Instruction on how to access the S: drive from outside PCs not in Poly network.

It is highly-recommended that you have high speed internet service such as DSL or cable. Dial-up will not work in most case.

The first step is to check whether you can connect to the host. Using the “ping” command, this will allow you to see if the computer is able to send information out and receive the information back.

Click on the Start button.
Go to Run, type in “cmd”, after the "cmd.exe" window appears, type at the prompt “ping 128.238.6.7”
If you get a reply, you are ready to move on to the next step.
If you get “request timed out”, your PC cannot communicate with our domain.

Continue on the next page…
Go to Run, type the following “\128.238.6.7\users4\loginname”

For example,
Student’s name: John Doe
Student’s login name: jdoe01
\128.238.6.7\users4\jdoe01

The following screen will pop up.

Enter requested information in the following format:
Connect As: labs\loginname
Password: Your student id number or your My Poly password

Continue on the next page…
You will see a screen with 2 folders: CS2204 and profile.

You now have a connection to the S: drive.