

365 Rewind

User guide

Configuration backup for Microsoft 365: the Windows app and the portal

Windows app and portal 0.4.2 · October 2026

The newest version of this guide is on the website, under User guide.

Contents

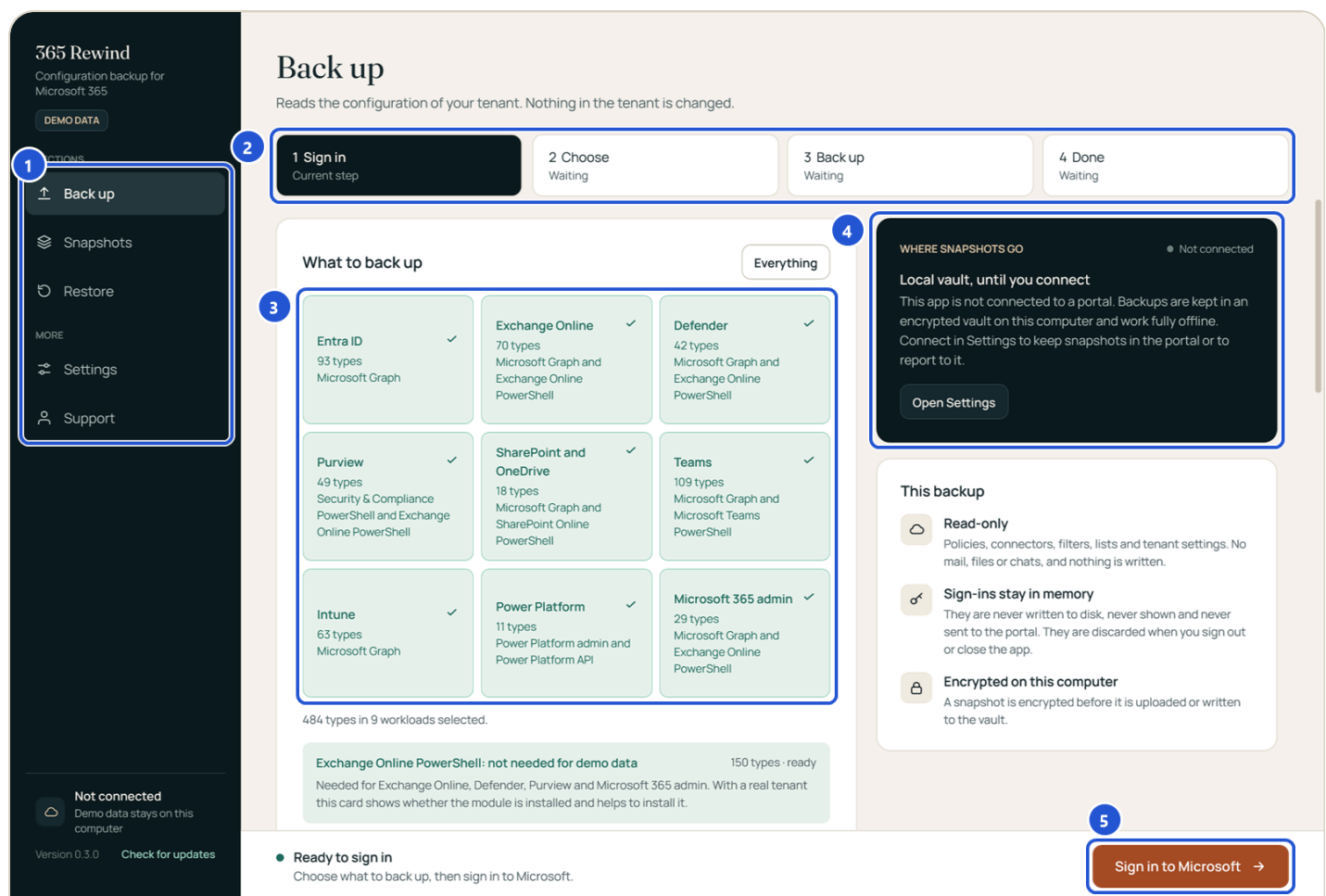
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1. About this guide

365 Rewind backs up the configuration of a Microsoft 365 tenant: policies, connectors, rules, filters, lists and tenant settings across the admin centers. Mail, files and chats are never read. It has two parts:

- **The Windows app** runs on a computer of yours. It signs in to Microsoft as you, reads the tenant, keeps snapshots, compares them and restores settings. Everything that can change your tenant happens here, and only when you confirm it.
- **The portal**, in your browser, holds your workspace: your team, your tenants, the history of every backup, and the backups you choose to keep there. It never signs in to your tenant.

This guide is for the IT administrator who looks after one or more tenants, in an organization of their own or for customers. It follows the order in which you will meet things: install and connect, back up, compare, restore, and then the parts you set up once: scheduled backups, the portal, your team.



The Windows app. The pictures in this guide show a sample tenant, Contoso, and a few notes that only appear with sample data.

- 1 The menu: **Back up**, **Snapshots** (browse and compare), **Restore**, **Settings** and **Support**. The foot of the menu shows the connection to the portal and **Check for updates**.
- 2 Every task runs in numbered steps. The step you are in is dark; steps that are done show a check mark.

- 3 The screen itself, here the workloads to back up.
- 4 A summary card for the task, here where snapshots of this tenant are kept.
- 5 The footer: what is happening now, and the button for the next step. Cancel appears here while something runs.

The app and this guide use the same words. A **snapshot** or **backup** is the saved configuration of one tenant at one moment. An **item** is one saved object, such as one Conditional Access policy. A **type** is a kind of item, such as Conditional Access policies.

2. Install the app and connect it to the portal

What you need

- A workspace in the portal. [Start free](#) creates one with your work email; colleagues are added later (see [The portal](#)).
- A Windows 10 or Windows 11 computer, 64-bit.
- An administrator account for the tenant. A backup asks for read permissions only; a restore asks separately for the write permissions of the items it puts back.
- For Exchange, Defender, Purview and Teams settings, Microsoft's PowerShell modules. The Back up screen shows a card for each module and helps you install a missing one.

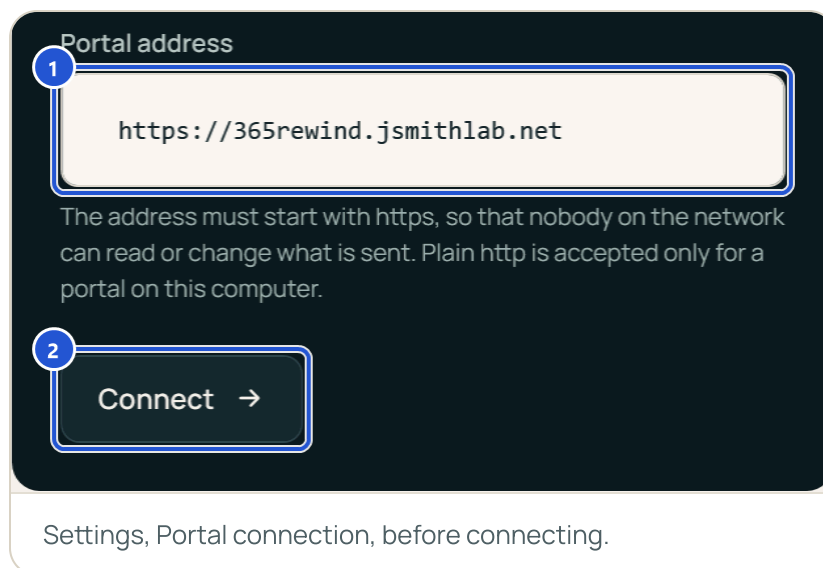
Download and start the app

1. Sign in to the portal. The **Download the Windows app** button is on the front page, the Tenants page, with the version and its SHA-256 checksum.
2. Save `ConfigBackup-0.4.2.exe` and start it. It is a single program; there is nothing else to install.

Connect the app to your workspace

Connecting is done once per computer. It lets the app keep backups in the portal, report backups, fetch restore plans and send Technical Support requests.

1. In the app, open **Settings**. The card **Portal connection** shows the portal address; leave it as it is unless your organization uses another portal.
2. Choose **Connect**.



- 1 The portal address. It must start with https.
- 2 **Connect** asks the portal for a connection code.

The app shows an eight-character code, copies it to the clipboard and opens the portal's **Connect an app** page in your browser with the code filled in.



- 1 The connection code, with a button that copies it again.
- 2 **Open the portal again** if you closed the browser tab.

In the portal, sign in if asked. Only an owner or an operator of the workspace can approve.

365 Rewind
CONFIGURATION BACKUP
FOR MICROSOFT 365

Contoso IT / Connect an app

AM Alex Morgan Sign out

Connect the Windows app

Enter the code shown in the app you opened. Check the machine before you approve.

1 **Connect an app**

2 **9 B R W X J D B**

Eight characters, shown in the Windows app. Letters are not case sensitive.

