



UNIVERSITY IT SERVICES CELL

Guru Gobind Singh Indraprastha University

Sector 16-C, Dwarka, New Delhi 110078

[Phone: 011-25302746, Email: uits@ipu.ac.in]

Ref: GGSIPU/IPU/2021-22/.....11.....

Dated:12-01-22.....

CIRCULAR

Subject: Back-up of Your Computer System

The UITS has received a number of complaints regarding crashing of Hard Disk of Computers due to power fluctuations and other reasons from various Deptt/USS. The UITS is constantly receiving the request of the retrieval of data, which is a costly affair that purchasing and Installation of new Hard Disk in computers.

Therefore, with reference to Circular No.: GGSIPU/UITs/Circular/2017-18/1008, dated: 05-April-2017, all the departments / University Schools are again requested to kindly ensure that the important data must be stored on day to day basis on 'Google Drive' of @ipu.ac.in domain alongwith external HDD so that it shall be readily available in case of crashing of HDD in any manner. The University already have signed MoU with Google for its related services through email account in @ipu.ac.in domain.

All staff, officers and faculty members are requested to kindly maintain and store their official data in above mentioned Google Drive or External HDD / media.

Prof. Pravin Chandra
(In-Charge, UITS)

Copy for information to:-

1. All Deans / Directors / COE / COF / In-Charge, UIRC /JR/DR/Branch, Heads
2. AR to Hon'ble Vice Chancellor
3. AR to Registrar
4. UITS – To upload on University
5. Guard File

(Sachin K. Gupta)
(I/C, CMC, UITS)