Week 1 Lab: Hands-on Separate Accounts and Reliable Backups

Find your instructions in the file:

W01 Hands-on Separate Backup Instructions.docx

Fill out this worksheet template as you work. When you are finished, save it, and upload it to I-Learn Canvas to be scored. You may earn up to 40 points for this lab.

# Task 1: Set up a new secret email account

|  |  |
| --- | --- |
| What email provider did you choose? What steps did you take to sign up? (4pts) | I chose Microsoft. When to the site, clicked sign in, create new account, create new email, made new email front, made password, made sure not robot. |
| Include a captured screen image below, as evidence of completion. (1pt) |  |

(Details, screenshot)

|  |  |
| --- | --- |
| If someday you need to stop using this account, how would you close it? (2pt) |  |

# Task 2: Set up two-factor authentication and other security settings

|  |  |
| --- | --- |
| What kind of 2FA did you set up? (Examples: code sent to your phone? Device authentication? Something else? explain.) (1pt) | got an app to approve of sign in |
| What steps did you take to set it up? (4pts) | Clicked sign in preference and downloaded the app |

(Details)

|  |  |
| --- | --- |
| What other security settings are available for your new email account, and how did you configure them? (4pts) | Phone number but I have that saved to my main account |

(Details)

# Task 3: Set up email alerts to your new secret account

|  |  |
| --- | --- |
| What steps did you take? (4pts) | Went to site of bank and had to call a number to get it moved over to a new email |

(Details)

# Task 4: Back up an important document twice

|  |  |
| --- | --- |
| What file did you back up, and on what kind of device did you back it up? (2pts) | High school transcript, backed up to thumb flash drive and google drive/one cloud |
| How did you verify that you can successfully restore that backed up file? (1pt) | It shows saved and I can access it on other devices with a passcode |

(Details)

|  |  |
| --- | --- |
| What online (cloud) storage service did you choose for your second backup, and what steps did you take to sign up for the storage service? (2pts) | On my main account I have about 1gb of storage from google and another 1gb from Microsoft they come free with an account and my main Microsoft account has some bonus things to it |

(Details)

|  |  |
| --- | --- |
| What steps did you take to back up your file online? (2pts) | Clicked save to cloud or drive depending on the provider |

(Details)

|  |  |
| --- | --- |
| How did you verify that you can successfully restore your file from the online backup? (2pts) | I can access it from my phone which doesn’t have those files downloaded to it |

(Details)

|  |  |
| --- | --- |
| What did you learn about your online storage provider’s ability to automatically synchronize changes to your backed-up files? (2pts) | That it is pretty dam fast after you hit the save button |

(Details)

# Task 5: Keep your secrets!

|  |  |
| --- | --- |
| Did you redact your secret email address everywhere it appeared in this document? (1pt) | yes |
| What contingency plans have you made in case there’s a problem that affects your new secret email address? (3pt) | Will go to my main account |

(Details)

|  |  |
| --- | --- |
| While you worked on this lab, what new idea or skill do you think personally benefitted you the most? (5pts) | New email |