1. Open **Windows** Explorer and Select **Computer**.

2. Click **Map Network Drive**.

3. Select the Drive that you would like to map. **Example:** Drive X

**Tip:** Be sure to select a drive that has not been assigned.

In Windows 7, **Computer** has replaced the **My Computer** option from the start menu in Windows XP. Windows Explorer refers to the window that opens to view drives and folders. The image to the left is an example of Windows Explorer.
4. Enter in a location to connect the drive to or click **Browse**.

![Map Network Drive]

**Example:** `\epagroup\groupusers\user12`

5. If you selected browse in step 4, select the network **Folder** you want to map to the new drive and press **OK**.

![Browse For Folder]

6. Click **Finish** and the drive will show up in the **Network Location** of the **Computer** window.

![Map Network Drive]