

Contents for Network Features Help

This file provides help for the dialog boxes you use to perform several networking tasks, such as sharing and connecting to resources, using passwords, and logging on to and off of Windows.

The Contents topics for several applications list network tasks specific to the application.

Contents For

[Chat Help](#)

[ClipBook Viewer Help](#)

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Share Directory

Use this dialog box to share your directory. When you share a directory, you give other people access to all the files and subdirectories in that directory. You share a directory by specifying the path to the directory and a share name.

Choose one of the following buttons for more information about the dialog box:

- Share Name
- Re-share at Startup
- Path
- Access Type
- Comment
- Passwords

See Also

File Manager Help: [Sharing a Directory](#)

Stop Sharing Directory

Use this dialog box to stop sharing your directories.

This dialog box has the following area:

Shared Directories

▶ Select the directory you want to stop sharing, and then choose the OK button. (You can select more than one directory by holding down the SHIFT or CTRL key as you select the directories.)

See Also






File Manager Help: [Stop Sharing a Directory](#)

Open Files

Use this dialog box to view the files that other people are currently using in your shared directory, and to close any files that you no longer want others to use.

Caution: If you close a file, anyone using it may lose data.

Choose one of the following buttons for more information about the dialog box:

-  [Share Name](#)
-  [Open Files List](#)
-  [Path](#)
-  [Close File Button](#)
-  [Open Count](#)

See Also





File Manager Help: [Closing a File in a Shared Directory](#)

Network Properties

Use this dialog box to see who is currently using the selected file, and to close the file on a particular person, if you no longer want the person to use it.

Caution: If you close a file on a particular person, that person may lose data.

Choose one of the following buttons for more information about the dialog box:

-  [File Name](#)
-  [Open Count](#)
-  [Open Files List](#)
-  [Close File Button](#)

See Also

File Manager Help: [Closing a File in a Shared Directory](#)

Connect Network Drive

Use this dialog box to connect to a shared directory. To connect to a shared directory, you select a drive letter and specify the path (computer name and share name). When you choose the OK button, you are prompted to supply a password, if one is required.

Choose one of the following buttons for information about the dialog box:

- Drive
- Show Shared Directories on
- Path
- Shared Directories
- Reconnect at Startup
- Always Browse

See Also

File Manager Help: [Connecting to a Shared Directory](#)

Disconnect Network Drive

Use this dialog box to disconnect from a shared directory.

This dialog box has the following area:

Drive

▶ Select the directory from which you want to disconnect, and then choose the OK button. (You can select more than one directory by holding down the SHIFT or CTRL key as you select each directory.)






See Also

File Manager Help: [Disconnecting from a Network Drive](#)

Share Printer

Use this dialog box to share your printer with others. When you share your printer, you select the printer you want to share and you assign it a share name.

Choose one of the following buttons for information about the dialog box:

-  [Printer](#)
-  [Password](#)
-  [Share As](#)
-  [Re-share at Startup](#)
-  [Comment](#)

See Also

Print Manager Help: [Sharing a Printer](#)

Stop Sharing Printer

Use this dialog box to stop sharing your printers with other people.

This dialog box has the following area:

Shared Printers on

▶ Select the printer you want to stop sharing, and then choose the OK button. (You can select more than one printer by holding down the SHIFT or CTRL key as you select each printer.)

See Also

Print Manager Help: [Stop Sharing a Printer](#)

Connect Network Printer

Use this dialog box to browse through and connect to a network printer. To connect to a network printer, you assign a port to the printer, and you specify the path (computer name and share name).

Choose one of the following buttons for information about the dialog box:

- [Device Name](#)
- [Path](#)
- [Reconnect at Startup](#)
- [Show Shared Printers on](#)
- [Shared Printers](#)
- [Always Browse](#)

See Also

Print Manager Help: [Connecting to a Network Printer](#)

Print Manager Help: [Using Multiple Printers](#)

Disconnect Network Printer

Use this dialog box to disconnect from a network printer.

This dialog box has the following area:

Printer

▶ Select the printer you want to disconnect from, and then choose the OK button. (You can select more than one printer by holding down the SHIFT or CTRL key as you select each printer.)

