# How to backup a View SE application in FactoryTalk

This guide explains how to backup a View SE application in FactoryTalk and how to restore it. You can use the Distributed Application Manager to back up and restore a Network Distributed application as a single compressed archive. You can also use the HMI Server Backup and Restore tool to back up and restore only an HMI Server file directory. Each application type can be backed up and restored with various tools.

## Prerequisites

Before you begin, make sure you have the following:

- A FactoryTalk View Site Edition application of one of three types: Local Station, Network Station, or Network Distributed.
- Access to the FactoryTalk View tools in the Windows Start menu, under **Rockwell Software > FactoryTalk View > Tools**.
- For the HMI Server backup, a destination folder. The tool has no default backup location. This guide uses a folder named **Backups** that was created on the C: drive beforehand.

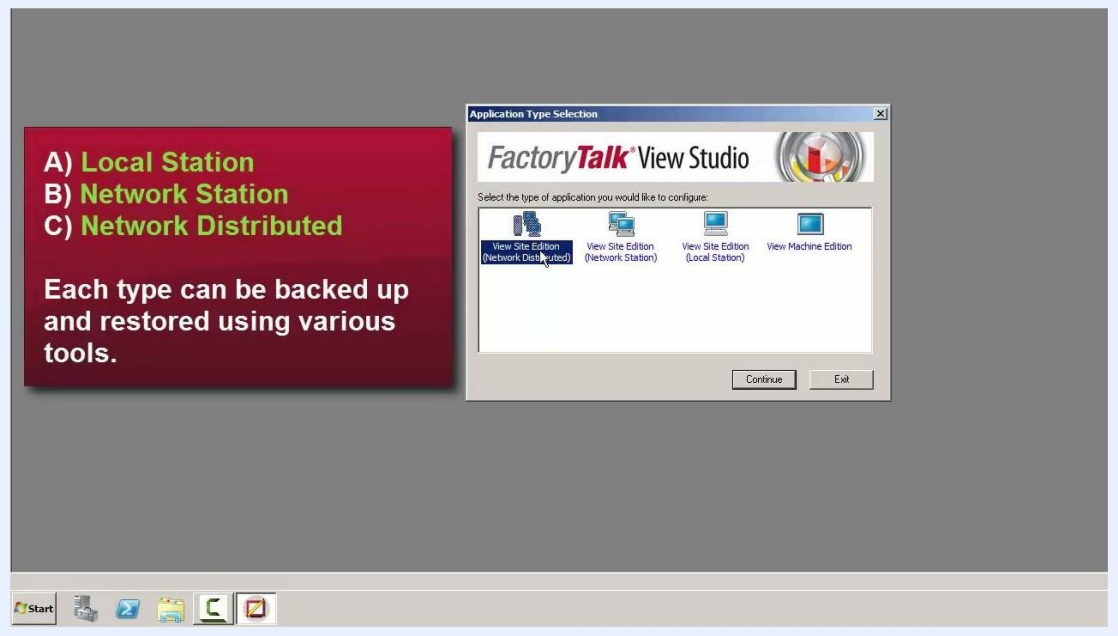
## Identify the application type

### Step 1: Review the three HMI application types

The FactoryTalk View Studio **Application Type Selection** window lists the types of HMI application that you can back up and restore. The **View Site Edition (Network Distributed)** option is highlighted.

- Local Station
- Network Station

- Network Distributed

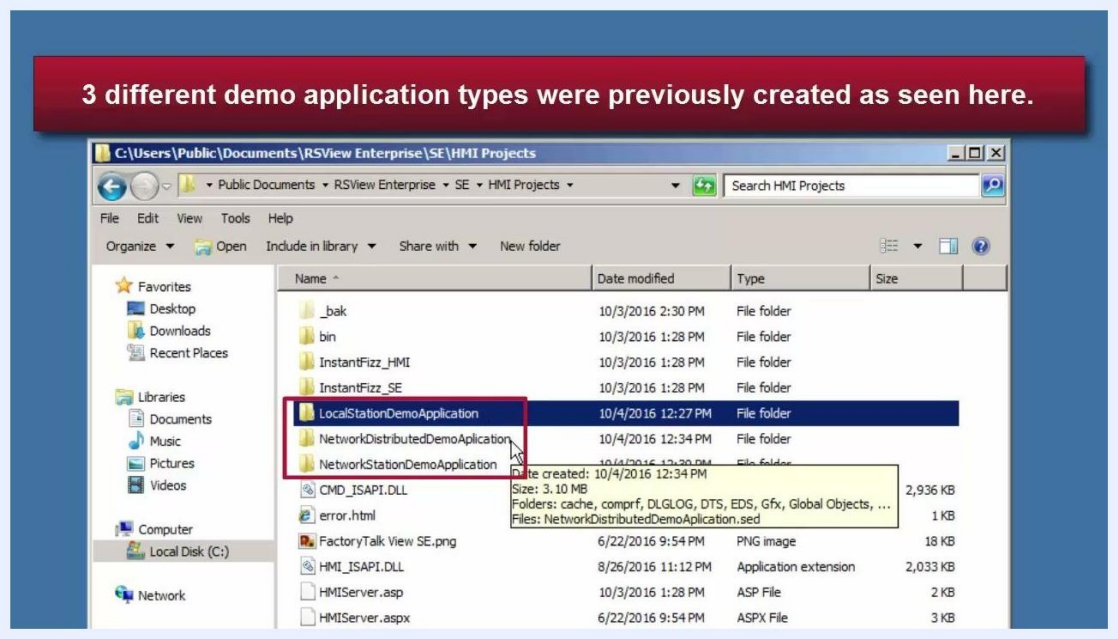



**The FactoryTalk View Studio Application Type Selection window with the Network Distributed option highlighted, and a panel listing the Local Station, Network Station, and Network Distributed types**

# Open the backup tools

## Step 2: Open the Windows Start menu

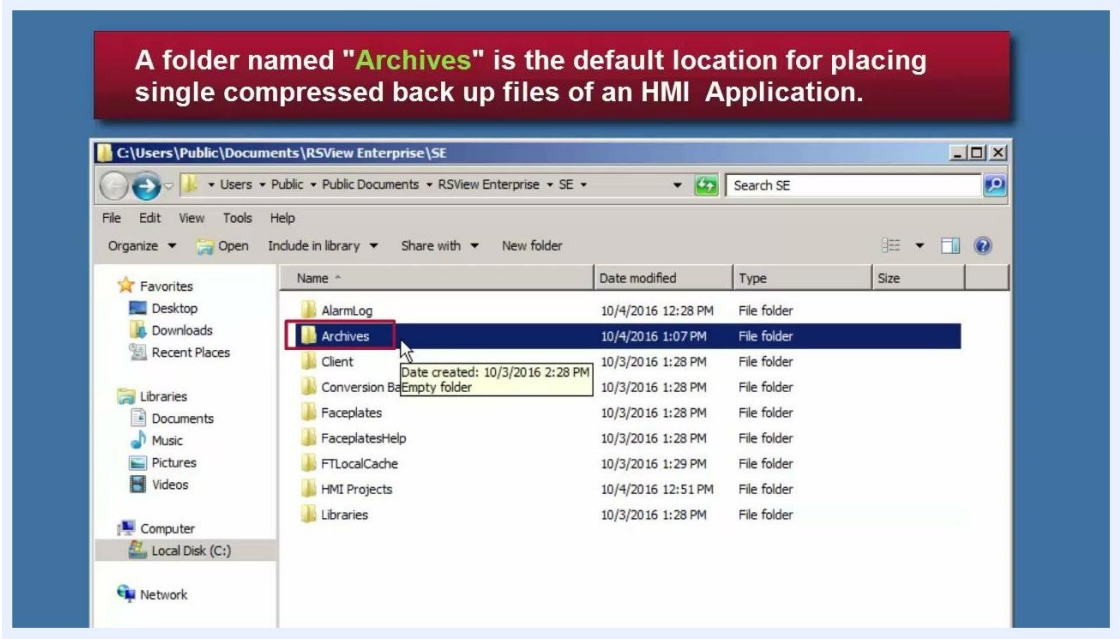
Open the Windows Start menu and browse to **Rockwell Software > FactoryTalk View > Tools**. The Tools folder lists the FactoryTalk utilities. The tool you need is named **Application Manager**.




**The Windows Start menu open to the FactoryTalk View Tools folder, with Application Manager highlighted and a banner showing the navigation path**

## Step 3: Select Application Manager

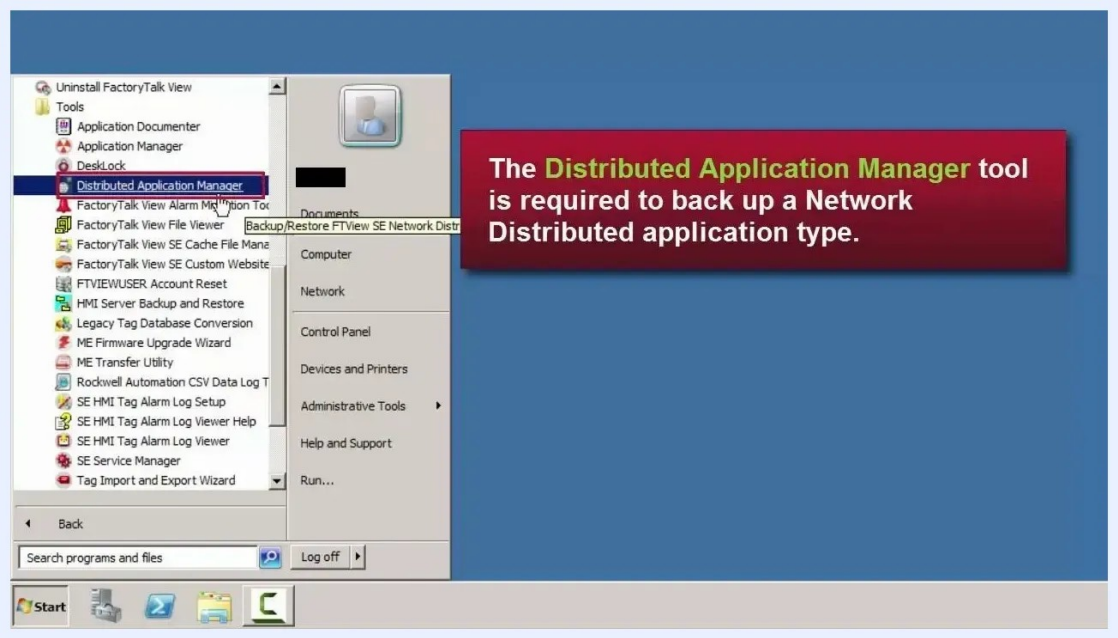
In the Tools folder, point to **Application Manager**. You use this tool to manage HMI application backups and restores.




