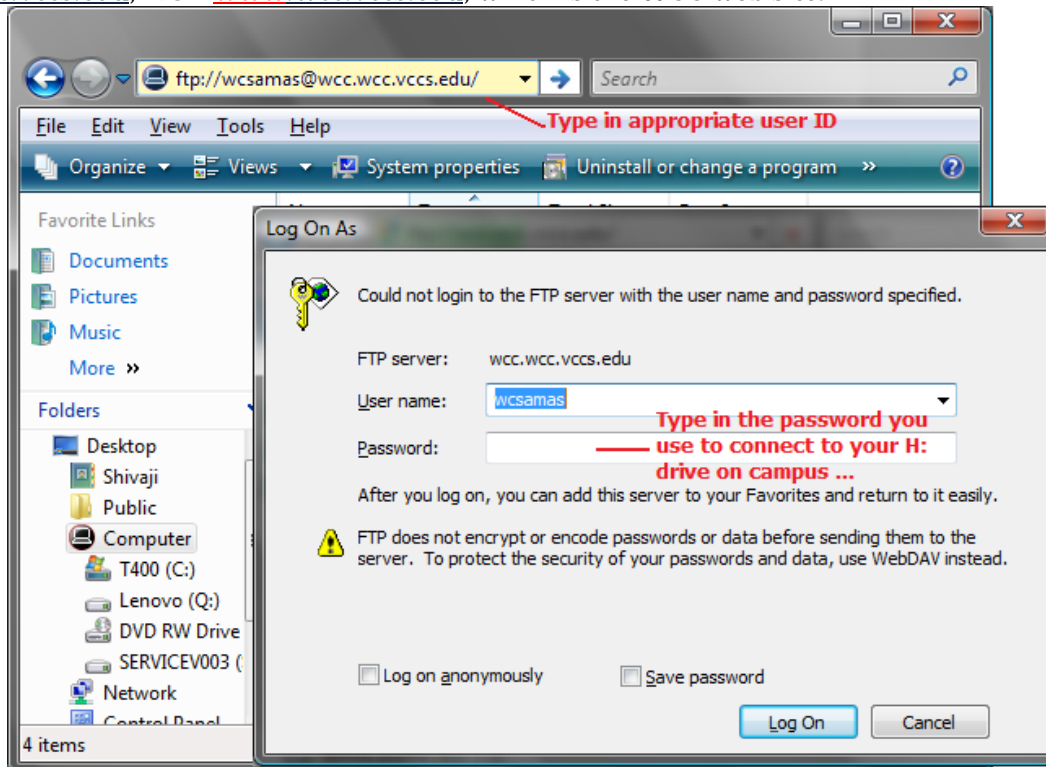




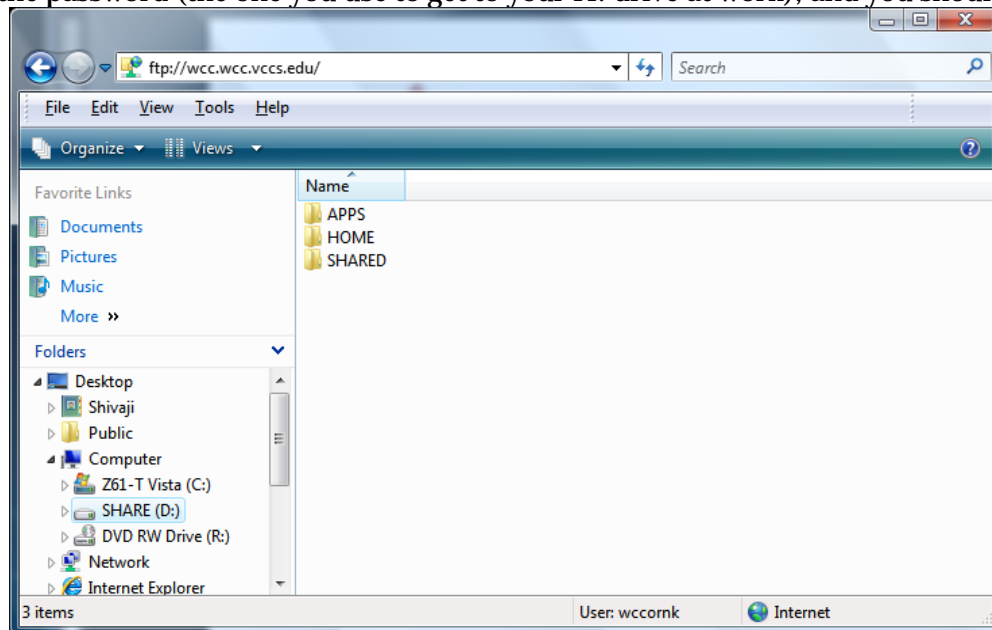
## Information Technology Systems

### How do I connect to my H: Drive from off-campus

In Windows Explorer (or Internet Explorer), type in <ftp://username@wcc.wcc.vccs.edu> where username is typically the letters **wc** followed by first 4 characters of your last name followed by your first name initial, so for me, **Shivaji Samanta**, it would <ftp://wcsamas@wcc.wcc.vccs.edu>. Note that it is [wcc.wcc.vccs.edu](http://wcc.wcc.vccs.edu), NOT [www.wcc.vccs.edu](http://www.wcc.vccs.edu), which is the WCC web site.



Type in the password (the one you use to get to your H: drive at work), and you should see this:



That's it !!! Click on HOME to see your H: Drive, and SHARED to see your I: drive and you can drag and drop files to and from these locations like you were at the main campus. The only restriction is that you **have** to copy files to your local drive on your computer to work on them and then you **have** to copy them back to ensure you have **consistent copies** at all locations.