

**SilverCoders** EMPOWERING SENIORS

DIGITAL LITERACY IMPROVEMENT THROUGH EFFECTIVE

LEARNING EXPERCIENCES FOR ADULTS

# Challenge 15 data management

ERASMUS+ No. *2020-1-SE01-KA227-ADU-092582*

**CODING TRAINING PROGRAMME FOR +55 ADULTS**



STRUCTURE OF THE CHALLENGE

## DESCRIPTION

The trainees will first learn why back-ups are important and discover the different tools that exist for data storing.

The trainees will learn how to save files on a cloud storage service and how to retrieve them back.

The trainees will learn how to share their data with other individuals.

## GENERAL GOAL

Learn how you can manage your files using various services.

## LEARNING OBJECTIVE

1. Understanding why back ups are important.
2. Exploring the different ways of storing/backing-up your data.
3. Knowing how to use cloud storage services.
4. Being able to manage your files on these cloud storage services.

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| INSTRUCTIONS |

**Data backups**

What is the importance of back-ups?

Find out problems that can occur with your data and why having back ups is important.

[*https://us.norton.com/internetsecurity-how-to-the-importance-of-data-back-up.html*](https://us.norton.com/internetsecurity-how-to-the-importance-of-data-back-up.html)

What are the types of back-up methods?

Find out methods for data backup.

What are their differences in terms of speed and efficiency as well as the pros and cons?

[*https://www.welivesecurity.com/2015/03/31/6-ways-to-back-up-your-data/*](https://www.welivesecurity.com/2015/03/31/6-ways-to-back-up-your-data/)

**Cloud services**

What are cloud storage services?

Find out about cloud storage services and try to identify 3 of them.

Find out how much free space each one of them offer.

Find out the cost of storage space after “free” space runs out.

Cloud services and data management

Use two most famous cloud storage options google drive and dropbox and try to name some of their differences afterwards.

Sign in with your Gmail account (or create one if you haven't got one already).

Create a folder and Upload a file to google drive.

Download the file from google drive.

Share the file with google drive by using a link.

Sign in with your dropbox account or use your google account.

Create a folder and Upload a file to dropbox.

Download the file from dropbox.

Share the file with dropbox by using a link.

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| RESOURCES |
| *DROPBOX:*  [*https://www.dropbox.com/*](https://www.dropbox.com/)  [*https://help.dropbox.com/guide/individual/how-to-use-dropbox*](https://help.dropbox.com/guide/individual/how-to-use-dropbox)  GOOGLE DRIVE:  [*https://drive.google.com/*](https://drive.google.com/)  [*https://support.google.com/drive/answer/2424384?hl=en&co=GENIE.Platform%3DDesktop*](https://support.google.com/drive/answer/2424384?hl=en&co=GENIE.Platform%3DDesktop) |

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| QUIZ |

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| 1. **Data on a computer cannot be lost**   (yes**/no)**  Even though computers dont lose data often, problems can occur and data might be lost. Thats why having back ups is important. |
| 1. **You cannot share files uploaded on the cloud**   yes/**no**  Feedback: (You can easily store files with other people). |
| 1. **Is cloud storage free?**   yes**/no**  Feedback: (After using some storage, (a few Gigabytes) you have to pay for moe storage. |