USC Suzanne Dworak-Peck
School of Social Work

IT Guide

Connecting to the School Shared
S: and U: Drives Remotely Using VPN

Subject:	**Mapping File Server Shares**
Created On:	08-29-13
Revised On:	05-25-17
Author:	Siddharth Raj; edited CJ
Version:	2.1

1. Connect with Cisco VPN.
    a. Using a web browser - the USC VPN client can be found at "https://sslvpn2.usc.edu/+CSCOE+/logon.html"
    b. Use your USC e-Mail account to Login & download the VPN client
    c. After VPN has been installed and loaded, continue. If you have problems getting VPN installed and running, contact the ITS Customer Support Center at 213-740-5555 during normal working hours. You may also contact Social Work IT at 213-821-5630.
   d. Once the VPN software is installed click on the 'VPN Icon' in the Task Bar.

    e. The Cisco AnyConnect Secure Mobility Client window will appear. Click on the 'Settings' icon.
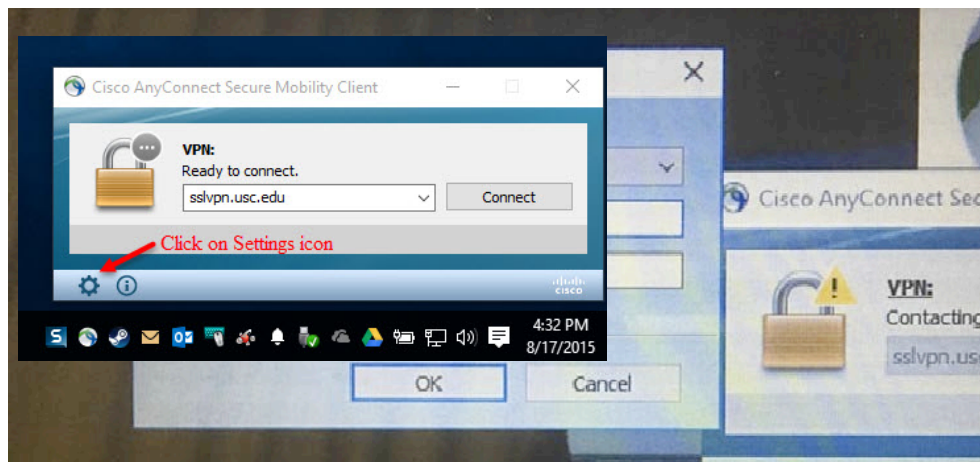
f. Make sure that Group is 9a-USC-SBL

