
Hardware and Software Addendum

YORK RITE ADMINISTRATIVE CLASS FOR SECRETARIES , RECORDERS AND TREASURERS

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Backups

Products such as Microsoft OneDrive, Apple iCloud, Google Drive or Dropbox are not backup programs - they are syncing programs

When a file is deleted on your primary device, it is also removed from the software's target

True backup programs retain the deleted file on the backup device or cloud until you delete it or through a software option in the backup program

Similarly, if you save an error on your primary device, the erroneous file is duplicated to the storage target.

Backups

Imaging (cloning) software make an exact copy of your hard drive to another drive, file or cloud. This allows you to replace a failed hard drive and use the image file to restore an exact copy of your hard drive without having to install each program

Using Windows “File History” offers continuous data protection with versioning.

It comes free with Windows

Whichever backup or syncing program you choose, remember:

Any Backup is Better Than No Backup