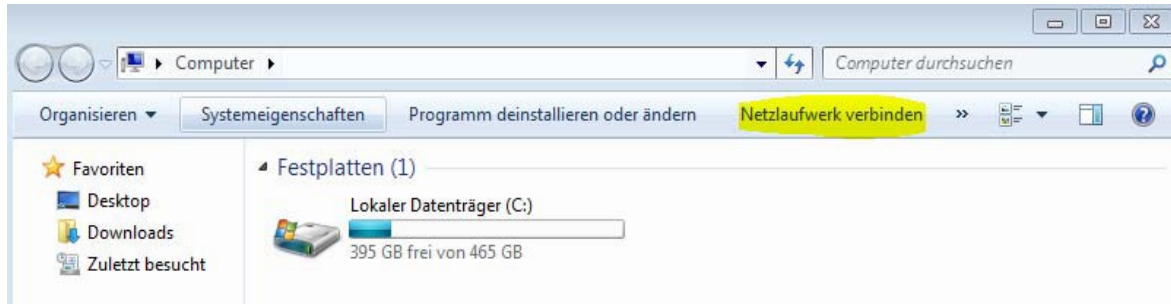


How to access your network home folder (Windows 7)

Please note: If you want to access the Network Home Folder outside of the academy you have to be connected with the academy network via a VPN connection.

Open Computer by clicking the Start Button , and then click on Computer.

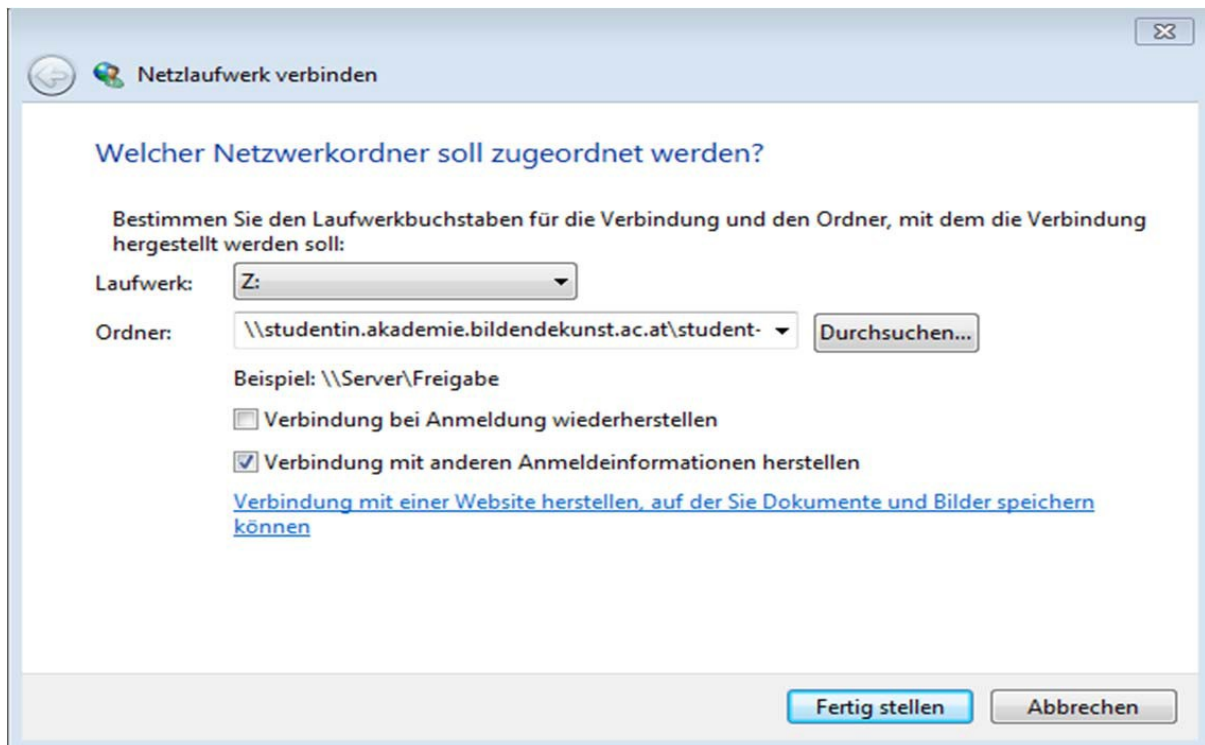
Click **Map network drive**.



In the Drive list, select a drive letter. (You can choose any available letter). Then enter the following patch in the **Folder** box:

<\\studentin.akademie.bildendekunst.ac.at\student-Homes\rMatrikelnummer>

It is important that you select **Connect using different credentials**.



Click **Finish**.

When you are asked to enter a login please use „akademie\rMatrikelnummer“ and enter your password.