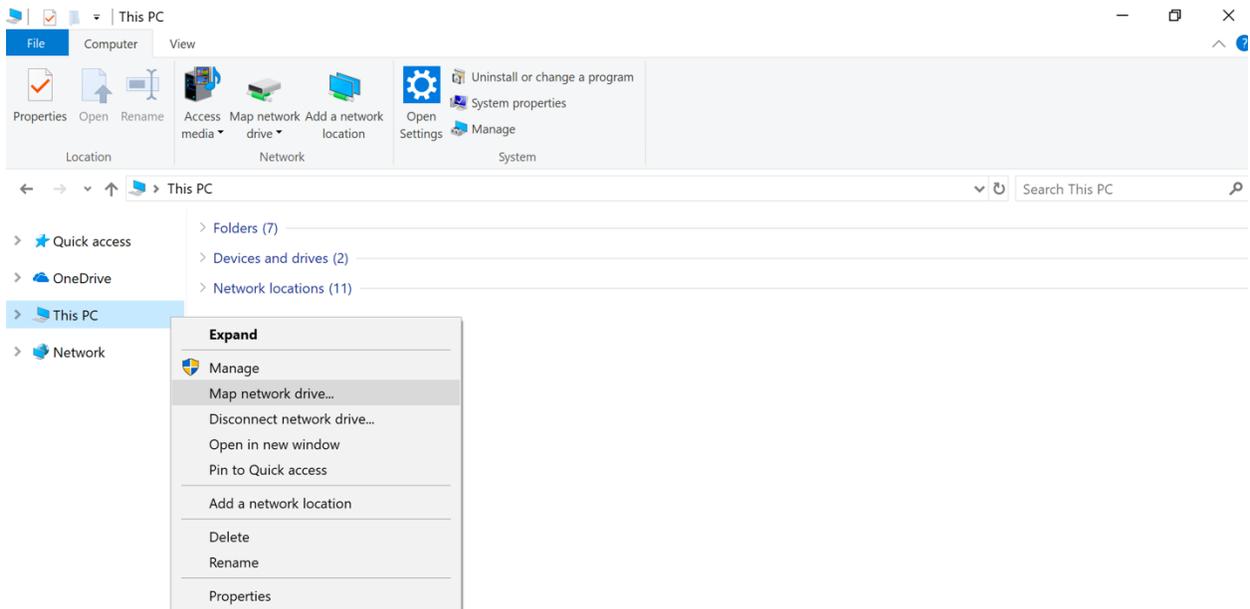
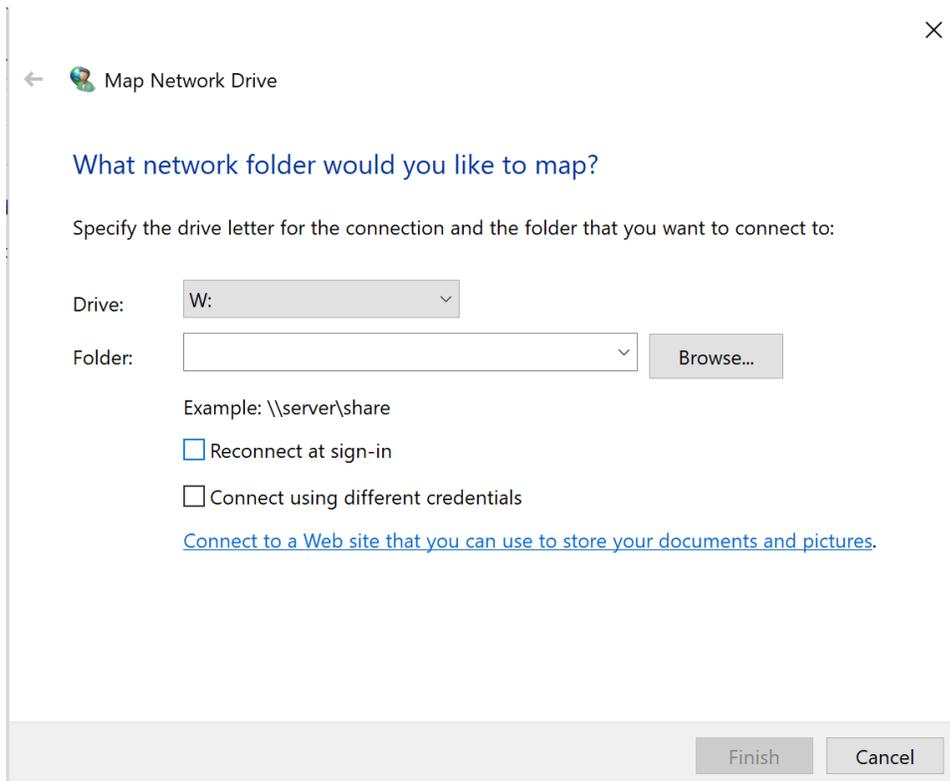