**The Start menu with Application Manager highlighted and the cursor pointing to it**

## Step 4: Launch Distributed Application Manager

To back up a Network Distributed application, you need the **Distributed Application Manager** tool instead. In the Tools folder, point to **Distributed Application Manager** and open it.



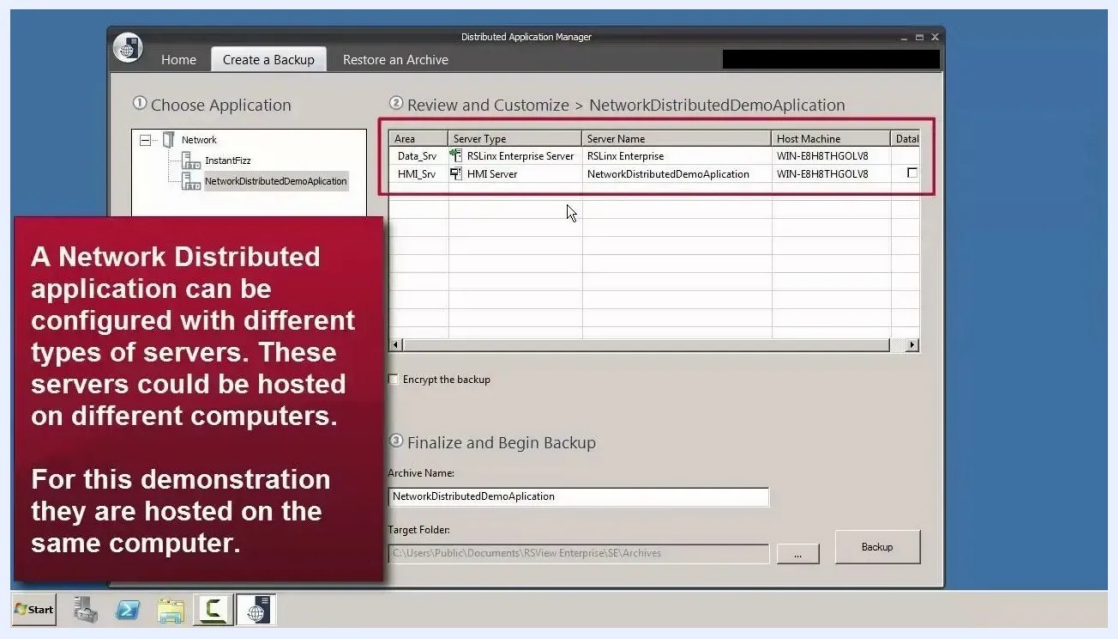

**The Start menu with Distributed Application Manager highlighted and a banner explaining that it is required for Network Distributed backups**

## Step 5: Review the Distributed Application Manager home screen

The application window shows three tabs at the top: **Home**, **Create a Backup**, and **Restore an Archive**. The current user appears as WIN-E8H8THGOLV8\LABUSER. The main panel has two sections:

- **Create a backup** (left): Describes three steps. Choose an application, review and customize, and finalize your backup.
- **Restore an archive** (right): Gives instructions for restoring from a backup archive.

The **Create Backup** button is highlighted. An **Activity Log** at the bottom lists previous backup activities, including log file names, timestamps, and log file paths.




**The Distributed Application Manager home screen with the Create Backup button highlighted, the backup and restore instructions, and the Activity Log**

# Back up a Network Distributed application

## Step 6: Click Create Backup and review the application

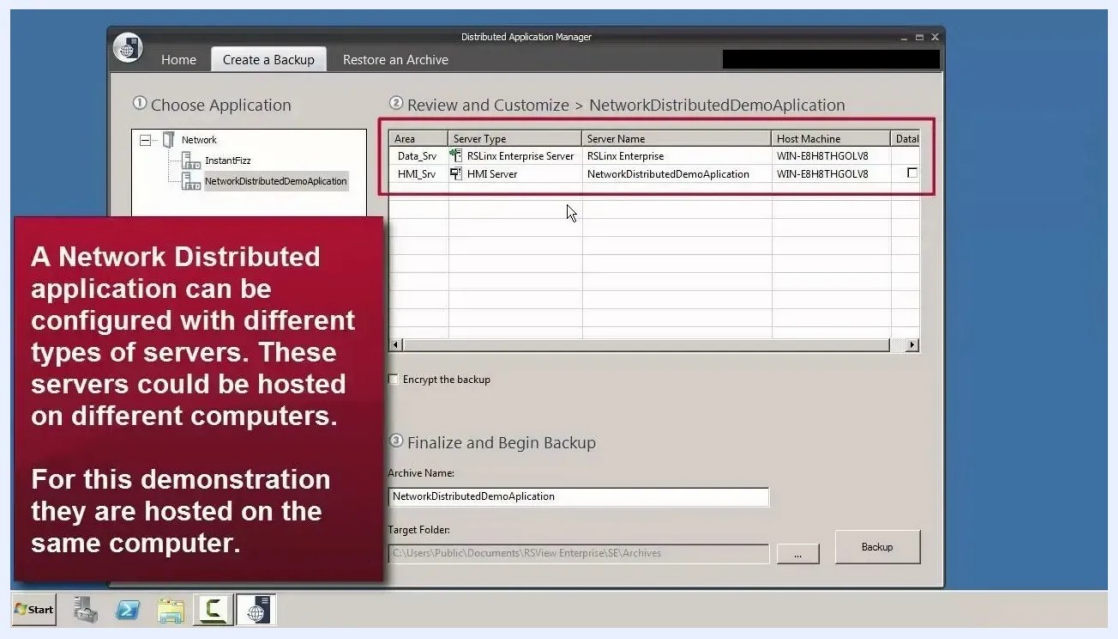
Click **Create Backup** to begin. The application opens the **Review and Customize** step for the selected application, here **NetworkDistributedDemoAplication**.

The left panel shows a tree under "Network" with two applications: "InstantFizz" and "NetworkDistributedDemoAplication". The right panel lists the server details for the selected application:

- **Area**: Data_Srv, HMI_Srv
- **Server Type**: RSLinx Enterprise Server, HMI Server
- **Server Name**: RSLinx Enterprise, NetworkDistributedDemoAplication
- **Host Machine**: WIN-E8H8THGOLV8 for both servers

A Network Distributed application can be configured with different types of servers, and these servers could be hosted on different computers. In this demonstration, they are hosted on the same computer.

The **Archive Name** field is pre-filled with "NetworkDistributedDemoAplication". The **Target Folder** is set to C:\Users\Public\Documents\RSView Enterprise\SE\Archives.




**The Review and Customize screen for NetworkDistributedDemoAplication, showing server details and a note about server hosting**

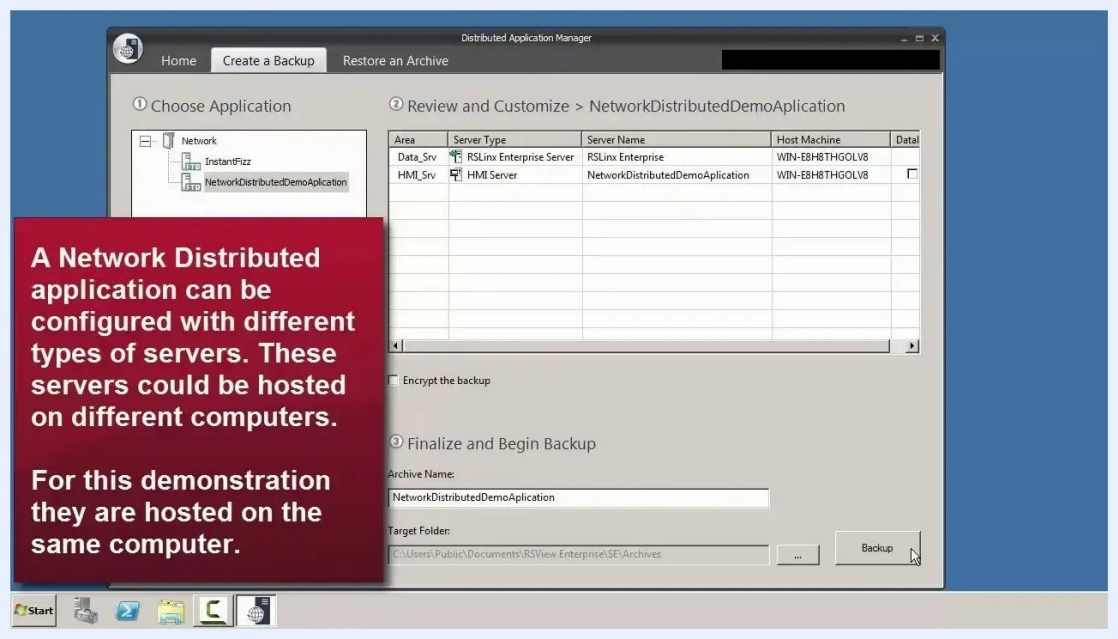
## Step 7: Review the server configuration

Before you start the backup, check the following:

- All required servers (Data_Srv and HMI_Srv) are listed and hosted on the correct machine.
- The **Archive Name** and **Target Folder** are correct.
- If you want encryption, select "Encrypt the backup". It is not selected in this demonstration.

## Step 8: Click Backup

Click the **Backup** button to start the backup process.




