

Saving Your Work

At school, students are always reminded to save their work to the “My Documents” folder on their “P” drive. The “P” drive is on the network server and is backed up daily. Students who want to work on their computer file(s) at home and then edit that same file(s) at school have two options:

Device	Disadvantages	Advantages
USB-FlashDrive (also called travel drives, memory sticks)	This is the best option , and the one we recommend at Station. Contains multiple storage capacity. Easy to use. When using, be sure to save to the correct drive—usually named “Removable Disk” or the brand name of the drive.	Easily lost!! Be sure to put your name on it and keep track of it. The price has come down on these and they really are quite affordable and convenient.
Floppy Disks		Unreliable and very few of our computers even have floppy drives any more!

USB Flash drives can be found at major retailers, office supply stores, consumer electronic stores, and online. We sometimes sell them in the LMC also.

Questions?

If you have questions or problems with files or applications, you can stop by the Library Media Center for assistance.