# Why Backup My Work?

## *Losing Data / Documents*

Computer data / documents / files are not completely safe and there are a number of scenarios whereby you can lose your data:

- Pendrives die and/or get lost.
- Laptops and desktops can crash through failure of components.
- Laptops and desktops can crash through interaction with liquids (i.e. spilled energy drink).
- Hard drives can fail.
- Any computer data can become corrupted, accidentally deleted or wiped.
- Your computer can be hijacked by ransomware (where you have to pay a fee to criminals in order to get your data back).
- Your computer can be infected with a virus that destroys your data.
- Your computer can be effected / destroyed by environmental events (fire, flood, etc.).

**And this will usually happen when you have an assignment due.**

## *Assignments and Assessment*

When you have an assignment due and have been busy putting together notes, drafts, references and/or your actual essay - this is when you are most likely to:

- Be working late
- Be stressed
- Be tired
- Let your guard down
- Make mistakes

This is the time when you are more likely to

- Allow viruses onto your computer (when downloading files, documents or software)
- Delete the wrong document
- Forget to save the right document
- Spill something (like an energy drink) over your laptop

This is also the time when you are least likely to have put aside a few minutes to backup your work - because you NEED to get on with the process of writing.

## *Safeguard Against Disaster*

All you need to do is take a few minutes to make a copy of your important documents.

If you have followed our advice on **File Management** then you can easily make a copy of a whole module folder.

**Backup your work regularly, but also make a backup just prior to that final push - when the assignment is due.**

If you backup your work and then encounter a disaster - you will only have lost a few hours of work (since your last backup) and not everything.

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**Further help and guidance is available from Skills@cumbria.**

Skills@cumbria can be accessed through the University of Cumbria website or via the Skills@cumbria tab in Blackboard. These self-directed eLearning resources cover many areas of study skills and personal academic development.

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