

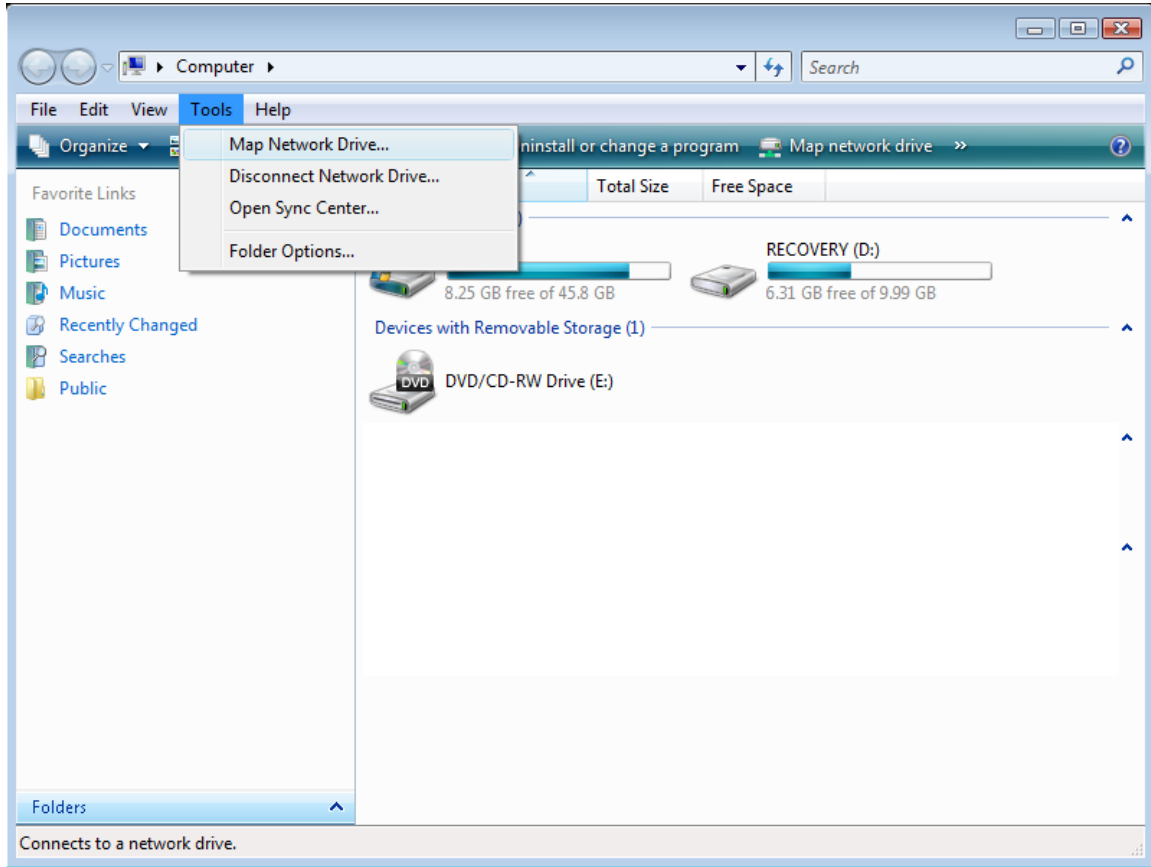


HOW TO MAP ADRIVE WEBDAV - WINDOWS VISTA

(For ADrive Signature and Premium users only. Basic users will need to upgrade to a Signature or Premium storage plan to access WebDAV.)

