



# L.E.T.S TALK!

## HELPFUL TIPS AND TECHNIQUES

March 2007



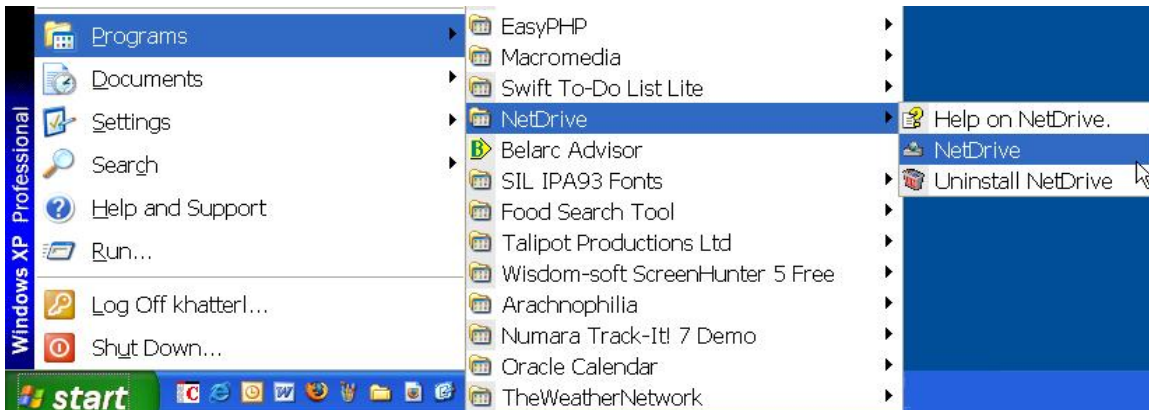
This newsletter aims to help you find better and more effective ways of using technology.

This issue's topic: How to connect to your H:\ from home.

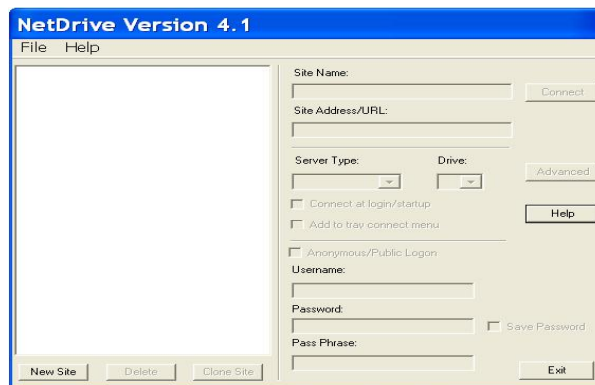
1. Download and Install NetDrive from [http://umanitoba.ca/libraries/units/lets/tecnnet/Lets\\_Talk.html](http://umanitoba.ca/libraries/units/lets/tecnnet/Lets_Talk.html)
2. Once you have NetDrive installed, you will see the following (a clipboard) icon in your system tray:



If you do not see the icon please click Start→Programs→NetDrive→NetDrive to launch netdrive.

