

How to Copy Data to a USB Drive on Linux Workstations

NOTE: NTFS Drives will not Mount. Use FAT32.

1. Plug in our USB drive in the front of the workstation.
2. Click on the little 'red hat' icon at the bottom left of the screen to access the menu. Select 'system tool', then 'disk management'. A new window will pop up on the desktop. Use the mouse to highlight the 'flash' or 'USB' device. Click the 'mount' button at the bottom of the window.
3. Click on the 'red hat' at the bottom left of the screen again and choose 'home' to open a file management window. Click the blue up arrow several times to get yourself to the top level of the file system. Select the 'mnt' folder. Select whichever device you just mounted and the contents of your drive should be there. If not, go back to the disk management window, select 'unmount' and 'mount' it again.
4. Now, open another 'home' folder and you can drag and drop your files over to the USB device. When you are finished, please select 'unmount' and remove your device.