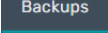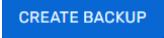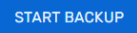# How to create, and manage a Server Backup

Creating a server backup is a 3 step process, From there you can choose through a list of options to manage your server backups

Creating a backup

1. Navigate to the backups tab **Backups**
2. Click the button: **CREATE BACKUP**
3. Name your backup and click: **START BACKUP**

Managing backups

To manage your backups click "..." on your desired backup

Download: Downloads your selected backup in a tar.gz file
Restore: Restores your backup to your server (Destructive)
Lock/Unlock: Prevents accidental deletion
Delete: Deletes the selected backup

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