Map Network Drive - Windows 7

Follow these steps to map a network drive:

1. Click on Computer in the Start Menu
2. Click Map Network Drive at the top of the Computer window
3. On the Drive drop down menu select a drive letter which is not taken
4. In the Folder box, type in the server name and share name in the following format: \server\share
   a. i.e. \fu.campus\fufiles\helpdesk
   b. If unsure of the name of the shared folder, type \fushare\ into the Folder box and click *Browse *and navigate to the shared folder that you would like to join.
5. Check box to Reconnect at Logon
6. Click Finish