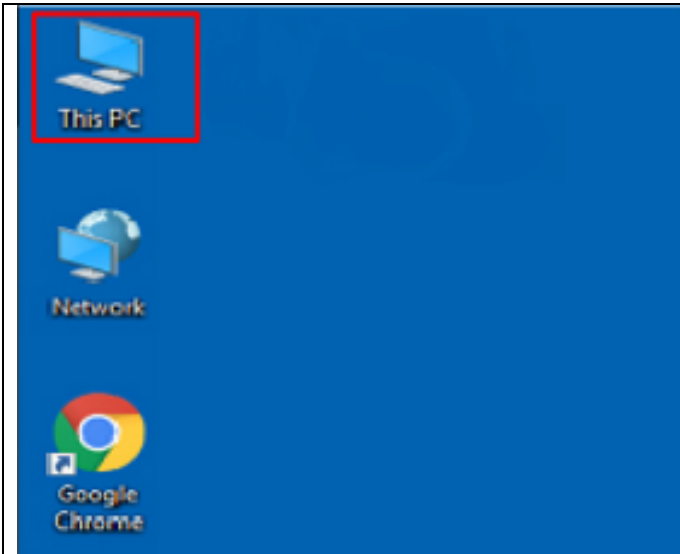
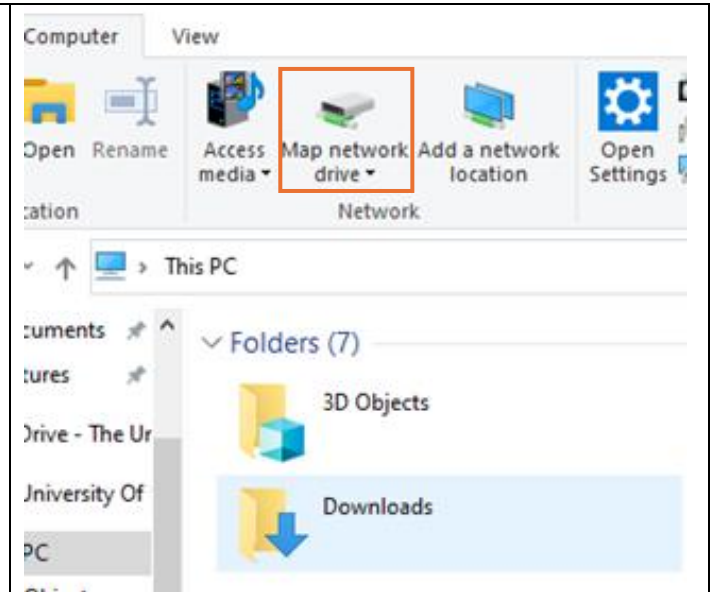


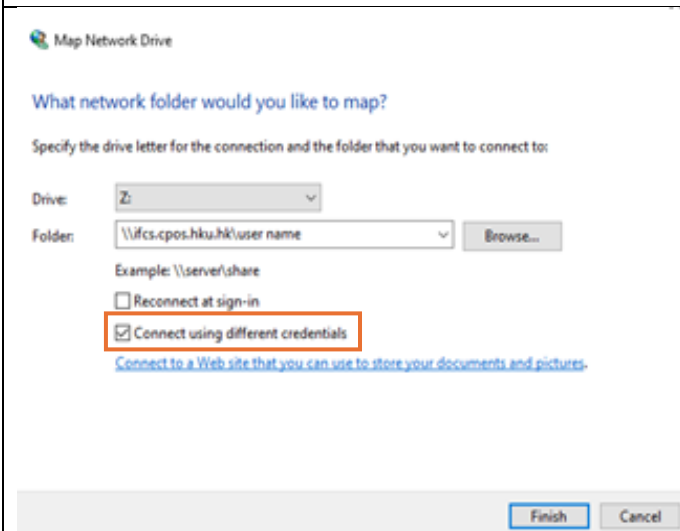
CPOS IFC SERVER CONNECTION AND DATA EXPORT (WINDOWS 10)



