Week 3 Cybersecurity Awareness Month - Are your files automatically backed up?
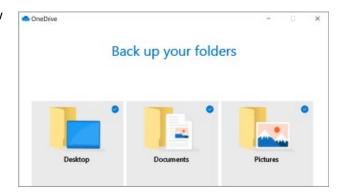
by Information Technology | [*https://ssndcp.org/itc*](https://ssndcp.org/itc)

The best way to protect your valuable documents, pictures, and other important data is to ensure they are backed up. This way, if you fall victim to ransomware or other cyber threats, or your computer experiences a hardware failure, your data is safe and retrievable.

Ensuring your data is backed up begins with a few simple steps utilizing our recommended cloud storage provider, OneDrive. With a Microsoft 365 @ssndcp.org account, you get a significant amount of free storage space (1 TB[1]) and access to OneDrive which automatically keeps your data backed up after every change you make.

To setup the software, follow the steps in the [Sync files with OneDrive article](#).

Then, [backup your folders with OneDrive](#) so they are protected.

Know that OneDrive benefits go beyond just backups -

- Accesses the same set of documents (Word, Excel, etc.) and pictures across your devices (computer, tablet, and smartphone.)
- Detects ransomware or malicious attacks to safeguard your data.
- Allows the changes you make to your files to be updated automatically across devices. You can even access them when you're not connected to the internet.

Once OneDrive is installed, you will notice different icons. They provide the status to let you know the state of your files and folders. [You can learn more about the meaning of each in the following Microsoft guide.](#)

If you would like to learn more about OneDrive and the ways you can utilize it, please visit the [Microsoft video training center](#) (Work or school) or the [Quick Start Guide](#).

We are available to assist you with OneDrive--from getting you started with a CP account, to installing the app on your desktop, smartphones, and/or tablets, to navigating the online portal. Please reach out to us at 1-800-373-7521 or helpdesk@ssndcp.org and let us know the best time to connect.

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[1] 1 TB of OneDrive storage is enough to store about 250,000 photos depending on quality and thousands of docs.