Backup and restore configuration data

Last Modified on 07/24/2025 8:19 pm IDT
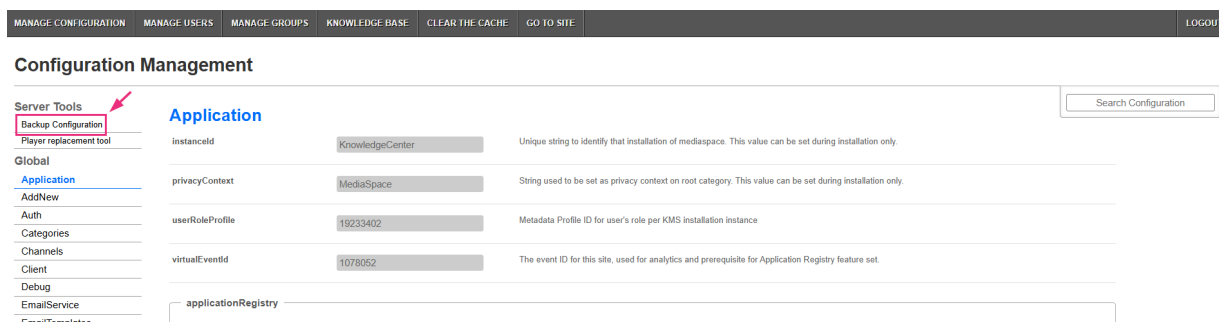

👤🔒 **This article is designated for administrators.**

About

With backups, you can create a secure 'snapshot' of the current site configuration (all modules) as a 'Last Known Good Configuration' to protect against any mistakes or data corruption. This snapshot can later be used in case you need to restore a configuration. We recommend setting the backup snapshot after you have completed the initial setup.

Create a backup

1. At the top of the Configuration Management console, go to the **Server Tools** section and select **Backup Configuration**.

2. Click **Save Backup**.

ℹ️ The **last configuration save date** shows the last time a change was made to the configuration, and NOT the last time the user saved the backup. As an example, if you made a change to the configuration on 2023-04-02 at 14:04 and waited 2 minutes before clicking **Save Backup** at 14:06, you would see that the **Last configuration save date** is 2023-04-02 at 14:04 (the time when you made the change and saved it).

A confirmation message displays: *Are you sure you want to save current*

*configuration? Remember that previous backup will be deleted.*
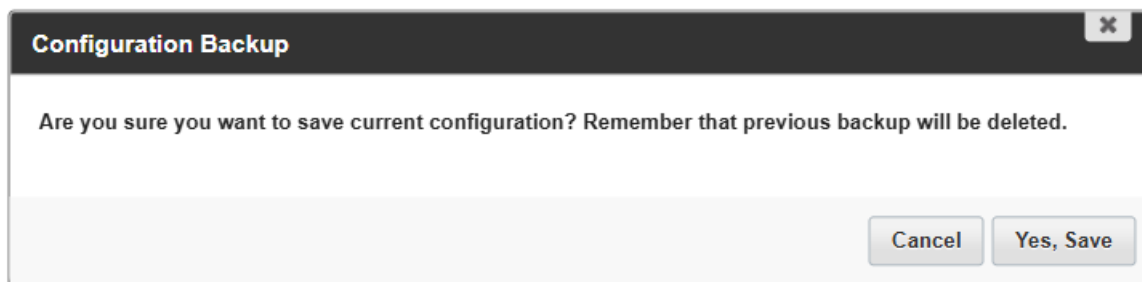
Click **Yes, save** to continue.

Restore a configuration

You can easily revert to a previous version of your site configuration by using the restore feature.

1. At the top of the Configuration Management console, go to the **Server Tools** section and select **Backup Configuration**.
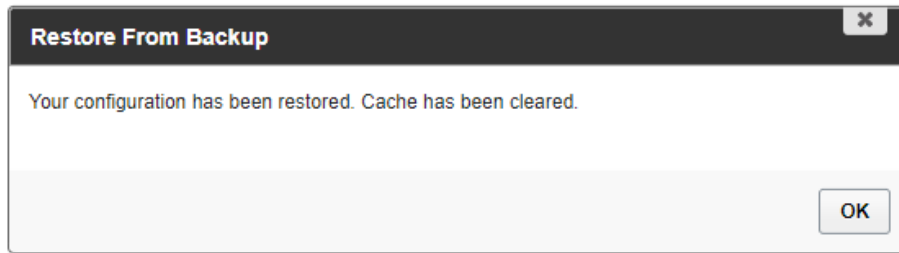2. Click **Restore Last Saved Configuration**.
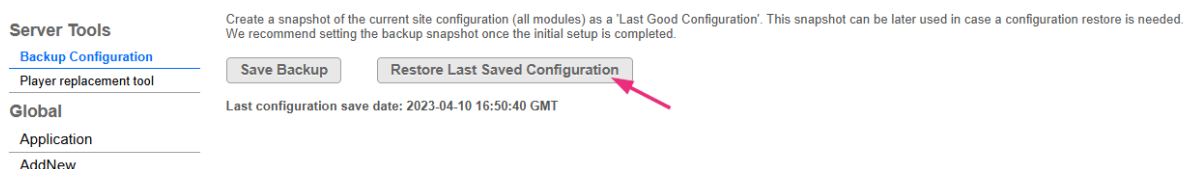
A warning message displays:*The backup of your configuration is from 2023-04-10 16:50:40. Are you sure you want to restore your configuration to it? This action cannot be undone.*

3. Click **Yes, Restore** or **Cancel**.

A confirmation message displays: *Your configuration has been restored. Cache has been cleared.*

Restore From Backup

Your configuration has been restored. Cache has been cleared.

OK

4. Click **OK**.