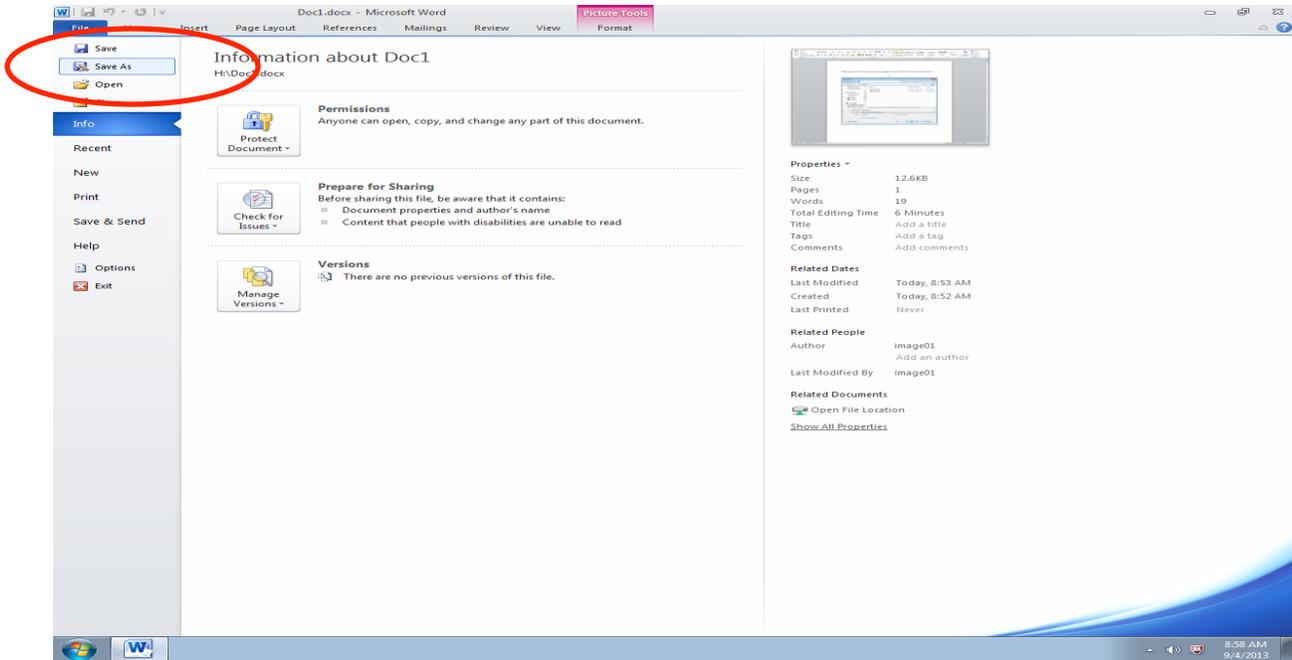
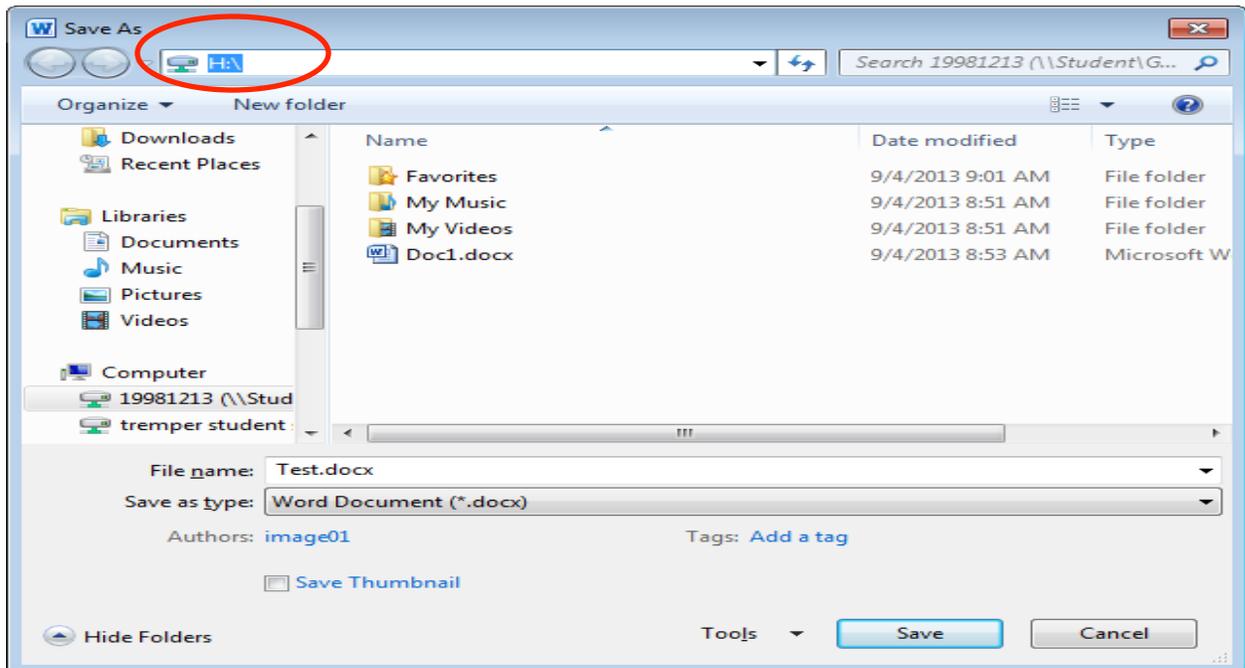


