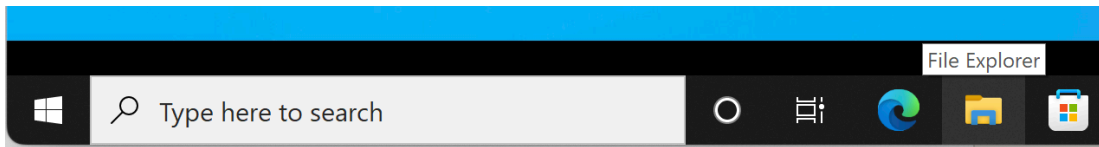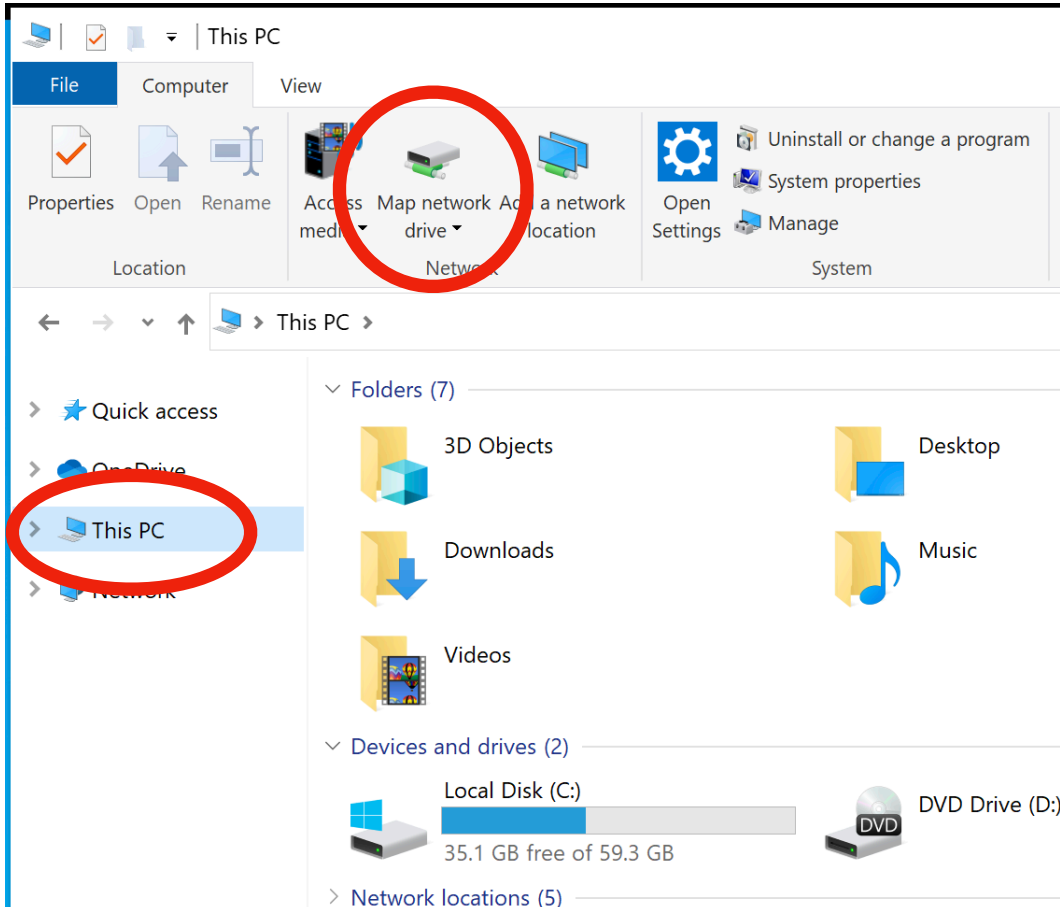# How to Connect to CEAS Research Storage Space for Your Lab or Research Project (Windows)

