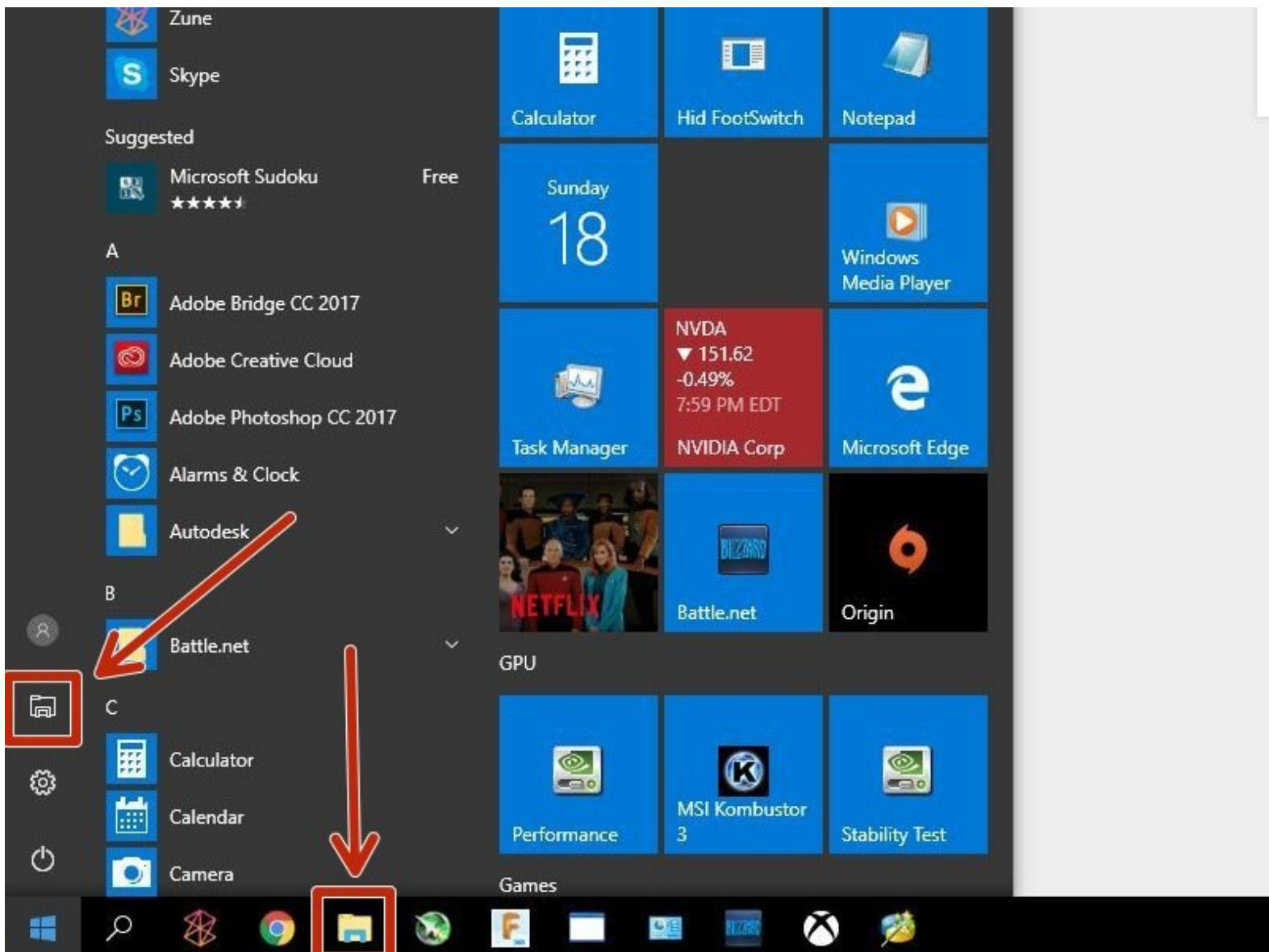




How to Format a drive in Windows 7-10

This guide will show you how to format a drive in Windows 7-10.

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INTRODUCTION

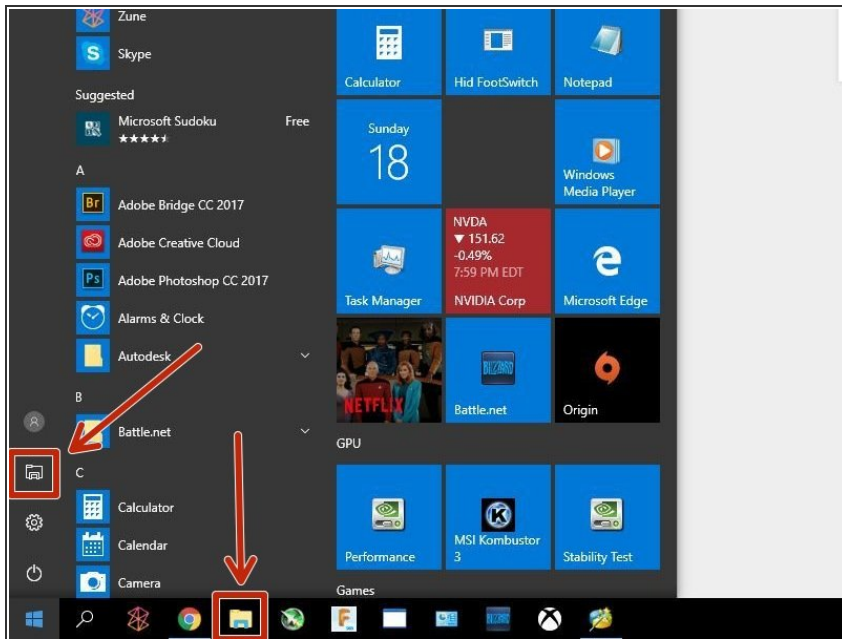
You may have bought a thumb drive or HDD that isn't formatted or just not the right type of format. This guide will show you how to format the drive to a file system of your choice using Windows 7-10 file explorer.