Step 1

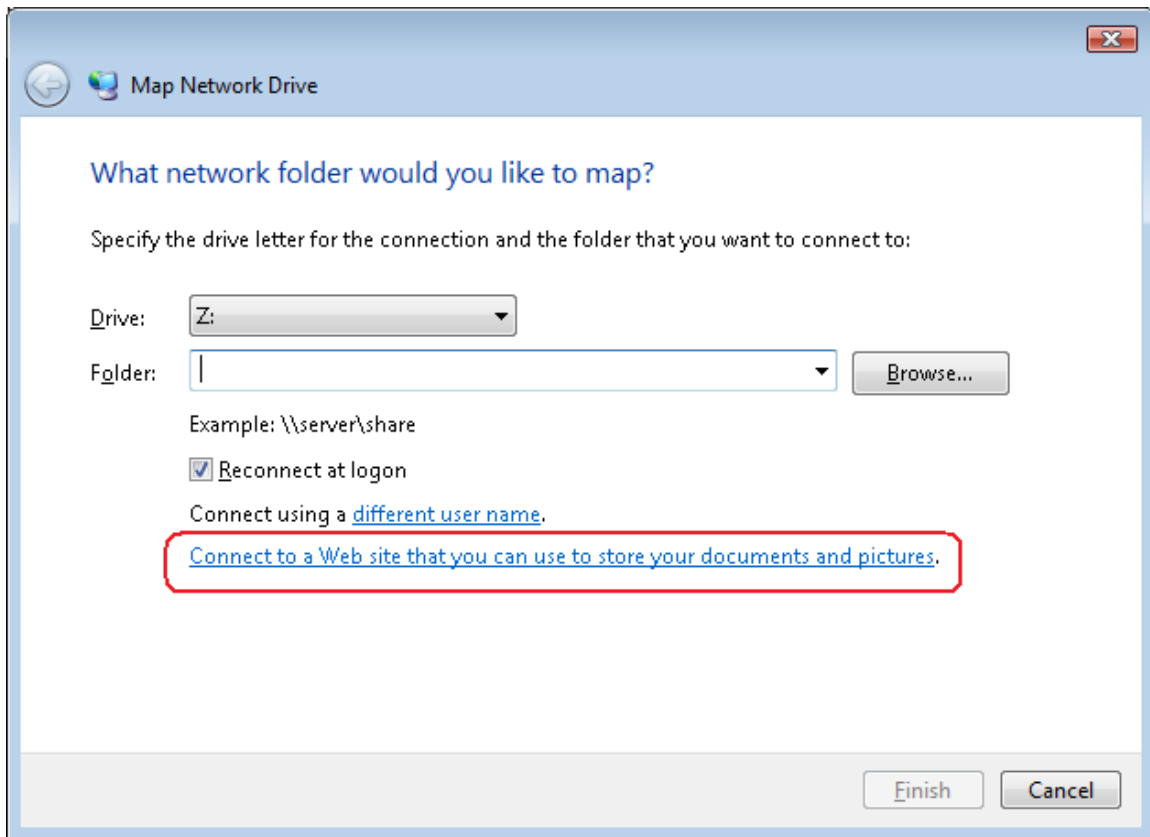
Double-click on the My Computer icon on your Desktop or select it from the 'Start' menu. Under the 'Tools' menu, choose "Map Network Drive..."





Step 2

A new Window titled 'Map Network Drive' will appear. Click on the link "Connect to a Web site that you can use to store your documents and pictures." as shown below.

