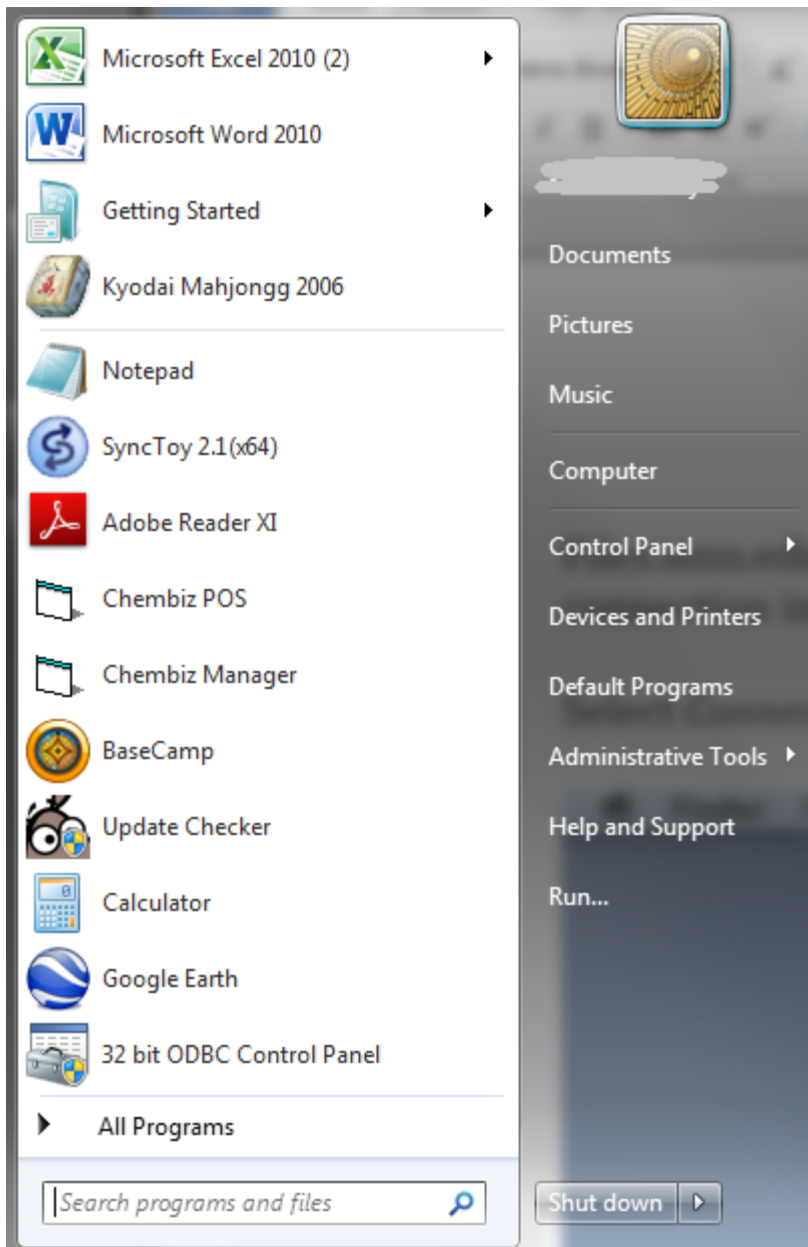
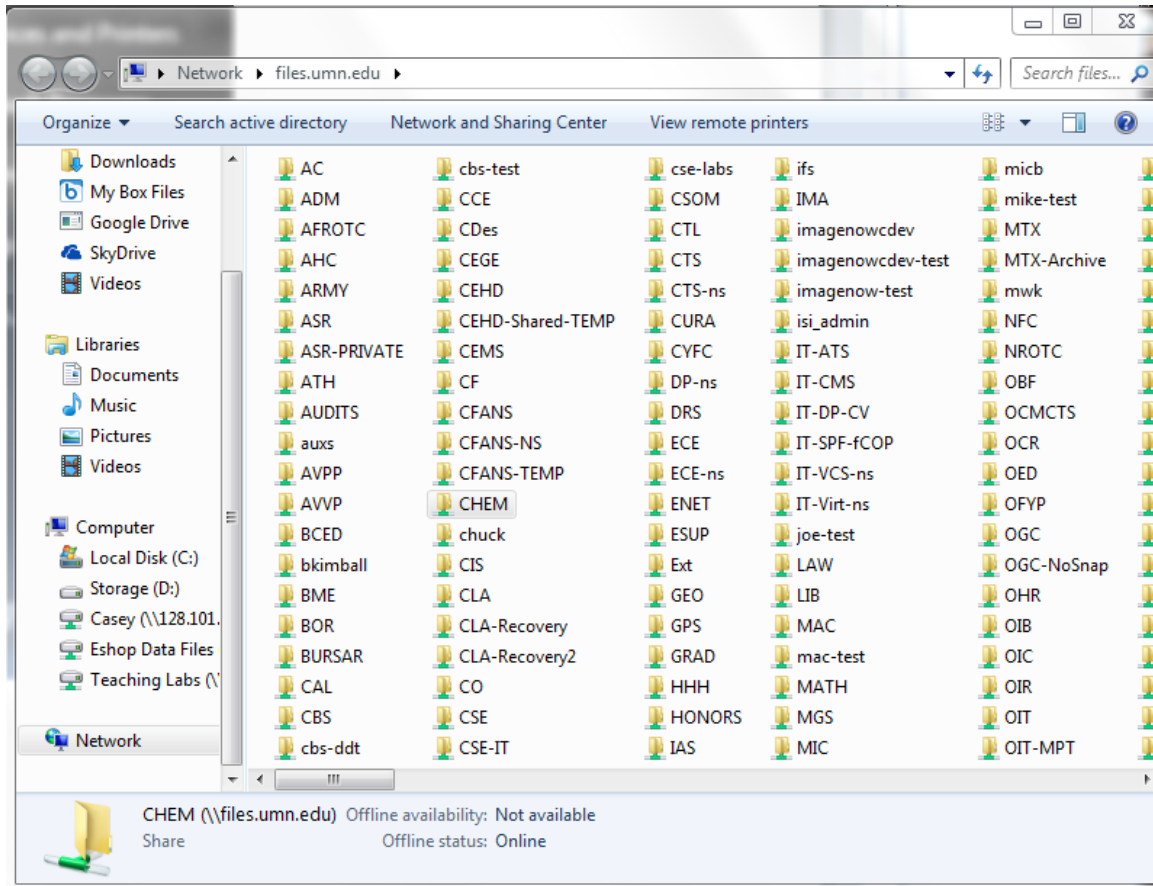


