A Full Backup of Your Website from cPanel: Files, Databases and Email

cPanel Guides · https://www.hyyat.com/en/knowledgebase/cpanel-full-backup/

The first rule In the Files section open **Backup**. **Partial** backups (home directory, each database, email settings) you download and restore yourself on the same page. The **full** backup is for moving between servers, and restoring it goes through support. Always keep a copy on your computer.

Embedded media: https://www.hyyat.com/wp-content/uploads/2026/11/hyyat-cpanel-backup-en.mp4?_=1

A question we often get: "You already take backups, so why should I take my own?"
Our backups protect against server failures, but they are kept for a limited time. If you discover a hack or a mistaken deletion after that period, there is no clean copy left. Your own copy, on your computer or in cloud storage, lasts as long as you keep it. The rule: a backup before every big update, and a regular one stored off the hosting.

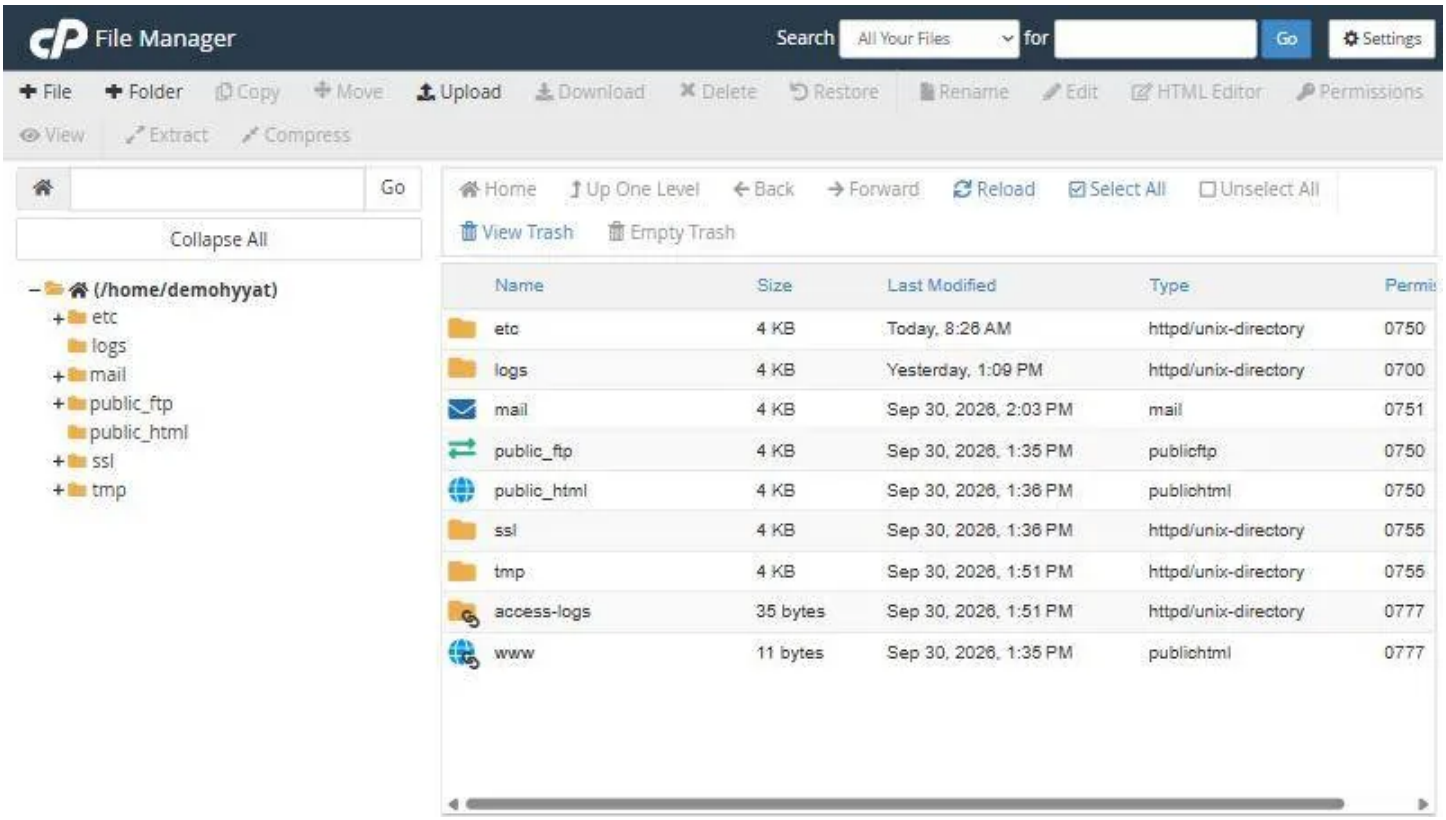
Backup types in cPanel

Type	Contains	Restore
Full backup	Everything: files, databases, email and settings	Through support, or when moving to another server
Home directory	All files, including the site and email	Upload it on the same Backup page
Database	A compressed SQL file per database	Upload it on the page or import it in phpMyAdmin
Email forwarders and filters	Email settings, not messages	Upload it on the page

Taking a partial backup (fastest and most used)

1. **Open Backup** in the Files section of cPanel.

2. **Under Download a Home Directory Backup** click the button to download a compressed file of all your files.
3. **Under Download a MySQL Database Backup** click each database name to download it.
4. **Store the files off the hosting** on your computer, Google Drive or similar.



Taking a full backup

1. **On the same page click Download a Full Account Backup**
2. **Choose Home Directory as the destination** and enter your email for a message when it finishes.
3. **Click Generate Backup** it may take minutes or longer depending on the account size.
4. **Download the file** it appears on the page and in your home directory with a name starting with backup.
5. **Delete it from the hosting after downloading** because it takes a lot of space.

Mind the space: the full backup is created inside your account, so it needs free space close to your account size. If space is tight, take partial backups, or free up space first with Disk Usage.

