

Journal of Medicine and Life Electronic Backup Plan for Digital Preservation

Backup Types:

- Full Backup: A complete backup of all the data, including all articles, images, and related files.
- Incremental Backup: Only backs up data that has changed since the last backup.
- Differential Backup: Backs up data that has changed since the last full backup.

Backup Devices:

- Server
- Network Attached Storage (NAS)
- Cloud Storage (Dropbox)

Backup Frequency:

- Daily Incremental Backup
- Two weekly Full Backup
- Monthly Differential Backup

Backup Restoration:

- Disaster recovery plan in place to restore the data quickly in case of a disaster
- Test the restoration process regularly

Backup Documentation:

- JML maintains a detailed inventory of all backups and their locations.
- JML documents the backup process and update it regularly.

By following these guidelines, Journal of Medicine and Life can ensure that its electronic data, including articles, images, and related files, is protected and preserved for future generations.