## Remote Network Drive Access

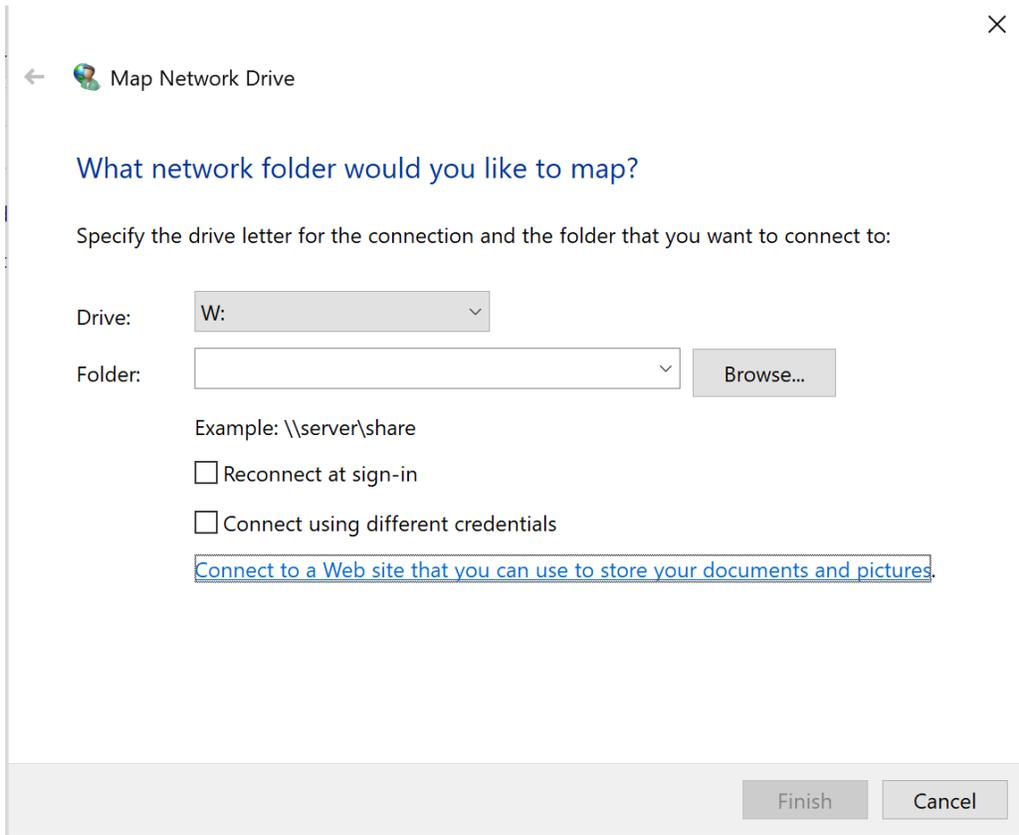
1. Open Explorer
2. Right Click on "This PC". Left-click on "Map Network Drive..."



