

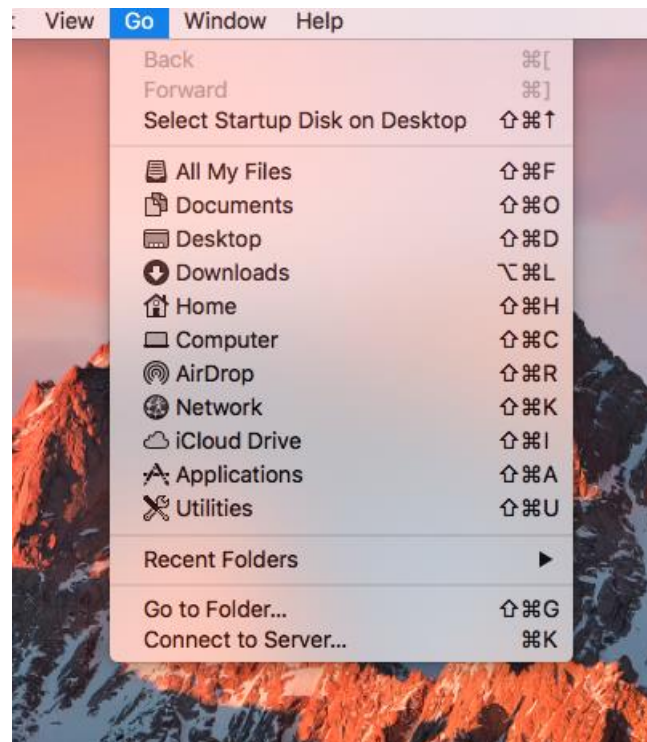
Mapping Your Personal Network Folder and the GBG Public Documents Folders on your Mac

Revised 5.18.17

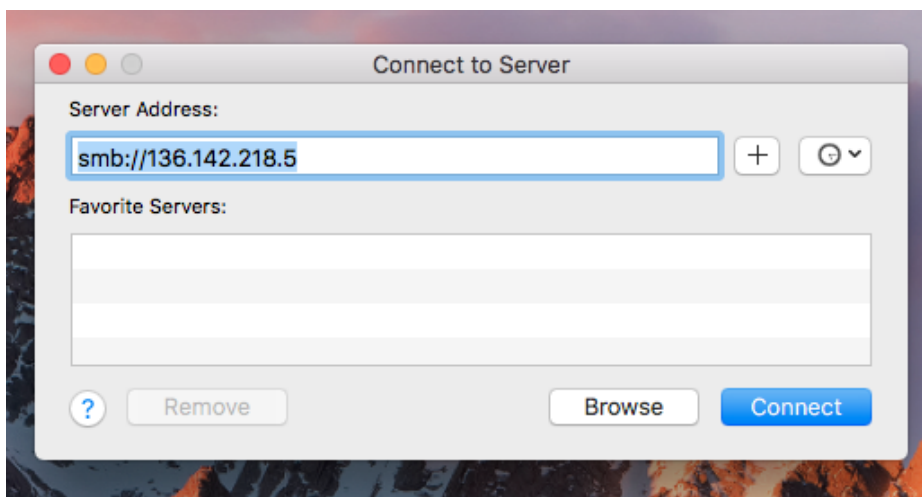
Unlike Windows machines, Macs are not automatically able to see any shared network folders on their machines without first doing the following steps:

Required: Your Mac must be hard wired into the network (at your desk using the Ethernet connection) – this WILL NOT work on Wireless Pittnet.