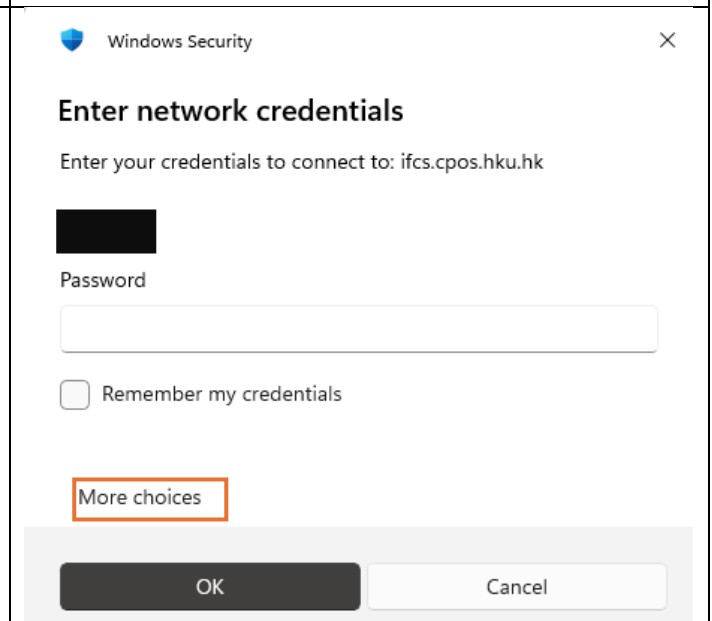
1) Click **This PC**



2) Click **Map network drive**

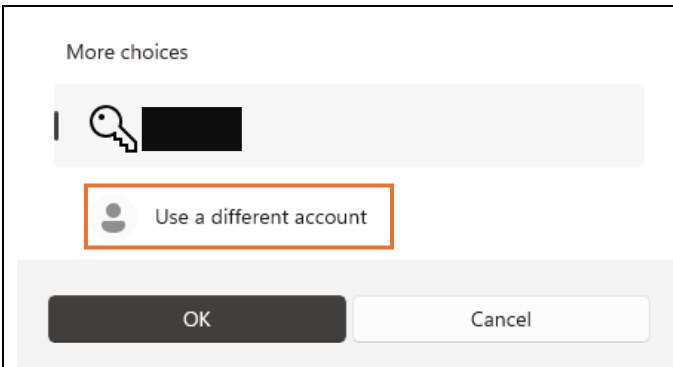


3) Type **\\ifcs.cpos.hku.hk\user name**
Tick **Connect using different credentials**
Click **Finish**

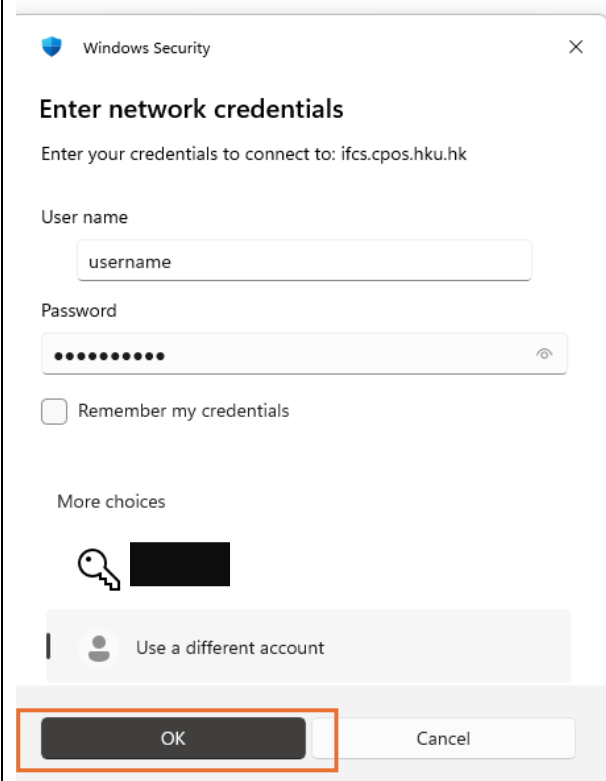


4) Click **More choices**

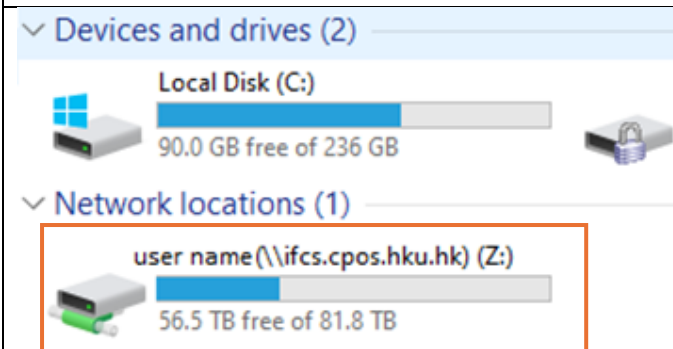
CPOS IFC SERVER CONNECTION AND DATA EXPORT (WINDOWS 10)



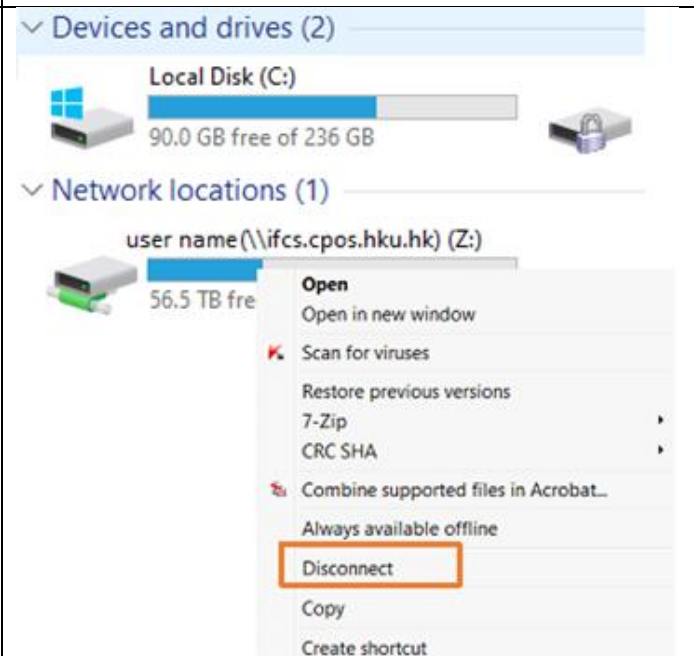
5) Click **Use a different account**



6) Enter registered **User name** and **password**



7) Your **personal network drive** is mapped to the computer. **Upload** your data from local drive to the network drive by copy and paste. OR **Download** your data from network drive to local drive by copy and paste.



8) Right Click network drive at My PC then click **Disconnect**.