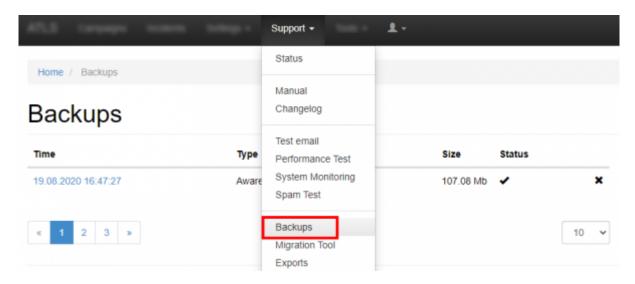
Location of backups

All backups are written into the centralized backup directory on LUCY server. The backups can be accessed within the support menu (/support/backups):



Downloading a backup

You can download the according to backing by clicking on the backup date:

ATLS Carporps Income	termina -	Support +	1.		
Home / Backups		Status			
Backups		Manual Changelog			
Time	Туре	Test email Performance Test	Size	Status	
19.08.2020 16:47:27	Aware	System Monitoring Spam Test	107.08 Mb	*	×
« 1 2 3 »		Backups Migration Tool Exports			10 👻

Backup a mail or web template

All Templates (Email, Web, Scenario & e-learning) can be saved or restored using the Backup/Restore function with the corresponding Menu item.

Example: Backup & Restore Scenario Templates

Home / Attack Templates				
Attack Templates				Actions • Delete •
data entry	Q III List View III Grid View	Name - V	Clear Fil	+ New C Copy
Blank (Data Entry) Blank data entry template.		== = ×	Type •	Backup Restore Download
12.04.2019 17:25:40	Edit Preview Message + 1	Preview Lure -	Category +	
a 1 2	Lun Thereithering	100 ~	Attention: Those are the bas can be edited for all campai If you wish to edit a templat campaign only, you need to page and email within the c settings.	gns. e for a specific edit the landing

Note: please make sure that if you restore a template, that you don't change the naming convention of the archive nor extract any file before restoring it. A backup archive has a syntax like: "2019-09-07-awareness-templates.zip". That exact file should be shared between Lucy instances.

Backup your campaign

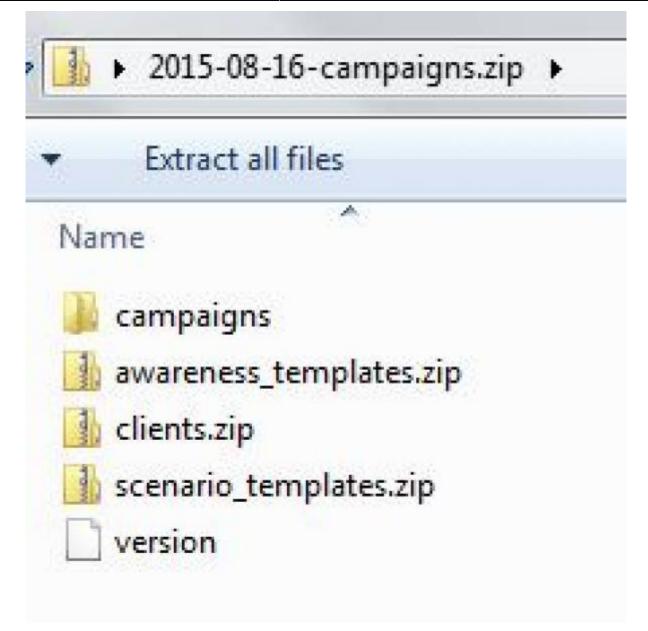
You can either backup your campaign or as well create an identical copy of an existing campaign with the backup/restore function (if you don't delete the original campaign and restore your campaign a copy will be created).

Example: Backup & Restore Campaigns

ampaigns			+ New -	A Export	 Select ▼ 	Actions • O	Dashboard 👻	Add Widget
learch					Туре	C Copy Stop All X Delete Start Stop	Benchm	nark Sector +
Campaign	† Type	Status	Recipients 0	Started 0	Stopped 🔶	Restart	uccess	
Lucy Phishing Campaign	0	-	1	-	- (C Restore		≭⊵⊦x

During a Campaign Backup the Following Data Is Saved:

- Campaign Configuration (all settings)
- Email Template
- Landing Page Template
- Awareness Site Template
- Campaign Stats (from LUCY v. 2.8 on)



Copy a campaign

LUCY > 3.0 allows you to quickly copy a campaign using the copy button. To copy a campaign first select the checkbox of the campaign(s) that you want to copy and then click "copy". LUCY will create a 1:1 copy of your complete campaign and add a number next to the campaign name:

Campaign	S			+ New	• Z Export	select	•	Actions +		hboard +	Add Widg
Search						/	1	X Delete	3 ₀		
1 Campaign		Туре	Status	Recipients	Started 0	Stopped	lype -	 Start Stop Restart Backup 		Benchr	nark Sector
Lucy Phishing C	ampaign	0		1	-	-	0	C Restore			×⊵⊦:
	ampaign (copy)	0	-	1	-	-	0	0	c)	*±+:

Create a new campaign based on a previous campaign template

Create a new campaign based on a previous campaign template: LUCY now allows an administrator to create a template based on a previous campaign. The template consists of all settings including all associated scenario and awareness templates. You can then start a new campaign, using this campaign template

You can create a new template by clicking "save as template" in the campaign summary page:

Home / Campaigns / ADAPTB TEST				
ADAPTB T	Campaign Status: Not Started	C Reset Stats	H Save as Template	💆 Export 👻 🕨 Start •
Results	Campaign	Running Time		Created By
Summary	ADAPTB TEST	45 seconds		oliver@muenchow.ch
Statistics	Attack Overview		Awareness	
Reports	\sim			
Exports	()) (.).(.		
Configuration				

You find the campaign template on the campaign template settings page:

	Settings -	1.
Home / Campaign Templates	Templates	Attack Templates Awareness Templates
Campaign Tem	Benchmank Sectors Cornams	File Templates Report Templates Campaign Templates
No templates yet.	Dursame DNB	
Copyright © 2020 Lucy Security AG	Adapt Authoring Toolkel	Awareness Training Diploma
All Rights Reserved		Download Templates

If you start a new campaign, you can then select one of your previously saved campaign templates. Please select "Start with Default Campaign Template" to get in the required menu:

Home / Campaigns / New Campaign			
New Campa…	Campaign Status: Not	Started	
New Campaign	Name	Lucy Phishing Campaign based on previous campaig	jn
	Client	My Client	~
	Setup Mode	 Expert Setup (Manual Configuration) • 	
		Setup Wizard I	
		 Risk Assessment O 	
		Start with Predefined Campaign Template	
		 Start with Default Campaign Template 9 	
	Template	Please select eLEarning Multistep ADAPTB TEST - Anow Te-achecoming awareness	
		Ignore repeated answers in Awareness	

KNOWN ISSUES

Certain data is cross-referenced (e.g. recipient group name). So if you delete that group or copy that backup to a fresh LUCY install, make sure the exact same group name exists. Other data (e.g. your custom landing page, etc. is fully backed up in the ZIP file). The Backup/Restore only works without issues using the same version. You cannot restore campaign data from a lower version into a LUCY with a higher version. Therefore, you need to make sure that you first Update LUCY to the latest version before backing up your campaign data.

