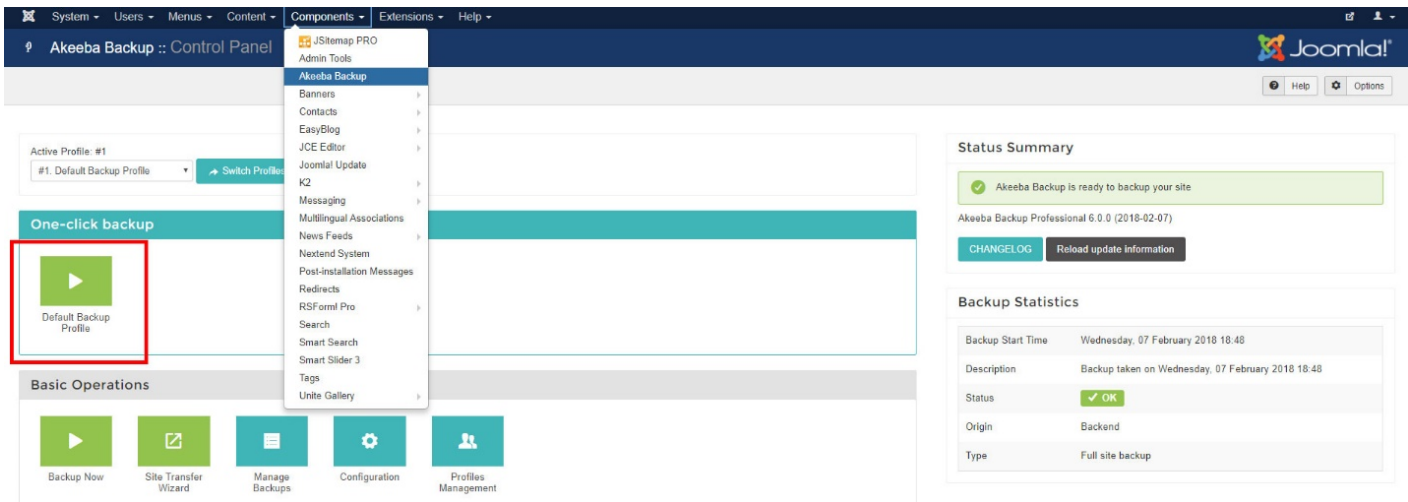


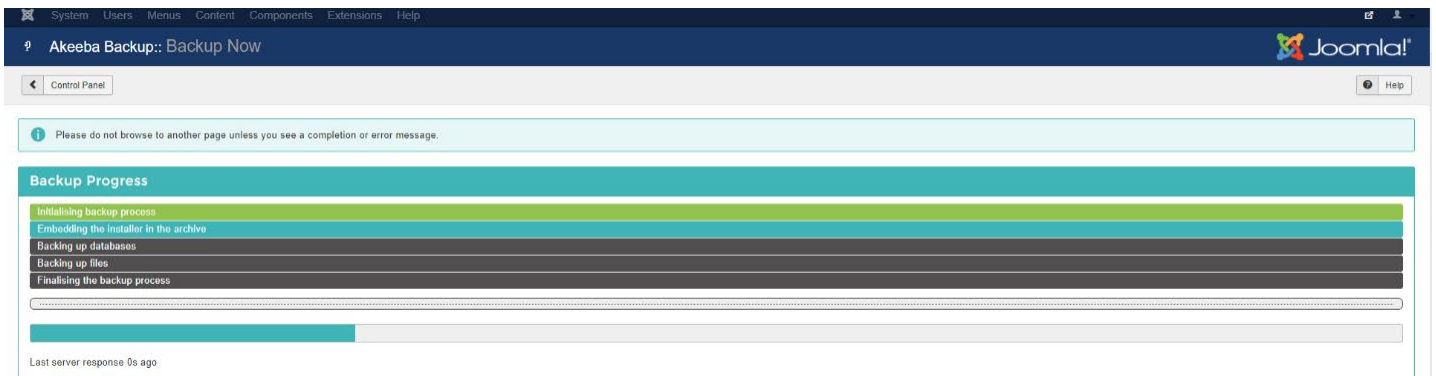
Perform an Akeeba Backup

Navigate to **Components > Akeeba Backup > Default Backup Profile** button



The screenshot shows the Joomla! Akeeba Backup Control Panel. The 'Components' menu is open, and the 'Akeeba Backup' option is selected. In the 'One-click backup' section, the 'Default Backup Profile' button is highlighted with a red box. The 'Basic Operations' section includes buttons for 'Backup Now', 'Site Transfer Wizard', 'Manage Backups', 'Configuration', and 'Profiles Management'. The right sidebar displays the 'Status Summary' (Akeeba Backup is ready to backup your site) and 'Backup Statistics' (Backup Start Time: Wednesday, 07 February 2018 18:48; Status: OK).

