

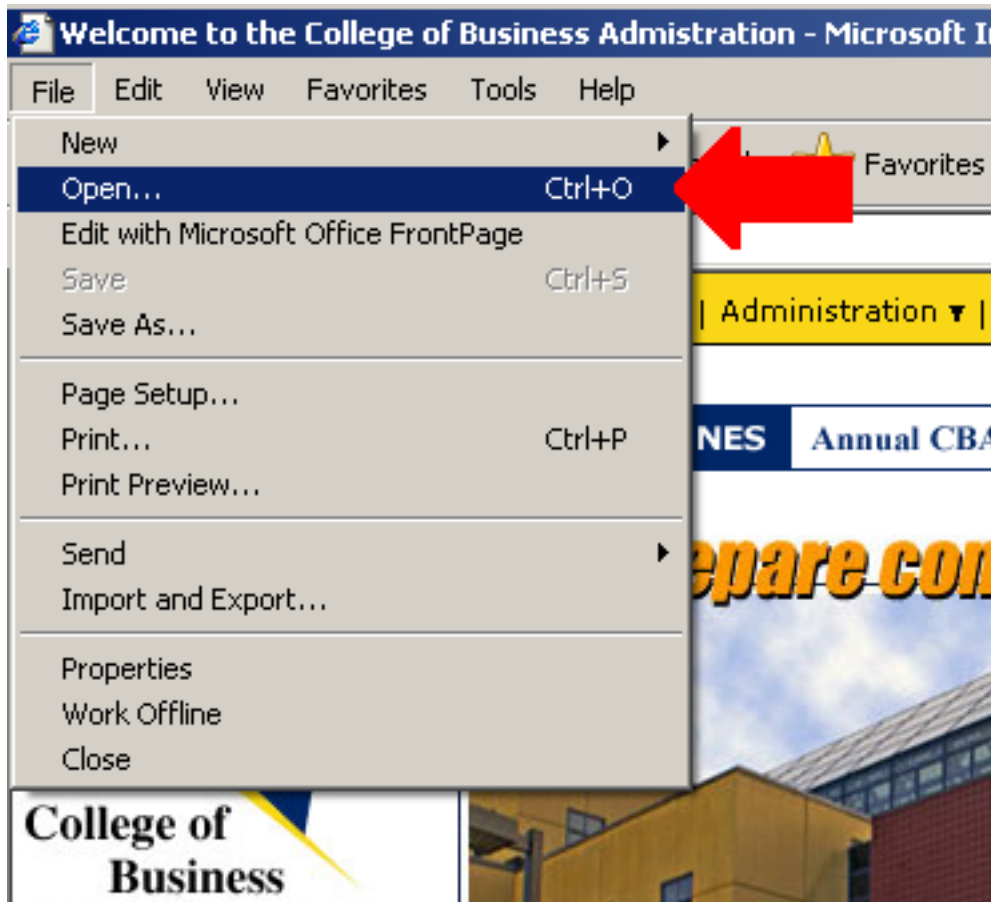
## “N” Drive Access – Read Only

- In the CBA labs, the drive letter N: maps to the faculty folders.
  - From the web use <http://cbainfo.uanet.edu/>
    - A pop-up screen asks for User Name and Password.
    - The User Name is your UANet ID. The password is the same one used to access e-mail. (Make sure you enter UANet ID and not an e-mail alias.)
    - If you are unable to log on, try to synchronize your password. This is a one-time only activity and does not need repeating. Your password is synchronized at [https://gozips.uakron.edu/zid/pw/pw\\_sync.cgi](https://gozips.uakron.edu/zid/pw/pw_sync.cgi).
    - After you synchronize your password, close your browser and start a new browser session. Also, start a new session if you have repeatedly entered an incorrect password.
    - If you have problems with your password, call the help desk at (330) 972-6888.
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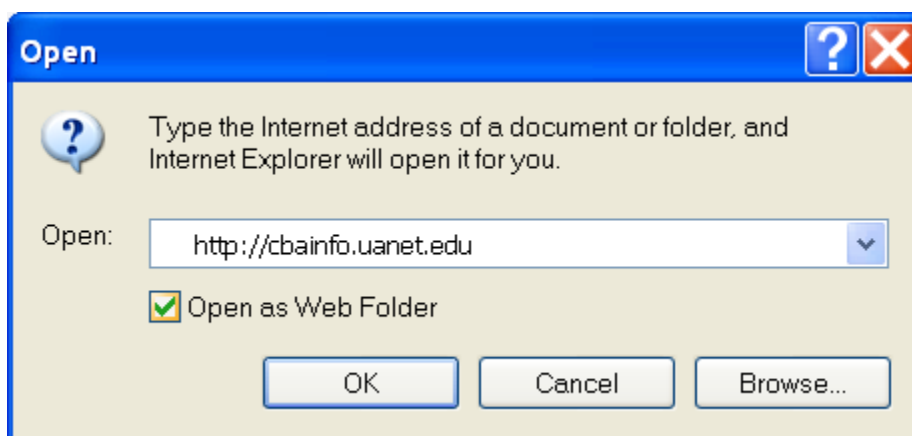
## Faculty “N” Drive Updates

- Any full-time or part-time CBA faculty member may obtain an “N” drive folder by contacting Mary Hardin at [mhardin@uakron.edu](mailto:mhardin@uakron.edu).
- To access the “N” drive in read only mode open Internet Explorer and enter <http://cbainfo.uanet.edu> in the address bar.
- From The University of Akron campus, use the “N” drive mapping or enter <\\cbamb3\faculty> in the address bar of any explorer window. You will be able to modify any folder you have security to update. All others are read only. From off campus you must first connect to The University of Akron VPN before using a drive mapping.

- From off campus you must use Internet Explorer 5.5 SP2 or higher. Open Internet Explorer, go to File, Open; or enter Ctrl+O.



- Check the box Open as Web Folder, and enter <http://cbainfo.uanet.edu> in Open window.



- A dialog box will open where you enter your UANet ID and password. At this time you can modify, add, and delete files from any folder you have security to update.