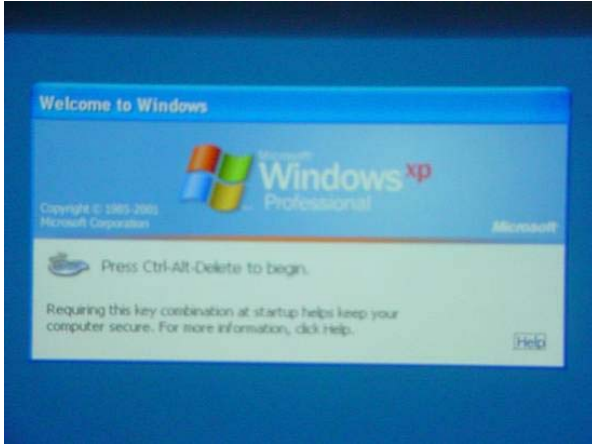


# Accessing your Network User Folder in a Smart Classroom: Windows 2000/XP

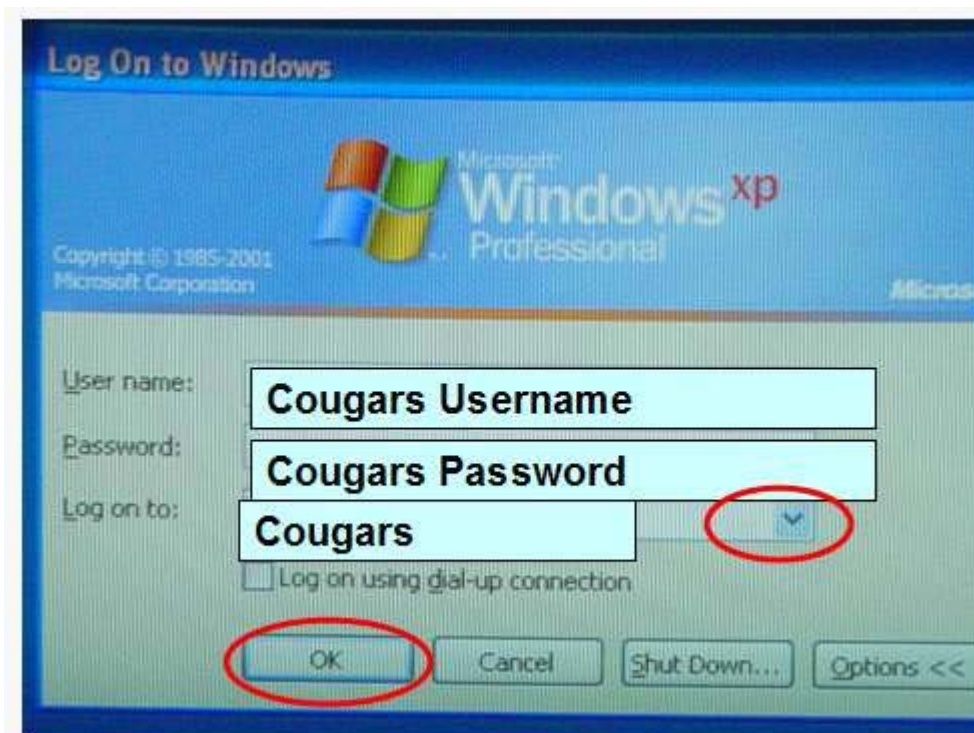
## Accessing your Network User Folder in a Smart Classroom

When you login to a Smart Classroom computer with your Cougars username and password you automatically have access your user folder on the network.