g. The settings windows will appear. Click on the 'PREFERENCES' tab -> UNCHECK 'Block connections to untrusted servers' -> CHECK 'Allow local (LAN) access when using VPN (if configured)
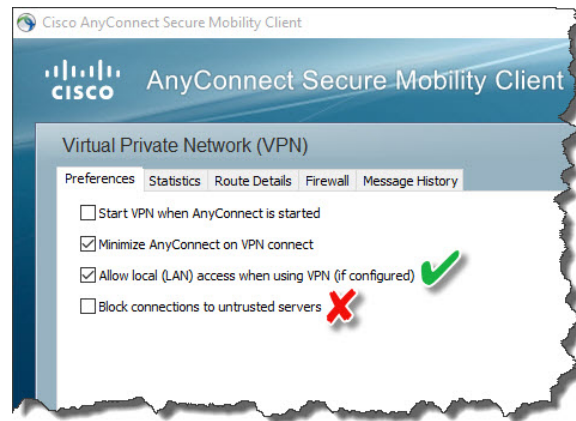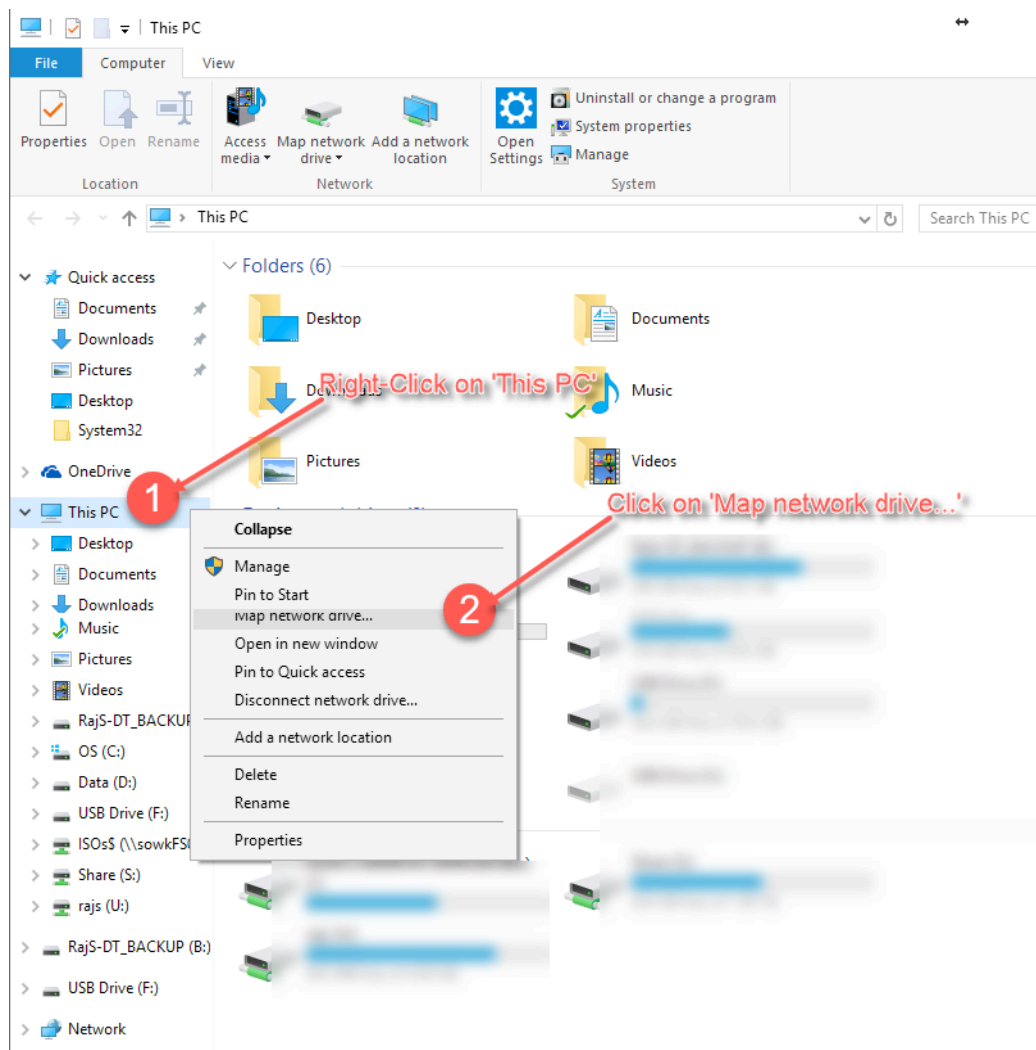

