

# DataRisk – Data Risk Management Tool

## Purpose

The purpose of this program is to provide, in one place, a set of tools for helping to keep track of the risks associated with data backup strategies.

An ad-hoc risk assessment is determined, based primarily on the number and location of copies of your data. Tools are provided for capturing and saving the server location of your data folders and automating the running of scripts that make backup copies of the data.

Other tools are provided for burning copies of data on optical media, and for keeping track (audit) of when copies have been made and where they are located. Extensive Help is built-in, including a detailed “Hit and Tips” section where the author’s shares aspects of his many years of experience in handling and protecting data in the home environment.

## Method of Operation

DataRisk makes it easy to collect and maintain a list of all your data sources and shared folders in a spreadsheet format. Once collected, it is possible to use the spreadsheet to keep track of backup operations and to selected various folders to be used in automated script operations. It is possible to use you own custom scripts, or to use pre-defined templates for Microsoft RoboCopy, Microsoft RichTools and the third-party program Beyond Compare™, the author’s favorite data copy program. (Disclaimer: the author has no interest or investment in Beyond Compare – just deep respect and admiration for its capabilities and quality).

DataRisk computes a subjective assessment of the risk of losing a data folder based on the number of online, offline, optical and off-site copies:

- **High Risk (red color):** only one online copy of the data.
- **Moderate Risk (yellow):** more than one copy online, but no off-site or optical copy.
- **Low Risk, Lower Risk (light green):** off-line and /or optical copies, but no off-site copy.
- **Lowest Risk (dark green):** More than one online, at least one offline / optical and at least one off-site copy.

### Source View (shown above)

This tab shows the data sources (server path) as columns, folder names as rows, and the entries in the cells indicate whether a copy of that folder exists on that source. DataRisk uses an “X” automatically, but you can edit the cell to indicate, for example a mirrored copy (“XX”, “XXX”, etc.). Optical, offline and off-site entries can be any text, such as “Hard Drive 1” or “In the safe at Mary’s house”. Optionally, you can append a hard drive specification for use in scripts, e.g. “USB Drive <F:\>”. DataRisk will pass “F:\” to your scripts automatically as either the source or target of a folder copy operation.

### Folder Audit View (Limited in Basic Version)

This tab is built using the “Build Folder List” menu. Pairs of “From” and “To” sources for each folder are created based on the cell entries in the Source View. Copy scripts can be then be run to compare, synchronize or backup folders on one to source to those on another. When automated scripts are used, DataRisk updates an audit date column so you can keep track of when data was backed up. You can also manually update a column that keeps track of the date of the last recurring copy operation.

Select	Folder	From Source	Size (MB)	To Source	Last Manual Audit	Recurring Audit	Comments
<input checked="" type="checkbox"/>	Blu-Ray Movi...	\\MAINWHS		\\MEDIASERV			
<input type="checkbox"/>	Blu-Ray Movi...	\\MEDIASERV	2045.31	\\MAINWHS			
<input type="checkbox"/>	Blu-Ray Movi...	\\MAINWHS		\\MEDIASTREAMER			
<input type="checkbox"/>	Blu-Ray Movi...	\\MEDIASTREAMER		\\MAINWHS			
<input type="checkbox"/>	Blu-Ray Movi...	\\MEDIASERV		\\MEDIASTREAMER			
<input type="checkbox"/>	Blu-Ray Movi...	\\MEDIASTREAMER		\\MEDIASERV			
<input type="checkbox"/>	Burned ISOs	\\MAINWHS		Optical			
<input type="checkbox"/>	Burned ISOs	Optical		\\MAINWHS			
<input type="checkbox"/>	Burned ISOs	\\MAINWHS		Hard Drive 6			
<input type="checkbox"/>	Burned ISOs	Hard Drive 6		\\MAINWHS			
<input type="checkbox"/>	Digital Copies	\\MAINWHS		Hard Drive 1			
<input type="checkbox"/>	Digital Copies	Hard Drive 1		\\MAINWHS			
<input type="checkbox"/>	Documents	\\MAINWHS		\\MEDIASTREAMER			
<input type="checkbox"/>	Documents	\\MEDIASTREAMER	0	\\MAINWHS	10/1/2013 9:59:12 AM		
<input type="checkbox"/>	Documents	\\MAINWHS		Hard Drive 1			
<input type="checkbox"/>	Documents	Hard Drive 1		\\MAINWHS			
<input type="checkbox"/>	Documents	\\MEDIASTREAMER		Hard Drive 1			
<input type="checkbox"/>	Documents	Hard Drive 1		\\MEDIASTREAMER			

