Softex Web Hosting Solutions – Help Center

A full backup will create a zip file of your account that includes all of your files, databases, email forwarders, and any emails stored on the server. Once the full backup is created in cPanel, you can then download the backup to your computer.

Generating the one backup file may take longer, but it ensures you have a copy of everything in your account. While this may sound great, if your website is fairly large, downloading these backups on a regular basis takes a lot of time and can take up a lot of disk space.

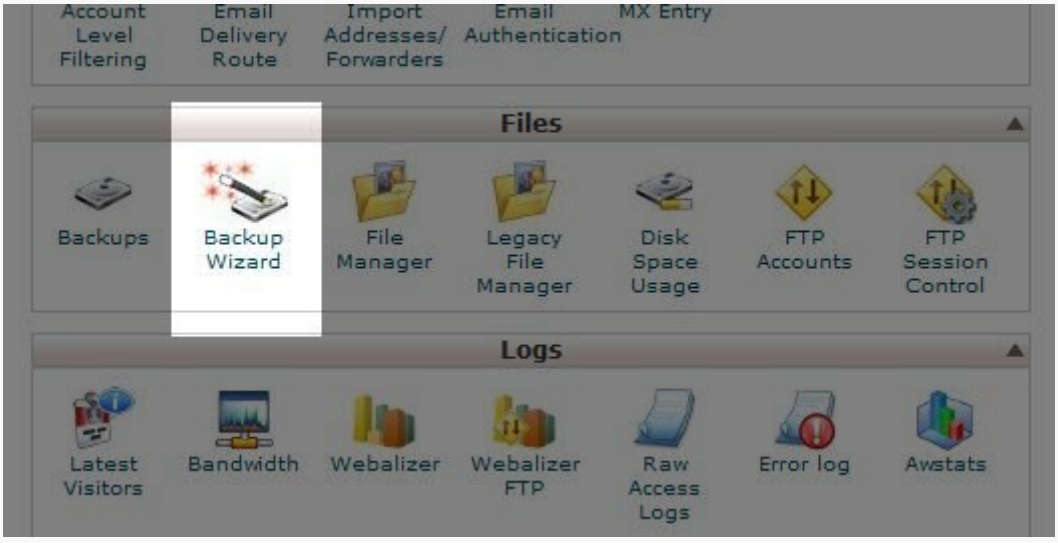
VERY IMPORTANT

You also need to make sure that there is enough hosting space on your hosting account before making backup , if you your website is using 400 MB then you will need at least other 400 MB of free space within your hosting plan , to save the backup file on it.

