



Backups – can you recover?

Protect your business from data loss

Without doubt, one of your most important business assets is the information held on your PC systems. Unless you have an adequate backup system you are putting that information and your entire business at risk, as the likelihood of recovery from catastrophic data loss is very low.

User error, hardware failure, virus or malware infection can all happen without warning. If you have not backed up any changes to your data within the last 24 hours, then you are not doing it often enough.

What to backup and why?

Archive backup is for those files that are not needed on a regular basis but nevertheless need to be kept as part of your business records or for regulatory purposes. These are best copied on to a DVD, separate hard disk or memory stick. This media should then be stored safely in a separate location.

In general, you should keep at least two copies of your data on different media in different locations.

Disaster recovery backup on the other hand is intended to preserve your working data in its most recent state. It needs to be accessible as frequent updates will be required. The frequency with which you do it will depend on your circumstances, but for business users we recommend that all changes are backed up at least every 24 hours or at the end of each working day.

You also need to keep copies of any downloaded software, license keys and access information for your critical services. Keep this in a secure place which is separate from the PC.

Whilst potentially convenient and apparently less expensive, running a manual backup process onto a local disk or memory stick has its downsides. Backups that require a user to take some action will sooner or later get missed, media can get mislaid or procedures not followed. Even if done perfectly, there is no protection from natural disasters, power surges or equipment failure.

Cloud based backup systems are becoming increasingly popular and overcome these problems by providing a high security solution with no extra hardware to maintain. A simple piece of software on the PC manages everything and ensures that backups are performed on schedule without user intervention. Be cautious however about trusting your data to one of the 'free' services which offer little or no guarantee of continued availability or the actual location of your data.

Many businesses operate a two-tiered approach, combining a regular automated backup to local storage with a cloud backup scheme. Once again it's a good idea to keep to the principle of 'two copies in different places.'

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How we can help

We are happy to help and advise you on the most appropriate backup scheme for your business needs. This can range from some simple extra hardware and software to our cloud based 'Online Backup' service which uses high security UK based data centres and combines simplicity with security, giving you peace of mind at a very affordable price.

Do call for a FREE initial consultation.