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**Sent:** Thursday, February 21, 2019 8:28 AM  
**To:** DOPM All Users <DOPMAllUsers@uabmc.edu>  
**Subject:** Computer Tip of the Week -- local-drive vs network-drives

## Please explain the difference between local-drive and network-drives


Brought to you by  
**Lisa Schwaiger**  
- DOPM HelpDesk Triage  
and Computer Tech in  
MT-403



### QUESTION:

I sometimes hear the terms **local-drive** and **network-drives**, but I don't really get it. It's all stuff on my computer, right?  
Please tell me in simple terms what those 2 things are, and how it affects me 😊

### ANSWER:

Local Drive	Anything physically saved on your actual computer in your office. Basically it is your <b>C:Drive</b> – which includes your <b>Desktop</b> and your “ <b>My Documents</b> ”
Network Drives	These are any drives with the letters <b>H:</b> through <b>Z:</b>  You can look in <b>File Explorer</b>  if you want to easily see what drives you have.  These drives are not on your actual computer; instead they are in our server room. These <b>network-drives</b> are backed up several times a day and are the safest place to store important information that cannot be lost if your computer has a physical failure.  It's always best to put anything important on a network drive.

See more info here: <https://www.uab.edu/medicine/dopm/help/where-to-save-stuff>

Was this helpful? Do you have suggestions for a future Tip of the Week? Do you have any other comments?  
Let us know at [dopmHelp@uabmc.edu](mailto:dopmHelp@uabmc.edu)

To see an archive of past Tips of the Week: <http://www.uab.edu/medicine/dopm/help/totw>