

Mapping a Network Drive

Doc Type:	Technical
Doc Title:	Mapping a Network Drive
Products:	Windows, All Versions

Background

Simply put, "Mapping a Network Drive" **assigns a drive letter to a folder on the network.**

N: =  \\server\folder

Similar to how your floppy drive is assigned the letter "A:" and your hard drive is assigned the letter "C:", you can assign a different drive letter, let's say "N:", to a folder on the network.

This allows a folder on the network to be referenced by using a drive letter (N:) instead of the full network path (\\server\folder).

Summary

There are several ways to *Map a Network Drive*. It doesn't matter which method you use because the result is the same; a drive **letter** is assigned to a network **folder**.

Instructions

For our examples we will say the network folder is called "folder", which is located on a server called "server", and we want to map this to drive letter "N:".

Either of these two methods will accomplish this task.

Method #1

1. Right-click on "My Computer"
2. Select "Map Network Drive"
3. Click "Browse" to find the network folder
4. Select a *drive letter*.
5. Click OK.

Method #2

1. Click START
2. Click RUN
3. Type: `net use n: \\server\folder`
4. Press ENTER