# **Digital Image Storage and Backup**

## The digital image revolution has change all past concepts of storing and archiving images.

## The Digital Situation

- Digital technology provides us with the opportunity to take many more images than in the past. Thousands more!
- Also, digital technology enables us to accidently loose, delete, or destroys the images with great ease.

# The Digital Solution

- Fortunately, storage is very inexpensive, about \$0.10/gigabyte
- Software backup programs abound and many are <u>free</u>.

# Backup Hardware

- Purchase a supply of CDs, DVDs, Duel Layer DVDs, or Blue Ray disks
- Add a second or third hard drive to your desktop computer, (usually a 3.5" drive)
- Purchase a portable hard drive for your desktop, notebook or netbook computers, (usually a 2.5" drive)
- Add a NAS to your home network
- Subscribe to an web based storage solution

# Backup Strategy

- Manual Backup:
  - 1. Routinely copy the folders from your main drive onto a DVD disk or backup drive. Windows has a tool, *Windows Explorer*, for this function (copy and paste)
    - *a*. This becomes more difficult as you increase the total backup size.
  - 2. Routinely <u>CLONE</u> your main hard drive or your data drive, (special software needed but its free).
    - *a*. This does not require your presence once it is started.
- Automatic Backup:
  - 1. Several software programs are available for this purpose.
    - a. http://data-backup-software-review.toptenreviews.com/
    - b. http://ezinearticles.com/?Automatic-Data-Backup&id=408098
    - c. http://www.geckoandfly.com/2009/04/23/the-best-automatic-data-backupsoftware-and-disk-clone-freeware/

# What to Look for in a Data Backup Software

You need backup software that is reliable and simple to use or you won't use it. Below are the criteria TopTenREVIEWS used to evaluate data backup software:

## **Feature Set**

Backup software features should go beyond standard copying of data files; backup software should be flexible enough to meet your needs. First-rate data backup software allows you to schedule both full and custom backups; backup only what you want and when you want.

## Ease of Use

A computer novice should be able to install and use the backup software without help. The control panel should be intuitive, convenient and should offer easy backup scheduling for automated backups.

Some backup programs are designed for advanced computer users, not novices; we comment on this in the backup software reviews.

## **Backup and Restore**

Your backup should be simple to set up and easy to restore. Accessing restored data should be automatic, and the backup should preserve original data files and paths. Restored backup files that don't preserve original file organization are nearly worthless; you'll have to reorganize all your restored data to access it conveniently.

Consider self-checking backup software that compares the backup to the original to verify accuracy (backup verification). Look for backup software with a range of backup choices: full, incremental, differential and individual file backups. A complete system backup (Image Backup) is also a valuable asset, as is the ability to create a boot disk.

Also, consider backup software that can compress data for compact storage. If security is an issue, choose backup software that protects with passwords and encryption.

### **Help Documentation**

Backing up and restoring your data can be complex. Help files should offer clear, step-by-step instructions and troubleshooting tips. The language should be simple to understand and the help information should be well organized so you can find answers fast.