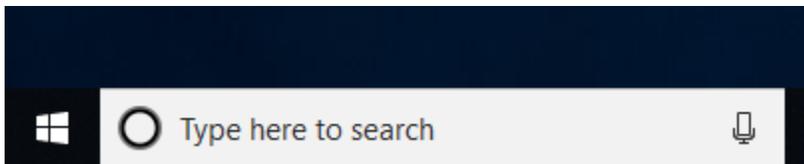


How to Connect to the H: Drive on a Campus Windows 10 Desktop

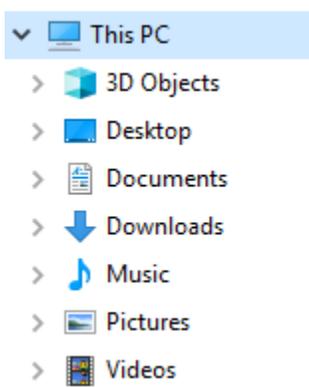
1. Go to the Windows **Start** menu.



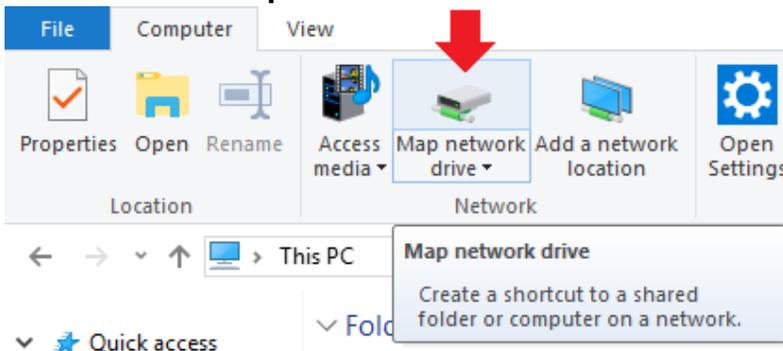
2. Select **File Explorer** icon. If the **File Explorer** icon is not available, search for it in the search toolbar.



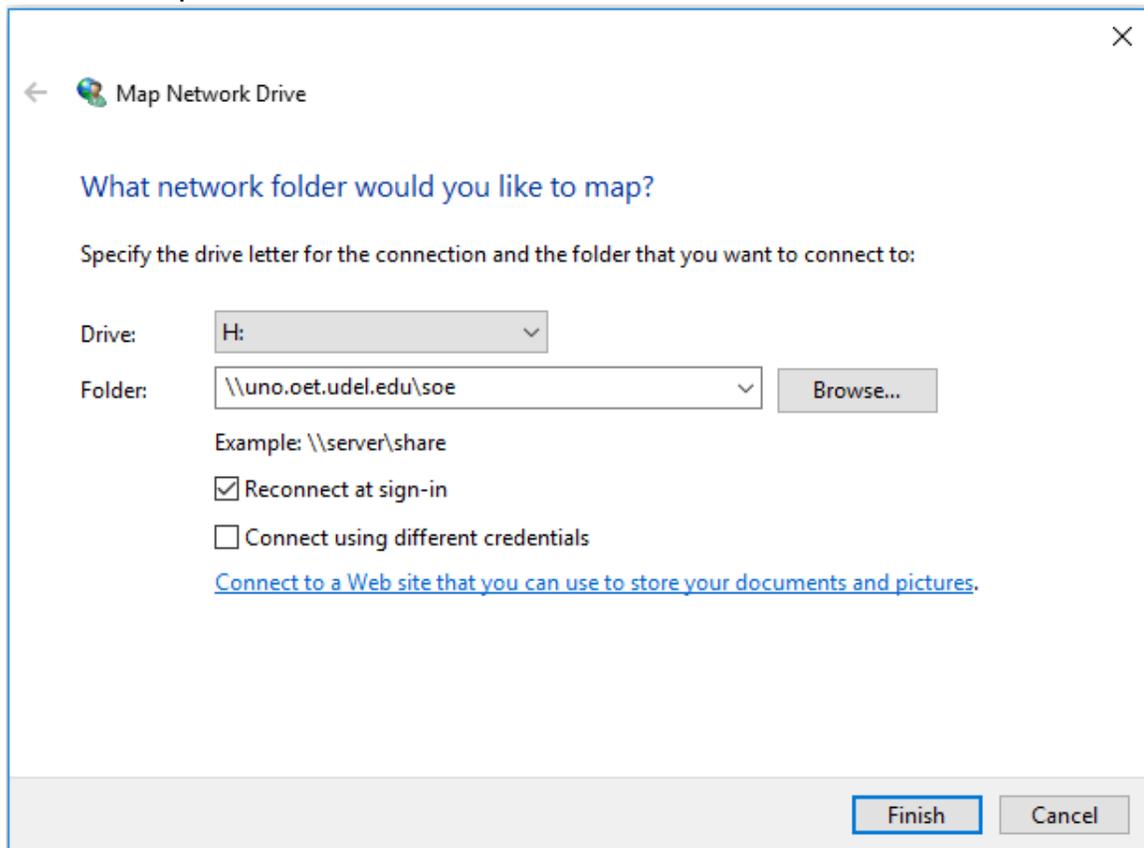
3. On the left hand side of the **File Explorer** window select **This PC**.



