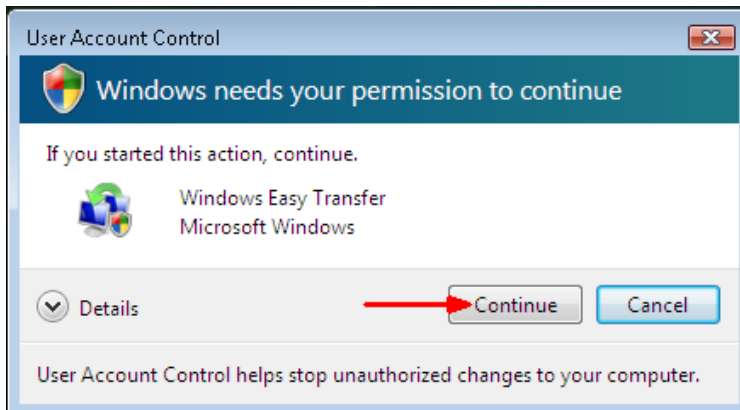


## Importing Files to Your New Computer using Windows Easy Transfer Wizard

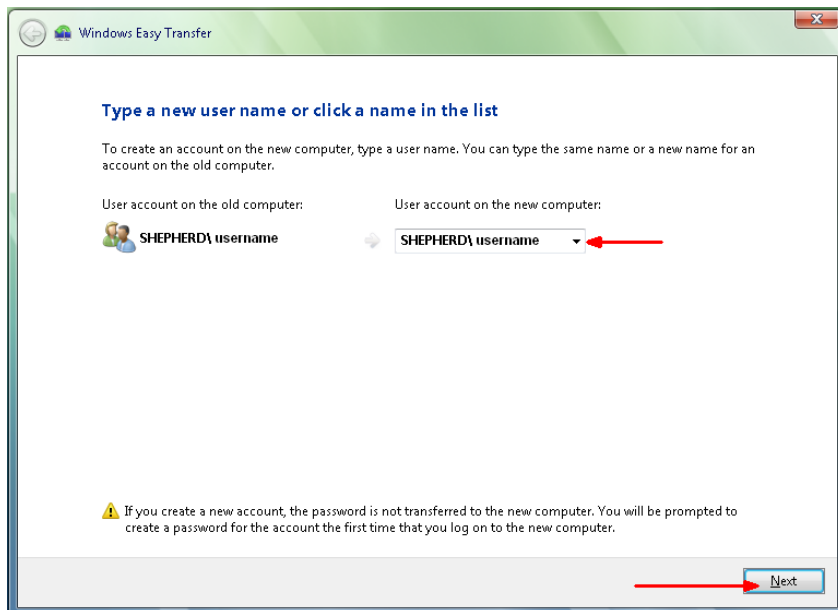
1. Login to your new computer. Verify all programs are closed. Go to the **Start** button and type [\\sushare\temp\\$username\username.MIG](#) in the **Search** box. Replace the words username with **YOUR** Shepherd username.



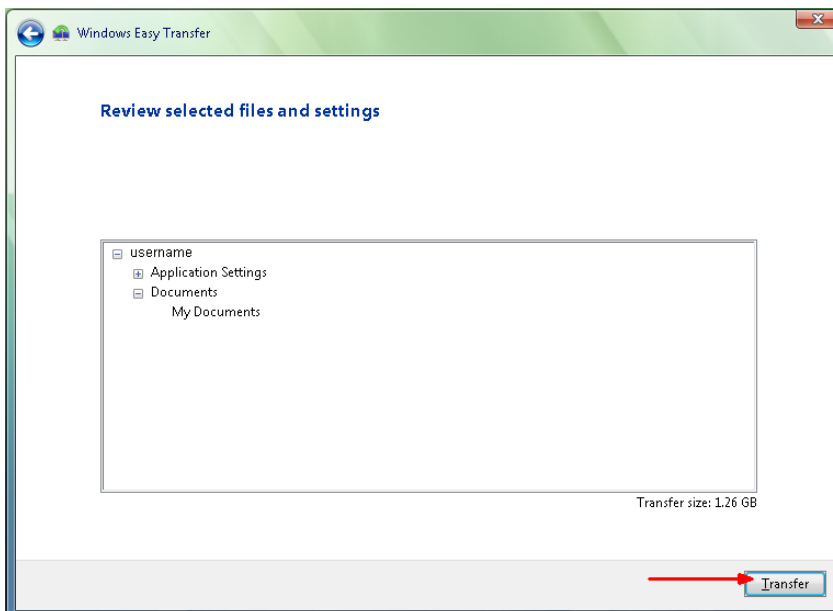
2. In the **User Account Control** window, click on **Continue**.



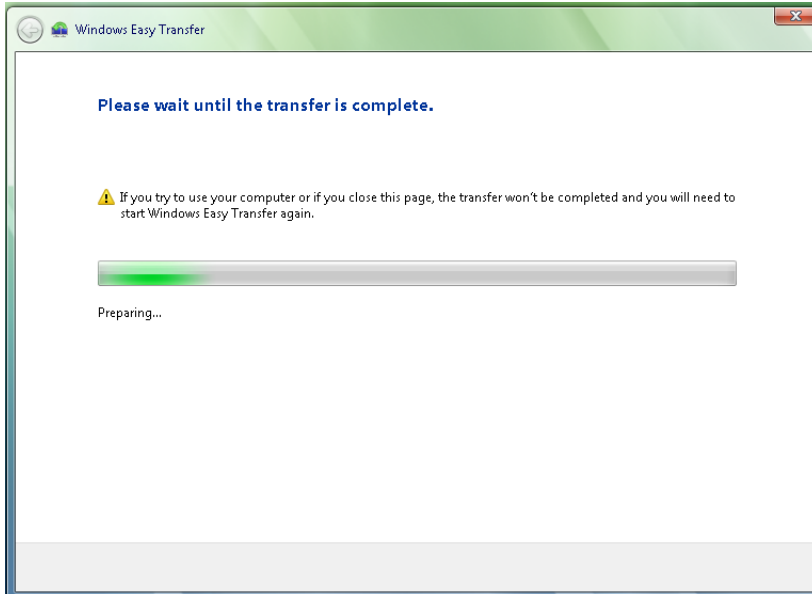
3. Under **User account on the new computer**, **SHEPHERD\ your username** should be displayed. If it is not, click on the drop down arrow and select your username. Click on **Next**.



4. In the next window, click on **Transfer**.



5. The transfer will start. Do not close this window.



6. Once the transfer is complete, click on **Close**. Your files are now on your new computer.

