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

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| What email provider did you choose? What steps did you take to sign up? (4pts) | Gmail.com  just to <https://accounts.google.com/> then follow the steps to create a google account with Gmail enabled. |
| Include a captured screen image below, as evidence of completion. (1pt) |  |

(Details, screenshot)

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| If someday you need to stop using this account, how would you close it? (2pt) | you can search on the account portal or go directly to <https://myaccount.google.com/u/1/deleteaccount> that will give the instructions to delete the account. |

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

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| What kind of 2FA did you set up? (Examples: code sent to your phone? Device authentication? Something else? explain.) (1pt) | Cellphone authentication code. That will send an SMS to a personal cellphone with a one timed token, that code can only be use one time. |
| What steps did you take to set it up? (4pts) | On the Wizard to create the account you use a 2FA to verify your cellphone number, but that does not enable the 2FA on your account, to enable you can go to the security tab or <https://myaccount.google.com/u/1/signinoptions/two-step-verification/enroll-welcome> the wizard will guide to on the ways to enabled. I choose to use the SMS mode. |

(Details)

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| What other security settings are available for your new email account, and how did you configure them? (4pts) | I can choose to use an app on your phone to authenticate or use a physical device to generate tokens.   To use the phone app, you need to log in using your account on the phone, after login you can enable this features.  To use the physical device you just need to plug the device and follow the steps on the screen, that will register the device on your Google Account. |

(Details)

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

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| What steps did you take? (4pts) | I choose not to change that on my bank account, but the steps is simple but change from bank to bank, so is not possible to give a complete step-by-step in general you are need to login on the secure part of your bank and search for notifications then change the email register to send notification and in some cases what type ot notifications you want to. |

(Details)

# Task 4: Back up an important document twice

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| What file did you back up, and on what kind of device did you back it up? (2pts) | I just created saved a profile picture as example but could be any other file. I saved on a flash drive that always stays at my home, with encryption (protected by passcode), that way I can have a safe place to have off-line copys of important files, I did an on-line backup to the Google Drive separate from the current file, creating a copy of it. |
| How did you verify that you can successfully restore that backed up file? (1pt) | I simple test copying from the flash drive and copying from the Google Drive as well. |

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| 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) | I choose to use Google Drive, go to drive.google.com login using your Google account, if you are already login your password won’t be necessary, that shows how import to know where you login, because is easy to forget the session open, preferer not login on public computer or use privite tabs and always logoff after use, after login you choose where you want to save your file and create a copy of it. |

(Details)

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| What steps did you take to back up your file online? (2pts) | Simple click on upload and select your file on the file sector or if you want to keep your local files synced with the online you can use agents that are provider by the cloud storage service. |

(Details)

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| How did you verify that you can successfully restore your file from the online backup? (2pts) | I download a copy of the file them open it. |

(Details)

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| What did you learn about your online storage provider’s ability to automatically synchronize changes to your backed-up files? (2pts) | Google Drive, similar with other providers, have some limitations on file sizes, file name, and etc (you can see all the limitations here [Files you can store in Google Drive - Google Drive Help](https://support.google.com/drive/answer/37603?hl=en)) another thing is depending on your account type a bandwidth limitation is applied that makes transfer files time varied.  Because of those you need to always check your agent for problems syncing so do not assume that the file was uploaded, check before end your day. |

(Details)

# Task 5: Keep your secrets!

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| Did you redact your secret email address everywhere it appeared in this document? (1pt) | Yes, on this document you cannot see what my secret email is. |
| What contingency plans have you made in case there’s a problem that affects your new secret email address? (3pt) | I set my primary e-mail address as recovery account, so if something happens with it I can recovery access to it using my primary account. |

(Details)

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| While you worked on this lab, what new idea or skill do you think personally benefitted you the most? (5pts) | I think is more consistence on protecting important files and organizing/classifying information. That is critical to define all backup levels that is need it. So I will make better plans for my important files and information. |