

# ACCESS AND TRANSFER FILES

Your LaCie network hard drive provides access to data via storage volumes called **Shares**. You can copy, backup, and read files to and from shares similar to any local storage.

## ABOUT DEFAULT AND USER SHARES

### Default Shares

Your LaCie network storage has three shares by default (similar to folders): **MyShare**, **OpenShare**, and **USBShare**. USBShare will be created automatically when you allocate space for USB access; see [Dashboard - Drive Information](#) for details.

The following table sums up the differences between them:

Name	Accessibility	Login	Availability
OpenShare	Public, accessible to any user on the network	None	When connected to the network (Ethernet) and to networked computers or UPnP/DLNA-certified players/adapters (if the multimedia service is activated)
USBShare	Public, accessible to any user on the network	None	When connected to the network (Ethernet) or to a computer (USB), and through UPnP/DLNA-certified players/adapters (if the multimedia service is activated)
MyShare	Private, accessible only to the administrator by default	Password-protected	When connected to the network (Ethernet) and to networked computers

When your LaCie hard drive is connected to the network, all three shares are accessible to the administrator, and OpenShare and USBShare to guests (USBShare will only be available if you have allocated space for USB access). When the device is connected to a computer via the rear USB port, only USBShare will be accessible.

### User Shares

New shares may be created by allotting storage capacity to individual users. For example, you may wish to give 5GB of private space to each member of the family. These shares will have the same names as the user (such as “Jane”, “Logan”, “Jake”, etc.) and can be assigned passwords. See [Dashboard - Users](#) for instructions on adding users.

Name	Accessibility	Login	Availability
User Share [“Jane”]	Private with the option to assign a password	Optional password protection	When connected to the network (Ethernet) and to networked computers

## ACCESS SHARES

You have several options for accessing shares on your LaCie storage drive.

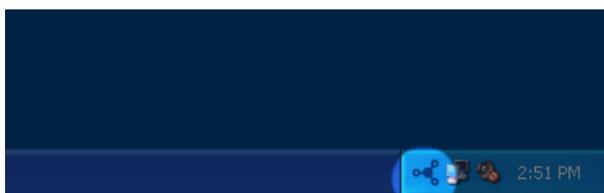
**Note:** See [Advanced Accessibility Features](#) for related features such as accessing your device remotely, creating shortcuts to shares, and multimedia streaming.

### Option 1 - LaCie Network Assistant (OpenShare and USBShare)

1. Launch LaCie Network Assistant. If you have not installed LaCie Network Assistant, see [Connect to the Network](#) for instructions.

▪ **Windows Users:**

1. Select LaCie Network Assistant in **Start > Programs**. The application icon will appear in the system tray and LaCie Network Assistant will automatically detect your LaCie device on the network.
2. Right-click on the icon in the system tray.