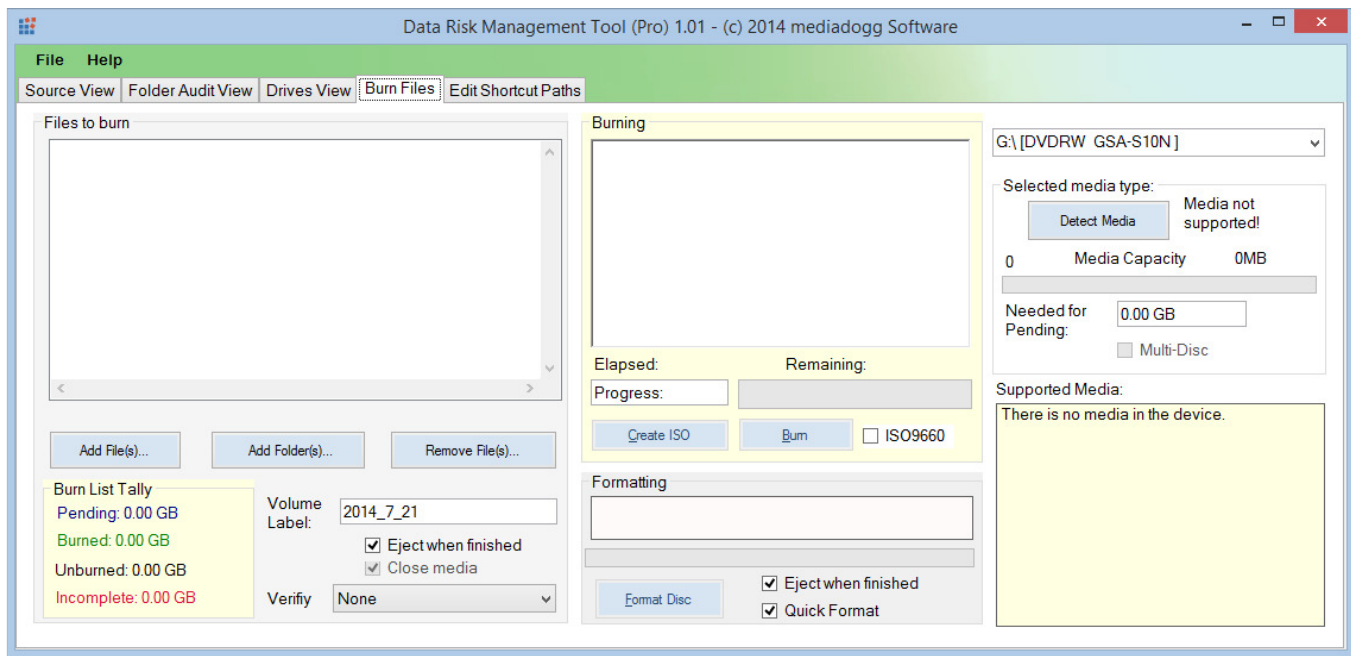
### Drives View (Limited in Basic Version)

On this tab, a tree of computer drives is generated. The tree can be expanded to include folders and folder sizes are automatically calculated. From this tab, folders are selected to pass over to the Burn Files or Edit Shortcuts tabs.

