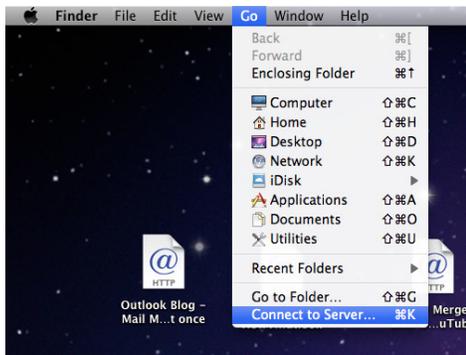


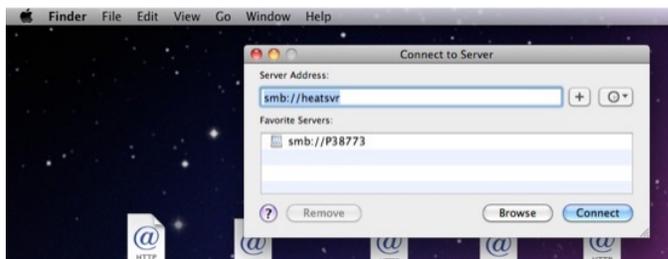
## ADDING NETWORK SHARED DIRECTORIES ON A MACINTOSH (OSX 10.8.8)

This document contains procedures for connecting a network shared directory to a Macintosh computer. The procedures listed below apply to OS X 10.6.8 and may differ somewhat on other versions of OS X. This document is for training, educational and informational purposes only.

\*\*\* Quotes are for informative purposes only and are not to be considered as part of the information you enter into fields. \*\*\*

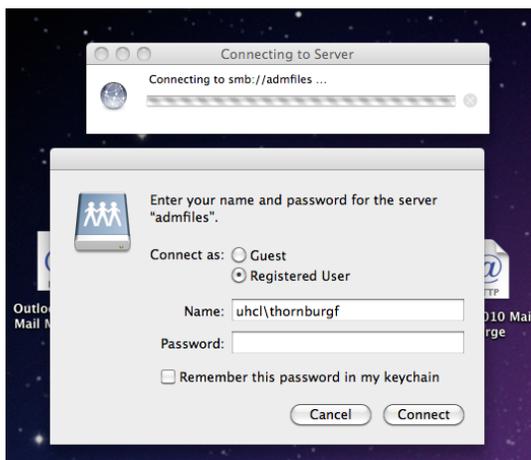
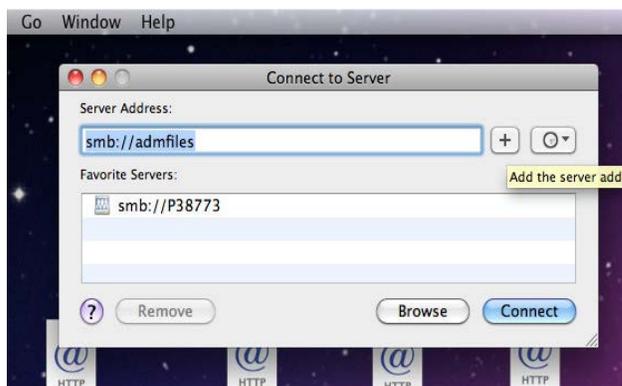


1. Connection to Windows system shared directories is done through the **Connect to Server** menu item under the **Go** menu on the main Apple menu bar.



2. In this example we are going to connect to a directory on the **admfiles** server. When Macs connect to directories on Windows based file systems, the Mac must specify the **Server Message Block (SMB)** protocol. This is accomplished by using the "smb://" designator in front of the directory path. If you know the full network directory, you can type it into the Server Address box (i.e admfiles/Directory/Sub-Directory/etc.)

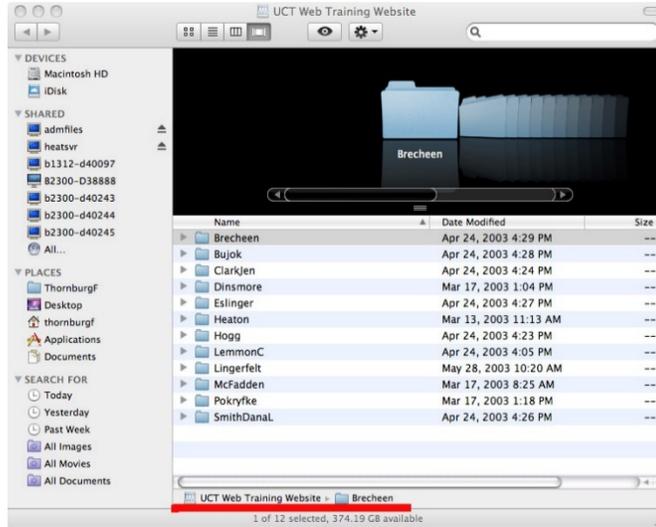
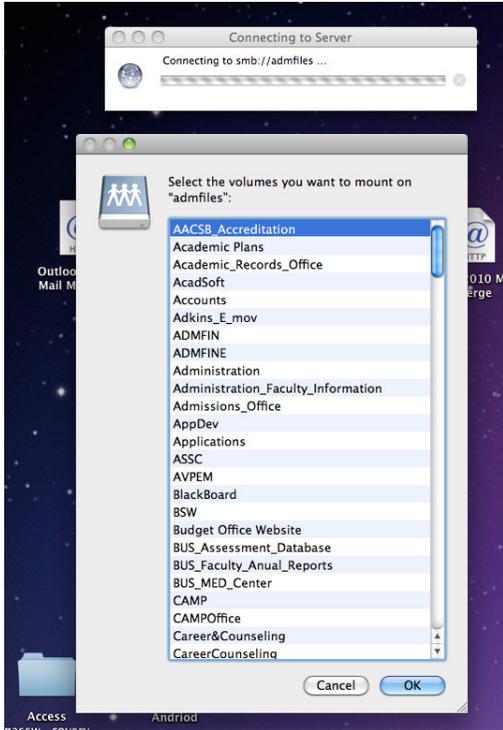
3. When connecting to the network shared drive, you will be prompted for your credentials. Use your UHCL User ID and password. Place a "UHCL" in front to designate this as a UHCL account.



4. Be aware that if you choose **Remember this password in my keychain**, you will have to manually change this password every time your password changes (at least every 120 days). If the Mac repeatedly attempts to connect to the shared directory with the wrong password, your account can become locked out.

A safer but more time consuming method would be to enter the password manually on every connection.

4. After successfully authenticating, you will be asked to select which directory (volume) you want to mount. If you typed the full directory path, you will be shown directly to that share.



5. After you successfully connect to your shared directory, you can add it to the **Favorite Server** section by clicking on the + button.

It will now be available for future connections by just clicking on it.

