

Image not found

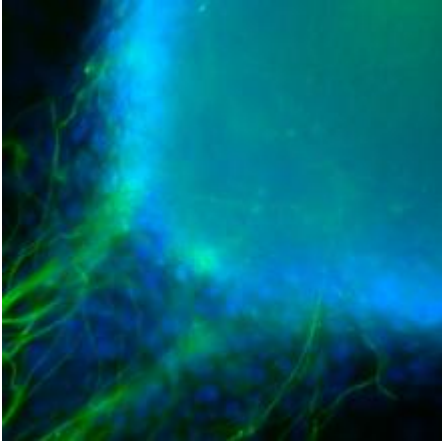
[it.ucsf.edu/sites/it.ucsf.edu/themes/custom/it\\_new/logo.png](https://it.ucsf.edu/sites/it.ucsf.edu/themes/custom/it_new/logo.png)

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## Get or manage network storage



Ray Cheung on January 30, 2020

All clients are provided with a base of 5gb of network storage, which is backed up nightly, additional storage is available as needed. Staff can self-restore files for a 14 day window. If file restorations are needed outside of the self-restore window, please contact the **IT Service Desk** (415.514.4100) or submit a request via the **Employee Self Service Portal** <sup>[1]</sup> to open a Service-Now ticket.

We have methods to backup local workstations for those staff who cannot access the primary provided network storage. Should you need this exception, please contact the **IT Service Desk** (415.514.4100) or submit a request via the **Employee Self Service Portal** <sup>[1]</sup> to open a Service-Now ticket.

**GET IT HELP.** Contact the Service Desk online, or phone 415.514.4100

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### Links

[1] <https://ucsf.service-now.com/ess/>