Backups

	Backups
	Why is it Important to Backup your computer?
<u>lome</u> [1]	It is very important to back-up your computer as if any think happens to your co will help you. If you do not have a backup, then all your work will be gone and
<u>(iruses</u> [2]	What should you back up your work or information to?
lacking [3]	There are many things you can back up your work. You should backup your wo
ackups	 Floppy Disk these are discs what you save files on. External Hard drives this is a box which you can also save files of Data recovery websites, these are websites which you save you
<u>)UIZ</u> [4]	
	How can I back up my files?
	Here are some steps of how you can back up your files;
	1. Once you have finished completing your file you then have to click on file.
	2. Then click on 'save as'
	3. You should then click on the side button which says 'Computer'
	4. Then click on the device which you have chosen to back up on
	5. Then click on save
	6. Then you are done and your work is safely backed up.
	How can you keep your back ups secure?
	You should keep on backing up regularly to ensure you have all the documents use different types of back up machines so if one back up gets deleted you will helped me a lot in the past You should put your backups in a safe place such a

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Links

- [1] https://theingots.org/community/node/21908
- [2] https://theingots.org/community/node/22767
- [3] https://theingots.org/community/node/23122
- [4] http://theingots.org/community/node/25118

(function(i,s,o,g,r,a,m){i['GoogleAnalyticsObject']=r;i[r]=i[r]||function(){ (i[r].q=i[r].q||[]).push(arguments)},i[r].l=1*new Date();a=s.createElement(o), m=s.getElementsByTagName(o)[0];a.async=1;a.src=g;m.parentNode.insert**Bagee**(a所) })(window,document,'script','//www.google-analytics.com/analytics.js','ga'); ga('create', 'UA-46896377-2', 'auto'); ga('send', 'pageview');