

Backing up and Restoring Chief Architect Content Using Project Management

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QUESTION

I am using Project Management in X17. Is there an easy way to backup all of my projects, as well as other user content that Chief Architect manages?

ANSWER

When using Project Management in X17, a built-in backup function is available, which creates a zipped folder containing the following:

- Projects (plans and layouts)
- User catalog
- User settings (toolbars, hotkeys, preferences, and master list)
- Assets (materials, images, PDFs, and other imported files)

Note: Please refer to the resources in the [Related Articles](#) section below if you're using X16 or a prior version, using Traditional File Management in X17, or would like to enable Project Management in X17 to take advantage of the backup and restore methods mentioned in this article.

By default, scheduled backups are automatically enabled when using Project Management; various settings associated with these backups, such as the location and frequency, can be viewed and changed by accessing your Preferences.

Additionally, backups can be created manually at any time using the dedicated Back Up Managed Resources tool located within the File menu.

Backups are helpful if you want to move your projects, your user catalog, along with all of your user settings to another computer. They are also important in preserving critical data in case an issue arises.

The default backup location is located in the Chief Architect Data folder, which is typically located within your Documents; however, this can be changed. On a Windows machine, the default location is:

```
C:\Users\ [YOUR USERNAME] \Documents\Chief Architect Premier X17  
Data\Backups
```

On macOS, the default location is:

```
/Users/ [YOUR USERNAME] /Documents/Chief Architect Premier X17  
Data/Backups
```

The time it takes to perform a backup may vary, as it's highly dependent on the file size of your projects, user catalog, and other user data. You will not be able to use the program while a backup is taking place, so it's recommended to perform scheduled backups when you are finished working.

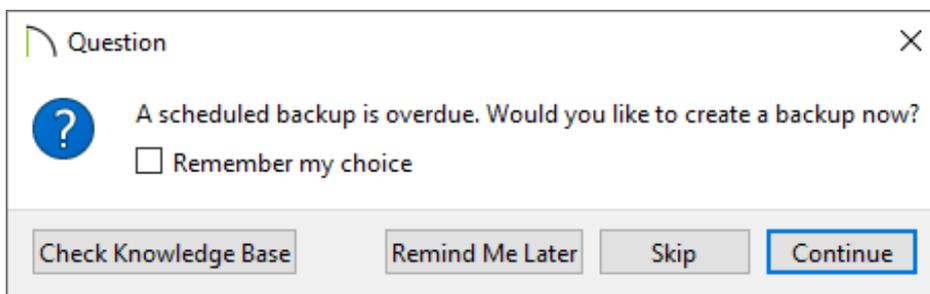
Note: Consider implementing routine backups of the file location(s) mentioned above in case a local drive failure occurs. It is best to utilize a location somewhere other than your local computer. Options include:

- Copying files to a removable storage device such as a USB flash drive or external drive;
- Copying files to a server or other location on your network;

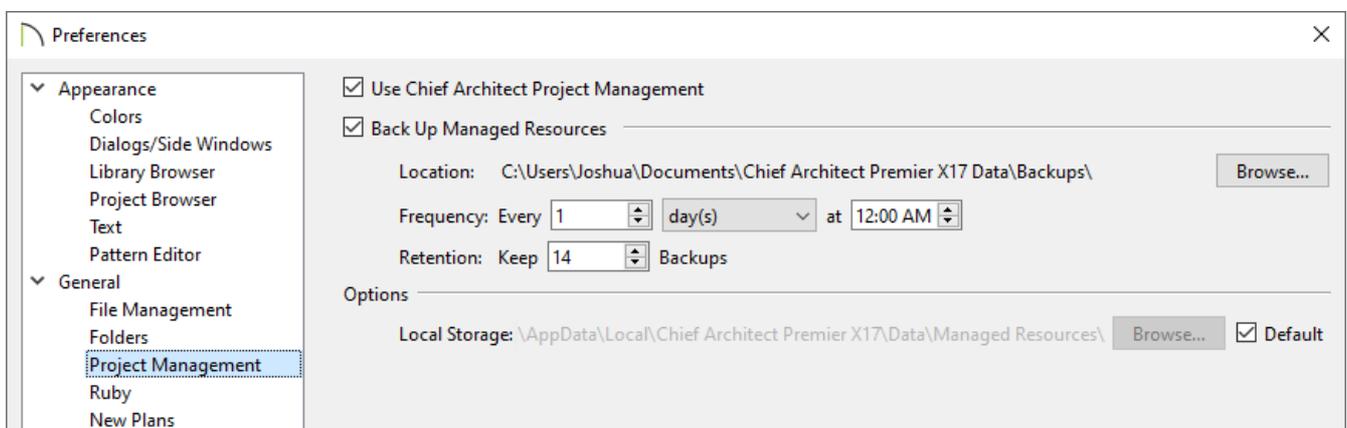
- Copying files to an online storage site or have your backup service do it for you.

