

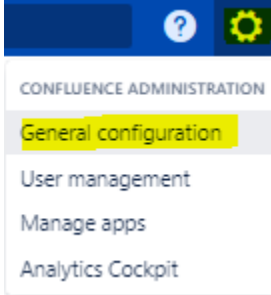
How to restore a deleted space/ Import a space in confluence :

We have to restore the space data from an XML backup file located somewhere on your local computer or a shared drive, so before deleting a space make sure that we are exporting it and storing it on your local computer or in a shared drive.

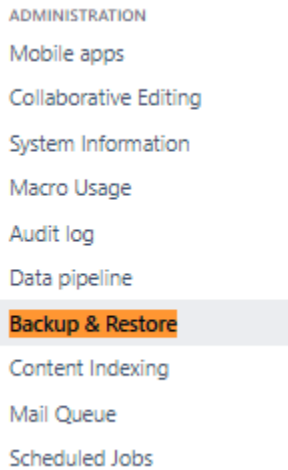
Please refer [this wiki page](#) to export a space in XML format.

To restore data from an XML backup :

1. Click on **Administration icon** [blocked URL](#), and choose **General Configuration**



2. Choose **Backup and Restore** from the left-hand panel



3. Click on **Choose File** and browse for the backup file

Upload a site or space export file

If your export file is small (under 25 MB) upload it directly below. Larger files will need to be imported from the home directory.

Build Index

This will perform a full reindex of your site immediately after the space or site file is imported. Deselect to reindex at a later time.

No file chosen

4. Uncheck **Build Index** if you want to create the index at a later stage

5. After choosing the file click on " **Upload and import**"

