

### **Disabling a backup policy**

You may disable a backup policy from running at its schedule time. This same process also applies to enabling a backup policy.

To begin, click "Policy" in the main menu.

In the Policy list on the right side of the screen, click on the red dot icon for the policy you would like to disable.

NOTE: If the policy has been disabled already, a green dot icon will appear instead. Clicking on the green dot icon will enable the policy to run again.

A message will appear to confirm if you would like to disable the policy.

If yes, then click [Disable] button. A message will appear to inform you that the operation is successful. Click [OK] button to close the message.

<https://kb.in2net.net/questions/460/>