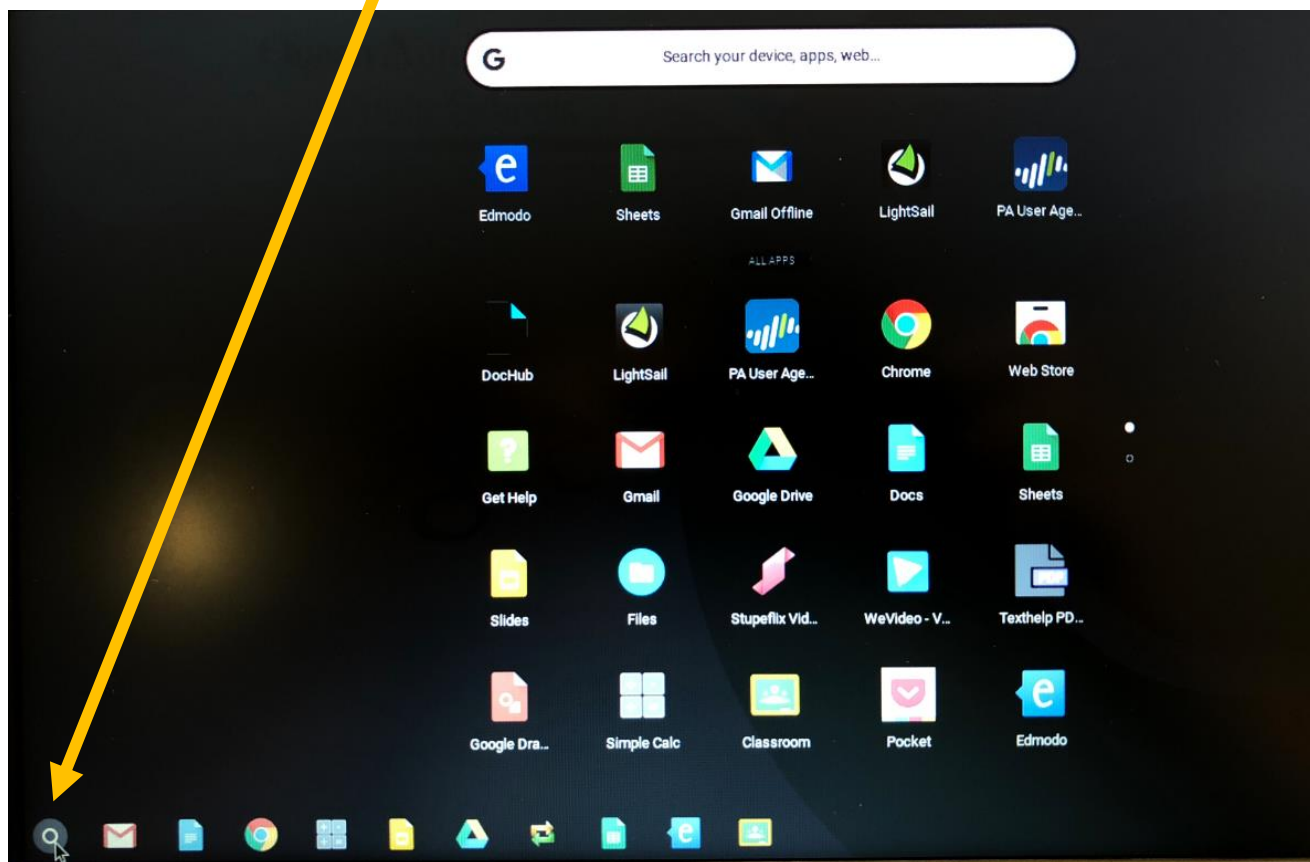# DELL CHROMEBOOK HANDOUTS

<u>HOW TO ACCESS FILES</u>

1. Click on the launcher icon   in the bottom