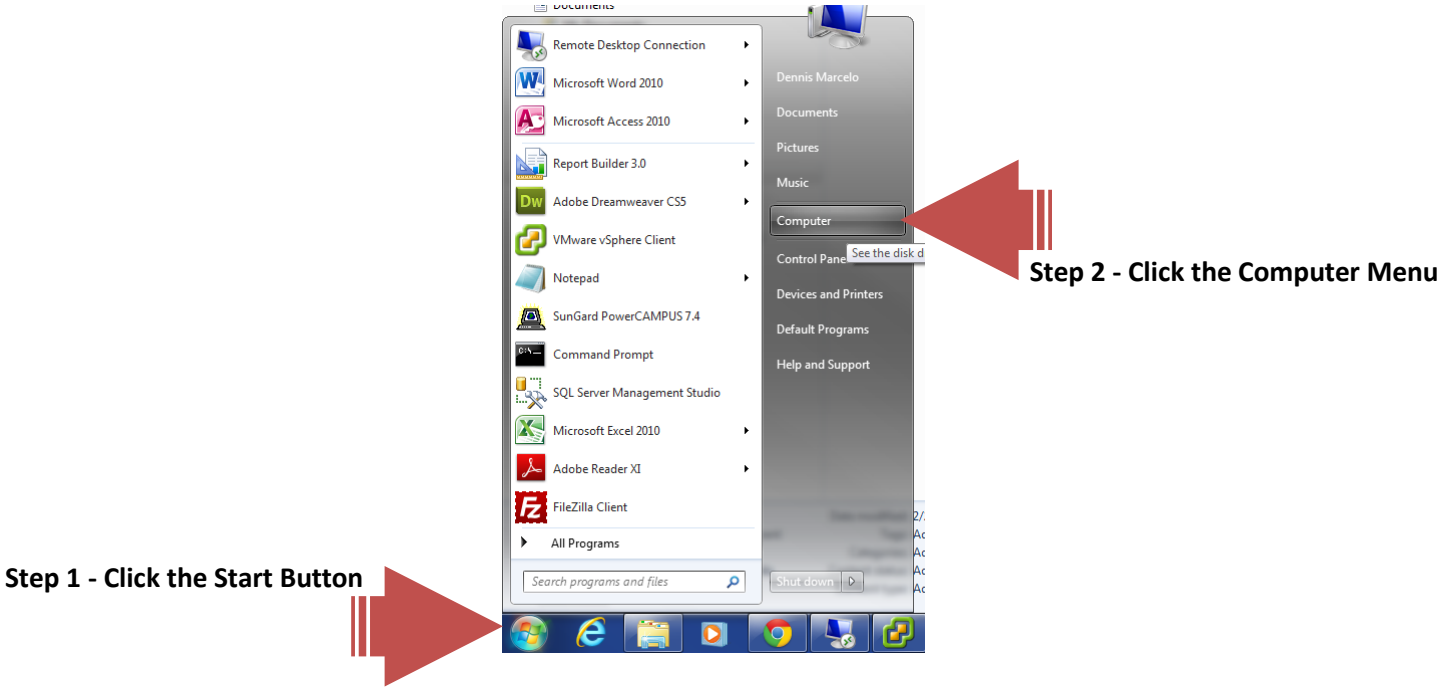
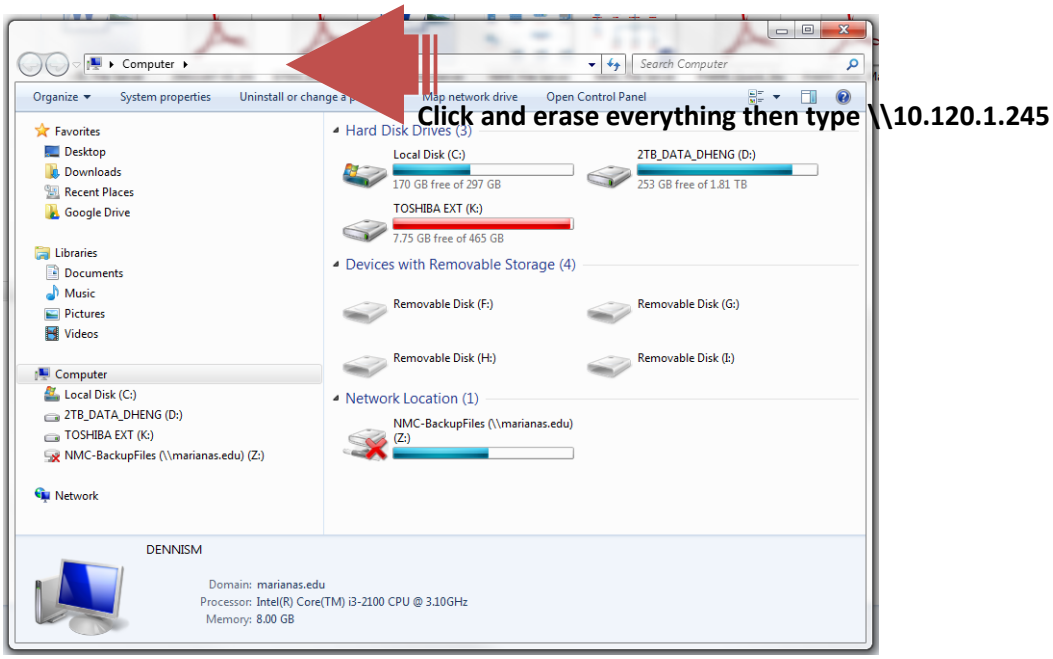
How to Connect to the “O” Drive?

