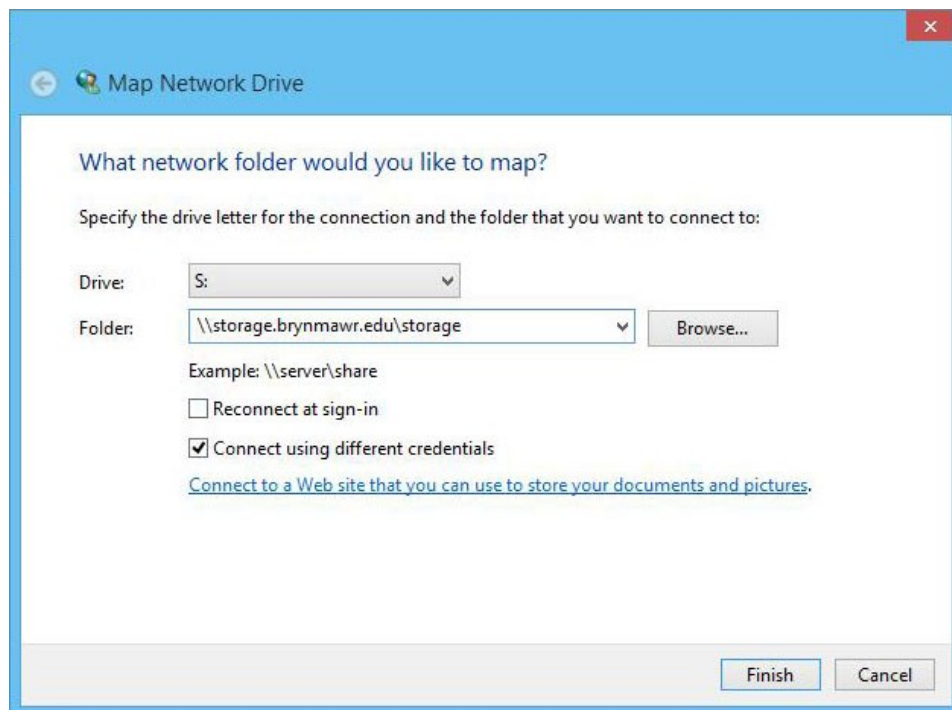


# Mapping Your Network Drives—Windows 8 & 8.1

Being able to access your network drives from your personal computer on campus (or a computer off campus connected via VPN) gives you easy access to all of your files stored on your H: drive or any departmental drives (S:). By saving files to your network drive, you can open them from almost anywhere. These instructions will show you how to connect to these drives. Note that if you are doing this on campus, you will need to be connected via eduroam or an Ethernet connection, and this will require connecting via VPN when not on campus.



1. From the desktop, press the Windows key to access the Metro screen, where you can begin typing to open the search function. Type "This PC" (without quotation marks), and press **Enter**.
2. At the top of the window labeled **This PC**, click **Computer** then **Map Network Drive**.
3. Choose a drive letter: select H: for your Home Directory and S: for Departmental Drives.

For H: (Home Drive):	\\home.brynmawr.edu\home\ <i>username</i>
For S: (Departmental Drives):	\\storage.brynmawr.edu\storage

4. In the **Folder** field, enter the path of the directory you want:
5. Uncheck the **Reconnect at sign-in** box.
6. Check the box **Connect using different credentials**.
7. Click **Finish**. When prompted, enter "BRYNMAWR\*username*" (without quotation marks and using your own College username) as the username and your College password. Do not check **Remember my credentials**—when you change your password, the saved password will no longer be valid.
8. Click **OK**. In a few seconds, your drive will open in a new window.