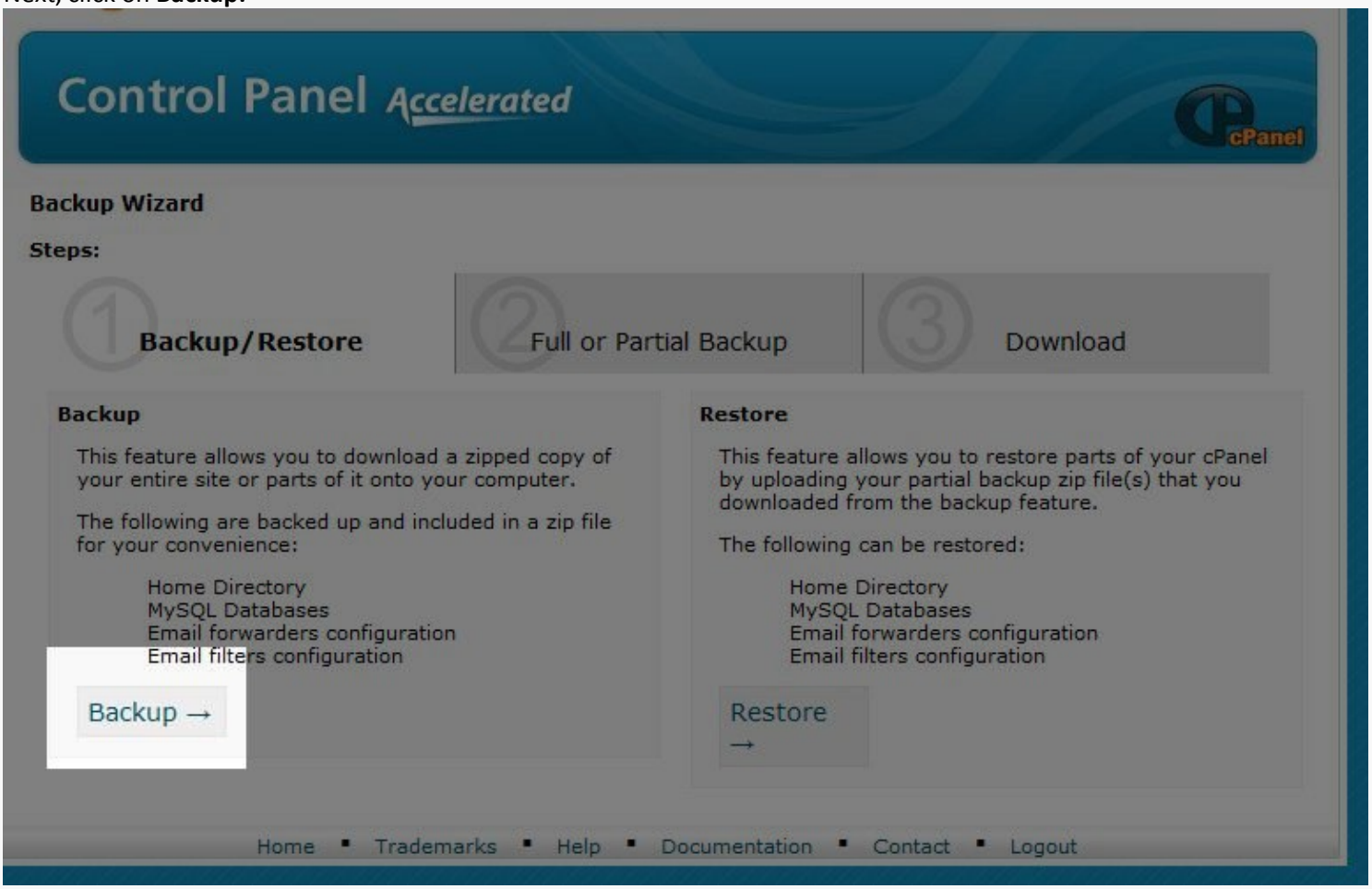
Backup files are saved within your hosting plan, so it is critical you delete it from file manager, after you download it.

