



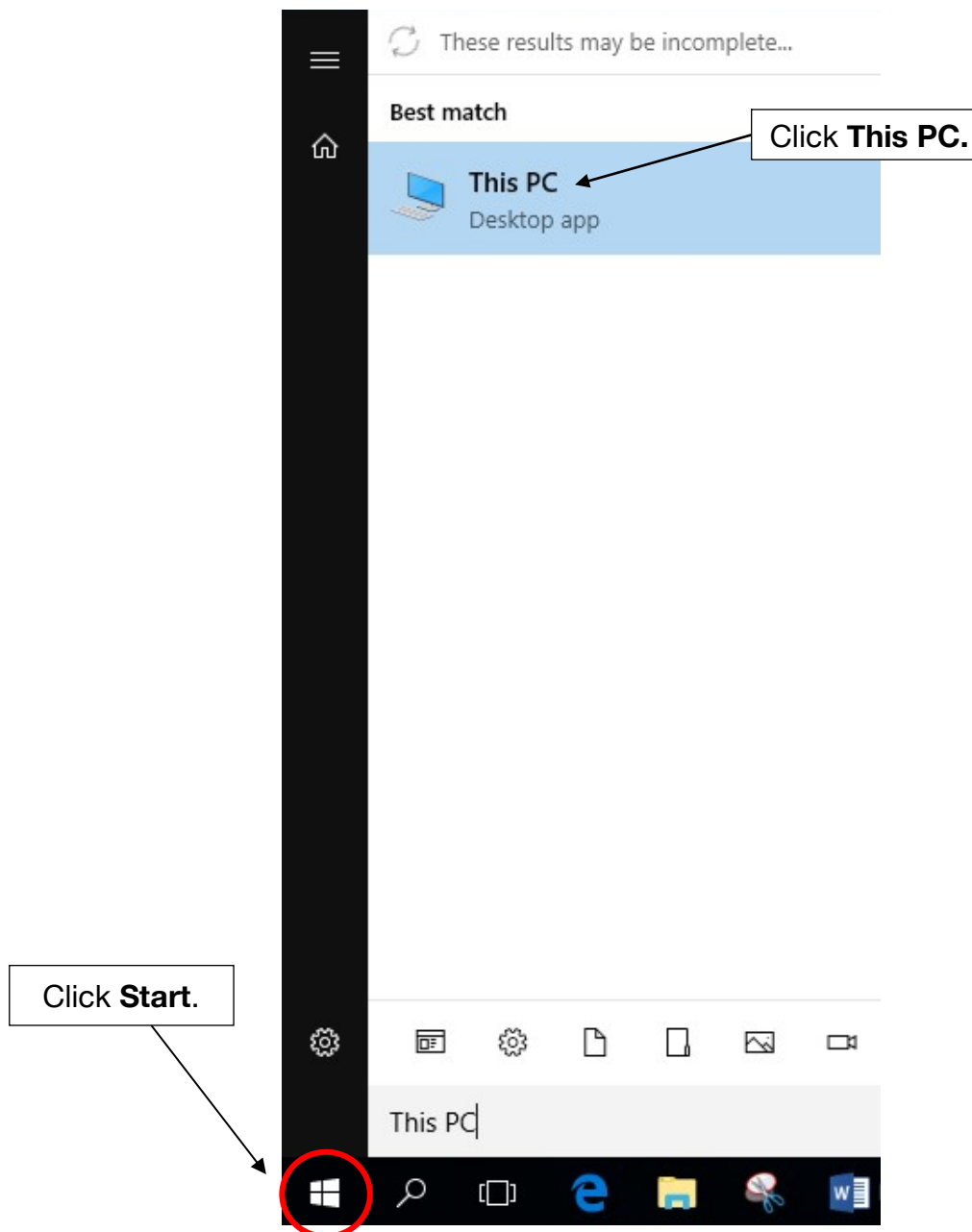
# Mapping a Drive on Windows 10

03/26/2020

To map drives, you must be using a computer on-campus or be connected to the University's VPN. Instructions for doing so may be found [here](#).

