How to Update your USBs!

Each quarter, RaceTrac Food Programs and Offers team will be providing this team with any new files that need to be updated at the stores. At that time, we will be delete and old files off this team up and upload the new files. Below you will find instructions on how to upload these new files onto your USB's so you can begin the updates.

1. Select your first USB to upload. For this, we'll use Combi_MTO as the example file
2. Find you Combi_MTO USB, insert into your USB drive on your laptop
3. Open the USB folder (called "StorenGo") on your laptop
4. You should see the old file on the USB, select this file, right click and delete
5. If there are other files on the USB, it is very important that you delete all of the files
6. Once the USB is completely empty, you're ready to upload the new file to the USB
7. Go to the link provided in your email that in links you to where each file is saved.
8. Select the link that corresponds with "Combi_MTO"
9. Open the Combi_MTO file, right click on the file and select copy
10. Once copied, go back to the USB folder, right click and select paste
11. The file should now be copied into the USB
12. Go to the bottom right hand screen of your laptop, right click on the USB icon and select "Eject"
13. Wait until message "Safe to Remove Hardware" appears, then remove your USB and continue to the next file