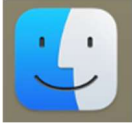
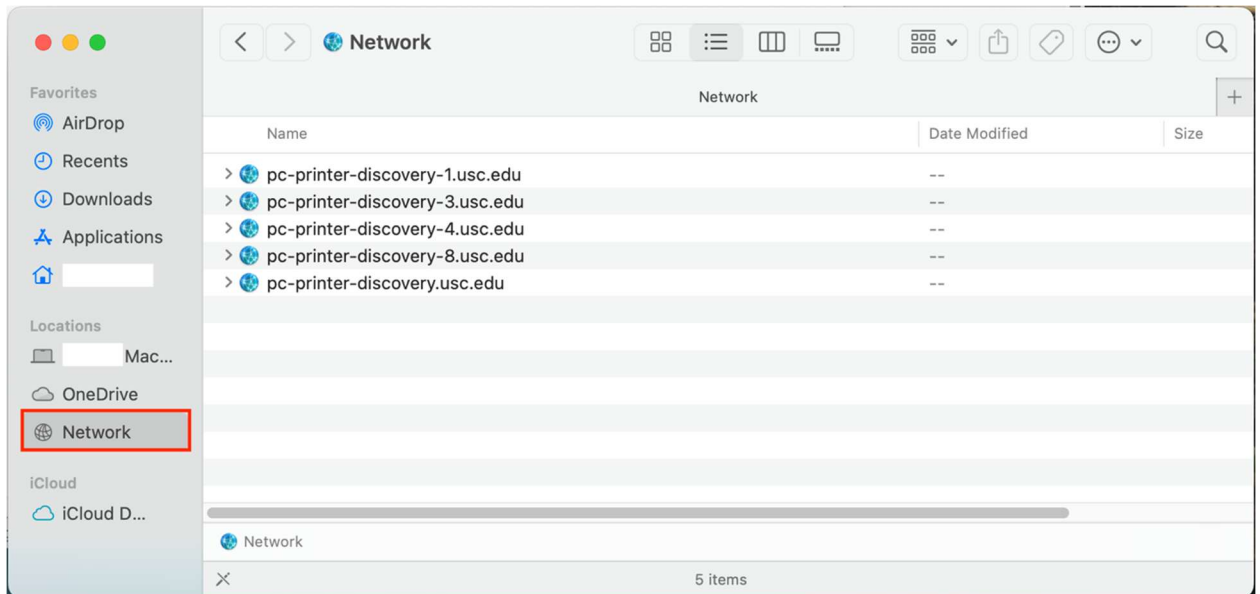


