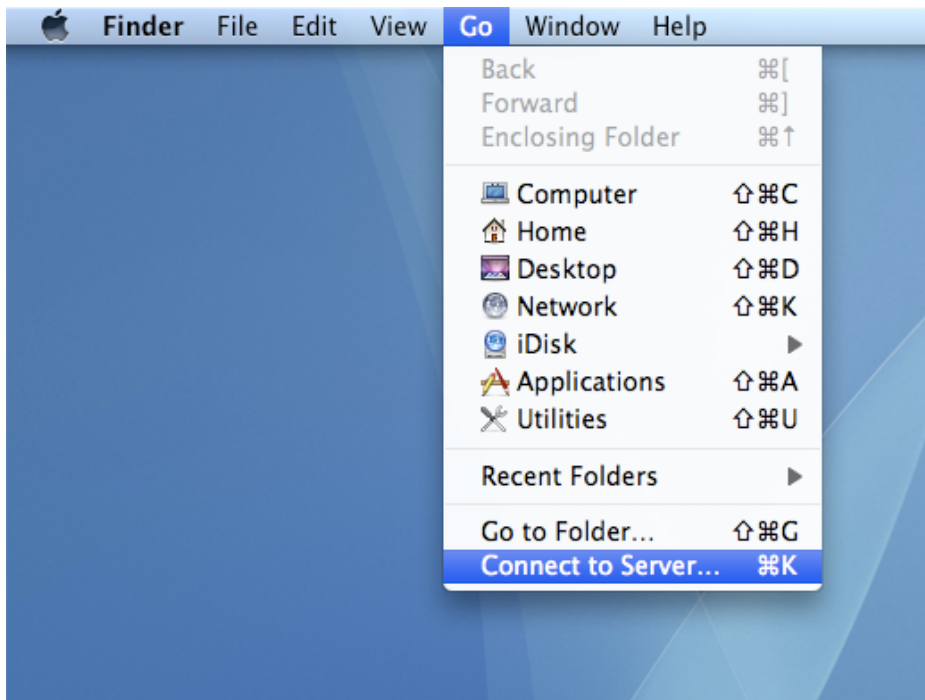
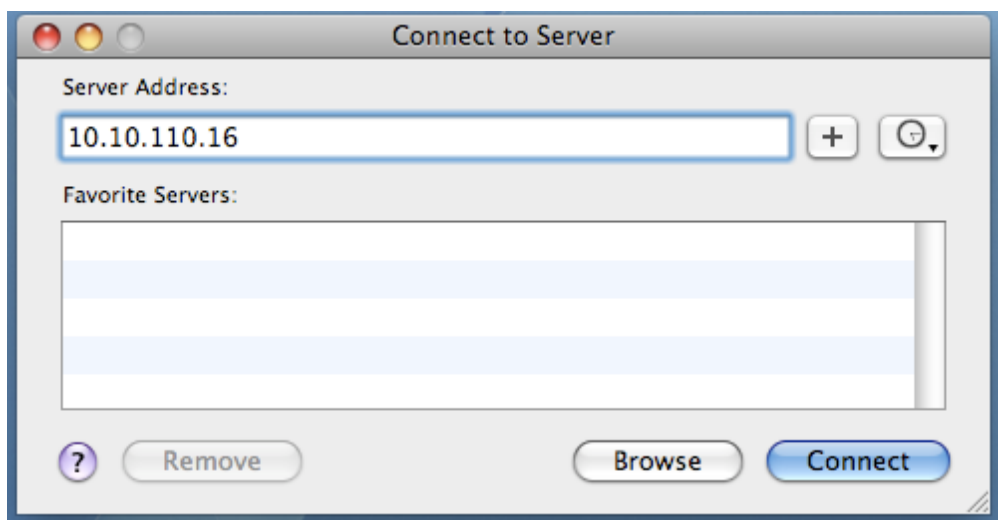


## 1. Accessing the ADGA file server as a student.

a. In the finder, select “Go” from the Apple menu bar then “Connect to Server...”



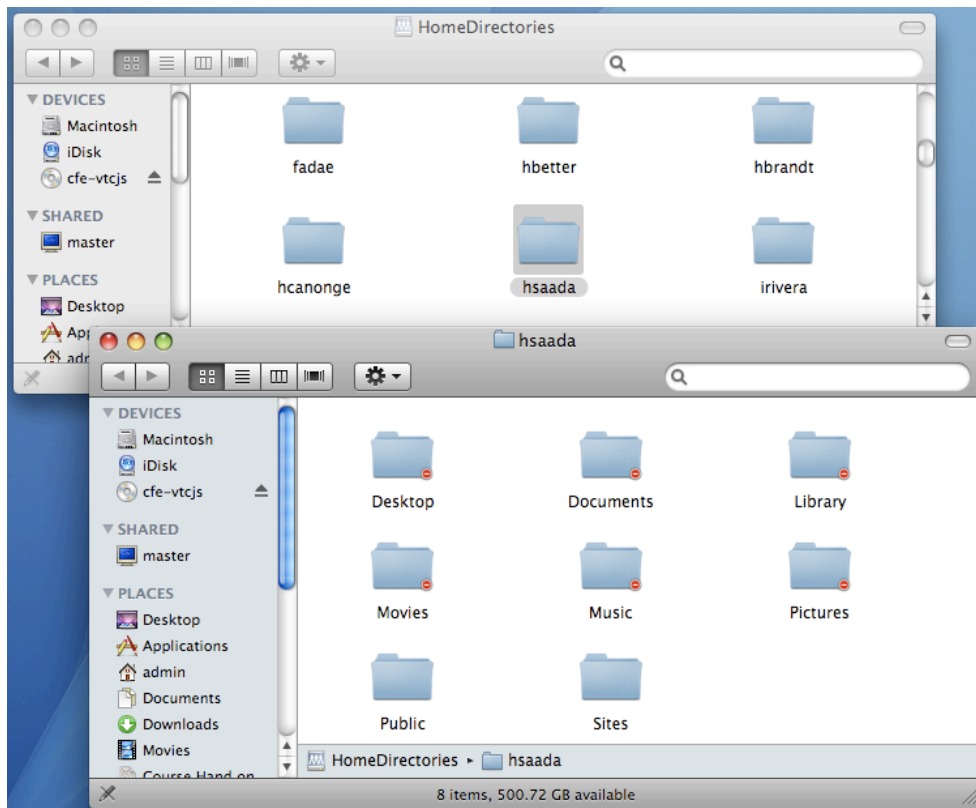
b. Enter the IP (10.10.110.16) of the ADGA server in the “Server Address:” of the “Connect to Server” dialog box then click on the “Connect” button



c. Next, Select to connect as a “Guest” then click the “Connect” button.



d. Select the “HomeDirectories” Volumes then students should look for the “Public” folder located inside of the folder that is named after their professor



- e. Students can submit files to you by using the “Drop Box” located inside your public folder in order to submit file to you. It is a good idea to have your students use a naming convention when submitting files to avoid conflicts. (i.e. studentLastName\_studentFirstName-Project#.pdf)