The following are step by step procedure on how to connect to the NMC “O” Drive. This is for Microsoft Windows 7 computers and laptops.

1. Open your Windows Explorer.

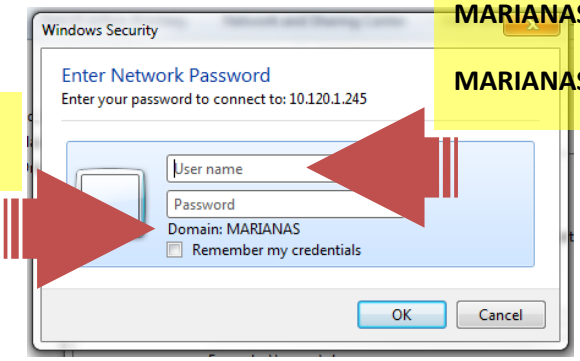


2. ON the address bar type \\10.120.1.245 and press enter



3. If a login will be ask, do the following

Step 1 – Check if the domain is MARIANAS



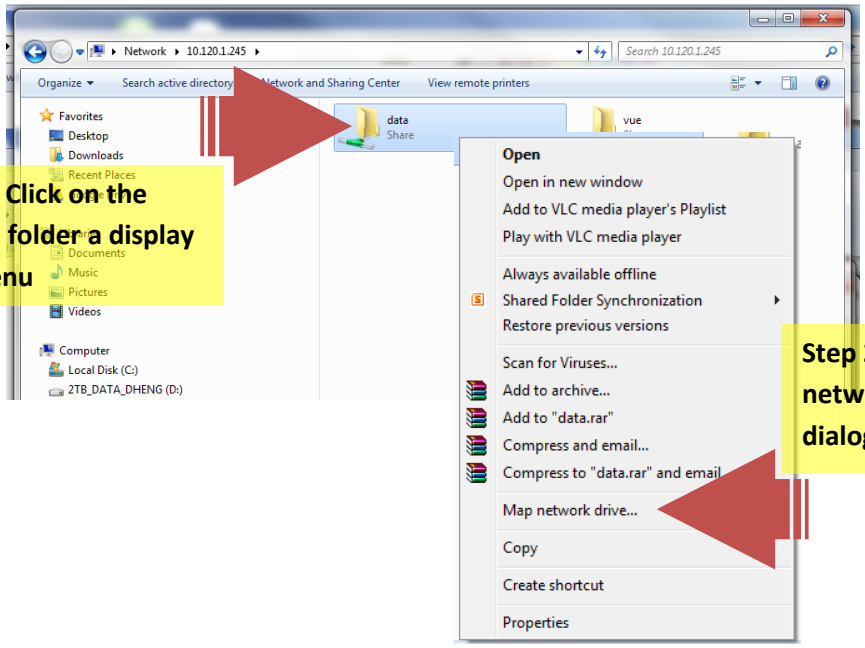
Step 2 – Enter your Domain Account.

