



Shortcuts and Mapping Drives (Part 2)

Last week I looked at what a shortcut was and this week I am going to discuss a mapped drive.

What is a mapped drive? It is a pointer to another computer's hard drive, CD or DVD drive, or a shared folder. Actually, it is like a short cut. What a mapped drive does is to associate a storage device to your computer. This is a Windows way of associating a local drive letter (A-Z) with a shared folder on a server over a network.

I should know where that folder is and how to find it if the mapped drive gets disconnected. Ultimately, I need to know where the shortcut is leading to and how to find the necessary information. In other words, where's my stuff?

When mapping a drive the phrase comes up about using the **UNC** path. What is that? **UNC** means Universal Naming Convention. Microsoft Windows needs to indicate a location using a unique address.

This uses a series of \ or \\ to precede the name of the computer. UNC usually consists of three parts -- a server name, a share name, and an optional file path. For example, a folder on a server might be something like \\server name\share name\Diane's stuff.

OK- now that all of that is clear as mud, next week we will look at mapping a drive and then creating a shortcut.