4. At the top of the window make sure the **Computer** tab is selected and then click the **Map network drive** icon.

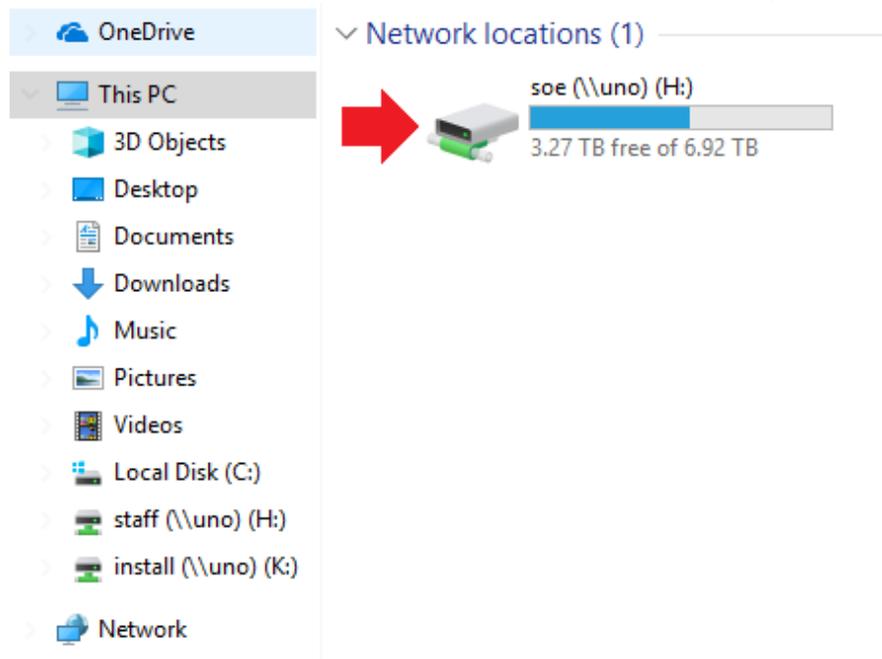


5. The **Map Network Drive** dialog box will open. In the **Drive** box, choose H: from the drop down menu, if it's available. If it is not, you can choose any available letter higher than H: that is available. If you do not know the path to your files, ask an OET staff member. In the Folder box, type [\\OETservername\OETsharename](#) as pictured in the image below (e.g., [\\uno.oet.udel.edu\soe](#)). Verify that the **Reconnect at logon** box is checked, if you do not want to map the drive again when you log into the computer and then click **Finish**.



6. Your mapping to the H: drive should now show up in the file explorer window when you select **This PC**. You should be able to click twice on

the H: drive share (i.e., soe on uno) icon to access your files.



If you have questions, please contact oet-help@udel.edu, use the help request form at www.oet.udel.edu, or call us at 302-831-8162.