Network Drives: Connect from Windows or macOS

Last Modified on 05/02/2024 1:19 pm EDT

Mapping a network drive allows you to easily and consistently access its contents via **File Explorer** or **Finder**.

> **Before you start**, you will need accessing to the following:
>
> - a laptop or desktop with internet access
> - **Off-campus:** a connection to the Ivanti Secure VPN

Choose a network drive

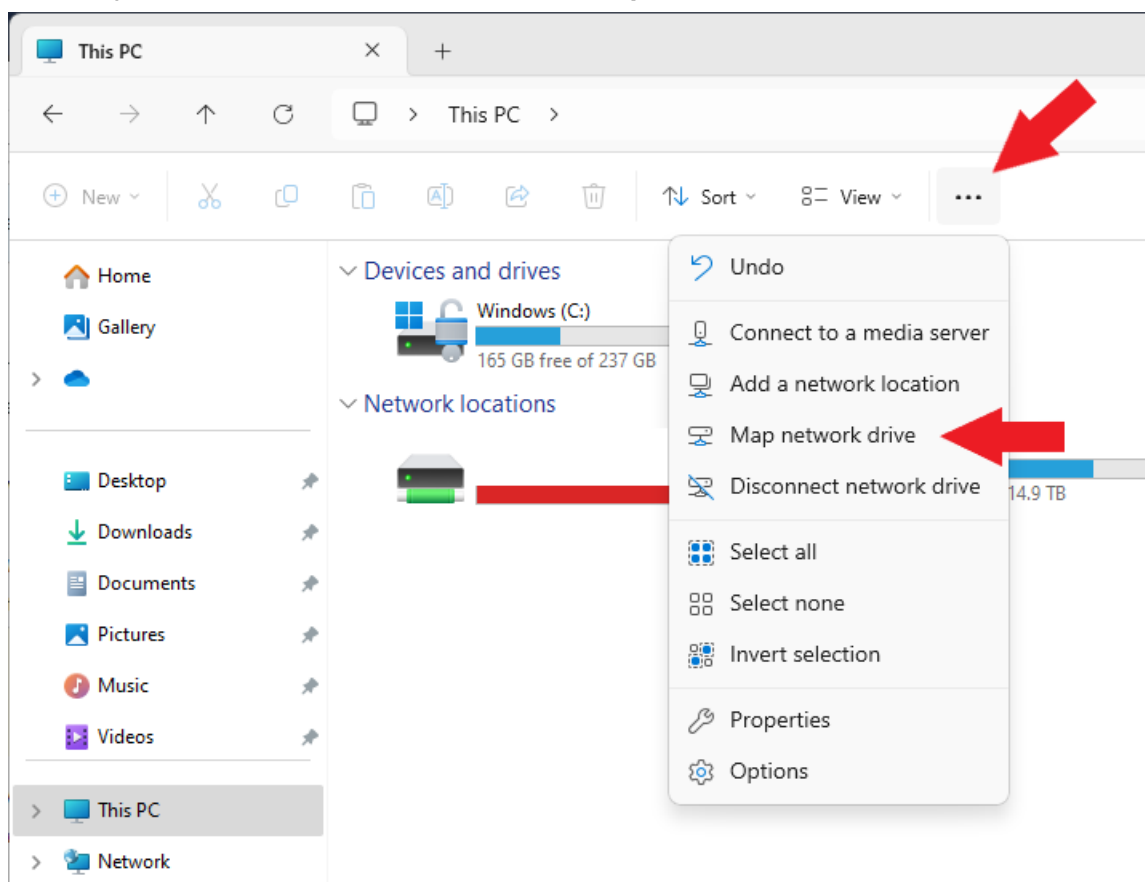| Name of Drive	Access	Primary Use
Home Drive (**H:**)	You	Day-to-day storage of documents and backups
Departmental Drives (**S:**)	Your department	Shared and commonly accessed documents and procedures
Other Drives (**O:**, **Q:**, **R:**, etc.)	Varies	Department-specific functions
Don't have access to a network drive? Contact the Help Desk!		

Map a network drive

Windows

1. Press the ⊞ key on your keyboard
2. Search for and open **File Explorer**
3. On the left-hand pane, click **This PC**
4. At the top of the window, click the **...** and select **Map network drive**

5. For **Drive**, select either[1] **H:** or **S:**

   [1]*Specialty drives use other drive letters*

6. For **Folder**, enter the path of the directory you want:

   Home Drive (H:)
   \\home.brynmawr.edu\home*username*

   Departmental Drives (S:)
   \\storage.brynmawr.edu\storage

7. Un-check **Reconnect at sign-in**

8. Check **Connect using different credentials**
9. Click **Finish**
10. When prompted, enter your **College username** and **password**

    "Remember my credentials" will only work until you change your password
11. Click **OK**
12. In a few moments, your mapped drive **will open in a new window**

macOS

1. Open **Finder**
2. In the top-left of your screen, click **Go** > **Connect to Server**
3. For **Server Address**, enter the path of the directory you want:

   Home Drive (H:)

   smb://home.brynmawr.edu/home/*username*

   Departmental Drives (S:)

   smb://storage.brynmawr.edu/storage

4. Click the **+** to add this address to your favorites
5. Click **Connect**
6. When prompted, select **Registered User**
7. Enter your **College username** and **password**
8. In a few moments, your mapped drive **will open in a new window**

Questions?

If you have any additional questions or problems, don't hesitate to reach out to the **Help Desk**!

Phone: 610-526-7440 | Library and Help Desk hours
Email: help@brynmawr.edu | Service catalog
Location: Canaday Library 1st floor