TOOLS:

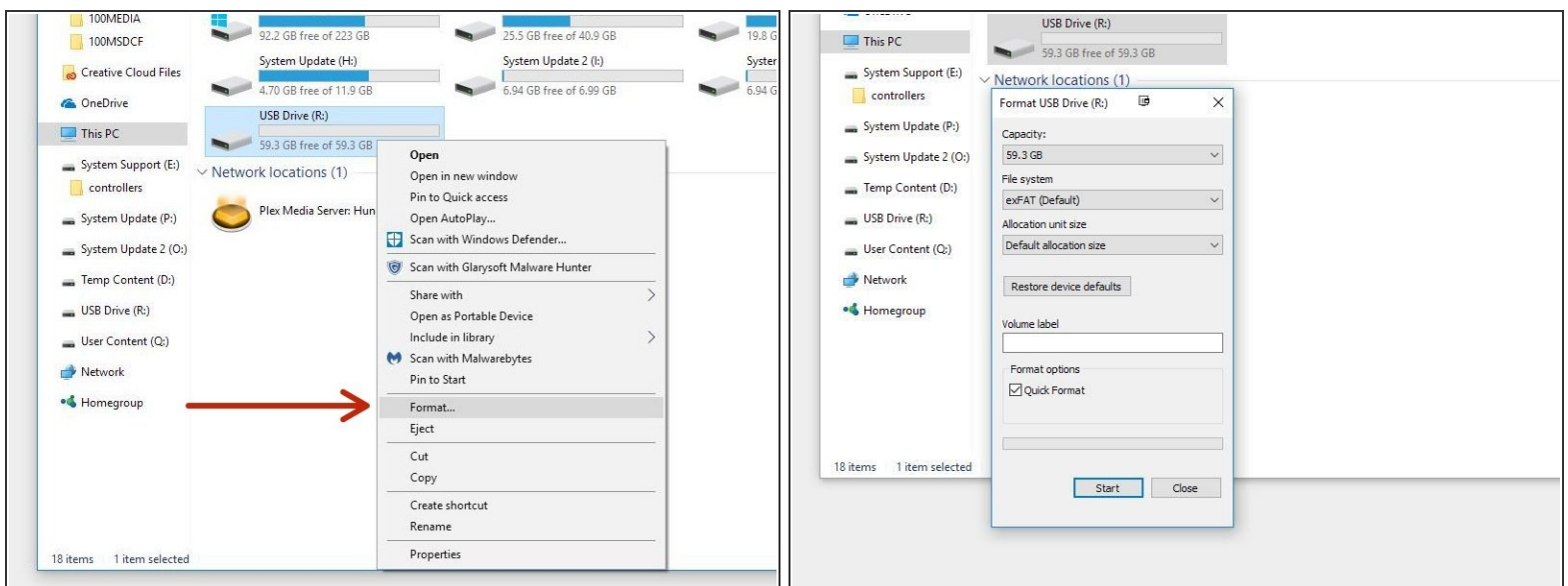
- [Brain](#) (1)
-

Step 1 — Open File Explorer



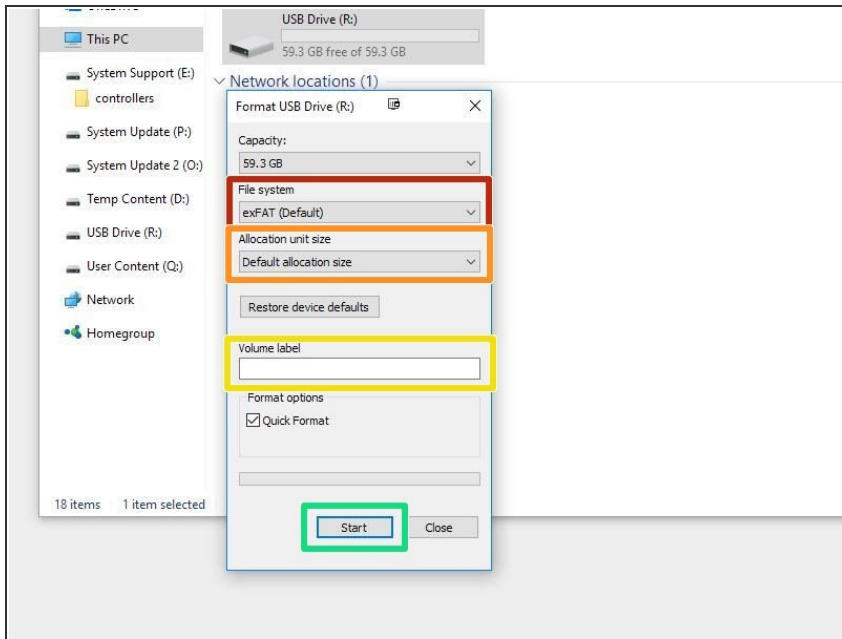
- Open File Explorer.
- You can do that from either of the red highlighted spots, or search for "File Explorer."

Step 2 — Open the Format Menu



- Right-Click on the drive you want to format, and click format
- This is what should pop up.

Step 3 — Format your drive



- if you will be using the drive for Windows, format it as NTFS. If you need a multi-OS drive, exFAT or FAT32 is recommended. However, keep in mind FAT32 has a 4GB limit on files.
- Use default allocation size.
- If you want to rename your drive put the new name here.
- Start the format. When It's done, you can close all the windows, and you are done.