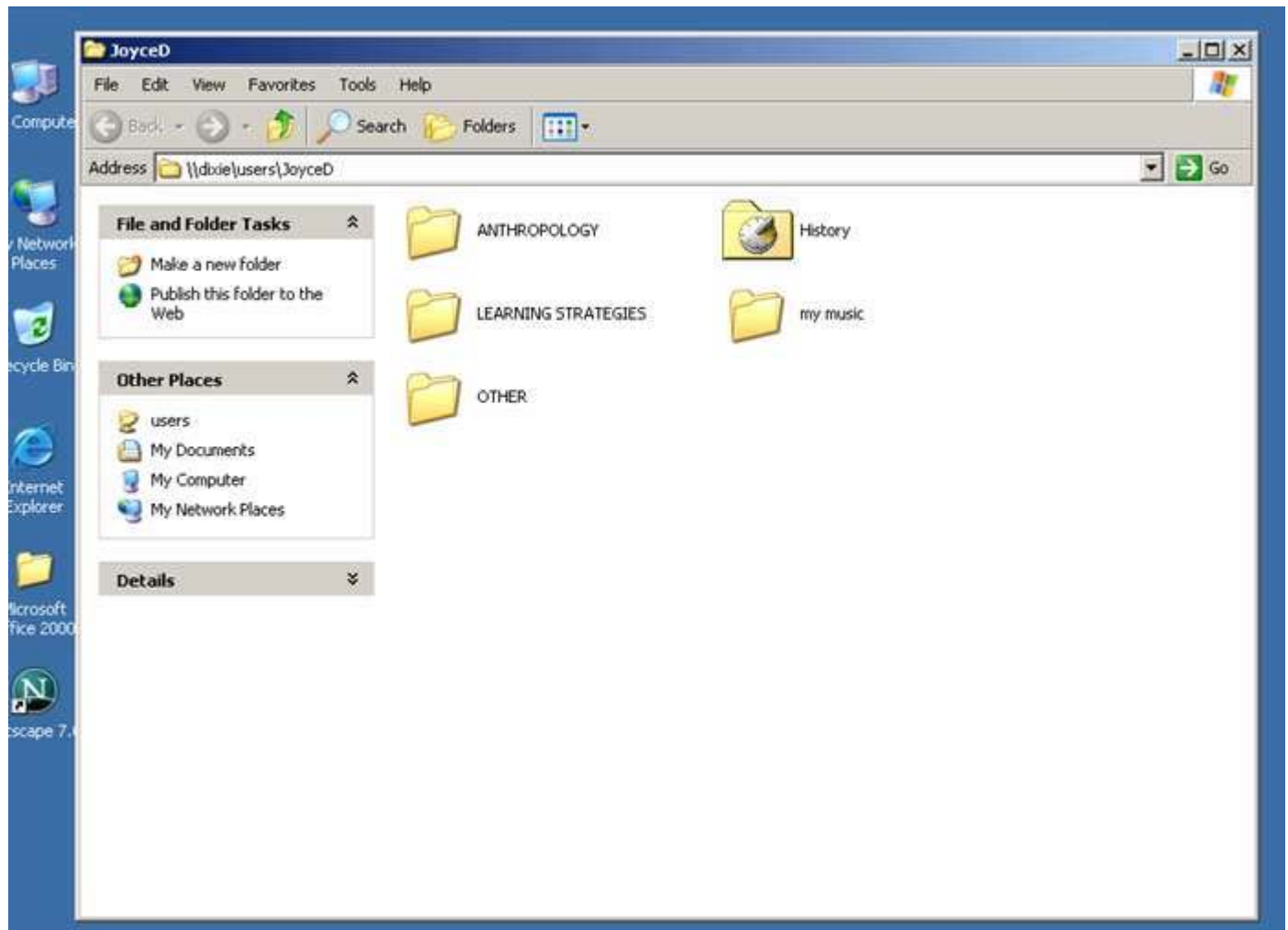
- **Press Control – Alt- Delete** to login into the machine



- **Type your Cougars username** in the user name field
- **Type your Cougars password** in the Password field
- Select Cougars for the Log in to field (if necessary)
- **Click "OK"**



- Your user folder will appear on the desktop or be available for you to use by navigating to "My Network Places"



**IMPORTANT: MAKE SURE TO SHUTDOWN OR RESTART THE MACHINE WHEN YOU LEAVE THE CLASSROOM.**

**Note:** If you do not know if you have a user folder or require assistance contact the Helpdesk for assistance ([Helpdesk@cofc.edu](mailto:Helpdesk@cofc.edu)/953-3375).