

Transferring Data Between your Local Network and the LOJIC Virtual Network

You should have all your data and map documents on your LOJIC Virtual Network Home drive or H: drive.

The H: drive is backed up daily. However, sometimes you may need to get data from your local or client network to the LOJIC Virtual Network or visa versa. You should only use the LOJIC Virtual Network **Z: drive** (which is the same as your local network or client **C: drive**) as a “bridge” or “pass thru” to copy data between networks.

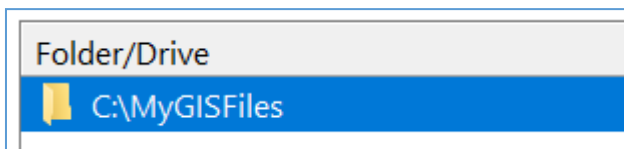
Create a directory in your local C: drive called **MyGISFiles**. Copy your local PC data into it. Feel free to create any kind of subdirectory structure in the directory.

When you have your data in the the C:\ MyGISFiles directory, enter the LOJIC Virtual Network by starting the **VMware Horizon Client** software and logging into the **horizon.louisvillemisd.org** server. In the upper right hand corner of the application launcher , click on the **gear**, and **select Sharing**.

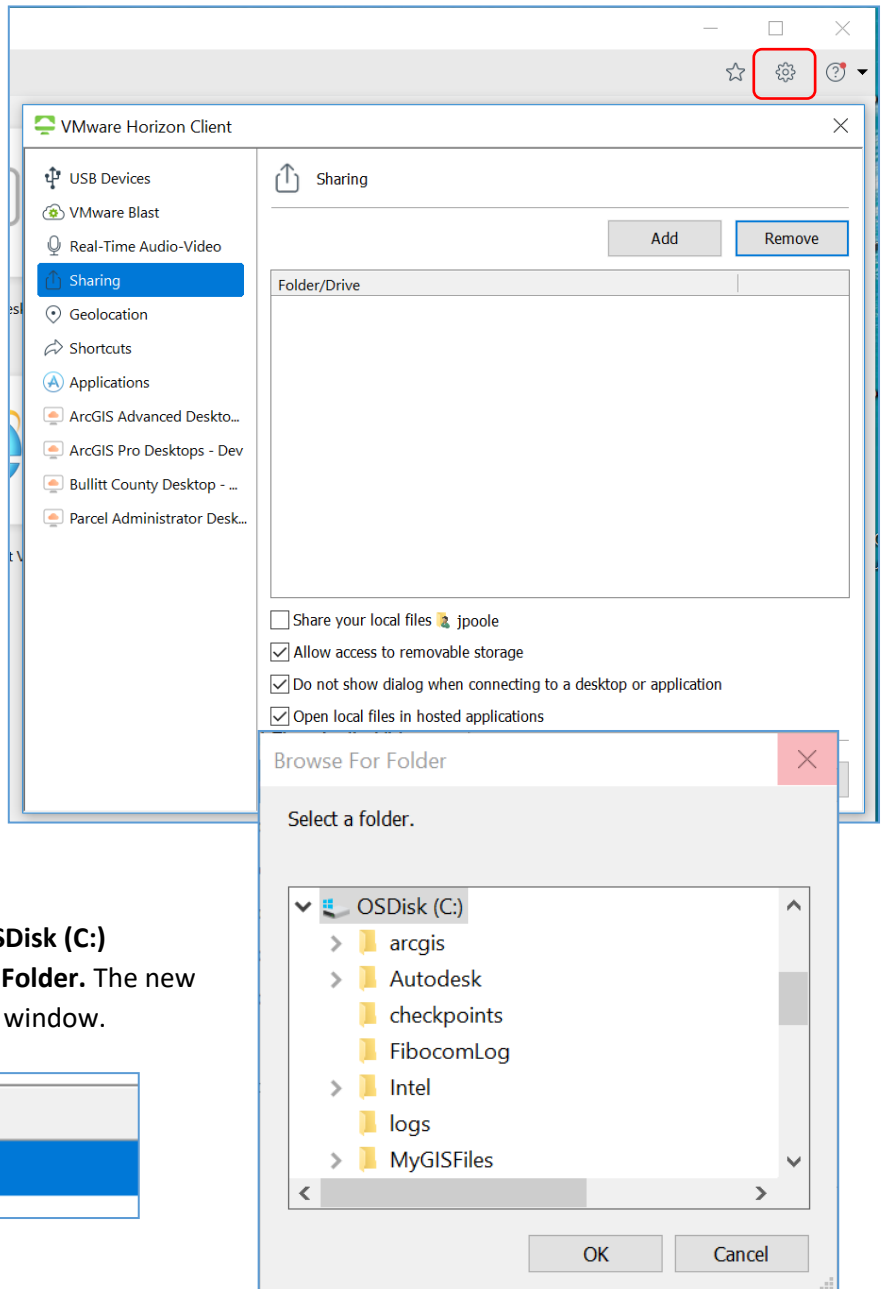
If you see a drive that is **not** C:\MyGISFiles, **Remove it**.

(Example: Remove C:\users\uname)

Click the Add button and navigate to OSDisk (C:) >MyGISFiles. Click OK in the Browse for Folder. The new folder should appear in the Folder/Drive window.



Click Apply and then **OK** in the **Sharing** window.



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Open ArcCatalog, click the **Connect to Folder** button in the Standard tool bar.

Navigate to This PC>MyGISFile on {Device Name} (Z:).

In this example ML855 is the device name and will differ from your device name.

