

How To Backup Your cPanel Hosting Account

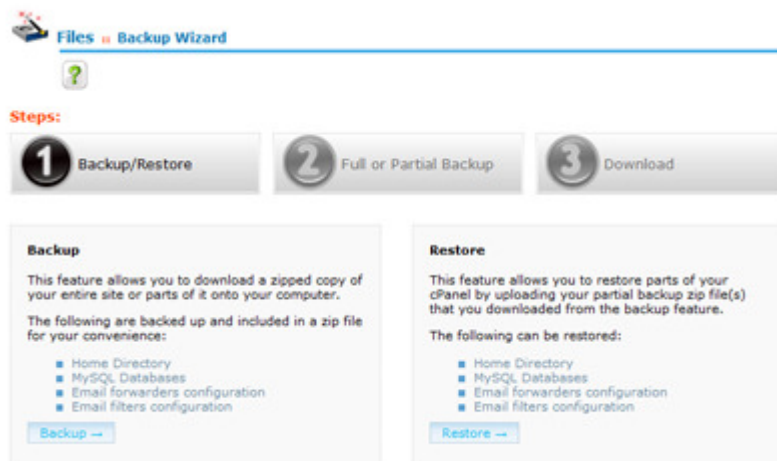
This quick tutorial has been provided by <http://www.blogpodcast.net>

Step One

First you log in to you hosting account and scroll down to where it says FILES and click on the BACKUP WIZARD icon




The wizard will now take you through what you have to do next in 3 steps



Click on **BACKUP** and you will be taken to the next step where you can select to perform a FULL backup or a partial backup of just your home directory, databases or email forwarders. Select **FULL backup**.

A Full Backup will allow you to create an archive of all the files and configurations on your website. You can only use this to move your account to another server, or to keep a local copy of your files. You cannot restore Full Backups through your cPanel interface.

 **Files :: Backup Wizard**

Backup/Restore:

1 Backup/Restore 2 Full or Partial Backup 3 Download

Full Backup

This feature allows you to create an archive of all the files and configurations on your website.

[Full Backup →](#)


Note: You can only use this to move your account to another server, or to keep a local copy of your files. You cannot restore Full Backups through your cPanel interface. Find out more details on the above link.

Select Partial Backup

This feature allows you to select which partial backup you want to download.

- [Home Directory →](#)
- [MySQL Databases →](#)
- [Email Forwarders & Filters →](#)

You are taken to this page this should automatically show the email address that your backup notification will be sent to click on the **GENERATE BACKUP** button. If you have completed a backup before you will see the list of previous backups under “Backups available for download”

 **Files :: Backup Wizard**

A Full Backup will allow you to create an archive of all the files and configurations on your web; cannot restore Full Backups through your cPanel interface.

Backups Available for Download:

No Previous Backups

Generate a Full Backup

Backup Destination: Home Directory

Email Address:

Remote Server (FTP/SCP only):

Remote User (FTP/SCP only):

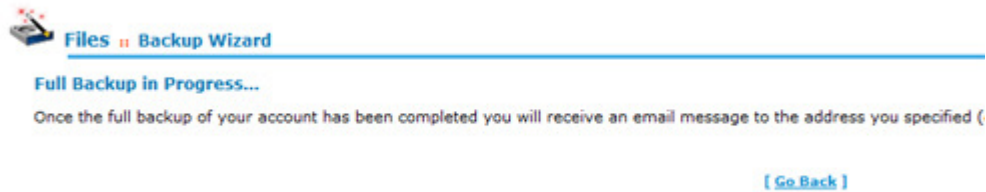
Remote Password (FTP/SCP only):

Port (FTP/SCP only):

Remote Dir (FTP/SCP only):

[Generate Backup](#)

You will then receive a message that lets you know your backup is underway and you will be sent an email once it is complete