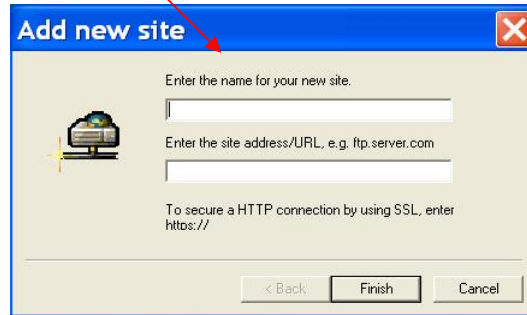


3. Double click on the icon OR if you launched from the start menu, you should see the following screen:



4. Click on "New Site" button to create a new site to connect to.

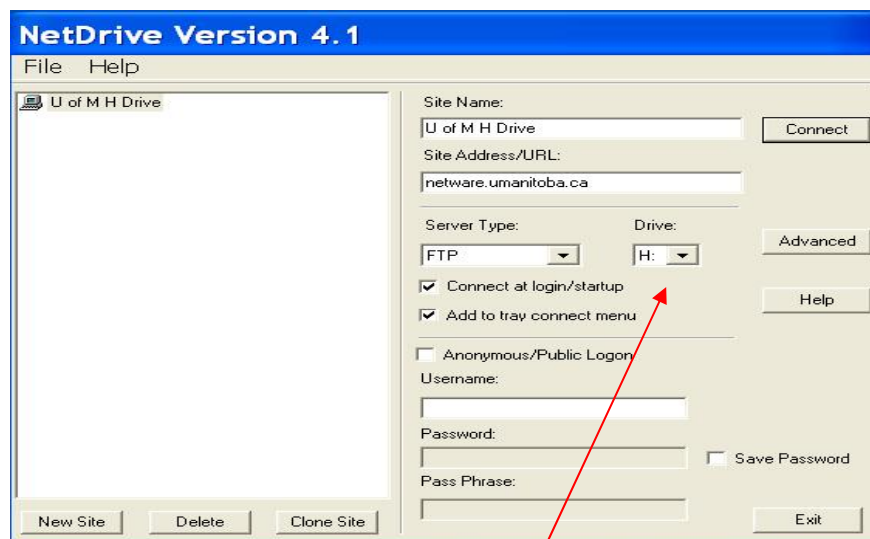
5. You should see the following:



6. Enter in a name for the site that you wish to setup (e.g. U of M H Drive, note: you can not use special characters such as colon or semicolon in the name field). The site address will be the server address ([netware.umanitoba.ca](http://netware.umanitoba.ca)). Once you have entered in this info, click the “Finish” button.

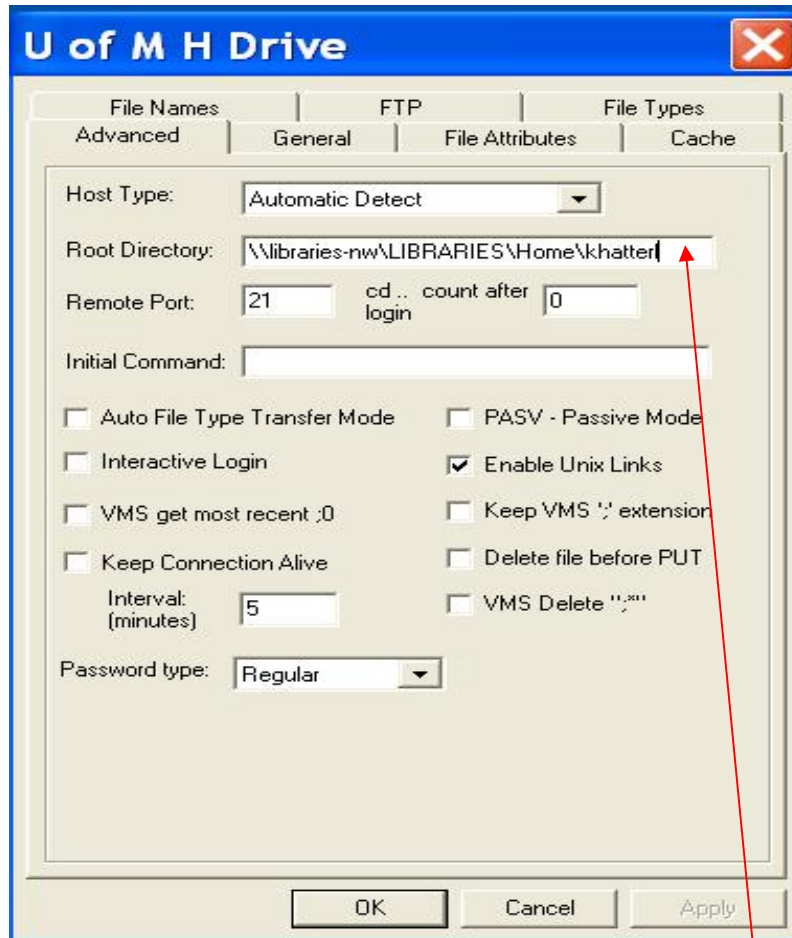


7. You should now see the following information on your screen:



If your screen does not look exactly like the screen above, please make sure to change your settings.

8. Now clicking on the “Advanced” button, you should see the following:



9. Enter [\\Libraries-nw\libraries\home\userid](#) in the “Root Directory” box, where userid is your Novell userid. Once this is done click on the “OK” button, and then you should see the initial NetDrive connection screen. If you click the “Connect” button, you should be prompted for a password, which is your Novell password. Once you have entered this, you should see the drive to which you have connected, mapped to your computer.

*NOTE: You should be able to use your “My Computer” to access and use your work H drive.*



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