See Also

Print Manager Help: [Disconnecting from a Network Printer](#)

Select Computer

Use this dialog box to connect to another computer. For example, when using ClipBook Viewer, you often need to connect to a computer to perform specific tasks, such as using someone else's [ClipBook page](#).

Choose one of the following buttons for information about the dialog box:

- [Computer Name](#)
- [Computers](#)
- [Always Browse](#)

See Also

Chat Help: [Making a Call](#)

ClipBook Viewer Help: [Connecting to and Disconnecting from a ClipBook on Another Computer](#)

Enter Network Password

Use this dialog box to supply the password for the directory that you want to connect to. Windows maintains a list of the passwords you use on a per-user basis. You can save this password in your password list.

Choose one of the following buttons for information about the dialog box:

- Drive Letter
- Resource
- Password
- Save This Password in Your Password List

Enter Network Password

Use this dialog box to supply the password for the network printer that you want to connect to. Windows maintains a list of the passwords you use. You can save this password in your password list.

Choose one of the following buttons for information about the dialog box:

- Device Name
- Resource
- Password
- Save This Password in Your Password List

Enter Network Password

Use this dialog box to supply the password for the ClipBook page you want to use. Windows maintains a list of the passwords you use. You can save this password in your password list.

Choose one of the following buttons for information about the dialog box:

- Computer Name
- Resource
- Password
- Save This Password in Your Password List

Welcome to Windows

Use this dialog box to log on to Windows. When you log on, you specify a logon name and a logon password. Your logon name is used to identify your password-list file.

Note: If you are using LAN Manager or Windows NT, you can have your password validated on a domain. If you use password validation, your logon name must be the same as your LAN Manager or Windows NT user name.


Your logon password is used to prevent unauthorized users from gaining access to the passwords you save in your password list. If you specify a logon password now, this dialog box appears whenever you start Windows, and you cannot log on and use networking features until you supply your password.


If you want to be able to log on but not have the logon password dialog box appear, choose OK in the password box without typing a password. You will be logged on automatically the next time you start Windows.

Each person who uses your computer can have their own logon name and logon password.

Note: If, after logging on for the first time, you decide to use a logon password or you decide to change it, you can do so by using the Network option in Control Panel.

Choose one of the following buttons for information about the dialog box:

 [Logon Name](#)

 [Password](#)

See Also

Control Panel Help: [Changing Your Logon Password](#)

Control Panel Help: [Logging On and Off](#)

Control Panel Help: [Specifying Logon Options](#)

Domain Logon

Use this dialog box to log on to a LAN Manager or Windows NT domain. If you are using a logon script, it will run after your password has been validated.

Windows maintains a list of the passwords you supply to gain access to shared resources and LAN Manager and Windows NT domains. You can save this password in the password list so that you do not need to type it each time you log on to the domain.

Note: If your network administrator has set the validated logon option, you must log on to a domain to have access to the Microsoft Windows Network features. In this case, if you choose the Cancel button to cancel logging on to a domain, you will not be able to connect to resources that others are sharing.

Choose one of the following buttons for information about the dialog box:


- Logon Name
- Password
- Domain
- Save This Password in Your Password List


Domain Logon


Use this dialog box to log on to a LAN Manager or Windows NT domain.

Note: If your network administrator has set the validated logon option, you must log on to a domain to have access to the Microsoft Windows Network features. In this case, if you choose the Cancel button to cancel logging on to a domain, you will not be able to connect to resources that others are sharing.

Choose one of the following buttons for information about the dialog box:

 Logon Name

 Password

 Domain

Change Domain or Server Password

Use this dialog box to change your password on a LAN Manager or Windows NT server or domain.

Choose one of the following buttons for information about the dialog box:

- Change Password for User
- New Password
- Change Password on
- Confirm New Password
- Old Password

Change Logon Password

Use this dialog box to change your logon password. Your logon password unlocks your password list when you log on, restoring any password-protected connections you chose to restore when you restart Windows. When your password list is unlocked, you can also reconnect to resources that you were previously connected to, without typing a password.

To keep your connections secure, it is recommended that you change your logon password periodically. Your new logon password takes effect immediately.

