



## Appendix A: Manually Backing Up Files

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Enter backup commands in EXEC mode after moving the system offline. System configuration is not allowed when the system is in an offline state.



**Note**

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We recommend that you back up your configuration files whenever changes are made to the system or application files. Because data files contain voice messages, back them up daily to minimize data loss, such as from a hardware failure.

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For more detailed information about backing up files, including configuring scheduled backups, see [Cisco Unity Express Voice-Mail and Auto-Attendant CLI Administrator Guide for 3.0 and Later Versions](#) and the GUI online help.

### Numbering Scheme for Backup Files

Four types of backup requests are available: data only, configuration only, historical data, or all.

- **Data**—Backs up voice-mail messages.
- **Configuration**—Backs up the running configuration, greetings, recorded names, and custom scripts and prompts. Use the **show run** command to display the current running configuration.
- **Historical Data**—Backs up historical information about call and application activities that have occurred on the module.
- **All**—Backs up all data and configuration information.

Cisco Unity Express automatically numbers and dates the backup files and identifies the revision number in a **backupid** field.

Performing different backup types at various times causes different backup IDs for data backups and configuration backups. For example, the last data backup ID might be 3, and the last configuration backup might be 4. Performing an “all” backup might result in a backup ID of 5 for data, historical data, and configuration.

When restoring the files, see the backup ID for the backup file that you want to use. Use the **show backup server** command for a list of backup IDs.

## Prerequisite

- Before you can back up your data, you must have a configured backup server. See [Cisco Unity Express Voice-Mail and Auto-Attendant CLI Administrator Guide for 3.0 and Later Versions](#) and the GUI online help.

### SUMMARY STEPS

1. `backup category {all | configuration | historicaldata | data}`
2. `continue`
3. `show backup history`
4. `show backup server`

### DETAILED STEPS

	Command or Action	Purpose
Step 1	<p><code>backup category {all   configuration   historicaldata   data}</code></p> <p><b>Example:</b>  <pre>se-10-0-0-0(offline)# backup category all se-10-0-0-0(offline)# backup category configuration se-10-0-0-0(offline)# backup category data se-10-0-0-0(offline)# backup category historicaldata</pre></p>	Specifies the type of data to be backed up and stored.
Step 2	<p><code>continue</code></p> <p><b>Example:</b>  <pre>se-10-0-0-0(offline)# continue</pre></p>	Exits offline mode and enters EXEC mode.
Step 3	<p><code>show backup history</code></p> <p><b>Example:</b>  <pre>se-10-0-0-0# show backup history</pre></p>	Displays the backup and restore procedures and the success or failure of those attempts.
Step 4	<p><code>show backup server</code></p> <p><b>Example:</b>  <pre>se-10-0-0-0# show backup server</pre></p>	Displays the backup files available on the backup server, the date of each backup, and the backup file ID.