlo will remember this S3 for further requests.

Step 2: Getting access to the Sharepoint documents

This is a one-time process, in which you generate the Graph API access key and register with LegacyFlo.

Follow [the steps given here](https://docs.mithi.com/home/getting-access-to-the-m365-graph-api) (<https://docs.mithi.com/home/getting-access-to-the-m365-graph-api>).

Step 3: Submitting a LegacyFlo request

You can submit requests to back up Sharepoint Site Documents using the LegacyFlo interface.

The request type to be used is **Sharepoint-S3-ZIP**.

The parameters for the request are as follows:

Source Information

FIELD NAME	DESCRIPTION	SAMPLE VALUE
Sharepoint Site Name	The Site on Sharepoint from which documents have to be backedup	"Site1"

Filter Information

FIELD NAME	DESCRIPTION	SAMPLE VALUE
Since (DD- MMM- YYYY)	<p>If this field is left blank, all the files in the source will be added to the backup.</p> <p>If this field has a valid input, then all files which were created or modified since the date specified will be added to the backup.</p>	"31- JAN- 2022"
Before(DD- MMM- YYYY)	<p>If this field is left blank, all the files from the date specified in the Since field till the date prior to the date when the execution starts will be retrieved.</p> <p>If the field has a valid input, all files updated or created till a day prior to the date specified will be retrieved.</p>	"31- MAR- 2022"

Other Information

FIELD NAME	DESCRIPTION	SAMPLE VALUE
Send report to	A valid email id to which status reports are sent	john@baya.com

Destination Information

FIELD NAME	DESCRIPTION	SAMPLE VALUE
S3 bucket name	This is the name of the S3 bucket in your account which will hold the output of the LegacyFlo request	Backupbucket NOTE: Refer to the steps here to prepare your own S3 bucket to receive LegacyFlo output (https://docs.mithi.com/home/preparation-of-s3-bucket-for-legacyflo)
S3 folder path	The folder created on your S3 bucket for the output	GDrivebackup, FreshdeskSolution
Doc Type	<ul style="list-style-type: none"> You can choose between File or Zip. If you choose file, the files will be copied to the destination while maintaining the folder structure on the source If you choose ZIP, then the files will be copied to a single zip file at the destination 	
File name	<ul style="list-style-type: none"> This option will show up only if you select Zip as the Doc Type. The destination filename for the result of the LegacyFlo request. Choose a filename that will help you identify the contents. 	john-drive.zip, freshdesk-nov-backup.zip

Step 3 (optional): Submitting multiple LegacyFlo requests to backup data for multiple users

To upload multiple jobs using a CSV, [create a CSV file](https://docs.mithi.com/home/how-to-submit-multiple-data-migration-requests-in-legacyflo-application#create-a-csv-for-defining-multiple-requests) (https://docs.mithi.com/home/how-to-submit-multiple-data-migration-requests-in-legacyflo-application#create-a-csv-for-defining-multiple-requests) with a list of all the users and other details required to upload data.