left hand corner of the screen.
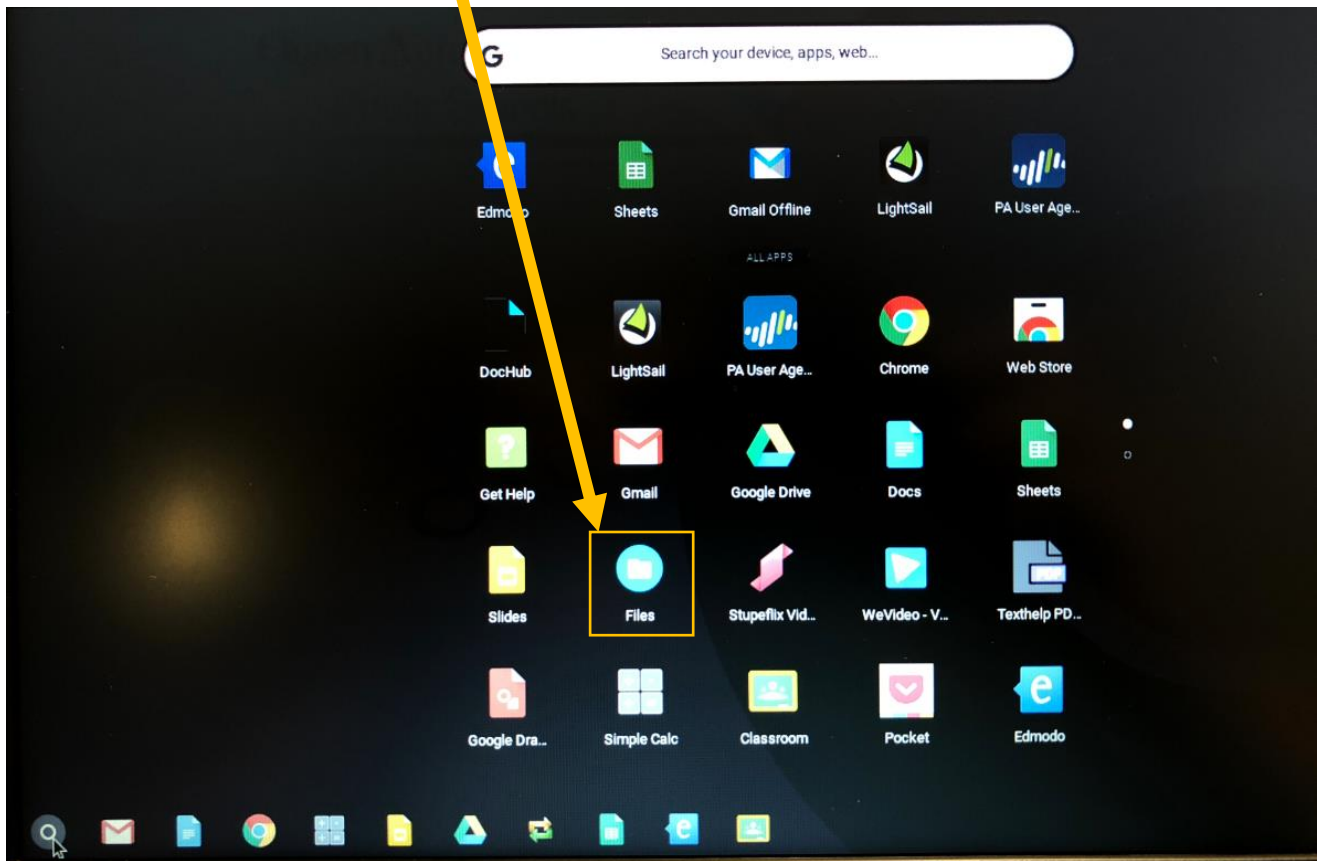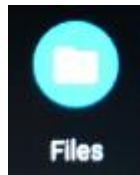
DELL CHROMEBOOK HANDOUTS

