



Article Side

How to Back Up Your Important Company Data by [Ruby Badcoe](#)

Article published on June 14th 2012 | [Hardware](#)

“Back up your files” is a well-worn piece of advice in the Information Age. But how many people, much less organizations, actually believe and follow this? Everybody should know that taking time to back up your files for at least a few minutes can save you days of agonizing over how to recover lost data in the future.

Determine what needs to be backed up. It’s highly unlikely that you’ll need 100 percent of the files and software on your computer. Take time to organize everything in your computer; classify them according to importance. Here’s an example: create one folder for “Critical Data”, another for “Future Reference”, and yet another for “Deletion”. Delete unnecessary files, and back up the rest.

Back up online and offline. Ask your employees not to delete e-mails that contain important company files. Instead, back them up on a secure file-sharing site. Invest in storage media such as hard drives, USB drives, and CDs; copy your files to these, and store them in a safe place.

Choose data backup media well. If you have a small business, hard drives are the best; most models can store large amounts of data for a lower price. CD-ROMs are cheaper; just make sure they’re readable in most, if not all, disk drives, and take good care of them because they’re more vulnerable to wear and tear. But if you can afford them, tapes are your best bet when it comes to backup.

Set a regular backup schedule, and stick to it. On one hand, asking your employees to back up all their files in a single day can add up to several hours of lost productivity. On the other hand, backups every five years don’t take into account that a lot can happen in that period. A good schedule for data recovery Los Angeles companies can follow would be weekly, bi-weekly, or monthly.

Get help from data backup companies. There are plenty of services available for data recovery Los Angeles companies can count on. Browse online for the best services available and make sure these can be tailored according to your needs. Look for companies with established reputations. Your chosen service provider should also be located within a convenient distance.

Backup services courtesy of companies that offer data recovery Los Angeles companies need may seem costly at first glance, in terms of both time and money. In the long run, you’d have a better chance of getting your business to rise from the ashes “should anything untoward happen” thanks to a proper data backup plan. For more information, read sbinfo.ca/about.com/cs/management/a/databackup.htm.

Article Source:

<http://www.articleside.com/hardware-articles/how-to-back-up-your-important-company-data.htm> - [Article Side](#)

[Ruby Badcoe](#) - About Author:

If you have further questions, please search a [data recovery Los Angeles](#) in Google for related informations.

Article Keywords:
data recovery los angeles

You can find more [free articles](#) on [Article Side](#). Sign up today and share your knowledge to the community! It is completely FREE!