

#### Take a paper!

LEQ #3: What is the name and letter of the drive you go to, to open shared files?







My Network Places



Recycle Bin



Internet Explorer





CompassLe... Odyssey



Destiny Library System





Mavis Beacon 8



Microsoft Office Ex...



Microsoft Office W...



OpenOffice... 3.3



Typing Instruc...







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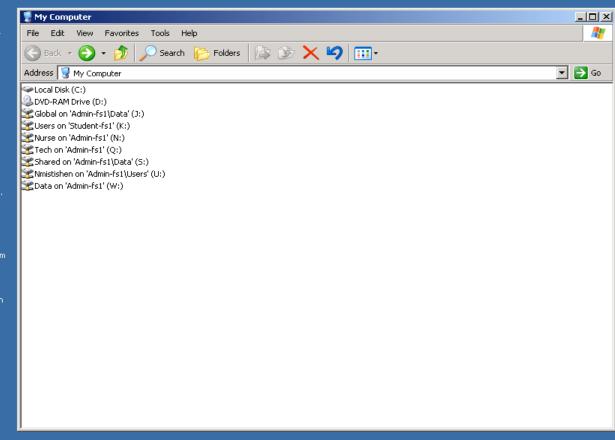
Microsoft Office Ex...



Microsoft Office W...







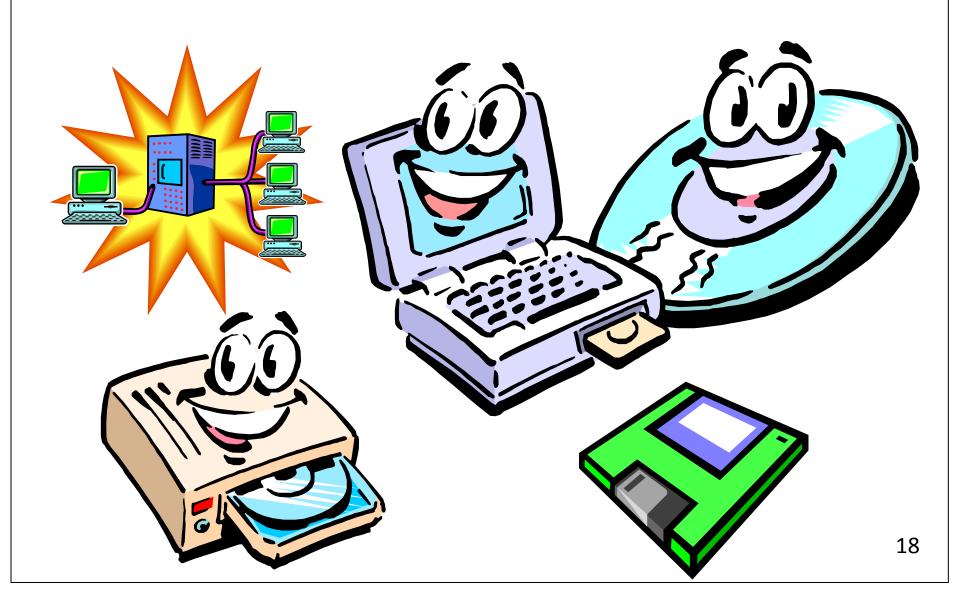


#### A **Drive** is a place from where you can...

- Find and open files,
- Save files.



#### Computers have different drives...









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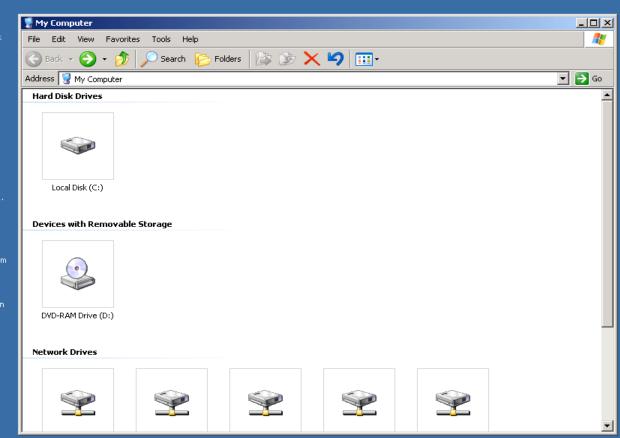


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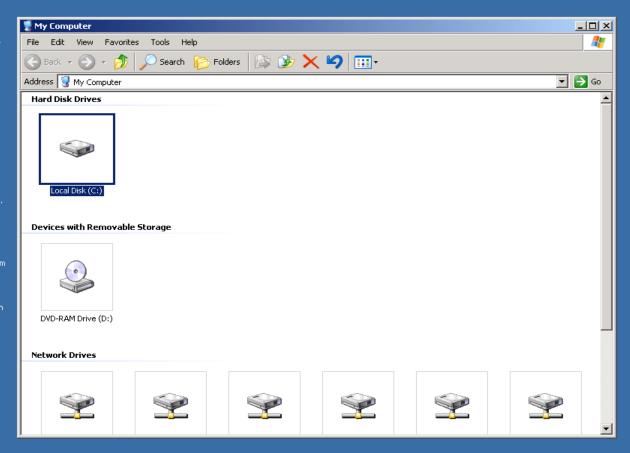
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- The C: drive is the letter given to the computer's hard drive.
- When a file is saved to the C drive, the file is saved inside the computer.
- Anyone who uses that computer will be able to open and change the file.











