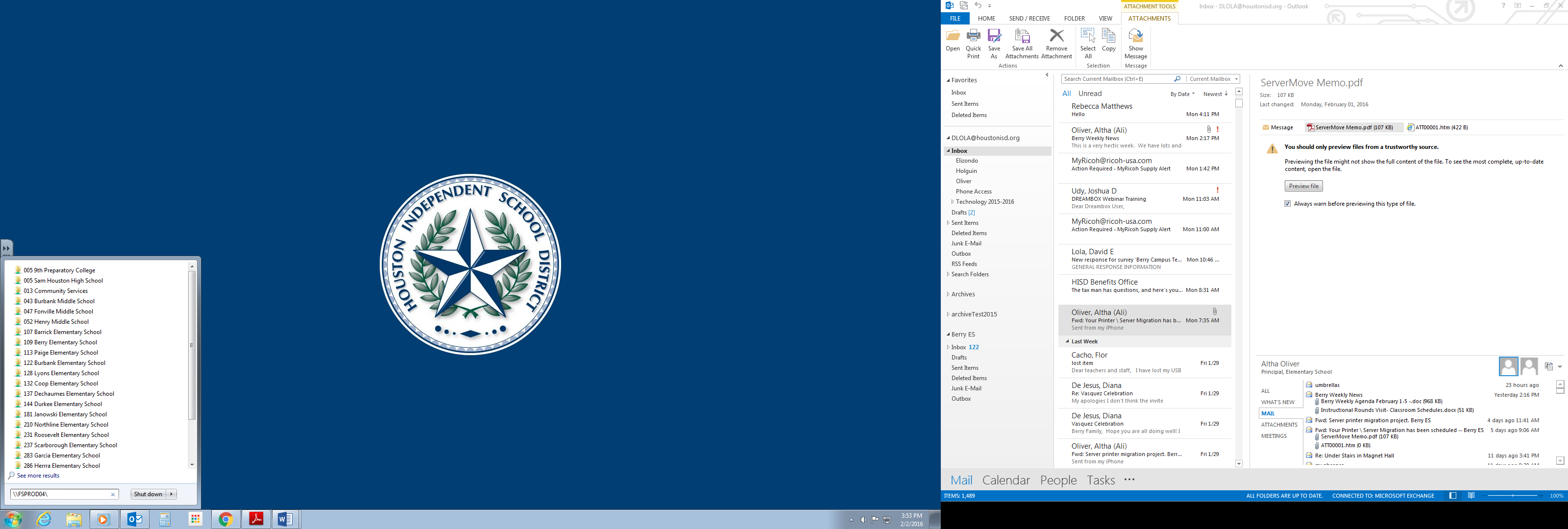
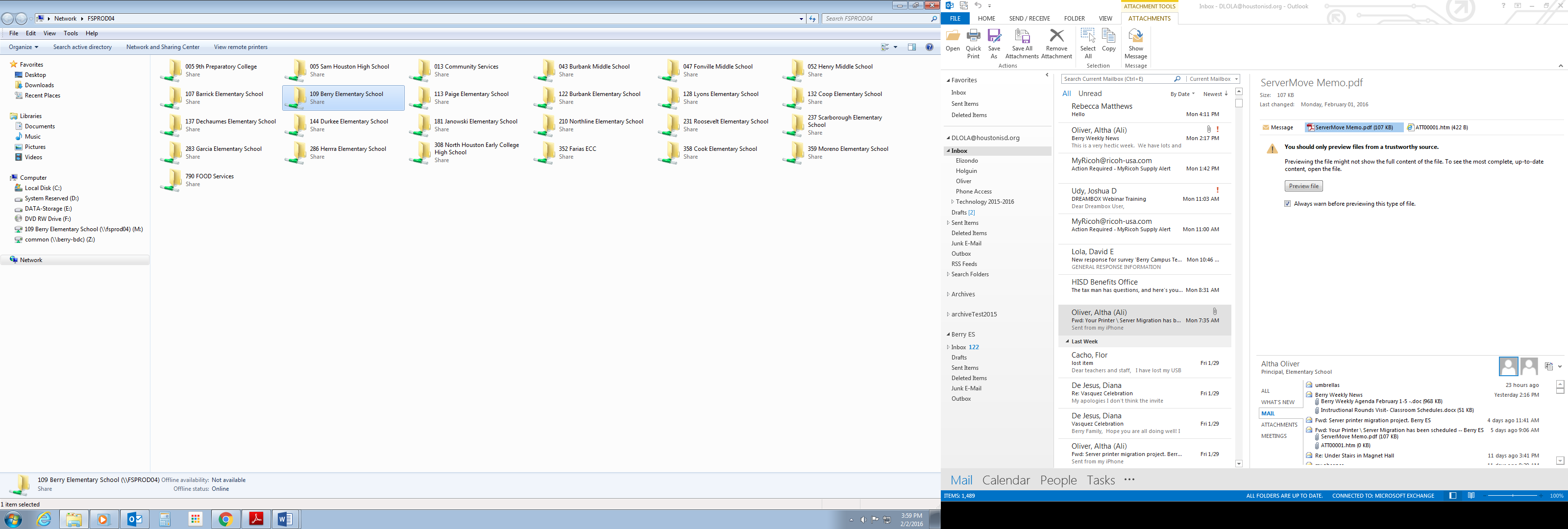
**File Shares:** Your file shares will be moved to managed servers at the Hattie Mae White data center.

