

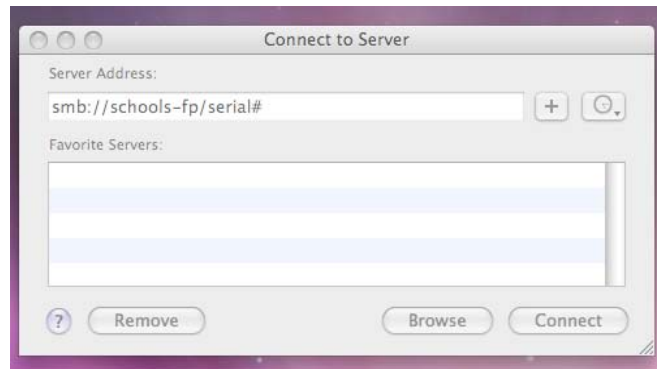
Connecting to Your H Drive

INTRODUCTION

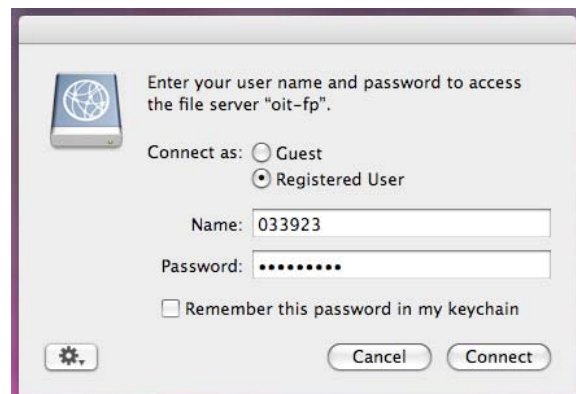
This Quick Guide provides easy instructions to connecting to your H Drive on the BPS Network. Remember: You can only connect to the H Drive from within the BPS Network.

INSTRUCTIONS

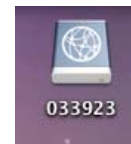
1. From your *Top Menu* select **<GO>**
2. Select **<Connect to Server>**. The following window opens:
3. Type: **smb://your school name-fp/your serial #** (ie. smb://hennigan-fp/033923)
4. To add it to your Favorite Servers list, click the + sign



5. Click **Connect**. The following window opens:
6. Name: Type your **BPS ID number**
7. Password: Type your **BPS Password**



8. Click **Connect**. Your H Drive icon will appear on your Mac desktop:



And also in the Finder:

To disconnect, drag icon to the Trash (as you are dragging it, the Trash icon changes to an eject icon), or you can click on the **<Eject>** icon in the Finder menu:

