

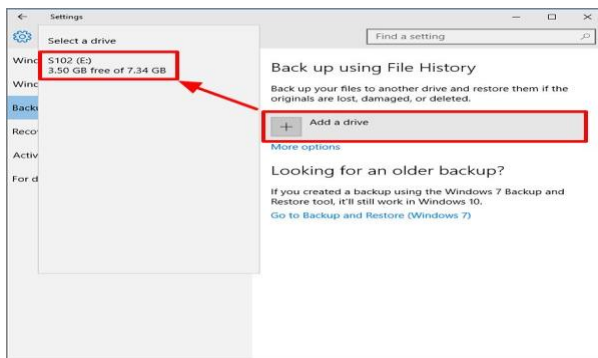
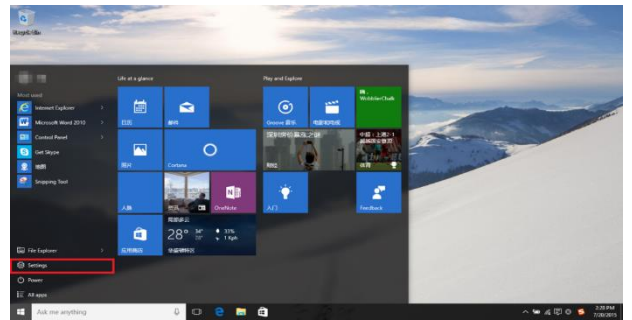
# 4 - Steps to Backing up your Files and Folders to an External Drive.

## To Set up a Drive for File History

If you're going to use a new external drive, connect it to your PC. If you see a notification asking if you want to configure the drive for File History, tap or click ok on the message, and then turn on File History on the screen that appears.

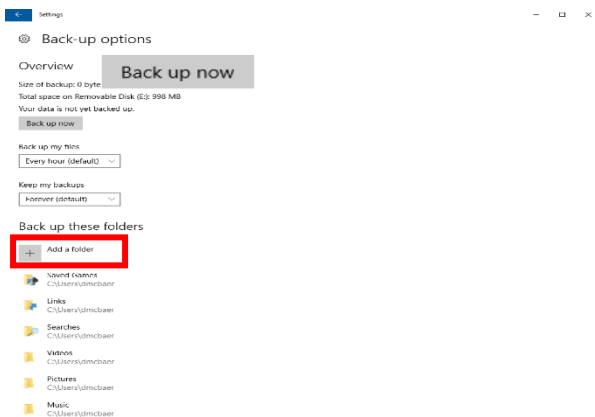
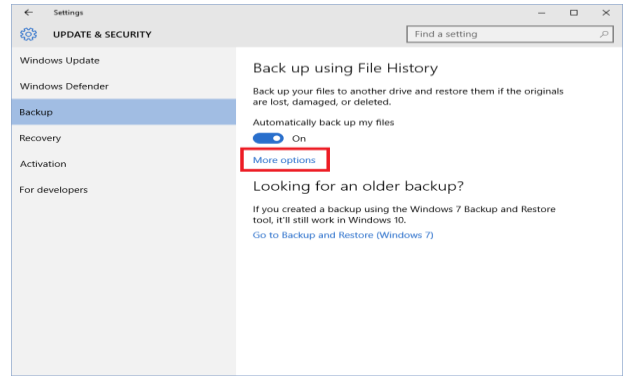
Otherwise, follow these steps to choose either a network drive or an external drive that's already connected to your PC.

1. Select the **Start**  button, select **Settings**  > **Update & security** .



2. Select "Add a drive" button, then select the USB device.

3. Select the "More options" button.



4. Click on + to Add the folder that you want to backup. Then Click on to start the Backup