Instructions for Mac Users

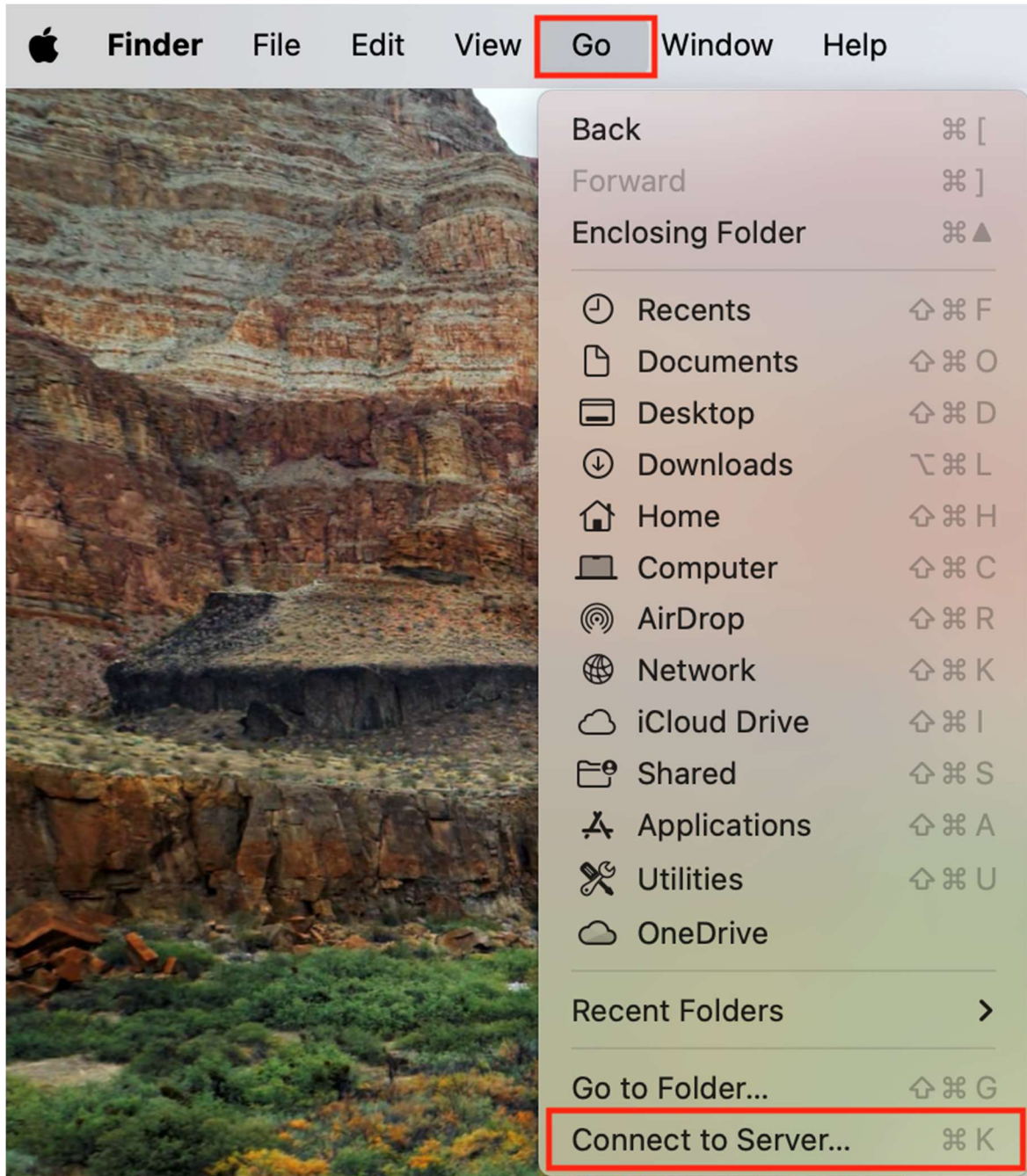
1. Open the Finder app



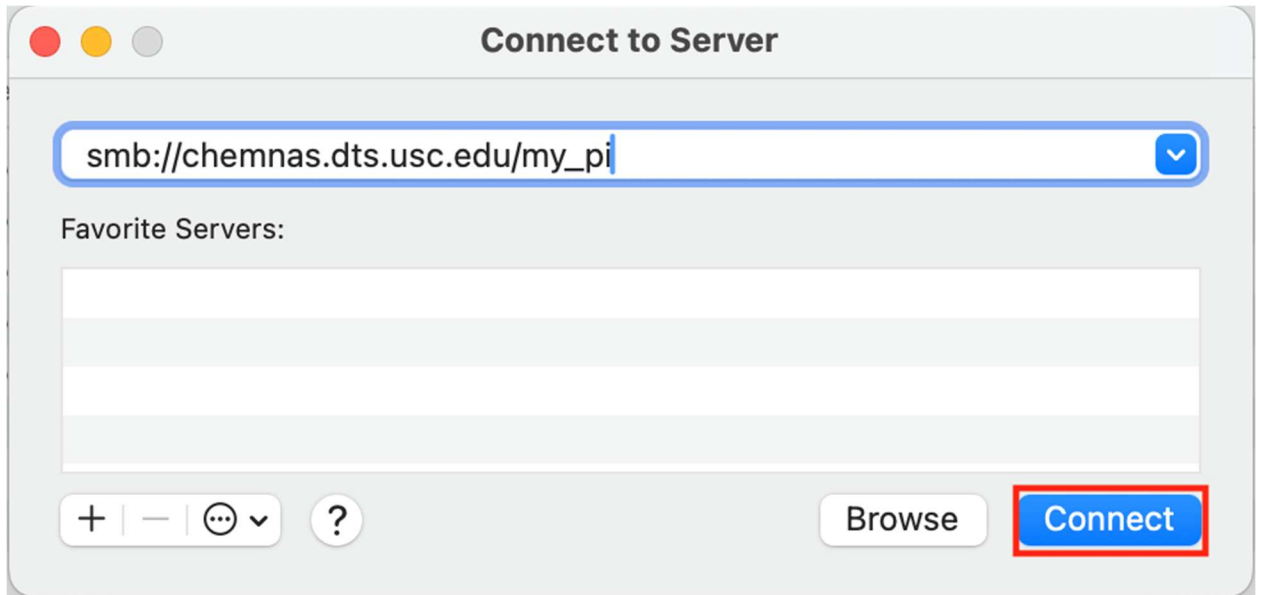
2. Select Network (Highlighted in Red)



