



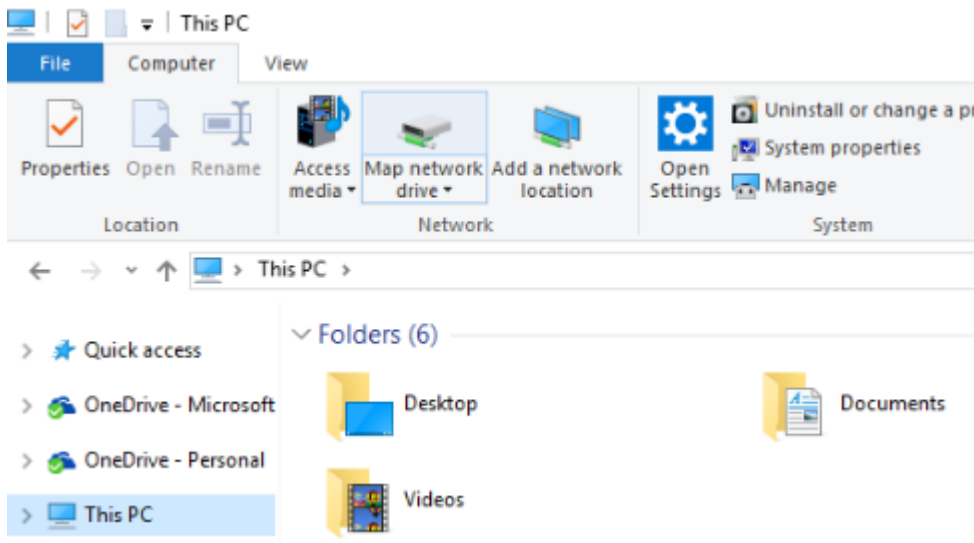
Map a network drive

Applies to: Windows 10, Windows 7

Windows 10

Map a network drive to get to it from File Explorer in Windows without having to look for it or type its network address each time.

1. Open **File Explorer** from the taskbar or the **Start**  menu, or press the **Windows logo key**  + **E**.
2. Select **This PC** from the left pane. Then, on the **Computer** tab, select **Map network drive**.



3. In the **Drive** list, select a drive letter. (Any available letter will do.)
4. In the **Folder** box, type the path of the folder or computer, or select **Browse** to find the folder or computer. To connect every time you log on to your PC, select the **Reconnect at sign-in** check box.
5. Select **Finish**.

Note: If you can't connect to a network drive or folder, the computer you're trying to connect to might be turned off, or you might not have the correct permissions. Try contacting your network administrator.

Windows 7

Map a network drive to get to it from Computer or Windows Explorer without having to look for it or type its network address each time.

1. Open Computer by clicking the **Start** button and then clicking **Computer**.
2. Click **Map Network Drive**.
3. In the **Drive list**, click any available drive letter.
4. In the **Folder** box, type the path of the folder or computer, or click **Browse** to find the folder or computer. To connect every time you log on to your computer, select the **Reconnect at logon** check box.
5. Click **Finish**.

Note: If you can't connect to a network drive or folder, the computer you're trying to connect to might be turned off, or you might not have the correct permissions. Try contacting your network administrator.

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