Connecting to Your Share Drive

These instructions assume that you are working on a yale computer, or your personal computer that is properly connected with your NetID and Password through a wired network connection, YaleSecure or Yale VPN.

A description of Yale VPN and instructions on how to install it are at the end of this document.

About Share Drives:

Access to shares hosted by yale are controlled by network permission groups that must contain your NetID in order to get access to the corresponding share.

NetID's are added to these groups at the beginning of each semester, based on course enrollment, or by request at any time.

Network Share Folder

You will need the specific address path to access the shared drive. For mac, this will start with **smb://** and for pc it will start with ****.

How to Connect for MAC

Step 1. Open Finder, pull down the Go menu, then select Connect to Server, or press #K



Step 2. Enter the server address, an example is the clinic server: **smb://ylsclinics.law.yale.edu/ylsclinics** and Connect

	Connect to Ser	Ver		
Server Address:				
smb://ylsclinics.law.yale.e	(+) (0	(+) (0*		
Favorite Servers:				
? Remove		Browst		

Step 3. To authenticate your access, select Registered User, then enter your Yale NetID and password, then click Connect

Connect As:	Guest
	Registered User
Name:	kw332
Password:	
Remem	ber this password in my keychain

Step 4. Your network share folders should now be displayed.

	kw332		yiscle	rics.	+
Favorites	Name	Date Modified	Size	Kind ^	
同 All My Files	YLS_EJC	5/26/17		Folder	
	YLS_EOJJ	2/9/16		Folder	
Cloud Drive	yis_epclinic	4/20/11		Folder	
AirDrop	8/4/17		Folder		
Applications	yls_tragi_refugees	7/31/17		Folder	
y v pppicerioria	yis_jkelly_project	3/25/00		Folder	
Desktop	yis_ta_clinic	2/12/13		Folder Folder	
B Documents	yis_lawethics	9/19/13			
O Downloads	yis_igbt_clinic	3/6/09		Folder	
O DOMINOUS	YLS_LLT	8/16/17		Folder	
📄 kw332	yis_media_information_access	B/16/17		Folder	
Devices	yis_non-profit	8/24/16		Folder	
(D. normalization)	yis, post911	3/8/14		Folder	
Remote Disc	yis_rolc	4/18/17		Folder	
Macintosh HD	yls_San_Franciso_affirm_lit_project	4/22/00		Folder	
	yis_supreme_court_advocacy	3/12/13		Folder	
Shared	> yis_tdc_ghip	2/15/13		Folder	
Tags	yis_transnational_Develop_clinic	3/17/15	144	Folder	
O Finder 01	yis_visc	7/28/17		Folder	
	yls,wirac,awirac	8/16/17		Folder	

How to Connect for Windows

Step 1.Open Windows File Explorer and go to This PC. Right click and select Map Network Drive.

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File Comp	uter	View			~ 🔞
$\leftarrow \rightarrow \cdot \uparrow$		> This PC	× 0	Search This PC	,p
 ✓	ess ds nts	V Folders (6)	Documents . Documents		
Videos Walipape yis black	er bgd		Level Del KC) Vid CE Inter of 237 CB		
> I This PC		Expand			
> 🥩 Network	•	Manage Per to Start Map network drive Open in new window Pin to Quick eccess Disconcect network drive Add a network location Delete			
9 items		Rename			
		Properties			

Step 2. Select the Drive Letter that you want to use then enter the server path into the Folder field. An example is:

\\yIsclinics.law.yale.edu\yIsclinics and Finish.



Step 3.To authenticate your access, enter yale\NetID and your password, then OK

It's imperative that you use yale\ with your Yale NetID to authenticate here.

×							
Enter network credentials							
Enter your credentials to connect to: files.law.yale.edu							
yale\netid							
୕							
Domain: yale							
Remember my credentials							
Cancel							

Step 4. Your list of network share folders should now be displayed.

🛨 🕑 📙 🖬	Drive Tools ylsclinics (\\clinic	s.law.yale.edu) (Z:)				5	
File Home Share	View Manage						~ 0
← → • ↑ 至 > This	PC > ylsclinics (\\clinics.law.yale.edu) (Z:)				~ O	Search ylsclinics (\\clinic	9,wala
* Ouick scorer	Name	Date modified	Type	Size			
Decision of	VLS CRIT Legal	8/17/2017 3:09 PM	File folder				
- Descop	VLS Detention	1/1/2016 1:37 PM	File folder				
Uownloads #	yls_ea_clinic	6/11/2013 2-41 AM	File folder				
Documents #	YLS_EIC	5/26/2017 4:46 PM	File folder				
Pictures 📌	YLS EOU	2/9/2016 1:27 PM	File folder				
Music	vis epclinic	4/20/2011 3:03 PM	File folder				
Videos	YLS ILS	8/4/2017 5-21 PM	File folder				
Wallpaper	yls_lraqi_refugees	7/31/2017 1:02 PM	File folder				
vis black bod	yls_jkelly_project	3/25/2009 9:34 PM	File folder				
yo once ugu	yls_la_clinic	2/12/2013 6:15 PM	File folder				
ConeDrive	yls_lawethics	9/19/2013 10:16 PM	File folder				
This PC	yls_lgbt_clinic	3/6/2009 12:59 PM	File folder				
	VLS_LLT	8/16/2017 1:13 PM	File folder				
Network	yls_media_information_access	8/16/2017 2:54 PM	File folder				
	yls_non-profit	8/24/2016 6:03 PM	File folder				
	yls_post911	3/8/2014 6:42 PM	File folder				
	yis_rolc	4/18/2017 12:09 PM	File folder				
	yls_San_Franciso_affirm_lit_project	4/22/2009 9:16 AM	File folder				
	yls_supreme_court_advocacy	3/12/2013 10:43 PM	File folder				
	yłs_tdc_ghjp	2/15/2013 1:43 PM	File folder				
	yls_transnational_Develop_clinic	3/17/2015 10:54 PM	File folder				
	yls_visc	7/26/2017 11:23 PM	File folder				
	yls_wirac_awirac	8/16/2017 11:29 AM	File folder				
40 items							1111

VPN Access

VPN is Virtual Private Network. Yale VPN allows you to connect to Yale's electronic resources when you are not on campus. Conceptually, this is like connecting to YaleSecure when you're not at Yale.

To install the Cisco Anyconnect VPN Client go to: <u>https://software.yale.edu</u> and download and install the appropriate version for your computer.

You will also need to use Yale's Multi-Factor Authentication (MFA) to install this service. If you don't have MFA setup, or don't know what it is then you should contact us at <u>law.help@yale.edu</u>

Once you install the software and run it for the first time, you may need to enter "**access.yale.edu**" in the field that appears, then click Connect. Only then will the fields for NetID and password and multi-factor authentication appear.