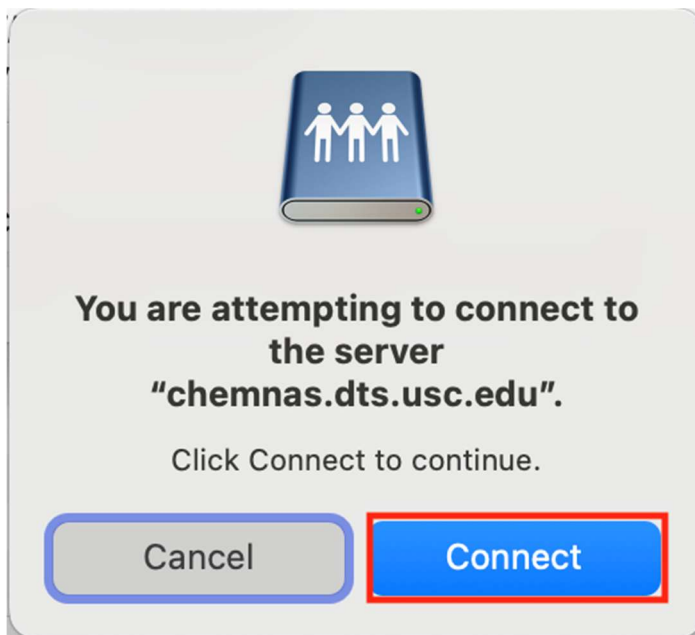
3. At the top of the screen, first select Go. Then from the drop-down menu, select Connect to Server ... (Highlighted in Red)



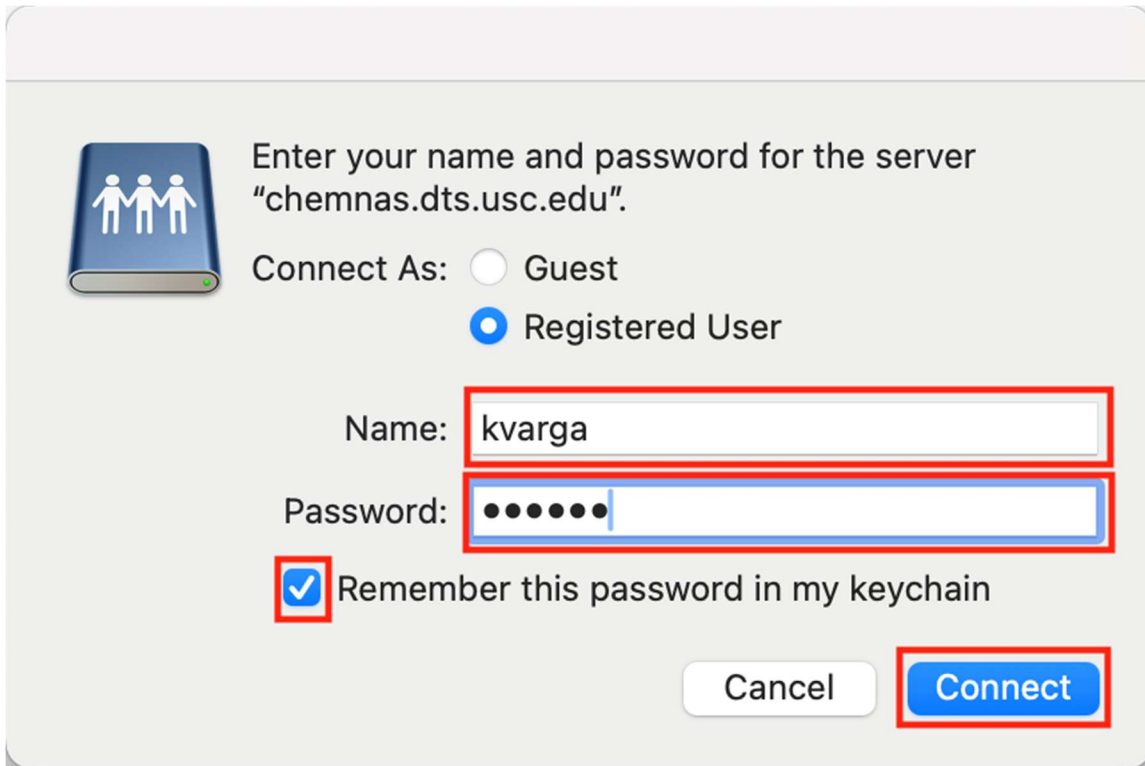
4. There will be a pop-up window. Enter “smb://chemnas.dts.usc.edu/” but enter your PI’s name instead of “my_pi”. Format is “(PI’s first name)_(PI’s last name)”
Then select Connect in the bottom right.