Choose one of the following buttons for information about the dialog box:

- Change Password for User
- Old Password
- New Password
- Confirm New Password

See Also

Control Panel Help: [Changing Your Logon Password](#)

Change Your Expired Domain or Server Password

Use this dialog box to change your password on a LAN Manager or Windows NT server or domain after you have been notified that your password has expired or is about to expire.

Choose one of the following buttons for information about the dialog box:

- Old Password
- New Password
- Confirm New Password

Network Path

To connect to a resource, you must specify a valid computer name and share name.

The computer name must be preceded by two backslashes (\\), and the share name must be preceded by one backslash (\) as follows: \\computername\sharename.

If you do not know the computer or share name, you can use the list of workgroups to browse through various computers for shared resources.

Network Disk Resources

Use this dialog box to select a shared directory.

Choose one of the following buttons for information about the dialog box:


- Network Path
- Show Shared Directories on
- Shared Directories


Network Printers

Use this dialog box to select a network printer.

Choose one of the following buttons for information about the dialog box:

 Network Path

 Show Shared Printers on

 Shared Printers


Logon Name

To log on, you must supply a logon name. Your logon name is a unique name that identifies you to other workgroup members. A valid logon name can contain up to 20 characters and can include letters, numbers, and any of the following characters:

! # \$ % () - . @ ^ _ ' ~

Logon names cannot include other characters, such as question marks (?), backslashes (\), and asterisks (*), that are reserved by MS-DOS or Windows.

If you are logging on for the first time

 Type a valid logon name in the Welcome to Windows dialog box.

Domain Names

Valid domain names can contain up to 15 characters and can include letters, numbers, and any of the following characters:

! # \$ % () - . @ ^ _ ' ~

Domain names cannot include other characters, such as question marks (?), backslashes (\), and asterisks (*), that are reserved by MS-DOS or Windows.

Logon Password

You are trying to log on by using an incorrect logon password, or your password-list file is missing or damaged. If you know the logon password associated with the logon name you specified, try typing it again.

If your password-list file is damaged or missing, you can type a new password to create a new password-list file.

Domain and Server Names

Valid domain and server names can contain up to 15 characters and can include letters, numbers, and any of the following characters:

! # \$ % () - . @ ^ _ ' ~

Domain or server names cannot include other characters, such as question marks (?), backslashes (\), and asterisks (*), that are reserved by MS-DOS or Windows.

If you are changing the password for a server, you must precede the server name by two backslashes (\\).

The CONNECT.DAT File

The CONNECT.DAT file contains a list of the connections that you re-establish each time you start Windows. For some reason, Windows cannot access the CONNECT.DAT file in your Windows directory.

If the error message says that an error occurred while trying to save your connections, make sure that the CONNECT.DAT file is not write-protected. If the file is not write-protected, or if the error message says that your network connections could not be re-established, then the CONNECT.DAT file is probably damaged. In this case, you need to recreate it.

To recreate the CONNECT.DAT file

- 1 Quit Windows.
- 2 Delete the CONNECT.DAT file from your Windows directory.
- 3 Start Windows. Because you deleted the CONNECT.DAT file, your previous connections are not restored.
- 4 Use File Manager or the Network button in your Windows-based applications to reconnect to the shared directories you were using. Use Print Manager or the Network button to connect to the network printers you were using.

If you select the Reconnect At Startup check box when you connect to each resource, Windows creates a new CONNECT.DAT file for storing your connections.

The next time you start Windows, your connections will be re-established.

Inactive Computer or Server

The computer or server that contains the resource you are trying to connect to may not exist or may not currently be running.

To correct the problem

- The server or computer actually exists on the network. If you are not sure, use the Connect Network Drive, Connect Network Printer, or Select Computer dialog box to browse through the network.
- You typed the path and share name for the resource correctly.
- Your network hardware is configured properly. Check your cables and connectors to make sure that your computer is properly connected to the network.

Reshare Resources

Windows cannot find the resource it is trying to share in the SHARES.PWL file. The path to the resource may be incorrect or, if the resource is a directory, you may have deleted the directory by using the **del** command at the command prompt. If the resource is a printer, you may have removed the printer by using Print Manager or Control Panel.

