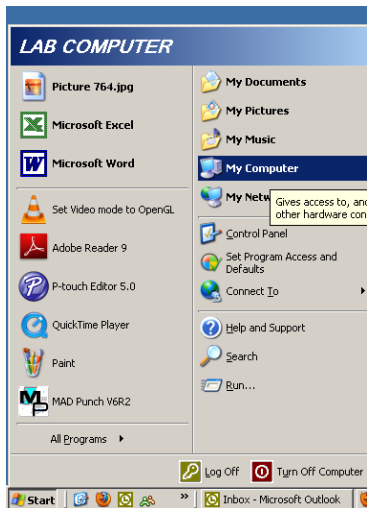


FDD2USB Customer Support

Last Updated: 8/24/12

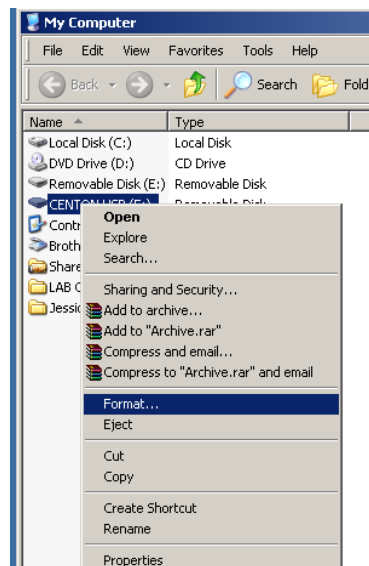
How to Format a USB:

(Figure 1)

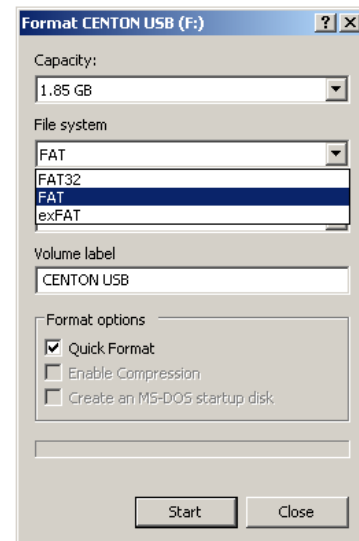


1. Insert your USB stick into one of the USB ports in your computer.
2. Click on the “Start” menu and go to “My Computer” (see Figure 1)
3. Locate the USB stick’s Drive (E: or F: usually).
4. Right click on the USB stick’s location. (see Figure 2)
5. Scroll down to “Format...” and click on it.
6. A pop up screen will appear which will allow the USB stick to be formatted with various formats. (see Figure 3)
7. (The capacity can be verified here as well to confirm that it is 2GB or less)
8. Under “File System,” select the appropriate format option, FAT.
9. Under “Format Options,” “Quick Format” can be selected if the time duration for the formatting needs be as fast a possible. (see **NOTE** before continuing to step 10)
10. Click “Start” to begin formatting the USB stick.

(Figure 2)



(Figure 3)



NOTE: When the USB stick is Re-formatted, all contents will be deleted, so make sure all files are backed up on a computer before Re-formatting is started.