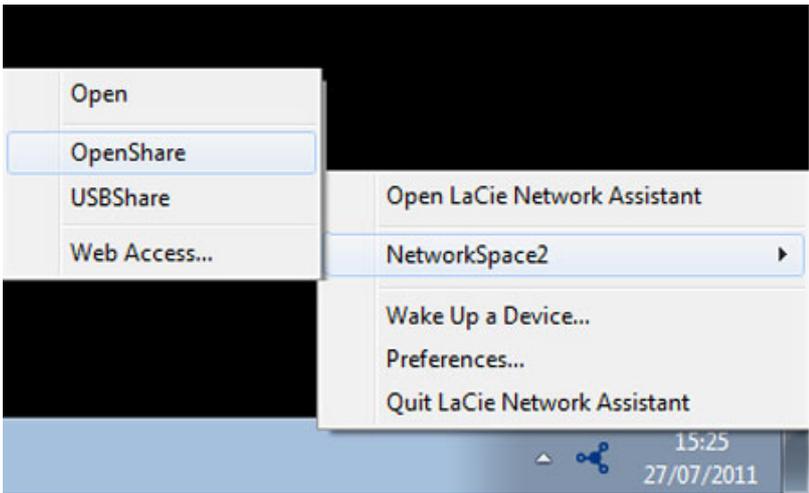


▪ **Mac Users:**

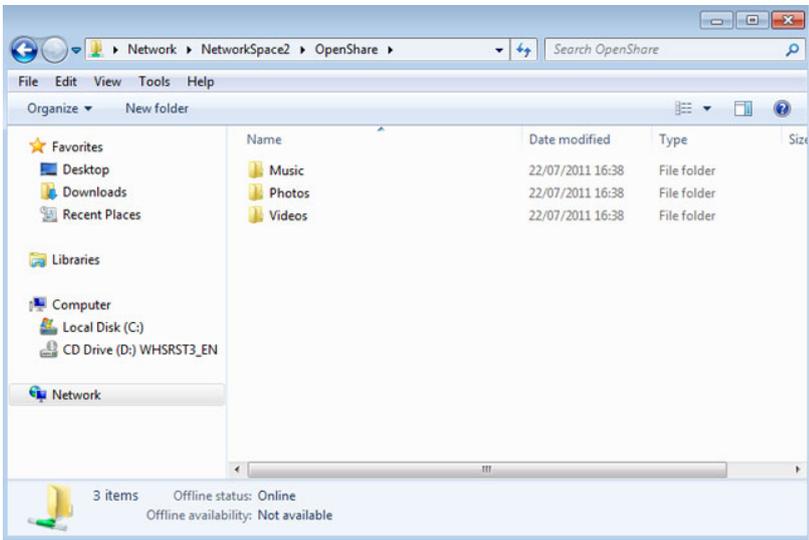
1. Select LaCie Network Assistant in your **Applications** folder. The application icon will appear in the menu bar and LaCie Network Assistant will automatically detect your LaCie device on the network.
2. Click on the icon in the menu bar.



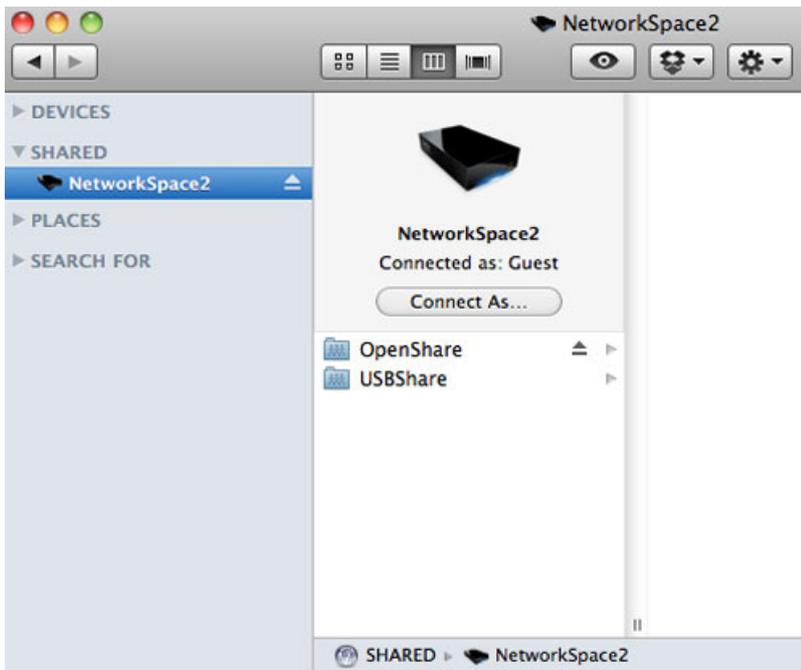
2. Choose the name of your LaCie storage device to select the share you want to access.



3. The share will open in an Explorer window (Windows) or a Finder window (Mac).



4. Copy and paste or drag and drop files to transfer data between your computer and the share. Mac users: If the share does not open in a Finder window, simply navigate in the Finder to **SHARED > [machine name] > [share name]**.



