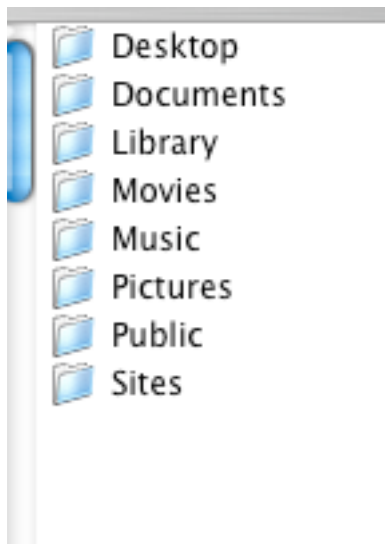


About the Home Folder



Apple creates a Home Folder on every OS X machine. This is where all your documents should be saved. Clicking the Home icon in any window accesses this folder. Although this folder can vary a little, it will contain the folders listed below. The Home folder on your hard drive will be similar to your Home folder on the faculty storage data server.



- *Desktop*- This folder contains all the files currently on your desktop
- *Documents*- Think of this folder as your personal filing system. This is where most of your documents should be kept. You can create as many folders as you'd like within this folder.
- *Library*- This folder contains system and preferences files. Most users should not tamper with this folder.
- *Movies*- Save your movies here.
- *Music*- Save your music here. iTunes automatically saves to this folder.
- *Pictures*- Save your pictures here. iPhoto automatically saves here.
- *Public*- On the server, any files you place here will be open (read-only) to other users who have access to the same file server. Place files in here that you wish to share with your colleagues. On a single workstation with multiple users, all users will be able to see documents inside this folder. If you look inside this folder, you will see a Drop Box. The Drop Box is like a mailbox. Other users can put things in your Drop Box, but they can't see what's inside.
- *Sites*- This will be reserved for future use. Eventually, any websites placed here will either be seen by those with access to this server, or by anyone on the Internet.