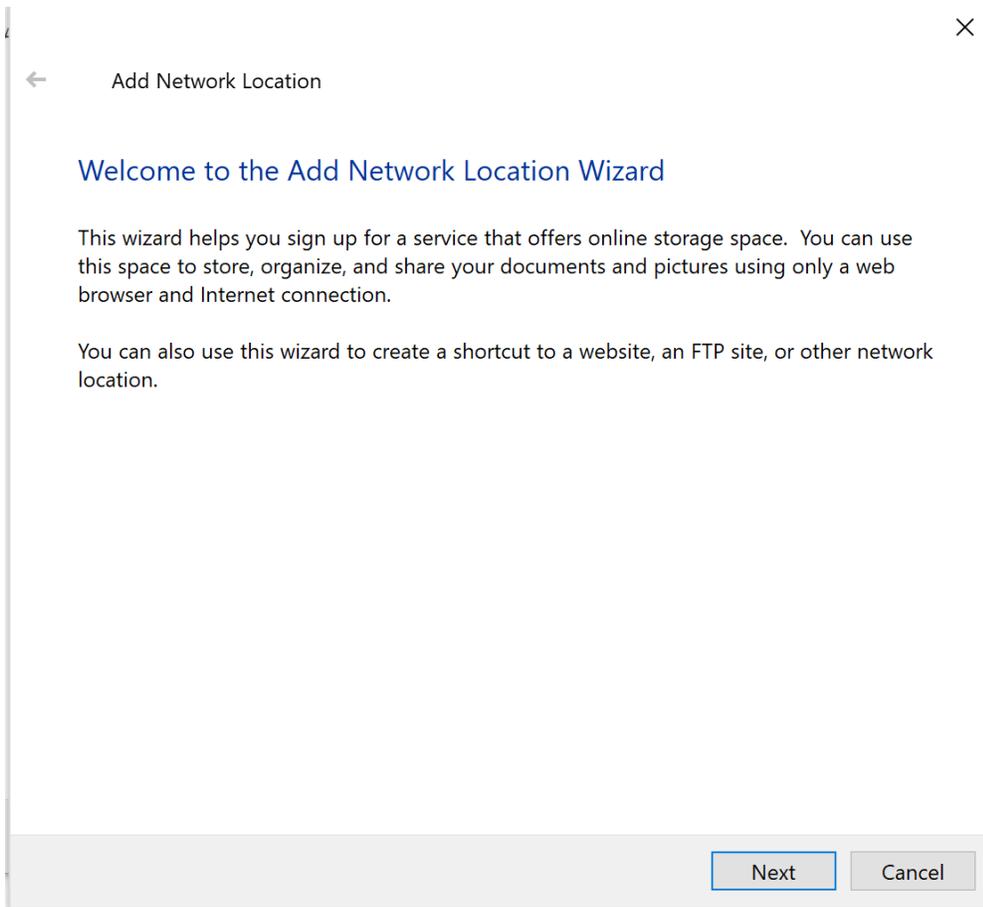
3. Uncheck the "Reconnect and Sign-in" box.