If you intentionally deleted the directory or removed the printer and no longer want to share it when you start Windows, choose the No button in the message box.

If you want to share the directory or printer, you may need to re-establish the share.

To share a directory

- 1 Make sure that the directory still exists.
- 2 In File Manager, choose the Share Directory command or toolbar button to share the directory again.

To share a printer

- 1 Make sure that the printer is connected to your computer and is properly installed and configured. If you need to install and configure the printer, use the Printer option in Control Panel or the Printer Setup command in Print Manager.
- 2 In Print Manager, choose the Share Printer command or button to share the printer again.

Share Names

To share a resource, you must specify a valid share name. Valid share names can contain up to 12 characters and can include letters, numbers, and the following characters:

! # \$ % () - . @ ^ _ ' ~

You cannot use the words "pipe" or "mailslot" as the share name because these words are reserved by other programs.

MS-DOS Workgroup Software

If you start Windows from a network server, you must start the workgroup software for MS-DOS to connect to the server. In this case, you may want to choose the No button to turn off this message.

However, when you start the workgroup software for MS-DOS before starting Windows, less memory is available to your applications. Also, your computer name does not appear in the Connect Network Drive, Connect Network Printer, and Select Computer dialog boxes that others use to browse through workgroups and connect to shared resources. To view and connect to resources you are sharing, others must type your computer name in the Path box, preceded by two backslashes (\\).

To use all of the Windows networking features

- 1 Quit Windows.
- 2 At the command prompt, type **net stop**. This quits the MS-DOS workgroup software and disconnects you from other servers.
- 3 Restart Windows. All your connections are restored.

Duplicate Computer Name

Two computers on the network cannot have the same computer name. Also, your computer cannot have the same name as a workgroup or a LAN Manager or Windows NT domain. You need to specify a different name for your computer.

To specify a different computer name

- 1 In the Control Panel window, choose the Network icon.
- 2 In the Computer Name box, type a new computer name.

Your computer name cannot be the same as a workgroup name, but can be the same as your logon name. Your computer name can contain up to 15 characters and can include letters, numbers, and any of the following characters:

! # \$ % () - . @ ^ _ ' ~

- 3 Choose the OK button. Your new computer name takes effect the next time you start Windows.

Replace Connections

The following list describes the actions you can take when you receive this message.

Choose	To
Yes	Save this new connection so that each time you start Windows, this new connection is restored automatically.
No	Use this new connection only during this Windows session. The next time you start Windows, your original connection is restored instead of this one.
Cancel	Do not make this connection at all.

Create Password List

When you log on, you have the option of creating a password-list file. Windows uses this file to keep track of the passwords you supply to gain access to password-protected resources that are being shared by others.

If you choose to create a password-list file, Windows can add to this list the passwords you supply to connect to resources. The next time you log on or reconnect to a password-protected resource, Windows searches this list, and then restores your connection automatically, without prompting you for the password. If you choose not to create a password-list file, you will have to type the password for each resource you reconnect to.

You can protect your saved passwords by using a logon password. If you use a logon password, the Welcome To Windows dialog box appears each time you start Windows and prompts you for your logon password. Your password list is not unlocked and your connections are not restored until you supply your logon password. This prevents others from gaining access to your password-protected connections if they restart your computer.

You may have started the workgroup software for MS-DOS (typed **net start**)

before you started Windows. In this case, you are not using the Windows networking features.

To use the Windows networking features

- 1 Quit Windows.
- 2 Quit the MS-DOS workgroup software by typing **net stop** at the command prompt.
- 3 Restart Windows.

There was a problem loading the protocol or network-adapter drivers.

To correct the problem, make sure that:

- The jumper or switch settings for the I/O address and the IRQ on your network adapter match the settings that you specified when you set up Microsoft Windows Network.
- The I/O address and IRQ settings you specified for your network adapter are not being used by other hardware on your computer.
- The protocol settings you specified are correct for your network adapter.
- The following line appears in the [386Enh] section of your SYSTEM.INI file:

transport=netbeui.386





For information about how to change the jumper or DIP-switch settings on your network adapter, see your network-adapter documentation. To make sure that Microsoft Windows Network is set up correctly for your network adapter and protocols, run Windows Setup from the Main group, and then choose the Change Network Settings command to view the adapter and protocol settings.

