
students.jccc.net Server Access

Connecting to the student server space from on campus using a Windows XP workstation

IMPORTANT: Be sure to disconnect from your drive space after you are done to protect your data!

All students at Johnson County Community College are given 500 Megabytes of personal drive space on JCCC's student server to store personal files, projects, and course materials. The drive map program will also give you access to drop off homework to instructor or pick up files they wish to share if they choose to use the service.

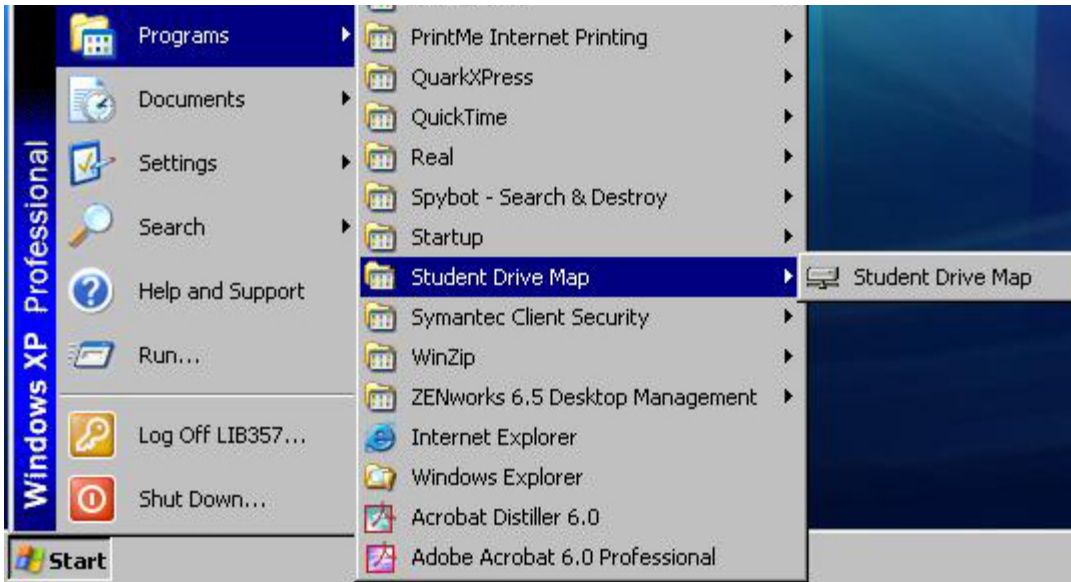
When logged in at a PC on campus, your personal drive space will be displayed in "My Computer" as the "H:" drive. Only you have access to the contents of your personal drive space. Because this is your personal drive space you can create, modify, or delete any files located here.

To prevent another user from gaining access to your files, you must remember to disconnect from your personal space when you are finished.

The utility used to connect to your personal space can only be accessed from on-campus computers. Other methods for accessing this space from off campus are available and documented at <http://helpdesk.jccc.edu>.

The purpose of this documentation is to show how to connect and disconnect from the student personal space using the drive map program found on the lab computers using Windows XP.

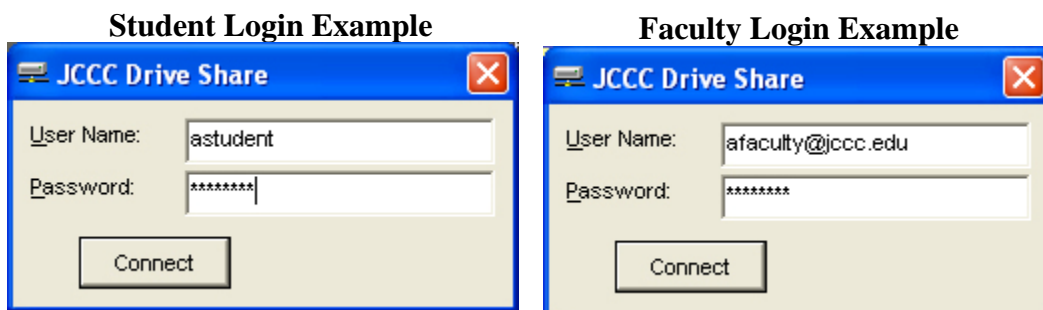
1. From the Start Menu click "Start" → "Program Files" → "Student Drive Map" and then the program "Student Drive Map"