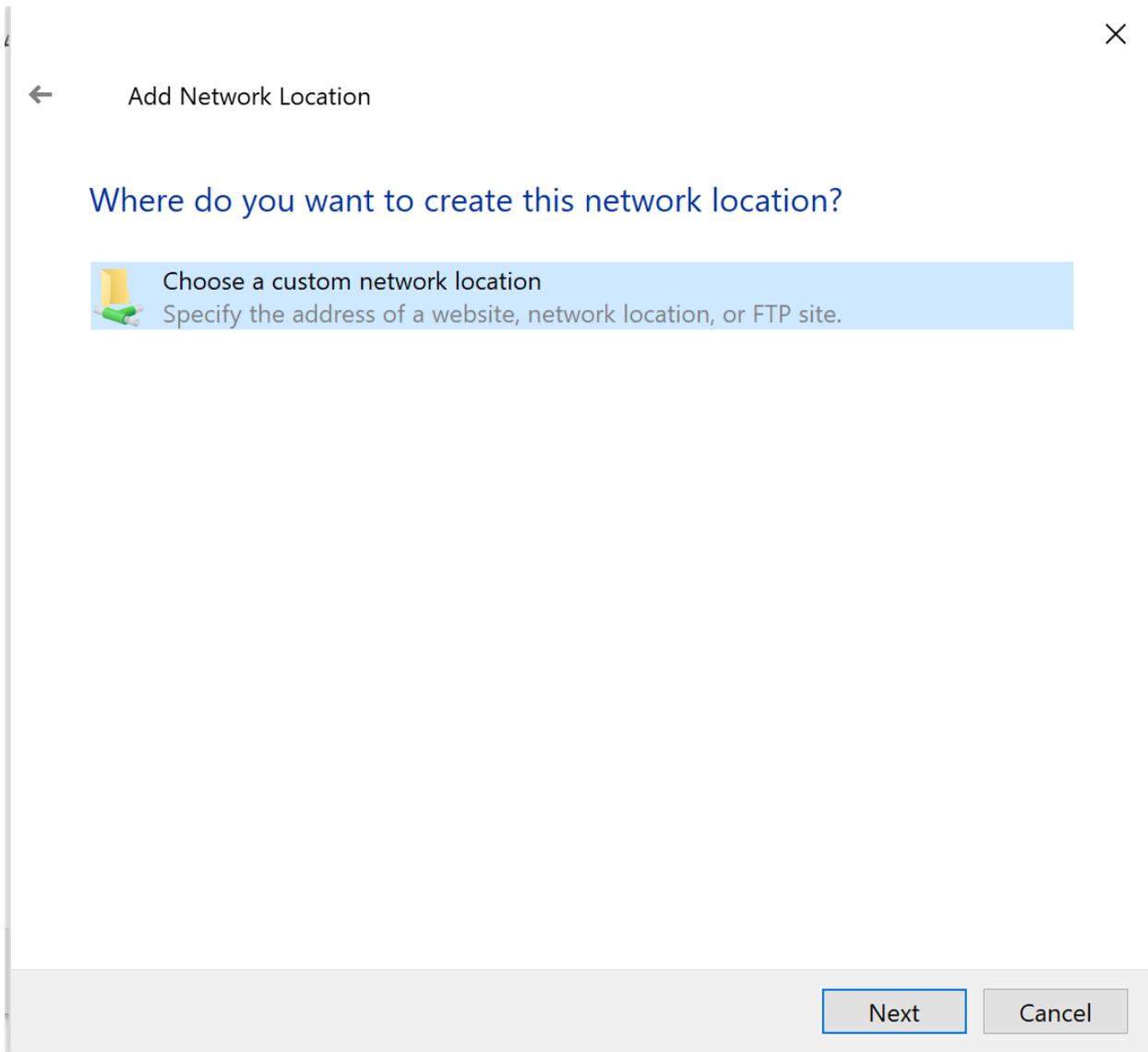
4. Click the “Connect to a Web site that you can use to store your documents and pictures.” link.



5. Click the Next button on the “Welcome to the Add Network Location Wizard” pop-up.



6. Click the "Choose a customer network location" item and click Next.



7. Enter <https://winftp.catawba.edu:5789> in the Internet or network address: box and click Next.



Add Network Location

## Specify the location of your website

Type the address of the website, FTP site, or network location that this shortcut will open.