You may also want to add the following line to your AUTOEXEC.BAT file to start the network when you start your computer: **net start**

Security Settings

Use this dialog box to create or edit a WFWSYS.CFG (network configuration) file, which is used to control the user's ability to share files and printers, as well as to set other network access options.

Choose one of the following buttons for more information about the dialog box:

-  [Disable File Sharing](#)
-  [Disable Print Sharing](#)
-  [Disable Network DDE Sharing](#)
-  [Passwords Button](#)
-  [Admin Button](#)

Password Settings

Use this dialog box to specify password options for a user's network configuration file (WFWSYS.CFG).

Choose one of the following buttons for more information about the dialog box:

- [Disable Password Caching](#)
- [Show Share Passwords](#)
- [Logon Password Expiration](#)
- [Minimum Password Length](#)
- [Force Alphanumeric Passwords](#)
- [Require Validated Logon](#)
- [Allow Caching of User-Level Passwords](#)

Administrator Settings

Use this dialog box to specify administrator options for network configuration files (WFWSYS.CFG).

Choose one of the following buttons for more information about the dialog box:

- Update Security Configuration From Server
- Custom Logon Banner
- Use Root Directory Only
- Display Error Messages
- Set Password

Share Name

This box displays a share name for the directory you want to share. This share name matches the name of the directory. You can use this name, or you can specify a different one.



If you want to use a different share name, type the name in this box.

Share names can contain up to 12 characters and can include letters, numbers, and the following characters:

! # \$ % () - . @ ^ _ ' { } ~

Note: If you end the share name with a \$, it will not appear in the Connect Network Drive dialog box while others are browsing through your shared directories.

Path

This box shows the drive letter and the path to the directory you want to share. You can share this directory, or you can share a different one.



If you want to share a different directory, type its path in this box.

Comment

Use this option to add a comment that describes the directory you are sharing.



Type a comment for your shared directory in this box.

This comment appears next to the share name in the Connect Network Drive dialog box when other people browse through your shared directories.

Re-share at Startup


Select this check box to share your directory whenever you start Windows. If you want to share your directory only during this Windows session, clear this check box.


Access Type


You can assign the type of access you want others to have to your shared directory.

- Select the Read-Only option to prevent other people from editing files or changing the contents of your shared directory. Other people can view files and run programs in your shared directory.
- Select the Full Access option to allow others to view and edit files, as well as run programs in, add files to, and delete files from your shared directory.
- Select the Depends On Password option to assign both a full-access and a read-only password. This gives different levels of access to different workgroup members, depending on the password they specify when they connect to your directory.

Passwords

 If you select the Read-Only or Depends On Password option, you can type a password in the Read-Only Password box. If you do not type a password, anyone can connect to your directory to view files and run programs.

 If you select the Full Access or Depends On Password option, you can type a password in the Full Access Password box. If you do not type a password, anyone can connect to and modify the contents of your directory.

 If you select Depends On Password, you can type both a full-access and a read-only access password. Only those who know the read-only password can connect to your directory to view files and run programs. Only those who know the full-access password can connect to and modify the contents of your directory. If you leave a password blank, anyone who tries to connect to the directory will receive a prompt for a password.

Passwords can contain up to 8 characters.

Share Name

This area shows the share name of the directory.

Path

This area shows the drive where the directory is located and the name of the directory.


Open Count

This area shows the total number of users that currently have files open in your shared directory. For example, if two users have one file open, and three have another file open, the total open count would be five.

Open Files List

This box lists the files that are currently open, the names of those people who have opened the files, and the type of access they have to your directory.

If you no longer want anyone to use a file, you can close it.

 To close a file, select it, and then choose the Close File button.

Close File Button

 Choose this button to close selected files.

File Name

This area shows the name of the file that is selected in the directory window.


Open Count

This area shows the number of times that the selected file has been opened during the current Windows session.


Open Files List

This box lists the names of those who currently have the selected file open, the type of access each person has to the file, and the share name of the directory where the file is located.

If you no longer want a particular person to use a file, you can close the file on the person.


 To close a file on someone, select his or her name, and then choose the Close File button. (You can select several names by holding down the SHIFT or CTRL key as you select each name.)