3 **Check the code**

Machine	IT-ADMIN-01
App version	0.3.0
Windows	Microsoft Windows 11 Pro
Requested	Oct 3, 2026, 5:20 PM · just now

4 **Approve this app**

Approve only if the machine name matches the app in front of you.

WHAT APPROVAL DOES

One code, one machine, one workspace.

- ✓ Connects the app on that machine to this workspace so it can store backups and fetch restore plans
- ✓ The app still signs in to Microsoft 365 as you; the portal never receives a Microsoft credential
- ✓ Hosted backups are encrypted on the machine before they are uploaded
- ✓ Approve only if the code and the machine name match the app in front of you

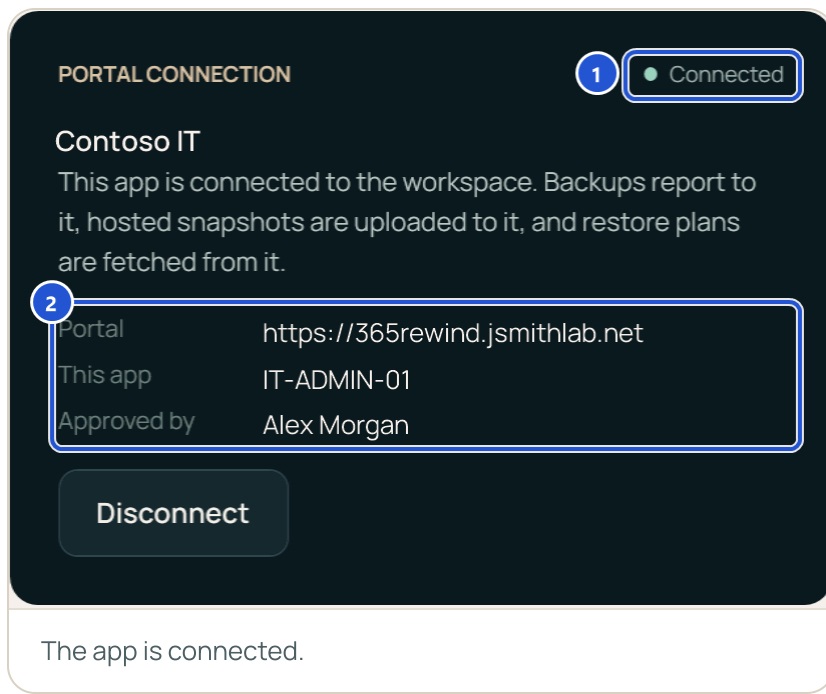
A code is valid for ten minutes. An owner can revoke a connected app in Settings.

Windows app 0.3.0 · 484 types backed up

The portal's Connect an app page.

- 1** **Connect an app** in the portal's menu opens this page at any time.
- 2** The code from the app. Type it here if the page did not open with it.
- 3** The computer that asked. Approve only when the machine name is the computer in front of you.
- 4** **Approve this app**. You may first give the app a name, such as "Admin workstation"; it is shown in Settings and in the activity log. Approve waits until you tick the statement that your organization owns the tenants this app connects, or is authorized by their owner, and that you may connect them; it is recorded with your name and shown on the page of each tenant the app registers.

Within a few seconds the app shows **Connected**, with the workspace, the portal and who approved it.



- 1 The state of the connection. The foot of the app's menu shows it too.
- 2 The portal, the name of this app in the portal, and the member who approved it. **Disconnect** ends the connection on this computer; an owner can also revoke the app in the portal's Settings.

The app is connected to one portal address, the one it was connected to, and refuses any other until you disconnect. If you connected it before version 0.4.2, it still uses the former address: choose **Disconnect**, then **Connect**. The address is now backup.glacierpointtech.com, and you approve the new code in the portal as before.

3. Your first backup

A backup reads the tenant and changes nothing in it. It takes a few minutes for a whole tenant.

1. Choose what to back up and sign in

1. Open **Back up**. All workloads are checked; uncheck the ones you do not want, or choose **Everything**.
2. Read **Sign-ins this backup needs** and **Permissions the main sign-in asks for** if you want to know, before you sign in, what is asked of your account. Fewer workloads ask for fewer permissions.
3. Choose **Sign in to Microsoft**. Your browser opens Microsoft's sign-in page. Microsoft's page names "Microsoft Graph Command Line Tools", Microsoft's own tool through which the app signs in; that is expected.

2. Choose where the snapshots of this tenant are kept

After the sign-in the app shows the tenant and the account, and asks where its snapshots go. The choice is made once per tenant; an owner can change it later in the portal.

The screenshot shows a web interface for configuring a backup. It is divided into three numbered sections:

- Section 1:** Displays tenant information for "Contoso Ltd" (contoso.onmicrosoft.com) with a "DEMO TENANT" label. It shows the user is signed in as "admin@contoso.com" with roles "Global Reader and Security Reader".
- Section 2:** Asks "Where should snapshots of this tenant be kept?". It offers two options: "Hosted" (snapshots are encrypted on the computer and kept in the portal) and "Local vault" (snapshots stay in an encrypted folder on the computer). A note states: "Hosted needs a connection to the portal. The local vault works without one, and you can connect later." There is a "Connect to the portal" button.
- Section 3:** A status bar at the bottom shows "Signed in to contoso.onmicrosoft.com" with a note to "Choose where the snapshots of this tenant are kept, then choose Back up now." It includes a "Sign out" button and a prominent "Back up now →" button.

Below the interface, a caption reads: "Back up, step 2: signed in, choose where snapshots are kept."

- 1 The tenant and the account you signed in with, with its roles. Check that it is the tenant you meant.
- 2 **Hosted**: each snapshot is encrypted on this computer and kept in the portal, where your team can browse it, compare it and prepare restores. **Local vault**: snapshots stay in an encrypted folder on this computer; the portal keeps codes and counts, with the names of the tenant, this computer and the app, never settings or the names of items. Hosted needs a connected app.
- 3 **Back up now** starts the backup.

With the local vault, export the **recovery key** in Settings and keep it somewhere safe and separate. Whoever holds it can read the backups; without it, a lost computer means lost local backups.

3. The further sign-ins

Some admin centers are read through Microsoft's PowerShell modules, each with a sign-in of its own. Before the first of them, the app lists them all and what each one reads, then waits for you.

SIGN-INS OF THIS RUN

4 more sign-ins follow, one at a time

Demo data: nobody signs in. With a real tenant each of these opens in its own browser tab, and the next one only when the one before has ended. Your browser may complete them without asking again, because you are signed in already. Microsoft's page names Microsoft's own tools (such as "Microsoft Graph Command Line Tools"), because the app signs in through them: that is expected.

Task	Description	State
1	The main Microsoft sign-in Confirms the tenant and the account, and reads Entra ID, Exchange Online, Defender, SharePoint and OneDrive, Teams, Intune and Microsoft 365 admin (203 types).	DONE
2	Exchange Online PowerShell and Security & Compliance PowerShell Reads Exchange Online, Defender, Purview and Microsoft 365 admin (150 types).	FOLLOWS
3	SharePoint Online PowerShell Reads SharePoint and OneDrive (15 types).	OPENS BY ITSELF WHILE READING
4	Microsoft Teams PowerShell Reads Teams (105 types).	FOLLOWS
5	Power Platform admin Reads Power Platform (6 types).	FOLLOWS
6	Power Platform API Reads Power Platform (5 types).	FOLLOWS

4 more sign-ins follow, one at a time

They are listed above, with what each is for. Choose Open the first sign-in when you are ready; Cancel ends the run.

Buttons: Open the first sign-in →, Cancel, Back up now →

The sign-ins of a backup, said before they start.

- 1 Every sign-in of this run, what it reads, and its state: Done, Now, Follows, Skipped. SharePoint's module opens its own window while it reads.
- 2 **Open the first sign-in.** Each one opens in its own browser tab; your browser may complete it without asking again.
- 3 **Cancel** ends the whole run. While a sign-in waits, **Skip this sign-in** appears beside it: the backup goes on without it and records what it would have read as not read.

Six sign-ins are a lot for every backup. The **Recommended setup** in Settings, under Sign-in, creates an app registration that your organization owns, so that a backup needs one sign-in plus SharePoint's own window. You see every line of it before anything is written, and you can remove it completely. The app offers it after the first backup that needed several sign-ins.

4. The result

Backup partly complete

PARTLY COMPLETE

Oct 3, 2026, 4:56 PM · admin@contoso.com

1

633

Items saved

0

Added

0

Changed

0

Removed

2

Uploaded to Contoso IT

The snapshot was encrypted on this computer and is kept in the portal, where it can be browsed and compared.

Open it in Snapshots

Open the log of this run

Changes since the previous snapshot

Nothing changed.

3

351 of 357 types were read

What was not read is listed by reason. Only the last group, 1 type, suggests a mistake of this app; the others say what the tenant does not have, what the account may not read, or that Microsoft's own tools failed.

▶ Not in use in this tenant	1 type
▶ Needs a license	1 type
▶ Needs a role your account does not have	1 type
▶ Refused permission	1 type
▶ Not readable with this sign-in	1 type

Back up, step 4: the result.

