# Access your Canisius Network Storage on Filer

## Overview:

Access your Canisius Network Storage on Filer

All users at Canisius are provided with an allotment of network storage space. One advantage of this is the ability to get to your files from more than one computer across the campus network.

## On-Campus

### Access to your Network Storage

- **Windows users:**
  When logging into a college-owned Windows PC, users will automatically be connected to their network storage. This network storage will appear in "My Computer" under the heading "Network Drives" or "Network Location" and will usually be designated (H:)

- **Mac users (OSX 10.8.5 or higher)**
  - In the Finder, choose Go > Connect to Server
  - Enter the URL from the table (see bottom of page) to map to the desired location
  - Click Connect

- **Network Drive Instructions for Mac (web-based connection)**

- **Canisius-Owned Mac Devices (OSX 10.8.5 or higher)**
  - In the Finder, choose Go > Connect to Server
  - Enter "smb://filer/username"
  - Click Connect

- **Network Drive Instructions for Mac (canisius-owned, on-campus)**
Web-Based (Off-Campus)

Access to your Network Storage

- **Windows users:**
  - PDF instructions for Windows
  - Instructions for Windows 7 / Windows 8 / and Windows 10:
    - Press the windows key and the letter E to pull up the Drive Mapping Window.
    - Right click on This PC and left click on Map network drive

![Windows Drive Mapping Window]

- **Mac users (OSX 10.8.5 or higher)**
  - In the Finder, choose Go > Connect to Server
  - Enter the URL from the table below to map to the desired location
  - Click Connect
  - *Network Drive Instructions for Mac (web-based connection)*

**Table of URLs**
Needed for reference when making your **web-based** connection.

<table>
<thead>
<tr>
<th>User Type</th>
<th>URL to Enter</th>
</tr>
</thead>
<tbody>
<tr>
<td>ITS Staff</td>
<td>Use VPN</td>
</tr>
<tr>
<td>Departmental</td>
<td><a href="https://netdrive.canisius.edu/deptlib">https://netdrive.canisius.edu/deptlib</a></td>
</tr>
<tr>
<td>Home directory</td>
<td>[<a href="https://netdrive.canisius.edu/users/%5Bfirst">https://netdrive.canisius.edu/users/[first</a> letter of username]/username](<a href="https://netdrive.canisius.edu/users/%5Bfirst">https://netdrive.canisius.edu/users/[first</a> letter of username]/username)</td>
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