

Zip the base

 **Fix Me!** A1 proofreading not yet effective for this page. In the meantime, you can ask any questions on the [forum](#).

This screen is available to Gestan Cloud users: **it guarantees them that they can always have all of their data**.

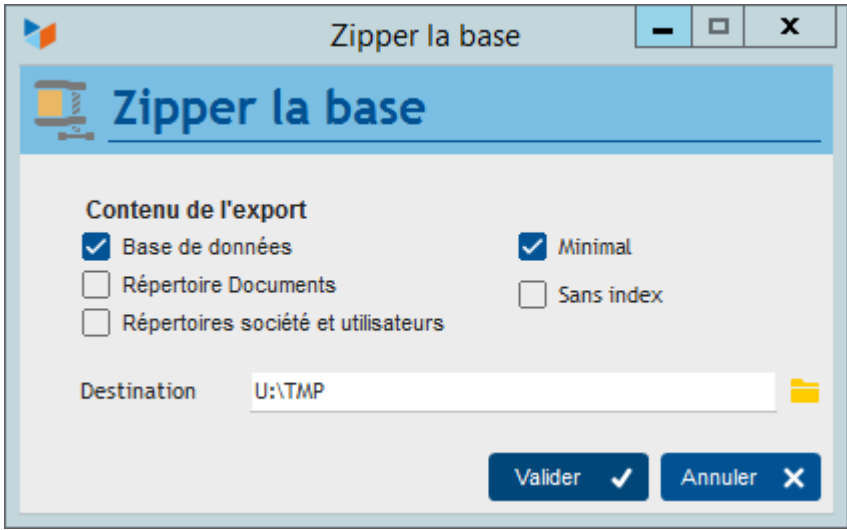
It is thus possible to work on a local basis for testing, or to return to a Local Gestan for any reason, or even to have as many backup versions as you consider useful.

This program triggers the copy of the selected Gestan data into your server directory: all you then have to do is copy and paste it onto your local machine

 A Gestan Enterprise license is included with the Gestan Cloud service, so that you can locally do tests on a copy of your data in the Cloud. Do not hesitate to ask the Gestan Cloud support service.

Using the screen

Access to the screen: *Tools → Administration → Zip the database*



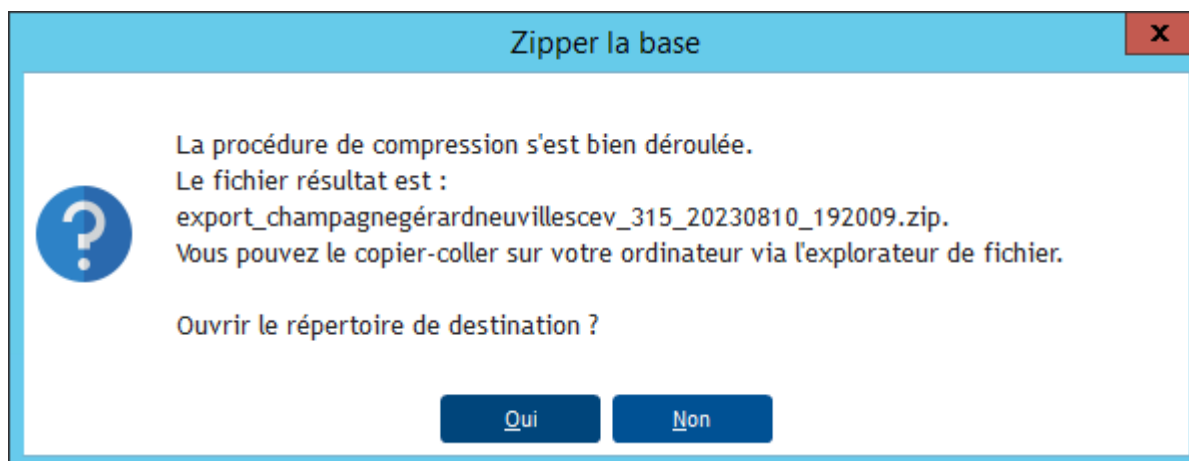
Check the boxes according to the elements that interest you:

- **Database:** Gestan data
- **Documents directory:** the directory of documents linked to contacts
- **Company and user directory:** your Gestan Cloud remote office.

