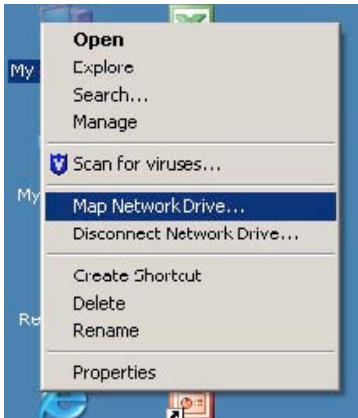
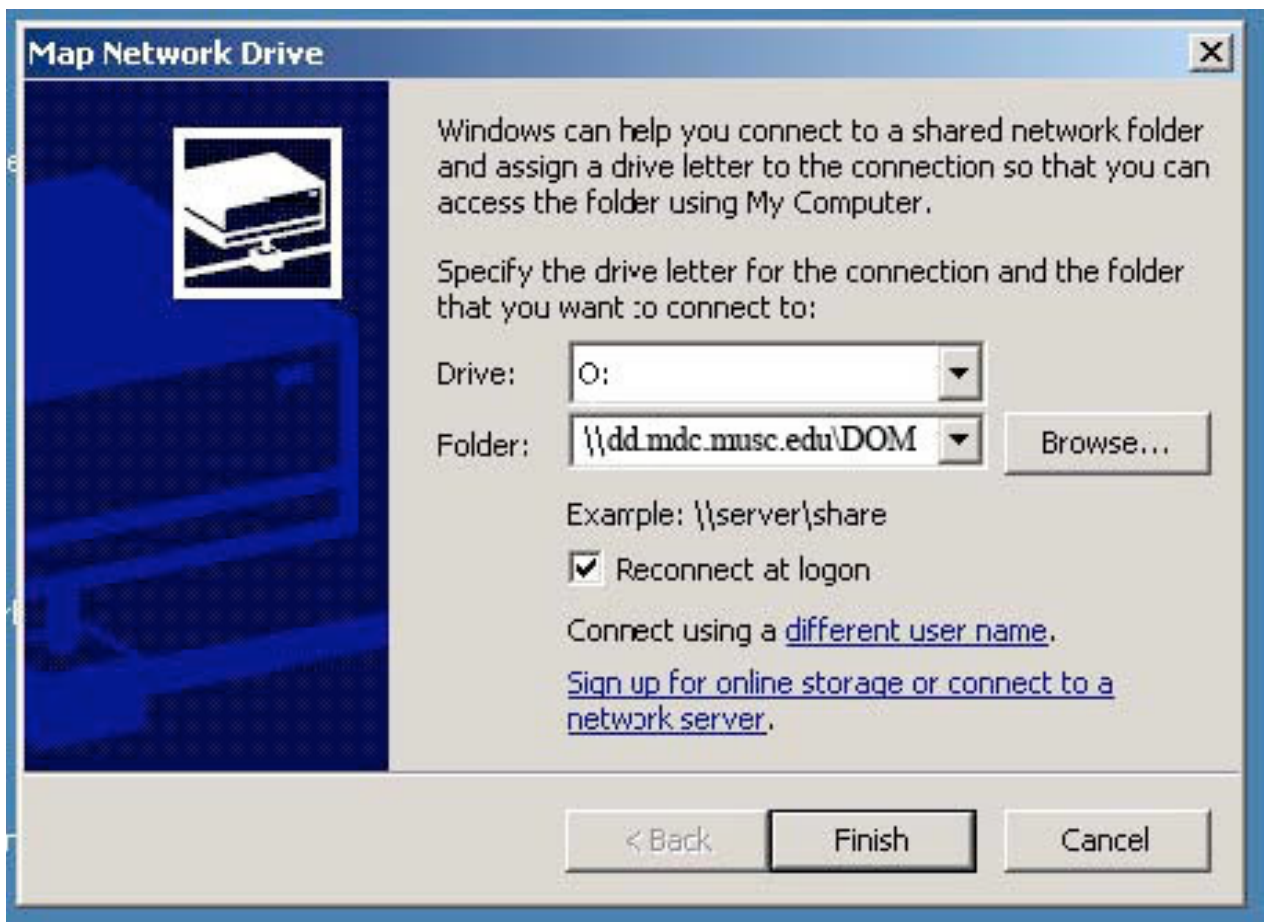


How to Map a Network Drive



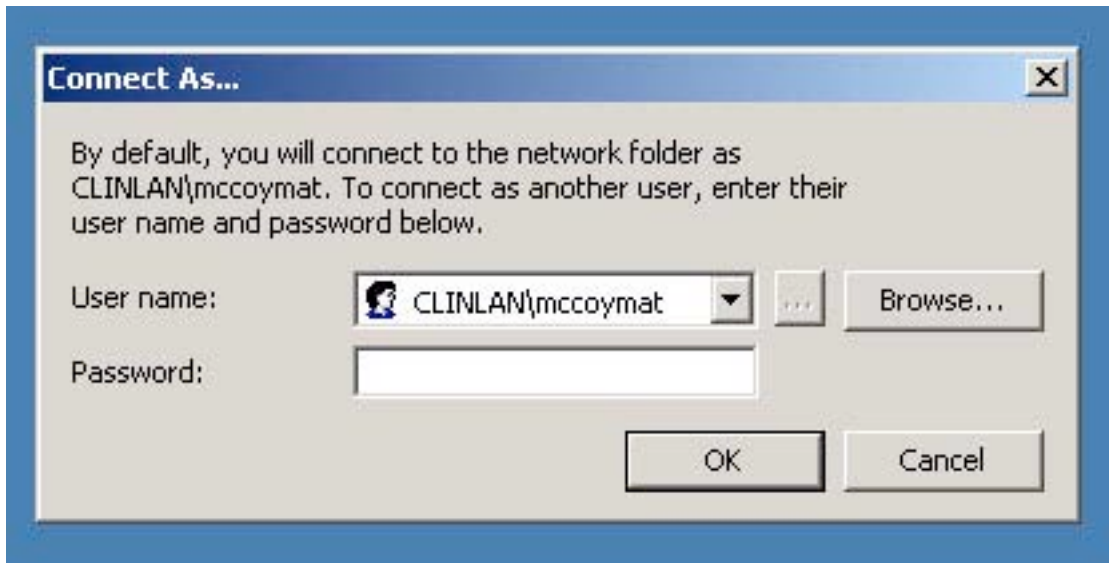
First thing you need to do is right click on the 'My Computer' icon and select 'Map Network Drive'.

A new dialog box will open up like the one pictured below. The folder box is where you want to type the path of the folder you would like to be connected to. For example you would type [\\dd.mdc.musc.edu](http://dd.mdc.musc.edu) in the Folder box.



Also make sure that the checkbox for 'Reconnect at logon' is checked so the drive will show up every time you log in.

If you are a Non-LYNX PC user then you will have to click on "Connect using a different user name". This will bring up a new box like the one below. Enter your netid and password to connect. Make sure to do it like below and type CLINLAN\netid for your username. Click ok.



Click 'Finish' and if all the settings are correct the contents of the folder will pop up. If you see an error please email medhelp@musc.edu for assistance.