

Mapping Your U: Drive

What's My U: Drive?

Your U: drive ("user drive") is free, cloud-based file storage on SMU's servers. You can think of your U: drive as being very similar to other cloud-based file-storage services, such as Box, Dropbox, Google Drive, OneDrive, or iCloud.

Do I Have to Use My U: Drive?

Yes. As part of this course, you will be performing statistical analyses using the program SPSS. If you do not own a copy of SPSS, you can access a virtual copy for free at apps.smu.edu. However, the apps.SMU version of SPSS can **only** open files that are stored on your U: drive. So, you'll have to put any data that you want to analyze on your U: drive.

What Does it Mean to "Map" My U: Drive?

"Mapping" your U: drive is a process that makes the U: drive appear in your computer's drive list in your file explorer program (e.g., along with the C: drive and any other drives [e.g., thumbsticks]). This will allow you to drag and drop files into the U: drive as if it were a folder on your computer. If you do not map your U: drive, you will have to use a long, confusing, cumbersome process to upload files to your U: drive using SMU's VPN website.

How Do I Map My U: Drive?

This file contains instructions from OIT on how to map your U: drive. **Critically, you can only map or use your U: drive if:** (1) you are on the campus network, or (2) you have a VPN connection into campus. This file therefore contains instructions from OIT for how to install the VPN client, as well.

Who Do I Contact for Help?

If you run into issues with mapping your U: drive, it's likely beyond your professor's technical knowledge. So, if you need help mapping your U: drive, you need to contact OIT by phone (214.768.HELP), email (help@smu.edu), or ideally by visiting the help desk in the Fondron Library.

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Network Drive Mapping

SMU provides several network drives which requires varying levels of account permissions. Each of these drives contains specific data and have specific paths.

How to Map a Network Drive in OSX

- Open Finder on the customer's computer
- In the top left corner of the screen, on the taskbar, click "Go" and select "Connect to Server" from the drop-down menu
- Type the path of the network drive you are mapping in the "Server Address" field (see the list of drive names and paths below)
- Click on the "Connect" button
- If prompted for credentials, try the customer's ID# and password, or smu\ID# and password , or email alias - whatever precedes @smu.edu in their email address and their password.

How to Map a Network Drive in Windows

- Open File Explorer on the customer's computer
- Scroll down the directory tree on the left side of the window until you see "Network"
- Right click "Network" and click "Map Network Drive" from the drop-down menu
- In the new window, select which drive you want to map and type the path of the network drive you are mapping in the "Folder" field (see the list of drive names and paths below)
- Click the "Finish" button
- If prompted for credentials, try the customer's ID# and password, or smu\ID# and password , or email alias - whatever precedes @smu.edu in their email address and their password.

Below is the number of the more common network drives that customers most frequently request access to:

- U Drive
 - Available to all students, faculty, and staff. This is a personal drive unique to each user and can only be accessed with SMU credentials
 - Path for Mac:
 - smb://smu.edu/Files/users\$/"customer's email alias"
 - Path for PC:
 - \\smu.edu\Files\users\$\\"customer's email alias"
- V Drive
 - This is only available to those granted permission. It is departmental and each has a unique path. If a customer is having trouble with his drive, open a ticket and route it to Lauren.
- Any other network drive requests: Create a ticket and note the names of the anyone else in the department that is able to access the drive.

Installing SMU VPN for Windows

Introduction

The SMU Virtual Private Networking (VPN) service allows SMU faculty, staff and students to access secure SMU network resources while connected to an outside ISP.

Instructions (Windows 2000 SP4 to Windows 10)

1. Open the web browser of your choice.
2. Go to vpn.smu.edu
3. Log in with your SMU ID and password.
4. Click **AnyConnect** in the left-hand toolbar on the Cisco VPN page.
5. Click **Start AnyConnect**.
6. The page will begin the installation process automatically if Java is installed on your computer.
 - a. If the Java installer fails, click on the provided link to download the manual installer and run the installer from your Downloads folder.
7. Once the installer runs, accept the default options and **Continue**.
8. After installation is complete, the VPN client should open. Enter **vpn.smu.edu** in the **Server Address** field.
 - a. If the VPN client does not open automatically after installation, look for **Cisco AnyConnect Client** in your start menu or search.
9. Enter your SMU ID and password when prompted. Click **OK**.
10. The VPN client will now connect.

Connecting to a Network Drive (Windows 7, 8, 10)

1. Open the **File Explorer**.
 - a. Windows 7: Click Start, then Computer.
 - b. Windows 8 & 10: Right-click on Start, then File Explorer.
2. Click **Map Network Drive**.
 - a. Windows 7: Button located on top toolbar of File Explorer.
 - b. Windows 8 & 10: Click **Computer** tab, then **Map Network Drive** icon.
3. Select desired drive letter.
4. Type the path to the network drive in the **Folder** field.
 - a. Example: [\\smu.edu\Files\Department](http://\smu.edu\Files\Department)
5. Check **Reconnect at sign-in** if you would like this folder to always connect when you log into the computer.
6. Click **Finish**.
7. The network drive will now connect and display on your screen.

Configuring SMU VPN for MacOS

Introduction

The SMU Virtual Private Networking (VPN) service allows SMU faculty, staff and students to access secure SMU network resources while connected to an outside ISP.

Changing Security Settings to Allow Installation (10.8 or Later)

1. Select **Apple Logo**
2. Click on **System Preferences**
3. Select the **Privacy and Security** icon
4. On the general tab select the **lock icon** (bottom left)
5. Enter computer Admin password
6. Select **Anywhere** under Allow apps downloaded from:
7. **Save** and Click the lock again

Instructions (Mac OS X or macOS 10.4 & Later)

1. Open the web browser of your choice.
2. Go to vpn.smu.edu
3. Log in with your SMU ID and password.
4. Click **AnyConnect** in the left-hand toolbar on the Cisco VPN page.
5. Click **Start AnyConnect**.
6. The page will begin the installation process automatically if Java is installed on your computer.
 - a. If the Java installer fails, click on the provided link to download the manual installer and run the installer from your Downloads folder.
7. Once the installer runs, accept the default options and **Continue**.
8. After installation is complete, the VPN client should open. Enter **vpn.smu.edu** in the **Server Address** field.

Connecting to a Network Drive

1. Launch the Finder
2. Click Go
3. Click Connect to Server
4. In the server address box, type the complete name of the network volume to which you wish to connect. Some examples are listed below:
 - a. `smb://s11usr.systems.smu.edu/users$/username`
 - b. `smb://s11usr.systems.smu.edu/department$`
5. Click the plus sign to add the drive to your favorite list
6. Click Connect
7. When prompted, enter SMU as the domain
8. Enter your SMU ID and password.