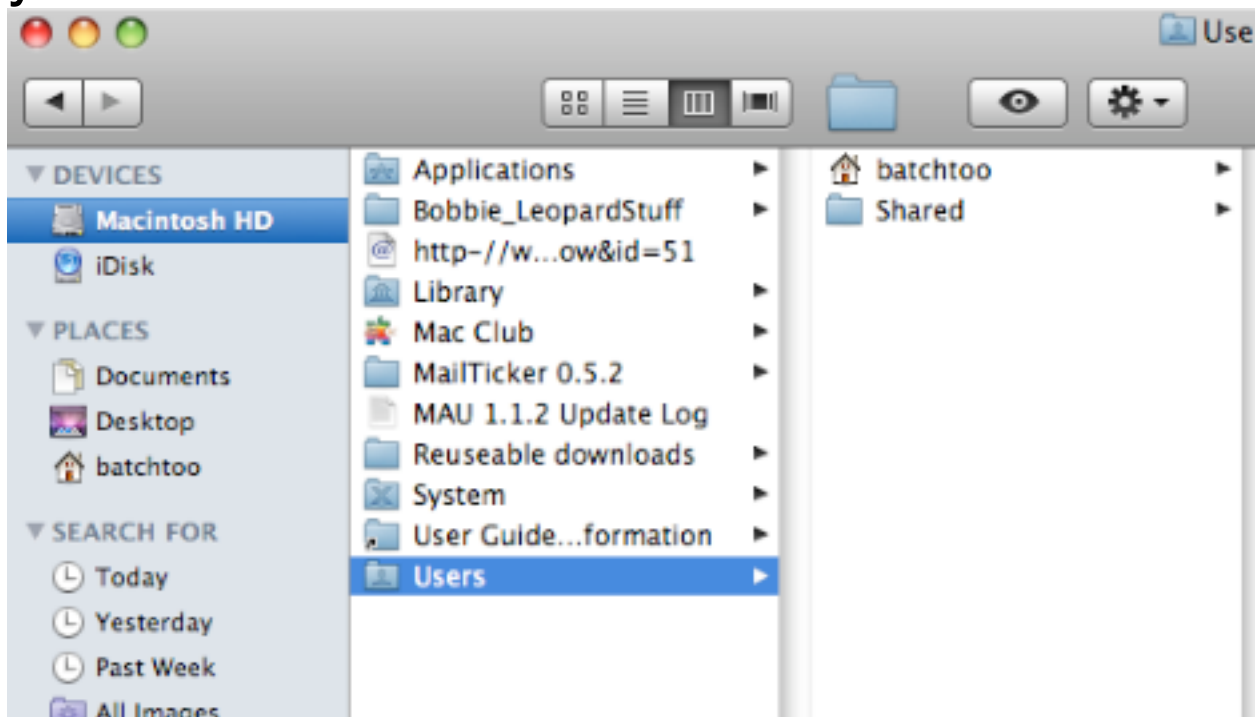
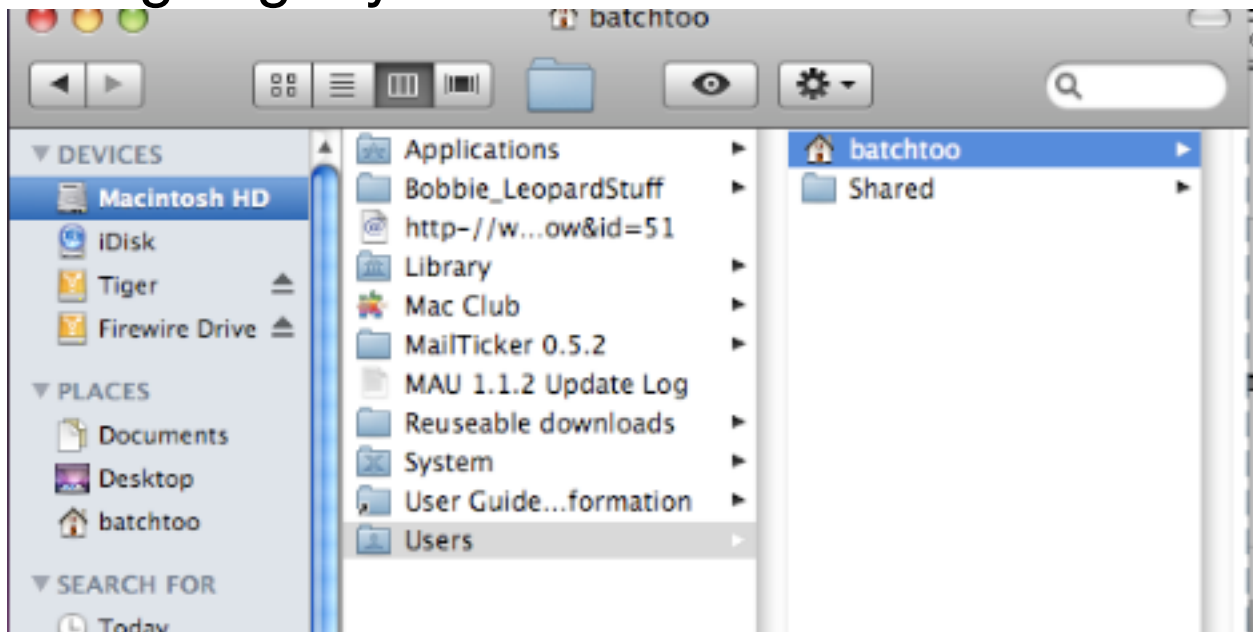


To Back up your work on your computer..

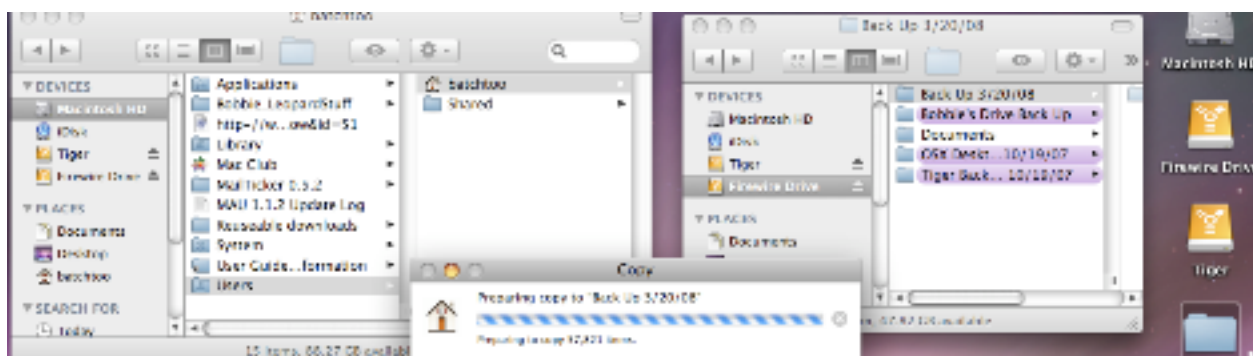
1. You will need an external hard drive connected to your computer.
2. Make a folder on your external hard drive and name it. I name mine Back up and the date.
3. Next open your hard drive.
4. Go to the bottom of the list and click on your User Folder.



## 5. Highlight your house



6. Drag your house over to your folder you named on your external hard drive. this is what it will look like as it is backing up your work.



That is it.. nice and easy.. do this often. you can toss out old back ups once you have your new one.