## Step 1

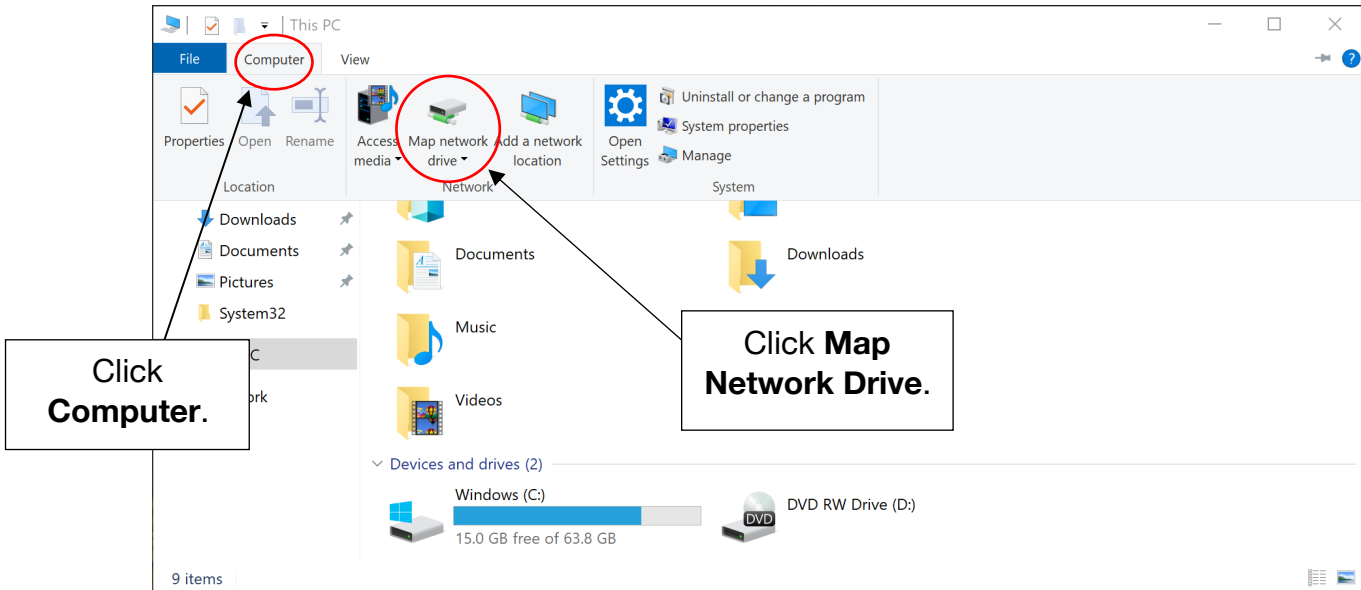
To begin mapping a drive, click the Start Menu in the bottom left corner of your screen, then begin typing **This PC**. When This PC appears, click on it.





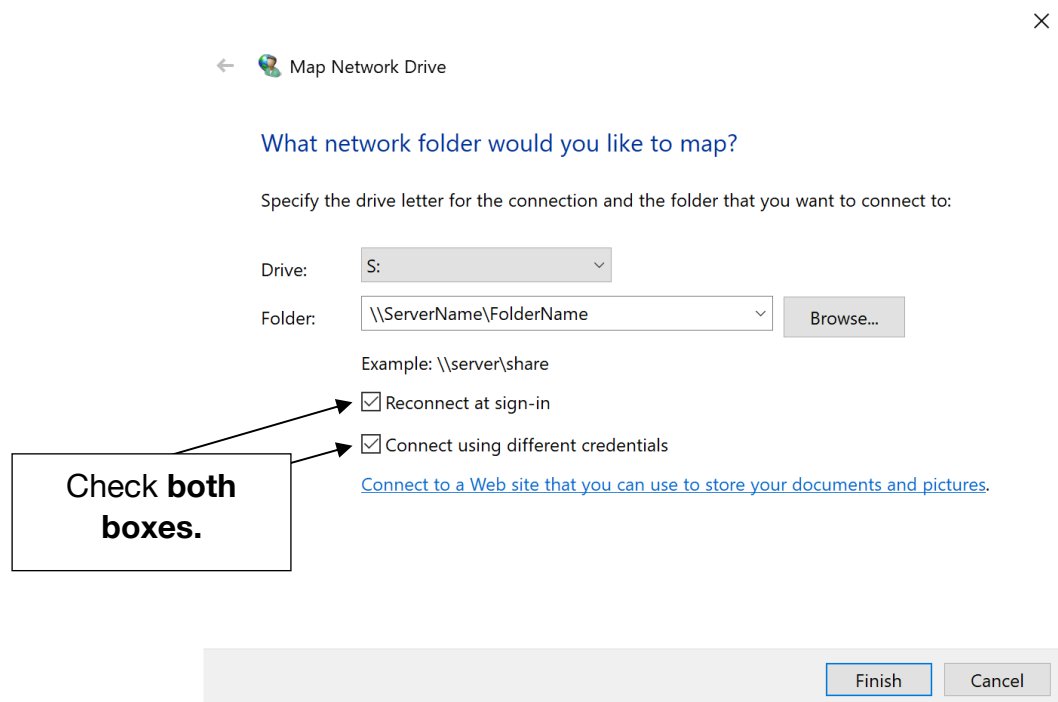
## Step 2

Click the **Computer** tab in the toolbar, then click **Map network Drive**.