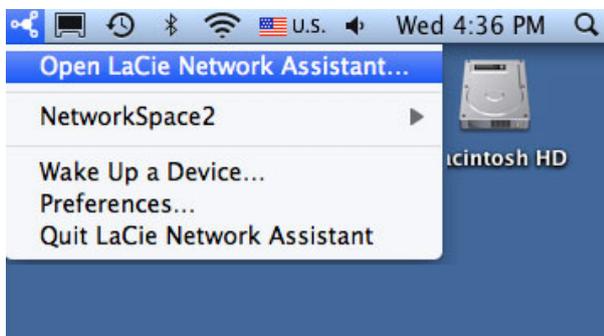
**Important info:** Please note that MyShare and User Shares will not appear on the list of shares unless the administrator or user has authenticated his Username and Password in LaCie Network Assistant. See Option 2 below.

## Option 2 - LaCie Network Assistant (Authentication for MyShare or User Share)

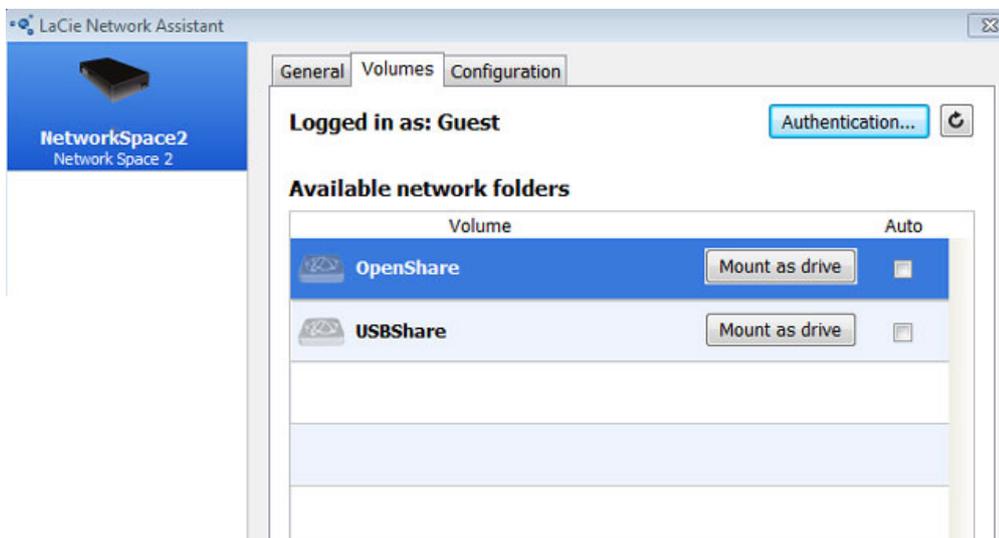
1. Launch LaCie Network Assistant. If you have not installed LaCie Network Assistant, see [Connect to the Network](#) for instructions.
  - **Windows Users:** Select LaCie Network Assistant in **Start > Programs**. The application icon will appear in the system tray and LaCie Network Assistant will automatically detect your LaCie device on the network.
  - **Mac Users:** Select LaCie Network Assistant in your **Applications** folder. The application icon will appear in the system tray and LaCie Network Assistant will automatically detect your LaCie product on the network.

