

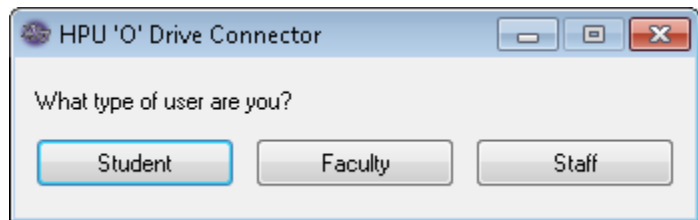
HIGH POINT UNIVERSITY

Office of Information Technology

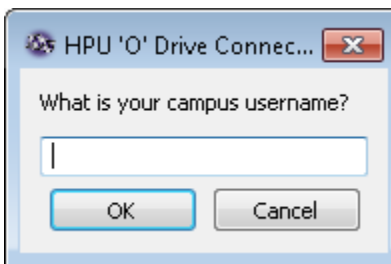
Connect to O-Drive on a PC

To map the O drive on a PC computer, you can use the Campus O Drive Connector for Windows. [Click here to download the O Drive Connector.](#) Below are the step by step instructions.

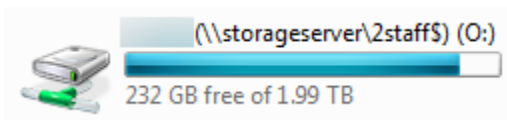
- Download the file from the Software Tab in Blackboard and save the file somewhere convenient, like your desktop
- Open the program and choose which type of network user you are



- You will be prompted for your username and password.



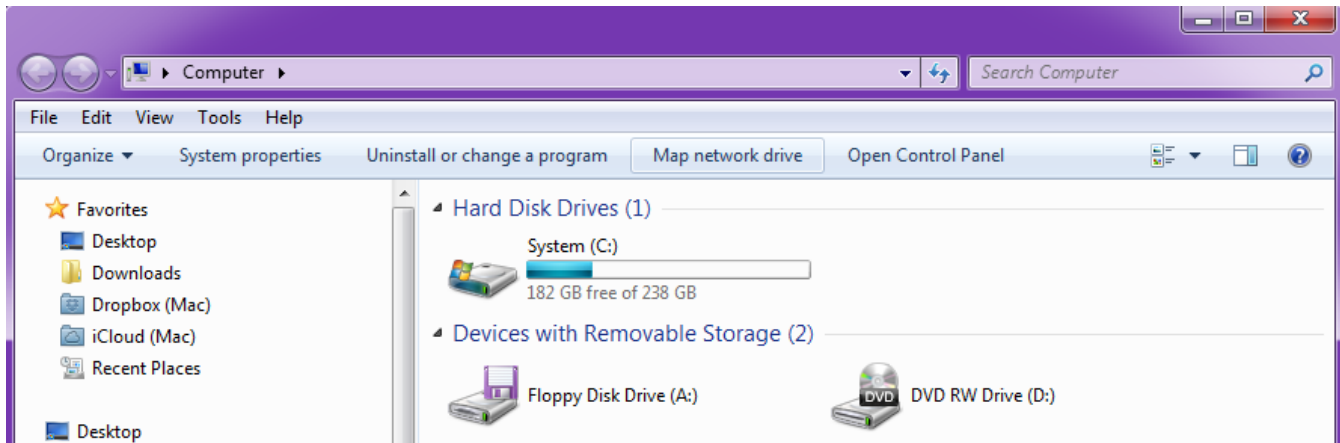
- If you entered your credentials correctly, your O drive will be mapped successfully
- Open "Computer" in your start menu and your O drive will look like this:



- **Note:** You must have network connectivity to be able to access files on your O drive. Wifi signal strength may not be sufficient in certain outdoor locations.
- **Note:** If you are off campus, you must be connected to campus via VPN to be able to connect to your O drive. Please see the GlobalProtect VPN download file and instructions [here](#).

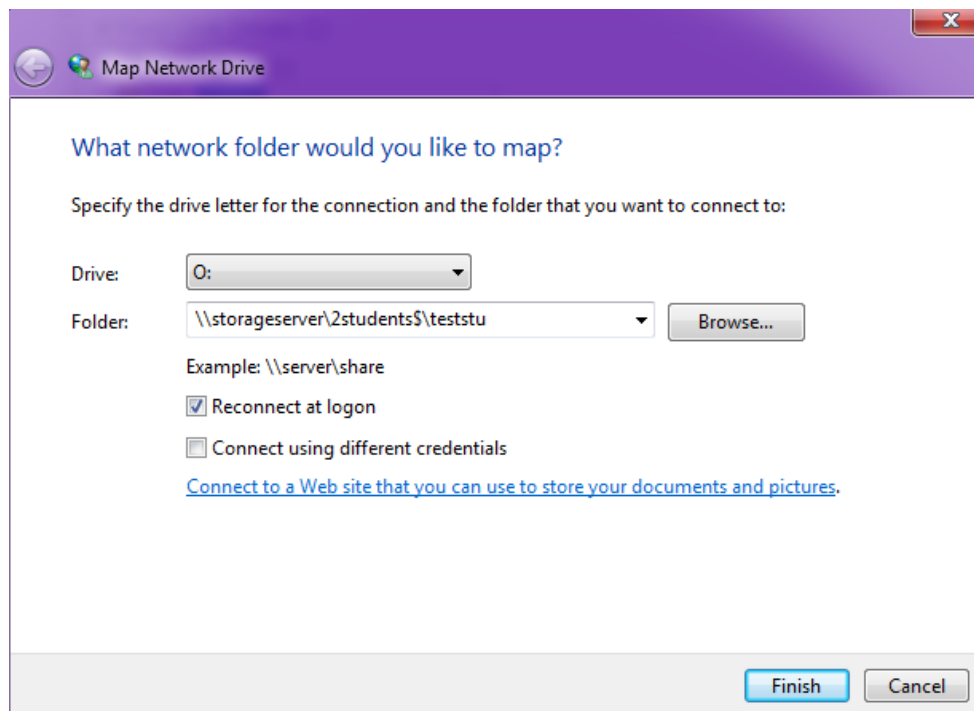
Also you can map your O drive manually. Below are step by step instructions to manually map your O drive to a PC computer

- Click on the Start menu
- Click “Computer” (This PC)
- Click “Map network drive” on the upper tool bar



- Select the letter O from the drop down
- Enter in the below path depending on whether you are a student, faculty or staff member

1. Student path: \\storageserver\2students\$(username)
2. Faculty path: \\storageserver\2faculty\$(username)
3. Staff path: \\storageserver\2staff\$(username)



- Check the “Reconnect at logon” box
- Click “Finish”

Your O-drive will be mapped.