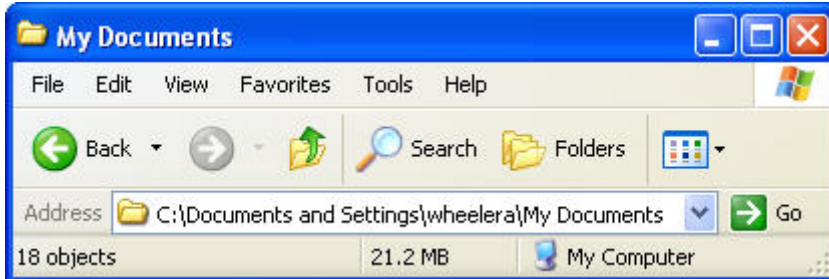
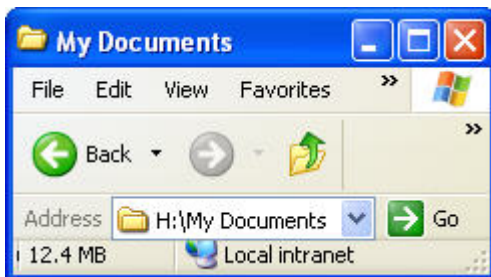


# Identifying different "My Documents" folders on the PC

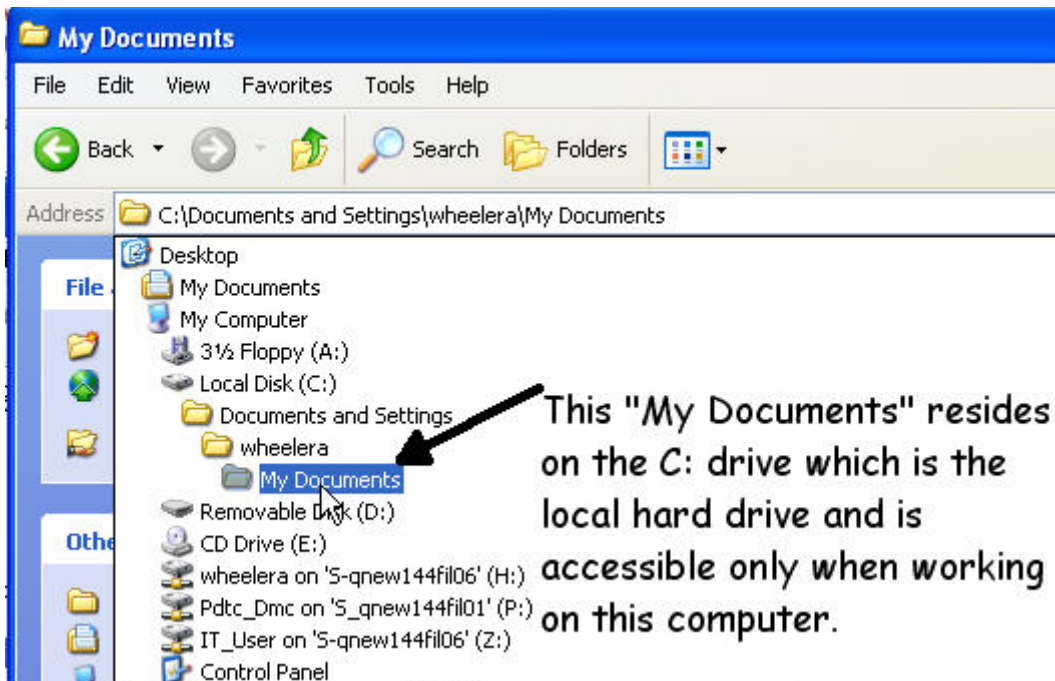
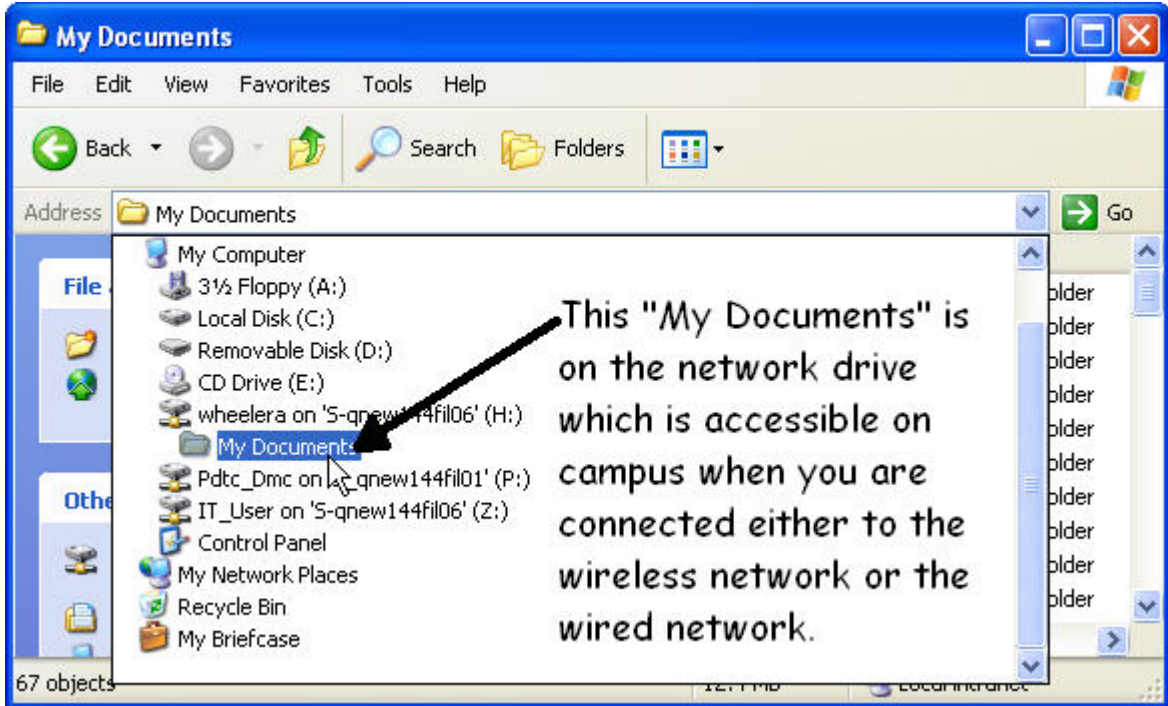


