We did some server upgrades and your i: drive files are now located on a new server name.

On our Windows machines, this change will happen automatically the next time you login.
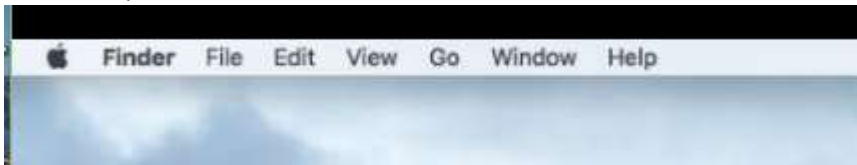
On your MacBook Airs, however, you will need to update the shortcut that is in your "Network Connections" folder to point to your new i: drive location.

This process also will work if you have accidentally lost your i: drive shortcut on your MacBook Air.

1. Log on to any Windows computer in the district and verify that your i: drive is there. You will have to note some information down from this. So for example, if Aaron Folcik wants to find what server his i: drive is located on, on a Windows machine, looking in "This PC", he would see this:

2. So within the title of the i: network drive, in between the back-slashes is the server name. So Aaron's for instance is "stordo1".   The others will be similar to this, most likely either "storelem1", "storwis1", "storimms1", "storhs1".
3. Ok, now that you've noted this information, go onto your MacBook Air. This has to be done within the district and while on the MSD wifi.
4. Open your Network Connections folder and, the one that is labeled your username currently, throw it in the Trash.

5. Click on a blank area of your desktop so that your upper menu becomes just the "Finder" menu like in this picture:

6. **Make sure you are showing mounted drives. Click on the Finder menu, then the "Preferences" section.   You will see the area "Show these items on the desktop:".   Make sure all four of those are Checked.   Most importantly for this process, the "Connected Servers" checkbox.**   Then you can close the "Finder Preferences" window and proceed to step 4 below.

7. Click on the "Go" menu item, like this:

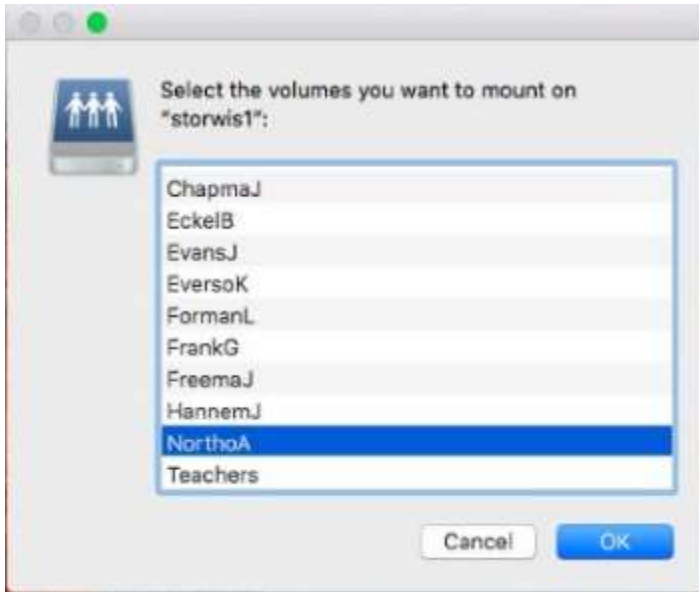8. Click on the bottom option, "Connect to Server", like this:

9. That will bring up a window. If your server name from step 1-2 was "storwis1", it would look like this. You want it to read exactly like this, without the quotes: "smb://storwis1".   As in this picture. Then click Connect.

10. This next window will ask you for a username and password. Make sure it is on the Registered User button. Also, check the box for "Remember". Now, this username will actually be your NETWORK username that you use to login to the Windows machines, Infinite Campus, etc. And your network password.   Like in the picture below. This picture assumes that Al Northouse was connecting, so, username "northoa".

11. Next, select your username from the list of available usernames, and then click on OK.

12. That will mount your i: drive location. Look on your desktop for a mounted item that is labeled with your username. For this case for instance since it was labeled "NorthoA".   Then, locate your "Network Connections" folder.   Then, DRAG the item labeled your username, over to the Network Connections folder.   You'll see a small black arrow appear.   Release the mouse at that point.   Open the network connections folder and you should see a shortcut labeled with your Username.   You can now always use that shortcut to open your i: drive from here on out!