**The Backup button being clicked, with the server configuration and archive details visible**

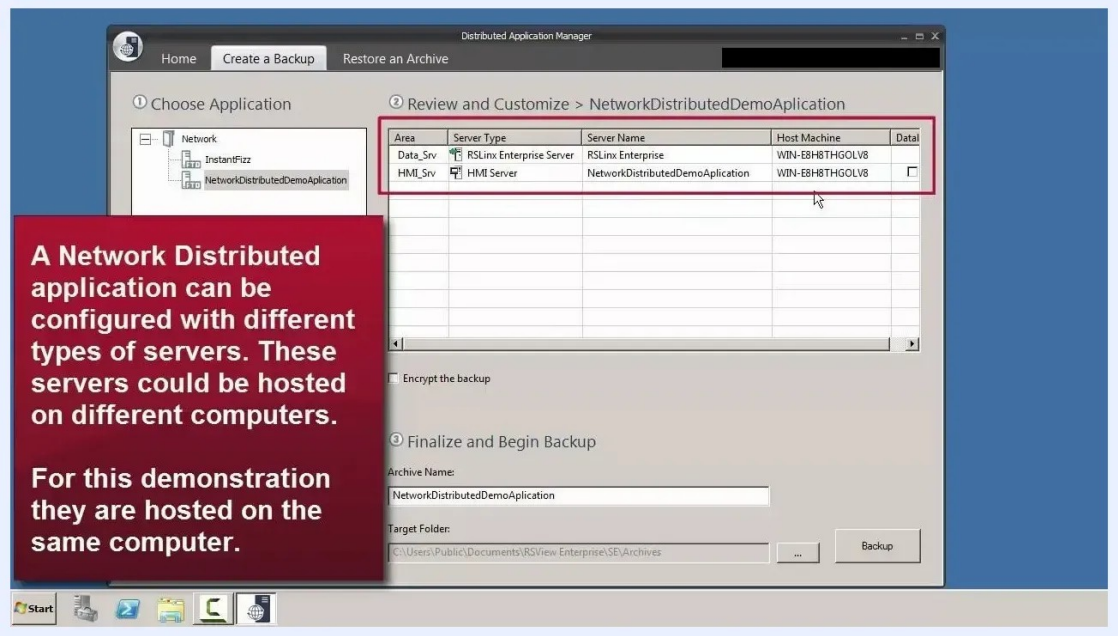
## Step 9: Wait for the backup to complete

A modal window titled **Backup Status: NetworkDistributedDemoAplication** appears. When the backup finishes, the window shows a green checkmark and the message **Backup Successful!** It also shows **Current Task:** Backup Complete and a filled **Overall Progress** bar.

The log lists the backup steps:

- Checking APB file
- Checking disk space
- Checking FactoryTalk Directory Server
- Checking HMI Server connectivity
- Prechecking complete
- Getting HMI Information
- Backing up FactoryTalk Directory
- Compressing and downloading HMI application
- Packaging configuration and log files

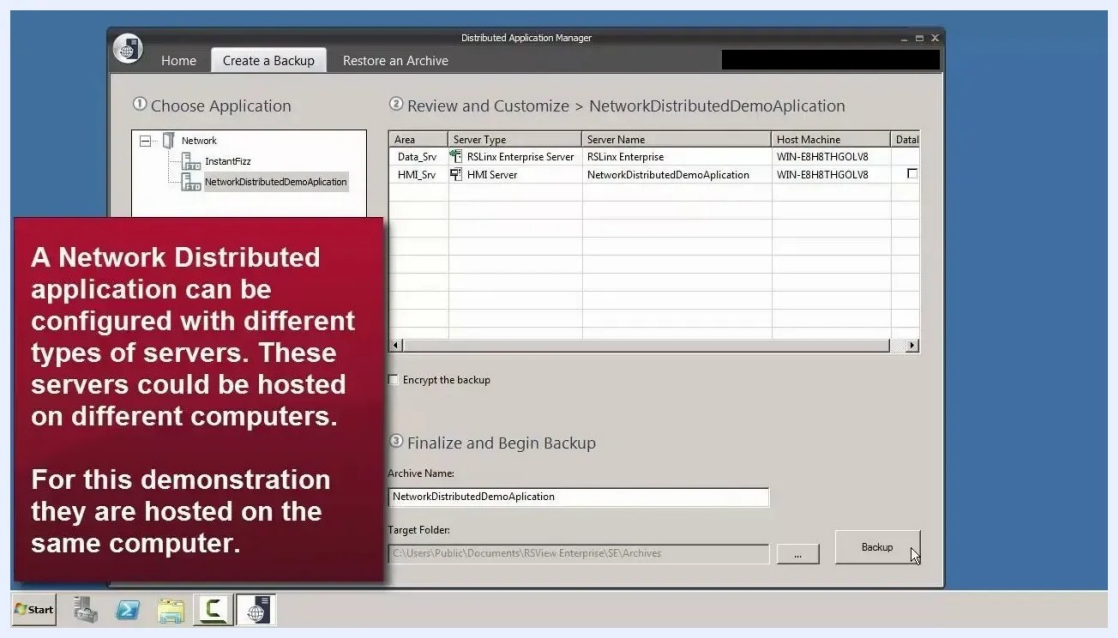
The window has two buttons: **View Log** and **Close**.




**The Backup Status window showing Backup Successful, the filled progress bar, and the detailed log of backup steps**

## Step 10: Close the backup status window

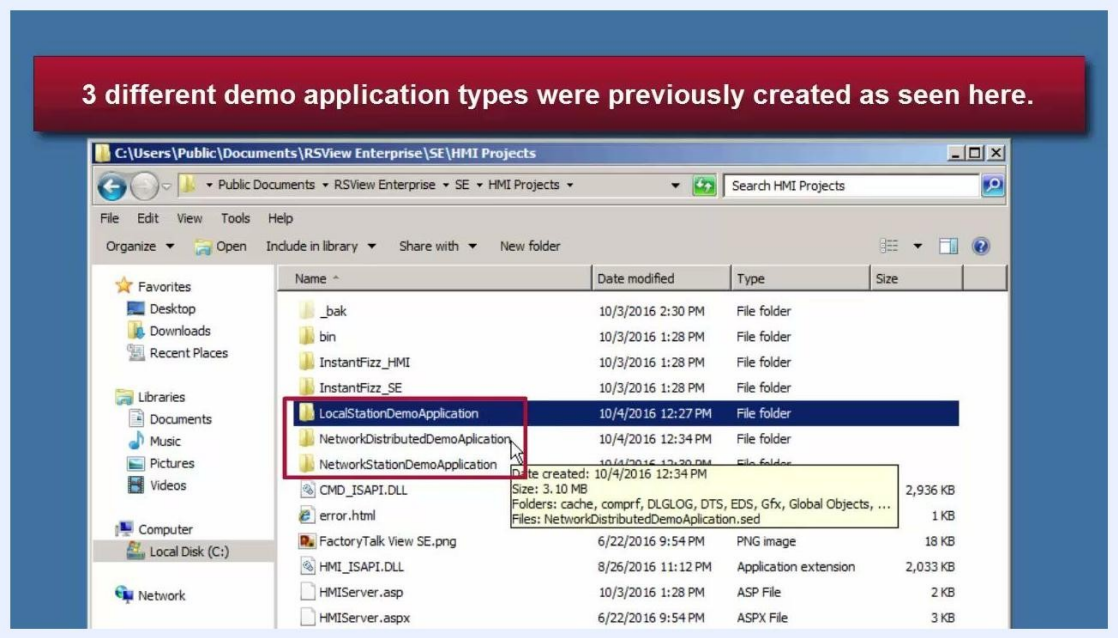
Click **Close**. The application returns to the main "Choose Application" screen, where the left panel lists the available network applications.




**The Distributed Application Manager main screen after the backup, showing the application list**

## Step 11: Verify the backup file in the Archives folder

The **Archives** folder is the default location for the single compressed backup file of an HMI application. It is in C:\Users\Public\Documents\RSView Enterprise\SE. Before the backup, this folder is empty.

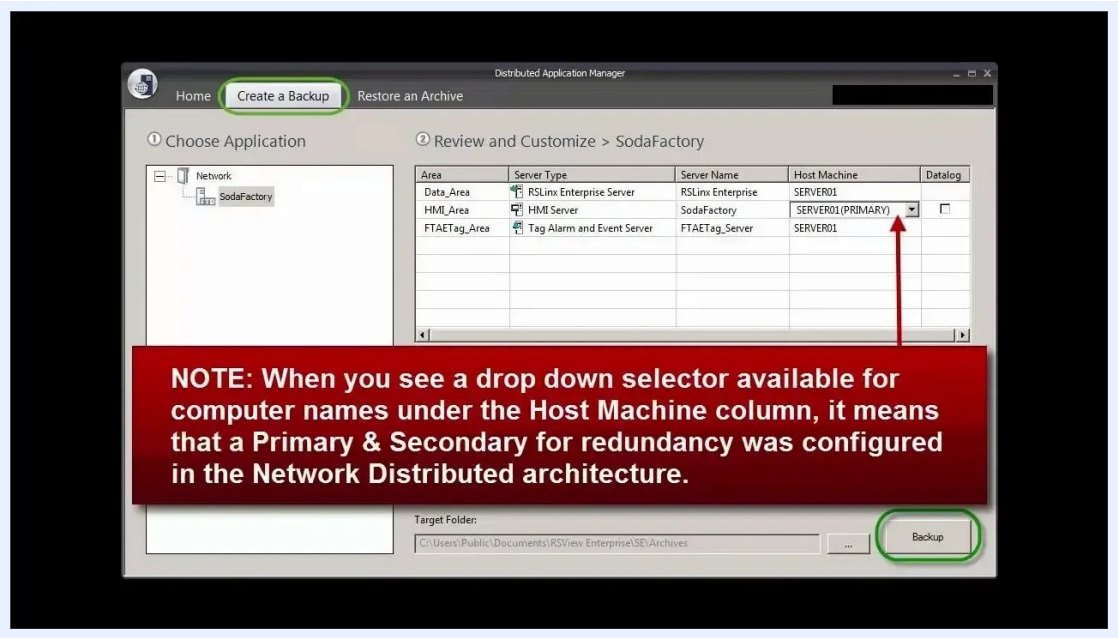



**Windows Explorer with the Archives folder highlighted and a banner explaining that it holds backup files**

Open Windows Explorer and go to C:\Users\Public\Documents\RSView Enterprise\SE\Archives. The folder now contains three files:

- LocalStationDemoApplication.apa
- **NetworkDistributedDemoAplication.apb** (highlighted)
- NetworkStationDemoApplication.apa

The backup is a single compressed file in the Archives folder. The file extension for a Network Distributed application backup is **.apb**.