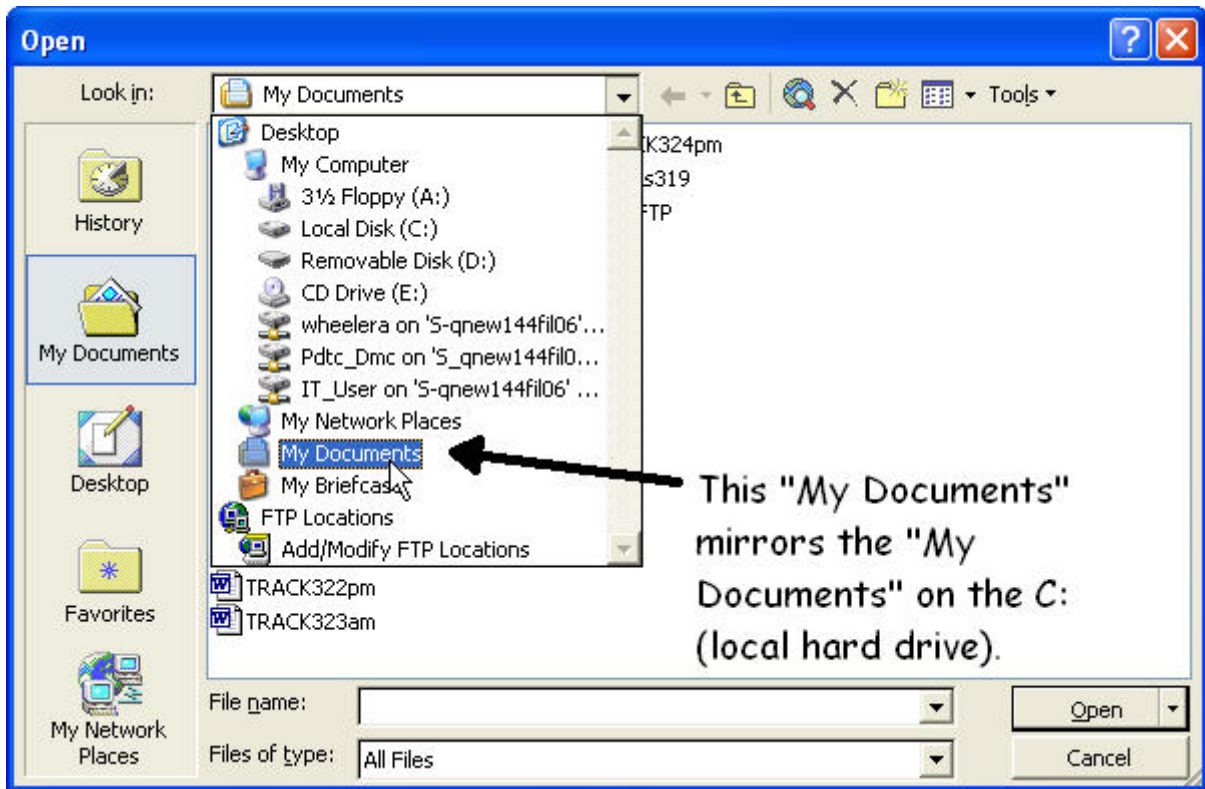
"My Documents" on the C: drive (local hard drive)



"My Documents" on the H: (network) drive

Several folders named "My Documents" coexist on your computer.





Your H: drive, which is a St. John's network drive, is your personal network drive and is accessible only by you. You must connect to the St. John's network (wireless or wired network on campus) to access your H: drive. The C: drive is the internal storage unit of your computer. Normally, you will install programs and store your data on your C: drive. Please note: Data on your H: drive is more secure than data on the C: hard drive because Information Technology performs periodic backups on network drives.