

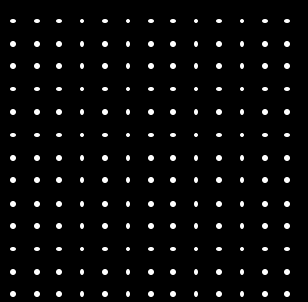
# Brief Overview of a File System:

- For this example, think of a file system as the shelves of a library. A file system is an organization system on your thumb drive that organizes the data like shelves organize the books in a library.

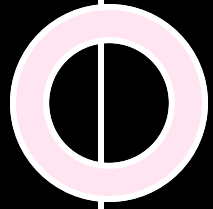




## What is Formatting of a Thumb Drive?



- When you format a thumb drive, you are essentially preparing it by establishing a file system and clearing any existing data from the thumb drive.



## Two Types of Formatting a Thumb Drive:

### **Quick Formatting**

Faster but less thorough approach.

In a quick format, you aren't deleting any data, but only removing the file system to make the data inaccessible.

### **Full Formatting**

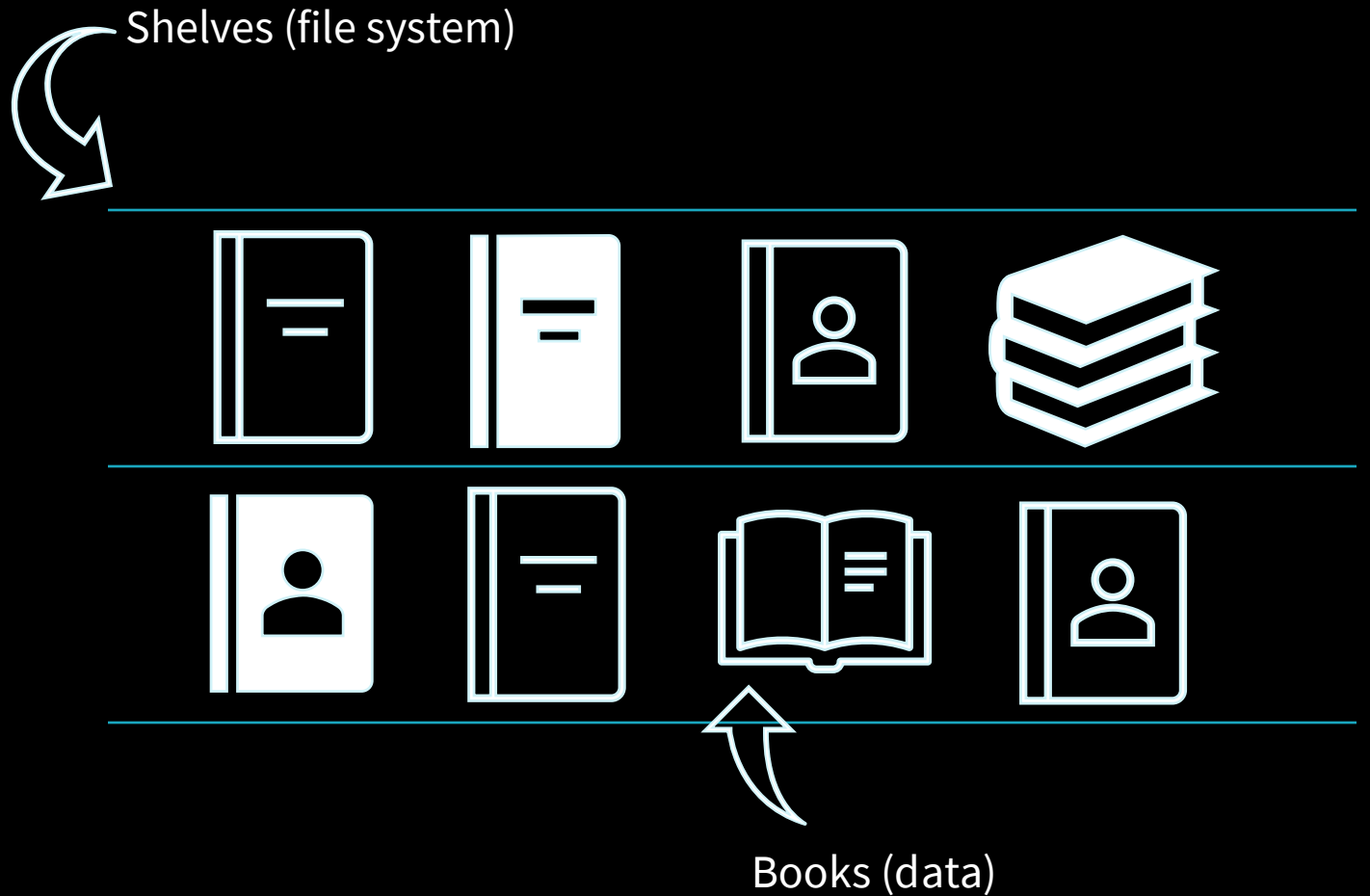
Much more thorough but can take much longer.