I cannot find the Backup tool

If the tool is not in the Files section, it is not enabled on your server. You can take a manual backup with the same result: compress the site files in File Manager and download them, and export the database from phpMyAdmin. To request a full backup or a restore, open a support ticket.

Restoring

What to restore	How
One file or folder	Upload it with File Manager over the old one
A database	From the Backup page, or import in phpMyAdmin
The whole account	A support ticket with the full backup file

If your site runs WordPress, WP Toolkit and backup plugins make copying the site alone easier. And test a backup file once: extract it on your computer and make sure it is intact.

From our support desk

- **A customer discovered a hack that began two months earlier**, and every recent backup was infected. An old copy he kept on his computer saved him.
- **A customer took a full backup** and left it in her home directory; the space filled and email stopped. Always download it, then delete it.
- **A store that updates plugins weekly** now exports the database before each update. When the site broke once, it was restored in minutes.

Frequently asked questions

Where is the full backup stored?
In your home directory on the hosting; download it, then delete it.

Can I restore a full backup myself?
Not from cPanel; support does it.

Does a backup include email?
The full backup and the home directory backup include messages.

How often should I back up?

Before every update or big change, and regularly depending on how fast your site changes.

What is the difference between my backup and the host's?

Host backups are kept for a set period; yours lasts as long as you keep it.

Can I schedule automatic backups?

WordPress backup plugins can, sending copies to cloud storage off the hosting.

Related guides

- Export and Import a Database with phpMyAdmin in cPanel: Backups and Site Moves
- cPanel File Manager: Open It, Show Hidden Files, Change Permissions and More
- Disk Usage in cPanel: See What Fills Your Hosting Space and How to Free It
- One-Click WordPress and Script Installs in cPanel: Softaculous and WP Toolkit
- The Files and Databases Sections in cPanel: File Manager, FTP and Creating a Database

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