Close File Button

 Choose this button to close a file on the selected person.

Drive

Use this option to assign the directory a drive letter that is not already being used to designate another local drive on your computer.




 Open the Drive list, and then select the letter you want to use. Or type a letter in the box.

If the drive letter you want is already being used to represent a connection to a different directory, you can replace the old connection with the new one you are making. After you have closed the Connect Network Drive dialog box and have successfully connected to the shared directory, you can select this drive letter on the File Manager drive bar to view the contents of the directory.

Path

The path includes the name of the computer that the directory is on and the directory's share name, as follows: \\computername\sharename.

There are three ways to specify the path when connecting to a shared directory:

-  Use the Show Shared Directories list to select the computer name, and then use the Shared Directories list to select the share name of the directory.
-  In the Path box, type the computer name and the share name. If you do not know the share name or if you do not know which workgroup the computer is in, you can just type the computer name (\\computername) to see a list of the shared directories on that computer.
-  If you want to reconnect to a directory that you were previously connected to, open the Path list, and then select the directory you want.

Reconnect at Startup

Select this check box if you want to restore your connection to the shared directory each time you start Windows. If you do not want to restore your connection, clear this check box.

Always Browse

Select this check box if you want to see available workgroups, computers, and shared directories each time you open the Connect Network Drive dialog box. A complete list is available in the Show Shared Directories On and Shared Directories boxes.

If you typically know the path of the directory you want to connect to, you can clear this check box.

Always Browse

Select this check box if you want to see available workgroups, computers, and shared printers each time you open the Connect Network Printers dialog box. A complete list is available in the Show Shared Printers On and Shared Printers boxes.

If you typically know the path of the printer you want to connect to, you can clear this check box.


Always Browse


Select this check box if you want to see a list of available computers each time you open the Select Computer dialog box. A complete list of workgroups and computers is available in the Computers box.

If you typically know the name of the computer to connect to, you can clear this check box.

Show Shared Directories on

This box lists computers in various workgroups. You can use this box to browse through your shared directories.

 To view or hide the computers in a particular workgroup, double-click the workgroup icon. Or select a workgroup, and then press ENTER.

 To view the directories that are being shared on a particular computer, select the computer.

The shared directories on the selected computer appear in the Shared Directories list. The computer name appears in the Path box.

Shared Directories

This box lists the share names of the shared directories on the selected computer. You can use this list to select a share name.




Select the share name for the directory you want to connect to.

The share name you select appears after the computer name in the Path box.

Note: Share names that end with a dollar sign (\$) do not appear in this box.


Printer

This box displays the model name of the selected printer, followed by its port assignment.

 If you want to share a different printer, open the Printer list, and then select the printer you want to share.

Share As

This box displays a suggested share name for the printer. This name matches the first word in the model name of the selected printer.

 If you want to use a different share name, type the name in this box. Share names can contain up to 12 characters and can include letters, numbers, and the following characters:

! # \$ % & () - . @ ^ _ ' { } ~

Note: If you end the share name with a \$, it will not appear in the Connect Network Printer dialog box while people are browsing through a list of your shared printers.

Comment

Use this option to add a comment of up to 48 characters to describe the printer you are sharing.



Type a comment for your shared printer in this box.

This comment appears next to the share name in the Connect Network Printer dialog box when other people browse through a list of your shared printers.

Re-share at Startup


Select this check box to share your printer each time you start Windows. If you want to share your printer only during this Windows session, clear this check box.

Password

Use this option to assign a password to your printer so that only those who know the password can connect to your printer.

- Type the password in the Password box. If you want everyone to have access to your printer, leave the Password box blank.
- The password can contain up to 8 characters.

Device Name

 Open the list, and then select the port you want to use to connect to the network printer. Or type the number of the port in the text box.

If a port is already in use, the computer and share name for the printer using that port appear next to it. If you want to use a port that is already in use, you can replace your old connection with the new one you are making.

Path

The path includes the name of the computer that the printer is on and the printer's share name, as follows: \\computername\sharename.

