The Samba drive will only work if your PC is in the ACU network. **A VPN is necessary when you need to connect to the ACU network while you are away from the Campus.** For further VPN detail and instructions, please visit this Service Central Knowledge Base.

WINDOWS 10 INSTRUCTIONS	**MAC INSTRUCTIONS**
Select the **Windows** icon (bottom left) and type **This PC** Select the **Computer** tab (press **Alt** to display toolbar) then **Map Network Drive**	Press **Command + K** to get to **Connect to Server:**
Choose a **Drive** (due to restrictions, only select the following - **A, B, E, F, G, I, J, M, O** and **V**)	
In the **Folder** field enter: \\fjnvpusamba02.acu.edu.au\BannerUsername\fjnvpubanjbsub1-samba Example: \\fjnvpusamba02.acu.edu.au\sbfanolu\fjnvpubanjbsub1-samba Select the **Reconnect at logon/sign-in** check box. First time users may need to enter in the following credentials localhost\bannerusername	In the smb://fjnvpusamba02.acu.edu.au/**BannerUsername/**fjnvpubanjbsub1-samba Example: smb://fjnvpusamba02.acu.edu.au/sbfanolu/fjnvpubanjbsub1-samba
Select **Finish**	Select the **Connect** button or **Enter**
User will be prompted to enter a **Username** & **Password** Enter your **original** Banner Username & **Password** Example: sbfanolu & password	
Select the **Remember my Password** check box	Select the **Remember this password in my keychain** check box
Select **OK**	Select the **Connect** button or **Enter**