

Backing Up: What Are the Best Solutions For You? (Students)

Last Modified on 05/08/2023 3:28 pm EDT

Backing up your important documents and files is vital and there are various ways to do so. Computers will always eventually fail and often this will happen when you least expect it. We recommend backing up data **at least once a week**.

This article is intended for full-time Wharton students.

For more information on the differences between various cloud storage solutions, see [Cloud Storage Options \(Students & Staff\)](#).

Common Backup Options

Method	Description	Storage Space	Portability	Durability	Ease of Use	Archive Quality ¹
Flash Drive	Plug into any device with a USB port	1GB - 256GB	High	High	High	Medium
External Drive	Stores lots of data; semi-portable	128GB - 4TB	Medium	Medium	High	Medium
Cloud Storage	Always available online	Penn+Box: Unlimited OneDrive: 1TB Google Drive: Unlimited Dropbox: Unlimited	High	High	High	Penn+Box: Low ² OneDrive: Low ² Google Drive: Low ³ Dropbox: High
MyWhartonDrive (Y:)	Network storage provided by Wharton	5GB	Medium ⁴	High	Medium ⁴	Low ³

¹Archive quality denotes the ability of the media to be used as a long-term (many years or decades) archival medium for data.

²Your PennO365 account (including OneDrive storage and files) and Penn+Box account will be deleted **within 60 days after graduation**.

³Your MyWhartonDrive (Y:) and Google Drive will be deleted **1 year following graduation**.

⁴You can access your MyWhartonDrive (Y:) via any Wharton public computer or the vLab.

Additional Considerations

Flash Drives

- Convenient, but easy to lose.
- Works with any computer that has a USB port.
- Widely available for sale at sizes starting at 1GB.
- Also known as a thumb-drive, Jump Drive, or memory key.

External Drives

- There's a variety of inexpensive external hard drives available.
- Many external hard drives come pre-loaded with software to schedule automatic backups.
- Mac computers come with a program called *Time Machine*, which backs up your data to another place on your hard drive.

Cloud Storage

- Your data is always available and is not reliant on physical media
- Some people have concerns about having their data stored in the cloud.
- For a list of options, see [Cloud Storage Options](#).

MyWhartonDrive (Y:)

- This space is available from the Wharton computers, or online.
 - This option is only available until **1 year following graduation**
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