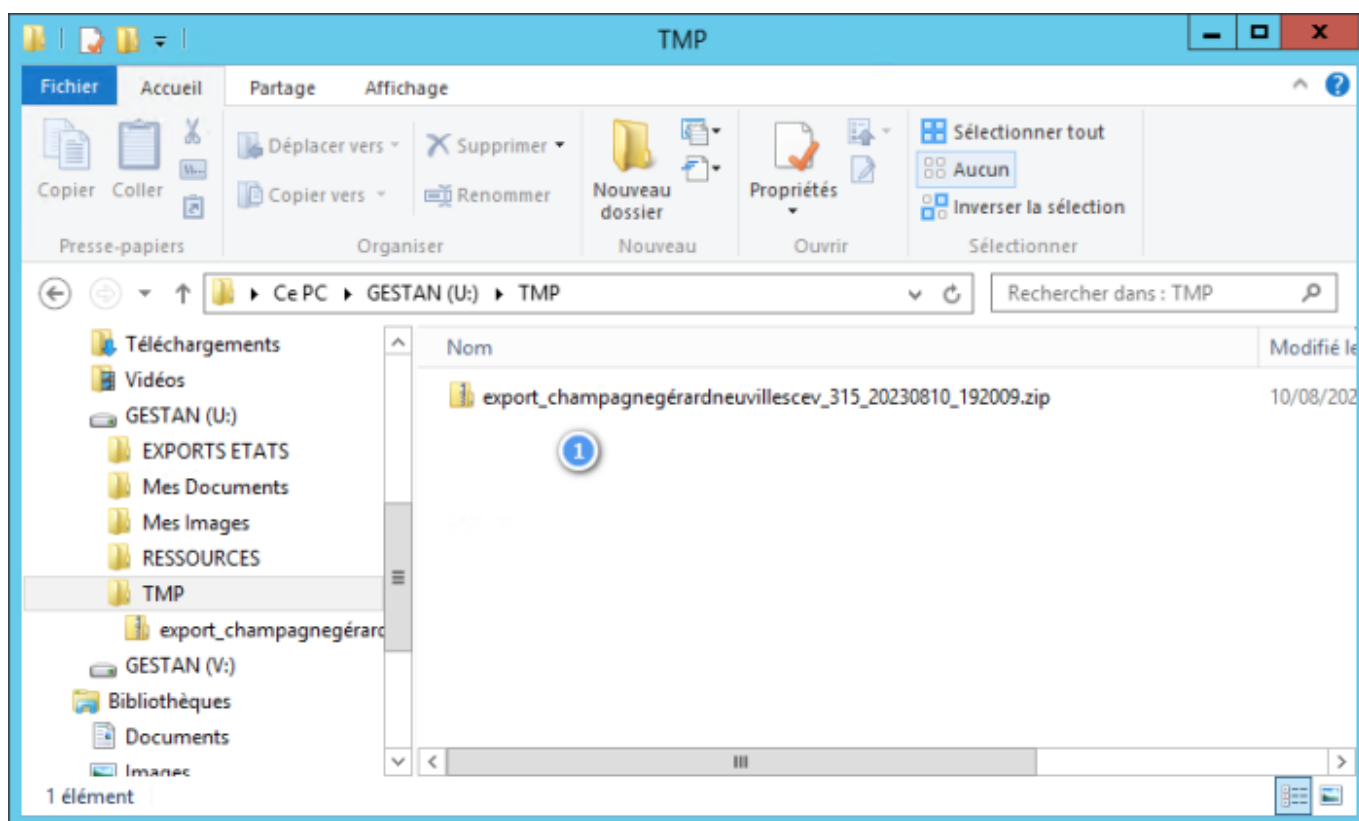
The **minimal** option allows you not to put the CEDEX file (postal codes) nor the _BB files (log of file operations) in the export, which is useful for reducing the size of the final zip file, in the case of large databases (the CEDEX file is not essential to Gestan, nor the _BB files). Likewise, the **without index** option allows you not to put the index files in the export (they can be recreated locally).

The output directory can be your Gestan Cloud personal disk (your U:\ directory on the Cloud).

Then, the program offers to open the zip file export directory.



With the Explorer open, all that remains is to copy and paste the zip file obtained 1 into a directory on your local machine.