Please note: To connect to the CEAS Research Storage service for your research lab or project, you must be connected to the UC campus network. If you are off campus, you will need to connect to the campus network through the UC VPN service.
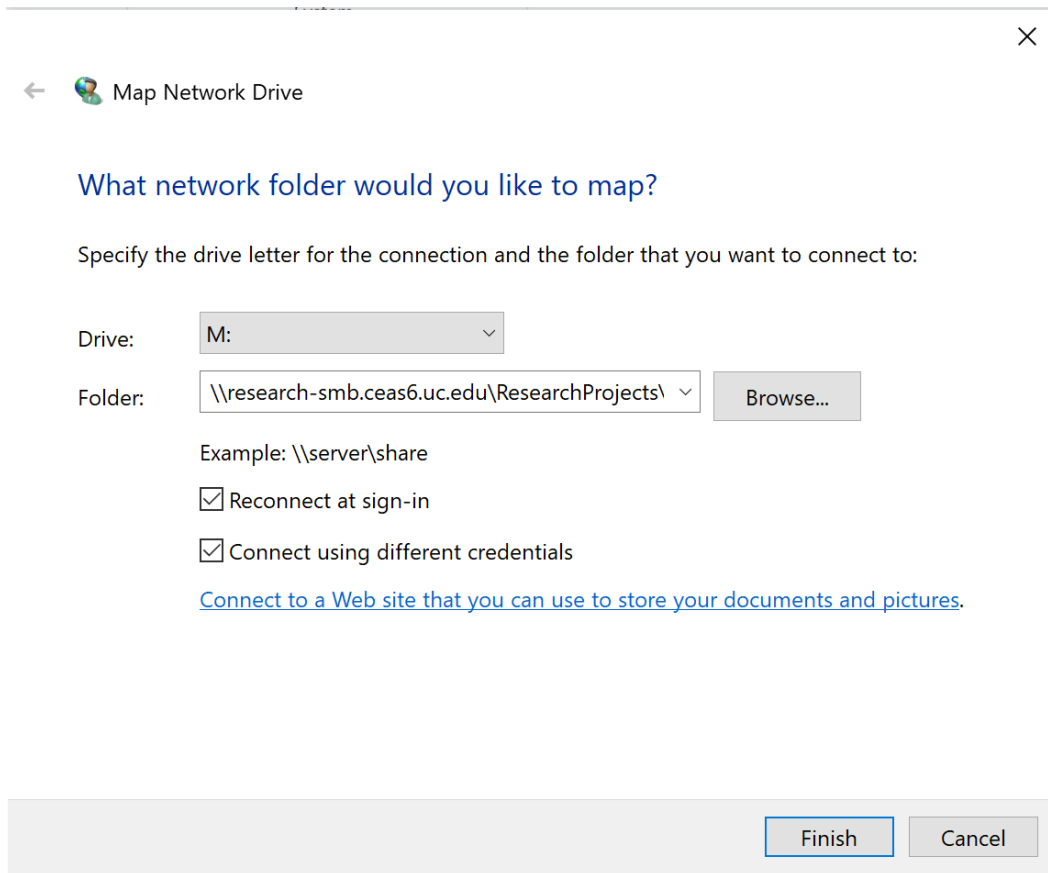
1. From the system tray at the bottom of your screen, open File Explorer.

2. From the sidebar on the left, select This PC, then click "Map network drive" from the icons at the top of the window.

3. The "Map Network Drive" dialog box will appear:

	✕

← 🌐 Map Network Drive

What network folder would you like to map?

Specify the drive letter for the connection and the folder that you want to connect to:

Drive: M:

Folder: \\research-smb.ceas6.uc.edu\ResearchProjects\   [Browse...]

