

SAVING A FILE TO A FLASH DRIVE

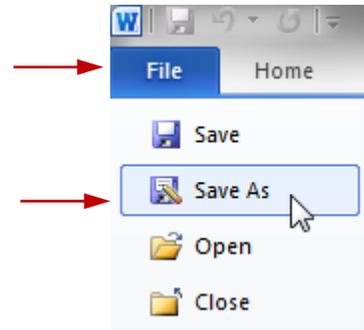
1. Insert the flash drive .



This end goes into the USB port on monitor

2. Open Microsoft Office Word 2010 and type a couple of words into the blank document.

3. Click on the File tab and click on Save As.



4. Click on drive I: to populate the address field.

5. Click in the File name field and type a file name.

6. Click the Save button.

