

Create a Backup Job (PVE)

Before You Start

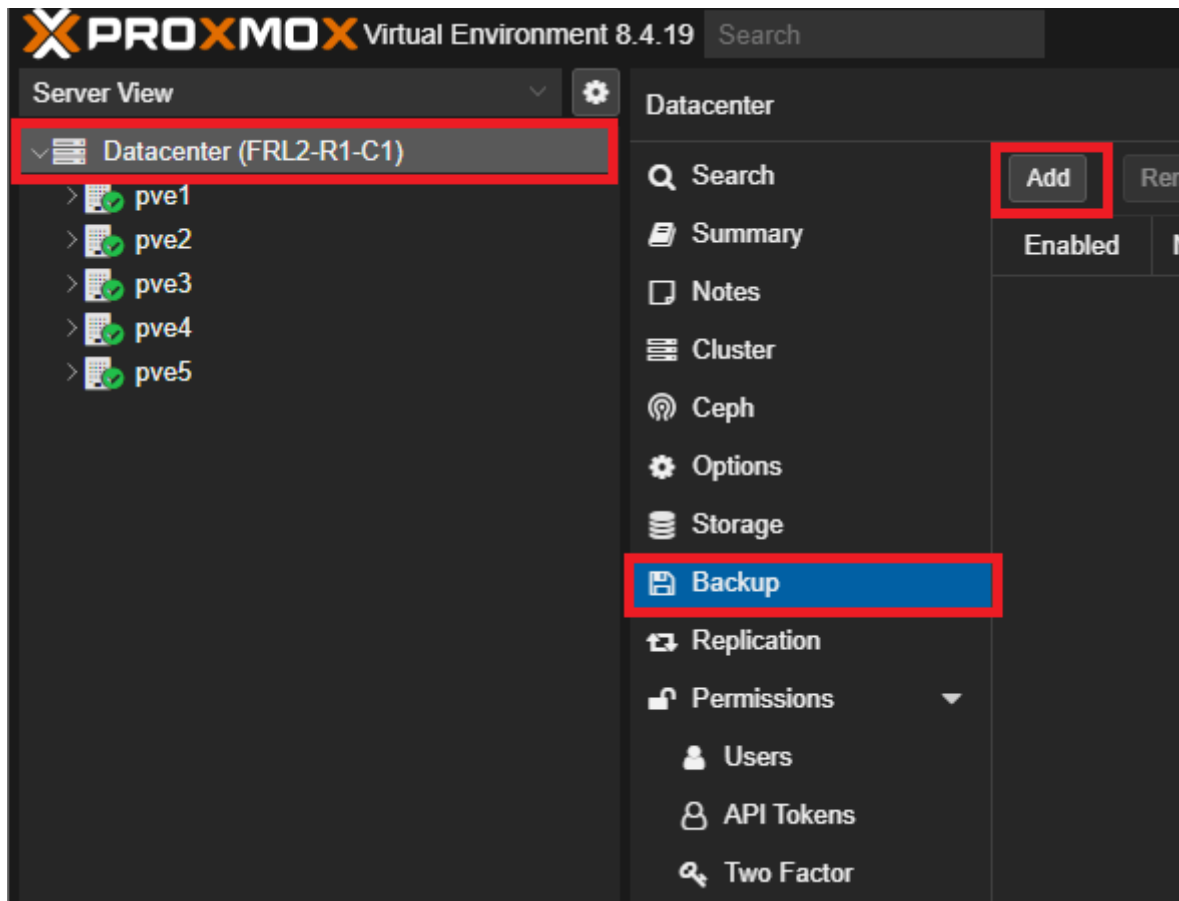
Proxmox Virtual Environment Root/Admin access on web page

Onboarding email with PBS hostname, encryption key, fingerprint, username and password

Steps

If you connected your backup server using the installation script, then you do not need to setup a job unless you would like more than one.

First, login to your Proxmox VE and go to Datacenter > Backup and hit Add.



Under General, choose which nodes you'd like to backup from, the schedule the job should run and which emails the job sends notifications to and any job comments. You can specify which virtual machines/containers get backed up to the Proxmox Backup Server, but you must select at least one to proceed.

Create: Backup Job

General

Retention

Note Template

Advanced

Node:

-- All --

Storage:

dc2-hdd-1

Schedule:

Editable

Selection mode:

Include selected VMs

Notification mode:

Default (Auto)

Send email to:

Send email:

Always

Compression:

ZSTD (fast and good)

Mode:

Snapshot

Enable:

☒

Job Comment:

☐	ID ↑	Node	Status	Name	Type
☐	100	pve1	stopped	gateway.dev.tac.global	Virtual Machine
☐	101	pve2	running	m.dev.tac.global	Virtual Machine
☐	102	pve1	running	radsecproxy.dev.tac.global	LXC Container
☐	103	pve5	running	joypark-akron.unifi	Virtual Machine
☐	104	pve5	running	patterson-park-akron.unifi	Virtual Machine
☐	105	pve4	running	netbox.summitconnects.tac.global	LXC Container
☐	106	pve5	running	northwest-community-akron.unifi	Virtual Machine
☐	107	pve5	running	lawton-akron.unifi	Virtual Machine
☐	108	pve5	running	mason-akron.unifi	Virtual Machine
☐	109	pve5	running	kenmore-community-akron.unifi	Virtual Machine
☐	110	pve5	running	balch-community-akron.unifi	Virtual Machine

Help

Create

Under Retention, you can determine how long backups are kept. The rules stack so backups can be kept if multiple rules are true at once. If you need a guide for retention policies, go [here](#).

The screenshot shows the 'Create: Backup Job' dialog box with the 'Retention' tab selected. The 'General' tab is also visible. The 'Retention' tab contains a checkbox for 'Keep all backups' and six dropdown menus for 'Keep Last', 'Keep Daily', 'Keep Monthly', 'Keep Hourly', 'Keep Weekly', and 'Keep Yearly'. A yellow warning bar at the bottom of the retention section states: 'Without any keep option, the storage's configuration or node's vzdump.conf is used as fallback'. At the bottom of the dialog, there is a 'Help' button and a 'Create' button.

Create: Backup Job

General Retention Note Template Advanced

☐ Keep all backups

Keep Last: [dropdown] Keep Hourly: [dropdown]

Keep Daily: [dropdown] Keep Weekly: [dropdown]

Keep Monthly: [dropdown] Keep Yearly: [dropdown]

Without any keep option, the storage's configuration or node's vzdump.conf is used as fallback

? Help Create

Under Node Template, you can specify notes for each backup. As seen below, you can use template variables to differentiate between each backup.

The screenshot shows the 'Create: Backup Job' dialog box with the 'Note Template' tab selected. The 'General' and 'Retention' tabs are also visible. The 'Note Template' tab contains a text area for 'Backup Notes' with the content '{{guestname}}'. Below the text area, there is a note stating: 'The notes are added to each backup created by this job. Possible template variables are: {{cluster}}, {{guestname}}, {{node}}, {{vmid}}'. At the bottom right of the dialog, there is a 'Create' button.

Create: Backup Job

General Retention Note Template Advanced

Backup Notes: {{guestname}}

The notes are added to each backup created by this job.
Possible template variables are: {{cluster}}, {{guestname}}, {{node}}, {{vmid}}

Create

Once finished, hit create. Your backup job will run on the schedule chosen and all success/failure notifications will be sent to the email specified.

Revision #1

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