SBC-LTER server mapping instruction

This document walks you through all the steps needed for mapping the SBC server network drive on your computer, including OS and windows system.

Mac OS system

1. To connect to a fileserver on a Mac, select "Connect to Server" from the "Go" menu on the finder.

2. In the dialog box, type the name of the server (below), and click 'Connect'. To add this server to your list of "Favorite Servers" click the "+" button. (Or click the "+" to see the servers you have already added to the list).

   - the SBC data disk: smb://files.msi.ucsb.edu/sbclter
3. Enter your MSI username and password, then click "OK".

4. An icon will appear on your desktop, and a window will open showing the directories on the filesystem.
Windows operating system

1. On the desktop, from a folder view, click “This PC” on the left panel, select 'Map Network Drive' (you are already logged into Windows **).

2. In the dialog box, the first free drive letter will show up in the dropdown box. In the box below, type the name of the server and the 'shares folder': \\files.msi.ucsb.edu\sbcletter
and click 'finish'. Your computer may suggest that you click 'reconnect at sign-in', in order to log on each time you start your computer.

3. You may be given a second dialog box asking for your username and password. If so, enter your MSI username and password, and click 'OK'.
4. The network drive will show up as "sbclter". If you create a 'shortcut' to the server disk, then you will not need to map a drive each time. Clicking this shortcut will pop up the login box followed by the folder.