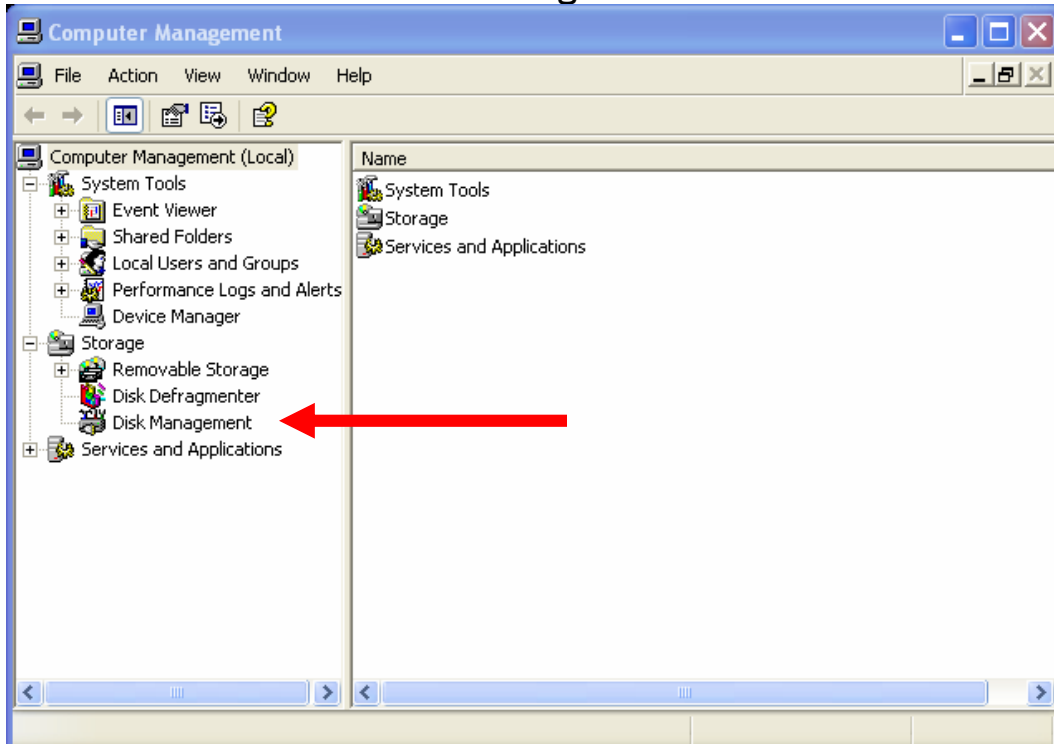
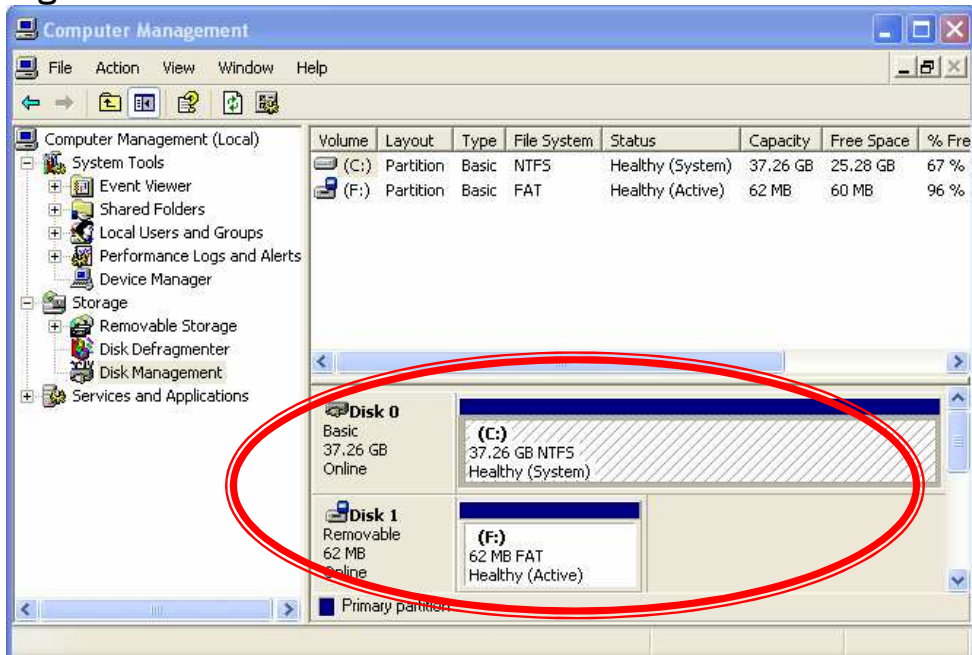


How to Get your Computer to Recognize your Zip Drive Without Rebooting

1. Right click on My computer – a popup menu will appear.
2. Click on Manage. Computer Management will open.
3. Find and click on Disk Management.