Scheduled Backups

By default, scheduled backups are enabled and are set to take place every day at 12:00 AM (Midnight). If the program is not open at the scheduled time, you may be prompted with a **Question** dialog asking "A scheduled backup is overdue. Would you like to create a backup now?" the next time you open and close the program. You can choose **Remind Me Later** to have Chief Architect remind you to perform this backup at a later point, **Skip** to skip this particular backup, or **Continue** to proceed with performing the backup.



Settings related to scheduled backups can be controlled within the **Preferences** dialog. Navigate to **Edit > Preferences**  if you're on a Windows computer or **Chief Architect > Preferences**  if you're on a Mac. Once here, navigate to the **PROJECT MANAGEMENT** panel.



- To enable/disable scheduled backups, you can check or uncheck the **Back Up Managed Resources** box.
- The **Location** where backups are saved on the local system is reported here. By default, it is located in the Chief Architect X17 Data folder; however, you can click the

Browse button to select a different location.

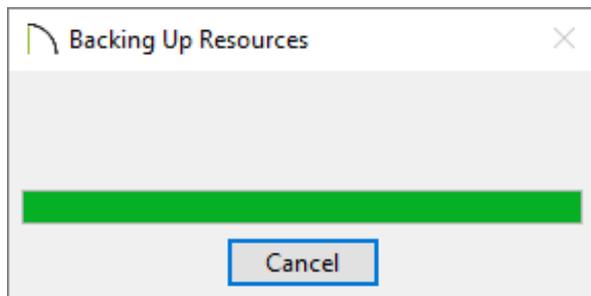
- Set the **Frequency** at which backups are created by specifying an interval value of either Hours or Days and choosing a time of day.
- Specify the **Retention** of backups, which is the maximum number of saved backups. Once this value is reached, the oldest backups are deleted from the system.
- The **Local Storage** location of the managed store is located here. Although not recommended, the option to uncheck the **Default** box and click the **Browse** button to specify a different location is available.

To use the Back Up Managed Resources tool

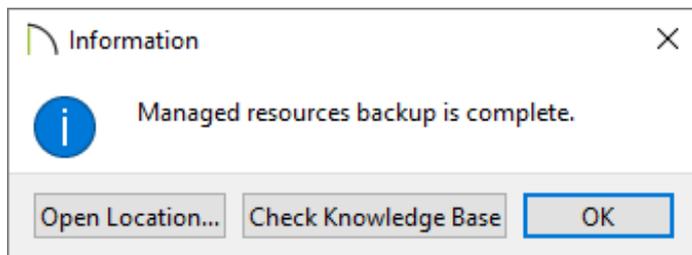
1. Navigate to **File> Back Up and Restore> Back Up Managed Resources** .

If this option is not available in the menu, Project Management may not be enabled.

