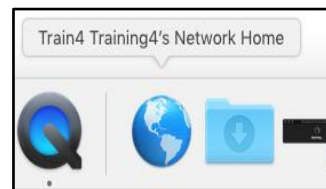


Jamf Network Saving Documents

Tap on the world **icon** located on the **bottom right** side of the dock, and log on your account. Your network account will instantly mount as a separate **world icon** on your dock.

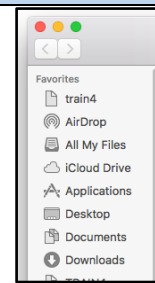
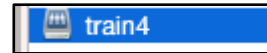
Username: train4

Password: Mysiena password

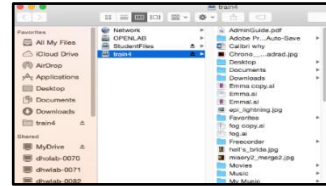
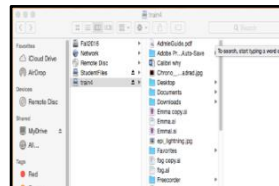


Roadmap your network files from Microsoft Word

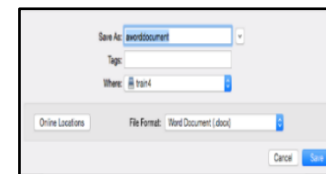
Your **network drive** will mount and open under the **Favorites** menu.



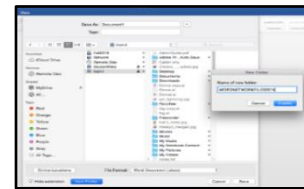
Open any **word document** with the extension file of **.doc** or **.docx** and double click on your network file, and **Microsoft Word** will open your document. Or open Microsoft Word and start with a new document.



From the top menu of **Microsoft Word**, select **file** from the top menu, and then click on **Save As**: In the **Save As** box, type the **name of your document**, and then select the **On My Mac** button, located on the bottom of the left corner of the menu.



Click on the **save button**, and your file will save to **your network account**. Next time, you log on the **iMac computer**; your **redirect mapped network path** will be ready for access.



Saving to your Microsoft SharePoint or OneDrive account

Set up your **Microsoft OneDrive** account, by tapping on the icon, located in the **Application folder**. Next, from your Word document, Select File Save As: Under Favorites Click on your **blue OneDrive** icon. **Possible Auto Mount from your network drive.**



After selecting **File Save as**: Tap on the **bottom left corner**, tap on the **online locations** button, or **Desktop location** (pending on how you setup your OneDrive location). You have the choice to save to your **SharePoint** or **OneDrive cloud storage**. Tap on your **One Drive folder**, and then tap on the **blue save button**. The next document you save will **reroute** to the last section where you just save your document.

