Mapping a Network Drive in Windows

Step 1. Click on the 'start' button in the lower, left corner of your screen

Step 2. Choose 'Computer' or 'My Computer'*

Step 3. Click on 'Map network drive'

Step 4. Type \shares\home$\username in the folder field (type in your own username)*

Step 5. Check off the 'Reconnect at logon' box and then click 'Finish'

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1 This document specifically addresses shared drives aka "U drives" on Windows 7 & Windows Vista. Updated: 8/6/121
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