There are three ways to specify the path when connecting to a shared printer:

- Use the Show Shared Printers On list to select the computer name, and then use the Shared Printers list to select the share name of the printer.
- In the Path box, type the computer name and the share name. If you do not know the share name or if you do not know which workgroup the computer is in, you can just type the computer name (\\computername) to see a list of the network printers on that computer.
- If you want to reconnect to a printer that you were previously connected to, open the Path list, and then select the printer you want.


Reconnect at Startup

Select this check box if you want to reconnect to the network printer each time you start Windows. If you do not want to reconnect to the printer, clear this check box.

Show Shared Printers on

This box lists the computers in various workgroups. You can use this box to browse through a list of computers for various printers.

 To view or hide the computers in a particular workgroup, double-click the workgroup icon. Or select a workgroup, and then press ENTER.

 To see if there is a network printer on a computer, select the computer name. The network printers on the selected computer appear in the Shared Printers list. The computer name appears in the Path box.

Shared Printers

This box lists the share names of the network printers on the selected computer.




Select the share name for the printer you want to connect to.

The share name appears next to the computer name in the Path box.

Note: Share names that end with a dollar sign (\$) do not appear in this box.

Computer Name


 Type the name of the computer that you want to connect to in this box.


If you want to reconnect to a computer that you used before, open the list, and then select the computer name.

You can also use the Computers list to browse through and select the computers in various workgroups.

Computers

This box lists the names of the computers in various workgroups.

 To view or hide the computers in a workgroup, double-click the workgroup icon. Or select a workgroup, and then press ENTER.

 To connect to a computer, choose it from the list.
The computer name appears in the Computer Name box.

Drive Letter


This area shows the drive letter you are using to connect to the directory.

Resource

This area shows the name of the computer that the directory is located on, followed by its share name.

Password

The directory you are trying to connect to might have a full-access and a read-only access password.

 Type the password. If you do not know the password, check with the person who is sharing the directory. If they specified Depends on Password but left a password blank, press ENTER.


Device Name

This area shows the port you are using to connect to the printer.

Resource

This area shows the name of the computer that the printer is located on, followed by its share name.

Password

 Type the password for the printer in this box. If you do not know the password, check with the person who is sharing the printer.


Computer Name

This area shows the name of the computer the ClipBook page is located on.

ClipBook Page

This area shows the name of the ClipBook page that is password protected.

Password


 Type the password for the ClipBook page in this box. If you do not know the password, check with the person who is sharing the page.

Save This Password in Your Password List

Select this check box to save the password in your password list. Anytime you reconnect to the resource, Windows searches the password list for the password to the resource and restores your connection automatically.

Logon Name


This box displays your logon name if you have logged on to Windows at least once. If you have never logged on, your logon name initially matches your computer name.

 If you are logging on for the first time, type the logon name you want to use. If you want your logon name to match your computer name, then leave this box as is.

The name you specify when you log on becomes the default logon name. If you want to change the default logon name, you can use the Network option in Control Panel to change it.

If you are using a network with a domain, such as Windows NT or LAN Manager, use the same logon password and domain password, so that you don't need to retype the domain password.

Password


 Type the password you use to log on to Windows.

If you decide to change your logon password, you can use the Network option in Control Panel to do so.


Logon Name

This box displays your Windows logon name. This name must match your user name on the domain that validates your password.

Password

 Type the password for the domain you specify.
Use the Domain option to select or specify the domain.

Domain

 Open the list, and then select the LAN Manager or Windows NT domain that is validating your password.

Or type the name of the domain in the box.

Save This Password in Your Password List


Select this check box if you want to save the domain password in your password list.

Logon Name


This box displays the default LAN Manager or Windows NT logon name.

 If you want to log on using a different name, type the name in this box.

Password

 Type the password for the domain you specify.
Use the Domain option to select or type the domain name.

Domain


 Open the list, and then select the LAN Manager or Windows NT domain that is validating your password.

Or type the name of the domain in the box.


Change Password for User

This area displays your LAN Manager or Windows NT user name.


Change Password On

 Open the list, and then select the domain for which you want to change your password. If you want to change your password on a server, type two backslashes (\\), followed by the server name, in the box.

Old Password

 Type your current password for the selected domain or server in this box.

New Password


 Type your new password for the selected domain or server in this box. Your password can contain up to 14 characters.