**Windows Explorer showing the Archives folder with NetworkDistributedDemoAplication.apb highlighted and a note about the file extension**

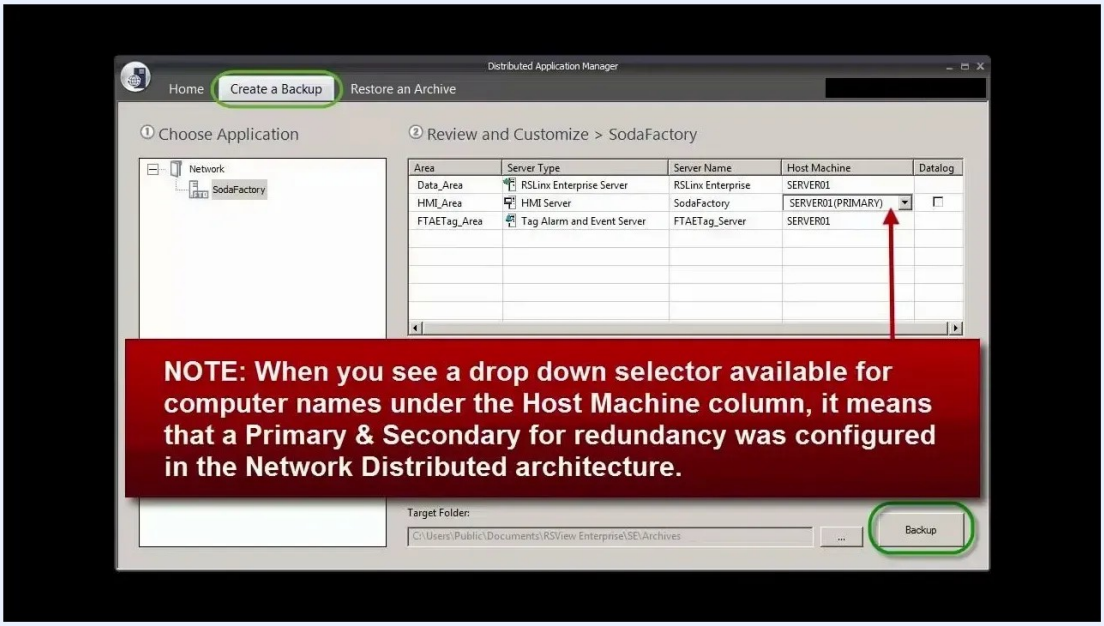
## Back up a redundant Network Distributed application

### Step 12: Begin the backup for a redundant application

In the Distributed Application Manager, select the **Create a Backup** tab. The left panel shows a network application named **SodaFactory**. The right panel lists three server areas:

- **Data_Area**: RSLinx Enterprise Server, SERVER01
- **HMI_Area**: HMI Server, SERVER01 (PRIMARY)
- **FTAETag_Area**: Tag Alarm and Event Server, FTAETag_Server, SERVER01

The **Archive Name** is pre-filled with "SodaFactory". The **Target Folder** is C:\Users\Public\Documents\RSView Enterprise\SE\Archives. Click **Backup** to start.




**The Distributed Application Manager showing the SodaFactory application with server details and the Backup button highlighted**

### Step 13: Note the redundancy configuration

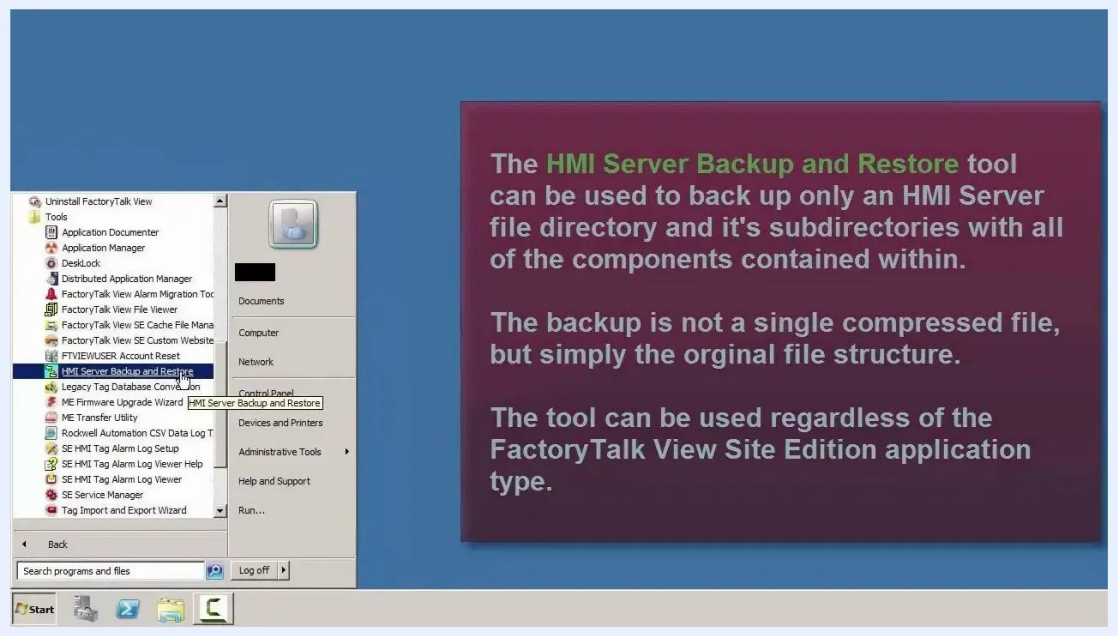
When a drop-down selector is available for computer names under the **Host Machine** column, a Primary and Secondary for redundancy was configured in the Network Distributed architecture. In this example, the HMI_Area shows "SERVER01 (PRIMARY)" with a drop-down selector, which indicates redundancy.

## Back up an HMI Server

### Step 14: Launch the HMI Server Backup and Restore tool

Use the **HMI Server Backup and Restore** tool when you want to back up only an HMI Server file directory and its subdirectories, including all contained components. The backup is not a single compressed file. It preserves the original file structure. You can use the tool for any FactoryTalk View Site Edition application type.

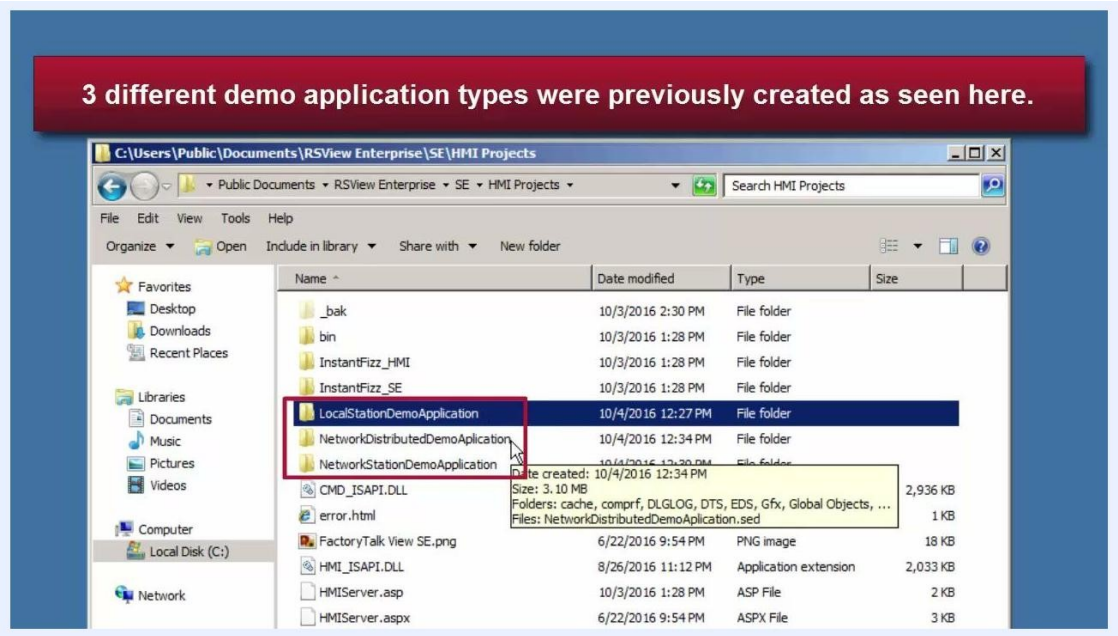
In the Start menu, go to **Rockwell Software > FactoryTalk View > Tools** and select **HMI Server Backup and Restore**.




**The Start menu open with the FactoryTalk tools listed and an information box describing the purpose of the HMI Server Backup and Restore tool**

## Step 15: Find the default HMI application folder

HMI application files are stored by default in a folder named **HMI Projects**. The path is C:\Users\Public\Documents\RSView Enterprise\SE\HMI Projects. The folder contains several subfolders and files, including demo applications and DLLs.



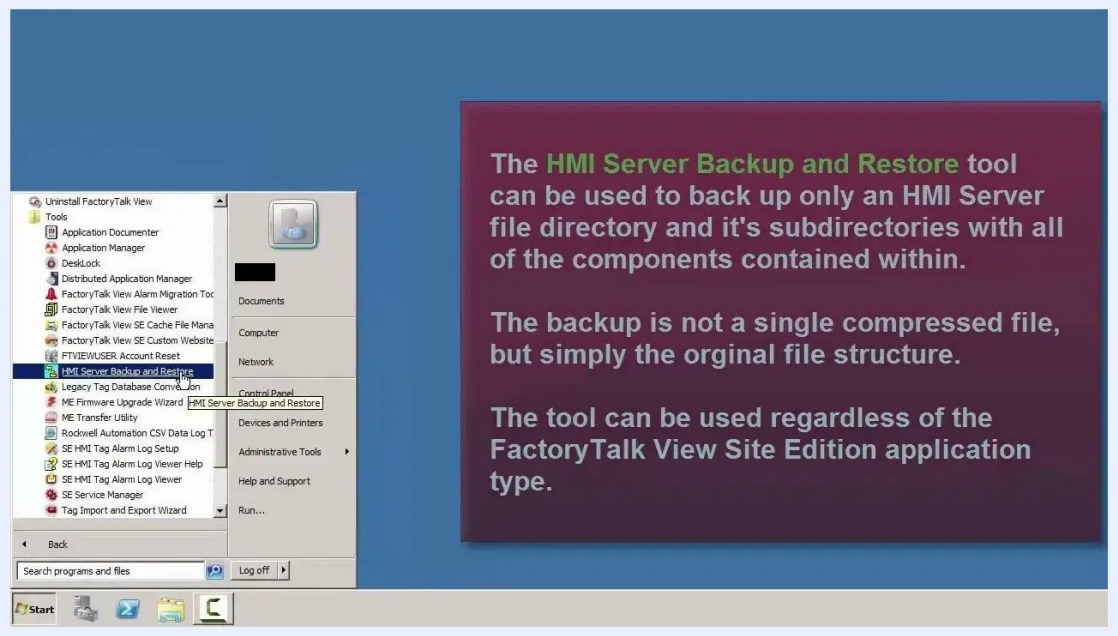

**Windows Explorer showing the HMI Projects folder and its contents, with a banner stating that HMI application files are stored here by default**

## Step 16: Select the source HMI Server project

The **Select Source HMI Project** window opens. The tool automatically goes to the default folder C:\Documents and Settings\All Users\Documents\RSView Enterprise\SE\HMI Projects. The listed project folders include:

- _bak
- bin
- InstantFizz_HMI
- InstantFizz_SE
- LocalStationDemoApplication
- NetworkDistributedDemoAplication
- NetworkStationDemoApplication

Choose a target HMI Server file directory and locate the file with the extension **.sed**.



