Data Storage Guide

	SharePoint /Teams	Research Drive	Research Space	OneDrive	Research Vault
What data is appropriate?	✔ All	✔ All	✔ All	✔ All	✔ All
What is the storage limit?	**25 TB*** per site	**3* TB**	**I TB**	**I TB*** per user	**5 TB***
When should it be used?	Day-to-day	Day-to-day	Day-to-day	Day-to-day	Long-Term
Does it sync with local copies?	✔ Yes	✘ No	✔ Yes	✔ Yes	⊝ Not Applicable
Does it have version control?	✔ Yes	✘ No	✘ No	✔ Yes	✘ No
Can external collaborators have access?	✔ Yes	✔ Yes*	✔ Yes	✔ Yes	✘ No
Does it support backup & disaster recovery?	✔ Yes	✔ Yes	✔ Yes	✔ Yes	✔ Yes
Is it stored in Australia?	✔ Yes	✔ Yes	✔ Yes	✔ Yes	✔ Yes
Does Griffith approve the Platform?	✔ Yes	✔ Yes	✔ Yes	✔ Yes	✔ Yes
What is the post-project data retention?	**>7** Years	As per ethics requirement	As per ethics requirement	**I** Year after person left	As per ethics requirement

*If you have PROTECTED data, are completing a defence related project or you have any security concerns, please contact eresearch-support@griffith.edu.au for specialised security requirements.

Disclaimer: Technology and security landscapes are constantly evolving. If in doubt, seek advice from eresearch-support@griffith.edu.au

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