Files.umn.edu is the University sanctioned network storage space. Here are connection instructions for Windows 7. These instructions only work for users in the University's Active Directory.

Press the Start button and type "\\files.umn.edu" in the 'Search Programs and Files' box at the bottom of the window and hit Enter.

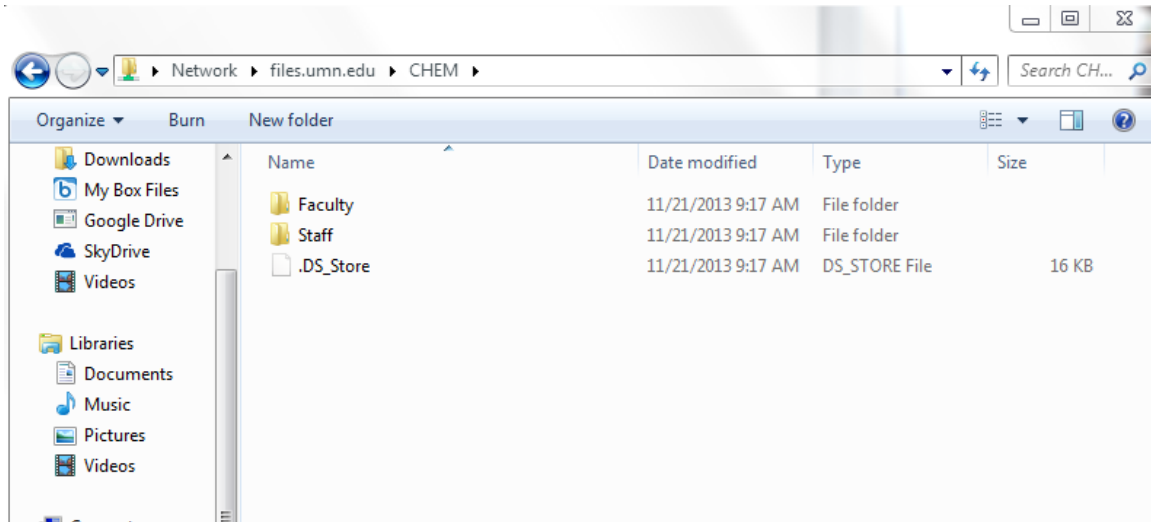


This should be the next window to open up.



Double click on the **CHEM** folder.

This will be the next window.



There are two categories, Faculty and Staff.

Open Faculty and find your name or group. You'll not be able to put files or see them in folder that you don't have permission to.