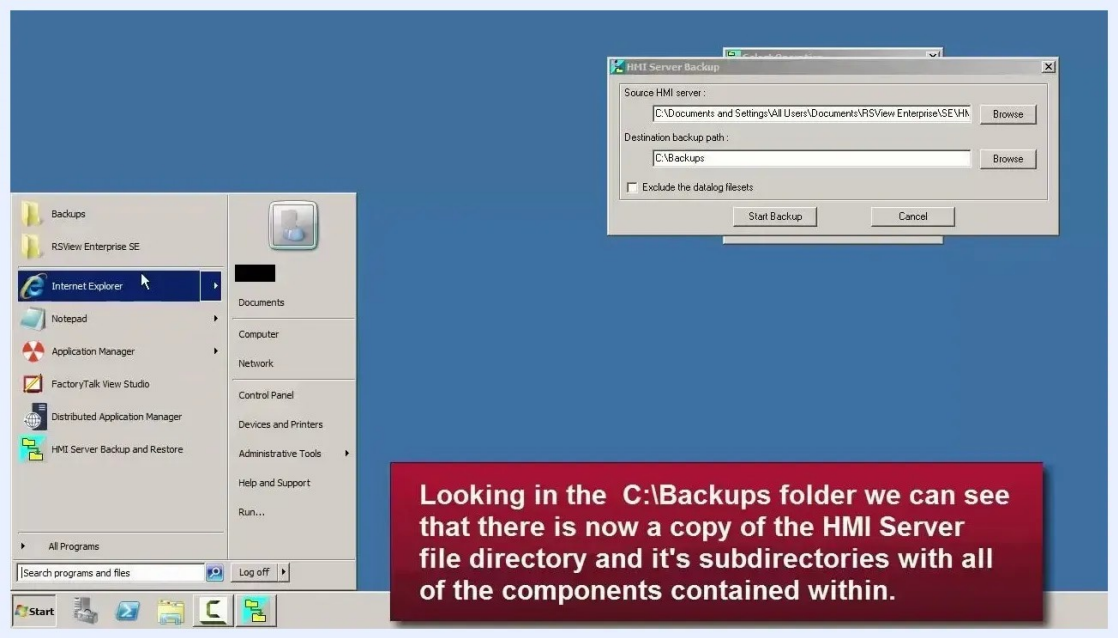

**The Select Source HMI Project window showing the HMI Projects folder and an information box about selecting the .sed file**

## Step 17: Choose the demonstration project

Open the **NetworkDistributedDemoAplication** folder. It contains several subfolders (EDS, Gfx, Global Objects, Images, and others) and the file **NetworkDistributedDemoAplication.sed**. Select that file.

## Step 18: Specify the destination backup path

The tool has no default backup location. For this demonstration, a folder named **Backups** was created beforehand, and you select it as the destination.




**The NetworkDistributedDemoAplication folder open, with an information box about selecting the Backups folder as the destination**

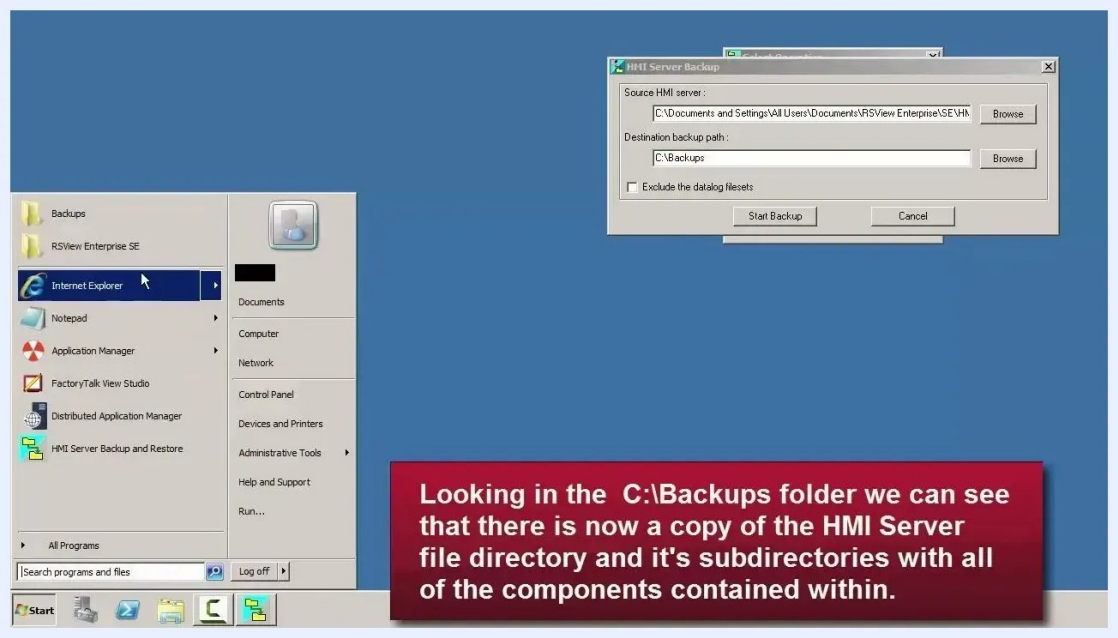
The **HMI Server Backup** dialog then appears with these settings:

- **Source HMI server**: C:\Documents and Settings\All Users\Documents\RSView Enterprise\SE\HMI Projects\NetworkDistributedDemoAplication
- **Destination backup path**: C:\Backups
- **Exclude the datalog filesets**: not selected

The **Start Backup** and **Cancel** buttons are visible. Click **Start Backup** to run the backup.

### Step 19: Cancel the backup if needed

If you want to abort the operation, click **Cancel** in the HMI Server Backup dialog. No backup is started in this demonstration step.




**The HMI Server Backup dialog with the cursor over the Cancel button**

## Restore an archive

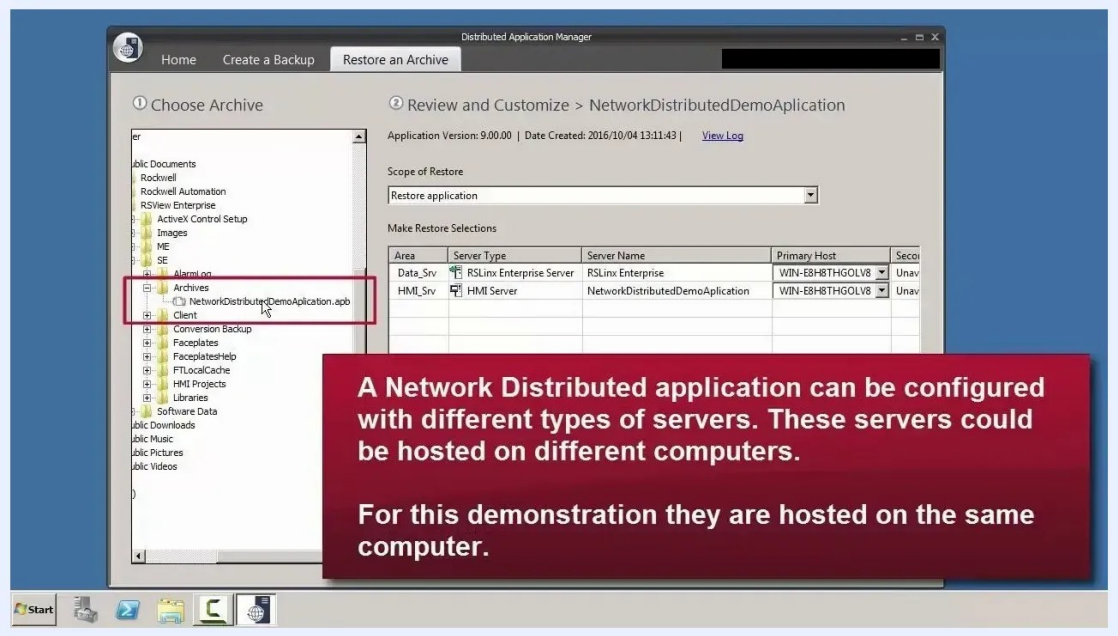
### Step 20: Open the Distributed Application Manager and select an archive

1. Launch the Distributed Application Manager.
2. Select the **Restore an Archive** tab.
3. In the left pane, expand the "Archives" folder.
4. Select the archive file NetworkDistributedDemoAplication.apb.

The review and customization screen shows:

- Application Version: 9.00.00
- Date Created: 2016/10/04 13:11:43
- Scope of Restore: "Restore application"
- Restore selections for Data_Srv (RSLinx Enterprise Server, RSlinx Enterprise) and HMI_Srv (HMI Server, NetworkDistributedDemoAplication)
- The same primary host for both servers: WIN-E8H8THGOLV8

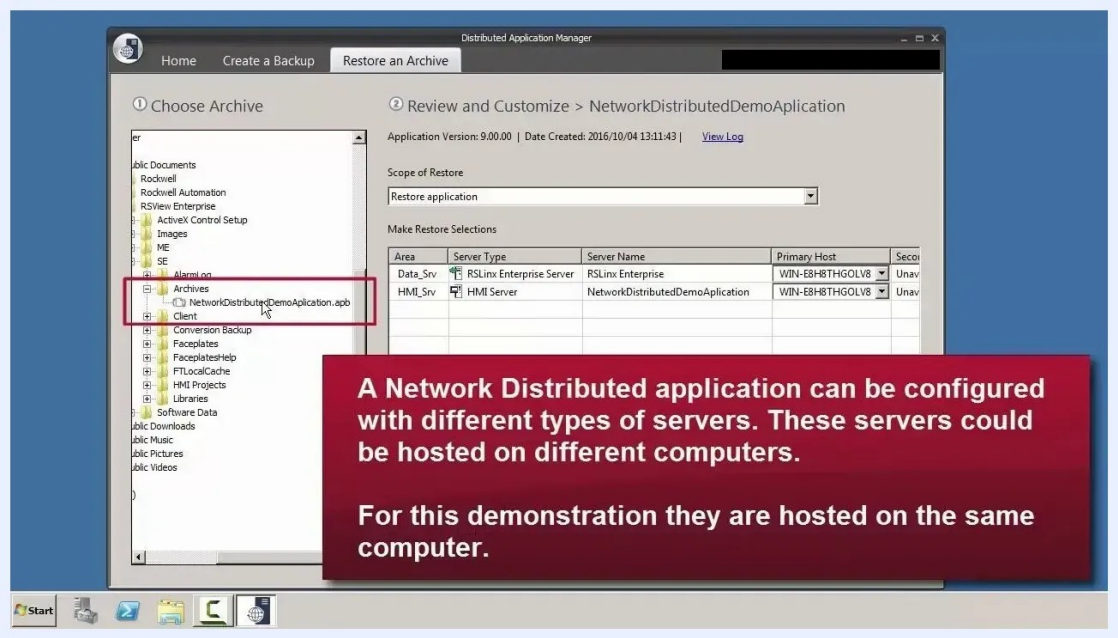
A Network Distributed application can use different types of servers, which may be hosted on different computers. For this demonstration, both are hosted on the same computer.