Confirm New Password

In this box, type your new password again to confirm it.

Change Password for User


Use this option to specify your logon name, if it is not already displayed in the box.

 To specify your logon name, open the list and select it.

Old Password

Type your current logon password in this box.

New Password

 Type a new logon password in this box. Your password can contain up to 14 characters.


Confirm New Password

In this box, type your new logon password again to confirm it.

Old Password

Type your current password in this box.

New Password

 Type a new password in this box. Your password can contain up to 14 characters.



Confirm New Password

In this box, type your new password again to confirm it.

Network Path

The path includes the name of the computer that the directory is on and the directory's share name, as follows: \\computername\sharename.

There are two ways to specify the path when connecting to a shared directory:

-  Use the Show Shared Directories list to select the computer name, and then use the Shared Directories list to select the share name of the directory.
-  In the Network Path box, type the computer name and the share name. If you do not know the share name or if you do not know which workgroup the computer is in, you can just type the computer name (\\computername) to see a list of the shared directories on that computer.

Network

The path includes the name of the computer to which the printer is connected and the printer's share name, as follows: \\computername\sharename.

There are two ways to specify the path when connecting to a shared printer:

- Use the Show Shared Printers On list to select the computer name, and then use the Shared Printers list to select the share name of the printer.
- In the Network Path box, type the computer name and the share name. If you do not know the share name or if you do not know which workgroup the computer is in, you can just type the computer name (\\computername) to see a list of the network printers on that computer.

Disable File Sharing

Select this check box if you do not want the user to share his or her files with other users.

Disable Print Sharing

Select this check box if you do not want the user to share his or her printer(s) with other users.

Disable Network DDE Sharing

Select this check box if you do not want incoming network DDE or remote-access (dial-in) services to be able to connect to the user's computer.

Passwords Button

Choose this button to display the Password Settings dialog box, in which you specify password options for the user's network configuration file.

Admin Button

Choose this button to display the Administrator Settings dialog box, in which you specify update options for the user's network configuration file.

Disable Password Caching

Select this check box if you want to prevent the user from saving network passwords in a password cache.

Show Share Passwords

Select this check box to display the passwords in the File Sharing and Printer Sharing dialog boxes as plain text. If you do not select this check box, the passwords are displayed as asterisks.

Logon Password Expiration

Select this check box to require the user to change his or her logon password after the specified number of days.

Minimum Password Length

Select this check box to require that logon and share passwords contain at least the specified number of characters.

Force Alphanumeric Passwords

Select this check box to require that logon and share passwords contain a combination of letters and numbers.

Require Validated Logon

Select this check box to prompt the user at logon for a password that must be validated by a Microsoft Windows NT or LAN Manager domain controller. If the validated logon fails, the user is denied network access.

Allow Caching of User-Level Passwords

Select this check box to save passwords to user-level servers such as Microsoft Windows NT or LAN Manager. If this check box is not selected, these passwords will not be cached.

Update Security Configuration From Server

Select this check box to specify a location on the network from which Windows will update the user's security settings at system startup. This location contains a network configuration file, WFWSYS.CFG, which defines the user's network access. This enables you to maintain security settings for multiple users from a central location.

Use Root Directory Only

If you select this check box, Windows will update a computer's security settings from the network configuration file in the root directory of the specified network path.

If you clear this check box, settings are updated from a configuration file in a subdirectory having the same name as the computer name, if one exists. If no subdirectory exists, the configuration file in the root directory is used.

For example, if the network path is \\ADMIN\\CONFIG, configuration files might be as follows:

- WFWSYS.CFG (configuration file used to update most computers -- strict security settings)
- \\DALE\\WFWSYS.CFG (file used to update computer named \\DALE)
- \\JEAN\\WFWSYS.CFG (file used to update computer named \\JEAN)

Display Error Messages

Select this check box to display error messages if a security settings update fails -- for example, if the server is offline. If you clear this check box, no error messages will be displayed.

Custom Logon Banner

Select this check box to display a message when you log on. Type the text of the message in the Text box (limit: 64 characters).

Set Password Button

Choose this button to specify a password to be used whenever you want to edit this configuration file.