Folder	Date Created	Size
C:\		140.67 GB fre...
D:\		50552.48 MB f...
E:\		2715.38 MB fr...
BootCamp4.0.4326	6/16/2014 10:24 AM	
BootCamp4.1.4586 (x64)	6/16/2014 10:21 AM	
DestDir	5/1/2007 3:34 PM	
Public	5/15/2011 6:27 PM	
recovery	1/17/2007 2:21 AM	487 KB
Avidemux_2.6.8_ml_64bits.dmg	6/14/2014 10:31 PM	20567 KB
backup.dpb	8/19/2009 4:47 PM	160.39 MB
backup.dpb.bak	8/15/2009 8:08 PM	160.88 MB
MarkActive.txt	6/12/2014 2:40 PM	1 KB
upcs.csv		21 KB

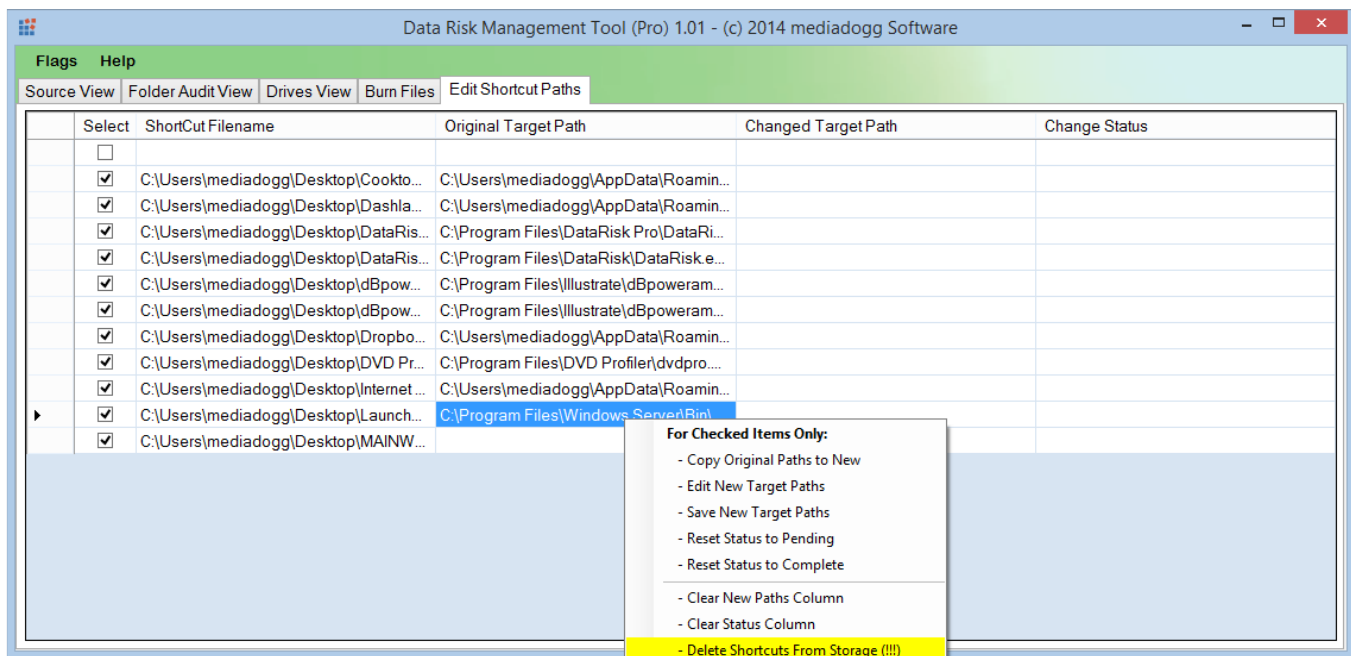
### Burn Files View (Pro Version Only)

Either from the Drives View or directly on this tab, folders and files are selected to be burned to optical media. A smart “just fit” method is used to automatically select files for burning. Progress is continually monitored and successfully burned files are tagged “complete”. The process of inserting media and burning just fit data is repeated until all the data has been backed up.



### Edit Shortcuts View (Pro Version Only)

A list of windows shortcuts (\*.lnk) is collected from a set of folders specified in the Drives View. Columns are provided to display the original and updated target paths of the shortcuts. Regex enabled find / replace tools are provided for quick, easy update of the target path. Once edited, the updated shortcuts can be saved back to their original folder locations. This facilitates fixing shortcuts that are invalidated by moving folders between servers.



