

Configuring notifications for manual backup

The **Notifications** section of the Backup Wizard allows you to email status notifications to the appropriate database administrators about this backup. Email notifications let you, and your staff, remotely monitor the status of your backups.

You can choose any of the following status to monitor:

- Backup fails.
- Backup is skipped.
- Backup is cancelled by user.
- Backup competes with warnings.
- Backup succeeds.

Type the email address of each recipient. Use semicolons to separate multiple email addresses.

✔ You must configure your mail server settings before SQL Safe can send email notifications. Click **Configure E-mail** to check your settings. For more information, see [configure e-mail settings for status notifications](#).

When is the email sent?

SQL Safe sends an email to the specified recipients only when the selected backup status occurs. For example, if you chose to monitor whether the backup fails, you will not be emailed if the backup is skipped. Because you are performing a manual backup, you will receive one status notification.

Once you configure notifications for your backup, click **NEXT** to [review details](#).

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