

# TechNote

## Mapping Drives in Microsoft Windows 7

This TechNote describes how to connect to network drives in the Freeman Network. You have access to several network drives for connecting to printers, sharing information, backing up school documents and turning in assignments.


Microsoft Windows 7 Professional is the preferred version of Microsoft's Windows 7 and is referred to in this TechNote. Some versions of Microsoft Windows 7 Home editions may not have the same layout as the pictures included here and may not be able to use network printers along with other network resources.

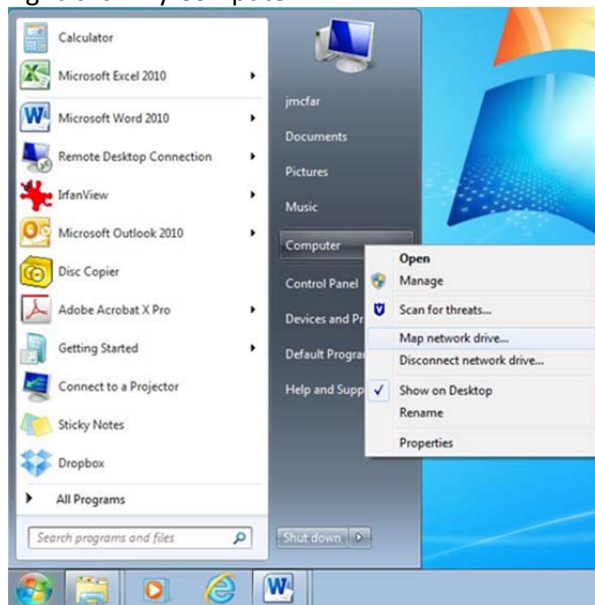
You will need your Freeman School Network ID and password to perform the steps described in this TechNote. See a Freeman School Information Technology staff member for help if you do not have your network login.

Your notebook computer must have a current, up-to-date virus protection program installed before connecting to the Freeman network. Information about virus and spyware protection software is available in the MTC computer labs and on the Freeman web site.

### Step One – Map the Printer Folder



Click the start button located on the  button in the lower left hand corner of your screen and right-click My Computer.



Select Map Network Drive from the drop-down menu.

The Map Network Drive dialog box appears, asking for a drive letter and a network location.

Drive: R:

Folder: \\freemanfile2\apps

Example: \\server\share

Reconnect at logon

Connect using different credentials

[Connect to a Web site that you can use to store your documents and pictures.](#)

- In the Drive: field, select R:.
- In the Folder: field, type the path as follows [\\freemanfile2\apps](#)
- Click Finish.

The Connect dialog box appears, asking for your Freeman network username and password.

**Enter Network Password**

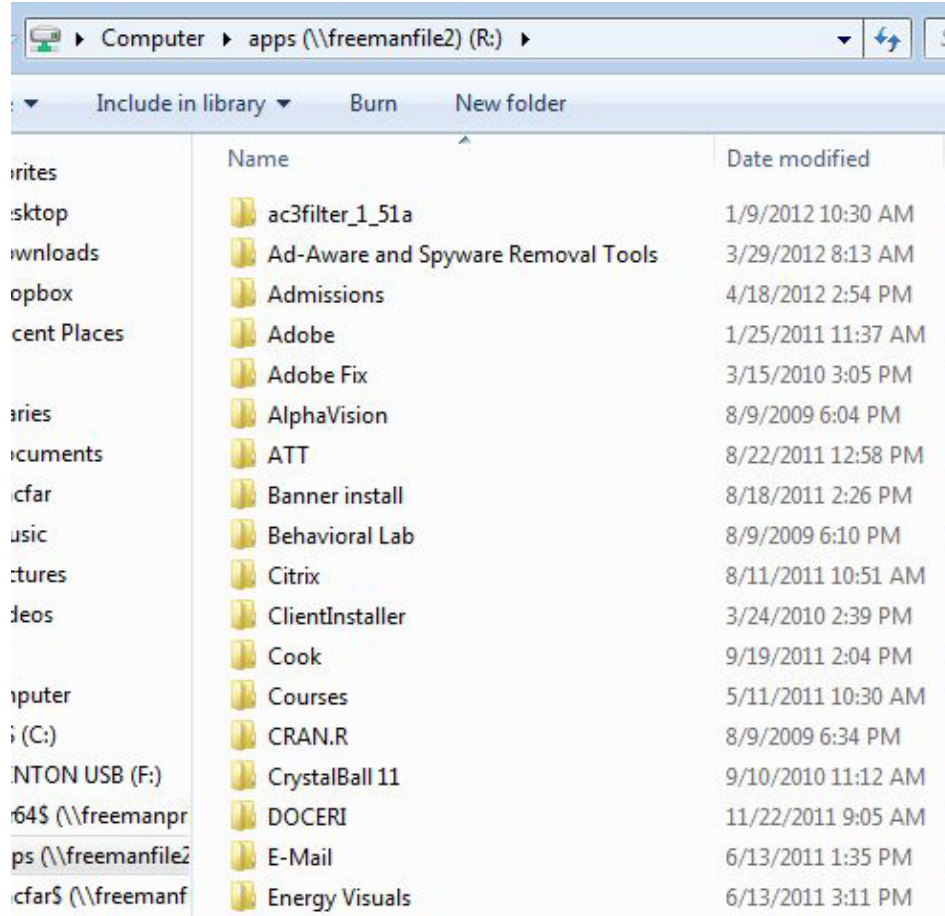
Enter your password to connect to: business8

Domain: freeman

Remember my credentials

- In the User name: field, enter your Freeman username using the format: freeman\username, as shown as shown in the illustration.
- Enter your password in the Password: field.
- Select the Remember my password checkbox.
- Click OK.

The window below will open indicating that you have installed the drive correctly.



The four drives that you can map drives to are

R: <\\freemanfile2\apps>,  
 S: <\\freemanfile2\share>  
 H: <\\freemanfile2\your>  
[login name\\$](login name$)  
 P: <\\freemanprint64\pt>  
[r64\\$](r64$).

Rev: JWM\TG 2012