Example: \\server\share

☑ Reconnect at sign-in

☑ Connect using different credentials

Connect to a Web site that you can use to store your documents and pictures.
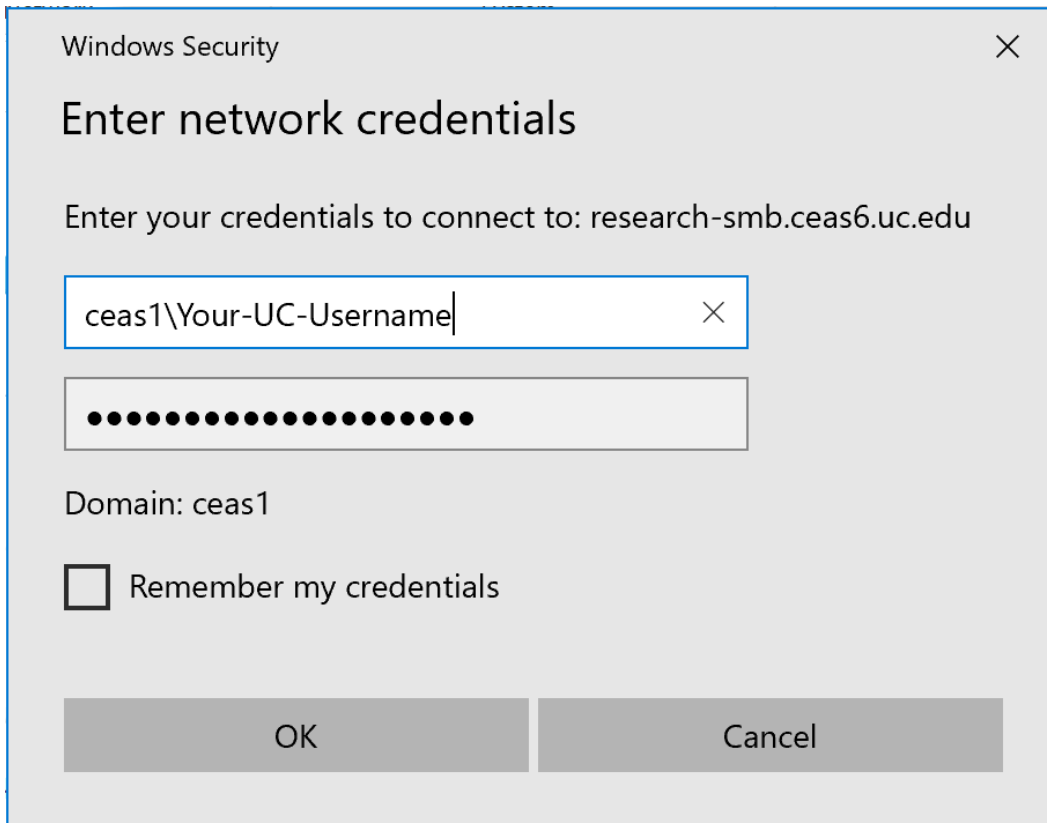
[Finish]   [Cancel]

4. For Drive:, select an unused drive letter using the drop-down arrow.

5. For Folder:, type the path specified below. Replace [dept] with the department you are in, and replace [lab] with the folder name assigned for your lab.

    \\research-smb.ceas6.uc.edu\ResearchProjects\[dept]\[lab]

    Valid department codes include: AEEM, AMCC, BME, CAECM, CHEE, CS, DECE, ECE, MME

6. Click the checkbox for "Connect using different credentials".

7. Click the Finish button. The "Windows Security" dialog box will appear.

Windows Security   ✕

Enter network credentials

Enter your credentials to connect to: research-smb.ceas6.uc.edu

| ceas1\Your-UC-Username | ✕ |

| •••••••••••••••••••• |

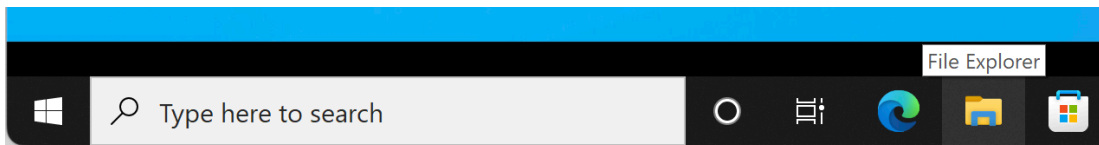Domain: ceas1

☐ Remember my credentials

| OK | Cancel |

8. Enter ceas1\[username] in the first box. Replace [username] with your UC username.

9. Enter your UC password in the second box.

10. Optionally, you can check "Remember my credentials" so that you don't have to enter your username and password each time you connect to this share.

