

# View your Managed Instances

The **Instances** tab allows you to view all instances managed in your environment. For each instance, you can see the following information:

- **Status** - displays the status of the respective instance. The error icon means the connection to the instance failed. The up icon represents a successful connection with the instance.
- **Instance name** - the name of the respective SQL Server instance
- **Status text** - specifies in detail the status of the SQL Server instance.
- **# of Databases** - displays the number of databases that belong to the respective instance. Click this option and SQL Safe takes you to the **Databases** tab filtered by the selected instance.
- **# of Policies** - shows the number of policies that cover at least one database that belongs to the respective instance. Click this option and SQL Safe takes you to the **Policies** view filtered by the selected instance.
- **# of Operations** - displays the number of operations in the instance. Click this option and SQL Safe takes you to the **Operation History** tab filtered by the respective instance.
- **SQL Server version** - displays the SQL Server version of the instance
- **Actions** - under this column you can find the gear icon with the following options for your instances: Remove/delete, Change Credentials, Perform Operation ([AdHoc Backup](#), [AdHoc Restore](#))

## How do you filter the information on your Instances tab?

SQL Safe allows you filter your information to access your required data easily. Go to the left section of the **Instances** tab and filter according to:

- **Status** - you can select **Ok** or **Error**
- **Instance name** - type the name of the instances you want to view
- **Status text** - type an specific status
- **# of Databases** - use the options **From** and **To** to specify a range of the number of databases for which you want to see your data
- **# of Policies** - use the options **From** and **To** to specify a range of the number of policies for which you want to see your data
- **# of Operations** - use the options **From** and **To** to specify a range of the number of operations for which you want to see your data
- **SQL Server version** - type a SQL Server version for which you want to see its instances
- **Policy Name** - type the name of the policies for which you want to view their respective instances



When using filters take into account:

- If you want to select filters first and apply the changes later, unselect the option **Apply filter as it changes**.
- To remove filters, use the specific **Remove Filter** option in each filter. For example, if you want to remove your Instance filters, click **Remove Instance Name Filter** under the same filter section.
- Under **FILTERED BY** on the top section or your **Managed Instances** 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 other options are available on the Instances view?

On the upper section of your Instances list, you can find the following options:

- **Add SQL Server instance** - You can register SQL Server instances to your monitored environment. Go to [Adding SQL Server instance](#) for more information about registering new instances.
- **Backup** - use this option to open the [Backup Wizard](#).
- **Restore** - use this option to open the [Restore Wizard](#).
- **Export** - you can export the information displayed on your **Instances** view. Select your preferred format: PDF, XLS, or XML.



Take into account that these options are not available for **Guest** users.

## What actions can you perform on instances?

You can select one or more instances from the **Instances** tab, click one of the respective gear icons under the **Actions** column, and perform any of the following actions:

- **Remove/delete** - use this option if you no longer want to manage the selected instances

- **Change credentials** - use this option to set different credentials to connect to the SQL Server Instance. You can go to [Add new SQL Server instances](#) to find more information about the credentials needed to monitor an instance.
- **Perform operations** - select this option to access any of the following operations:
  - **AdHoc Backup** - select this option to open the [Backup Wizard](#) with the selected instances and specify the respective settings for the backup.
  - **AdHoc Restore** - take into account that this option is only available when you select a single instance. SQL Safe opens the [Restore wizard](#) so that you can specify the respective settings for the restore operation.



Take into account that these options are not available for **Guest** users.

SQL **Safe** is a high-performance backup and recovery solution for your SQL Servers. [Learn more](#) > >

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