Install your cloud data on your local machine

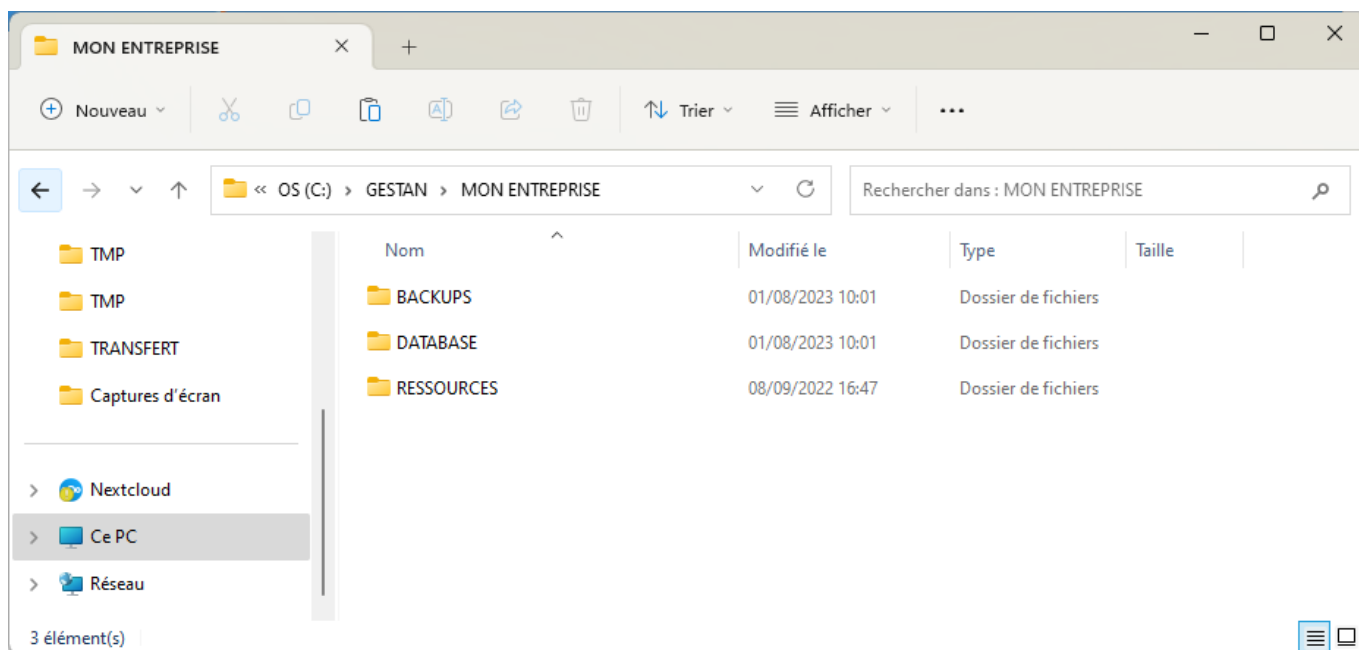
The simplest procedure is as follows:

Installing a blank base

Download Gestan and install it on your local machine.

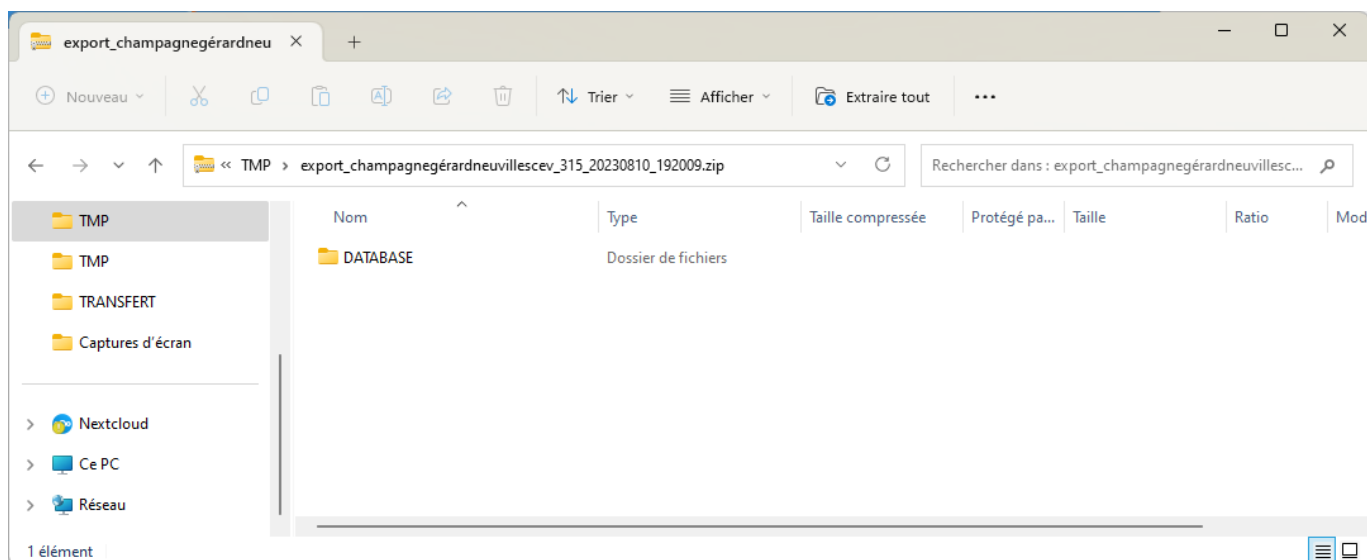
Launch the program, and install a blank database in any working directory on your computer.

Here we installed it in C:\GESTAN\MY COMPANY



In this directory C:\\GESTAN\\MON COMPANY there is a DATABASE directory.

In the zip archive, you have checked the **Database** box. So you also have a DATABASE directory



Simply copy and paste from the DATABASE directory of the zip file to the DATABASE directory of the C:\\GESTAN\\MON COMPANY directory.

✿ If you have not requested the export of indexes, immediately do a [reindexing](#).



Other Tools articles

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[Connection to Gestan](#)

[Database minimization](#)

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