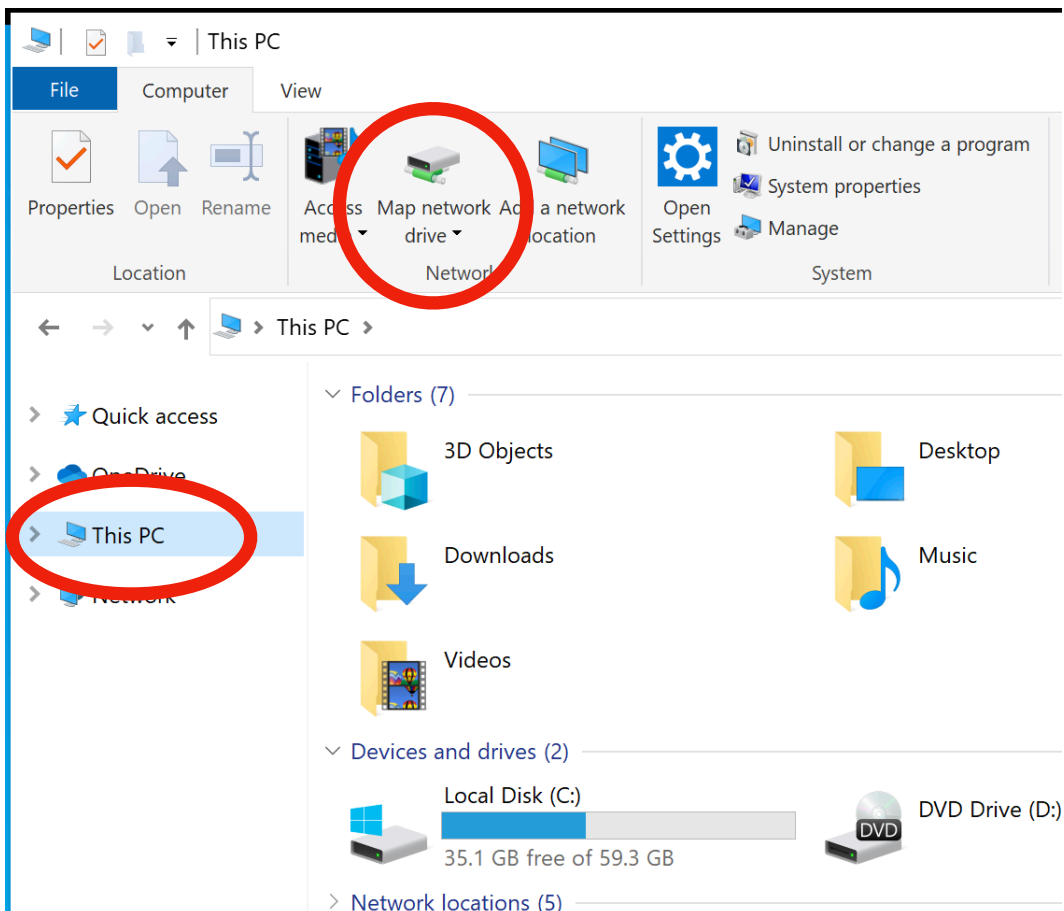11. Click the OK button. After a few seconds, the network drive will be mapped.

How to Connect to CEAS Research Storage Space for Yourself
(Windows)

Please note: To connect to the CEAS Research Storage service for your personal home directory, you must be connected to the UC campus network. If you are off campus, you will need to connect to the campus network through the UC VPN service.
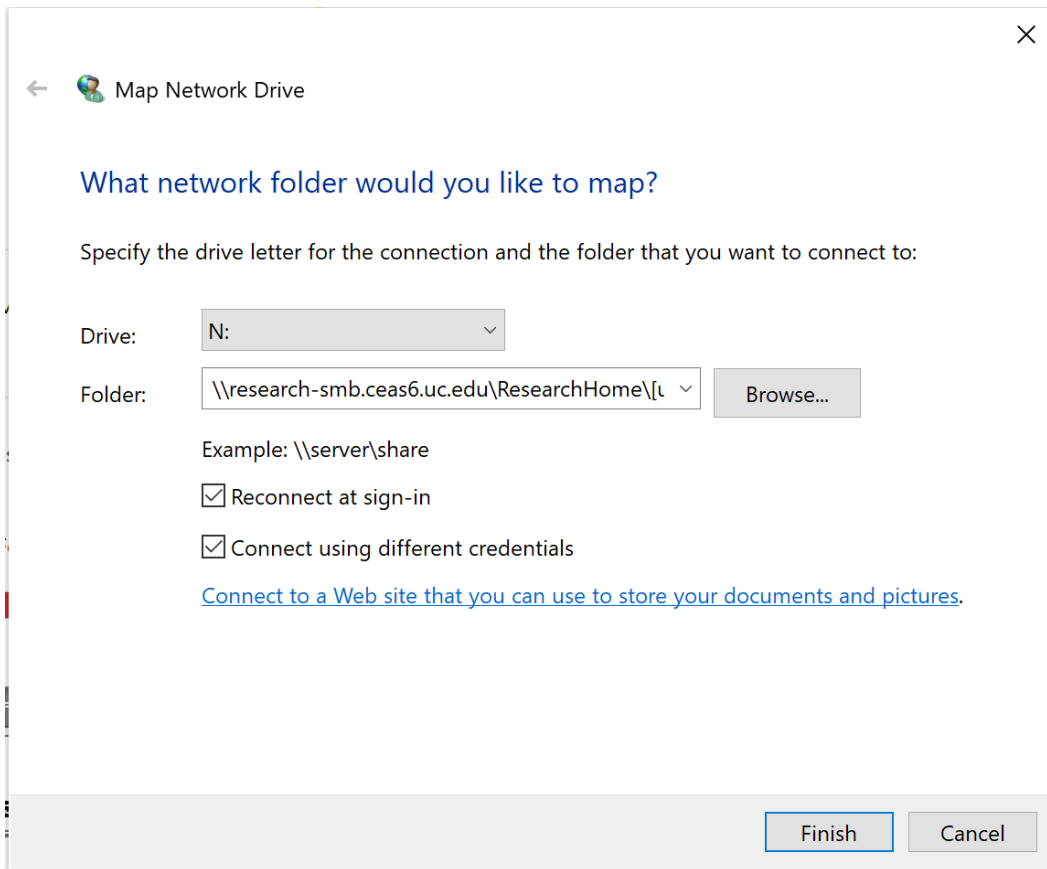
1. From the system tray at the bottom of your screen, open File Explorer.