**The Distributed Application Manager with the archive selected and the server configuration, including a note about server hosting**

## Step 21: Click Restore

Click the **Restore** button at the bottom right of the window. A progress window titled "Restore Status: NetworkDistributedDemoAplication" appears. The current task is "Checking HMI Server connectivity." The log shows "Checking FactoryTalk Directory Server" and "Checking HMI Server connectivity." Wait for the progress bar to advance.



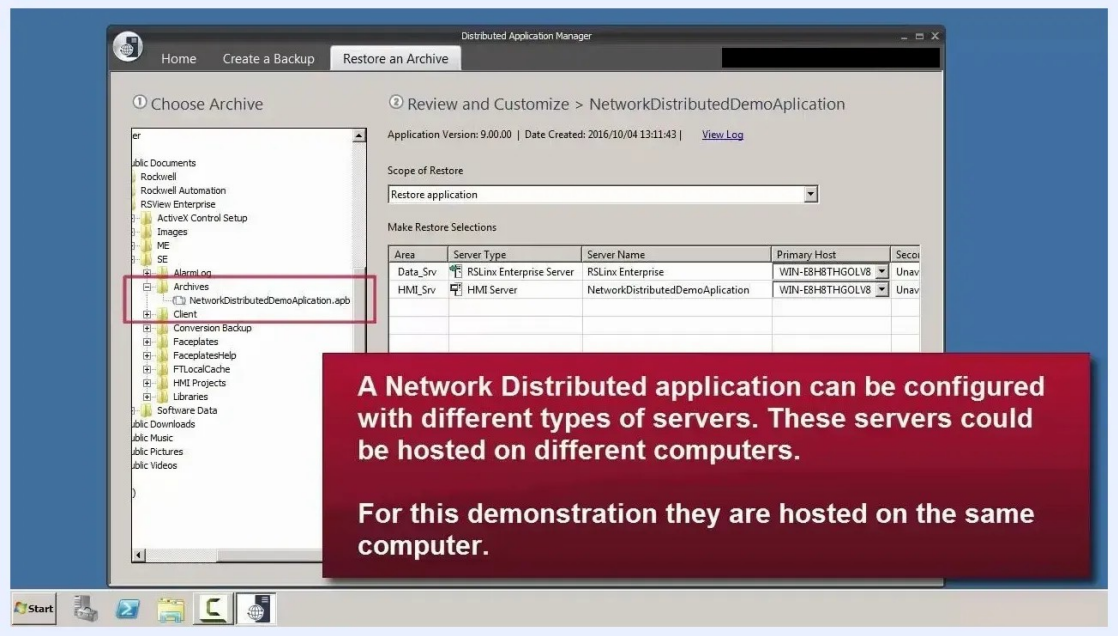

**The Restore Status window showing connectivity checks and the progress bar**

## Step 22: Monitor the restore progress

The restore continues with these tasks:

- Prechecking the environment
- Unzipping the archive file
- Restoring FactoryTalk Directory
- Rehosting the RSLinx Enterprise server to the computer WIN-E8H8THGOLV8

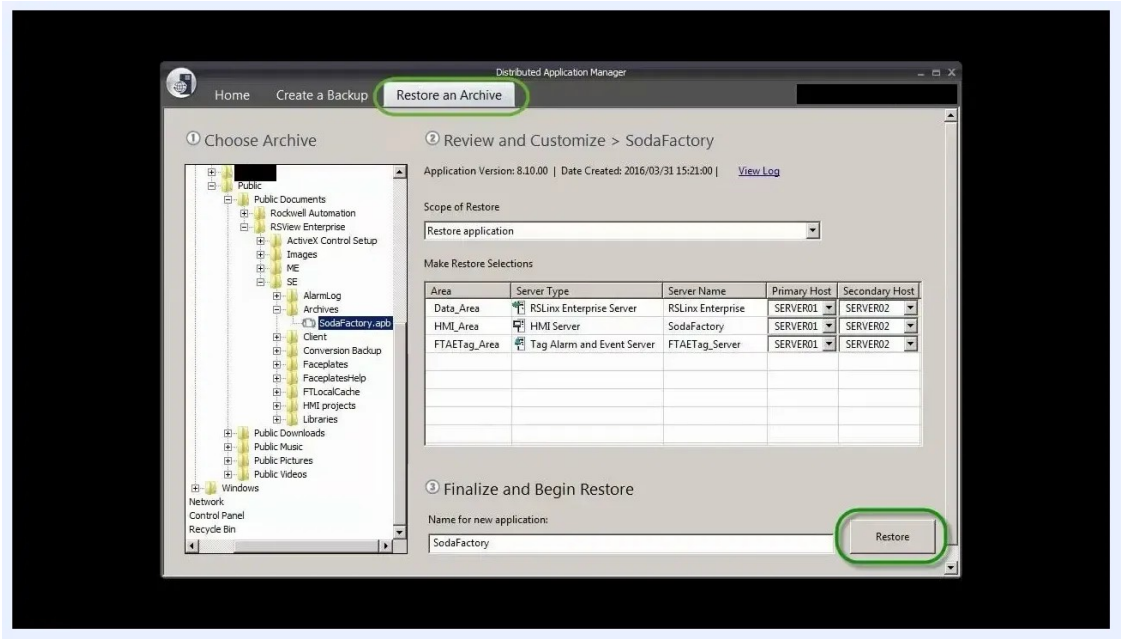
The progress bar advances as each step completes.




**The Restore Status window showing the detailed progress log and the rehosting step**

### Step 23: Confirm the restore completed

When the restore succeeds, the window shows "Restore Successful!" and the current task is "Restore Complete." The overall progress bar is full, and the log ends with "Restore Complete." Click **Close** to exit the restore status window.




**The Restore Successful window with the completion log and the Close button highlighted**

## Restore an archive with a redundant server configuration

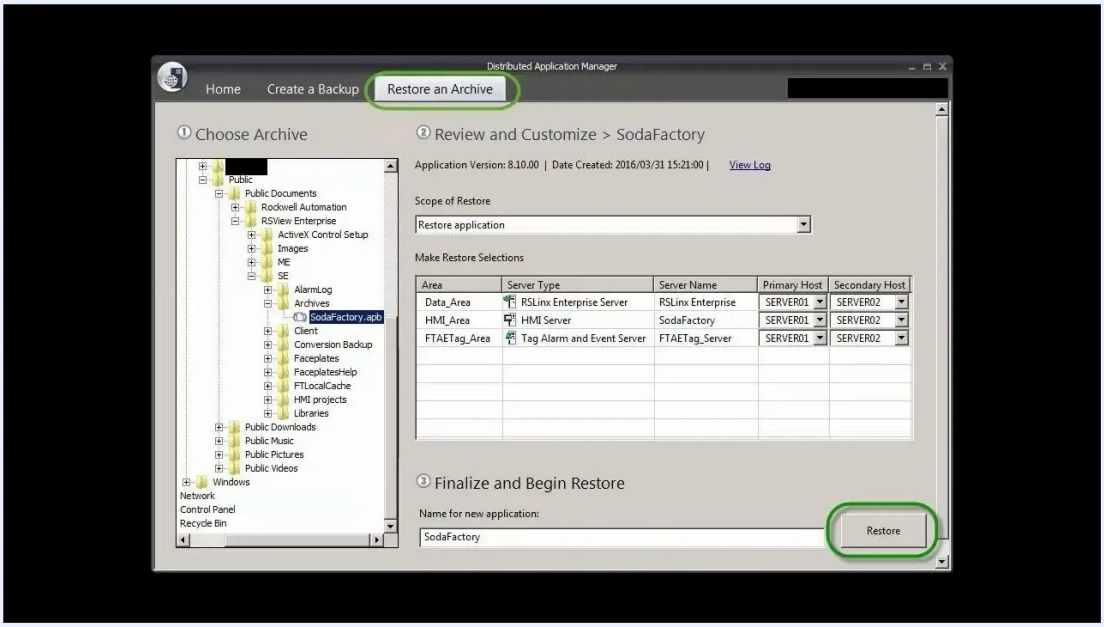
### Step 24: Select the redundant archive

In the Distributed Application Manager, stay on the **Restore an Archive** tab. In the left pane, select SodaFactory.apb under the "Archives" folder. The review and customize screen shows:

- Application Version: 8.10.00
- Date Created: 2016/03/31 15:21:00
- Scope of Restore: "Restore application"
- Restore selections for Data_Area (RSLinx Enterprise Server, RSlinx Enterprise), HMI_Area (HMI Server, SodaFactory), and FTAETag_Area (Tag Alarm and Event Server, FTAETag_Server)

- A "Primary Host" and "Secondary Host" drop-down for each area, set to SERVER01 and SERVER02 respectively

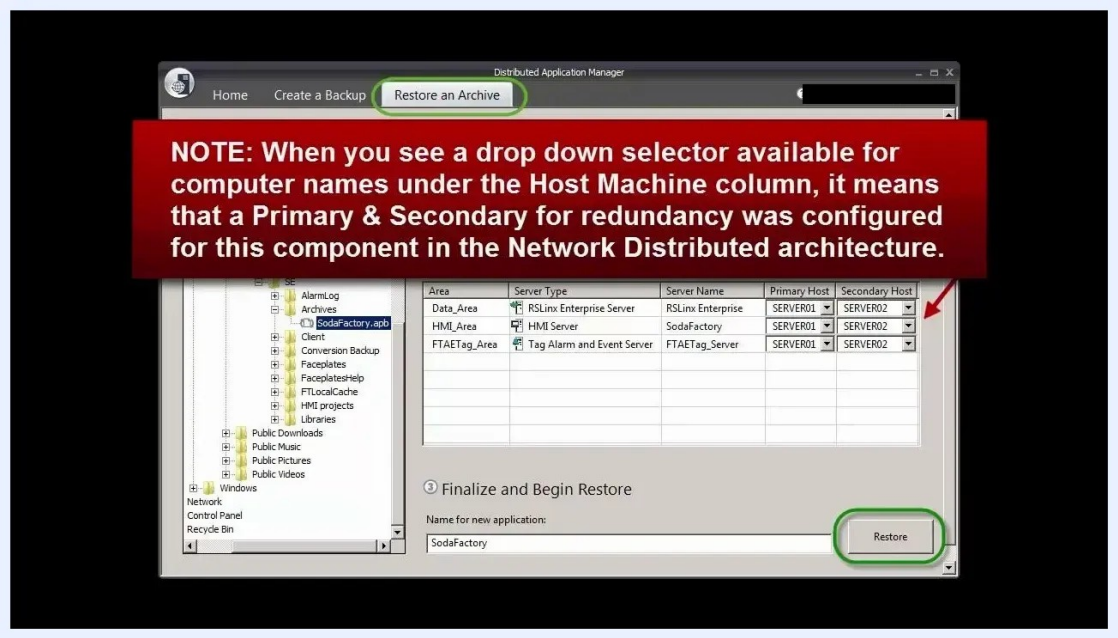
The **Restore** button is at the bottom right.




