



Curriculum Development Team Training

Instructional Scenario

Title Ideas: How to Back up Files

Duty/Concept Area(s): 6670/57-68 Maintaining, Upgrading, and Troubleshooting Computers

Scenario:

You are a new student at a local business school. As part of your participation in the program, the school gives you a laptop computer. You complete your work for all your classes on this computer. You also use the computer for email, money management, correspondence, and contact management.

You hear a story about a fellow classmate whose hard disk drive crashed, and all of your classmate's data was lost. Until now, you haven't done any backing up; everything is stored on the laptop and nowhere else. You realize that you need to back up your hard drive and your work.

Create a new document and save it as Backup Plan.doc. Describe the types of backups that would make sense for you, and write a plan for backing up your data.

Big Question:

- Can a backup file be run while typing a document?

Focused Questions:

- Will other files that are open be backed up?
- What happens if files are modified while they are being copied?
- How do you use your computer?
- What software do you use, and what files do you create?
- What data do you store and rely on?

SOL Correlations:

Computer Technology 9-12.16 A, 9-12.11 A, A, C
English 9.5, 9.8

Resources:

- Research Carbon Copy Cloner as a class. Discuss the pros and cons of using it to backup files.