## Product Overview

### Menu Summary (Pro version has all features, Basic version features are **highlighted**.)

Following is a brief summary of the major menus and features of the program, organized by the program menu structure. More details are available under the appropriate heading in the Help menu.

#### **File (Source and Folder Audit Views)**

- **Load Plan:** Load a previously saved plan (XML file), overwriting the existing plan.
- **Save Plan:** Save a copy of the plan in a proprietary XML format.

- **Print Plan:** Screen print using the Print Preview function.
- **Map Network Drive:** Associate a drive letter with a network folder.
- **Un-map Network Drive:** Disconnect the networked drive.
- **Clear Plan:** Reset the plan to original status.
- **Exit:** Close DataRisk. This will lose all unsaved changes.

#### **File (Burn Files View)**

- **Load Burn List:** Load a previously saved list of files to burn.
- **Save Burn List:** Save a list of files to burn and associated options choices.
- **Set Pending To Just Fit Media:** Automatically determine the set of un-burned files that will just fit on the space available on the mounted media, and flag them as pending. Multi-session burning is not supported.
- **Set Selected Items To Pending:** Manually flag files as available for the next burn.
- **Set Selected Items To Burned:** Manually flag files that have already been burned. These files will not be considered when automatically selecting the best fit batch.
- **Set Selected Items To Unburned:** Manually flag a set of files as available to make pending.
- **Clear Burn List:** Remove all items from the available files list.
- **Exit:** Close DataRisk. This will lose all unsaved changes.

#### **Sources (Source View)**

- **Add Shares from Server:** Scan network server (e.g. “\\myserver” ) for shared folders and add to spreadsheet if new, or fill in “X” in the server column if the folder is already present.
- **Add Subfolders from Folder:** Scan for subfolders , using a Folder Selection Dialog.
- **Add Subfolders from Explicit Path:** Scan for subfolders of a typed-in explicit path to add or update the spreadsheet.
- **View Exclusions:** View a list of folders that are excluded from the spreadsheet during a scan.
- **Exclude Flagged Folders:** Remove the flagged folders from the spreadsheet and keep note.
- **Run Scripts on Flagged Folders:** Using the source and target folders as parameters, as well as a user ID, password, launch either a custom script, RoboCopy, RichCopy or Beyond Compare.
- **Create Script using Flagged Folders:** Prepare a batch script for later use.
- **Delete Source:** Remove the source column. This might result in an orphaned ( a folder that is not shared by any of the sources on the spreadsheet). You can manually delete those rows if desired.

#### **Sources (Folder Audit View)**

- **Build Folder List:** Create all possible from-to pairs to populate the Audit tab, used for automating copies among servers and for creating scripts to be run as scheduled tasks.
- **Determine Sizes of Flagged Folders:** Scan folders and total the sizes of all files found.
- **Compute Total of Flagged Folder Sizes:** Add up a set of previously determined folder sizes.
- **Run Scripts on Flagged Folders:** Using the source and target folders as parameters, as well as a user ID, password, launch either a custom script, RoboCopy, RichCopy or Beyond Compare.
- **Create Script using Flagged Folders:** Prepare a batch script for later use.
- **Clear Columns:** Clears the contents of all entries in the selected column.

#### **Plan (Source and Folder Audit Views)**

- **Edit Script:** Use notepad to manually edit a previously created script.
- **Schedule Script:** Use windows task scheduling to automated repeated script runs.
- **View Log:** View messages and errors generated from running scripts.

#### **Flags (Source and Folder Audit Views)**

- **Flag All:** Flag (check box) all items.
- **Un-Flag All:** Uncheck all items.
- **Invert All:** Check all un-checked, and vice-versa.
- **Load Flag List (Sources View):** Fill check boxes based on previously saved list.
- **Save Flag List (Sources View):** Save a list of checked items as an XML file.

**Help:** Detailed information on using the various features of this program, of which this file is a part