Internet or network address:

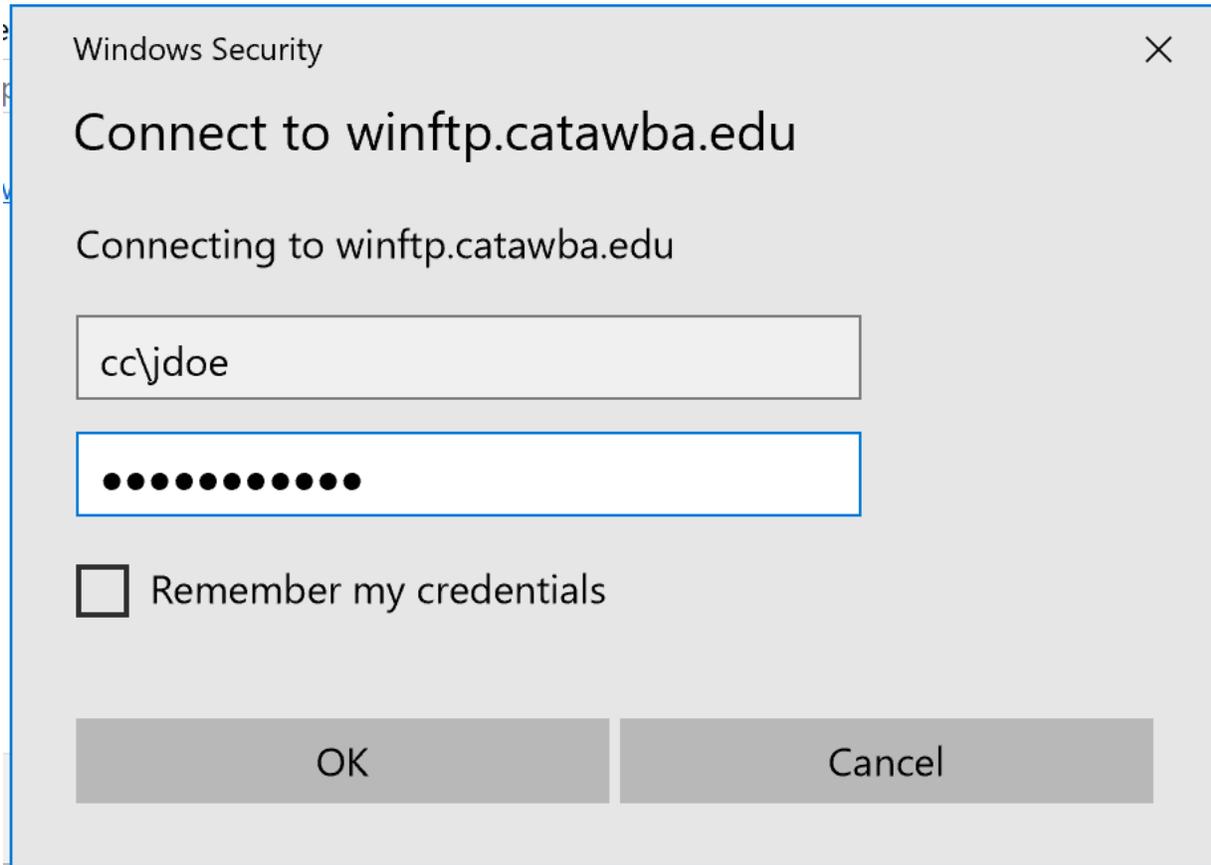
Browse...

[View examples](#)

Next

Cancel

- When prompted for your credentials, enter CC\



9. You can enter a custom name for the drive mapping or take the default. Click Next.

← Add Network Location ×

What do you want to name this location?