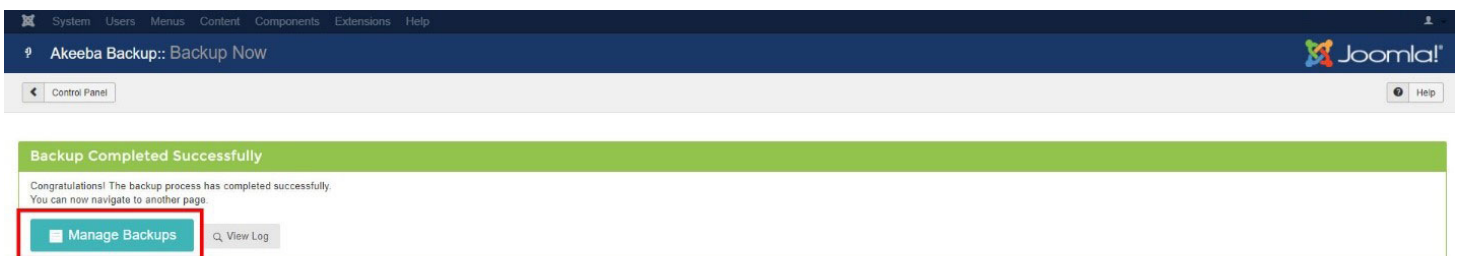
The backup operation will begin. **DO NOT NAVIGATE AWAY FROM THIS PAGE.** The backup might take a few minutes so please let the operation run until completion.



The screenshot shows the Joomla! Akeeba Backup Backup Now page. A message at the top states: 'Please do not browse to another page unless you see a completion or error message.' The 'Backup Progress' section shows a progress bar with the following steps: 'Initialising backup process', 'Embedding the installer in the archive', 'Backing up databases', 'Backing up files', and 'Finalising the backup process'. The progress bar is partially filled, indicating the backup is in progress. The bottom of the page shows 'Last server response 0s ago'.

After completion you will receive the “Backup Completed Successfully” message (if you receive a failure message, start over again)

