

DATA REMOVAL/BACKUP REQUEST

University of Mississippi Geoinformatics Center
Geoinformatics Learning Laboratory (GLL)
and
Department of Geology and Geological Engineering

DATA BACKUP REQUEST –

Due to the continuous use of the GLL, hard drive space must be wiped clean periodically. All hard drives WILL BE purged of data files at the end of every semester. The main data server GRANITE also has limited space availability. Data management is VERY important and helping us manage this resource is greatly appreciated.

N.B. If you backup data a projects in the ArcView (.apr) format, ONLY data and legends can be saved for future use. All data displayed in layouts and views WILL BE LOST! Unless you save those individual files. You can also rebuild your ArcView project using the .apr file. It has been done with projects with 20-25 datasets in approximately 20 minutes, so it is possible.

Some of the problems recognized -

1) The largest problem encountered on nearly all systems is replication of data.

This is defined as:

- saving data in multiple formats
- saving data in multiple locations
- merging of data into larger sets

Inevitably you will forget about replicated data sets and they will set unused consuming disk space.

2) **NOT** using standard compression software.

Using .tar, .Z, .gz and .zip compression formats are highly recommended. You can compress data as much as **50-70%** in some circumstances. And with the speed of many of our processors approaching 800-900 MHz, the compressing and uncompressing of these data are fast and efficient.

Using .SID (Mr. SID) and .JPEG compression algorithms for images. Please uses these compression algorithms. A Mr. SID compression is 1/12th of the original size. Also when needing to create an image for display or reports, consider the .JPEG (.jpg) format.

Please help conserve this resource.

BACKUP REQUEST INSTRUCTION –

For ArcView Projects:

STEP 1 –

Convert all themes to be saved into a shapefile format. If you have grids, convert them to an ArcInterchange format (.e00) or to a .dem (USGS DEM) format.

STEP 2 –

Save all your legend files (.avl) so you can reconstruct your project using the same legends.

STEP 3 –

Move ALL data to be backed up into a created directory called \BACKUP. This directory is to be placed within your personal directory. Again all data would include images, shapefiles, .e00 format files, .dbf, .avl etc.

STEP 4 –

Use WinZip to compress all the data into a single file. Keep compressed files limited to less than 650 MB.

For data and images:

STEP 1 –

Convert any Arc covers into shapefiles or Arc Interchange (.e00) format.

STEP 2 –

Use WinZip to compress all directories and data into a single file. Keep compressed files limited to less than 650 MB.

STEP 3 –

Move the compressed file(s) to a created directory called /BACKUP.

Next fill out the following short form and submit to the network administrator.

DATA REMOVAL/BACKUP REQUEST FORM

University of Mississippi Geoinformatics Center
Geoinformatics Learning Laboratory (GLL)
and
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NAME _____

What machine is the backup data residing?

- | | | |
|--|--|---|
| <input type="checkbox"/> Almandine | <input type="checkbox"/> Zircon (C.O.W.) | <input type="checkbox"/> GLL18 |
| <input type="checkbox"/> Azurite (Sun) | <input type="checkbox"/> GLL01 | <input type="checkbox"/> GLL19 |
| <input type="checkbox"/> Beryl | <input type="checkbox"/> GLL02 | <input type="checkbox"/> GLL20 |
| <input type="checkbox"/> Bixbyite | <input type="checkbox"/> GLL03 | <input type="checkbox"/> GLL21 |
| <input type="checkbox"/> Bornite | <input type="checkbox"/> GLL04 | <input type="checkbox"/> GLL22 |
| <input type="checkbox"/> Citrine | <input type="checkbox"/> GLL05 | <input type="checkbox"/> GLL23 |
| <input type="checkbox"/> Cuprite | <input type="checkbox"/> GLL06 | <input type="checkbox"/> GLL24 |
| <input type="checkbox"/> Dolomite(Sun) | <input type="checkbox"/> GLL07 | <input type="checkbox"/> GLL25 |
| <input type="checkbox"/> Epidote | <input type="checkbox"/> GLL08 | <input type="checkbox"/> GLL26 |
| <input type="checkbox"/> Fluorite | <input type="checkbox"/> GLL09 | <input type="checkbox"/> GLL27 |
| <input type="checkbox"/> Germanite | <input type="checkbox"/> GLL10 | <input type="checkbox"/> GLL-Instructor |
| <input type="checkbox"/> Malachite(Sun) | <input type="checkbox"/> GLL11 | |
| <input type="checkbox"/> Opal | <input type="checkbox"/> GLL12 | <input type="checkbox"/> GRANITE |
| <input type="checkbox"/> Pyrite | <input type="checkbox"/> GLL13 | |
| <input type="checkbox"/> Rutile(scanner) | <input type="checkbox"/> GLL14 | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Skutterudite | <input type="checkbox"/> GLL15 | _____ |
| <input type="checkbox"/> Spodumene | <input type="checkbox"/> GLL16 | |
| <input type="checkbox"/> Zaherite | <input type="checkbox"/> GLL17 | |

DIRECTORY_(ie e:\myname\backup)_____

All data backup requests are required within two (2) weeks of the end of semester to avoid the deletion of data.

Please provide a 12x certified CD-ROM RECORDABLE media at the time of presenting this form. Please provide one disk per 650 MB of disk space. Note that using a compression software saves disk space.

Return completed form to network administrator.

Signed: _____ Date of Request: _____

Date of Backup Completion: _____ **Initials:** _____