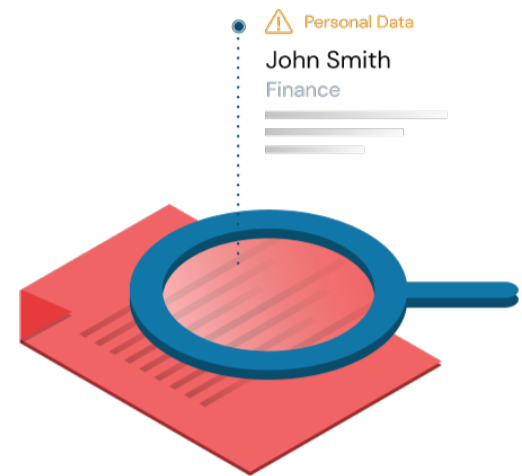# WATERFORD TECHNOLOGIES

Spring Cleanup For File Data

You might find that in this time of disruption, you have the opportunity to address a task that sometimes is pushed down the list of priorities. Data management: It's a critical component of your business.

1 - Understand Your File Data

First step is to gain an understanding of your file data. Do you have visibility on how much duplicated or redundant data you're maintaining? What is obsolete or no longer used?
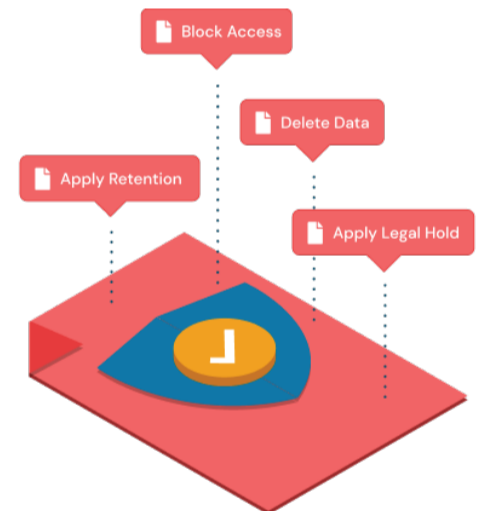
2 - Conduct a Clean Up

There was a time that the mindset on storage was "keep it all, we may need it". But with data piling up and regulation controlling how data should now be managed, that has really changed. And the load on your servers can be lightened with a bit of attention to what you are maintaining in file storage. Server performance is noticeably improved, back up times & costs cut substantially. Our clients typically reclaim about 20% of their storage space though our data optimisation processes.

3 - Best Practices Going Forward

Setting up automation to classify stored data will help maintain it in the optimal fashion you want. Designated retention policies can operate behind the scenes during the course of business. Archive those files which you need to keep but don't require regular access. Further storage savings can be achieved by compressing data going into the archive.

4 - Be Secure

Data is a valuable commodity and so requires protection. Is your data encrypted? This can be easily be accomplished as part of an automated storage process

Contact us for a discussion and brief demo of our file management tool, SISCIN, which can see you achieve all of these. And if you find that we can help you, we'd be glad to set up a free trial.

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