

## Setting Up Your External Hard Drive

- Plug in the external hard drive into the USB-C slot on your MacBook
- After you see the orange Passport icon appear on your desktop, right click the icon and choose **Rename**
- Give your hard drive a name of your choosing
- Now open **System Preferences** (the gear symbol on your dock)
- Choose **Time Machine**
- Choose **Select Backup Disk**
- Click on the drive you just named
- Click **Use Disk**
- Click **Erase** to begin the first backup
- When it has finished back up, drag the icon for your drive to the trash to properly eject it