Downloading Control Panel Users' Data as Archive

There are three ways for you to restore or access Control Panel users files:

- 1. Restore selected files to their original location. See Restoring Your Control Panel Account.
- 2. Download files to local computer and upload files via FTP to web site (control panel home).
- 3. Send a TAR or ZIP containing selected or all files to control panel home directory. See Sending Control Panel Account Backup to Control Panel Home.

This topic describes the second option. Follow the instructions below to download Control Panel Users' data as archive.

 Tip The instructions are for CDP administrators.

1. Click on "Recovery Points" in the Main Menu to open the "Recovery Points" window.



2. Make sure that the "Recovery Points" tab is selected.

3. Enterprise Edition: In the "Recovery Points" list, select an Agent from the drop-down menu located on the "Recovery Points" list toolbar.



4. Select a Disk Safe from the drop-down menu located on the "Recovery Points" list toolbar.

Advanced	Disk Safe DiskSafe		
Edition	Recovery Points 🐇 Archive Points		
	Merge Selected		
	🗖 🛃 Id≑ 🎯 Created On	State	9 😝
	□ 3 Aug 2, 2012 12:00:11 PM	🔇 Available 🔮 2	🥥 🔮 🐹 🖾 💭 📢
	□ 2 Aug 2, 2012 10:47:43 AM	🥝 Available 🥝 2	🖌 🕑 🕼 🖉 🦉 🖉
Enterprise Edition	Agent Agent_10.230.105.12	Safe DiskSafe	
	🛛 💥 Merge Selected 🛛 💁 Lock Selected 🔤 💁 Unlock Selected		
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5. Click on the "Control Panel Users" icon of a Recovery Point.

🛃 Reco	very Points 🗳 Archive Points					
💢 Merge S	Selected 🕘 Lock Selected 🕑 Unlock Selected					
🗖 🔝 Id.	Created On	State ÷	Devices		6	
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L 2	Aug 2, 2012 10.47.45 Am	- Available		•		

6. A "Control Panel Users" window appears. Select a Control Panel Instance from the drop-down menu. The list will be shown.

Control Panel Users	
🤪 Download Selected 💐 Send to Agent	
Select a control panel instance	State 🗹 🤡 Verified 🗹 🚨 Not Found
Plesk [Plesk] Cpanel [cPanel] Virtuozzo [Virtuozzo]	🗐 Type 👔 Verified
I I I I I I I I I I I I I I I I I I I	

Note

If you have created only one Control Panel Instance, when you open the window you will immediately see all the previously created users.

1		Co	ontrol Panel Users				
[9	Do	wnload Selected 🛛 🍓 Send to Agent				
(Сра	ane	el [cPanel] 🔹 State 🔽 🥝	Verified	🛙 🔛 Not Fou	und	
			🕹 Username	🗐 Type	Verified		
1	Đ		acctone	CPanel	0		-
0	Ð		bgeuser1	CPanel	9	8	
l	Ð		newacct	CPanel	9	8	
Ī	Đ		r1user1	CPanel	9	9	
1	ŧ)		r1user10	CPanel	9		-
	<	4	1 / 51 > 10 Items Per Page				

🖯 Tip

You can filter the listed items by State using the "Verified" and "Not Found" checkboxes located on the toolbar.

7. Find the necessary User in the "Control Panel Users" list and click on the "Save" icon in the "Actions" column to download your Control Panel Users' data as an archive file.

1		Co	ntrol Panel Users			
[9	Do	wnload Selected 🛛 🍓 Send to Agent			
1	Virt	tuo:	zzo [Virtuozzo] 🔹 State 🗸 🤡	Verified 🗹 🔀	Not Found	
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Ľ	÷		101	Virtuozzo	9	6
	÷		102	Virtuozzo	0	🐱 🎭 🛛
Ŀ	÷		104	Virtuozzo	0	-
	-	-	1 / 1 > 1 Items Per Page			

Note

You can also use the "Download as Archive" function. See Bulk Downloading below.

