

## **FLOPPY DISK TO DISK COPYING**

1. Doubleclick MY COMPUTER.
2. Click once on the Floppy Drive A: to select it.
3. Click File....Copy Disk
4. Click START. You will get a message to Put in the Source disk (the one containing the info).
5. Place floppy disk containing info into the Floppy A: drive. Click OK
6. It will begin to copy the disk. When it finishes copying the information, it will tell you to put in the Destination 'blank' floppy disk.  
The information will then be copied to the blank floppy destination disk.

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