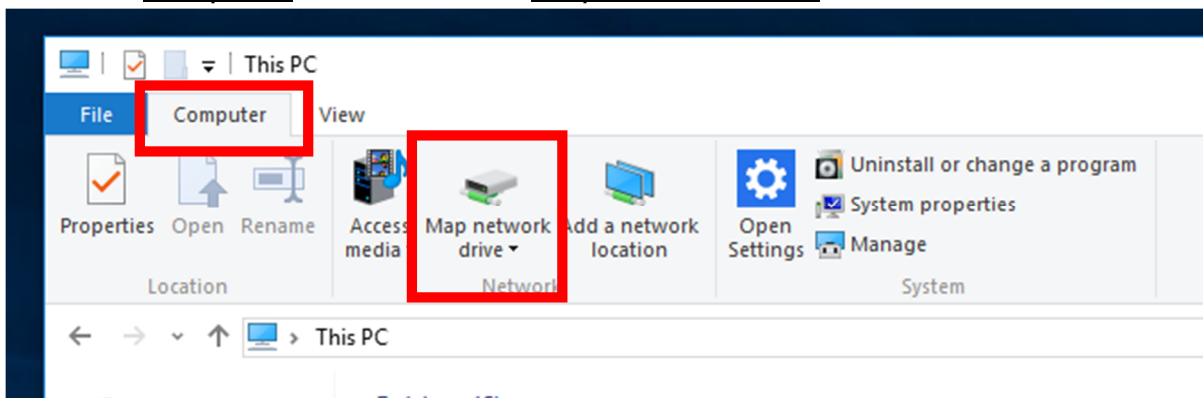# Connecting to G Drive on Windows 10

1. Open *This PC* by clicking the folder icon in the taskbar

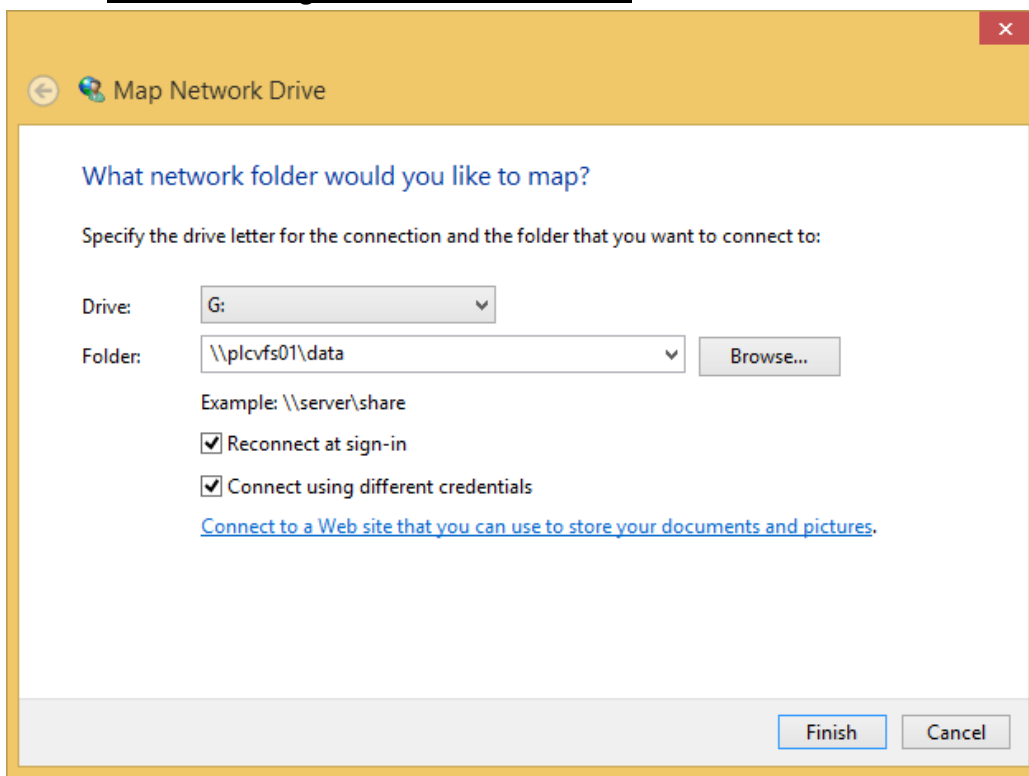2. Click the *Computer* tab, and select *Map network drive*

3. Enter exactly as seen below. Alternatively, copy and paste from here.
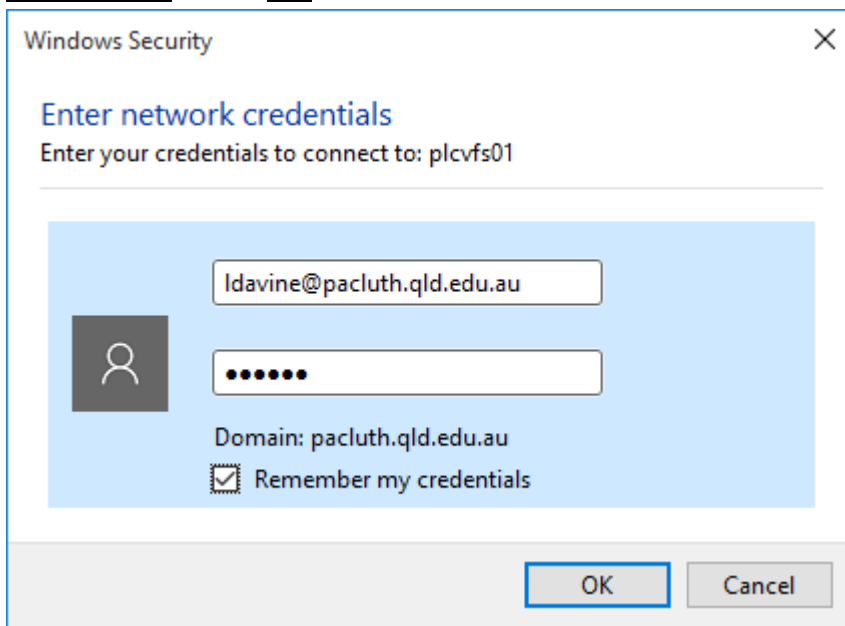   **Drive:** *G:*
   Folder: *\\plcvfs01\data*
   Check *Reconnect at sign-in*
   Check *Connect using different credentials*

4. Enter your school email address, password and check *Remember my credentials*. Click *OK*

Windows Security   ✕

Enter network credentials

Enter your credentials to connect to: plcvfs01

ldavine@pacluth.qld.edu.au

●●●●●●

Domain: pacluth.qld.edu.au

☑ Remember my credentials

OK   Cancel

This completes the process of setting up your computer to access G Drive (Data/Common/Student)