In a full format, you are erasing all the data and the file system, and creating a new, empty file system.

Both types of formatting set the thumb drive up for new data to be loaded onto the thumb drive.

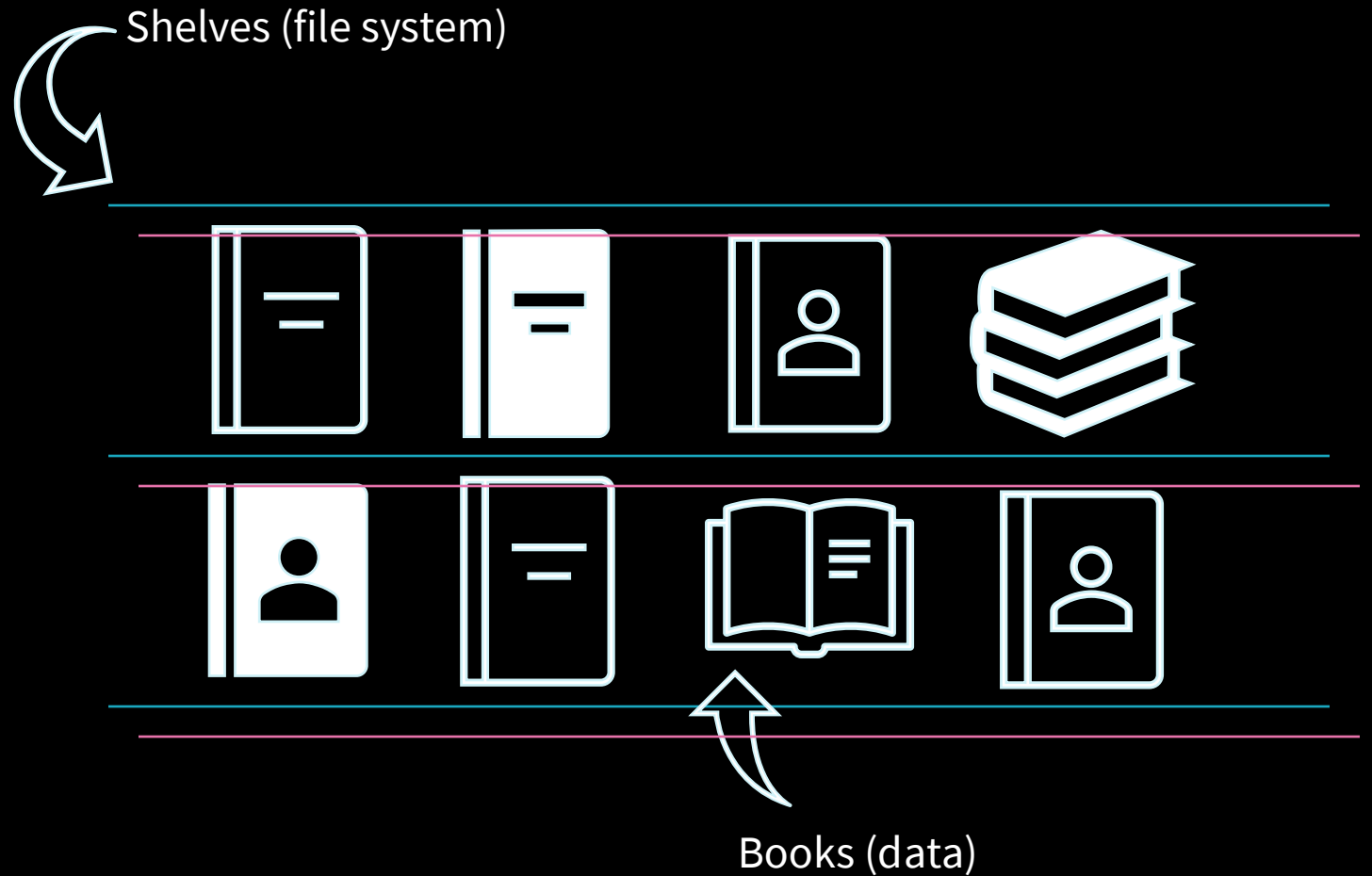
# Quick Formatting Example:

Using the same example as before, the library is the thumb drive, the file system are the shelves, and the data is the books. The shelves are removed, and the data remains, it's just inaccessible.



# Full Formatting Example:

In this example, the library is still the thumb drive, the shelves are the file system, and the books are the data. The books are removed from the shelves, the shelves are removed, and then new shelves are brought in.



# Formatting a Thumb Drive on Windows Computer

