

## Deleting Important Files on the Server

Without a network, you can do anything you want to your computer, and the only person you can hurt is yourself. (Kind of like the old “victimless crime” debate.) Put your computer on a network, though, and you take on a certain amount of responsibility. You must find out how to live like a responsible member of the network society.

Therefore, you can’t capriciously delete files from a network server just because you don’t need them. They may not be yours. You wouldn’t want someone deleting your files, would you?

Be especially careful about files that are required to keep the network running. For example, some versions of Windows use a folder named `wgpo0000` to hold email. If you delete this folder, your email is history. Look before you delete.



The first time you accidentally delete an important file from a network share, you may be unpleasantly surprised to discover that the Recycle Bin does not work for network files. The Recycle Bin saves copies of files you’ve deleted from your computer’s local hard disk, but it does *not* save copies of files you delete from network shares. As a result, you can’t undelete a file you’ve accidentally deleted from the network.

## Copying a File from the Server, Changing It, and Then Copying It Back

Sometimes working on a network file is easier if you first copy the file to your local hard drive. Then you can access it from your application program more efficiently because you don’t have to use the network. This is especially true for large database files that have to be sorted to print reports.

You’re asking for trouble, though, if you copy the file to your PC’s local hard drive, make changes to the file, and then copy the updated version of the file back to the server. Why? Because somebody else may be trying the same thing at the same time. If that happens, the updates made by one of you — whoever copies the file back to the server first — are lost.

Copying a file to a local drive is rarely a good idea.