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 <u>\coral.campus.ccri.edu\NameofYourDeptShare</u> (if you do not know the name of your department share, please call the Help Desk at 401.825.1112) and click **OK**.

Run	? 🔀
Type the name of a program, folder, document, or Internet resource, and Windows will open it for you.	
Open:	\coral.campus.ccri.edu\NameofYourDeptShare
	OK Cancel Browse

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

Au	thentication required
Usemame:	lcampus'username
Password:	*****
[Submit Cancel

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