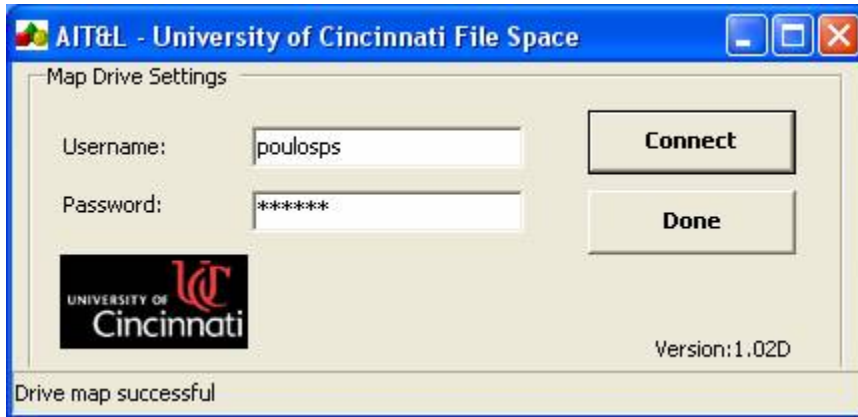


## Accessing [UCFileSpace](http://ucfilespace.uc.edu) from HSL Lab Computers

You may access UCFileSpace partition in the COM lab through a few simple steps.

On the Programs menu on lab computers you will find an icon for UCFileSpace. When you click on that icon a login window will pop up (see image below). Enter your UC username and 4+4 password (first four digits of your birthdate + last four of your SSN). A notice that the drive has successfully mapped will be shown at the bottom of the window. Click the button labeled Done and go to My Computer to find the mapped drive (via Start button, Windows Explorer, or just select the Windows + E keys). .



For more information on UCFileSpace visit: <http://ucfilespace.uc.edu>