In2net Knowledgebase

Changing your backup policy

To change your data retention policy, firstly select "Policy" in the main menu.
On the right side of the screen is the Policy List. Locate the policy which you would like to change, followed by click on the icon indicated in the following.
Detail for changing the policy is similar to Adding a new policy. You may refer to Add a new Backup Policy for details.

https://kb.in2net.net/questions/459/