- 1 Items saved, and what was added, changed and removed since the previous snapshot of this tenant.
- 2 Where the snapshot went. **Open it in Snapshots** shows it at once; **Open the log of this run** shows what happened, step by step.
- 3 What was not read, grouped by reason: not in use in this tenant, needs a license, needs a role your account does not have, refused permission, not readable with this sign-in, Microsoft's tools failed, could not be read. Open a group to see the types and what to do. Only the last group suggests a problem with the app; please send it to [Technical Support](#).

A backup that could not read everything is marked **Partly complete**. It is still a good backup of everything it lists.

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4. Reading the comparison

Open **Snapshots**. Choose a tenant at the top right; its backups are listed newest first, from the vault on this computer and from the portal together.

Snapshots

Browse, compare and restore backups from the vault on this computer and from the portal.

Tenant: Contoso Ltd (contoso.onmicrosoft.com)

Backups (6 snapshots)

- Oct 3, 2026, 4:56 PM (Partly complete)
In the portal
633 items · no changes
- Oct 3, 2026, 4:56 PM (Partly complete)
Both
573 items · no changes
- Oct 3, 2026, 4:56 PM (Partly complete)
Both
861 items · 1 added, 13 changed, 2 removed
- Sep 26, 2026, 2:39 PM (Partly complete)
Both
862 items · 0 added, 12 changed, 2 removed
- Sep 19, 2026, 2:36 PM (Partly complete)
Both

New backups of this tenant go to the portal. A backup that is only in the portal opens after it is fetched from there, sealed for this app. 5 snapshots were uploaded from the vault.

Upload to the portal
Delete snapshot
Open folder
Vault housekeeping

Snapshot of Sep 26, 2026, 2:39 PM
Contoso Ltd · 862 items · admin@contoso.com

With the previous snapshot

Changes from Sep 19, 2026, 2:36 PM to Sep 26, 2026, 2:39 PM: 0 added, 12 changed, 2 removed.
6 types could not be compared, because they were not readable on one side. That does not mean anything was removed. Nothing is deleted by a restore: items that are only on the newer side are reported, not removed.

Filter items by name, type or admin center
Only with items Only with changes
Select all shown Clear shown
17 of 484 types shown Open all Close all

COMPARISON
The snapshot of Sep 19, 2026, 2:36 PM compared with this snapshot

0 Added 12 Changed 2 Removed

Where

- Entra ID (4 changed, 1 removed)
 - Authorization policy (guest, consent and user defaults) 1 changed
 - Authentication method settings (per method) 1 changed
 - Conditional Access policies 1 changed, 1 removed
 - Directory settings (groups, consent, password rules) 1 changed

Exchange Online (4 of 70 types)
Organization settings (1)
Remote domains (1)
Mail flow rules (1)
Sharing policies (-)
Defender (1 of 42 types)
Anti-phishing policies (3)
Purview (1 of 49 types)

● Compared
0 added, 12 changed, 2 removed, 6 not compared.

Restore selected →

Snapshots: one backup compared with the one before it.

- 1 The backups of the tenant. Each says where it is kept: **In the vault**, **In the portal** or **Both**. A backup that is only in the portal is fetched when you open it. **Upload to the portal** copies vault snapshots of a hosted tenant there.
- 2 **Compare with**: the previous snapshot, any other snapshot, or the tenant as it is now.
- 3 The summary: added, changed and removed between the two, and how many types could not be compared because they were not readable on one side. Not compared never means removed.
- 4 The filter box finds items by name, type or admin center (Ctrl+F). **Only with changes** hides what is the same; **Select all shown** checks every item the filter shows, for a restore.

- 5 The counts, and where the changes are, per workload and type.
- 6 **Restore selected** starts a restore of the checked items (see [Restoring settings](#)).

Every type in the tree carries badges. **Full restore** and **Update only** say what the app can put back: a full restore recreates a missing item, an update only changes one that exists. **Restored by hand** means you put it back in the admin center with the app's help (see [Restoring by hand](#)). The change badges say what happened between the two sides.

One item, setting by setting

The screenshot shows the 'CONDITIONAL ACCESS POLICIES' section. On the left, a list of policies is shown with filters and counts. On the right, the details for the 'Require MFA for administrators' policy are displayed.

Left Panel (Policy List):

- Search: Filter items by name, type or admin center
- Filters: ☐ Only with items, ☒ Only with changes
- Buttons: Select all shown, Clear shown
- Count: 17 of 484 types shown
- Actions: Open all, Close all
- Policy Types:
 - (per method): Update only (1 changed)
 - Conditional Access policies (2):
 - Full restore (1 changed), 1 removed
 - 1** Require compliant device 2 (Removed)
 - 2** Require MFA for administrators (Changed)
 - Token issuance policies (—): Full restore, Refused, Not compared
 - Directory settings (groups, consent, password rules) (1): Full restore, 1 changed
 - Custom security attributes: attribute sets (—): Update only, Refused, Not compared

Right Panel (Policy Details):

- CONDITIONAL ACCESS POLICIES**
- Require MFA for administrators**
- ID: 2a1b0c3d-0000-4000-8000-000000000001
- Buttons: Full restore, Changed
- 1 setting differs** (highlighted with a blue box and circled 3)
- State** (highlighted with a blue box):
 - Sep 19, 2:36 PM: enabled
 - This snapshot: enabledForReportingButNotEnforced
- Saved settings** (highlighted with a blue box):
 - Id: 2a1b0c3d-0000-4000-8000-000000000001
 - Template id: (not set)
 - Display name: Require MFA for administrators
 - Created date time: 2024-03-01T08:00:00Z
 - Modified date time: 2026-09-13T08:00:00Z
 - State: enabledForReportingButNotEnforced
 - Session controls: (not set)
 - Conditions** (expanded):
 - User risk levels: (none)
 - Sign-in risk levels: (none)
- Buttons: Copy as JSON

A changed item shows only the settings that differ.

- 1 An item that is in the older snapshot only, marked **Removed**.
- 2 An item whose settings differ, marked **Changed**. Choose it to see the details.
- 3 The settings that differ, the older value above the newer one. Below them are all the saved settings of the item, and **Copy as JSON**.

Noise such as modification times and counters is left out, so a change is a real change.

Compared with the tenant as it is now

To see what changed in the tenant since a backup, choose **With the tenant as it is now**. The app reads the types in view (the selected type, the selected workload, or everything) with your sign-in.

Snapshot of Sep 26, 2026, 2:39 PM
Contoso Ltd · 862 items · admin@contoso.com

1 With the tenant as it is now

2

Changes in the tenant since Sep 26, 2026, 2:39 PM (everything in this snapshot): 1 added, 13 changed, 2 removed. 6 types could not be compared, because they were not readable on one side. That does not mean anything was removed. Nothing is deleted by a restore: items that are only on the newer side are reported, not removed.

Filter items by name, type or admin center

Only with items

Only with changes

Select all shown

Clear shown

17 of 484 types shown

Open all

Close all

Microsoft's tools failed

Not compared

Team templates (custom)

3 Restored by hand

Not with this sign-in

Not compared

Intune

2 of 63 types

Platform scripts (macOS and Linux)

3

Full restore

3 changed

Custom attributes for macOS

1

Full restore

1 changed

Microsoft 365 admin

1 of 29 types

Microsoft 365 Backup: whether the service is on

Restored by hand

Not with this sign-in

Not compared

COMPARISON

This snapshot compared with the tenant as it is now

1 Added

13 Changed

2 Removed

Where

Entra ID

1 added, 3 changed, 2 removed

Authentication strengths (custom)

1 changed, 1 removed

Named locations

1 changed

Conditional Access policies

1 added, 1 changed, 1 removed

Exchange Online

2 changed

Mail flow rules

1 changed

Journal rules

1 changed

Defender

1 changed

A snapshot compared with the live tenant.

- 1 The comparison chosen.
- 2 What changed in the tenant since this snapshot.
- 3 Types the app cannot read with this sign-in are marked as such and not compared.

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5. Restoring settings

A restore puts saved settings back into the tenant. It runs in five steps (Review, Sign in, Preview, Apply, Result), and nothing is written before you have seen the preview and confirmed it. A restore never deletes anything: items that exist in the tenant but not in the snapshot are left alone.

1. Choose what to restore

Snapshots

Browse, compare and restore backups from the vault on this computer and from the portal.

Backups

6 snapshots

Oct 3, 2026, 4:56 PM

Partly complete

In the portal

633 items · no changes

Oct 3, 2026, 4:56 PM

Partly complete

Both

573 items · no changes

Oct 3, 2026, 4:56 PM

Partly complete

Both

861 items · 1 added, 13 changed, 2 removed

Sep 26, 2026, 2:39 PM

Partly complete

Both

862 items · 0 added, 12 changed, 2 removed

Sep 19, 2026, 2:36 PM

Partly complete

Both

New backups of this tenant go to the portal. A backup that is only in the portal opens after it is fetched from there, sealed for this app. 5 snapshots were uploaded from the vault.