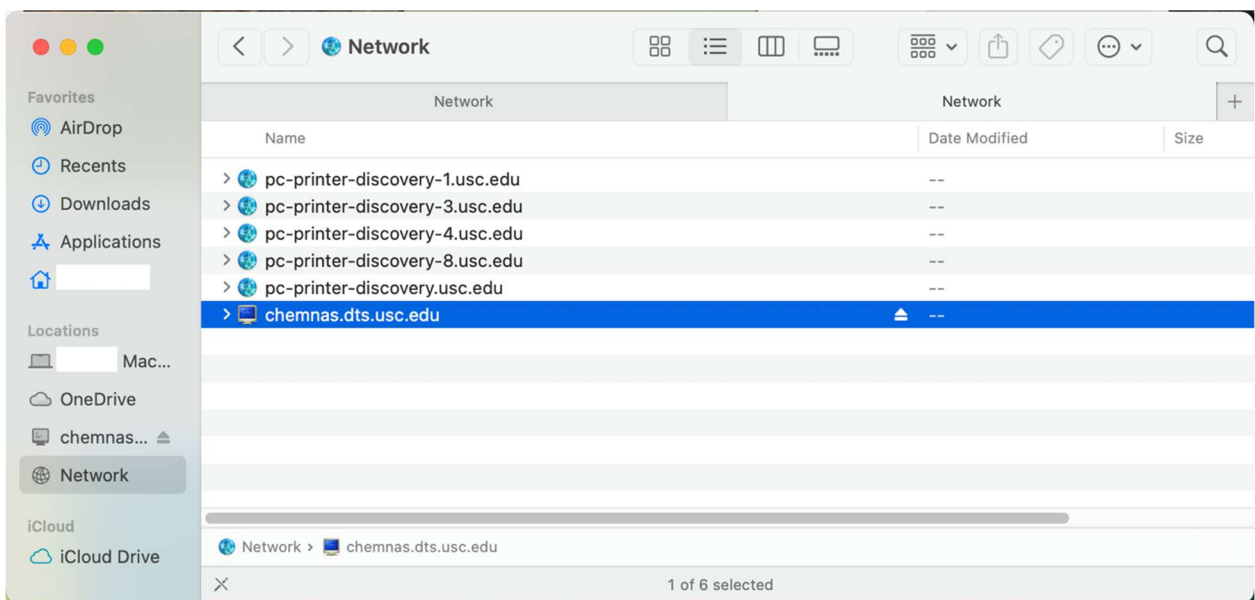
5. There will be another pop-up window. Select Connect.