8. The "Download stored files" wizard will appear. Familiarize yourself with the introductory information and click "Next" to proceed with generating the archive for downloading.

Download stored fi	iles 🗉 🛛
Introduction File Type	f Introduction
Download Filename	This wizard will guide you through the necessary steps to download the data from your backups.
Summary	You will need to select a file type, specify file type options, and set the filename of the download.
	Sack Next Download OCancel

9. On the following "File Type" screen, select the type of the future file. The next options are available:

• Download files as a tar archive - Allows you to archive and download control panel users' data as a tar file. More preferentially for Control Panels hosted on Linux servers.

- Compress tar archive with gzip Allows you to compress tar archive with gzip compression.
- Download files as a zip archive Allows you to archive and download control panel users' data as a zip file. More preferentially for Control Panels hosted on Windows servers.

Download stored f	iles 🛛 🖂
 Introduction File Type 	📴 File Type
Download Filename	You can download your data as either a tar or a zip file.
Summary	Generally, users hosted on Linux servers will want a tar file while users hosted on Windows servers will want a zip file.
	When downloading your data as a tar file, you can specify to compress the file with gzip compression.
	Ownload files as a tar
	Compress tar file with gzip
	O Download files as a zip
	< Back 🔊 Next 🛃 Download 🤗 Cancel

Click "Next."

Cancel		Back Next Development Download Cancel
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10. On the next "Download Filename" screen, define a filename. The following options are available:

- Use Generated Filename Allows you to generate Archive Filename automatically consisting of User's username, Control Panel type, and date the Recovery Point was created on.
- Specify Filename Allows you to define your custom Archive Filename.

Note You do not need to specify the extension of the file. It will be appended automatically.

Download stored fi	les	
 Download stored fi Introduction File Type Download Filename Summary 	Ies Download Filename You can choose to use a generated filename for the download, or to specify a custom filename to use. If you specify the filename, you do not need to specify the extension the file, it will be appended automatically. Use Generated Filename Filename Filename	of
	Back Next Download	icel

Click "Next."

K Back Ne	t Download 🖉 Cancel
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11. On the last "Summary" screen, the settings you have selected are listed.

Generation Download stored fi	les	
 Introduction File Type Download Filename Summary 	 Summary Downloading data as a tar Using gzip compression on tar file Using generated filename Filename control-panel-user-data.tar.gz 	
	S Back Wext Download	bel

12. Once you have verified that the specified settings are correct, click "Download" to generate the archive file.

Back > Next Download O Cancel	
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Bulk Downloading

You can download the data of multiple Users at once. A single file will include the data of the selected users. Follow the instructions below.

1. Select several Users by selecting the checkboxes in the first column in the "Control Panel Users" list.

P	Control Panel Users										
I Download Selected Send to Agent											
Ср	Cpanel [cPanel] 🔹 State 🗹 🥝 Verified 🗹 🚨 Not Found										
		ଌ Username	🗐 Туре	Verified							
+	9	acctone	CPanel	0	8	-					
٠	V	bqeuser1	CPanel	0	8	_					
٠	Π	newacct	CPanel	9	8						
+		r1user1	CPanel	9	8	•					

2. Click on "Download as Archive" located in the "Control Panel Users" list toolbar.

V		Co	ntrol Panel Users								
C	Bownload Selected Send to Agent										
C	Cpanel [cPanel] 🔹 State 🔽 🥝 Verified 🗹 🚨 Not Found										
	1		🚨 Username	🗊 Туре	Verified						
•)	7	acctone	CPanel	9		-				
•		~	bqeuser1	CPanel	9						
•)		newacct	CPanel	9	8					
e)		r1user1	CPanel	0	9	-				
	4	4	1 / 51 🕨 🕅 10 Items Per Page								

3. The "Archive Control Panel User Data" window will appear. The following steps are the same as for downloading archive for an individual user (see above).