Upload to the portal

Delete snapshot

Open folder

Vault housekeeping

Snapshot of Sep 26, 2026, 2:39 PM

Contoso Ltd · 862 items · admin@contoso.com

Compare with...

Filter items by name, type or admin center

☐ Only with items

☒ Only with changes

Select all shown

Clear shown

484 types in 9 workloads

Open all

Close all

Update only

Authentication strengths

3

(custom)

Full restore

2 checked

☐ Guests: any second factor

☒ Passwordless for finance

☒ Phishing-resistant sign-in for administrators

Named locations

2

Full restore

2 checked

Conditional Access policies

2

Full restore

2 checked

☒ Block sign-in from blocked countries

☒ Require MFA for administrators

Cross-tenant access: cloud

1

settings

ENTRA ID

Authentication strengths (custom)

Full restore

Read

Changed items are updated and missing items are recreated. The name and description are put back, and the allowed combinations through their own action. A strength that is recreated gets a new id: Conditional Access policies that named the old one are pointed at it by hand.

3 items saved.

Check all items

Uncheck all

Snapshot open

Comparing was switched off.

Clear selection

Restore selected (11) →

Check the items you want back.

- 1 The snapshot to restore from.
- 2 Check items one by one, or a whole type with **Check all items**. A type shows how many of its items are checked. At most 200 items go into one restore.
- 3 **Restore selected**, with the number of checked items.

A restore can also come from the portal: a member prepares a **restore plan** from a hosted backup, and the app runs it (see [Restore plans](#)).

2. Review the plan

Restore

Puts saved settings back. Nothing is changed until you have seen the preview and confirmed.

[Restore](#)[History](#)[Readiness report](#)

1

1 Review
Current step

2 Sign in
Waiting

3 Preview
Waiting

4 Apply
Waiting

5 Result
Waiting

Review the plan

11 items for contoso.onmicrosoft.com, from the local snapshot of Sep 26, 2026, 2:39 PM.

2

The app restores 11 items

In this order, after you have seen the preview and confirmed.

▾ Authentication strengths (custom) 2 items · Full restore

Passwordless for finance

Phishing-resistant sign-in for administrators

The name and description are put back, and the allowed combinations through their own action. A strength that is recreated gets a new id: Conditional Access policies that named the old one are pointed at it by hand.

▾ Named locations 2 items · Full restore

Blocked countries

Head office

The @odata.type of the location is sent with every change, as Graph requires.

▾ External access (federation) settings 1 item · Update only

Global

The switches of external access, the allowed domains (or all known domains) and the blocked domains are put back. An allowed list that is empty in the backup is not sent.

▾ Conditional Access policies 2 items · Full restore

Block sign-in from blocked countries

Require MFA for administrators

A policy that no longer exists is recreated in report-only unless you choose otherwise. Users and groups it names must still exist.

THIS RESTORE

Local snapshot

contoso.onmicrosoft.com

11 items from the local snapshot of Sep 26, 2026, 2:39 PM.

Start before Oct 3, 2026, 5:56 PM

Signs in to Microsoft Graph, Microsoft Teams
PowerShell and Exchange Online
PowerShell

3

☒

Bring recreated items back in a safe state
Items that no longer exist are recreated switched off or in report-only, so they cannot lock anyone out or reroute mail. You switch them on when you are ready.

Choose something else

How a restore works

☒

A sign-in of its own
The restore does not reuse the backup sign-in. It asks only for the permissions the chosen items need, and is discarded afterward.

☐

Preview first
The app reads the tenancy and shows each change before anything is written.

● Review the plan

11 items for contoso.onmicrosoft.com. Nothing is changed until you have seen the preview and confirmed.

4

Sign in for restore →

Restore, step 1: Review.

- 1 The five steps of a restore. When some items are restored by hand, a step **By hand** comes before the result.
- 2 What the app restores, in the order it will run, with what is put back for each type. Items you restore by hand are listed separately.
- 3 **Bring recreated items back in a safe state** (on by default): an item that no longer exists is recreated switched off or in report-only mode, so it cannot lock anyone out or reroute mail. You switch it on when you are ready. Items that still exist are updated in place, and those changes take effect at once.
- 4 **Sign in for restore.**

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Further down, the Review step lists the permissions the restore sign-in asks for, a choice for what happens when an item fails (by default the app goes on and skips only what depends on the failed item), and **Save a restore script** (see [Restoring by hand](#)).

3. Sign in for the restore

A restore does not reuse the backup sign-in. It signs in on its own, asks only for the write permissions of the chosen items, and the sign-in is discarded as soon as the restore has run.

4. The preview

Restore

Puts saved settings back. Nothing is changed until you have seen the preview and confirmed.

Restore

History

Readiness report

✓ Review
Done

✓ Sign in
Done

3 Preview
Nothing written yet

4 Apply
Waiting

5 Result
Waiting

Preview

1

Nothing has been written yet. This is what the restore would do in contoso.onmicrosoft.com, signed in as admin@contoso.com. Uncheck what you do not want.

2

2
To recreate

7
To update

1
Already as saved

0
Cannot be restored

1
Left alone

3

✓ Passwordless for finance Recreate
Authentication strengths (custom) · not found in the tenant
▶ 4 settings are sent

✓ Phishing-resistant sign-in for administrators Update
Authentication strengths (custom) · found in the tenant by its key
▶ 2 settings change

● Preview ready. Nothing has been written yet
2 to recreate, 7 to update, 1 already as saved, 1 managed by Microsoft and left alone. Review them, then confirm.

Back to review

Apply 8 changes to contoso.onmicrosoft.com →

THIS RESTORE

Local snapshot

contoso.onmicrosoft.com

11 items from the local snapshot of Sep 26, 2026, 2:39 PM.

Start before

Oct 3, 2026, 5:56 PM

Signs in to

Microsoft Graph, Microsoft Teams
PowerShell and Exchange Online
PowerShell

✓ Bring recreated items back in a safe state
Items that no longer exist are recreated
switched off or in report-only, so they cannot
lock anyone out or reroute mail. You switch them
on when you are ready. This can be changed at
the Review step.

Choose something else

How a restore works

🔑 A sign-in of its own
The restore does not reuse the backup sign-in. It
asks only for the permissions the chosen items
need, and is discarded afterward.

4 🔍 Preview first

Restore, step 3: the preview. Nothing has been written yet.

- 1 The tenant and the account the restore would write with.
- 2 What the restore would do: recreate, update, nothing (already as saved), cannot be restored, and left alone (for example an object Microsoft manages).

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- 3 Each item with its action. Uncheck any item you do not want; open **settings change** to see the value in the tenant now beside the value after the restore.
- 4 The apply button stays off until you confirm.

5. Confirm and apply

- 1 Check **I have reviewed these changes**. The state before and after each item is written to a journal on this computer.
- 2 **Apply**, with the number of changes and the tenant.

6. The result

Restore

Puts saved settings back. Nothing is changed until you have seen the preview and confirmed.

RestoreHistoryReadiness report

✓ Review
Done

✓ Sign in
Done

✓ Preview
Done

✓ Apply
Done

✓ Result
Done

Restore applied APPLIED Oct 3, 2026, 4:56 PM

contoso.onmicrosoft.com · signed in as admin@contoso.com

1

6
Updated

2
Recreated

1
Already as saved

0
Failed

Applied (8)

Passwordless for finance Recreated

Authentication strengths (custom) · Display name, Description, Allowed combinations and Allowed combinations

Phishing-resistant sign-in for administrators Updated

Authentication strengths (custom) · Description and Allowed combinations

Head office Updated

Named locations · Is trusted and Ip ranges

Global Updated

External access (federation) settings · Allow teams consumer and Allow public users

2

Block sign-in from blocked countries Recreated Safe state

Conditional Access policies · Display name, State, Conditions and Grant controls

Recreated in a safe state.

Require MFA for administrators Updated

Conditional Access policies · State and Conditions

THIS RESTORE Local snapshot

contoso.onmicrosoft.com

11 items from the local snapshot of Sep 26, 2026, 2:39 PM.

Signs in to
Microsoft Graph, Microsoft Teams
PowerShell and Exchange Online
PowerShell

✓ Bring recreated items back in a safe state

Items that no longer exist are recreated switched off or in report-only, so they cannot lock anyone out or reroute mail. You switch them on when you are ready. This can be changed at the Review step.

How a restore works

🔑 A sign-in of its own

The restore does not reuse the backup sign-in. It asks only for the permissions the chosen items need, and is discarded afterward.

🔍 Preview first

The app reads the tenant and shows each change before anything is written.

🗑️ Nothing is deleted

Items that exist in the

3

 it but not in the

● Applied

6 updated, 2 recreated, 1 already as saved, 0 failed. The journal is on this computer.

Finish →

Restore, step 5: the result.