1. On the Finder Menu bar on the top select “Go” and then “Connect to Server”



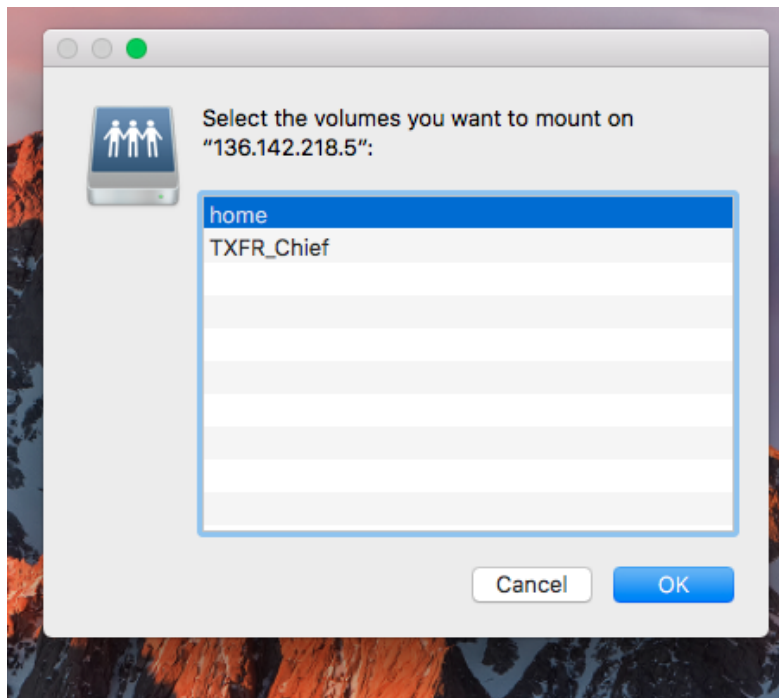
2. Type in the server IP address smb://136.142.218.5



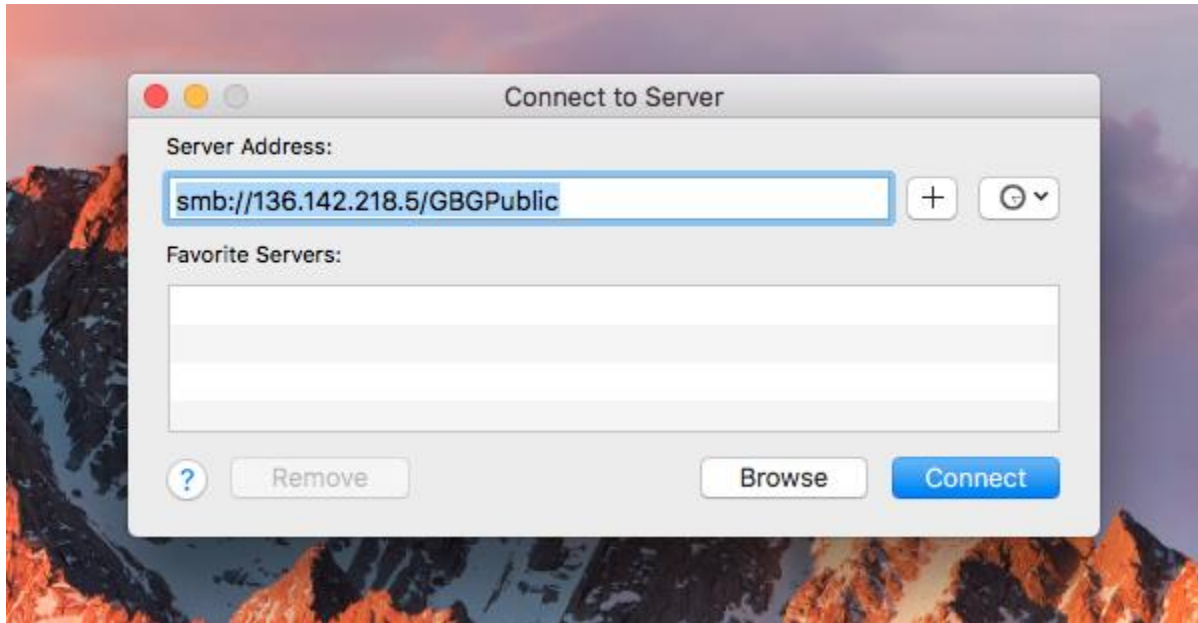
- Put in your Pitt Username and Password and connect as a Registered User (optional: check the box for Remember this password in my keychain if you wish it to be remembered on your machine)



- You want to select the "home" and then "OK"



5. **OPTIONAL STEP:** You will then see the “home” volume show up on your desktop. This will disappear once you disconnect from the wired network connection. In order to make it so you have it the next time you are hard wired back into the network, use 2 fingers to click on the “home” volume on your desktop and then pick the option “Make Alias” which will then put a shortcut on your desktop.
6. Repeat step 1 to go back to “Connect to Server” but this time for the GBG Public Documents folder; type the following: `smb://136.142.218.5/GBGPublic`



7. **OPTIONAL STEP:** Another Volume will show up on your desktop. Repeat step 5 to make an alias shortcut that will stay on your desktop

If you have any questions or you need any help – submit a help ticket at help.greensburg.pitt.edu