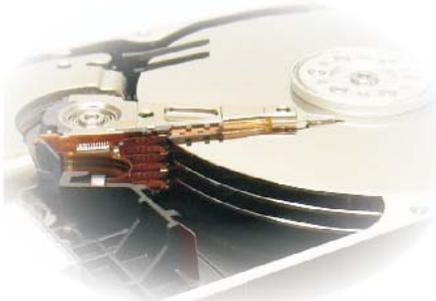




Computer Services & Network Solutions

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**Structural Cabling**  
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## The Importance of Data Storage

Data Storage is the holding of information in a digital format on a device or system of devices that are within or attached to a computer system. Examples of data storage devices range from those found on personal computers such as a hard drive, a floppy diskette, or a CD-ROM to those found in sophisticated corporate data centers such as large multi-hard drive servers and automated backup libraries. Data storage is an integral component of all computer systems and modern life, as we know it, would not exist without it.

## Review, Record and Remain Calm

When facing data loss, stop and review the situation. Distress and even panic are typical reactions under the circumstances, so the process of reviewing and writing down a synopsis of the situation has the dual purpose of preparing for a recovery and inducing calm.

## Resist the 'Instant Fix'

If you have "recognized a data loss situation", stop and analyze the situation rather than attempt to fix it immediately. You may be under considerable pressure from coworkers, your boss or even your own deadlines to immediately resolve the situation. While a quick fix may prove successful, if it is not, then your attempts may actually increase the damage and greatly reduce the prospects of a successful data recovery.

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## If you are facing a data loss situation, what NOT to do is very important!

- Never run a program or utility that writes to or alters the problem media in any way.
- Do not power up a device that has obvious physical damage.
- Do not power up a device that has shown symptoms of physical failure. For example, drives that make "obvious mechanical fault noises" such as ticking or grinding, should not be repeatedly powered on and tested as it just makes them worse.



## Diagnostics / Recovery

Having trouble with a computer, storage disk, or network component?

Could the data be of more value than the device it is on?

Lost your DATA?

Don't worry, we can recover it!

Data loss happens to the best of us!

Disk crashes, power problems, virus damage, old fashioned human-error and even failed back-ups.

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