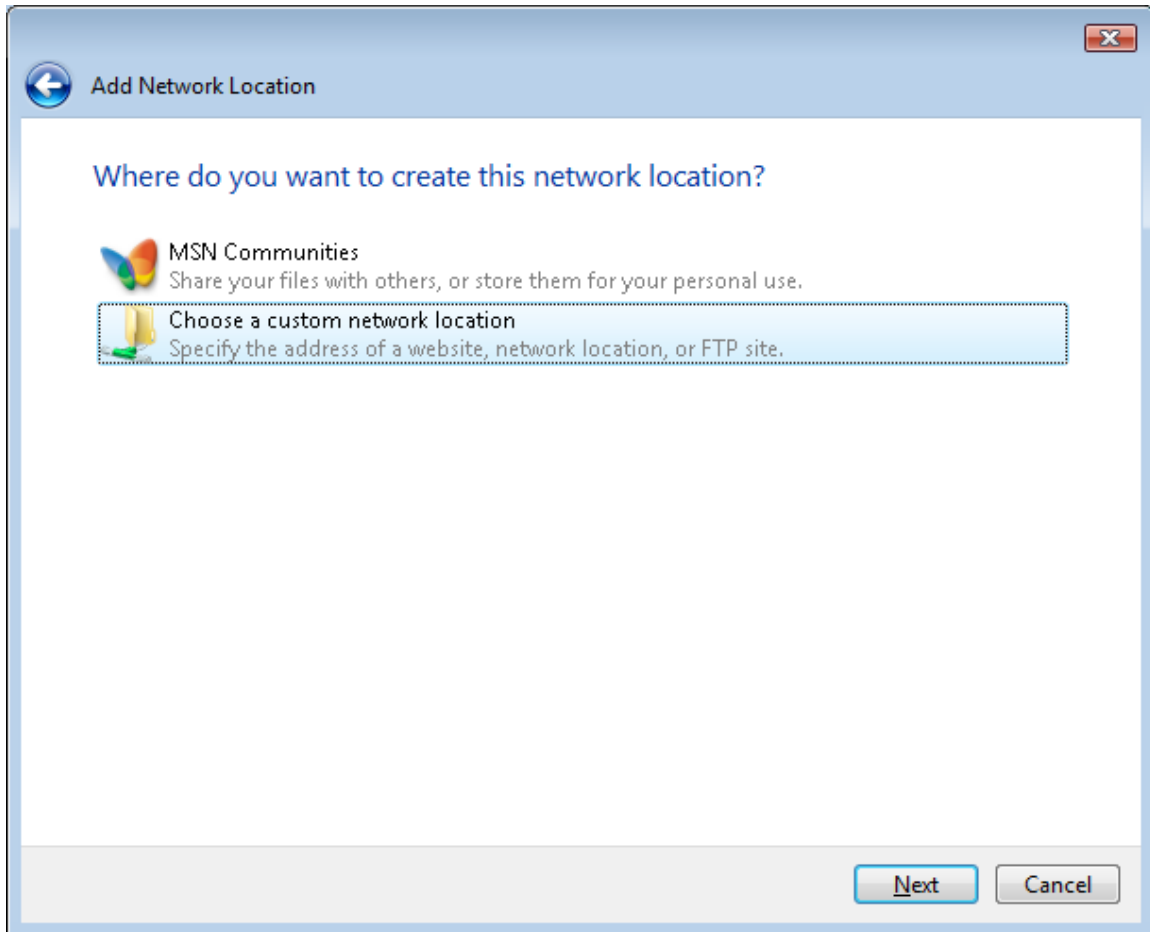


Step 3

The next window that will appear is 'Welcome to the Add Network Location Wizard.' Click "Next" to move on to the next step.

Step 4

The Add Network Location Wizard will ask where to create the network location. Click “Choose a custom network location” and then click “Next.”





Step 5

Next, the Wizard asks for an “Internet or network address:”. In the highlighted box below, enter the following address: **https://www.adrive.com/webDAV.php** and then click “Next” to continue.

Internet or network address:

<https://www.adrive.com/webDAV.php>

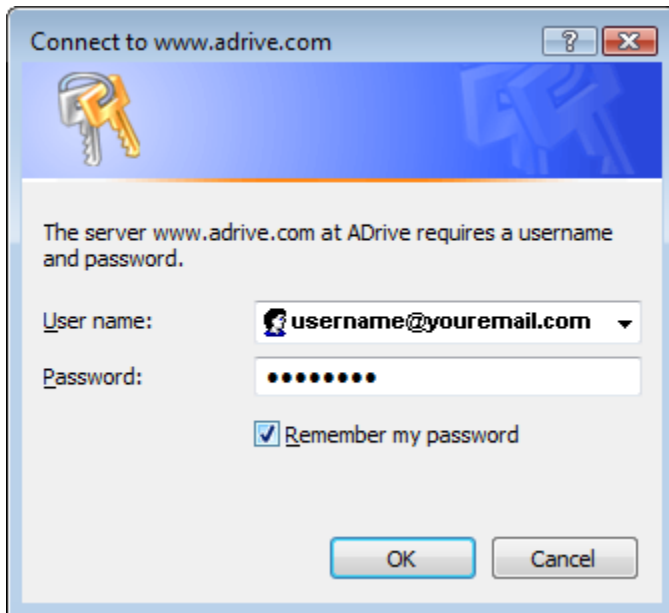
[View examples](#)

