

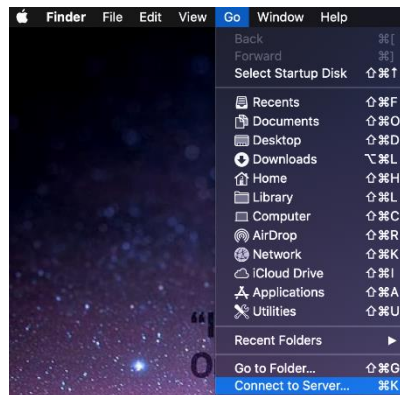
How to Access Network Folders on an Apple Computer

Before You Begin:

- If you are on campus and your network folders are missing, try logging off and on again to reset the computer connection to the server. Also make sure you are on GoucherWIFI.
- **If you are off campus, you must have a working VPN connection first.** If needed, follow the steps in [Setting Up A VPN Connection](#).

Steps:

1. Choose the **Go** menu from the top menu bar, and select **Connect to Server**.
 - a. If you do not see the **Go** menu at first, click somewhere on your desktop background to take focus away from whatever program you are currently in.



2. The **Connect to Server** window will appear. Type the path for the network server that you would like to connect to in the **Server Address** field. Here are the following addresses for the top-level folders of each server:

- **Darwin** – smb://darwin.goucher.edu
- **Magellan** – smb://magellan.goucher.edu

NOTE: You can also save the address into your Favorites by clicking the Plus (+) sign next to the address field after you've typed it in.

3. Click **Connect**. A box will prompt for your Goucher username and password. Click **OK** to continue.
4. Depending on what address you entered, another box may come up asking for what volume you want to access. Unless otherwise informed by your department/instructor, it should be:

- Darwin – Users
- Magellan – dept