2. Click on START -> right-click on COMPUTER -> click on 'Map network drive…'
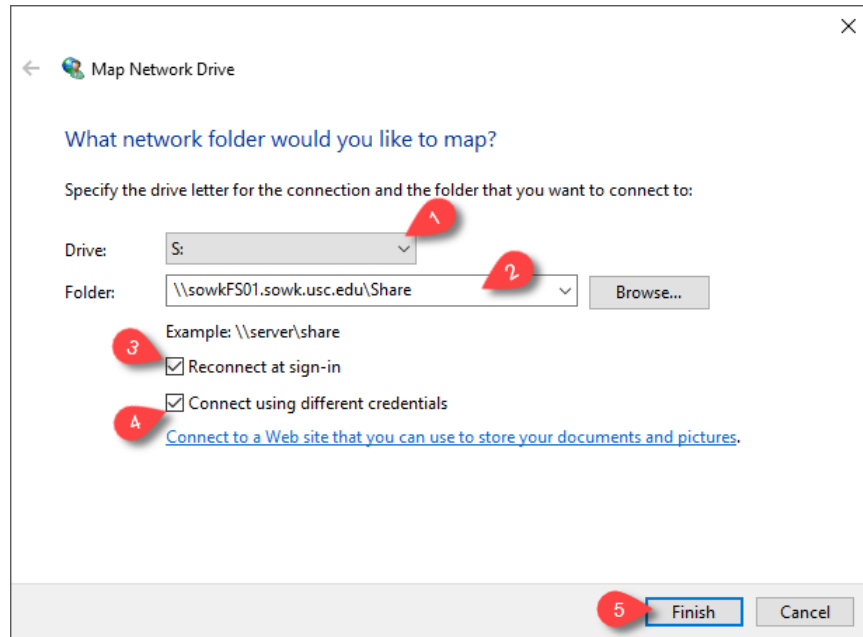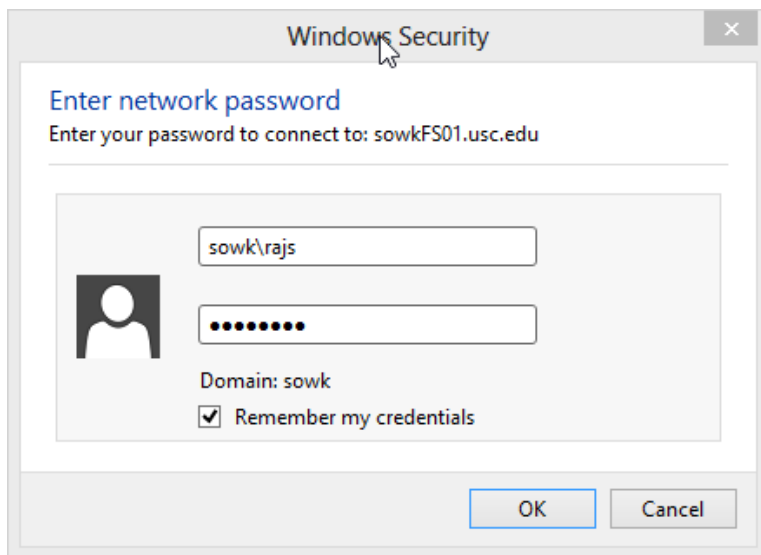   a. **Windows 7**
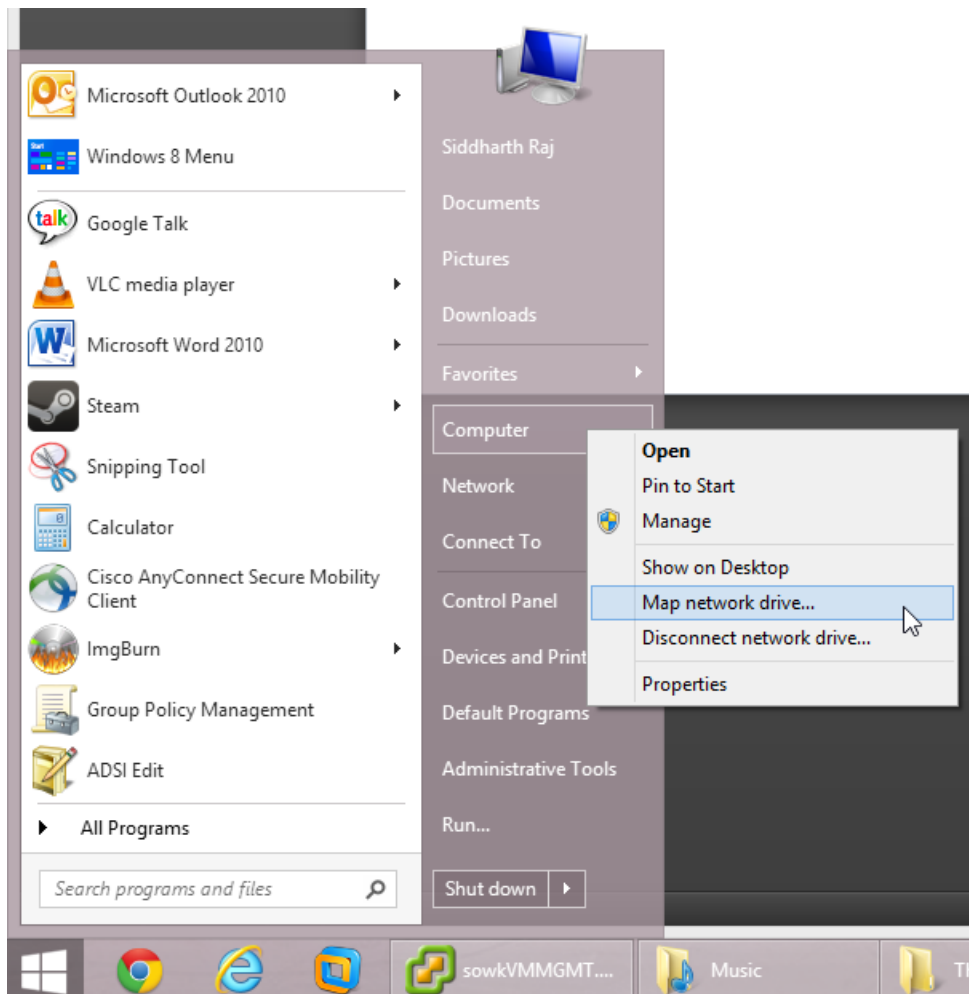
Windows 10