Next Cancel



Step 6

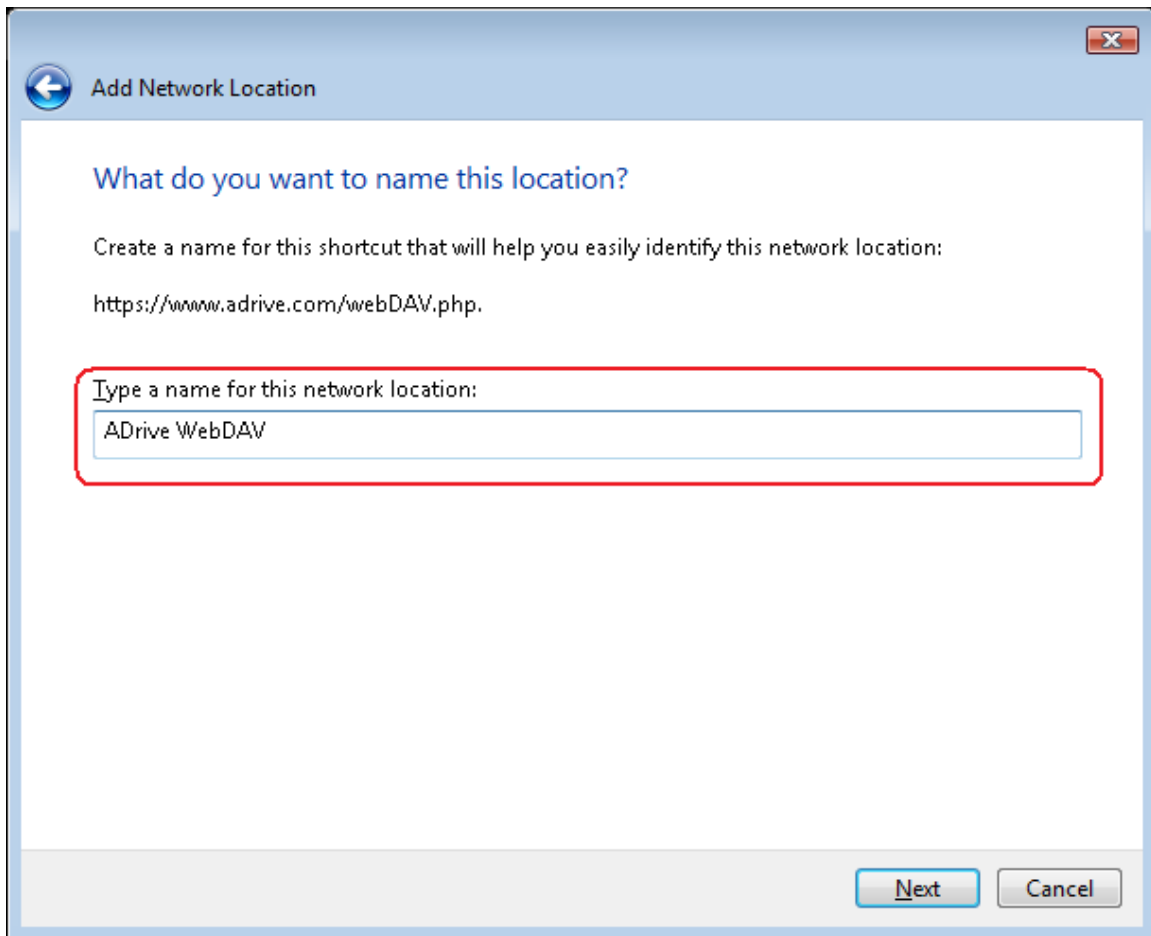
Now enter your email address and password that is associated with your ADrive account. Make sure to check the “Remember my password” box. This will prevent you from having to re-enter your account information in the future. Then click “OK”.