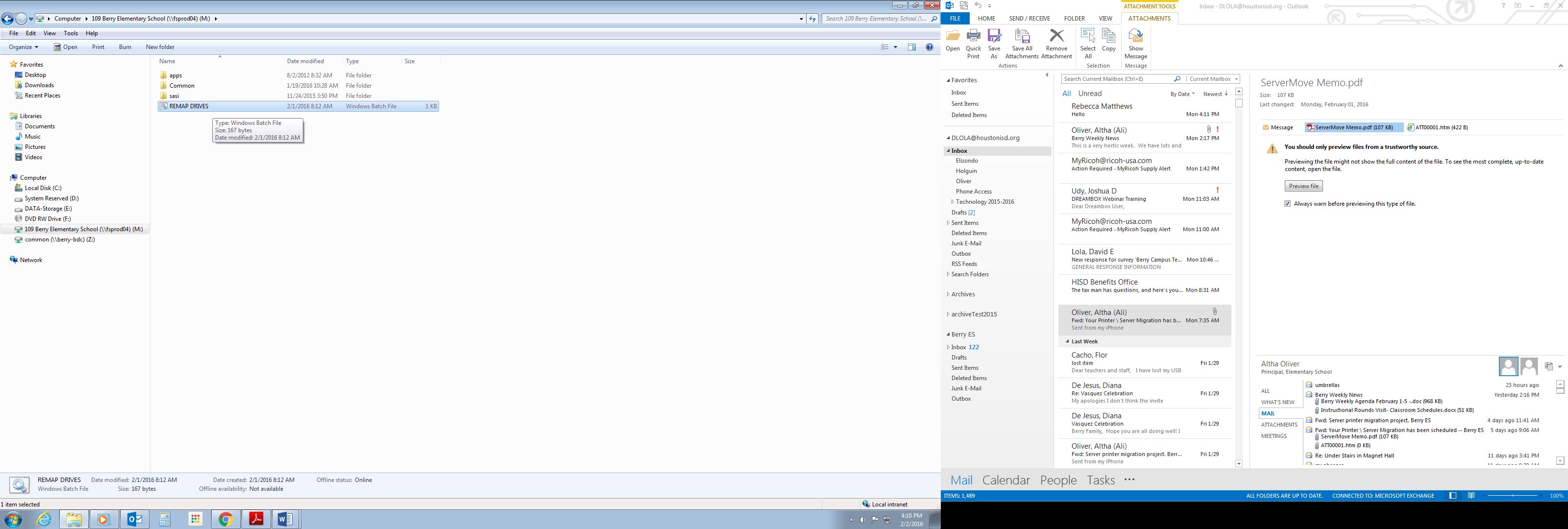
1. First Click Your Start orb and Type [\\FSPROD04\](file:///\\FSPROD04\) and hit enter or click the link.



1. You should now see a list of file shares. Select our campus file share ***109 Berry Elementary School*** and click on it.



1. Next you will click on the batch file listed at the bottom of the list (***REMAP DRIVES***). This will map the file share drive to your computer. When successful you will see the drive listed under computer.



**That’s it you’re done. You did it!!!** 