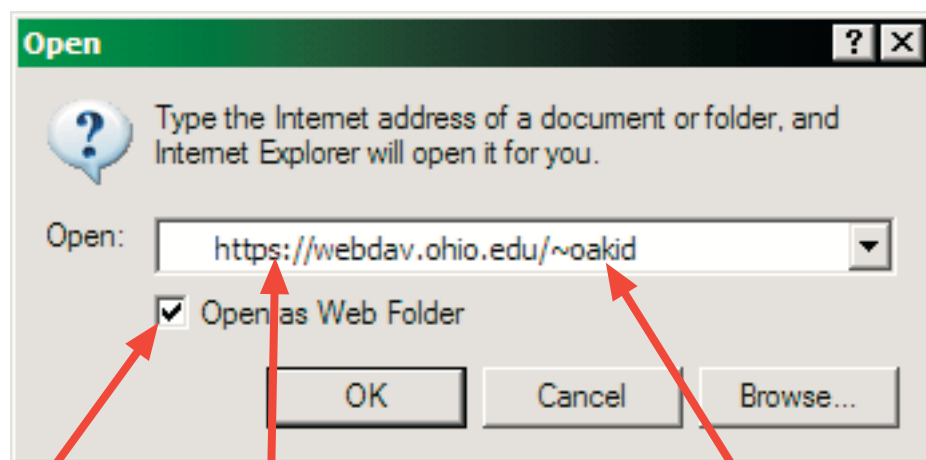




1. Open **Internet Explorer**.  
Network Storage currently does not work with other browsers.
2. Go to **File** and choose **Open**.  
You must use the File menu. Typing the address in the location bar will not work correctly.
3. Click **“Open as Web Folder”**.
4. In the Open box, type:  
**`https://webdav.ohio.edu/~oakid`**  
with your Oak ID after the tilde instead of “oakid”.
5. Click **OK**.
6. When prompted, enter your Oak ID and password.



Make sure this  
box is checked.

The “s” is  
important!

Your Oak ID goes  
after the tilde.

**Need help? Call 740-593-1222.**