2. A **Backing Up Resources** dialog will appear with a progress indicator.



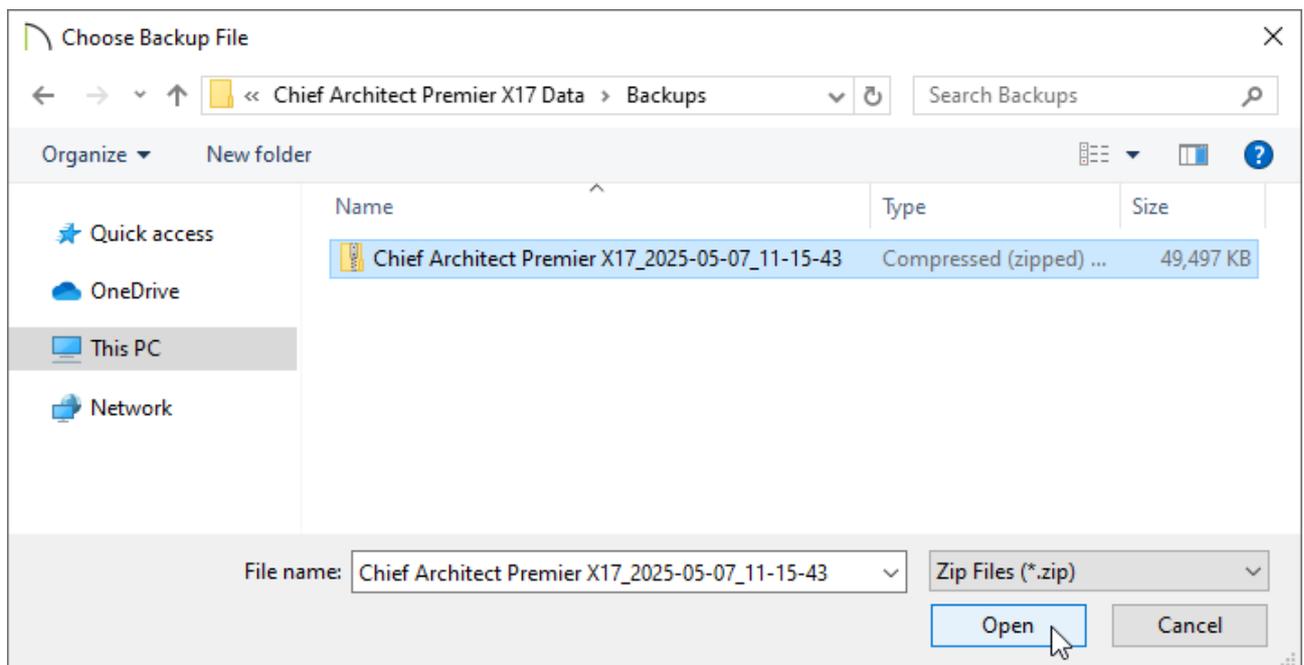
3. Once complete, an **Information** dialog will appear. Click **Open Location** to access the file location where the backup is stored or click **OK**.



4. If you will be transferring the backup to another computer for immediate use, simply copy the zipped (compressed) folder that was just created to your other computer, then proceed with the process below.

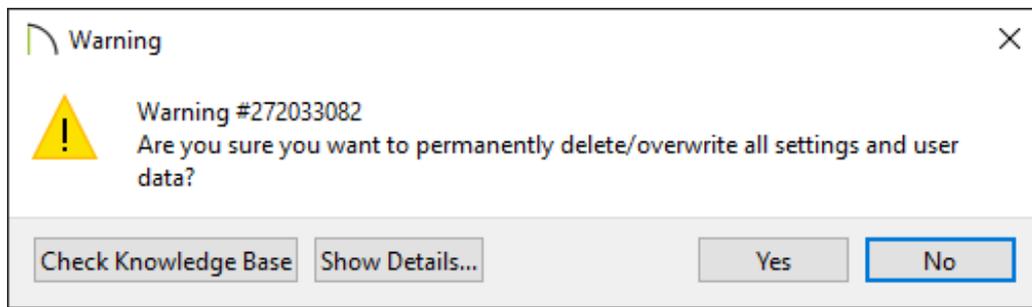
To use the Restore from Backup tool

1. Close out of all plan and layout files, then navigate to **File > Back Up and Restore > Restore from Backup** .
2. Select a backup, which will be a zipped (compressed) folder with the name of the program, followed by the date, then click **Open**.

