

Map to network drive

From Mac

1. In the Finder-menu, click on Go and Connect to Server (cmd-K).
2. In the box for server address write the network address you want to connect to.
Smb://kifs04.user.ki.se/K7_Users\$/Your KI-ID"
3. In the field for "Server address" – click preferably on plus to add the address to the favorite list.
4. Click on "Connect"
5. In the pop-up window, write "User\Your KI ID", write "Backslash" by pressing shift + alt + 7
6. Password is you KI e-mail password.
7. Click on "Connect" and your computer is connected, or mapped, to the network drive.

From PC:

1. Click Start, and then click the Computer or search for This PC
2. Click Map Network Drive from the Tools menu (Press ALT if the Tools Menu is not displayed)
3. Click on a device name in the Device
4. Use any letter
5. In the Folder box, type the following address: \\kifs04.user.ki.se\K7_Users\$\Ditt KI ID"
6. If you want to connect automatically each time you log on to your computer, select the "Reconnect at login"
7. Check the box "Connect with other credentials"
8. Click Finish
9. In the pop-up window, enter the username: user\your KI-ID. For "Backslash" Press AltGr + ?.
10. Password is your KI e-mail password
11. Click OK
12. Your computer is now connected, or mapped, to the network device
13. The Map can be accessed even if you are not connected to internet. Right-Click on the Map of interest and choose "Always on-line". This will not work for the shared Maps