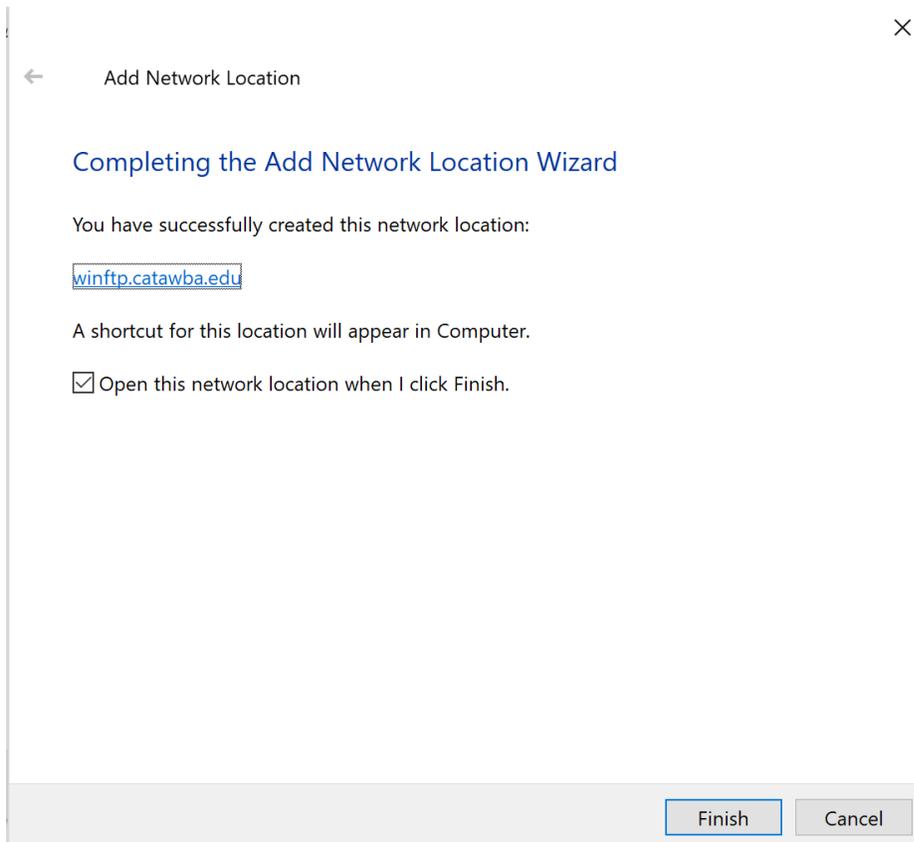
Create a name for this shortcut that will help you easily identify this network location:

https://winftp.catawba.edu:5789.

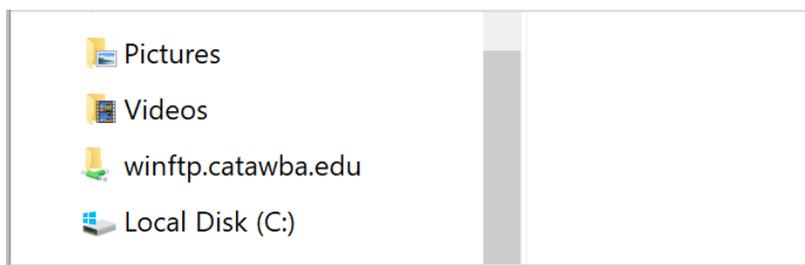
Type a name for this network location:

Next Cancel

## 10. Click Finished.



## 11. Once finished, you should be returned to Explorer. You will see the new drive mapping on the left hand side.



12. When the “winftp.catawba.edu” folder is selected, on the right-hand side of the pane, you will see the folders that you have access to. HOME is your H drive. DEPT is your I drive, TDRIVE is the TDRIVE and CDROM is a volume we use for software deployment. When you click Home, you will then see a folder that has your username. This is your actual H drive folder. Similarly, when you click the DEPT folder, you will see the departmental folders you have access to.

Name	Date modified	Type	Size
CDROM	10/10/2018 3:04 PM	File folder	
Dept	10/10/2018 3:19 PM	File folder	
Home	10/10/2018 3:02 PM	File folder	
TDrive	10/10/2018 3:10 PM	File folder	

One thing to remember, this will only work from off-campus. This will not work while on-campus, since while on-campus the actual drive mappings are present.