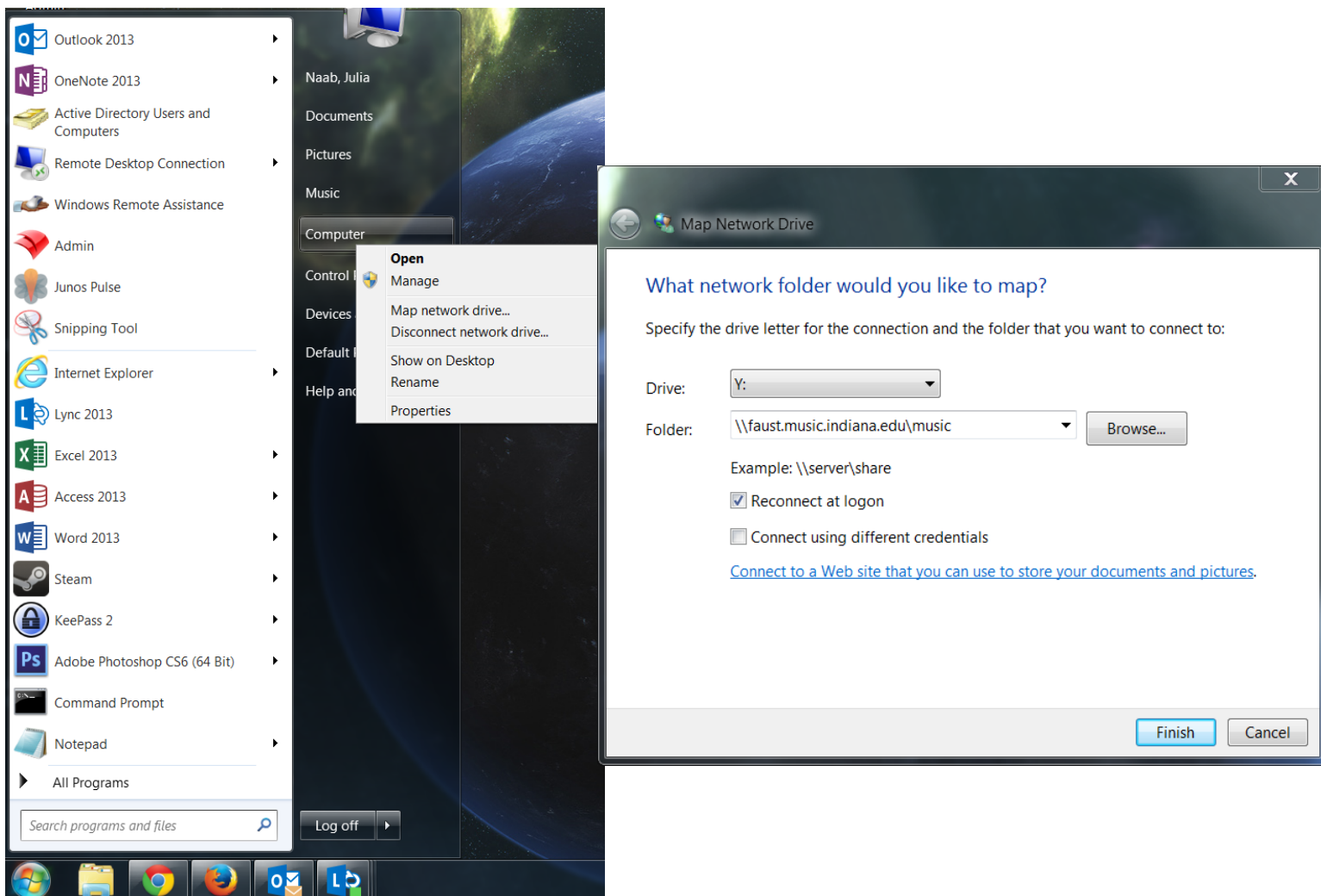


Mapping a Network Drive to the File Server

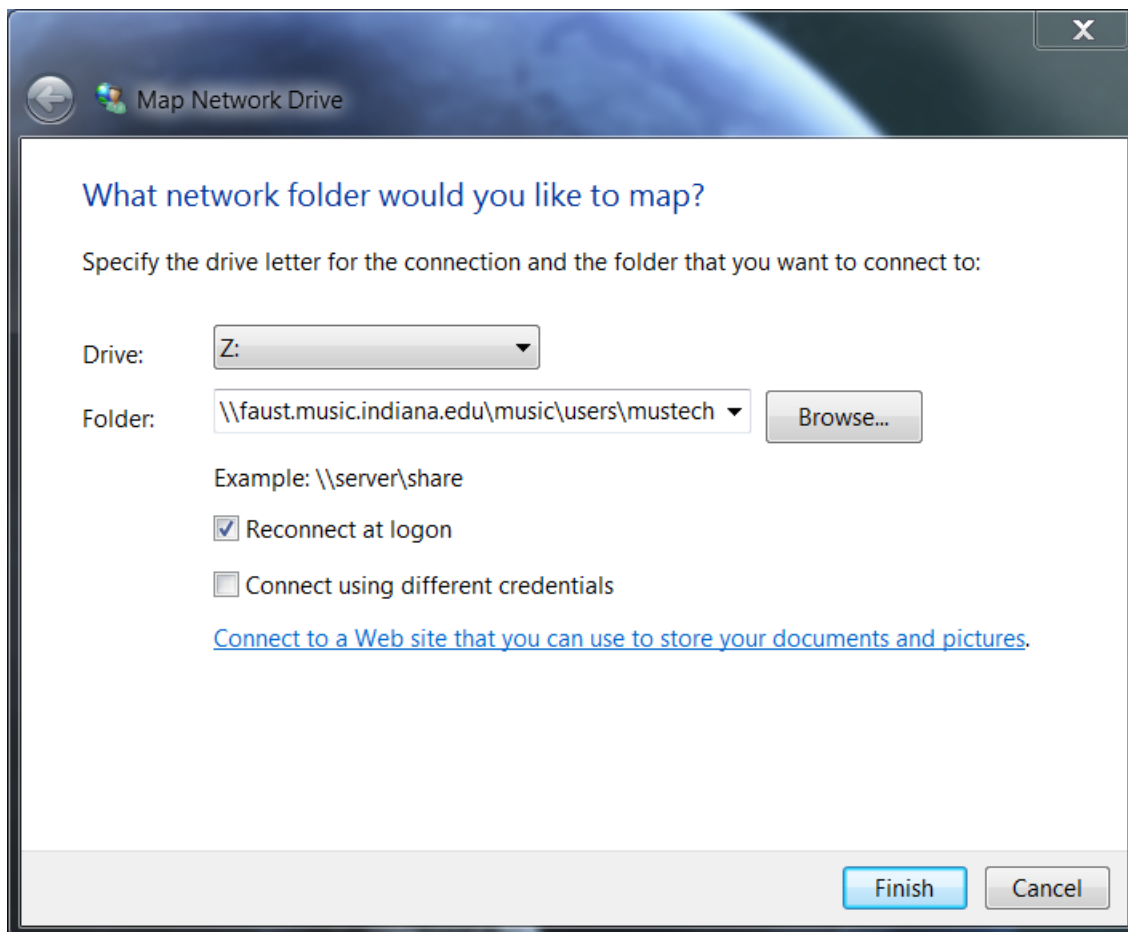
Generic Drive Mapping

- 1) Right-click on **My Computer** and select **Map Network Drive**
- 2) **For the Drive:** <any available drive letter will work>
- 3) **For Folder:** type `\\faust.music.indiana.edu\music`
- 4) Check the box next to “Reconnect at Logon”
- 5) Click Finish



Map User folder

- 1) Right-click on **My Computer** and select **Map Network Drive**
- 2) **For the Drive:** <any available drive letter will work, preferably use Z: if available>
- 3) **For the Folder:** type **\\faust.music.indiana.edu\music\users\<your username>**
- 4) Check the box next to “Reconnect at Logon”



Map Group, or Department Folder

- 1) Right-click on **My Computer** and select **Map Network Drive**
- 2) **For the Drive:** <any available drive letter will work, preferably use G: if available>
- 3) **For Folder:** type `\\faust.music.indiana.edu\music\groups\<dept folder>`