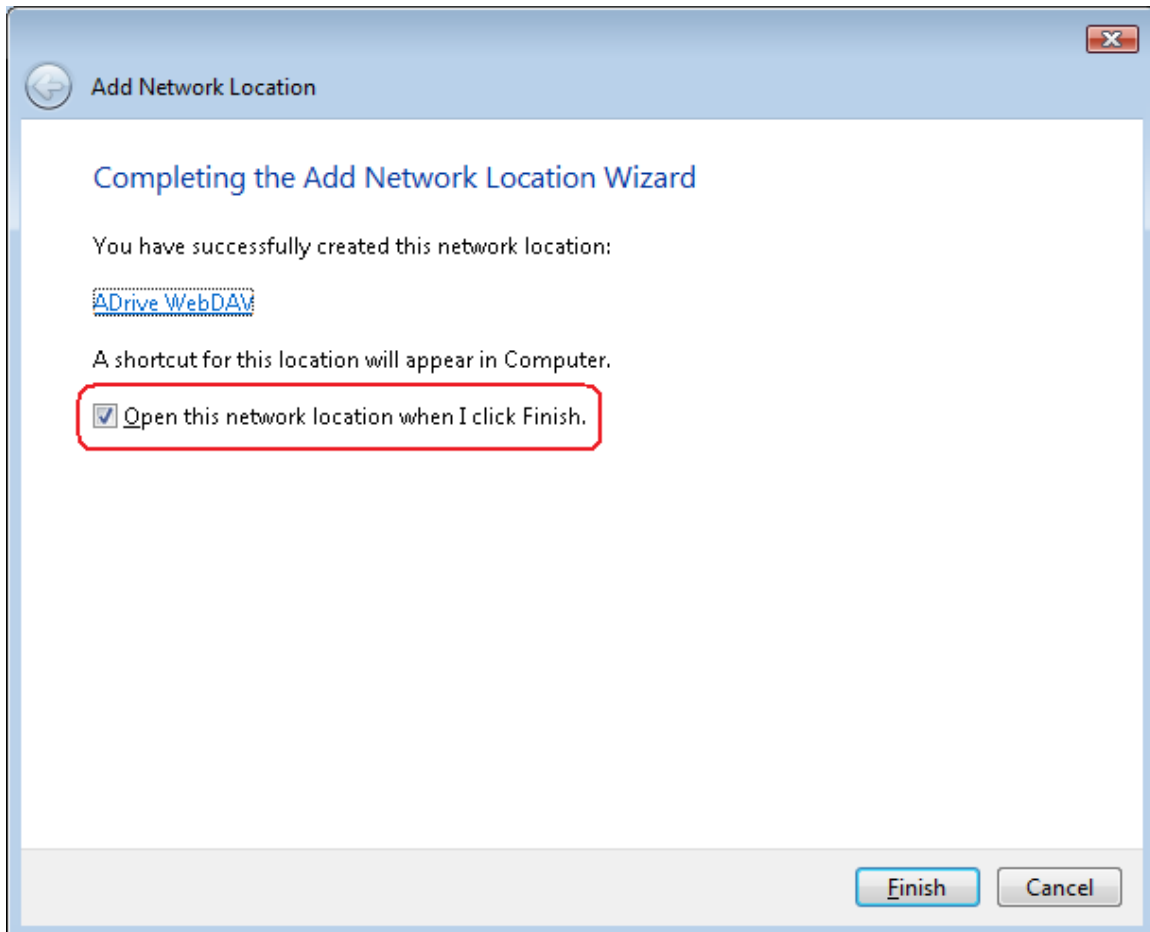
Step 7

Now enter a name for the WebDAV folder in the "Type a name for this network location:" text box as shown below. An example of a name is "ADrive WebDAV". Click "Next" to move on to the next step.



Step 8

In the final step, choose whether you want to open the newly created network location. To open the network location, check the box next to “Open this network location when I click Finish.” as shown below and then click “Finish”. Otherwise, uncheck the box and click “Finish”.





