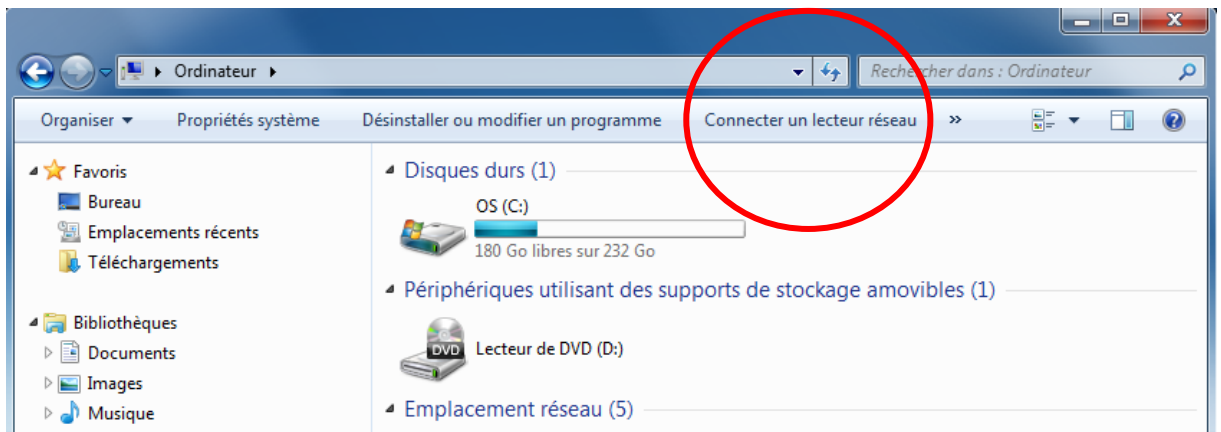


## Under Windows 7

Connecting to the CCRMN network drive will allow you to access it directly from the “Computer” tab or through the file explorer on your computer without having to fill in the drive’s network address each time you want to retrieve your data.

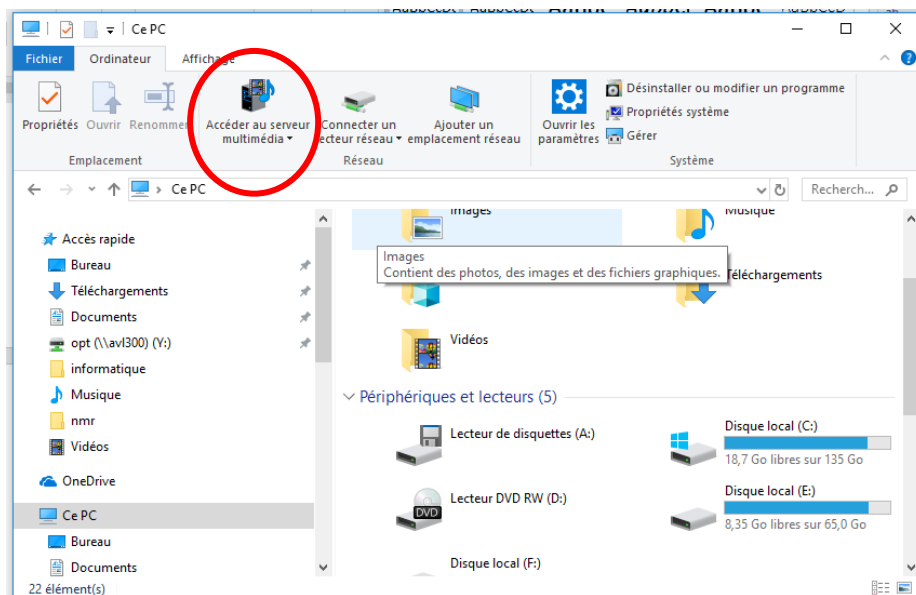
- 1. Open the “Computer” tab by opening the Start menu and then clicking on the “Computer” icon or press the Windows and E keys simultaneously.
- 2. Click on the “Map network drive” button at the top of the screen.



## Under Windows 10

How to connect a network drive

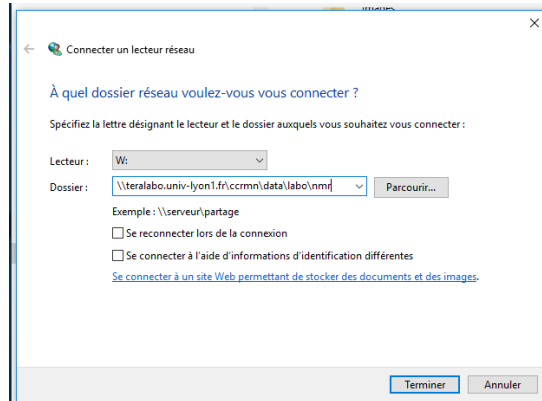
- 1. Open the file explorer. This can be done directly from the windows toolbar, through the Start menu or by pressing the Windows and E keys simultaneously
- 2. Select “this PC” in the left menu, then click on the “Map network drive” button in the ribbon at the top of the screen.



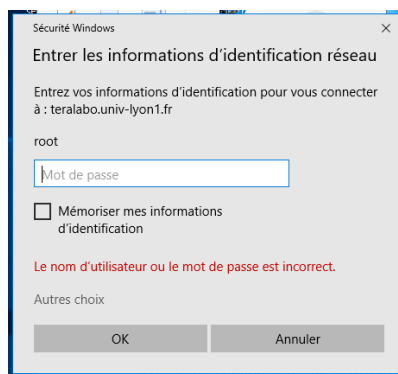
**The rest of these instructions are applicable to both operating systems.**

- 3. In the “Drive” drop-down list, click on the letter you wish to assign the drive (The letter must be available).
- 4. Write down the access path to the file in the “Folder” field and substitute “labo” by the name of your laboratory as referenced on the spectrometers.

\\teralabo.univ-lyon1.fr\ccrmn\data\lab\_name\nmr

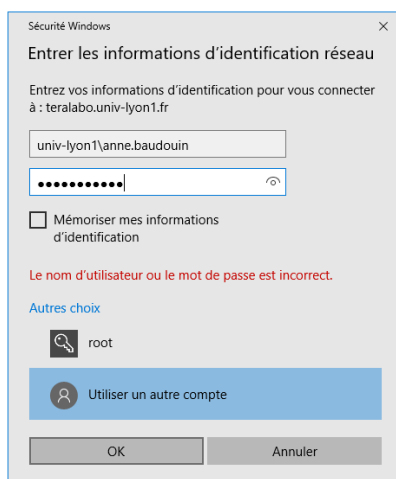


- 5. Cross “Reconnect at sign-in” if you do not wish to repeat the previous steps upon each start-up, then click on the “finish” button.



- 6. Select “Other choices” then “Use different credentials”, write down your university login as shown below.

Univ-lyon1\firstname.lastname



If your “firstname.lastname” login does not work, you can try “p” followed by your Harpege number with no space.

- 7. If nothing works, you can try using our VPN. You can ask for it on <http://cisr.fr/> (click on /guichet/demande de support). It is quick and easy to install.

Do not hesitate to contact us if you encounter any problem. We will come and help you :  
anne.baudouin@univ-lyon1.fr or christophe.gilbert@univ-lyon1.fr (04 72 43 14 63)