

File Backup and Storage

To find the exact amount of space needed to store a file, highlight the image file and press Command – I to get information. The following are standard storage devices and the amount of information they hold:

	Type of Storage	Pros	Cons	Average Size
	CD-R	Affordable, can write sessions	Can scratch, can fail on sessions	700 MB
	DVD-R	More storage space than CDs, fairly affordable	Takes longer to burn	4.7 GB
	iDisk or Web Space	Don't need to transport anything	Need fast internet connection, monthly fee	100 MB
	USB flash drive, Jumpdrive	Small and portable	Easily lost	512 MB to 16 GB
	Portable Hard Drive USB or firewire (fastest), also iPod can be used	Big storage, easy to use, good for changing projects	An investment at first	80 GB and up
	Computer Hard Drive	Stable	Not portable (unless you have a laptop)	80 GB and up

You may want to save various stages of your files into folders such as:
Raw , In Progress, Final