3. Select the drive letter from the 'Drive:' drop-down. Select 'S:' for the Share drive and 'U:' for your personal drive.
4. In the 'Folder:' text box enter the following:
    a. To connect to the S: drive type **\\sowkFS01.sowk.usc.edu\Share**

b. To connect to the U: drive type **\\sowkFS01.sowk.usc.edu\Users$\SocialWorkUsername** (where "your user name" is the one you use to log into the Social Work network


5. Check both boxes 'Reconnect at sign-in' & 'Connect using different credentials' (This picture is from Windows 7. Windows XP users will not see the second check box.)
6. Click 'FINISH' button
7. In the Windows Security dialog box that pops up enter your 'username' & 'password'
   a. User name: 'sowk\SocialWorkUsername'
   b. Password: 'your social work password'
   c. Check the box 'Remember my credentials'

8. Finding Mapped Drives

a. You will find your mapped drives under 'my computer' (Windows 7)
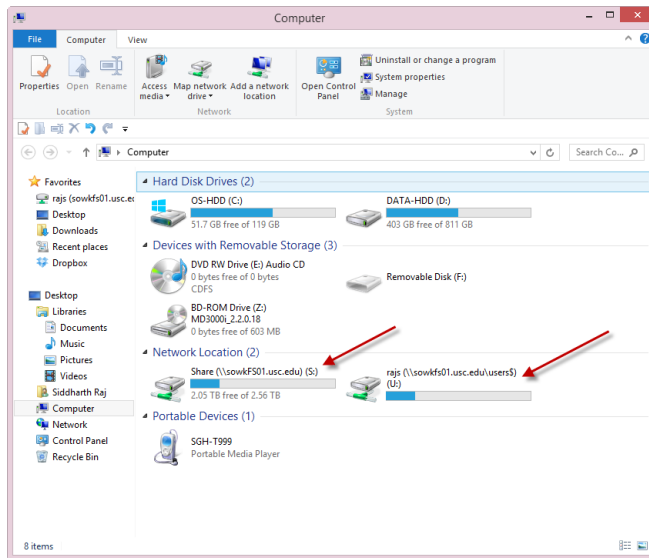
b. File explorer icon (Windows 10)

Note: Steps 2 – 7 WILL need to be performed twice; Once for the S: drive and once for the U: drive.