

Data Backup and Storage Policies

WARNING: Users are prohibited to operate from a Unix shell, local or remote, on any of the spectrometers or the Sun datastation, unless explicit permission and instructions are given for you to do so. The reason for this restriction is that a mistake by the user in a Unix shell is potentially catastrophic and can result in the loss of data for ALL users or cause a system malfunction.

1. **Users are responsible for the backup of their own data.** Please refer to handout UVU403 for backup options and instructions. It is recommended that you backup often and clean up your directory on the spectrometers to avoid the storage-related charges described below.
2. **What if I have lost my data?** It is possible to recover your lost data either because you forget to backup or because your backup was defective, but this service must be used only as the last resort since data recovery is usually very time consuming and recovery is not always 100%. The NMR Lab maintains a monthly full backup and a daily incremental backup, with the goal of retaining backup for up to five years before backup media are recycled.
3. **Group-based storage quota.** Storage quotas are now per group instead of per user. When the group quota is exceeded, the group liaison as well as the top one or two users of data storage in the group will be emailed. Group quotas are calculated as follows:
 - a) For the U400, U500, and VXR500 spectrometers:
 - Minimum group quota: 50MB (applies if the group has two or fewer users)
 - Normal group quota: 25MB x number of users in the group
 - NOTE: Old quota was 20MB/user
 - b) For the UI500NB spectrometer:
 - Minimum group quota: 100MB (applies if the group has only one user)
 - Normal group quota: 50MB x number of users in the group
 - NOTE: Old quota was 40MB/user
 - c) For the UI300, UI600, and Keck750:
 - Minimum group quota: 200MB (applies if the group has only one user)
 - Normal group quota: 100MB x number of users in the group
 - NOTE: Old quota was 40MB/user
4. **Storage Charge.** We will charge \$0.5/MB/day for every MB over the group quota. The grace period will be 3 days for all instruments. The new policy takes effect on March 5, 2007.
5. **Temporary public storage.** A temporary storage area has been set up on SUNDS1 for situations such as when you are writing your dissertation and need to upload and process a large amount of data. This way, you avoid putting your group over its storage quota, and at the same time, save valuable backup resources in the NMR Lab. Please refer to handout UVU403 – Data Backup Options for details.