**The Distributed Application Manager with SodaFactory.apb selected, showing the redundancy configuration**

### Step 25: Understand the redundancy configuration

A drop-down selector for computer names under the **Host Machine** column means both Primary and Secondary hosts were configured for redundancy for that component. This setup allows for failover and increased reliability.



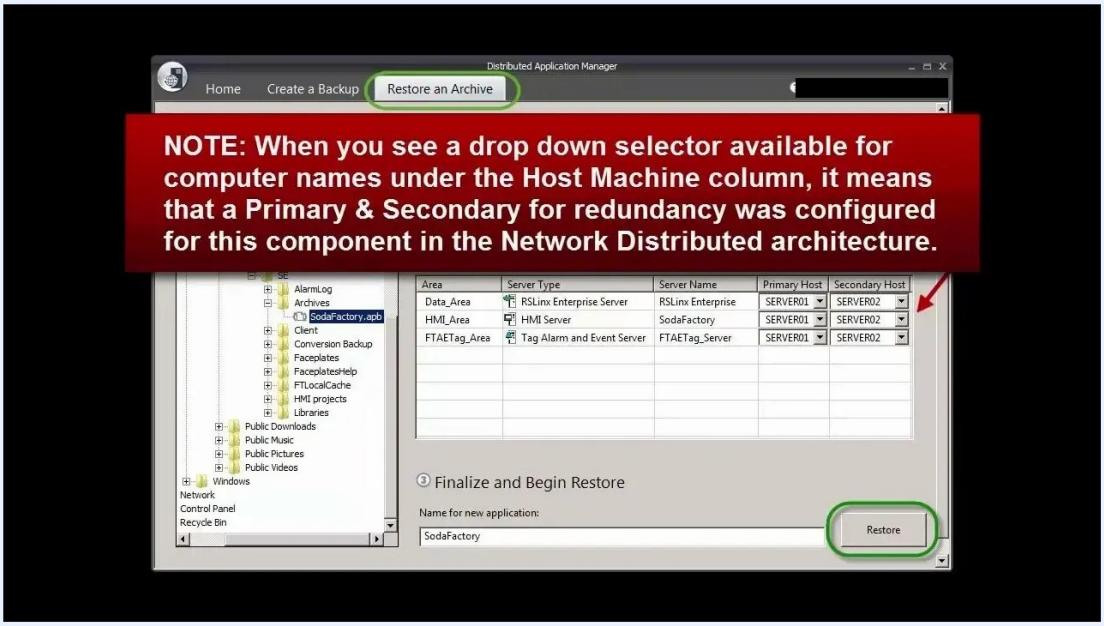

**The screen highlighting the drop-down selectors for redundancy, with an explanatory note**

## Restore an HMI Server

### Step 26: Launch the HMI Server Backup and Restore tool

Open the Start menu and go to "All Programs" > "Rockwell Automation" > "FactoryTalk View" > "Tools". Select **HMI Server Backup and Restore**. The tool is highlighted in the menu, and a tooltip confirms the selection.

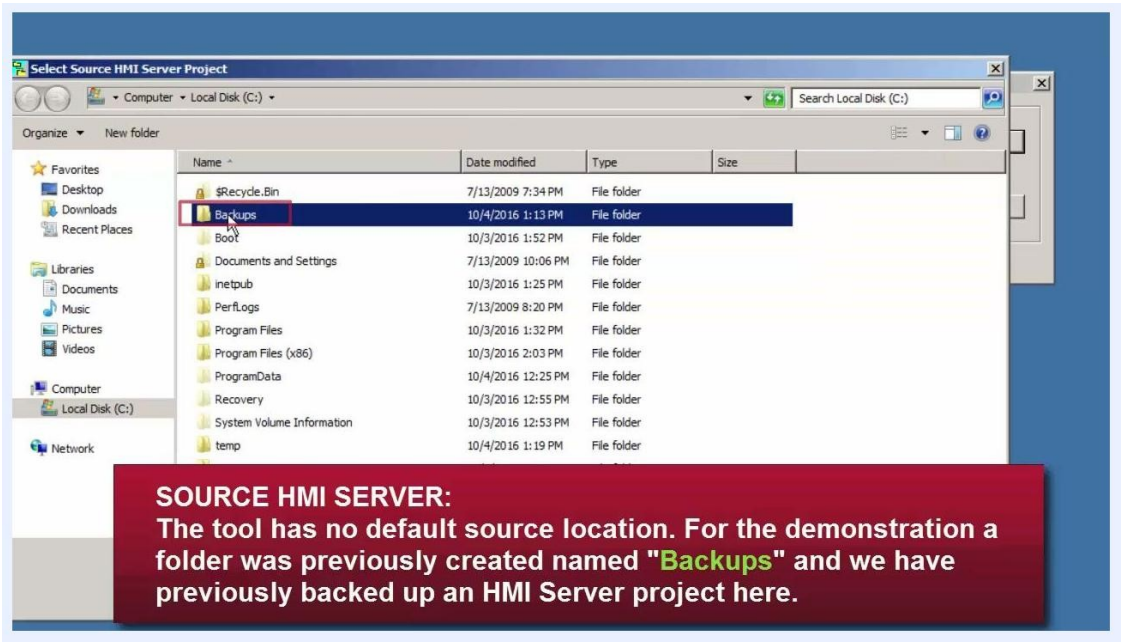
The tool can restore an HMI Server file directory and its subdirectories with all components. The restore overwrites an existing HMI Server project within a FactoryTalk View Site Edition application. The tool works regardless of the application type.




**The Start menu with the HMI Server Backup and Restore tool highlighted and explanatory text**

## Step 27: Select the source HMI Server backup folder

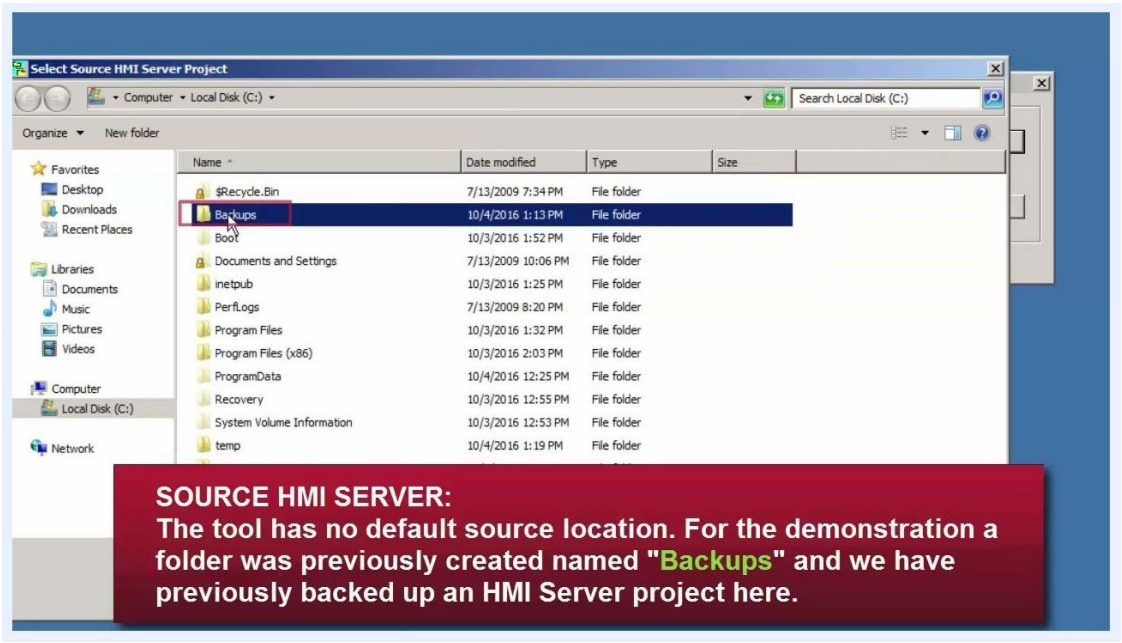
In the **Select Source HMI Server Project** dialog, browse to your HMI Server backup. The tool does not have a default source location. For this demonstration, a folder named **Backups** was created on the C: drive, and an HMI Server project was backed up there. Select the **Backups** folder.