- 1 What was updated, recreated, already as saved, and what failed.
- 2 Each item with the settings that were put back. **Safe state** marks an item recreated switched off or in report-only mode: check it, then switch it on in the admin center.
- 3 **Finish** closes the restore. The result stays available under History.

An item that fails is listed with the reason in plain words; the items that depend on it are skipped and named. The others are still applied. When the app is connected, it reports the counts of the restore to the portal (never the settings).

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6. The journal and rollback

Every restore keeps a journal on this computer: the state of each item before and after. If the result is not what you wanted, the app offers a rollback for every change it made: it writes back the values in the journal and removes again what the restore recreated. It needs the journal on this computer; Microsoft can refuse an item, and the result lists any that could not be rolled back. Steps you carried out by hand are not undone by the app. Choose **Roll back this restore** on the result, or **Roll back** in History. A rollback signs in again.

The screenshot shows a 'Restore rolled back' notification. At the top, it says 'Restore rolled back' with a blue circle '1' next to it, and a yellow button labeled 'ROLLED BACK'. To the right, it shows the date and time 'Oct 3, 2026, 4:56 PM' and the user 'contoso.onmicrosoft.com · signed in as admin@contoso.com'. Below this is a summary of the restore results: '0 Updated', '0 Recreated', '1 Already as saved', '0 Failed', and '8 Rolled back' (the '8 Rolled back' box is highlighted with a blue circle '2'). Under the 'Rolled back (8)' section, there is a list of settings that were rolled back, each with a yellow 'Rolled back' button. The first item is 'Passwordless for finance' with a blue circle '3' next to it, followed by 'Authentication strengths (custom) · Display name, Description, Allowed combinations and Allowed combinations' and 'Removed again: it did not exist before the restore.' The other items are 'Phishing-resistant sign-in for administrators', 'Head office', 'Global', and 'Block sign-in from blocked countries', each followed by a description of the settings and a note 'Put back to what it was before the restore.'

Restore rolled back **1** **ROLLED BACK** Oct 3, 2026, 4:56 PM
contoso.onmicrosoft.com · signed in as admin@contoso.com

Count	Status
0	Updated
0	Recreated
1	Already as saved
0	Failed
8	Rolled back

Rolled back (8)

Passwordless for finance **Rolled back**
Authentication strengths (custom) · Display name, Description, Allowed combinations and Allowed combinations
3 Removed again: it did not exist before the restore.

Phishing-resistant sign-in for administrators **Rolled back**
Authentication strengths (custom) · Description and Allowed combinations
Put back to what it was before the restore.

Head office **Rolled back**
Named locations · Is trusted and Ip ranges
Put back to what it was before the restore.

Global **Rolled back**
External access (federation) settings · Allow teams consumer and Allow public users
Put back to what it was before the restore.

Block sign-in from blocked countries **Rolled back**

A restore after its rollback.

- 1** The restore is marked **Rolled back**.
- 2** How many items were put back.
- 3** An item the restore had recreated is removed again; an item it had updated gets its earlier settings back.

History

Restore

Puts saved settings back. Nothing is changed until you have seen the preview and confirmed.

Rest

1 History

Readiness report

Past restores

3 restores on this computer, newest first.

2

Oct 3, 2026, 4:57 PM

Applied

Local snapshot

Waits for you

contoso.onmicrosoft.com · admin@contoso.com

By hand: 1 of 3 done, 2 still wait

3

Continue by hand

Show

Save the notes

Oct 3, 2026, 4:56 PM

Rolled back

Local snapshot

contoso.onmicrosoft.com · admin@contoso.com

0 updated, 0 recreated, 1 already as saved, 0 failed, 8 rolled back

Show

Save the notes

4

Oct 3, 2026, 4:56 PM

Applied

Portal plan

contoso.onmicrosoft.com · admin@contoso.com

2 updated, 0 recreated, 0 already as saved, 0 failed

Show

Save the notes

Roll back

THIS RESTORE

Past restores

The journals are kept on this computer. They hold settings of the tenant, so they never leave it.

How a restore works

**A sign-in of its own**

The restore does not reuse the backup sign-in. It asks only for the permissions the chosen items need, and is discarded afterward.

**Preview first**

The app reads the tenant and shows each change before anything is written.

Restore, History: every restore run on this computer.

- 1 History**, beside Restore at the top of the screen.
- A restore with items that still wait to be put back by hand.
- Continue by hand** opens its walk-through again.
- Roll back** a restore from its journal. **Save the notes** saves a readable copy of how to undo each change by hand.

The next backup is the best check that the tenant holds what was restored.

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7. Restoring by hand: the walk-through

Some settings can only be set by a person in the admin center, or are better decided by one, such as federation settings, where a wrong value locks users out. The app restores these with you: it shows the saved value, the value in the tenant now, and where to set it. These items carry the badge **Restored by hand**; you check them like any other item.

After the preview (and after Apply when the plan also has items the app writes), the restore continues with the step **By hand**, one item at a time.

✓ Review
Done

✓ Sign in
Done

✓ Preview
Done

4 By hand
1 of 3 done

5 Result
Waiting

1 Restore by hand 1 of 3 done

The app does not write these items in contoso.onmicrosoft.com. You put each one back in the admin center; the app shows the saved values and checks the result. Nothing on this screen changes the tenant.

2. f31340f3-fe20-9675-4cba-833fe2bb5e54 · matches the saved val Check all again

ITEM 2 OF 3 · ENTRA ID
f31340f3-fe20-9675-4cba-833fe2bb5e54
Federation settings of your own domains

Restored by hand Matches the saved values

A person should decide each change here.
A change here can have wide effects, so someone should look at each setting before it is put back.
A wrong federation setting locks every user of the domain out. Recorded and compared, so that a change is noticed; a person should decide each change.

1 Open the setting
Microsoft Entra admin center
Entra ID >
Domain names (federation itself is configured with Microsoft Entra Connect or PowerShell)

2 Open in Microsoft Entra admin center

If the page does not open at the right place, follow the path above from the start page of the admin center.

Checked again
3 of 3 items match the saved values.

Finish →

THIS RESTORE Local snapshot
contoso.onmicrosoft.com
3 items from a local snapshot. All of them are restored by hand.
Reads from Microsoft Graph

How a restore works

- A sign-in of its own**
The restore does not reuse the backup sign-in. It asks only for the permissions the chosen items need, and is discarded afterward.
- Preview first**
The app reads the tenant and shows each change before anything is written.
- Nothing is deleted**
Items that exist in the tenant but not in the snapshot are left alone.
- Some items by hand**
What the app does not write is shown in a walk-through: the saved value beside the value in the tenant, and where to find it in the admin center.
- A journal for every restore**
The state before and after each item is kept on this computer, so a restore can be rolled back.

- 1 How many items are done.
- 2 The list of items, to jump to any one of them; **Previous** and **Next** are further down.
- 3 **Check all again** reads the tenant and compares every item with the saved values.
- 4 The state of this item: **Differs**, **Not in the tenant**, or **Matches the saved values**.
- 5 Why this item is restored by hand.

- 6

7

The restore script

Prefer to run the restore yourself, or need it reviewed first? **Save a restore script**, at the Review step or on the result, writes a PowerShell script with the items of the plan.

RESTORE SCRIPT

The script was saved

C:\Users\alex.morgan\Documents\365 Rewind
\restore-contoso.onmicrosoft.com-local.ps1

What it is

A PowerShell script that holds the 11 items of this plan for contoso.onmicrosoft.com. You read it and run it yourself, signed in as yourself. It uses Microsoft's own PowerShell modules with their own sign-in windows and talks to Microsoft only. It names the modules that are missing.

It previews first

Run as shown below, it signs in, reads the tenant and lists what would change. It writes nothing. It changes the tenant only when you run it again with -Mode Apply, and then it asks you to type the domain of the tenant first.

Keep it safe

The file holds settings of your tenant. Keep it where only administrators can read it, and delete it when you are done.

1

Run it in Preview mode

```
powershell.exe -NoProfile -ExecutionPolicy RemoteSigned -File "C:\Users\alex.morgan\Documents\365 Rewind\restore-contoso.onmicrosoft.com-local.ps1" -Mode Preview
```

Paste it into a PowerShell window. Preview is also what the script does when no mode is given.

2

Copy the command

Show in folder

Save again

- 1

Run it again with **-Mode Apply** to make the changes; it asks you to type the domain of the tenant first, and it carries its own undo. Your settings travel in the script as data, never as commands. The file holds settings of your tenant: keep it where only administrators can read it, and delete it when you are done.

8. Scheduled backups

Scheduled backups run on a computer of yours, without a person, as a Windows task. They sign in through a second app registration in your organization, "365 Rewind (unattended)", with a certificate of that computer instead of a password. A restore is never scheduled: it always needs a person. Scheduled backups are part of the Essentials (weekly), Professional and MSP (daily) plans.

