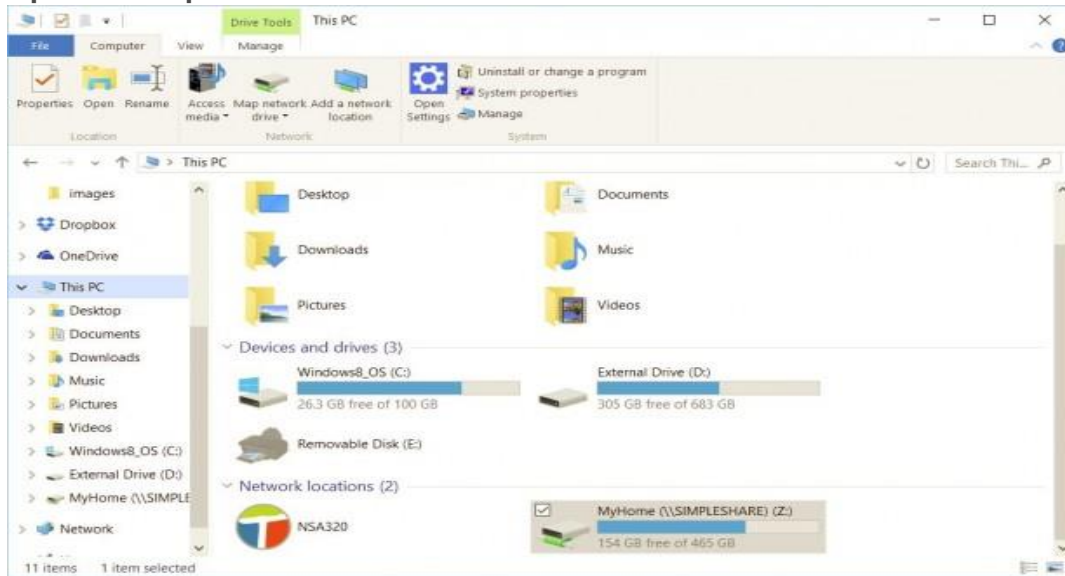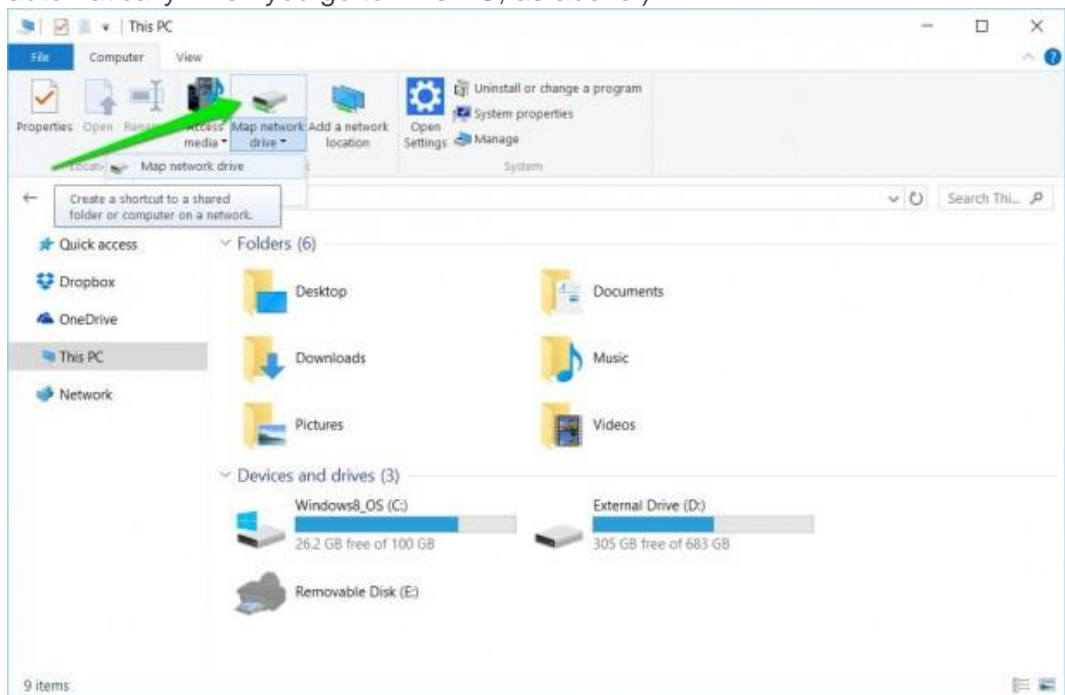# How to Map a Network Drive in Windows 10

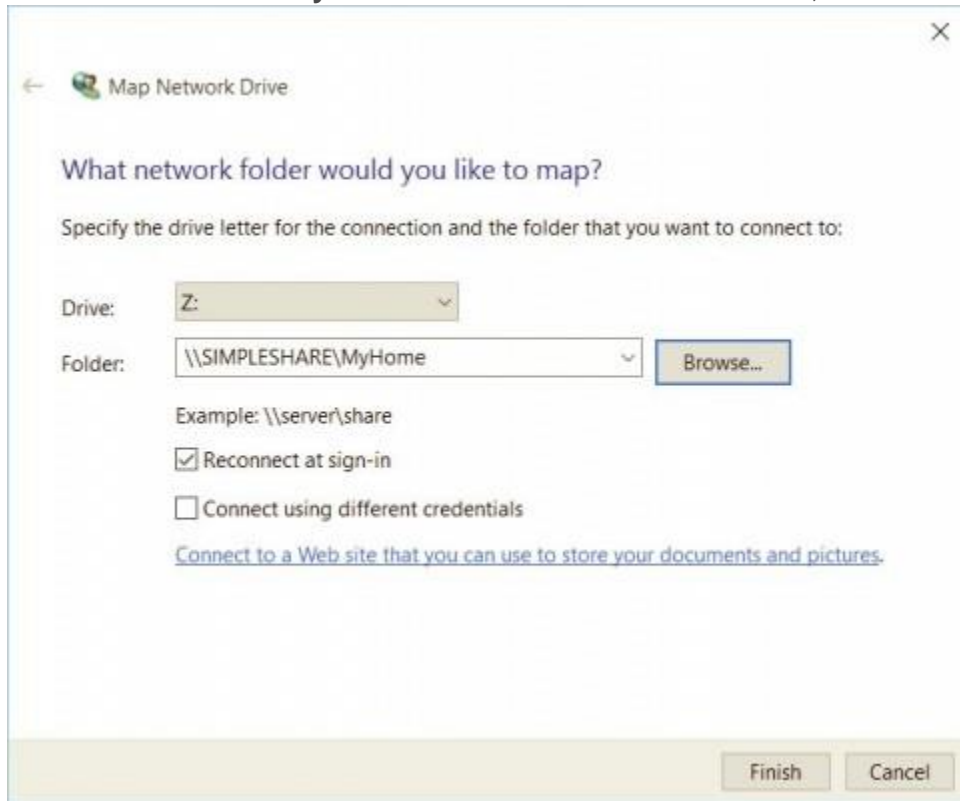1. **Open File Explorer** and **select This PC.**

2. **Click the Map network drive drop-down** in the ribbon menu at the top, then **select "Map network drive."** (This is under the Computer tab, which should open automatically when you go to This PC, as above.)

3. **Select the drive letter you want** to use for the network folder, then **hit Browse.**

NOTE: for Drive you need to select a letter from the drop down, the box for Folder you would need to type \\server\nameofsharedfolder

5. **Click Finish.** You can choose to reconnect at sign-in, this will have the drive mapped every time you sign in, so it's always available.