How to Save to Home Directory's in Windows

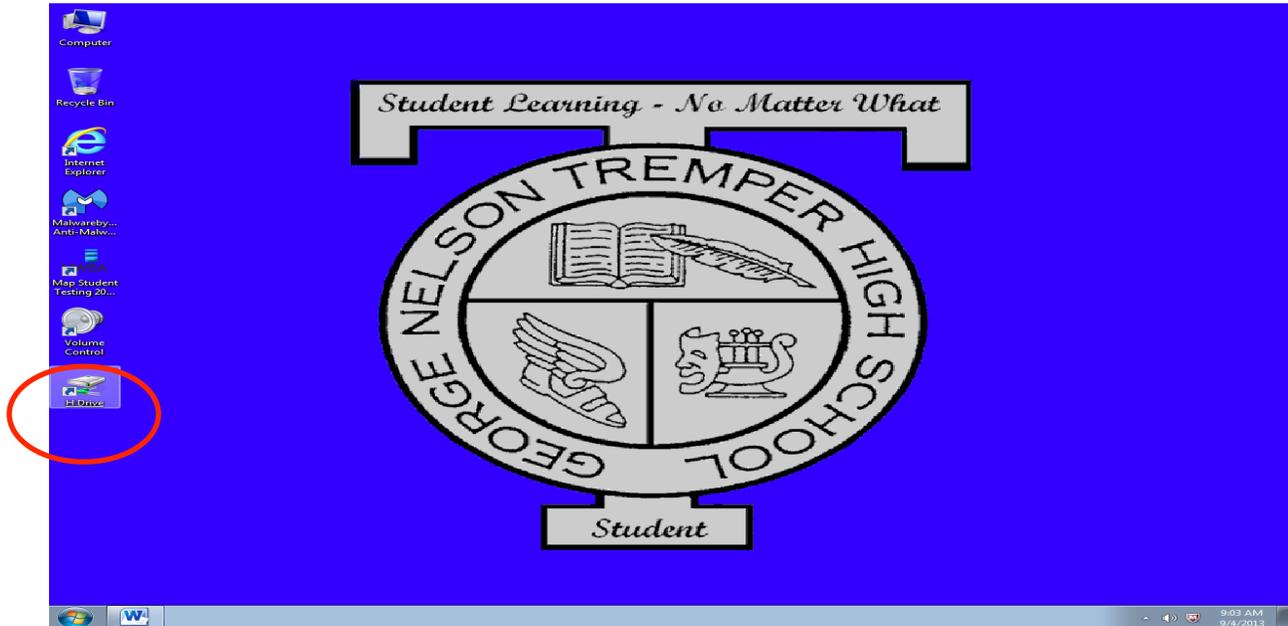
To begin saving a document, students should, choose the **File | Save As** button from within the application.



When saving on a PC, students will need to navigate to their H drive which is there home directory.



On the students desktop there will be a shortcut to the students desktop named Hdrive. Home directories are where all of the students files should be saved. Double click the shortcut to open the home directory.



Once H drive is opened, the student can find the saved file. Double click to open.