2. From the sidebar on the left, select This PC, then click "Map network drive" from the icons at the top of the window.
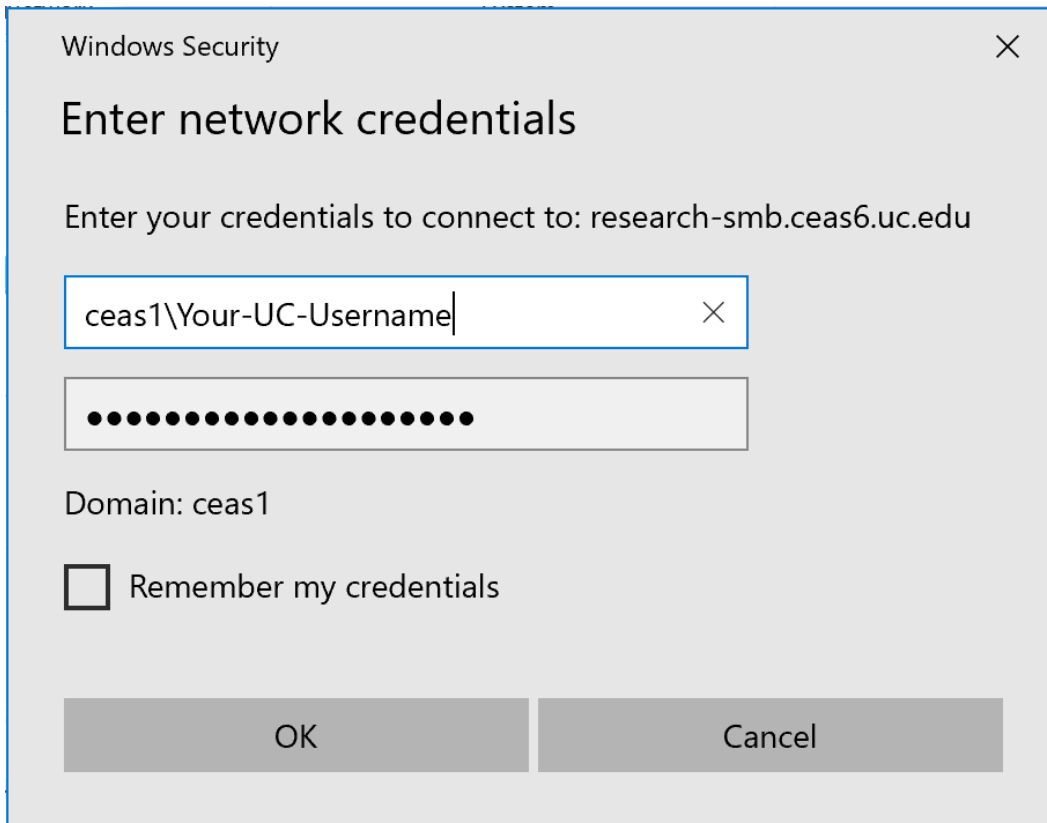
3. The "Map Network Drive" dialog box will appear:

4. For Drive:, select an unused drive letter using the drop-down arrow.

5. For Folder:, type the path specified below. Replace [username] with your UC username.

   \\research-smb.ceas6.uc.edu\ResearchHome\[username]

6. Click the checkbox for "Connect using different credentials".

7. Click the Finish button. The "Windows Security" dialog box will appear.

Windows Security   ✕

Enter network credentials

Enter your credentials to connect to: research-smb.ceas6.uc.edu

ceas1\Your-UC-Username   ✕

•••••••••••••••••••••

Domain: ceas1

☐ Remember my credentials

OK   Cancel

8. Enter ceas1\[username] in the first box. Replace [username] with your UC username.

9. Enter your UC password in the second box.

10. Optionally, you can check "Remember my credentials" so that you don't have to enter your username and password each time you connect to this share.

11. Click the OK button. After a few seconds, the network drive will be mapped.