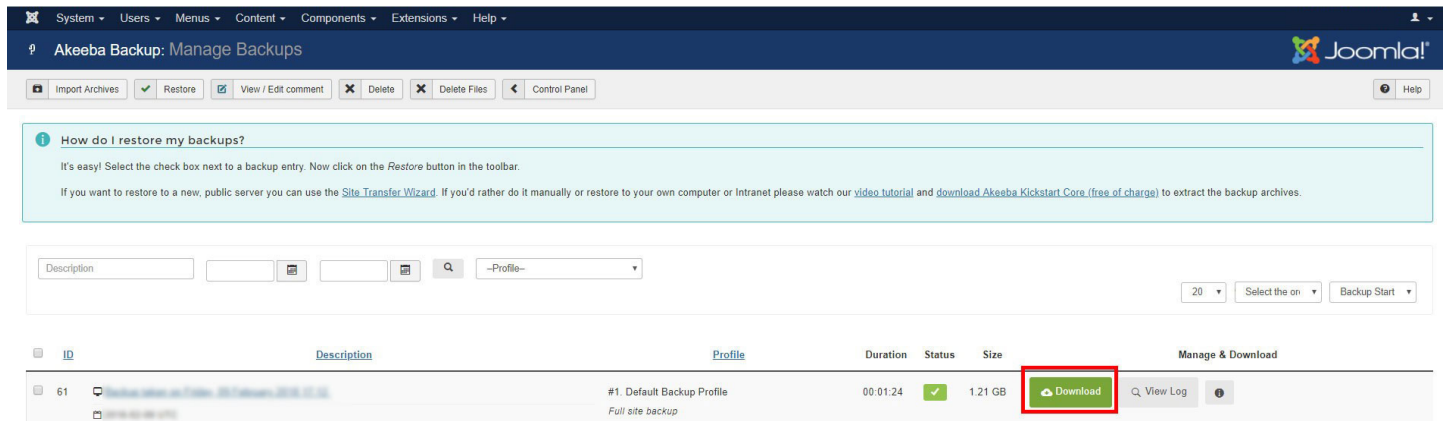
Select the **Manage Backups** button



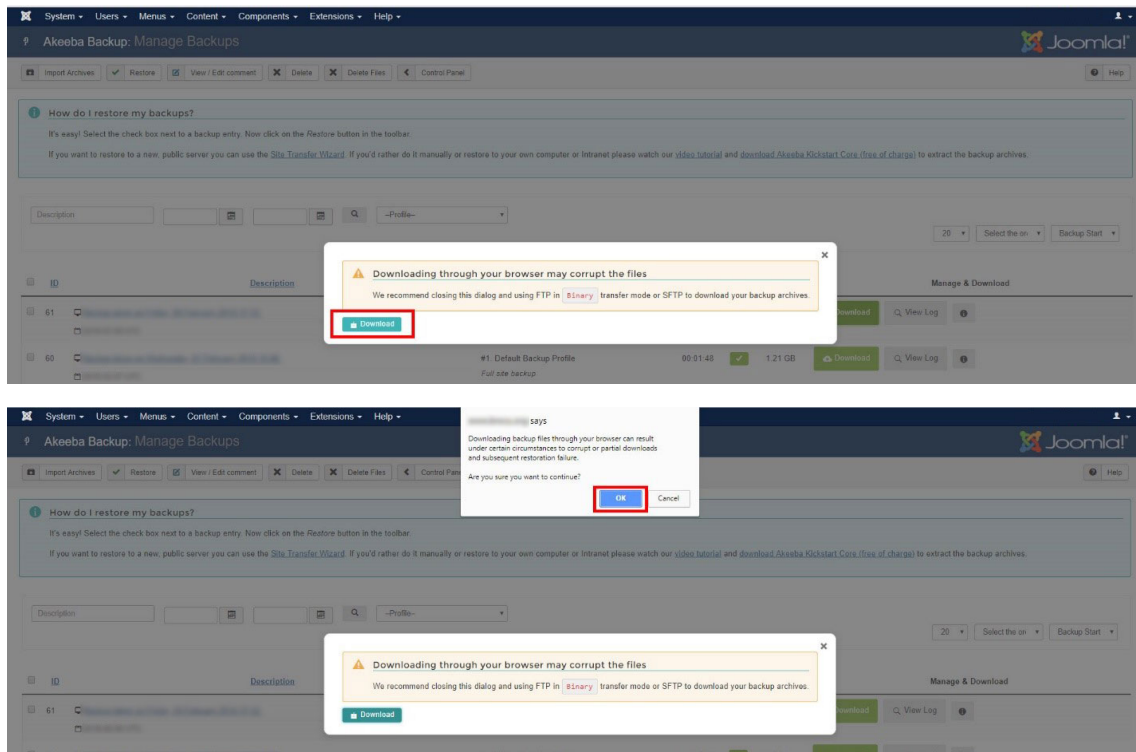
The screenshot shows the Joomla! Akeeba Backup Backup Now page after the backup is complete. A green message box at the top states: 'Backup Completed Successfully. Congratulations! The backup process has completed successfully. You can now navigate to another page.' Below the message, the 'Manage Backups' button is highlighted with a red box. There is also a 'View Log' button.

From the Manage Backups page, you can download a local copy of the backup to your device.

Select the **Download** button



You will receive two alerts that can be disregarded. Download anyway.



Only keep the two or three most recent backup files on the server. Anything older than that can be deleted off the server to free up server space as long as you have downloaded a local copy to your device. If your site's backup file is 1GB or greater, we suggest only keeping the single most recent on the server. Again, do not delete from the server until you have downloaded a copy to your local device.

The screenshot shows the Joomla! administration interface for Akeeba Backup. At the top, there's a navigation menu with 'System', 'Users', 'Menus', 'Content', 'Components', 'Extensions', and 'Help'. Below that is the page title 'Akeeba Backup: Manage Backups' and the Joomla! logo. A toolbar contains buttons for 'Import Archives', 'Restore', 'View / Edit comment', 'Delete', 'Delete Files' (highlighted with a red box), and 'Control Panel'. A help box titled 'How do I restore my backups?' provides instructions. Below the help box is a search and filter area. The main content is a table of backup entries with columns for ID, Description, Profile, Duration, Status, Size, and Manage & Download. The entry with ID 59 has its checkbox selected (highlighted with a red box).

ID	Description	Profile	Duration	Status	Size	Manage & Download
61	Full site backup	#1. Default Backup Profile	00:01:24	✓	1.21 GB	Download View Log
60	Full site backup	#1. Default Backup Profile	00:01:48	✓	1.21 GB	Download View Log
59	Full site backup	#1. Default Backup Profile	00:02:11	✓	1.21 GB	Download View Log