

How to access files stored on a USB device with a Chromebook

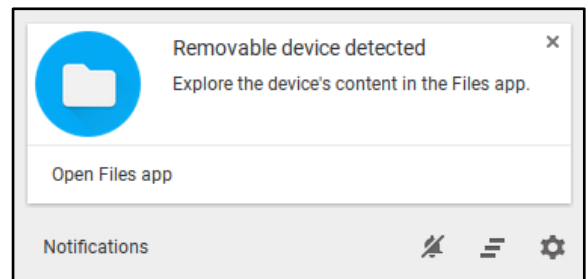
It is possible to access, edit and print files stored on a USB device using a Chromebook.

Updates will be automatically saved as you progress.

The editing features of Google Docs are not as extensive as Microsoft Office, but acceptable for basic editing of documents. Some advanced features will not be supported.

1. Plug the USB device in to the USB Port on the side of the Chromebook.

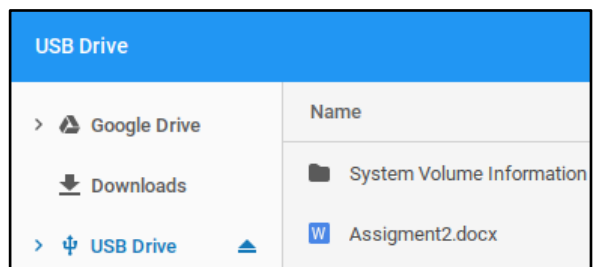
Open the Files app to view the files stored on the device.



Please note that the USB device must not be encrypted.

2. Your file should be displayed within Files.

Open the required file and edit or print.



3. Alterations to the file will be automatically saved.



When finished, please remember to eject the USB device safely using the Files application.