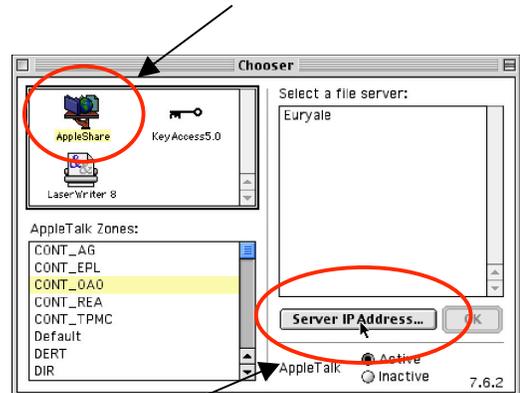


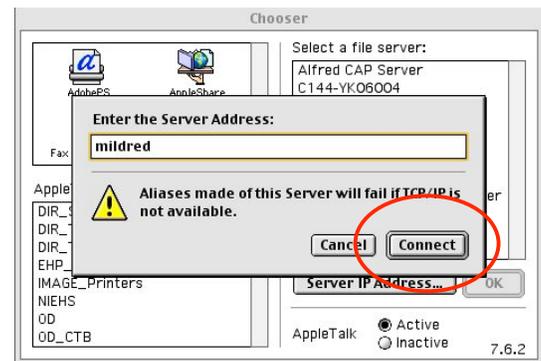
# Mac OS9: Connect to Core Sequencing Group on Mildred

1. From the Apple menu, in upper left of screen, select **Chooser**
2. The **Chooser** window opens
3. In the upper left area of the Chooser window, select **AppleShare**



4. In the lower right, click on **Server IP Address**

5. Type **mildred** in the Server Address field



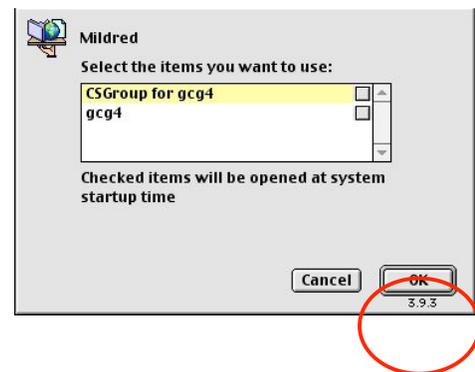
6. Click **Connect**

7. The **mildred** Server login window opens
  - a. Make sure **Registered User** is selected
  - b. Replace any text in the **Name** field with your **mildred ID**
  - c. Type in your **mildred** Password
  - d. Click the **Connect** button



**IMPORTANT:** Password cannot exceed 8 characters. If your password is too long you must change it by following the instructions at <http://www.niehs.nih.gov/guide/aps/password/pwdmac.htm>.

8. The **mildred** server window opens
9. Select the folder you want and click **OK**

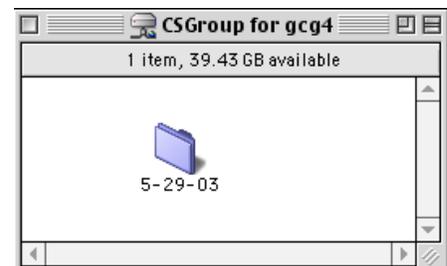


10. The mildred server icon appears on the Desktop
 

The label reads **CSGroup for username**
11. **Double click** on icon



12. A **Finder** window opens showing the content of your **CSGroup folder**
13. Choose a folder or file

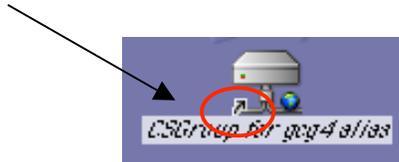


# Appendix A: Create an Alias for the server on desktop

## Create an alias for mildred or your folder

An alias is usually placed on the desktop or on the Dock.

The alias will resemble the original icon except for a small arrow in lower left and an italicized label.



### MOUSE

Hold the **Option** and **Command** keys. (⌥ + ⌘)

**Click, Hold** and **Drag** the selected item

Let go where you want the alias

### KEYBOARD

Select the item

Hold the **Command** key and press **M** (⌘ + M)

**Move** the alias to the desired location

### MENU

Select the item

From the **File** menu, choose **Make Alias**

**Move** the alias to the desired location

### CONTEXTUAL MENU

Hold down the **Control** key and **Click** on the icon

**OR**

Place **Cursor** over icon and **Right Click**

From the menu, choose **Make Alias**

**Move** the alias to the desired location