Mapping Network Drives

1. Click on the Start icon in the lower left-hand side of the desktop

2. Right Click on File Explorer and select Map Network Drive

3. Type in the following properties to **map to the rm108shared network drive**

1. Set the Drive letter to M
2. Type in \\shlandesk\Rm108Shared
3. Make sure Reconnect at logon is checked
4. Click Finish

4. Type the following in properties to **map to the rm108users network drive**

Map Network Drive

What network folder would you like to map?

Specify the drive letter for the connection and the folder that you w

Drive: U:

Folder: \\shlandesk\Rm108Users   Browse...

Example: \\server\share

☑ Reconnect at logon

☐ Connect using different credentials

Connect to a Web site that you can use to store your documents and pictures.

Finish   Cancel

1. Set the Drive letter to **U**
2. Type in \\shlandesk\Rm108Users
3. Make sure Reconnect at logon is checked
4. Click Finish

5. Now both new drives will show under File Explorer