HDD Formatting Guide

- You may format your external HDD through USB2.0 connection.
- Please make sure your external HDD is turned on and well connected to the PC before formatting the HDD.

1. Right-click “My Computer” icon and select the ”Manage” column.

2. Select “Disk Management” and you will see your External HDD showed “Unallocated”.
3. Right-click on the “Unallocated” block and select “New Partition”.

4. The “New Partition Wizard” will appear. Please follow the instruction of the wizard to complete.
5. When new partition is completed, the external HDD will be recognized as a “New Volume”.
6. Double-click “My Computer”. You will see the new volume appears on your PC.