Be Sure to Put a Label on Your USB Drive!

USB drives left in campus labs are sent to the Campus Police Lost and Found in Room 7112.

IT Lab Staff and Campus Police will NOT connect the USB drive to a PC to try and identify the owner.

Any USB drive without some type of external label that the owner can use to identify it will not be returned to the owner.

Some suggestions for labeling your USB drive include:

- Write your name on the drive with a permanent marker
- Put a label with your name on the drive

NOTE: If you are uncomfortable with putting your name on the drive, use some type of nickname for it that only you would know such as the name of your great-great-great grandfather from Lithuania or the name of the dog you had when you were fourteen.

Do NOT use the following to label your USB drive:

- Your full address
- Your phone number
- Your Tartan ID number
- Your Social Security Number
- Or any other sensitive personal information

For questions or additional information, contact the IT Help Desk at 937-512-HELP (4357) or at helpdesk@sinclair.edu