

## Accessing your Network Drives (H: and i: drive) on Windows, on-campus

**Note :** If you wish to access your network drives **off-campus**, there are several suitable alternatives, see <http://www.strath.ac.uk/it/filestore/> for details. The instructions here are for **on-campus**.

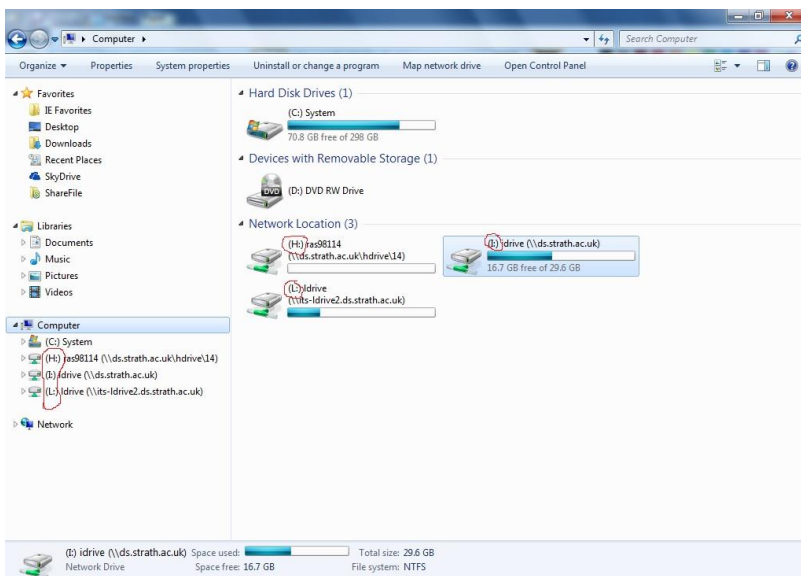
There are two different methods to access your network drives on Windows, when on-campus, and the method you will use depends on whether or not your PC is joined to the University's Active Directory (or "DS domain").

### So, is your PC joined to Active Directory?

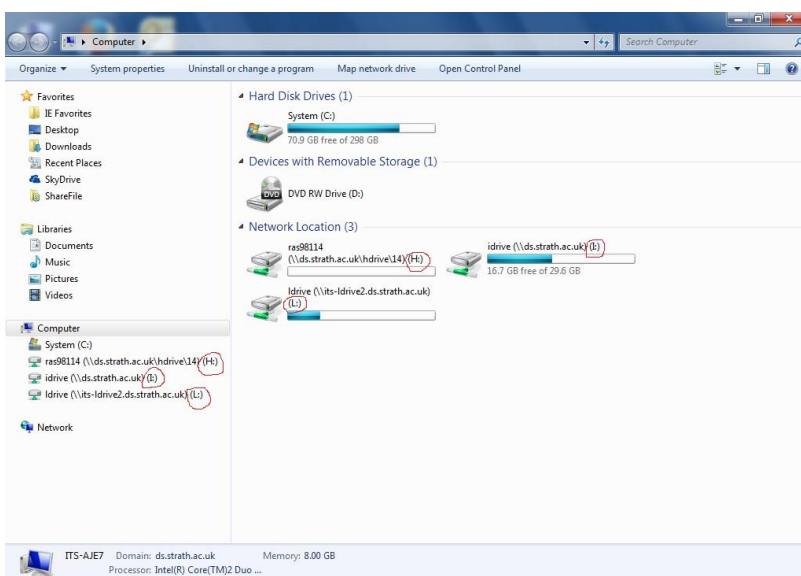
- **Yes :**
  - All the PC's in the Library and the computer-labs
  - Most staff PC's and laptops
  - Most post-grad-researcher PC's and laptops
- **No :**
  - Personal PC's and laptops owned by under-grads and taught post-grads.
  - A few staff and post-grad-researcher PC's and laptops (if so, please talk to your departmental IT support, and ask them to join it to Active Directory, to make this easier in future).

## If your PC is in Active Directory...

then accessing your network drives is very simple : just log into Windows with your DS account, open Windows Explorer / File Explorer / Computer, and the network drives will be there for you to use. Depending on the way your PC is configured, the drive letter may appear at the start, or at the end :



Or...