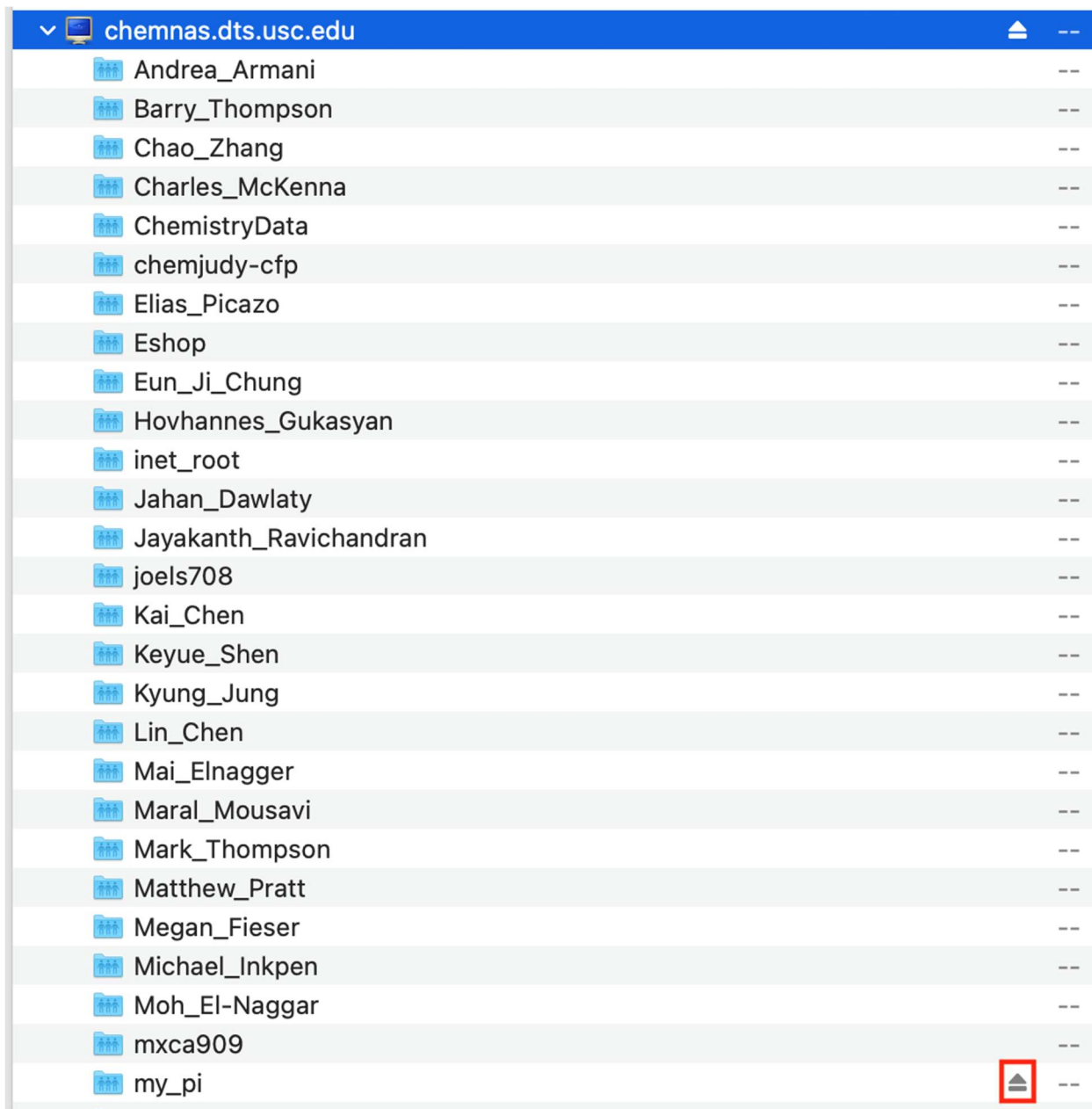
6. Enter your lab account credentials. The username format is “lab_(PI’s first name)_(PI’s last name)” all lower-case. You can also select the box to remember your credentials. Then select Connect in the bottom right.



7. Then navigate back to the Finder app and you'll see the mounted drive.



8. When you open on the drive, you'll see all the other folders but you will only have access to your folder as shown by the eject symbol next to your folder. (Example highlighted in red)