2. Open LaCie Network Assistant.

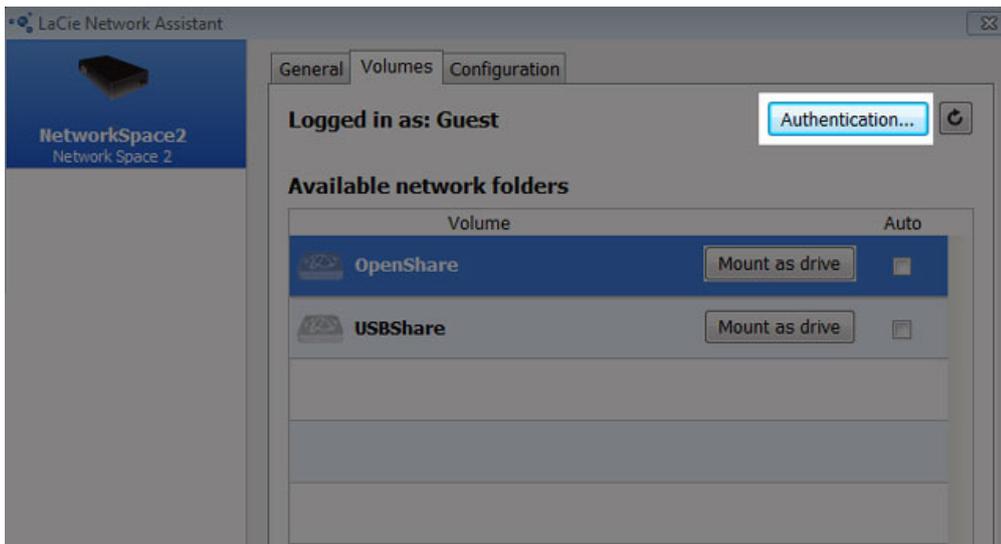
- **Windows Users:** Click on the LaCie Network Assistant icon in the system tray
- **Mac Users:** Click the LaCie Network Assistant icon in the menu bar to select **Open LaCie Network Assistant...**



3. Select your LaCie storage device machine name from the list of devices in the left-hand column, then click the **Volumes** tab.



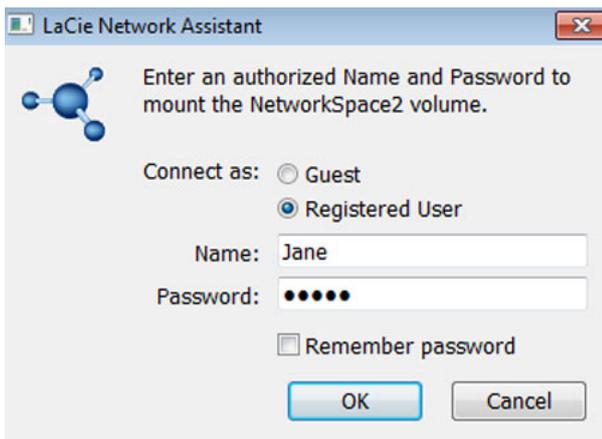
4. Click **Authentication...**



5. In the pop-up window, choose **Registered User** and enter the administrator Username and Password to view MyShare. To access a User Share, enter the User's name and Password created in the Dashboard administration tool ([Dashboard - Users](#)). Click **OK**.

