

# Perform a Manual Backup

The SQL Safe Backup Wizard allows you to:

- Backup multiple databases on different SQL Server instance.
- Backup multiple databases on the same SQL Server instance.
- Backup individual databases.

SQL Safe executes all of these operations in parallel.

To successfully backup data on a SQL Server instance, SQL Safe requires that you deploy a Backup Agent to the target instance. You can remotely deploy a Backup Agent through the Backup Wizard by registering the target instance. For more information, see [install and configure the SQL Safe Backup Agent](#).

If SQL Safe detects that your instances are not licensed, go to **License Key Manager** and enable the license for that instance.



To backup multiple databases on a routine schedule, use a [backup policy](#) to maintain an up-to-date archives of your databases.

How do you create an archive using the Backup Wizard?

The Backup Wizard guides you through the steps required to archive your database content into backup sets. You can back up a single database, multiple databases, or an entire SQL Server instance.

You can create a backup with the SQL Safe Backup Wizard by accessing it from the following paths:

- Go to the task bar, click **Backup**.
- From any tab, go to the **File** menu and select **Backup**.
- Go to the **Common Tasks** bar of the **SQL Safe Today** view and click **Backup Database**.
- In the **Servers tree**, select the SQL Server instance or specific database you want to backup. Right click on it and select **Backup Database(s)**.

To get started with the SQL Safe Backup Wizard, follow the steps:

1. [Select the database to backup.](#)
2. [Specify the backup type.](#)
3. [Select a location for the backup.](#)
4. [Configure options for manual backup.](#)
5. [Configure notifications for manual backup.](#)
6. [Review the details of the backup.](#)