**A file explorer window showing the Backups folder selected on the C: drive, with an information banner about the source location**

## Step 28: Select the backup project file

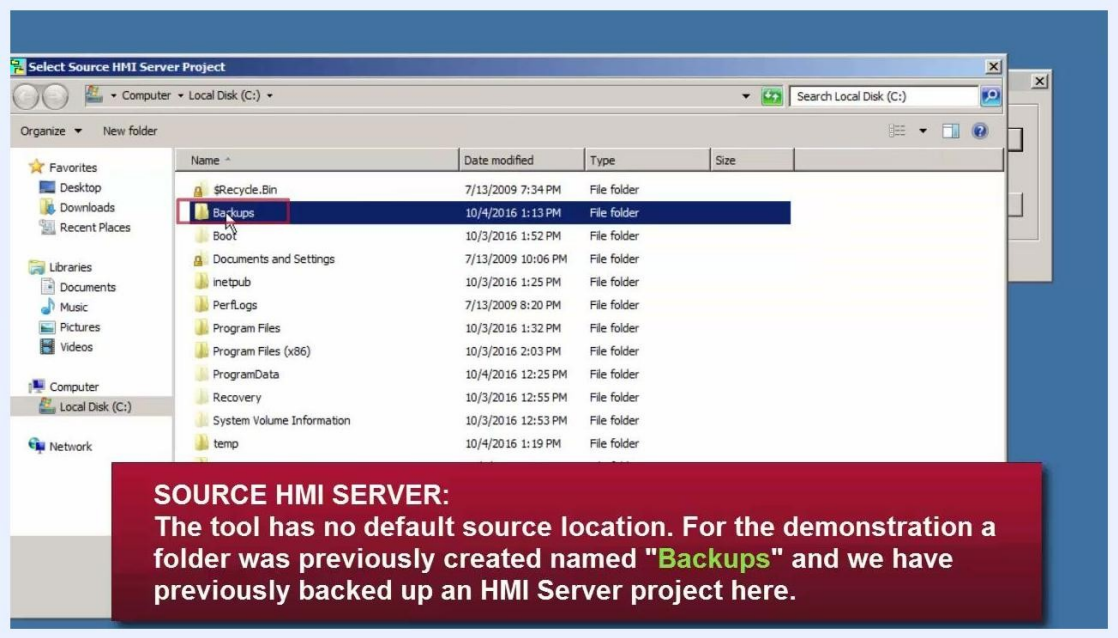
Within the **Backups** folder, open the subfolder for your project, here **NetworkDistributedDemoAplication**. The folder contains several subfolders (EDS, Gfx, Global Objects, Images, and others) and the .sed file. Select **NetworkDistributedDemoAplication.sed** and click **Open**.




**A file explorer window showing the contents of the backup project folder and the .sed file selected**

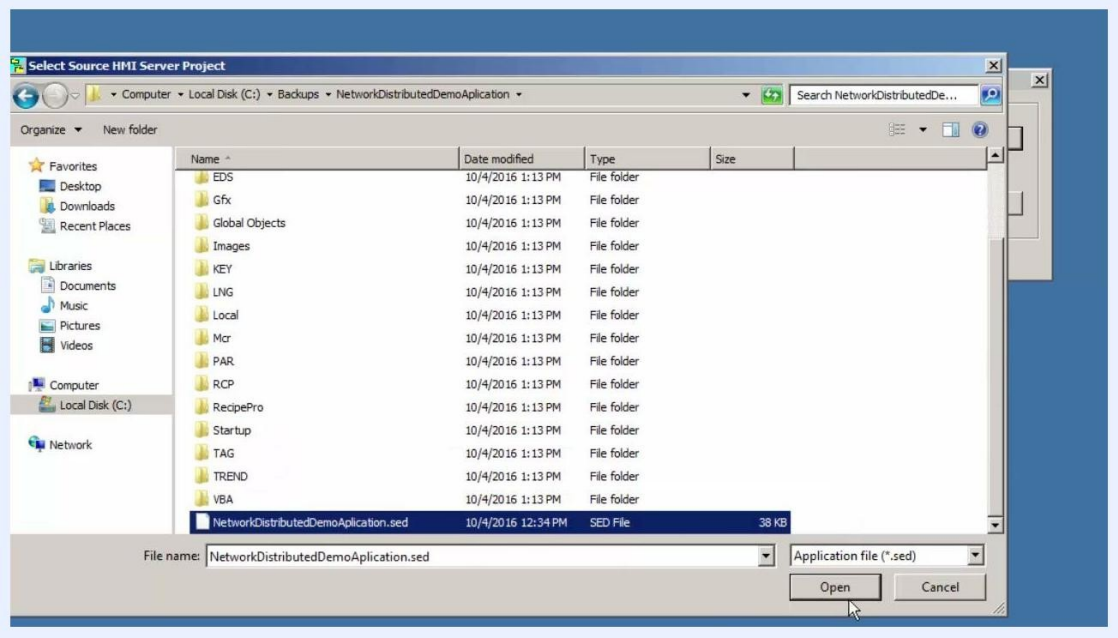
## Step 29: Choose the destination restore path

The tool prompts you to select the destination for the restored HMI Server project. By default, it goes to the **HMI Projects** folder. In the folder selection dialog, expand and select the **HMI Projects** directory.




**The folder selection dialog with the HMI Projects folder highlighted and an information banner about the destination path**

Within **HMI Projects**, select the directory that matches your backup project name, here **NetworkDistributedDemoAplication**. Click **OK** to confirm. The tooltip shows the folder name and creation date so you can verify your choice.



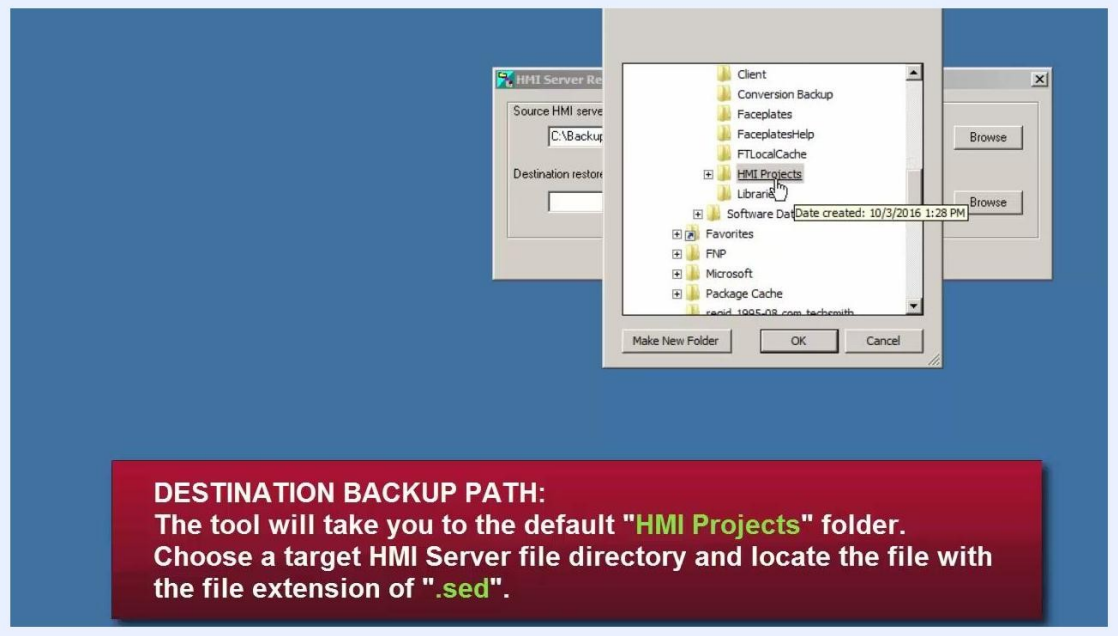

**The folder selection dialog with the NetworkDistributedDemoAplication folder highlighted and an information banner**

## Step 30: Start the restore

Review the **HMI Server Restore** dialog. It shows:

- **Source HMI server path:** C:\Backups\NetworkDistributedDemoAplication\NetworkDistributedDemoAplication.sed
- **Destination restore path:** C:\Documents and Settings\All Users\Documents\RSView Enterprise\SE\HMI Projects\NetworkDistributedDemoAplication

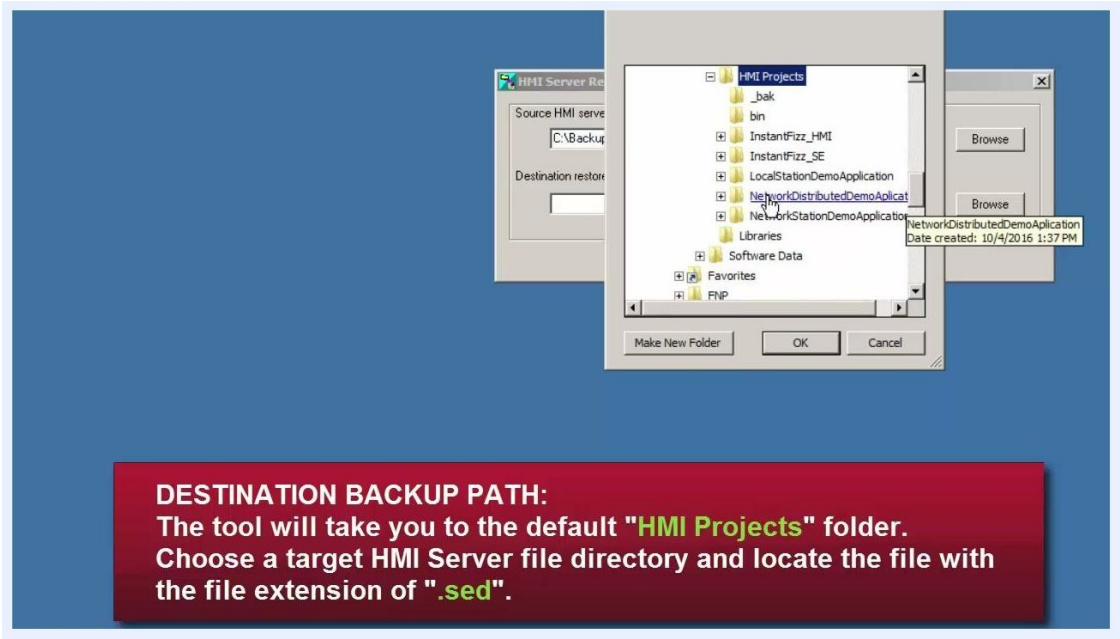
Click **Start Restore** to begin restoring the project.




**The HMI Server Restore dialog with the source and destination paths filled in, the Start Restore button highlighted, and an information banner**

### Step 31: Confirm the HMI Server restore completed

When the restore finishes, the tool returns to the main **Select Operation** window. A confirmation message appears at the bottom: **HMI Server project restore complete.** You can close the tool or continue with other operations.




**The main tool window with the confirmation message "HMI Server project restore complete."**

## Summary

You now know how to backup a View SE application in FactoryTalk and how to restore it. For a Network Distributed application, you use the Distributed Application Manager to create a single compressed archive with the **.apb** extension in the Archives folder. You then restore it from the **Restore an Archive** tab. For an HMI Server file directory, you use the HMI Server Backup and Restore tool. It backs up and restores the directory structure, using a source or destination folder that you choose.