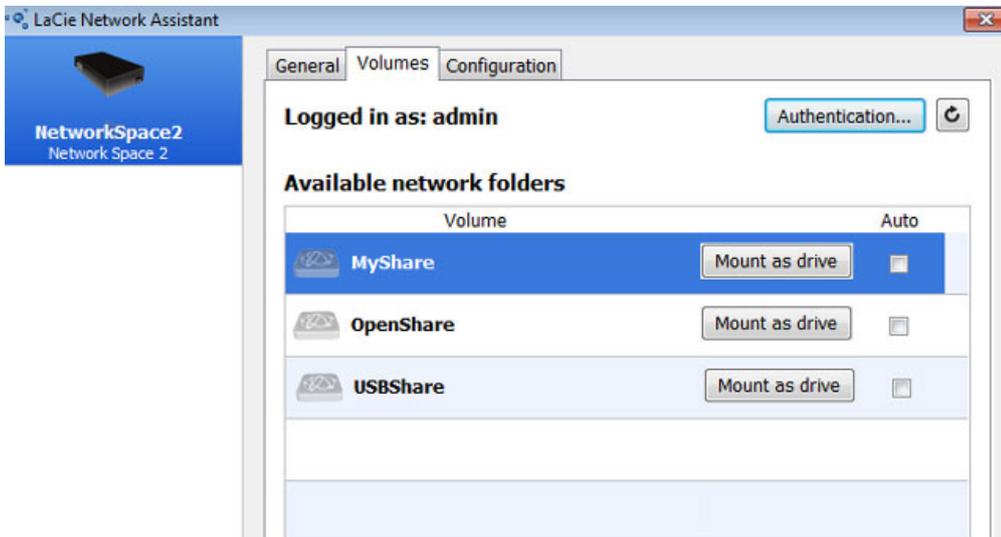


#### Administrator Authentication

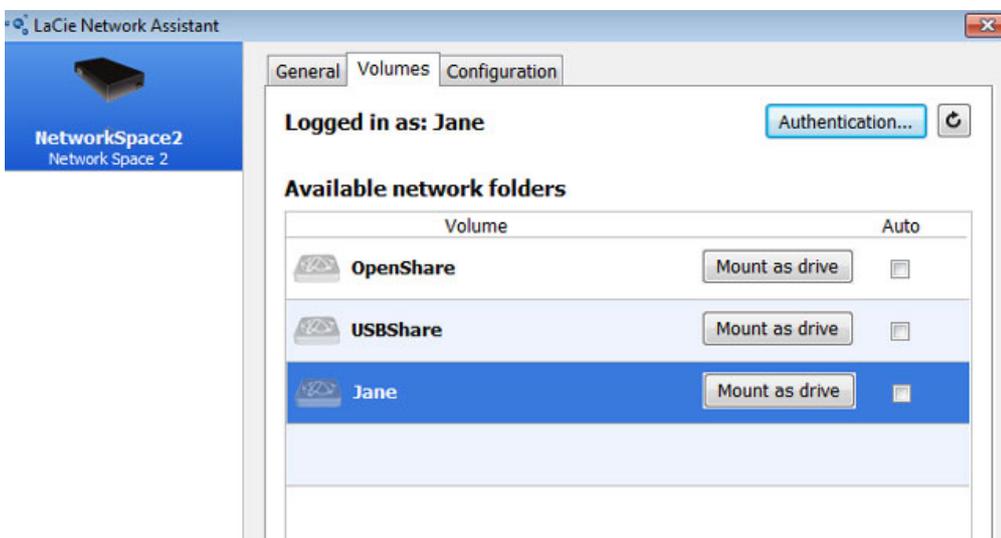


#### User Authentication

6. MyShare or the User Share ("Jane", in this example) will appear in the list of shares.

