1. Create a backup file in the current directory named tabserv.tsbak

**Command: - tabadmin backup tabserv.tsbak**

1. Create a backup file in the C:\backups\tableau folder named tabserv.tsbak

**Command: - tabadmin backup C:\backups\tableau\tabserv.tsbak**

1. Append the current date to the backup file name and put temporary files created during the backup process in C:\mytemp\tableau. The backup file tabserv.tsbak is created in the directory where you are running the command from:

**Command: - tabadmin backup tabserv.tsbak -d -t C:\mytemp\tableau**

| **Option (short)** | **Option (long)** | **Argument** | **Description** |
| --- | --- | --- | --- |
| -d | --date |  | Appends the current date to the backup file name. Date is based on Coordinated Universal Time (UTC). |
| -u | --userdir |  | Places the backup file in the ProgramData\Tableau\Tableau Server folder. |
| -t | --tempdir | PATH | Specifies the location for temporary files created during the backup or when verifying database integrity. If the path includes a space, use quotes around the full path. |
| -v | --verify |  | Verifies the integrity of the database. Available beginning with version 9.3. |
|  | --skip-http-truncate |  | Creates a backup without cleaning entries from the http\_requests table in the PostgreSQL database. By default doing a backup will remove all but the most recent 7 days of data in the http\_requests table. Use this option to create a backup without cleaning the http\_requests table. Available beginning with version 10.3.  **Note:** Tableau recommends that as a best practice you include cleaning the http\_requests table as part of your regular database maintenance. For more information, see [cleanup](https://onlinehelp.tableau.com/current/server/en-us/tabadmin_cmd.htm" \l "cleanup) and [Remove Unneeded Files](https://onlinehelp.tableau.com/current/server/en-us/maintenance_cleanup.htm). |
|  | --no-config |  | Creates a backup file without configuration data. The secrets storage configuration bundle is not included in the backup file. |

Back Up Tableau Server Data

1. Open a command prompt as an administrator and navigate to the bin directory. For example:

**cd "C:\Program Files\Tableau\Tableau Server\2018.1\bin"**

1. Create a backup file by typing tabadmin backup <filename>, where <filename> is the name or location and name of your backup file. Beginning with version 9.3, include the -v option to verify the integrity of the backup.

Starting with version 8.1, there is no need to stop the server before you create the backup.

For example:

**tabadmin backup tabserver -v**

or

**tabadmin backup C:\backups\tableau\tabserver -v**

You can also optionally use -d to append the current date to the file name.

Add -t followed by a path, to specify a location for temporary files that are created during the backup process. The path for the temporary files is not the location where the backup file will be written. For example:

**tabadmin backup tabserver -t C:\mytemp\tableau**

In the above example, the backup file tabserver.tsbak will be created in the Tableau Server bin directory (C:\Program Files\Tableau\Tableau Server\2018.1\bin) not in C:\mytemp\tableau.

### **Save logs before cleanup**

Performing a **backup removes log files that are older than seven days**. If you want to **preserve the logs before the backup**, run the following command before you start the backup:

**Command: tabadmin ziplogs -l -n -f**

### **Remove log files and clear temporary folders**

You can **clean old log file and temporary files** from your Tableau Server computer **to reduce the time it takes to create a backup**, and to ensure the backup file is as small as possible.

To clean log files older than a few days, run the following command:

**Command: tabadmin cleanup**

If you run this command while the server is running, the command performs cleanup on log files and temporary folders that are not currently in use. To remove ***all* Tableau Server log files** **and clear temp folders, stop the server first**. This lets the cleanup command remove log files that might currently be open. **The sequence of commands for a full cleanup is this**:

**Command: tabadmin stop**

**tabadmin cleanup**

**tabadmin start**

### **Run the backup**

To create the backup, use the tabadmin backup command:

**Command: tabadmin backup <backupfilename> -d -v**