The screenshot shows the 'Scheduled backups' section of the 365 Rewind user interface. It is divided into two main panels. The left panel, titled 'Sign-in' with a 'QUICK START' button, contains a 'Quick start: Microsoft's own tools, one sign-in per service' section with a 'Recommended setup' button (highlighted with a blue circle 2) and an 'I already created it: enter the application id' button. Below this is a 'Save the setup as a script' button. The right panel, titled 'What is never kept' with a lock icon, explains that sign-ins are held in memory only. A blue circle 4 highlights the 'Open the user guide' button. At the bottom of the left panel, a section titled 'Scheduled backups' with a 'NOT SET UP' button shows 'Backups run when a person starts them' and a list of 'What scheduled backups do not read' (42 of 484 types). A blue circle 3 highlights the 'Set up scheduled backups' button. A footer note states: 'Settings, for the tenant chosen at the top.'

- 1 How backups of this tenant sign in. **Quick start** uses Microsoft's own tools, one sign-in per service.
- 2 **Recommended setup**: one sign-in for every backup, through a registration your organization owns.
- 3 **Set up scheduled backups**. The folded list above it says what scheduled backups do not read (a few types need a person's sign-in).
- 4 **Open the user guide** opens this guide.

1. Set it up

The setup has four steps: What this does, Sign in, The plan, Done.

Scheduled backups

Contoso Ltd (contoso.onmicrosoft.com): backups on this computer without a person, through a registration your organization owns.

1

1 What this does

Current step

2 Sign in

Waiting

3 The plan

Waiting

4 Done

Waiting

What this does

Backups of Contoso Ltd (contoso.onmicrosoft.com) can then run on a schedule, on this computer, without a person. That needs a second app registration in your organization, "365 Rewind (unattended)", which proves itself with a certificate of this computer instead of a person's sign-in.

What is created: the registration and its enterprise application; a certificate on this computer with a key that cannot be exported (only its public part is sent); read permissions granted to the application (Microsoft Graph, and the Exchange module); and last, only after a second confirmation, the directory role Global Reader, which Exchange Online, Security & Compliance and Teams need.

It belongs to your organization, holds no password or secret, and can be removed completely at any time. A restore is never scheduled: it always needs a person.

► What scheduled backups do not read

42 of 484 types

2

WHAT IS CREATED

365 Rewind (unattended)

Kind	App registration, one organization, no redirect address
Credential	One certificate per computer; no secret
Key	RSA 3072, cannot be exported, stays on this computer
Valid	One year; renewed by a person
Permissions	63 read permissions of Microsoft Graph; Exchange.ManageAsApp for Exchange Online and Security & Compliance
Role	Global Reader, after a second confirmation
Tags	365Rewind, 365Rewind-Unattended

The sign-in for this

Microsoft's page names "Microsoft Graph Command Line Tools". It asks for Application.ReadWrite.All, DelegatedPermissionGrant.ReadWrite.All, AppRoleAssignment.ReadWrite.All, RoleManagement.ReadWrite.Directory, Organization.Read.All and User.Read, for you only.

3

Leave "Consent on behalf of your organization" unchecked. At the end the app takes the setup permissions out of Microsoft's tool again: out of your own consent, and out of one for the whole organization if the box was checked anyway.

Scheduled backups

Nothing is written to Contoso Ltd (contoso.onmicrosoft.com) until you have seen the plan and typed its domain.

About this

-  **Nothing secret is sent**
Only the public part of the certificate leaves this computer. The key refuses to be exported.
-  **Reads only**
Backups without a person read with read permissions and a reader role. A restore always needs a person.
-  **Runs as you**
The task runs as your Windows account, which reaches the vault key and the certificate the way you do.

4

[Back to Settings](#)

[Sign in and show the plan →](#)

Scheduled backups, step 1: What this does.

- 1 The four steps of the setup.
- 2 What is created: the registration, one certificate per computer (its key cannot be exported and stays on this computer), read permissions, and the Global Reader role after a second confirmation.
- 3 On Microsoft's sign-in page, leave **Consent on behalf of your organization** unchecked. The app removes the setup permissions again at the end.
- 4 **Sign in and show the plan.** Sign in with an account that may create app registrations and assign roles.

Scheduled backups

Contoso Ltd (contoso.onmicrosoft.com): backups on this computer without a person, through a registration your organization owns.

✓ What this does
Done

✓ Sign in
Done

3 The plan
Waiting for you

4 Done
Waiting

The plan

Save the plan as text

For contoso.onmicrosoft.com, signed in as admin@contoso.com. Nothing has been written. 8 lines change something; KEEP and SKIP lines change nothing.

- CREATE** App registration "365 Rewind (unattended)"
Single organization. No redirect address. One certificate per computer, no secret. Owned by your organization. Tags: 365Rewind, 365Rewind-Unattended.
- CREATE** Enterprise application (service principal) of "365 Rewind (unattended)"
- CREATE** Certificate on this computer, with a key that cannot be exported
RSA 3072, Microsoft Software Key Storage Provider, in the certificate store of your Windows account. Valid until 2027-10-03.
The private key never leaves this computer. The scheduled task runs as your account and uses it there.
- ADD** Public part of the certificate on the registration
Only the public certificate is sent. Certificates of other computers stay.
- GRANT** Application permissions of Microsoft Graph: 63 permissions
The permissions 63 names
- GRANT** Application permissions of Office 365 Exchange Online: 1 permission
Exchange.ManageAsApp
It lets the application use the Exchange module; what it may do there comes from the directory role below.
- GRANT** Application permissions of Security & Compliance: 1 permission
Exchange.ManageAsApp
It lets the application use the Exchange module; what it may do there comes from the directory role below.

WHAT IS CREATED

365 Rewind (unattended)

Kind	App registration, one organization, no redirect address
Credential	One certificate per computer; no secret
Key	RSA 3072, cannot be exported, stays on this computer
Valid	One year; renewed by a person
Permissions	63 read permissions of Microsoft Graph; Exchange.ManageAsApp for Exchange Online and Security & Compliance
Role	Global Reader, after a second confirmation
Tags	365Rewind, 365Rewind-Unattended

About this

- Nothing secret is sent**
Only the public part of the certificate leaves this computer. The key refuses to be exported.
- Reads only**
Backups without a person read with read permissions and a reader role. A restore always needs a person.
- Runs as you**
The task runs as your Windows account, which reaches the vault key and the certificate the way you do.

- Read the plan**
Nothing has been written. Type a domain of contoso.onmicrosoft.com below to carry it out.

Cancel

Create in contoso.onmicrosoft.com →

Scheduled backups, step 3: the plan. Nothing has been written yet.

- Every line of the plan, marked CREATE, ADD, GRANT, KEEP or SKIP. The Global Reader role comes last.
- Save the plan as text**, for a change request.
- Type a domain of the tenant below the plan; only then does **Create in** become available. The role asks for a second confirmation.

The step Done shows what was created and a check per service with the certificate.

2. The certificate

The certificate is valid for one year. Its private key never leaves the computer and cannot be exported; only its public part is sent to the registration. From 30 days before it ends, the app says so when it starts and in Settings; choose **Renew the certificate** there. A scheduled backup runs on the computer that holds the certificate, so set it up on a computer that is on at the scheduled time.

3. The schedule

The schedule

Contoso Ltd (contoso.onmicrosoft.com): backups on this computer without a person, through a registration your organization owns.

✓ When
Done

✓ As which account
Done

✓ What it reads
Done

4 Saved
Choose Save the schedule

1

When

☒ Every day

☐ Every week, on Sunday

2

At (24-hour time)
02:00

Windows starts it up to 30 minutes later, so that computers do not all call at once, and runs a missed one as soon as the computer is back on.

3

As which account

The task runs as CONTOSO\alex.morgan, the account that set up scheduled backups here: it reaches the vault key, the connection to the portal and the key of the certificate as you do.

☒ Whether I am signed in to Windows or not

Windows asks for your Windows password once, in a window of its own (Task Scheduler). The app never sees it and does not keep it; Windows Task Scheduler keeps it. The task can then run while nobody is signed in.

☐ Only while I am signed in to Windows

No password is asked. A run that falls while you are signed out starts when you sign in.

4

The schedule

Choose when and as which account; nothing changes until you save.

Back to Settings

Save the schedule →

The schedule.

- 1 **Every day**, or **every week** on a day. A weekly plan runs weekly.
- 2 The time, in 24-hour time. Windows starts the task up to 30 minutes later, and runs a missed one when the computer is back on.
- 3 The task runs as your Windows account. **Whether I am signed in to Windows or not**: Windows asks for your password once, in Task Scheduler's own window; the app never sees it. **Only while I am signed in**: no password.
- 4 **Save the schedule**.

A scheduled backup reads the workloads of the last backup you ran yourself.

Where the app is kept. A scheduled backup starts `ConfigBackup.exe` from the folder you saved it to, without you and with the access of your tenant. Keep it in a folder only you and administrators can change: a

365 Rewind user guide

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folder of your user profile, such as Documents, or one an administrator made under Program Files. Not in a folder other Windows accounts of the computer can write, as a folder made at the top of drive C: often is. When the app runs from such a folder, it says so when you save the schedule.