Steps to create Backup from your website

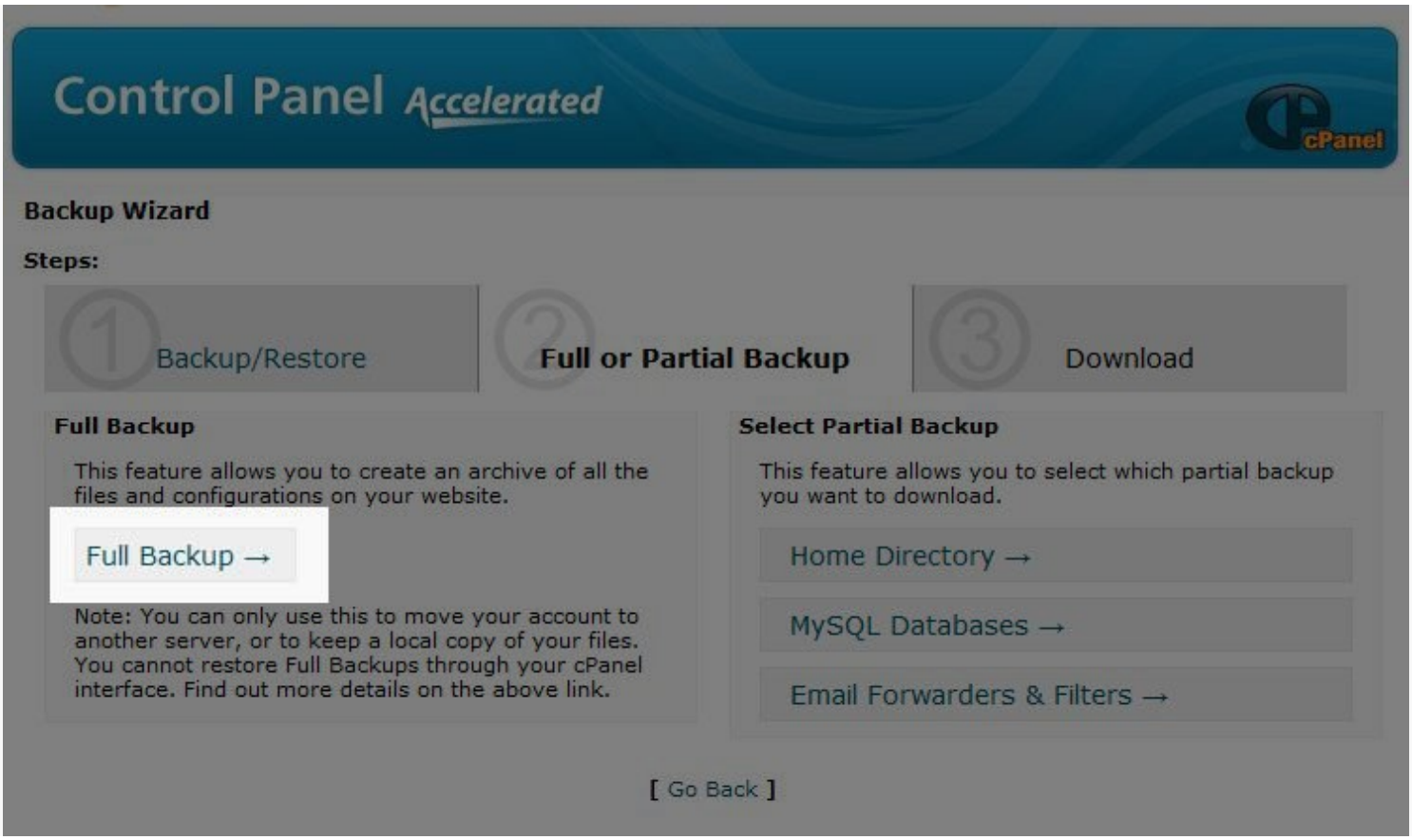
1. You need to log into your Cpanel account and click on the Backup Wizard under the Files sub-header:



