Need help backing up your school data? We can help!

What you need:
1. Your laptop
2. Another storage medium:
   a. DVDs
   b. External hard drive that works with your laptop
   c. An account with an online storage provider
3. Enough time to help you backup your data
   a. A typical backup to 1, 4.7GB DVD, takes 30 minutes.
   b. A typical backup to an external hard drive takes about 10 minutes for 2-3 GB of data

What we provide:
- Backup assistance – in case you get stuck
- Backup education – so you can backup your data in the future by yourself!
- Hard Drive Removal – If your computer is in an unusable condition and you need files off of it

Our backup policy:
- All backup related actions will be performed by the customer with educational assistance provided by an OCH consultant.
- Customer must be present for the duration of the backup
- Customer should provide a final destination at the time of the data backup (external hard drive, DVDs, online storage provider)
  - Note: the Computer Helpdesk can provide a temporary storage medium for your data if needed, however any data left on our storage devices cannot be accounted for after the current day’s repair. If a customer chooses to leave data on our devices, it is at their own risk.
- Customer must communicate to the tech any data they want backed up/saved. The Computer Helpdesk cannot be accountable for data that was not mentioned prior to starting the backup