TALENTO TECH

TIC

REGIÓN 3

CAUCA - NARIÑO

LESSON 3

UTP | faceIT
Universidad Tecnológica
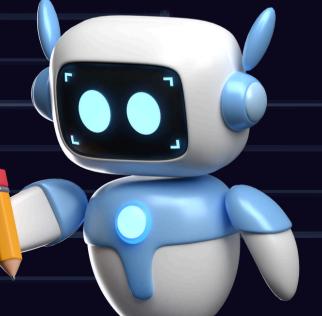de Pereira

Lesson 3: Reading: The Importance of Backups: Automatic and Manual Methods

Backing up your data is one of the most essential habits to ensure your information is safe from unexpected events. Whether you are a student, professional, or casual computer user, backups can save you from losing valuabledata due to accidental deletion, hardware failure, or cyberattacks like ransomware.

Why Are Backups Important?

Backups create a copy of your data that you can restore if something goes wrong. For example, if your computer crashesor is infected by malware,having a backupmeans you won't lose your important files like documents, photos, and videos.

Types of Backups

1. **Automatic Backups:** These use software to back up your data regularly without manual effort. For example, cloud services like Google Drive, OneDrive, or iCloud automatically save your files,ensuring they are safe even if your device is damaged.

2. **Manual Backups:** These require you to copy files to an external drive or another storage device yourself.Although it takes more effort,it gives you full controlover what is backed up and when.

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Best Practices for Backups

- Use both automatic and manual methods for added safety.
- Store backupsin more than one location, like a cloudservice and an external hard drive.
- Regularly check and update your backups to ensure all your latest files are included.

By creating regularbackups, you can avoid losingprecious data and enjoy peaceof mind knowing you're prepared for unexpected problems.

Practical activity: "Your Personal SecurityChecklist"

Participants will set up:

- Automatic updates on their devices.
- A free antivirus.
- 2FA authentication on a personalaccount (Google, email).
- At the end, they will create their security checklist and share recommendations.