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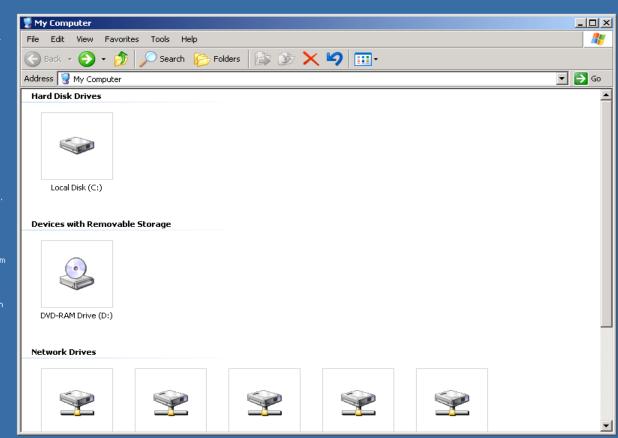
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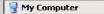


















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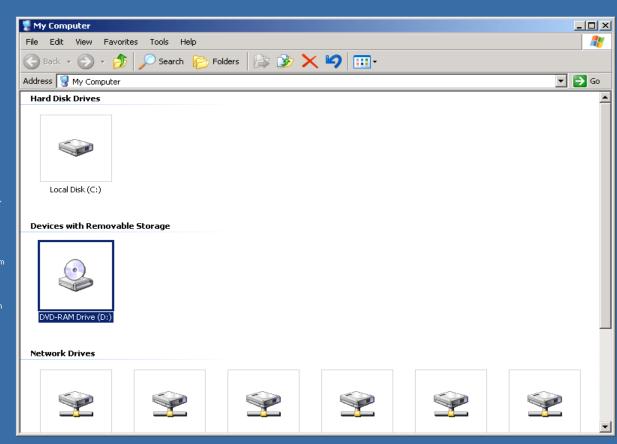
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 The D: drive is the letter given to the CD/DVD-ROM drive in Rm. 521. DVD Drive (D:)

- CD-ROM means Compact Disc-Read Only Memory.
- DVD-ROM means Digital Video Disci Read Only Memory.
- You can save to CDs and DVDs with most DVD drives.









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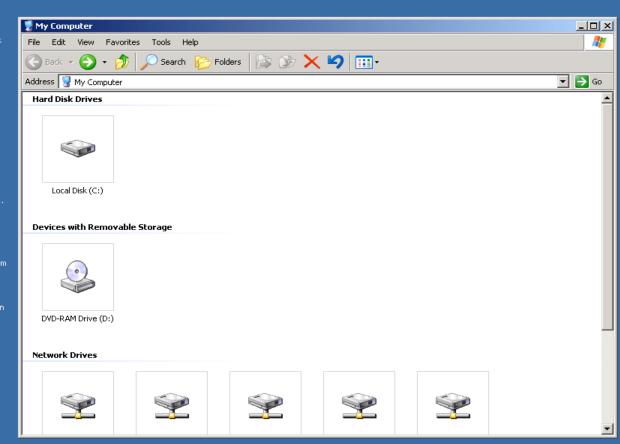
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3 My Computer







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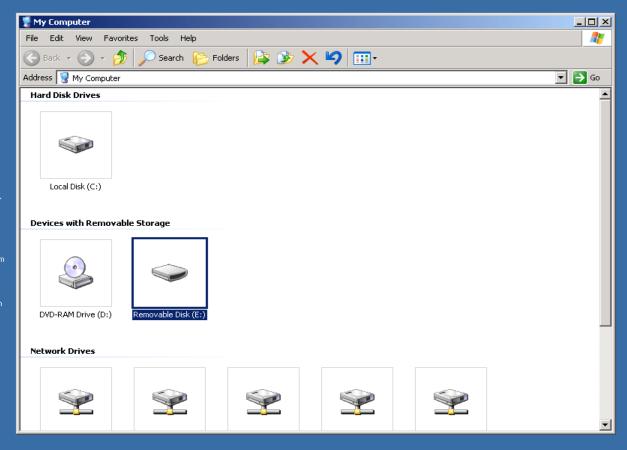
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- There are other drives available, such as flash drives, and other network drives.
- The letters of these drives can vary and can be changed.









