

Your ref:  
My Ref: BackUp MyPC  
Date: June 2003  
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To: Head Teachers, ICT Coordinators, MIS Officers **Education, Libraries & Heritage  
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<b>Subject:</b>	Data Backup and CD Writing Review
<b>Purpose:</b>	Advice on ICT Service recommended backup solution software
<b>Audience:</b>	Head Teachers, Business Managers, ICT Coordinators, MIS Officers

### Data Backup and CD Writing Review

The ICT Service has been supporting *CBZip* and *Easy CD Creator* for some time now. Hardware, software and ICT in general is in a constant state of change, our Research and Development team is constantly reviewing, evaluating and testing current and emerging ICT solutions ensuring we can always provide up to date recommendations on the best, most cost effective, and stable solutions over the whole range of schools ICT activities. It is to this end that this advice document has been put together.

#### Background

Many schools are currently using *CBZip* to backup their Admin PC data onto a variety of backup media (zip drives, CD-RW drives etc). The current CD writing solution, *Easy CD Creator*, has also been in service for some time.

***CBZip*** is an application written in-house, but which will sadly not be developed any further. Constant evaluation and testing has proven that we no can no longer guarantee its reliability to back up data and in particularly SIMS data. ***Easy CD Creator*** has been used to aid in writing to CD for some time, and has recently been causing problems as systems get updated. For example, once booted up, *Easy CD Creator* locks the CD-Writer hardware for use exclusively. This often prevents *CBZip* or any other backup software from completing its' backup routine.

#### Continued Support

Firstly, we should say it is our recommendation for those schools moving to Broadband that the ideal solution should be a centralised, server-based backup. The ICT Service wants to provide a cost-effective, yet industry recognised and stable solution for your backup needs, where we can be sure of continued product development and technical support. To this end, we have been trialling a number of options for replacing the *CBZip* backup solution and have put together some updated recommendations for PC Data Backup and CD Writing software.

## **PC Backup Software**

Stomp Incorporated have recently bought the software rights to Backup My PC, a software product originally written by Veritas, a world leader in backup solutions. BackUp MyPC backs up to Recordable CD/DVD, Tape, Zip, Jazz, and other removable media drives and employs disc spanning and data compression which typically can double your media capacity for significant savings.

The array of storage media available protects customers for future developments and increases in data storage requirements. Our independent evaluation and testing has proven it very reliable for SIMS/Common Platform 3.

## **CD Writing Software**

There are occasions when you need to write files to CD outside your usual backup routine. To this end, we have now secured an arrangement with Dell to provide NERO on all new PC's. The switch to NERO would solve the problems experienced with Easy CD Creator interfering with backup tasks. NERO is a class leading CD Writing software solution.

## **Costs**

Unfortunately there are always costs involved with moving to a new solution. Remember that for any new PC ordered through the ICT Service, latest backup and CD writing software will be installed.

Backup My PC	£50.00
Installation:	£35.00 (uninstalling current software/installing the new)

These costs are on a per-PC basis. Provided you have a networked Admin system, with data being stored on your Master PC for example, you will only need to purchase one copy of the software.

***Note: For schools purchasing new Admin Master computer from the ICT Service, the new solution will already be implemented.***

## **Recommendation**

Backups should be checked on a regular basis:

### **How do I do this?**

Insert a CD you have been using to backup your data.

Go to Windows Explorer, and select the drive corresponding to your CD - probably D: or E: drive;

Select one of the files, and check you can open it - for example, select a Word document you have backed up onto CD, then double-click to open.

You should test a number of files, in different folders.

This helps to ensure you have good backups in case of a disaster.

For schools still using **CBZip** as their backup solution for backing up data we strongly recommend that you change to **BackUp MyPC**.

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