Sharing Files between Networked Computers

1. In Host XP computer, rightclick MY COMPUTER. Click Computer Name tab. Write down the name of this computer.
2. Close window. Rightclick START…Explore and scroll down near the bottom of left column, to SHARED DOCUMENTS FOLDER.
3. Drag into the Shared Documents Folder any files/folders that you wish to share, e.g. Printer, Jmax, Pictures, e.g.
4. Open the remote computer (98). Click the big E to open MS Internet Explorer.
5. Into the address bar, type \\name of host computer\   example:\\Workhorse\ and press the ENTER key. You should now see the folders that you put into the Shared Folder in the Host computer.
6. Rightclick the SHARED DOCUMENTS FOLDER   and select MAP NETWORK DRIVE. Up will pop a box that allows you to select any letter to name this drive containing your shared documents folder. After making selection, press Enter.
7. Rightclick START…Explore and scroll to bottom of left column. Do you see the drive letter you selected to be the Map Network Drive.
8. Test: To use, rightclick START…click Explore and scroll down to the Shared Files drive. Doubleclick to open. Doubleclick any file you wish to see.

   IF the file opens, you have successfully shared folders/files from your host computer with your remote computer.

Note: If using broadband, you should protect your shared files either by creating a password to access that Shared Files Drive, or via your router's settings. Otherwise, your computer could be open to anyone who gets into your network.

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