Electronic Storage Considerations

Dec 7, 2015

1. How much storage (in gigabytes or terabytes) do you anticipate you will need?

2. What is the expected storage growth rate per year (10%, 20%, etc.)?

3. How long will you need this storage (in years)?

4. Is this considered archival data that will seldom be accessed?

5. Will sensitive information be contained on this storage (e.g., FERPA, SSN, HIPAA, PCI, other)?

6. What software or applications will be creating or editing files on this storage?

7. Are there disciplinary-specific requirements for your storage (i.e., particular file formats, etc.)?

8. Are there any special formatting or performance requirements for this storage (e.g., 7200 rpm, RAID 5, etc.)?

9. What file formats will be stored? (e.g., .jpg, .doc, .mp3, .db, .mpg, .tif, .pdf, etc.)

10. Who (faculty, staff, students, others) will need to access this storage?

11. Do you or others need to be able to access the storage from off campus?

12. Are files accessed by individual users or by a transactional system (e.g., database or application)?

13. What types of devices will need to access this storage (e.g., Macs, Windows, Linux, scientific instruments, mobile devices, servers, lab machines, etc.)?

14. Do you need this storage to be backed up? If so, how often and where?

15. How long should backups be retained?

16. Do you need this storage to be protected in a disaster recovery situation (e.g., the University data centers get destroyed by fire)?

Once we are able to determine your electronic storage requirements, we will provide storage options with estimated costs.