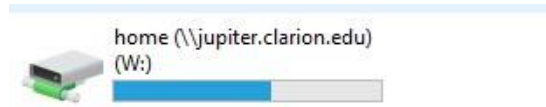


How to Access Jupiter Space from Computer Labs & Smart Classrooms

A. Windows 10.x:

- a. When you login to the computer using your Clarion username/password you will automatically have a drive (W:) mapped to your Windows computer under "My Computer".
- b. Just double-click the drive map (W:) to access your Jupiter space. In Windows 10 you can accomplish this by going to "This PC" under Windows File Explorer and you should see a "Network Locations" similar to below image.

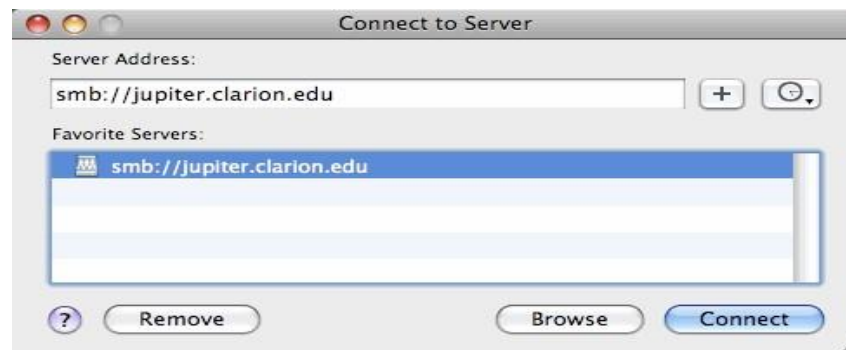


B. Macs (OS 10.x versions):

- a. Connect to Jupiter
 - i. Select "Go" then "Connect to Server" from menu bar



- ii. Type in: "smb://jupiter.clarion.edu (or you can type "smb://Jupiter.clarion.edu/home" to jump directly to you have directory.



- iii. Type in your Clarion username & password (make sure “Registered User” is checked) – then click “Connect”.



- iii. Select “Home” volume option – click “ok”
- iv. You should now see your Jupiter “Home” folder. From here you can copy/paste, drag and drop, or backup files and folders to this location.
- v. Disconnect from Jupiter (*When finished using your Jupiter Space*)
 - i. To disconnect from Jupiter you simply have to drag your ‘home’ folder to the ‘trash’.