4. Check on it

Scheduled backups 1 SCHEDULED

Every day at 02:00, whether you are signed in to Windows or not
Through "365 Rewind (unattended)" and the certificate of this computer. A restore always needs a person.

Application id	1083aaf6-0e24-492b-9d33-89afa836353d
2 Certificate	Valid until 2027-10-03; thumbprint 46B6D7CCADC75A390ED5FAA8511319EF59F3EBEA
Role	Global Reader is assigned
3 Last run	Oct 3, 2026, 4:54 PM: partly complete (exit code 1). 435 of 484 types read; 42 left to a backup a person runs.

► What scheduled backups do not read 42 of 484 types

4Change the scheduleRun it nowCheckRenew the certificateRemove scheduled backups

Settings, Scheduled backups, once set up.

- 1 The state: **Not set up**, **No schedule** or **Scheduled**.
- 2 The certificate and until when it is valid.
- 3 The last run: when, how it ended, and how many types were read.
- 4 **Run it now** runs a scheduled backup at once and shows its result. **Check** tests the sign-in of every service. **Remove scheduled backups** shows what it found and removes it all, in order.

5. Email notifications

The portal emails the members who ask for it when a scheduled backup **failed**, when a scheduled backup **did not report** (36 hours for a daily schedule, 8 days for a weekly one: the computer may be off), and, on the Professional and MSP plans, the **changes found** by a scheduled backup. Each member chooses on the portal's Settings page (see [Settings and notifications](#)). Until a member chooses, owners get all three and other members none. A message names the tenant, the time and counts per workload, never a setting.

9. The portal

Sign in with your work email; the portal sends a six-digit code. The menu on the left has **Tenants**, **Connect an app**, **Activity** and **Coverage** for the workspace, and **Settings** and **Support** for your account.

Tenants

The screenshot shows the 365 Rewind portal front page for a user named Alex Morgan. The sidebar on the left contains a menu with the following items: **Tenants** (highlighted with a blue box and a blue circle with the number 1), **Connect an app**, **Activity**, **Coverage**, **Settings**, and **Support**. The top navigation bar shows the user's name, a 'Sign out' button, and a 'Tenant settings' button. The main content area features a dashboard with four cards: **TENANTS** (1 Registered in this workspace), **BACKUPS KEPT** (6 Within the retention of each tenant), **CONNECTED APPS** (1 Windows apps that can back up and restore), and **NEED ATTENTION** (1 Failed runs, partial or missing backups, and backups older than 7 days). Below the dashboard is a section titled **Tenants** with a card for **Contoso Ltd** (contoso.onmicrosoft.com). The card shows the last backup on Oct 3, 2026, at 4:56 PM, with a result of **Partial** and 633 items. A blue box and a blue circle with the number 3 highlight the tenant card. To the right of the tenant card is a section titled **WINDOWS APP** with the heading **Connect the Windows app**. It provides instructions for connecting the app and includes a button labeled **Download the Windows app** (highlighted with a blue box and a blue circle with the number 4). Below the button, the version (0.3.0) and SHA-256 checksum are displayed.

The portal's front page, Tenants.

- 1 The menu.
- 2 The workspace at a glance. **Need attention** counts failed runs, partial or missing backups, and backups older than 7 days.
- 3 One card per tenant: where its backups are kept, the last backup, its result and changes. **Open** shows the tenant.
- 4 **Download the Windows app**, with its version and checksum.

A tenant

365 Rewind
CONFIGURATION BACKUP
FOR MICROSOFT 365

Contoso IT
contoso-it - Owner

WORKSPACE

- Tenants
- Connect an app
- Activity
- Coverage

ACCOUNT

- Settings
- Support

Windows app 0.3.0 - 484 types backed up

Contoso IT / Tenants / Contoso Ltd

AM Alex Morgan Sign out

Contoso Ltd

contoso.onmicrosoft.com

Hosted

BACKUPS
Timeline

6 backups shown

1 Check two backups to compare them. **Compare the two**

2 3, 2026, 4:56 PM · 23 minutes ago Partial Hosted

Open Find items Compare with previous

Taken by admin@contoso.com Mode On demand
App IT admin workstation 633 items

No changes

Entra ID Partly read 165 items	Exchange Online Partly read 129 items	Defender Read 88 items
Purview Read 87 items	SharePoint and OneDrive Not included No items	Teams Not included No items
Intune Read	Power Platform Read	Microsoft 365 admin Partly read

SETTINGS

This tenant

Change

Storage Hosted in the portal

Backups are kept for 365 days

Backups kept now 6

Registered Oct 3, 2026, 4:56 PM

Registered by IT admin workstation

Tenant ID 0f6d1c5e-3b7a-4c2d-9e4f-8a1b2c3d4e5f

Backups are encrypted on the machine, uploaded, and kept encrypted in the portal. You can browse, compare and prepare restores here. The newest complete backup is never removed by retention.

RESTORE

Restore plans

A tenant: the timeline of its backups.

- 1 Check two backups and choose **Compare the two**.
- 2 For each backup: **Open**, **Find items**, **Compare with previous**. Below, what each workload read.
- 3 Where backups of this tenant are kept and for how long. **Change** opens Settings.

Hosted backups can be browsed and compared in the portal. For a tenant kept in a local vault, the portal shows the counts and the history; its backups are browsed in the app.

A backup

Contoso IT / Tenants / Contoso Ltd / Backup

AM Alex Morgan Sign out

Backup of Sep 26, 2026, 2:39 PM

Contoso Ltd · taken Sep 26, 2026, 2:39 PM · 7 days ago

Partial Hosted

SUMMARY

What this backup holds

Taken by **admin@contoso.com** Mode **On demand** App **IT admin workstation 0.3.0** 862 items Size **95.7 KB**

Kept until Sep 26, 2027, 2:39 PM ~ 12 changed - 2 removed

Workload	Status	Items	Changes
Entra ID	Partly read	166 items	5 changes
Exchange Online	Partly read	129 items	4 changes
Defender	Read	88 items	2 changes
Purview	Read	87 items	1 change
SharePoint and OneDrive	Read	32 items	1 change
Teams	Partly read	196 items	1 change
Intune	Read	111 items	
Power Platform	Read	17 items	
Microsoft 365 admin	Partly read	36 items	

Search types and items by name, for example rewind

☒ Only types with items ☐ Only with changes

476 of 484 types have items

WORKLOADS

Workload	Count
All	476
Entra ID	91
Exchange Online	69
Defender	41
Purview	49
SharePoint and OneDrive	18
Teams	187
Intune	63
Power Platform	11
Microsoft 365 admin	27

Windows app 0.3.0 · 484 types backed up

A hosted backup in the portal.

- 1 **Compare with previous, Download a copy** (an export of the backup) and **Delete this backup**.
- 2 What each workload holds, and whether it was read fully.
- 3 Search types and items by name; open a type to see its items and their saved settings.

Compare

The screenshot shows the 'Compare' interface in the 365 Rewind portal. The left sidebar contains navigation links: '365 Rewind CONFIGURATION BACKUP FOR MICROSOFT 365', 'Contoso IT contoso-it - Owner', 'WORKSPACE' (Tenants, Connect an app, Activity, Coverage), and 'ACCOUNT' (Settings, Support). The main content area is titled 'What changed' and shows two backups: 'OLDER BACKUP' (Sep 19, 2026, 2:36 PM, 2 weeks ago) and 'NEWER BACKUP' (Sep 26, 2026, 2:39 PM, 7 days ago). Both are marked as 'Partial'. Below this, a summary shows: 0 items added, 12 items changed, 2 items removed, and 850 items unchanged. A warning indicates that 6 types could not be compared. At the bottom, a search bar and filters show 17 types changed, with a list of workloads: All 17, Entra ID 6, Exchange Online 4, Defender 1, Purview 1, SharePoint and OneDrive 1, Teams 3, Intune 0, Power Platform 0, and Microsoft 365 admin 1. A footer note states: 'You restore from the older backup, to put things back the way they were, so an item that is only in the newer backup cannot be selected here: use Select all'.

What changed between two backups.

- 1 The older and the newer backup.
- 2 Added, changed, removed and unchanged items.
- 3 Types that were not read in one of the backups. Nothing is known about what changed there, so they are not counted.
- 4 Search, filters and one button per workload. Changed items show their settings side by side.

Restore plans

An owner or operator can prepare a restore in the portal from a hosted backup: check the items in the backup, choose **Restore**, review the plan and create it. The plan is signed by the portal and waits for the Windows app; the portal never writes to the tenant. In the app, open **Restore** and choose **Look for plans**.

Choose what to restore

FROM THE PORTAL

Restore plans are prepared in the portal from hosted snapshots, then run here. Choose the tenant and look for its plans.

Contoso Ltd (contoso.onmicrosoft.com) ▼

1

Look for plans

2

2 items from the snapshot of Oct 3, 2026, 4:56 PM

Waiting

Prepared by Alex Morgan on Oct 3, 2026, 4:56 PM. Expires Oct 4, 2026, 4:56 PM.

