



# Data Protection and Backup



# Why Backup your Data

Data can become lost or corrupted by many sources:

- **Physical damage**
  - Water
  - Component failure
  - Power surges
  - Theft
- **Computer viruses and spyware**
- **Hackers**
- **User error**
  - File or folder deletion
  - File overwritten and original version now required

# What IS does to protect Data

## Enterprise File Share:

**We provide snapshots every 4 hours (kept for 24 hours); nightly (midnight) snapshots are kept 14 days; and the Sunday midnight snapshot is kept weekly for 4 weeks. Every night at 8p.m. snapmirrors replicate all data to nearline storage. The nearline is backed up to tape weekly.**

## Enterprise Servers:

**We provide daily Incremental or Differential backups, five days a week. Full backup, including system state are performed on the 5<sup>th</sup> or 7<sup>th</sup> day of the week. A Monthly backup set is done on the last day of the Month.**

# What You should do to protect Your Data

All business related data should be stored on enterprise servers, departmental servers or on your H/S drives (no business related data should be kept on your hard drive (C drive) or on portable media).

PST Outlook data files or POP mail data files storing email data on your local system hard drive should be backed up on a CD or USB memory disk on a regular basis.

Personal files on your desktop should be downloaded onto a CD or USB memory disk. (Backups should be kept off campus)

# NOTE:

Backed up information containing sensitive and/or confidential information such as Patient Information or Social Security numbers should not be taken off campus by any individual. All these backups must be handled in a secure fashion. Contact IS to coordinate safe storage of this information.

\* Practice Standard 1.3.2 – Backup/Data Recovery is available online at:  
<http://intranet.utmb.edu/is/policy/listing.htm>

# Questions



# Wireless Data Cards

## PILOT

Piloting and evaluating the use of wireless data cards from:

- Verizon
- Cingular
- Sprint

Benefits:

- High speed access through commercial wireless networks
- Nationwide access
- Can use for travel, remote operation, conferences, etc

UTMB Pager & Cellular has the cards available

- First come first serve through August
- Available for order now
- Will be available in September for check-out/short-term use or for long-term use
- Contact Pager & Cellular at: X2-5782