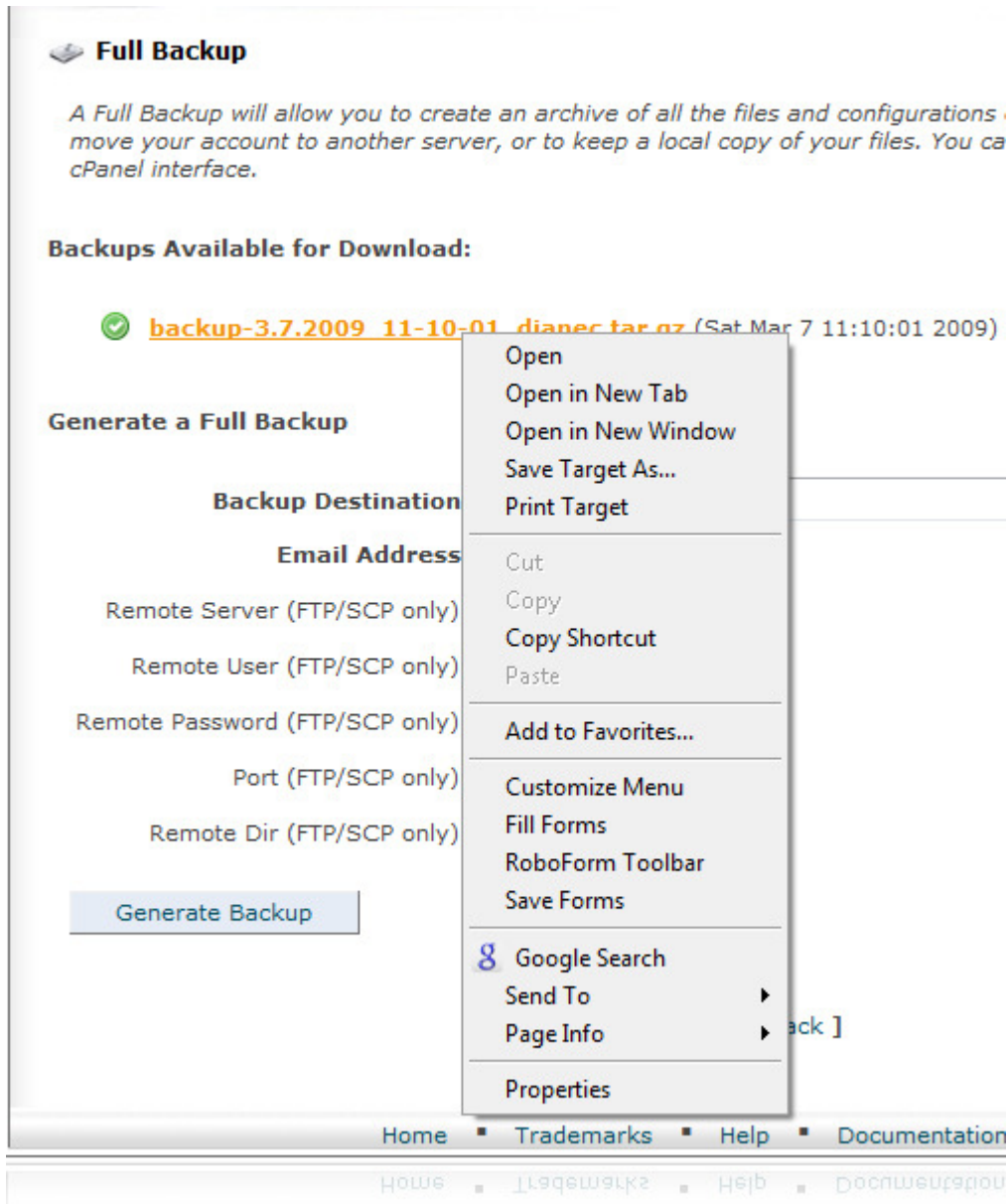


Leave this page open until you receive your email (if you close it don't worry, just go back through the steps and you will eventually arrive at the page where it says "backup available for download" and you will find it there)

Click on the **GO BACK** link and it will take you back to the previous page where you will find your download ready



Right click on the download link and select “save target as” (4th one down) if you are using internet explorer or “save link as” if you are in firefox. Download the file and save it on your hard drive.



Now take that backup file and keep it some place safe where you will remember should you ever need it. Get into the habit of backing up every week or every few posts to ensure none of your hard work is lost.