Use this plan

3 items from the snapshot of Oct 3, 2026, 4:56 PM

Waiting

Prepared by Alex Morgan on Oct 3, 2026, 4:56 PM. Expires Oct 4, 2026, 4:56 PM.

Use this plan

FROM A LOCAL SNAPSHOT

Open a snapshot in Snapshots, check the items you want back, then choose Restore selected.

Open Snapshots

Plans from the portal, in the app.

- 1 Choose the tenant and **Look for plans**.
- 2 Each waiting plan: how many items, from which backup, who prepared it and until when it can be used. **Use this plan** fetches it; the restore then runs as in [Restoring settings](#).

When the restore is finished, the app reports to the portal what was applied, done by hand or still waiting, so the plan's page shows the outcome. The walk-through of a plan is also available in the portal, for whoever puts the by-hand items back.

Members

MEMBERS

3 members

Who can sign in

1

Alex Morgan

Owner

alex.morgan@contoso.com

Has not signed in yet

Owner

Remove

Jordan Price

Viewer

jordan.price@contoso.com

Has not signed in yet

Viewer

Remove

Sam Lee

Operator

sam.lee@contoso.com

Has not signed in yet

Operator

Remove

2

Add a member

colleague@company.com

Operator

Add

Viewers read backups and comparisons. Operators also connect apps and prepare restores. Owners also change tenants, revoke apps and manage members. New members sign in with an emailed code.

Settings, Members (owners only can change them).

- 1 Who can sign in, with their role. Change a role or **Remove** a member.
- 2 **Add a member** with their work email and a role. They sign in with an emailed code.

Viewers read backups and comparisons. **Operators** also connect apps and prepare restores. **Owners** also change tenants, revoke apps, manage members and choose plans. A workspace always keeps at least one owner.

Settings and notifications

The portal's **Settings** page also holds, per tenant, its display name, how long backups are kept and where they are kept (a change applies to future backups); the **connected apps**, each with its machine, version and last contact, and **Revoke**; and whether connected apps may open backups kept in the portal.

NOTIFICATIONS

Email about scheduled backups

Messages go to alex.morgan@contoso.com.

1

☒ **A scheduled backup failed**

When the Windows app reports that a scheduled backup ended without a usable backup, with what happened and what to do.

☒ **A scheduled backup did not report**

When no scheduled backup of a tenant has reported for 36 hours (daily schedule) or 8 days (weekly schedule): the computer that runs them may be off. Up to three reminders, then nothing until one reports.

2

Changes found by scheduled backups

☒ Only when something changed

☐ After every scheduled backup

☐ Off

The message counts the settings added, changed and removed per workload and links to the comparison. It never holds a setting itself.

3

Save notifications

Settings, Notifications: your own choice, for every tenant of the workspace.

- 1 Email when a scheduled backup **failed** or **did not report**.

2 Email about the **changes found** by scheduled backups: only when something changed, after every scheduled backup, or off. The message counts the settings added, changed and removed per workload and links to the comparison.

3 **Save notifications.**

Activity lists what happened in the workspace: backups received, apps connected, plans created and run, members changed, notifications sent. **Coverage** lists every setting type the app backs up and how each is restored.

10. Plans

Every workspace starts as a free **Preview** for one tenant. The Preview backs up a sample of 10 setting types, up to 3 times, so you can browse your own settings and compare one backup with the next. History is kept 30 days. Restore is locked in the Preview; the app and the portal say so where it applies, and the counts read "10 of 484 types in this preview".

The plans add every setting type, backups without a limit, scheduled backups, longer history and restore:

- **One-time snapshot:** two full backups and automatic restore for 30 days, then the tenant returns to the Preview.
- **Essentials:** one tenant, weekly scheduled backups, 90 days of history, restore by hand with walk-throughs and restore scripts.
- **Professional:** daily scheduled backups, one year of history, automatic restore with preview and rollback, change alerts by email.
- **MSP:** everything in Professional, for every tenant, in one workspace.

To subscribe, an owner opens the portal's **Settings** page: each tenant shows its plan, and **Purchase a plan** lists the plans: pay online by card or bank debit, or choose **Request an invoice**. The tenant is unlocked as soon as the payment or the invoice is paid; the app picks up the new plan the next time it connects. Prices and the full comparison are on the [Pricing](#) page.

A plan runs until its end date and does not renew by itself; renewing is a new invoice. When a plan ends, no new backups are taken and restores are no longer prepared or applied automatically. Hosted backups are kept for 90 days after the end: you can still sign in, browse, compare and download them, the tenant's page shows the date they are deleted, and the owners are emailed 30 and 7 days before. A plan that runs again stops the deletion. Backups in a local vault stay readable on your computer: the app still opens and compares them and walks you through restoring them by hand.

11. Technical Support and Feature request

Two forms reach a person, who answers by email: **Technical Support** when something does not work as expected, and **Feature request** for something you would like the product to do. Every member can use them, on every plan, including the Preview.

From the portal

The screenshot displays the 365 Rewind Support portal. The sidebar on the left includes a 'Support' link (1). The main content area is titled 'Support' and contains two form options: 'Technical Support' (2) and 'Feature request'. The 'Technical Support' form includes a subject line and a message box. The right sidebar shows a summary of the request, including the workspace name 'Contoso IT', the member 'alex.morgan@contoso.com', the portal version '0.3.0', and the number of requests left '5 of 5' (3).

The portal's Support page.

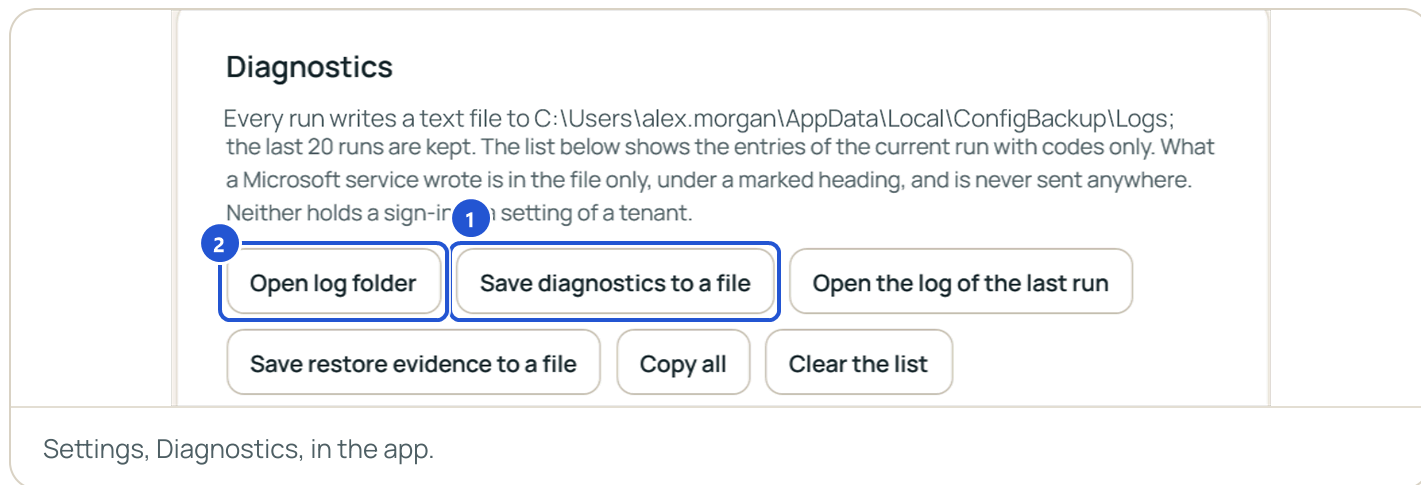
- 1 **Support** in the Account part of the menu.
- 2 Choose the form, then write a subject (one line) and the message: what happened, what you expected, and when. You may name the tenant. Please do not paste passwords, keys or settings of your tenant.
- 3 What is sent with the request: the workspace, you, and the portal version. A copy is mailed to you; the activity log records that a request was sent, never its text.

For Technical Support you can attach the diagnostics of the Windows app (below). The page shows exactly what is sent before you send it. After **Send** the page shows a reference such as TS-20261003-7KQ2MX; mention it when you write about the same problem. Each member can send 5 requests an hour.

From the Windows app

Choose **Support** in the app's menu. The same two forms open in a window of their own. A connected app sends the request through the portal, with the tenant you are signed in to, the app version and the time, and can attach the diagnostics of its last run with one check box; the window shows the attachment in full before you send it. An app that is not connected offers **Open the contact page** instead.

Diagnostics



1 **Save diagnostics to a file** writes a text file to attach in the portal's Support page.

2 **Open log folder**: every run writes a text file there; the last 20 runs are kept.

Diagnostics hold no sign-in and no settings of a tenant. The part marked LOCAL ONLY may hold names from your tenant; it is left out of whatever is sent, but read the file before you attach it elsewhere.

Not a customer yet? The [Contact](#) page has the sales address.