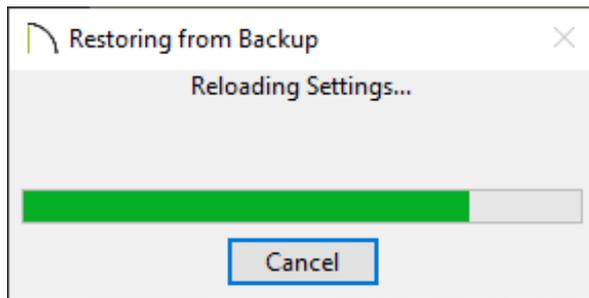


3. A **Warning** dialog will appear asking "Are you sure you want to permanently delete/overwrite all settings and user data?" Click **Yes** to proceed or **No** to stop the operation.

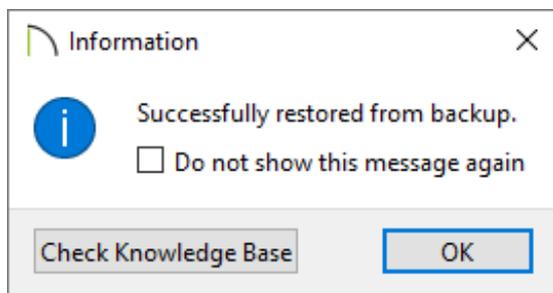
Proceed with caution as this operation will overwrite all user settings and user data, including projects (plans and layouts), toolbars, hotkeys, preferences, the user catalog, as well as all asset files. Only perform this process if you are certain that the backup that you are restoring is not missing any critical data.



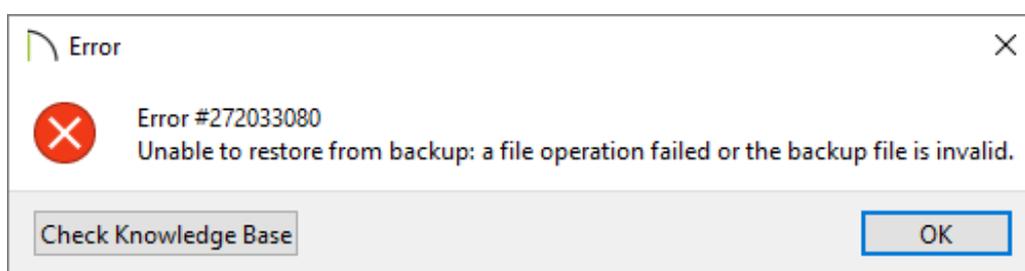
4. A **Restoring from Backup** dialog will appear with a progress indicator.



5. Once complete, an **Information** dialog will appear stating that the process was successful. Click **OK**.



If you receive an error, such as "Error #272033080: Unable to restore from backup: a file operation failed or the backup file is invalid," you may have selected a zipped (compressed) folder that does not contain valid Chief Architect data. Please [contact Technical Support \(https://www.chiefarchitect.com/company/contact.html\)](https://www.chiefarchitect.com/company/contact.html) for further assistance.



Related Articles

 [Backing up Chief Architect Content \(/support/article/KB-00001/backing-up-chief-architect-content.html\)](/support/article/KB-00001/backing-up-chief-architect-content.html)

 [Enabling or Disabling Project Management \(/support/article/KB-03210/enabling-or-disabling-project-management.html\)](/support/article/KB-03210/enabling-or-disabling-project-management.html)

 [Restoring Chief Architect Content \(/support/article/KB-00091/restoring-chief-architect-content.html\)](/support/article/KB-00091/restoring-chief-architect-content.html)

 [Using Chief Architect on Multiple Computers \(/support/article/KB-00956/using-chief-architect-on-multiple-computers.html\)](/support/article/KB-00956/using-chief-architect-on-multiple-computers.html)

 [Using Home Designer on Multiple Computers \(https://www.homedesignersoftware.com/support/article/KB-01028/using-home-designer-on-multiple-computers.html\)](https://www.homedesignersoftware.com/support/article/KB-01028/using-home-designer-on-multiple-computers.html)



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