## Step 3

In the Map Network Drive window, choose a letter that will identify your drive on this PC. In the **Folder** text box, enter the server path as shown below. Check the boxes for **Reconnect at sign-in** and **Connect using different credentials**.





## Step 5

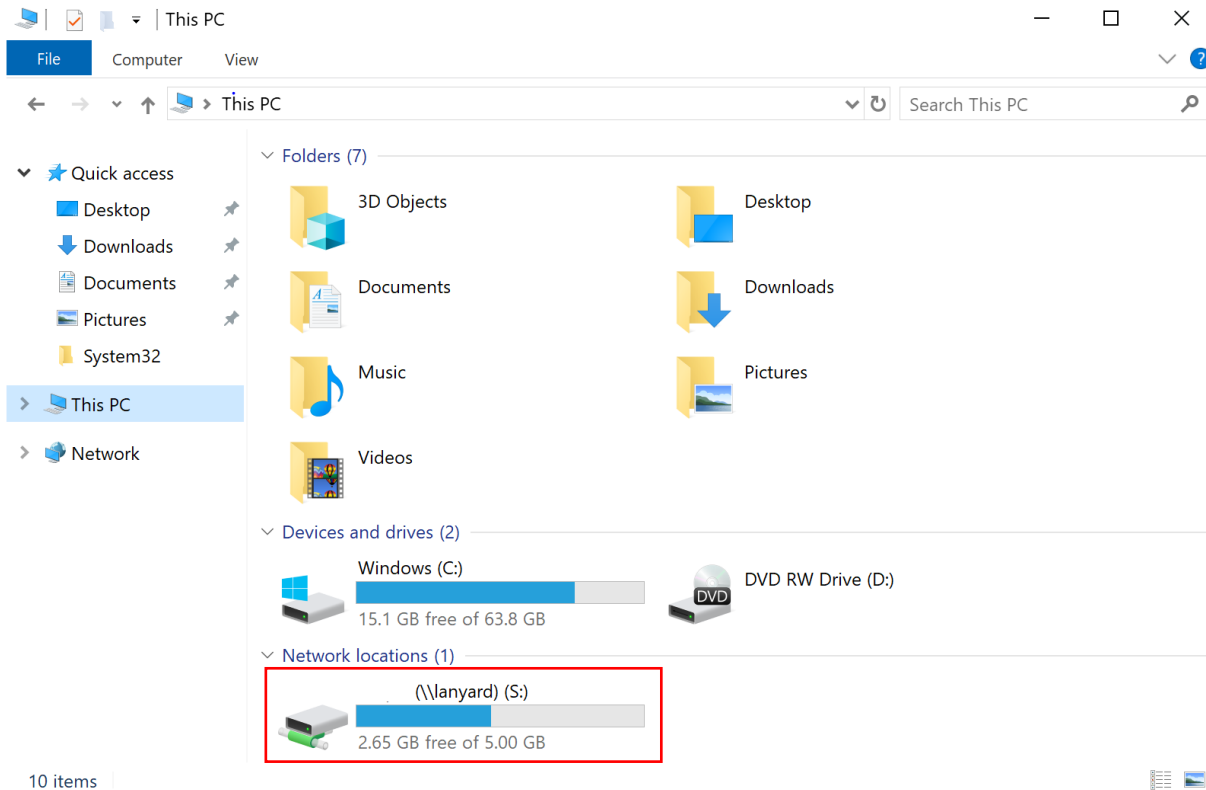
Enter csunet\Your CSU ID) in the first field, for example: csunet\1234567. Enter your password in the second field, then check the box for **Remember my credentials** and click **OK**.

The image shows a Windows Security dialog box titled "Enter network credentials". The dialog box has a close button (X) in the top right corner. The main text reads "Enter your credentials to connect to: lanyard.csuohio.edu". Below this, there are two input fields: the first contains "csunet\Your CSU ID #" and the second contains "Password". Underneath the input fields, it says "Domain: csunet". There is a checked checkbox labeled "Remember my credentials". An arrow points from a callout box to this checkbox. The callout box contains the text "Check Remember my Credentials." At the bottom of the dialog box, there are two buttons: "OK" and "Cancel".



## Step 6

Your newly mapped drive can be found under **Network Locations** in **This PC**.



## Reporting Problems

If you have any problems during the installation or use of the VPN client, please email [security@csuohio.edu](mailto:security@csuohio.edu) and include a thorough description of the problem (attaching screenshots would be helpful).