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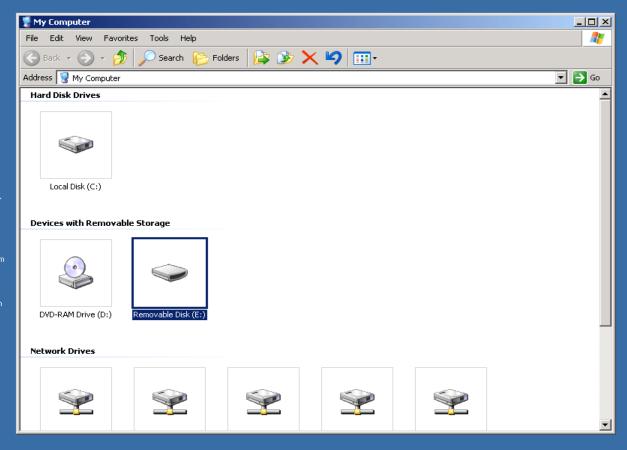
Microsoft Office Ex...



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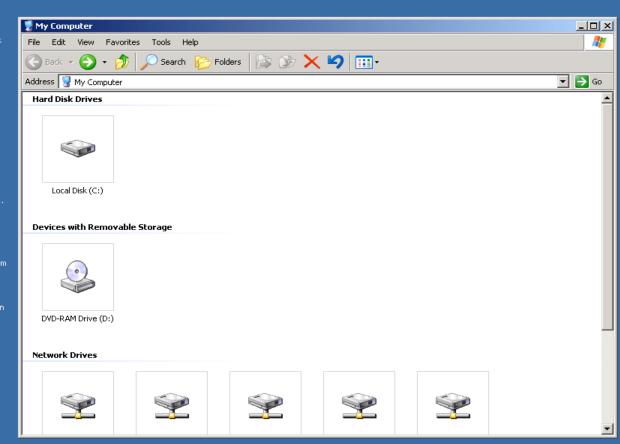
Microsoft Office Ex...





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3 My Computer







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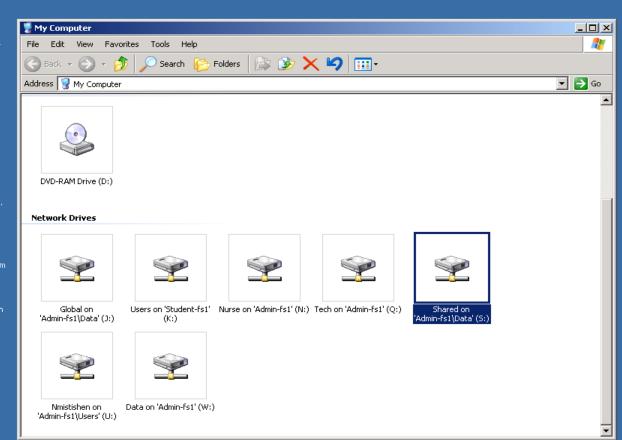
Microsoft Office Ex...



Microsoft Office W...

OpenOffice... 3.3











- The S:, or Shared drive is the letter given to the network drive where you can access files that teachers have prepared for you.
- Anyone can open and look at files here. But...
- You cannot save to this drive; only the teachers who have rights and permission to the drive can save files here.













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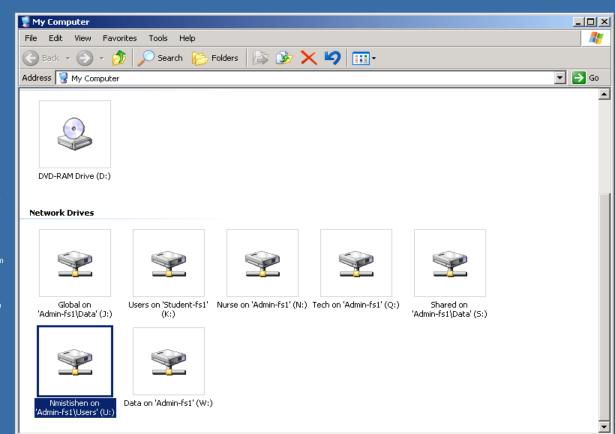




Microsoft Office W...







My Computer



 The U: drive is the letter given to the network drive where you are to save your files. This is where your home directory is located. Astudent on

- Access to this drive is limited to
  - You,
  - The network administrator,
  - Your computer teacher
  - Anyone who knows your password.









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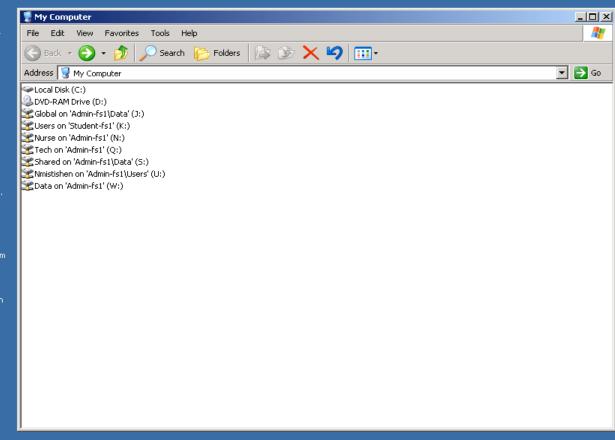
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