If the domain specified in step 1 is not MARIANAS. Your Username will be like this

MARIANAS\{your user name}

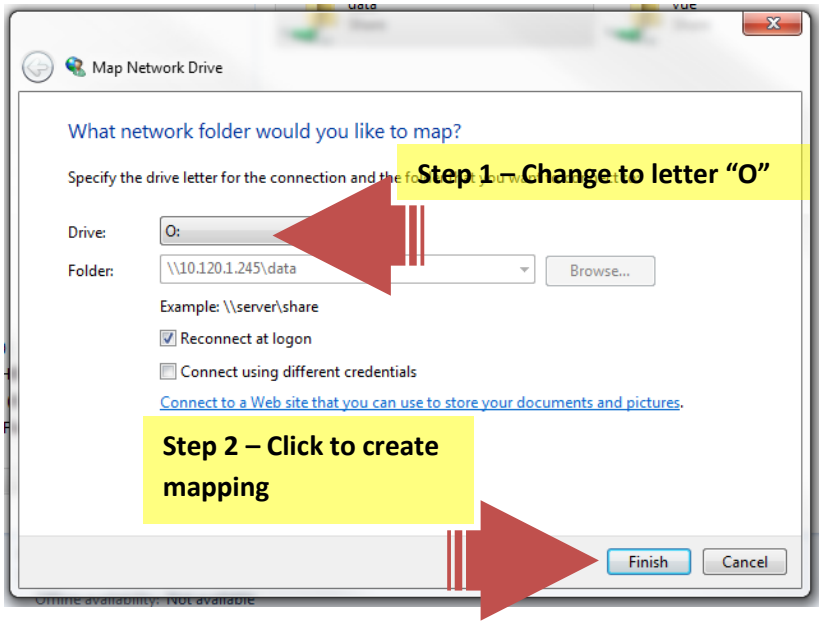
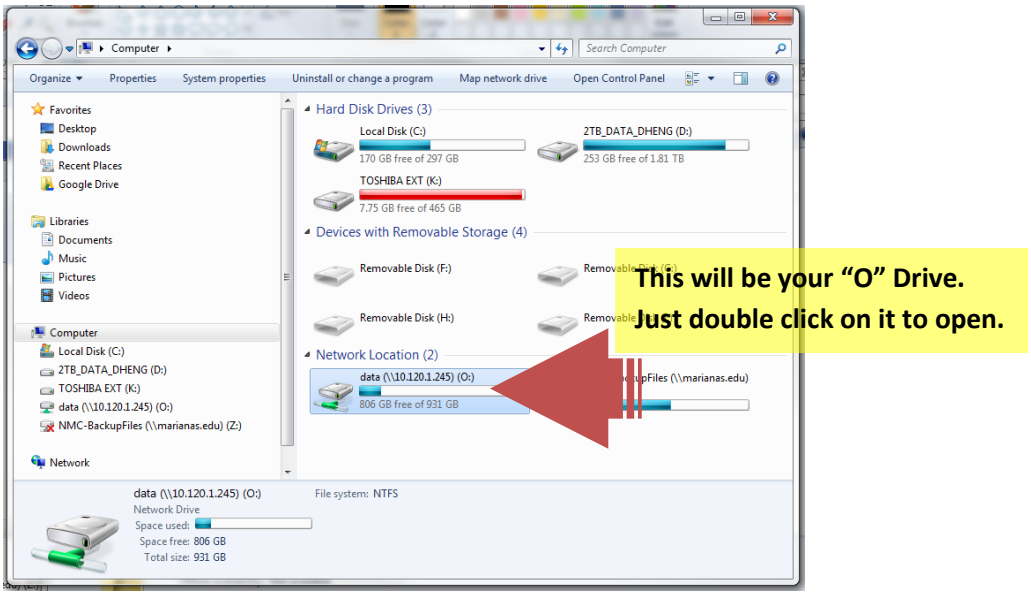
4. When the list of shared folder is displayed, map the "data" shared folder

Step 1 – Right Click on the "data" shared folder a display the popup menu



Step 2 – Click on the "Map network drive" to display a dialog box.

5. Finalized network mapping



6. Check if you are able to see O Drive on your Windows Explorer