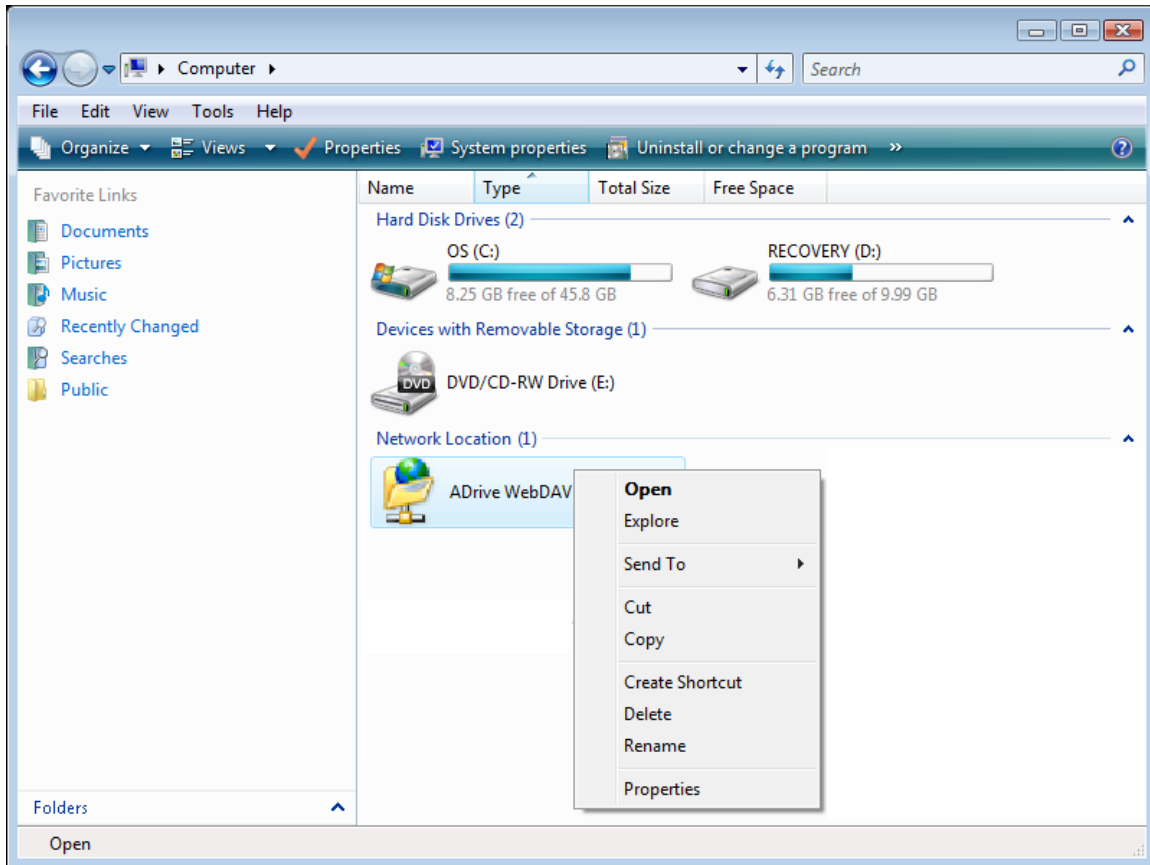
Managing Files and Connection

If you chose to open the network location when finished from Step 8, then Windows will open an Explorer window. From the Explorer window, you will be able to manage all your ADrive files as if they were in folders on your local machine. You can also drag & drop to upload & download files between your ADrive account and your local computer.

If you did not choose to open the network location in Step 8, then when you are ready to manage your ADrive account double-click the My Computer icon on your desktop. In the Explorer window, you will see the ADrive WebDAV Network Location (name will be whatever you created in Step 7). From that Explorer window, you can double-click the Network Location icon to open your ADrive account to manage it on your local computer. You can also select "My Network Places" from your 'Start' menu.

Right-click on the ADrive WebDAV (or the name you created in Step 7) Network Location. An action menu (pictured below) will appear. From this menu, you can open the network location, create a shortcut, or delete the network location.

Only choose "Delete" if you would like to remove the WebDAV link to your ADrive account. This will disconnect your computer from ADrive, but will neither delete/cancel your ADrive account nor delete any files stored in your ADrive account. However, if you delete the WebDAV link, you will need to follow all of the above steps again to re-map the network location.



*This tutorial has covered how to map ADrive WebDAV for Windows Vista users.

If you have any questions that have not been answered in this tutorial, please visit ADrive's FAQ page at www.adrive.com/info/faq or contact our Support Team at support@adrive.com.