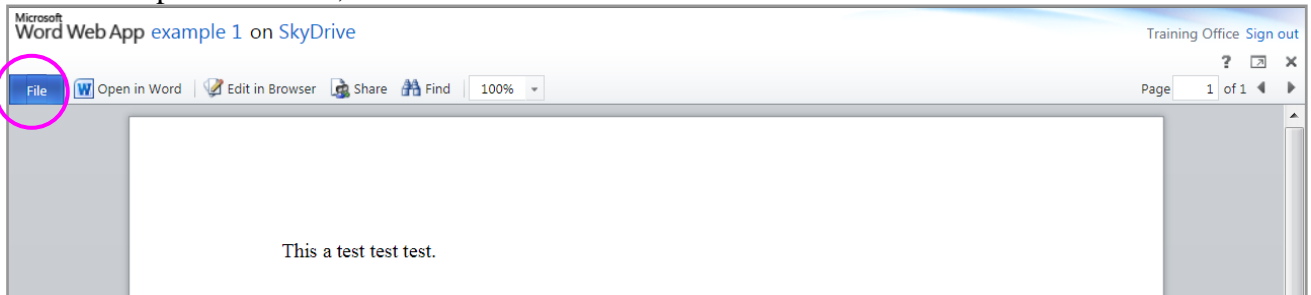


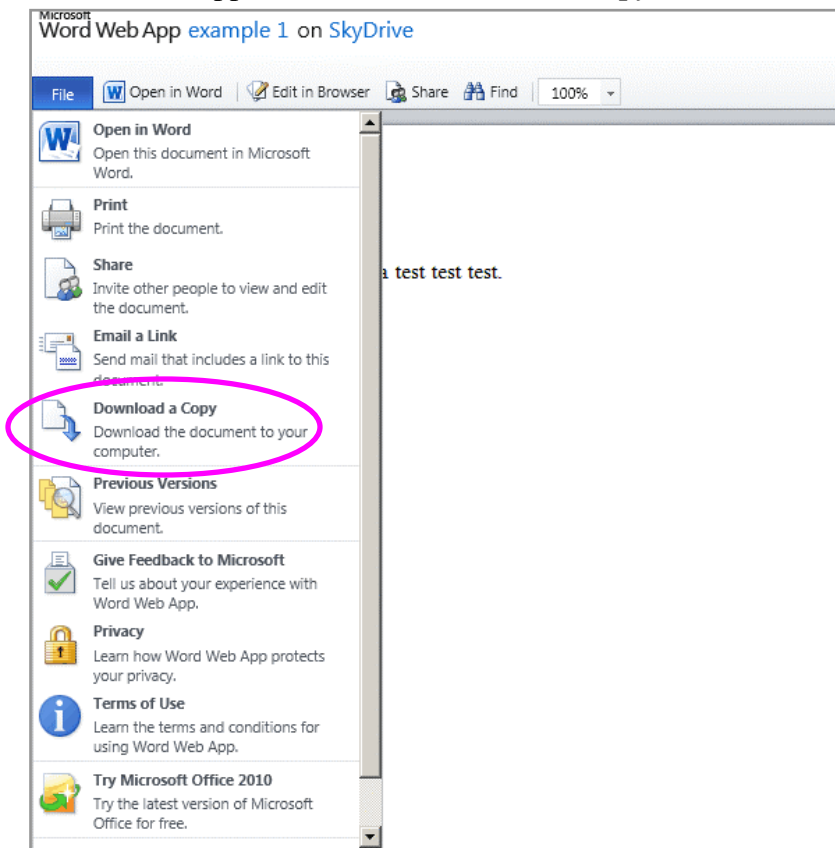


Saving (downloading) to a Flash Drive

From an open document, click on **File**.



A menu will appear. Click on **Download a Copy**.



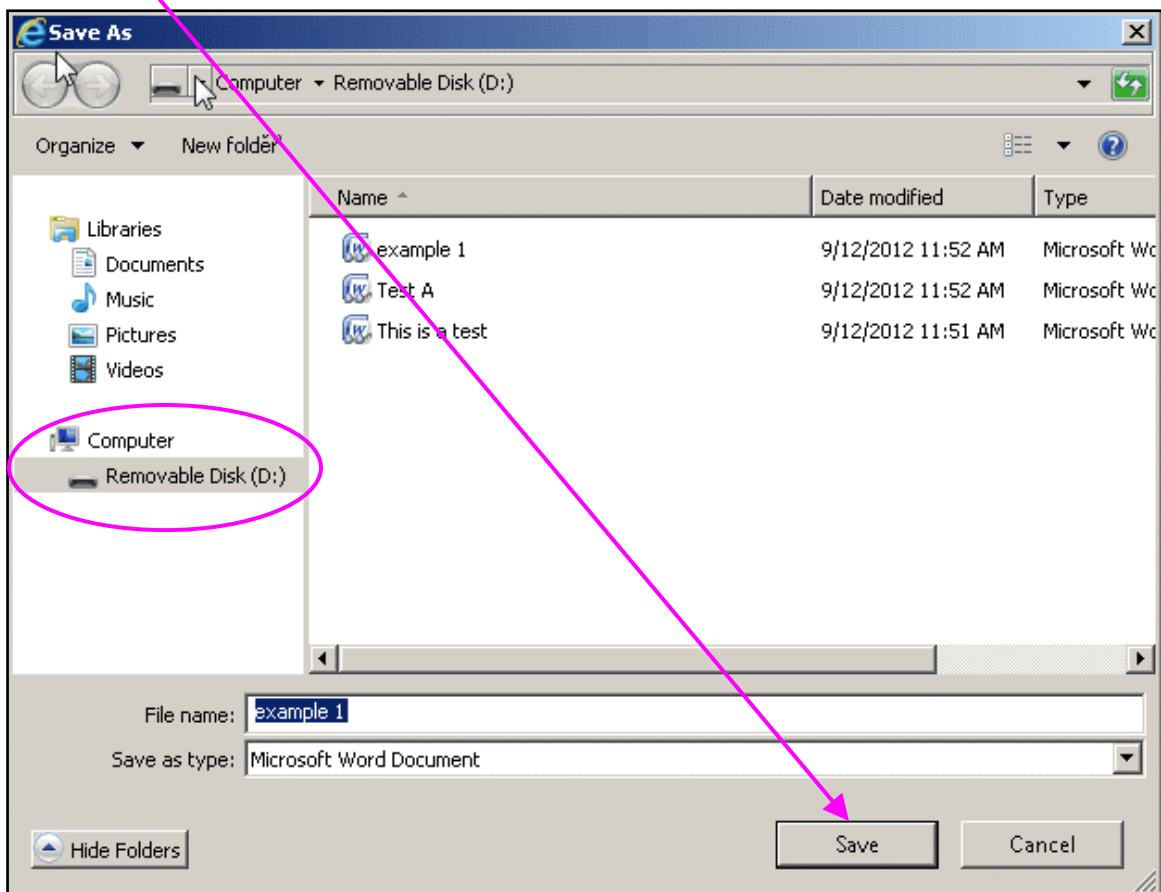
The following message will appear at the bottom of the page. Click on the **Save** down arrow .



Click on *Save as*.



The *Save As* window will open. From the left hand menu, click on *Removable Disk*. (Note: if you do not see a *Removable Disk* selection, double click on *Computer*), then click on *Save*.



The following message will appear at the bottom of the page indicating that the download is complete. Click on the **X** to close the message.

