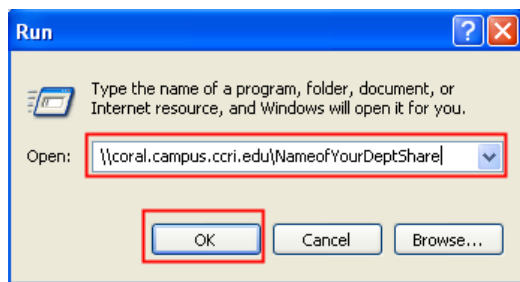


To connect once to your share without mapping it

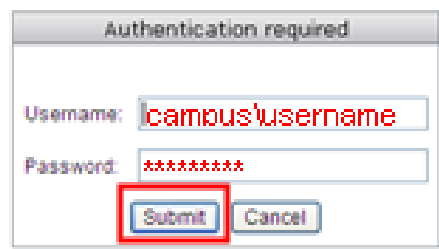
Click on the **Start** button in the lower left hand corner of your screen, Select **Run**.



In the **Open** field: box type in [\\coral.campus.ccri.edu](http://coral.campus.ccri.edu)\NameofYourDeptShare (if you do not know the name of your department share, please call the Help Desk at 401.825.1112) and click **OK**.



The Authentication required box will open enter your **domain username**, as campus\username, and **password** then click **Submit**.



The files and folders in your department share will then be displayed.