Connecting MSD Shared drives on BYOD devices

These instructions provide the steps required to access the Department shared drives from your own device (BYOD) while working at the University or at a remote location.

Note: Before you connect to the drives, it is important that you complete the following steps:
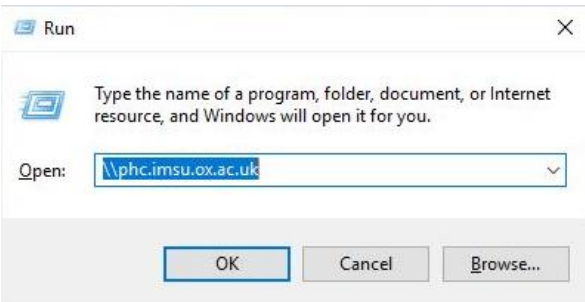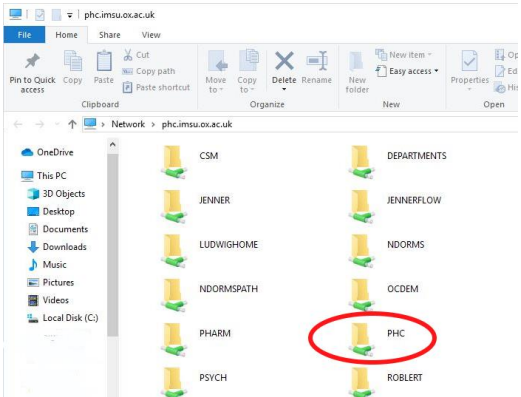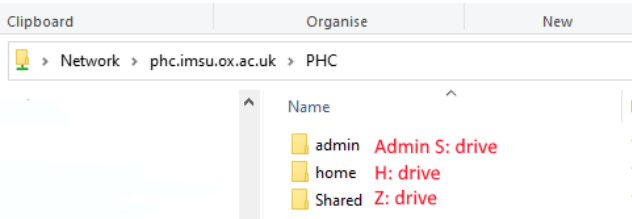
- Read the BYOD policy if you have not already one so. https://help.it.ox.ac.uk/security/endpoint/byod-policy;
- Either install the personal copy of Sophos using this LINK or have deployed a similar product; and
- Review the IT Support site on the department intranet https://www.phc.ox.ac.uk/intranet/it-support

If you are using an operating system such as Windows 7 or 8, which no longer receives support from the vendor, **YOU MUST NOT CONNECT TO ANY SHARED DRIVE WITH THIS DEVICE.** Please seek advice from the PHC IT Team (ithelp@medsci.ox.ac.uk).

Step 1 Connect to the MSD VPN Service

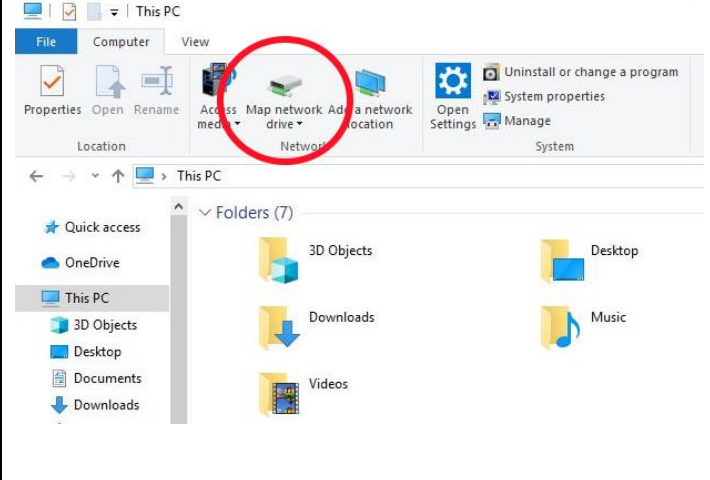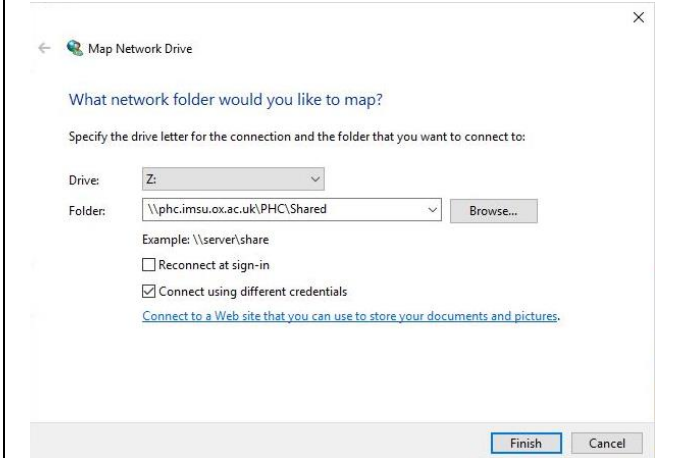| **1.1 Open the VPN client**	**1.2 Enter your MSD Username/password**	**1.3 Wait for confirmation of the connection**

Step 2 Open the shared drives

2.1 Press 'Windows ⊞ + R' or right click on the '⊞' and click on 'Run' **Enter the address \\phc.imsu.ox.ac.uk into the 'Open' field and click 'OK'**	**2.2 You will be prompted to enter your MSD Username and password in the box below.**
2.3 Double click the PHC folder from the list shown below	**2.4 Select the shared folder you want access to**

3. Mapping a drive letter to a shared drive

If you want to map a drive letter on your own computer to the shared drive, follow these steps. Remember you need to connect to the MSD VPN first.

3.1 Open up Explorer and select 'This PC' from the left-hand list. Click on 'Map network drive'	3.2 Select the drive letter to use and enter the URL you want into the 'Folder' field. Click the checkbox as below, then click 'Finish'

When using the 'Connect using different credentials' you will be prompted to enter your MSD username and password when the 'Finish' button is clicked.

To map to the S: drive (admin users share) enter \\phc.imsu.ox.ac.uk\PHC\Shared

To map to the Z: drive (main shared folder area) enter \\phc.imsu.ox.ac.uk\PHC\Shared