GLENDALE COMMUNITY COLLEGE
A **MARICOPA** COMMUNITY COLLEGE
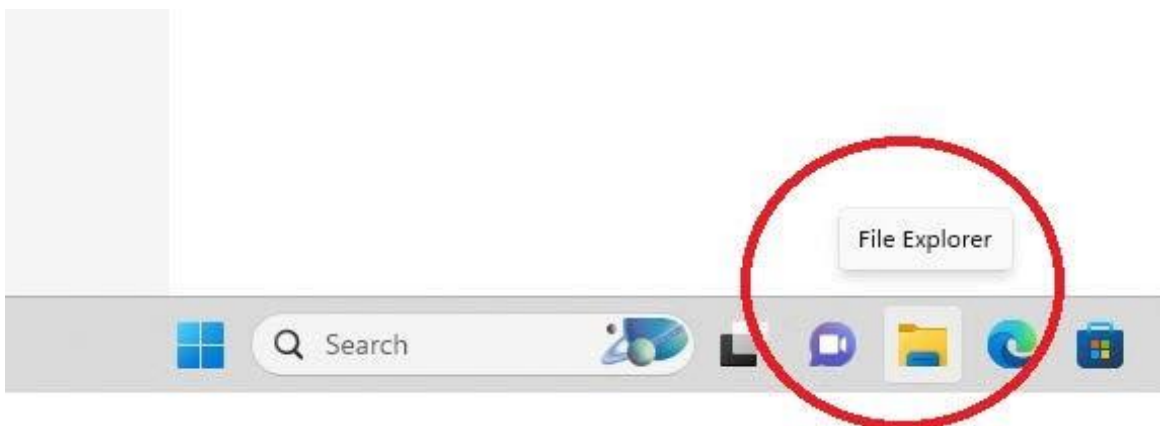
How to Map a Network Drive (H:\ Drive, S:\ Drive)

The below instructions will help you navigate the process for mapping a Network Drive on a Windows computer.

Note: You **MUST** be connected to the VPN before proceeding.

Student VPN instructions: https://www.gccaz.edu/technology-help/student-vpn-instructions

Employee VPN instructions: https://employees.gccaz.edu/tech-support/network/vpn
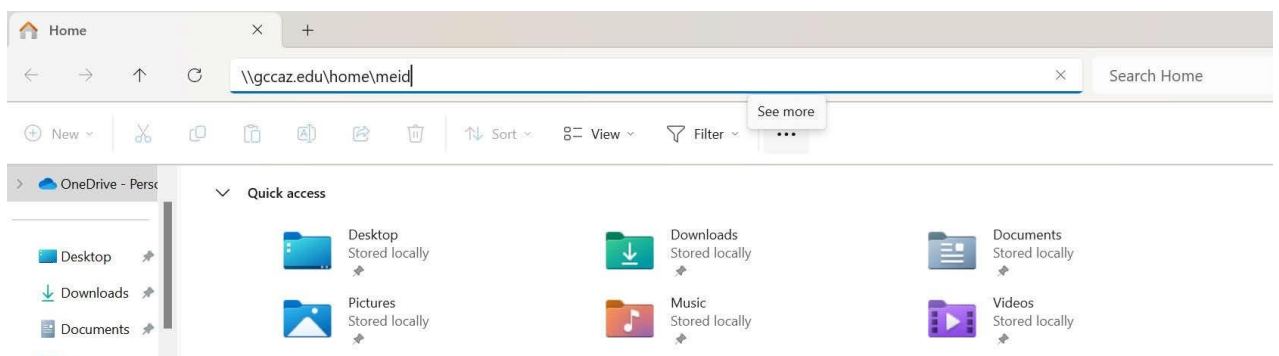
1. Open File Explorer

2. Enter the applicable server address in the address bar:
   Home Drive: \\gccaz.edu\home\YourMEID
   Shared Drive: \\gccaz.edu\shared

   Hit Enter or Go to proceed to login.

3. When prompted to enter your Network Credentials, authenticate with **YourMEID@mcccd.org** and your account password.

4. Navigate to the desired location.