**Computer to Pendrive**

1. Fix the pendrive[in computer]
2. Go to saved location [like:localdisk D: or E:]
3. Right click 🡪on the needed file
4. Go to copy and click
5. Open my computer or This PC (right click 🡪click open)
6. Open pendrive 🡪icons[like : Removable Disk:] (right click 🡪click open)
7. Right click 🡪empty place
8. Go to paste 🡪click

**How to Remove pendrive safely:**

1. Open my computer[right click🡪open🡪click]
2. Go to Removable Disk: 🡪right click
3. GO to Eject 🡪click

**How to open pendrive**

1. Open my computer or This pc[right click🡪open 🡪Click]
2. Go to Removable Disk: or USB Drive: 🡪right click 🡪open 🡪click
3. See all the pendrive files