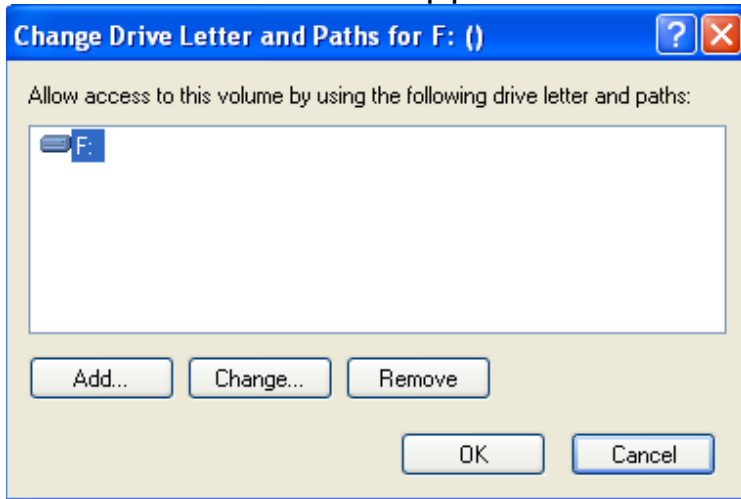


Once you have done this a list of your disk drives will appear on the right hand side.



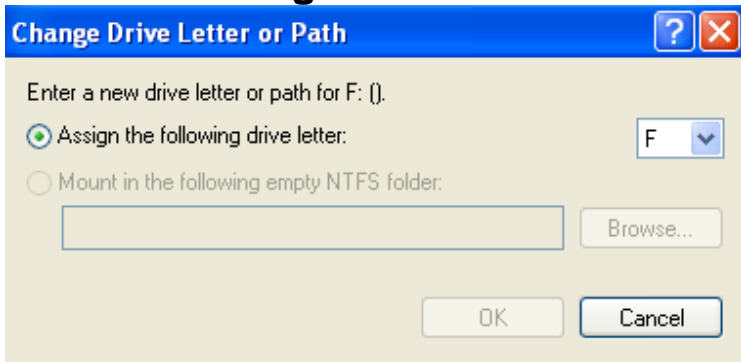
4. On the right hand side of your screen you will see all of your disk drives. Find the **removable storage disk**. (Example above: F: drive)

5. Right click on the drive name (In example above: Disk 1: Removable 62 MB). A menu will appear. Choose **Change Drive Letter and Path...**
6. Another screen will appear:

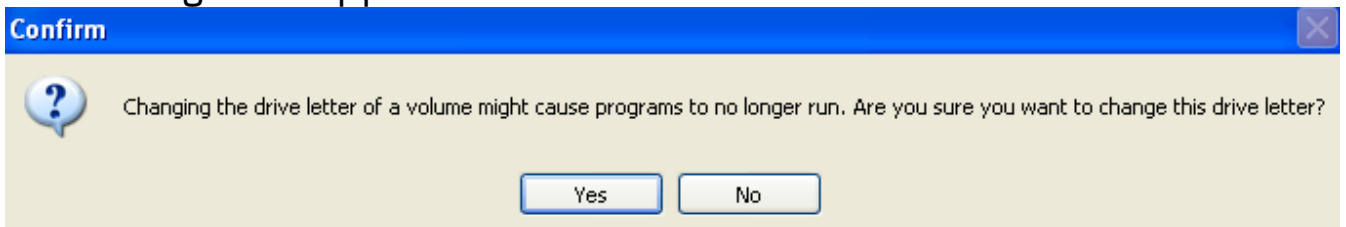


Make sure that the removable storage drive is selected (usually F:).

7. Click the **Change...** button. Another window will appear:



8. Click on the arrow next to the drive name (in the example above it is F). A list of letters will appear. **Assign the drive letter the Q: or U:** – click **OK**.
9. A message will appear:



Click **Yes**. You can now access your Zip Drive without rebooting your computer.

Remember: When removing a Zip Drive **ALWAYS stop** the drive before removing. Never just pull it out of the drive!!