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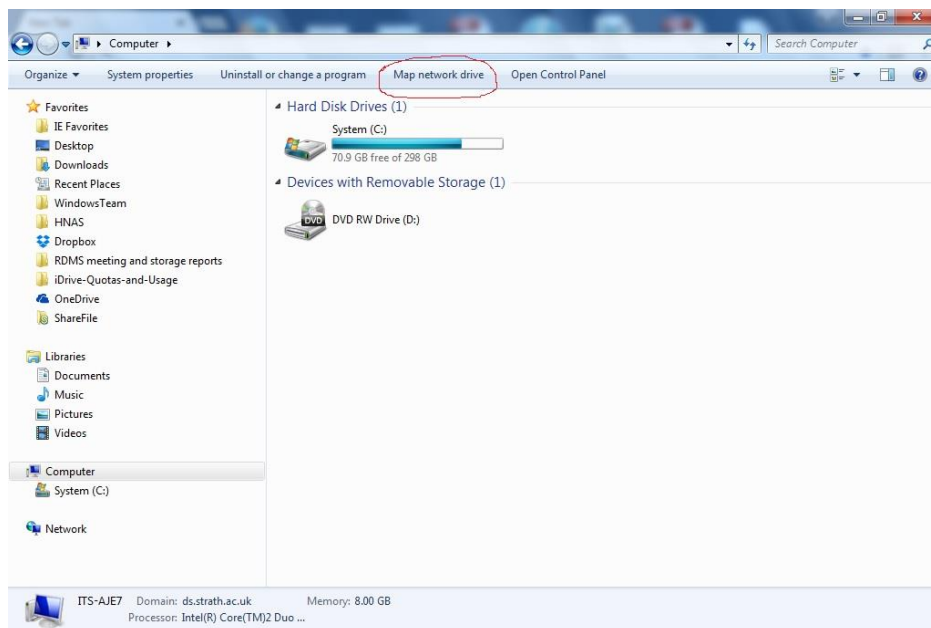
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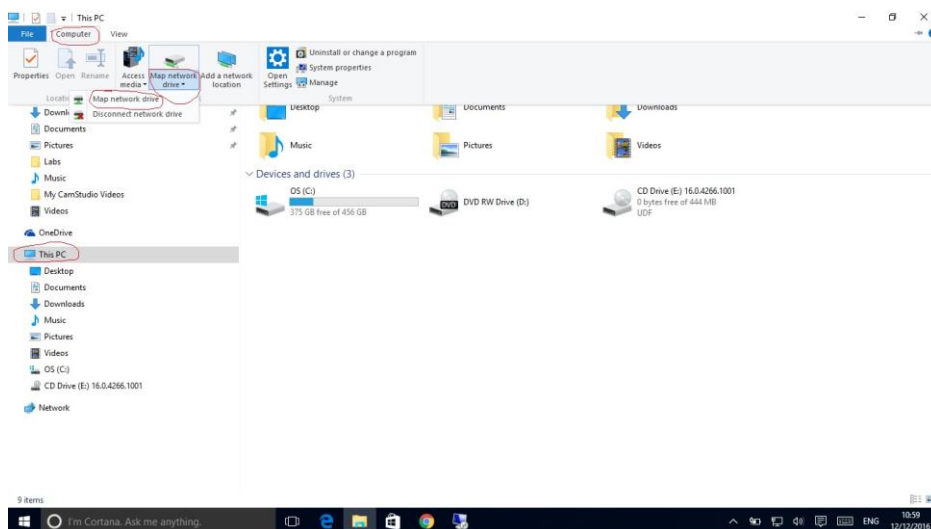
## If your PC is not in Active Directory...

then you will need to manually “map a drive”, as follows :

On Windows 7, open **Computer** and select **Map network drive** :



Or, on Windows 10, open **This PC**, select the **Computer** tab, click **Map Network Drive**, then select **Map Network Drive** from the drop-list :



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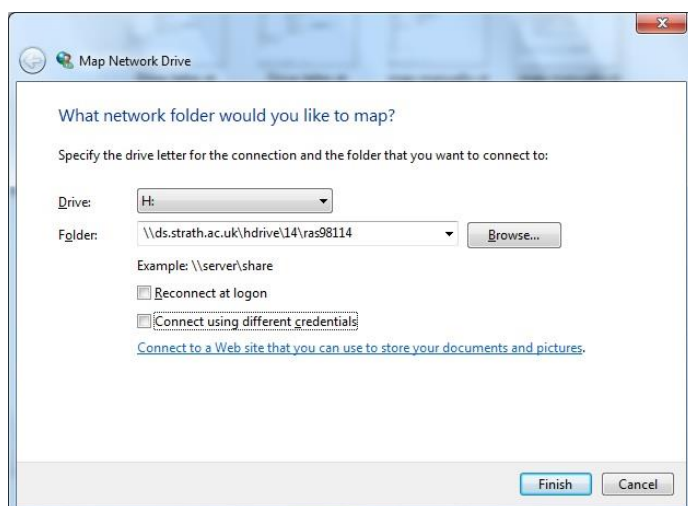
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In the **Map Network Drive** screen, select the drive letter you want, from the drop-list. Then below that, in the **“Folder”** text-box, **type the correct path for the drive**. The screenshot below shows the path for one particular user’s H: drive. Details of how to work out the path you need can be found below the screenshot :



For your H: Drive, enter the path in the form below;

`\\ds.strath.ac.uk\hdrive\ last two digits of your username \ username.`

Example;

`\\ds.strath.ac.uk\hdrive\14\ras98114`

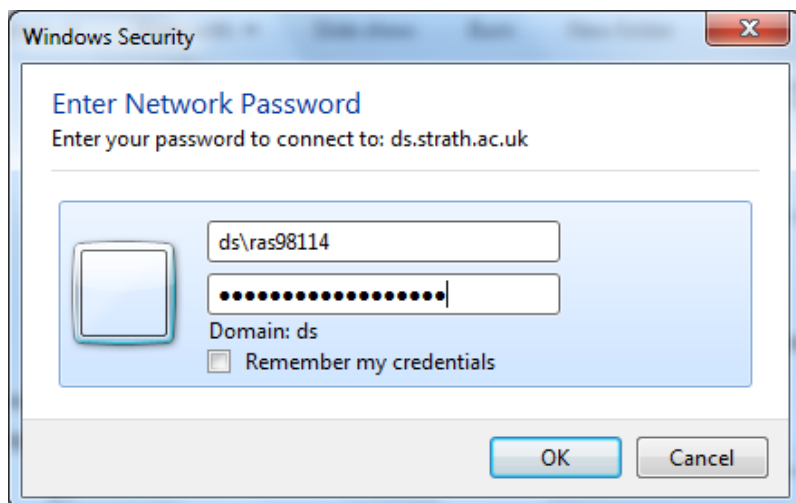
Or, for your i: Drive, enter the path below;

`\\ds.strath.ac.uk\idrive`

Or, for your L Drive, enter the path below;

`\\ds.strath.ac.uk\ldrive`

In the next screen, enter your DS username, **prefixed by “ds\”**, then your password. For example :



Click OK, and the drive will be mapped.