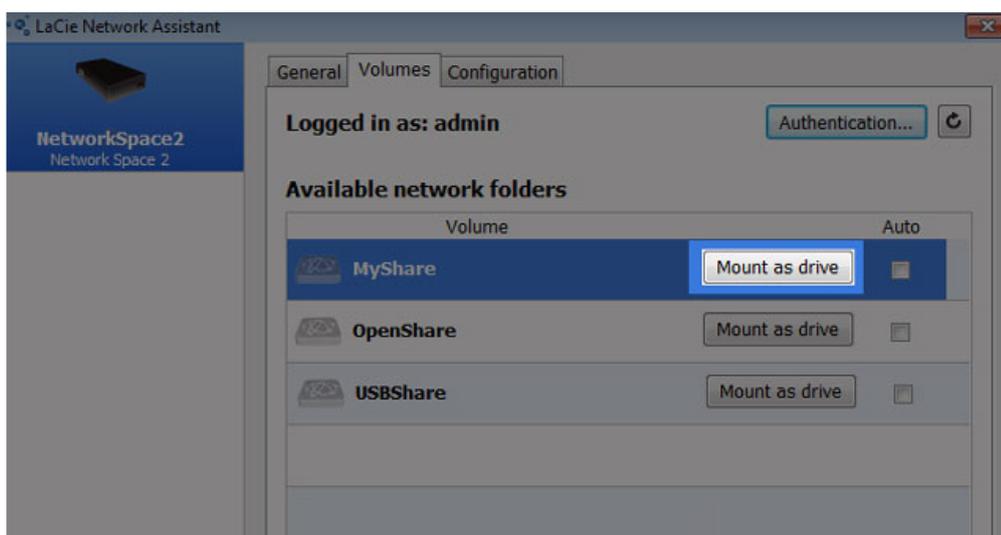


## MyShare

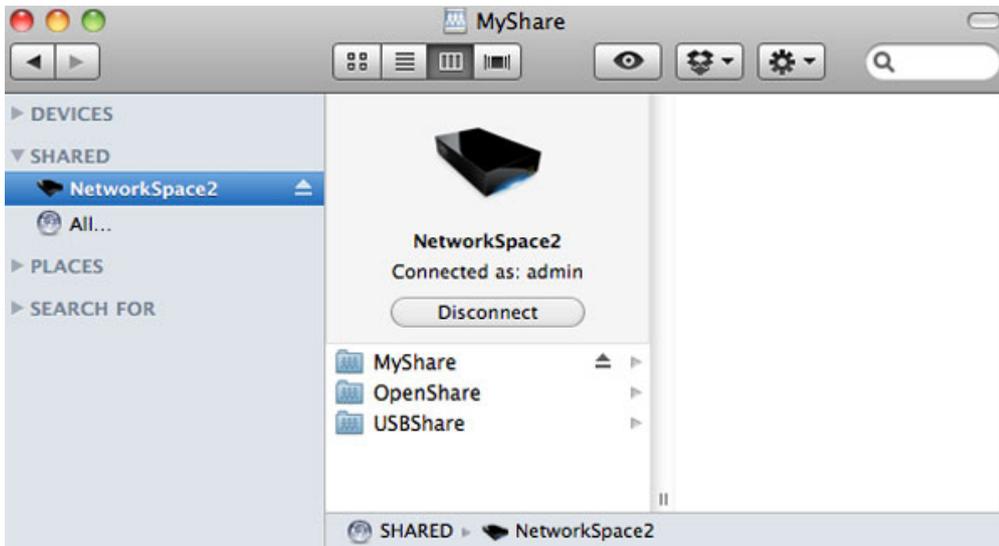


## User Share

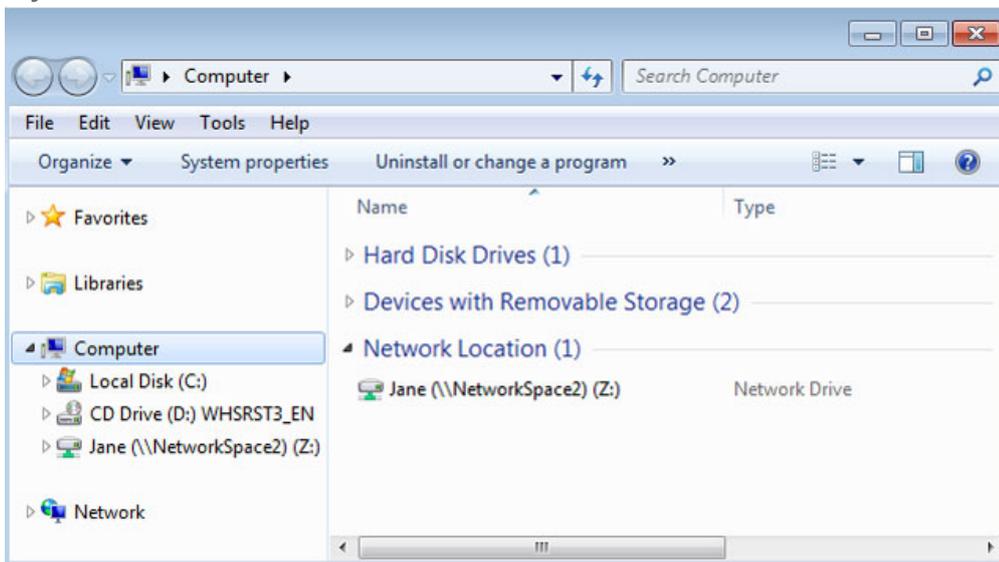
7. Click on **Mount as drive** (Windows) or **Mount** (Mac) to open the share.