2. The “JCCC Drive Share” login window will appear. If someone has forgotten to logout it may prompt you to disconnect first and then you will need to repeat step 1. If you are a student you will need to register for an account at <https://cssdb.jccc.edu/selfhelp/>. This website is used to create a new account or maintain your current account on the student file server. If you have forgotten your password, this website can also be used to reset it. You will use your JCCC Pipeline ID and password to login to the self help web page. If you are a faculty member you will use your JCCC email user name and password that you use to access your Exchange email account. See the images below for an example.

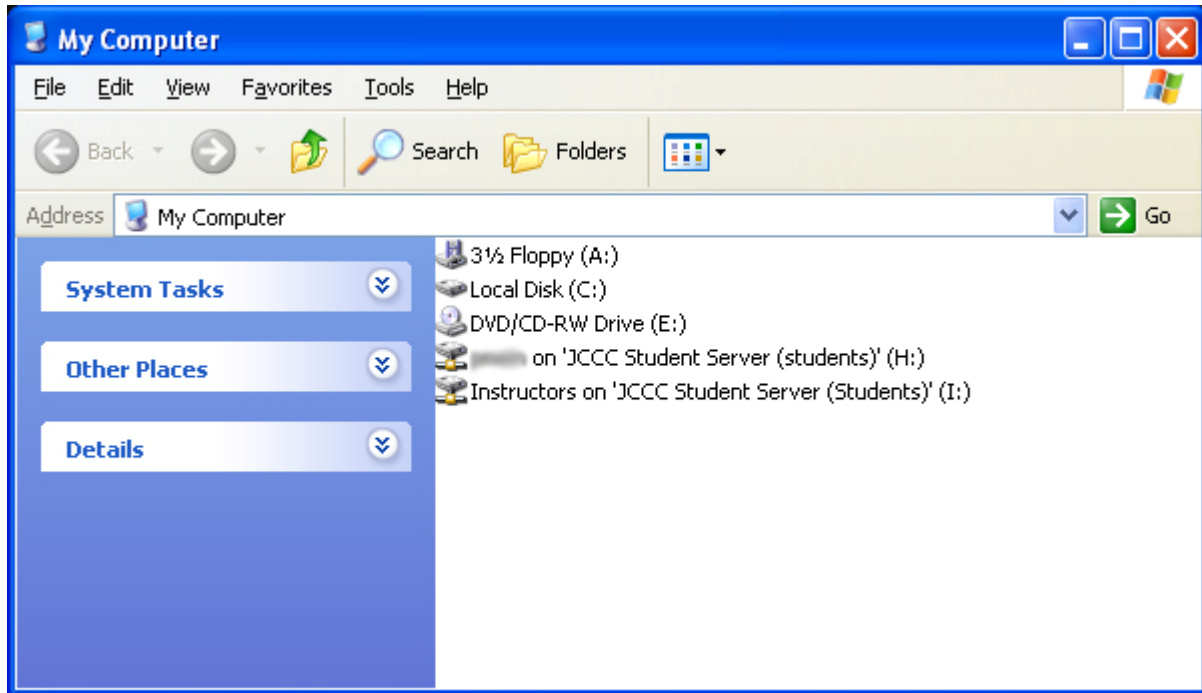
***Note: (Make sure you use the .edu)**

See the images below for an example.



3. If no errors are displayed then the program has completed successfully and you should be able to open “My Computer” and see that two additional drive letters are available to the computer. The “H:” drive which can be used for personal files and the “I:” drive which can be

used to drop homework files off for instructors or to pick up sample or template files if they choose to use it.



Disconnecting from Student Drive Map:

1. After you are finished using the server spacerun the “Student Drive Map” program again and select "Disconnect".