

The 12-point website backup checklist

Twelve checks that tell you whether your website backups will really save you: where they live, what they hold, how long they last and when anyone last tested a restore.

Most people have backups until the day they need one. Use this list with your host, your developer or your maintenance provider. Each point is a yes or a no, and every no is something to fix this month.

Where your backups live

- ☐ **They are stored away from your hosting server.** A server failure, a hack or a suspended account should not be able to take the backups with it.
- ☐ **They are encrypted.** A backup holds your customers' details, so it should be locked, not just copied.
- ☐ **You know who can reach them.** You can name the people with access and you know where the logins are kept.

What is copied

- ☐ **The site files are included.** Themes, plugins and the code that makes the site work.
- ☐ **The database is included.** Your pages, orders, users and settings live here, not in the files.
- ☐ **Uploads and media are included.** Images, documents and anything your visitors can download.

When and for how long

- ☐ **Backups run on a schedule you can name.** Daily for a store or a busy site, weekly at the very least for a quiet one.
- ☐ **You can go back at least 30 days.** A problem is often noticed weeks after it happened.
- ☐ **A fresh backup is taken before every update or big change.** So there is always a way back to the moment before it.

Proof that it works

- ☐ **A restore has been tested in the last 30 days.** Taking a backup and restoring one are different jobs. Only the second proves anything.
- ☐ **Someone has written down how to restore.** Including who to call and what they need from you.
- ☐ **You receive a report that shows the result.** If nothing tells you a test happened, assume it did not.



How did you score?

10 to 12 yes answers: you are well covered. **7 to 9:** there are gaps to close this month. **Fewer than 7:** treat it as urgent, because a failure today could leave you unable to recover.

Every plan from WebXSentry covers these twelve points: encrypted backups away from your server, both files and database, 45 to 60 days of history, a recent backup confirmed before updates, and a restore test every month with the result in your report. See [how our backups work](#).

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