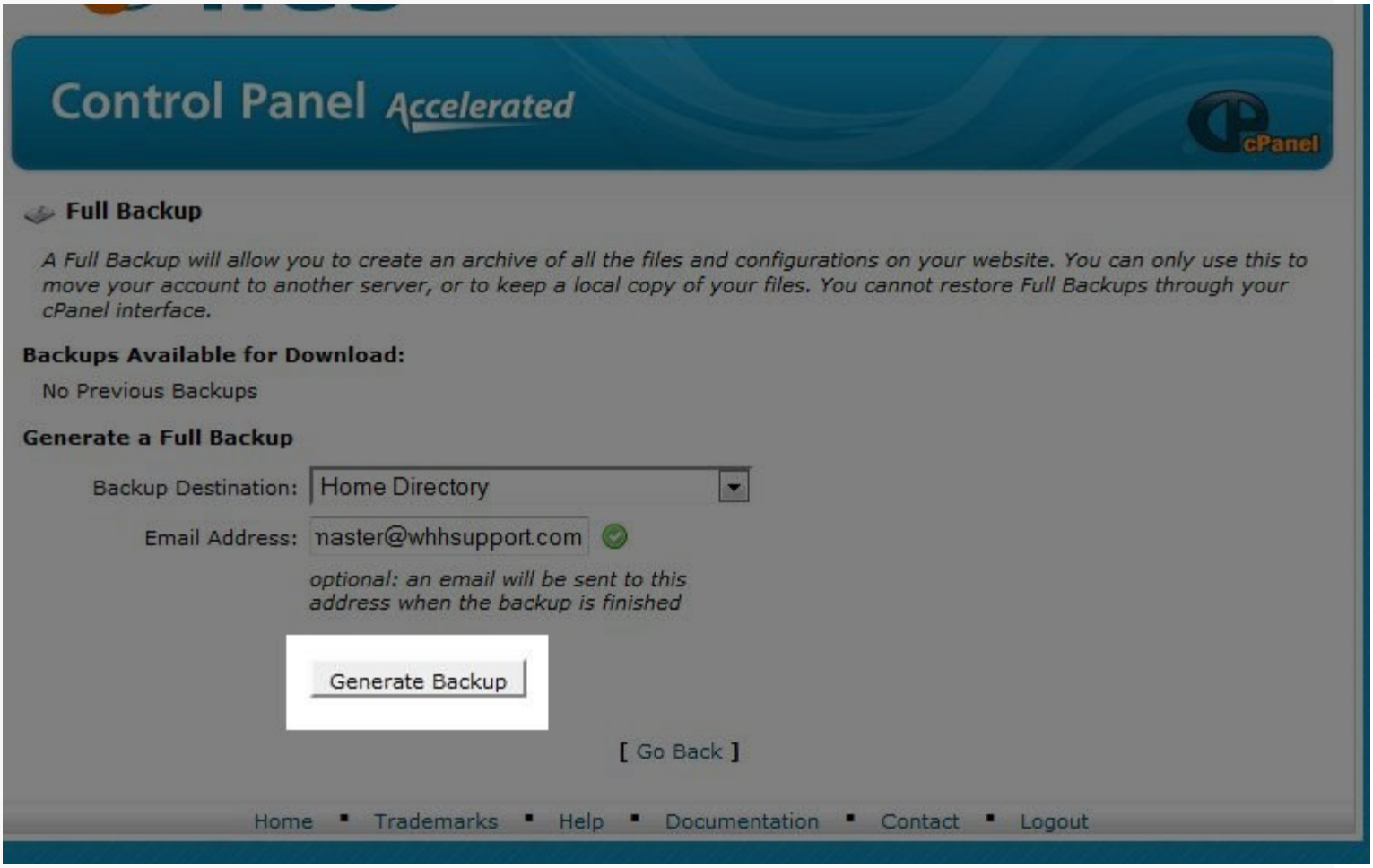
2. Next, click on **Backup:**



3. And then **Full Backup:**

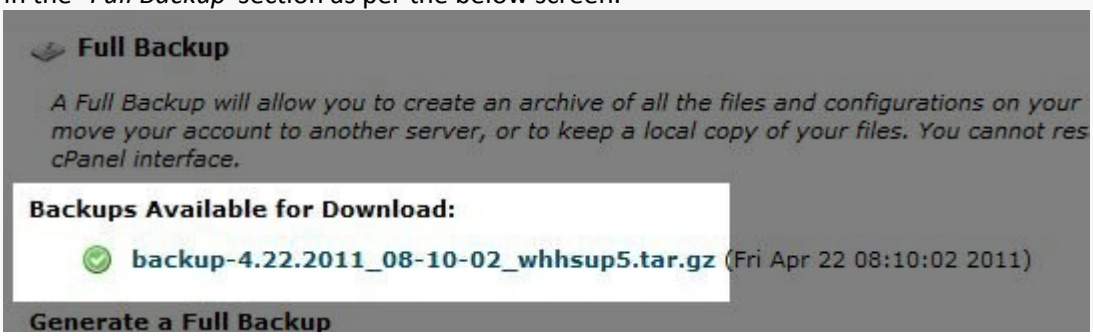

Control Panel Accelerated
cPanel
Backup Wizard
Steps:
1 Backup/Restore
2 Full or Partial Backup
3 Download
Full Backup
This feature allows you to create an archive of all the files and configurations on your website.
Full Backup →
Note: You can only use this to move your account to another server, or 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 →
[Go Back]

4. Enter your *email address* if you want to be notified when the backup is complete
(Please note this can take up to 30 minutes or more, depending on the size of your website).



Then click on **Generate Backup:**

The cPanel will begin to backup your website, which places a zip of your files and databases in your account. Once it is complete, you will receive an email with the link to download your backup. It is also available in your cPanel for download in the *"Full Backup"*section as per the below screen.



In case you need further assistance, please contact our hosting support team via email on support@softexsw.com

For More Details about Softex Web Hosting Plans, please visit our website: www.softexsw.com

Happy Hosting