



AD/OD

Canyons School District
Education Technology Department
9361 S. 300 E.
Sandy, UT 84070
801-826-5544

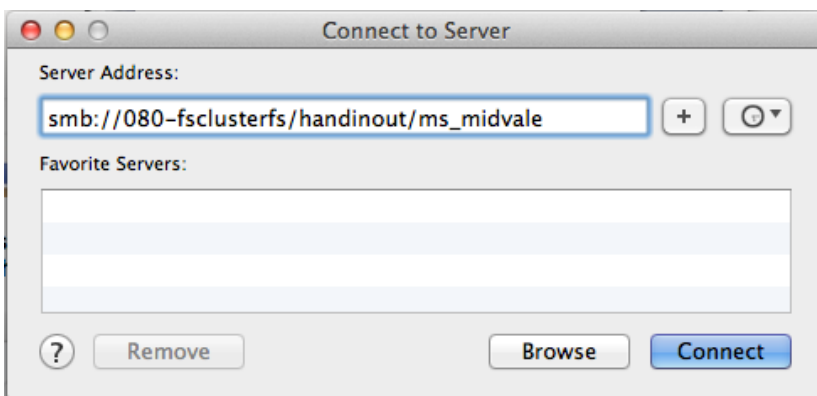
Teacher Access to HandInOut Network Share—Macintosh

Teachers have the ability to access their “Hand In” and “Hand Out”, folders from their teacher computer.

1. Be sure your teacher laptop is connected to the school’s network. This means you cannot connect from home or another wireless network. You must be in your school building connected to “canyonair” for this to work.
2. Click on the Finder’s “Go” menu. Click “Connect to Server”.



3. In the Address field, type “smb://080-fsclusterfs/handinout/ms_midvale”. Replace “midvale” with the appropriate school, removing any spaces in the name.



4. Click “Connect”.



AD/OD

Canyons School District
Education Technology Department
9361 S. 300 E.
Sandy, UT 84070
801-826-5544

5. At the prompt, enter your Active Directory username and password. These credentials should be the same as your email account. If you do not remember your username and/or password, please call Help Desk at 801-826-5544.



6. Once connected, a screen similar to the one below should be visible.



7. To create a desktop shortcut to this file, find the folder with your name and drag and drop it to the desktop.

