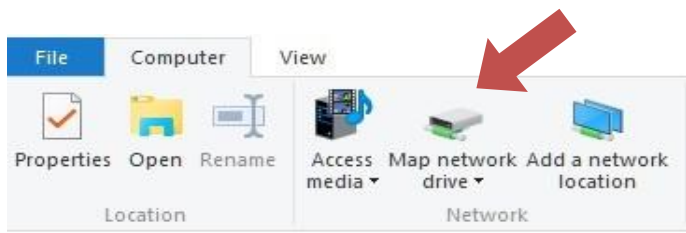
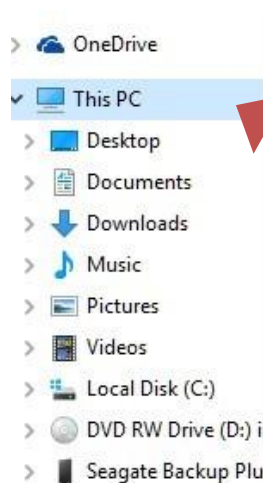
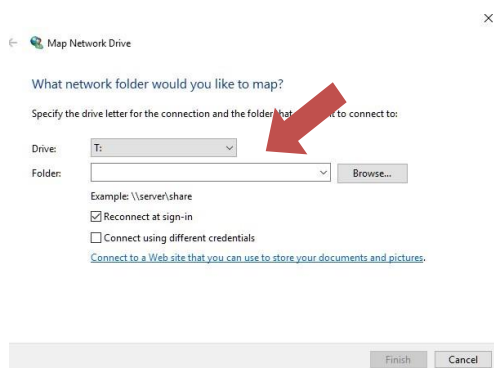


HOW TO MAP A NETWORK DRIVE – WINDOWS 10

1. Click on the Search button.
2. Click File Explorer.
3. Right click on This PC OR at the top of the menu ribbon, click on Map network drive icon.



4. Click on Map Network Drive.
5. Select a drive letter that isn't currently being used.



6. Type the following server name and folder path you were provided with.
(example: [\\b3308-adm\Provost Office](#))
7. Verify that the Reconnect at logon box is checked and click Finished.