Creating a Back-Up for Your E-Portfolio

Murphy's Law dictates a computer will fail at the most inopportune time. Usually that time will be at some critical point hours before a project is due. In order to save you from a marathon Electronic Portfolio rebuilding session, we strongly suggest that you always back-up your (S:) drive E-Portfolio every time you make an edit or add new material. Maintaining a back-up copy of your E-Portfolio will guard against the unfortunate possibility of all your work disappearing in a digital "poof" of smoke.

At a minimum, back-up your E-Portfolio at least once a semester. You have plenty of (M:) drive storage space; you only have one E-Portfolio!

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To back up your E-Portfolio:

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