

# Backup

## Making a backup

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This article doesn't cover backing up your user files, but only the Web File Share installation which includes the user settings, WebLink information, metadata, file comments and any other data the Web File Share users might attach to the files and folders.

There are two parts to a complete back up of your Web File Share installation:

1. The MySQL database information
2. The Web File Share application files and folders

## 1. MySQL

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If you are using a hosting service, you most probably have a MySQL database backup option in the hosting control panel. It should help you download an “.sql” file that contains the database' structure and data.

If there isn't a dedicated backup option, there is most probably “phpMyAdmin”, which is a tool for managing MySQL databases that you can use to make the backup.

## Backup the database using "phpMyAdmin"

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1. Log into phpMyAdmin on your server
2. From the main login screen, select 'Databases' (You may not need to do this step)
3. Now click the name of your database - or your FileRun database if you have several databases.
4. Click the 'Export' tab on the top set of tabs.
5. Look at the left box at the top of the Export section. All the tables in the database you selected are in that box. If you have other programs that use the database, then choose only those tables that correspond to your Web File Share install. They will be the ones with that start with “df\_”.
6. Ensure that the format type is set to SQL.
7. In the SQL section, tick the following boxes: \\\* 'Structure' \\\* 'Add DROP TABLE' \\\* 'Add IF NOT EXISTS' \\\* 'Add AUTO\_INCREMENT' \\\* 'Enclose table and field names with backquotes'
8. Tick the DATA section. (The sub-options do not really make much of a difference.)
9. Tick the 'Save as file' option, and leave the template name as is. \\
10. Now click 'Go' and you should be prompted for a file to download. Save the file to your computer. Depending on the database size, this may take a few moments.
11. You have now backed up your database. If you wanted, you could download a backup in each of the compression formats. Your choice. For example: None and “zipped”.

## Backup the database from the command line

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You will need SSH access to the server or direct access to the server's command line prompt.

```
cd /path/to/Web File Share/  
Web File Share> mysqldump --add-drop-table -h localhost -u mysqlusername -p databasename -c > Web File Share.backup.sql
```

Replace “mysqlusername” and “databasename” with the actual names. You can find them inside “system/data/autoconfig.php”. You will be asked to enter your MySQL password. Type it and hit Enter.

## 2. Web File Share application files and folders

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This is simple as making a duplicate copy of the Web File Share installation folder. You can use any method (FTP, SSH, or the hosting control panel file manager).

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