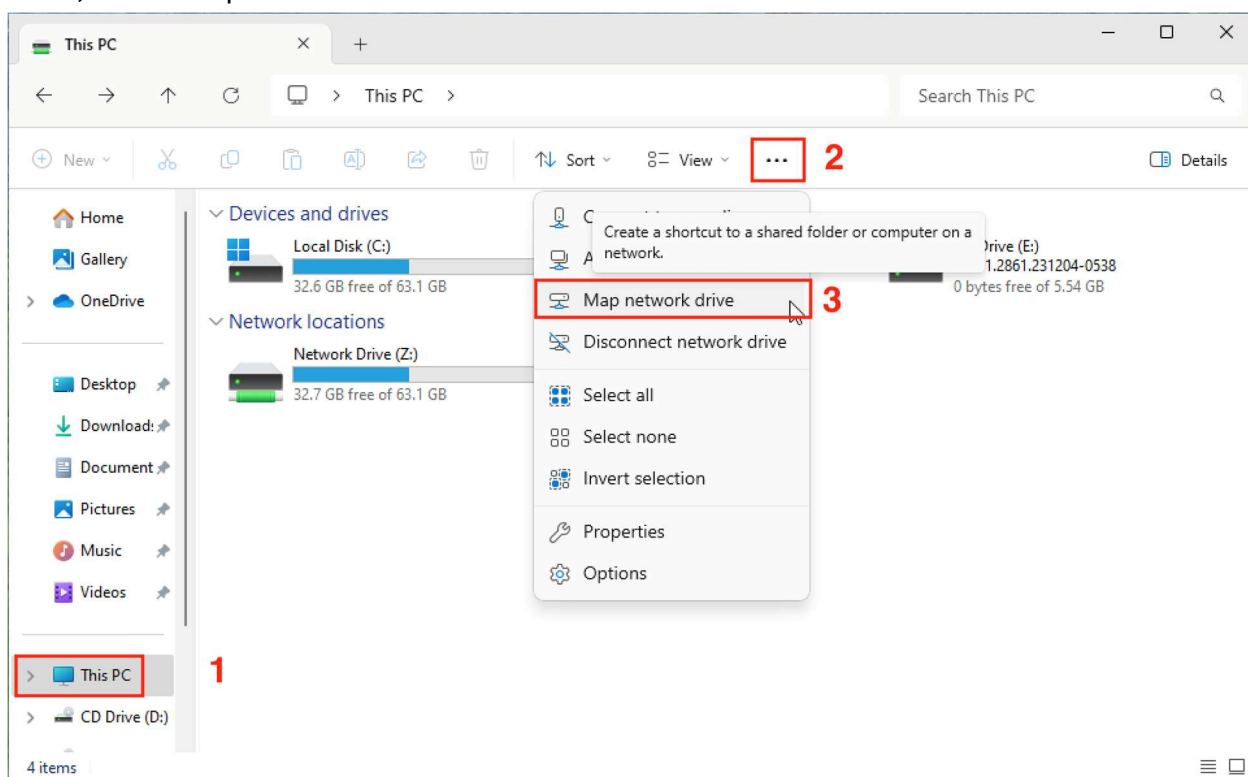


Instructions for Windows Users

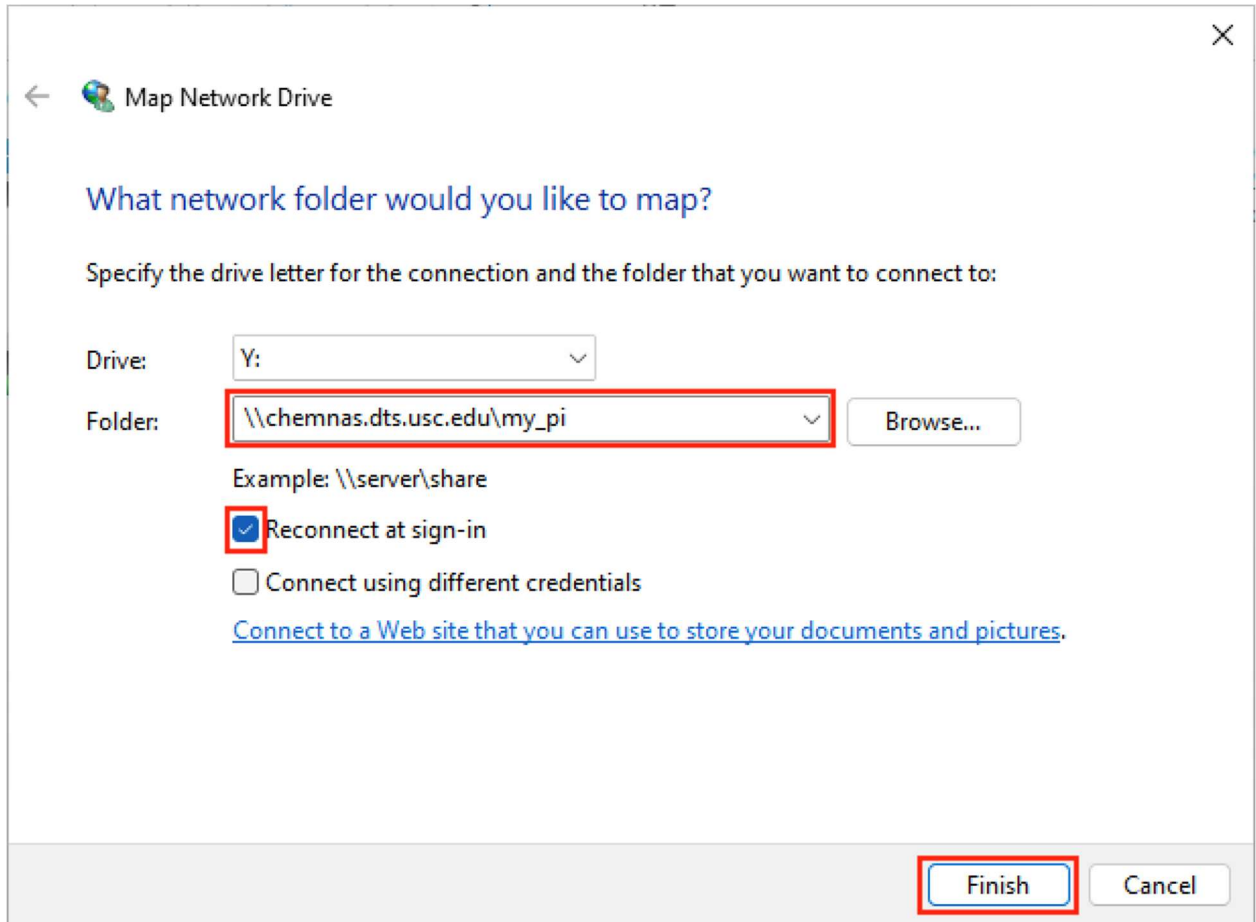
1. Open Windows Explorer



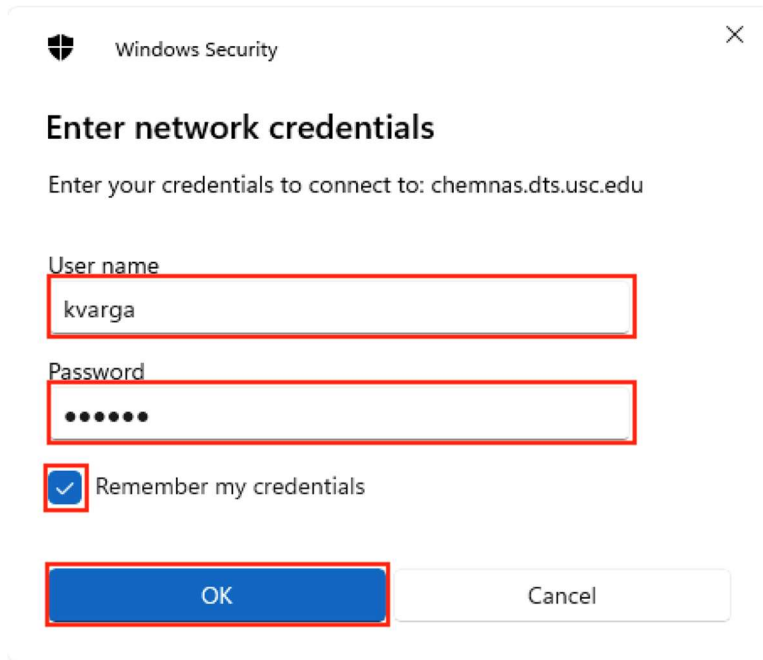
2. First, select This PC from the panel on the left.
Second, select the three dots.
Third, select Map network drive.



3. There will be a pop-up window. You can keep the default Drive letter. Enter “\\chemnas.dts.usc.edu\” but enter your PI’s name instead of “my_pi”. Format is “(PI’s first name)_(PI’s last name)”
You can select the box to Reconnect at sign-in.
Then select Finish in the bottom right.



4. Enter your lab account credentials. The username format is “lab_(PI’s first name)_(PI’s last name)” all lower-case. You can also select the box to remember your credentials. Then select OK in the bottom left.



5. Now when you navigate back to Windows Explorer, you’ll see the mounted folder.

