

## Application for Employing the Backup Services For Servers and Personal Computers of University Members

**Facility/Department:**

Contact Person: Name: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Earliest Backup Starting Time (PC on): \_\_\_\_\_

Computer Name: \_\_\_\_\_

IP-Address of the Computer: \_\_\_\_\_

Operating System: \_\_\_\_\_

**Folder Path (to be backed up):** \_\_\_\_\_

(e.g. /home or C:\My Documents)

max. Storage Size (roughly, in GB): \_\_\_\_\_

excluded Folders: \_\_\_\_\_

**Additional folder paths to be backed up can be specified on the back page !**

Person in charge: \_\_\_\_\_  
Date Signature

Filled out by the Computing Centre !

Backup started: \_\_\_\_\_  
Date Signature:

Additional Folders to be backed up:

**Folder Path:**

max. Storage Size (roughly, in GB):

excluded Folders:

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The University Computing Centre (RZ) currently offers the following two alternative Backup methods:

**Online-Backup:**

To back up the data from servers and personal computers the RZ employs a backup procedure based on *rsync*. The folders to be backed up are initially mirrored to a disk area at the RZ. Hereby only the changes in a file are copied and the data is accordingly synchronized.

From then on, a copy of this mirrored area is created on a daily basis. This copy is stored for up to two months. The backed up data is directly available for the user (read only) and can be copied back to the own computer.

The standard storage size limit for personal working stations is 50 GByte. This rule does not apply to servers.

**HYPERTape:**

This is heretofore our classical backup method. An incremental data backup is performed on a daily basis. This implies that all files in the backed up folders which have changed since the last backup are entirely copied again. Once a month a complete backup takes place. The daily and monthly backups are then stored on magnetic tapes. These are available only on request.

The appropriate backup method for your case should be arranged with our *Backup-Administrator*,

Mr Börnig - Tel.: 3143 – [boernig@rz.uni-kiel.de](mailto:boernig@rz.uni-kiel.de)