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QCT

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Backing-up Data On Your Workstation

Do you have any data on your computer that you would hate to loose? When was the last time you backed-up the data on your computer? Many folks get complacent about backing-up important data on their workstations, yet this is one of the most fundamental habits of good computing skills. If you are responsible for maintaining department information, records, etc., remember to back up your data frequently. The data on your workstation is your responsibility.

The hard drive on your computer could crash at any time, and all the data could be lost or become either unrecoverable or expensive to recover. There could be a software problem that forces a complete rebuild of the hard drive. Lots of things can happen that may cause lost data. In the last few months at CSUB there have been instances of data loss, and in one case the recovery of the data was quite expensive.

All the computers purchased in the last few years have Zip drives. Zip drives provide a fast and relatively convenient method of backing-up your workstation data. If you are unsure how to back-up data on your workstation call 2307 and ask for instructions.