

Databases view

SQL Safe allows you to view a list of all the databases that belong to your SQL Server instances. In this tab you can view the following information for each database:

- **Status** - it displays the status of the database, it can be OK, Error, or Warning.
- **Instance Name** - the name of the instance where the database resides.
- **Database Name** - the name of the respective database.
- **Database Type** - if it is a User or System database.
- **Last Full Backup** - the date and time when the last full database backup was executed.
- **Last Diff Backup** - the date and time when the last differential database backup was executed.
- **Last Log Backup** - the date and time when the last log database backup was executed.
- **# Of Policies** - the number of policies that cover the database.
- **Space used, MB** - the amount of space used by the database in MB.
- **Actions** - under this column you can find a  gear icon with the following options: **AdHoc Backup**, **AdHoc Restore**, and **Create Policy**.

Keep in mind:

- You can sort the information available on this tab by clicking the column header by which you want to order your instances.
- You can set the number of items you want to view per page by going to the lower section of the list grid, type a number in the box, and the page will be updated according to your requirements.

What information can you filter in the Databases view?

SQL Safe allows you to filter the information available on the **Databases** tab to quickly access your required data. To filter your information, go to the left section of the tab and filter your information according to:

- **Status** - select a database status. You can choose from Ok, Warning, or Error.
- **Instance Name** - type the names of the instances for which you want to see their databases.
- **Database Name** - type the names of the databases you want to view.
- **Database Type** - select if you want to view **User** databases or **System** databases.
- **Last Full Backup** - use the **From** and **To** options to set specific date range of last Full backups for which you want to view your databases.
- **Last Diff Backup** - use the **From** and **To** options to set specific date range of last Diff backups for which you want to view your databases.
- **Last Log Backup** - use the **From** and **To** options to set specific date range of last Log backups for which you want to view your databases.
- **# Of Policies** - use the **From** and **To** options to set a range of policies for which you want to view your databases.
- **Space used, MB** - use the **From** and **To** options to view the databases that belong to a specific space range in MB.
- **Policy Name** - type the name of the policies for which you want to view their databases.

✔ When using filters take into account:

- You can save your filtering options by selecting your filters, typing a name in the **By Custom Filter** field, and clicking **Add Filter**. To retrieve your saved filters, click the drop-down option in the **By Custom Filter** section and select your filter name.
- If you want to select filters first and apply the changes later, deselect the **Apply filter as it changes** option.
- To remove filters, use the specific **Remove Filter** option in each filter. For example, if you want to remove your Status filters, click **Remove Status Filter** under the same filter section.
- Under **APPLIED FILTERS** on the top section or your **Databases** tab, you can see the filters you have selected. Click the **X** icon next to the ones you want to remove.
- Use the option **Clear** on the top section of the **Filtering** section to remove all filters.

What actions can you perform on Databases?

On the **Databases** tab, you can select one or several databases, and click one of the following options from the gear icon under the **Actions** column. You can also use the options from the upper section of this tab.

- **Adhoc Backup** - select this option to open the [Backup Wizard](#).
- **Adhoc Restore** - select this option to open the [Restore Wizard](#).
- **Create Policy** - use this option to create a [Backup Policy](#), [Restore Policy](#), or [Log Shipping Policy](#). SQL Safe adds the selected databases to the respective policy.

⚠ These options are not available to **Guest** users.

What other options are available on the Databases tab?

You can also find the following options in the upper section of the Databases list:

- **Add instance** - use this option to register new instances and launch the [Add Instance Wizard](#).
- **Create policy** - select this option to access the [Backup](#), [Restore](#), or [Log Shipping](#) policy wizards.
- **Backup** - select this option to open the [backup wizard](#).
- **Restore** - select this option to open the restore wizard. You can select to [restore databases](#) or perform an [object level recovery](#).
- **Export** - use this option to export the information displayed on the **Databases** tab, select your preferred format: PDF, XLS, or XML.

⚠ The **Add instance**, **Create policy**, **Backup**, and **Restore** options are not available to **Guest** users.

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