Creating Shortcuts to Network Drives
Windows XP

To create a shortcut to the HWS network drives:

1. On the desktop, right-click
2. Select New > Shortcut
3. In the ‘Create Shortcut’ wizard, enter the location of your drive
   - For M: enter \fsrv\yourusername$
   - For N: enter \fsrv\pccommon
   - For I: enter \fsrv\netcommon
4. Name the shortcut accordingly
5. Click Finish