

Data Management

Network G: Drive

Everyone has 100 MB of storage on the network. To access network storage, use the “**G Drive Login**” icon. Your username is the same as your GroupWise username. Your default password is the last 7-digits of your ID number. For more details, go to <http://www.loyola.edu/lablogin>.

NetStorage

This network storage is also available from anywhere you can access the Web, through the use of NetStorage. For more information and to access NetStorage, go to <http://www.loyola.edu/netstorage>.

Related Information

Periodic backups of the data are executed. The Technology Service Center should be able to restore data upon request. It is important to use the “**G Drive Logout**” icon when finished to prevent unwanted access.

USB Flash Drives

All lab computers have USB ports. Caution: This is an emerging technology, and varying results/performance may be experienced. For current information, go to <http://www.loyola.edu/flashdrives>.

CD Writers

CD writers are in most labs. For information on how to use them, go to <http://www.loyola.edu/cdroms>.

Zip Drives

Every lab, but not every computer, is equipped with 100 MB Zip drives.

Floppy Drives

All computers have floppy drives with a limit of 1.44 MB of storage.

If you forget your login password, exceed your network limit, or forget to bring removable media, save the file to the “Temporary Student Work” folder on the desktop of the local computer. Then, e-mail the file to yourself as an attachment. For more details, go to <http://www.loyola.edu/datatemp>.

A very effective way to transfer data is as an attachment through GroupWise e-mail. To learn more about this, go to <http://www.loyola.edu/gwattach>.

For additional technology information, go to <http://www.loyola.edu/tsc>.