HOW TO ACCESS FILES

2. Click on the Files icon

DELL CHROMEBOOK HANDOUTS
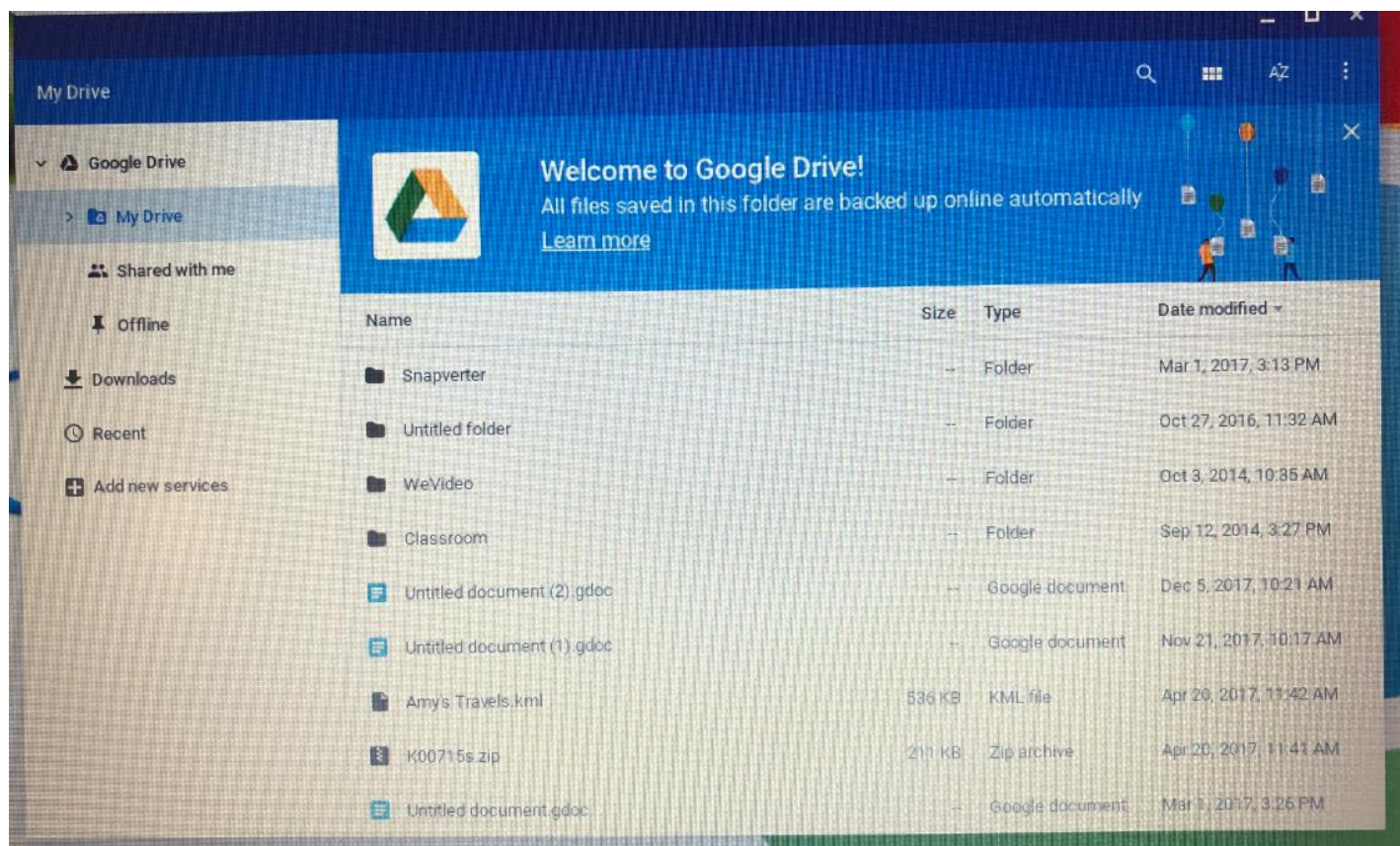
<u>HOW TO ACCESS FILES</u>

3. Example of what Files looks like

Google Drive: Click here to see the files stored on your Google Drive cloud drive
Downloads: Click here to see the files downloaded locally to the Chromebook
DISK_IMG or the name of your flash drive: Click here to browse the files on your flash drive

DELL CHROMEBOOK HANDOUTS

HOW TO ACCESS FILES

4. Click on the Three Dot menu   to see more options like New Folder, amount of space left, etc.