8. The share will be available in an Explorer window (Windows) or a Finder window (Mac). Copy and paste or drag and drop files to transfer data between your computer and the share.



### MyShare

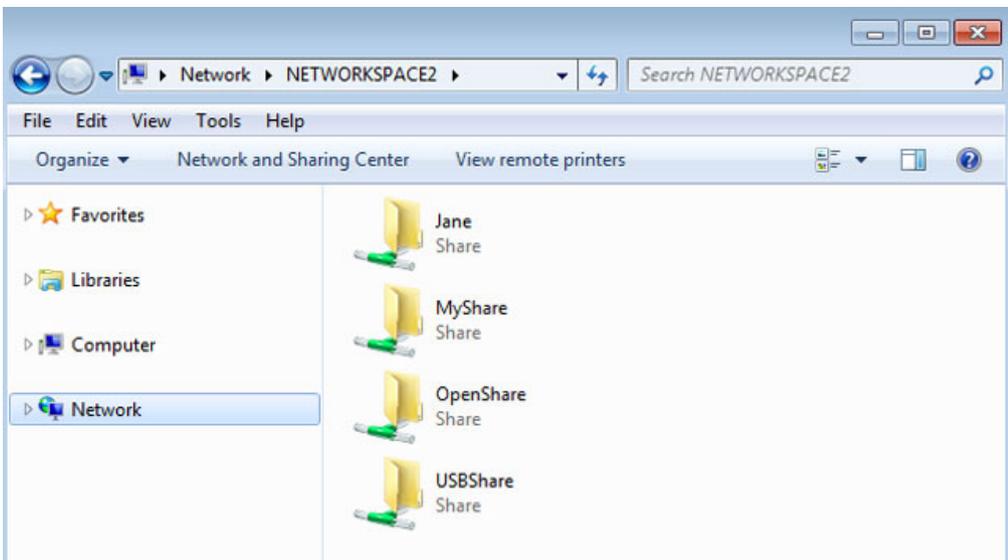
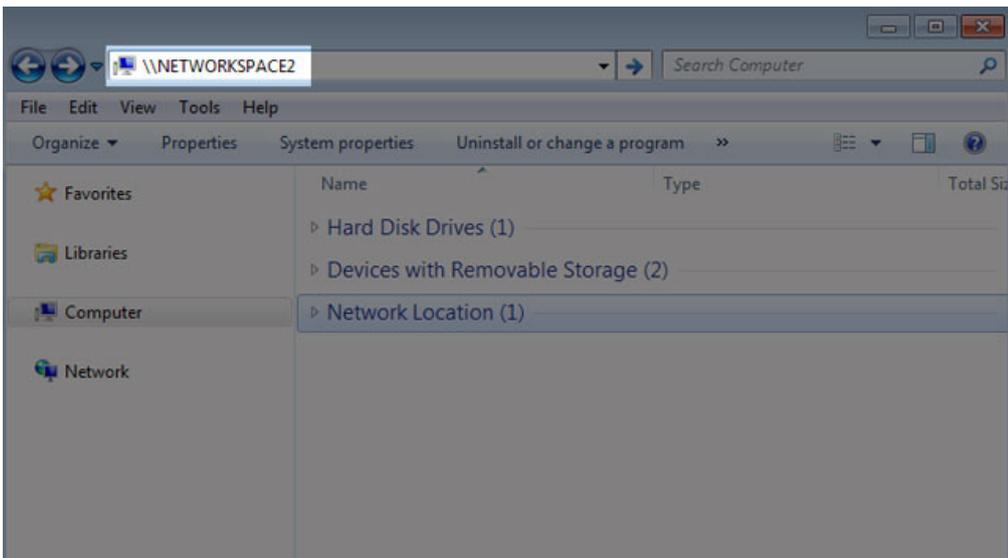


### User Share

## Option 3 - Operating System

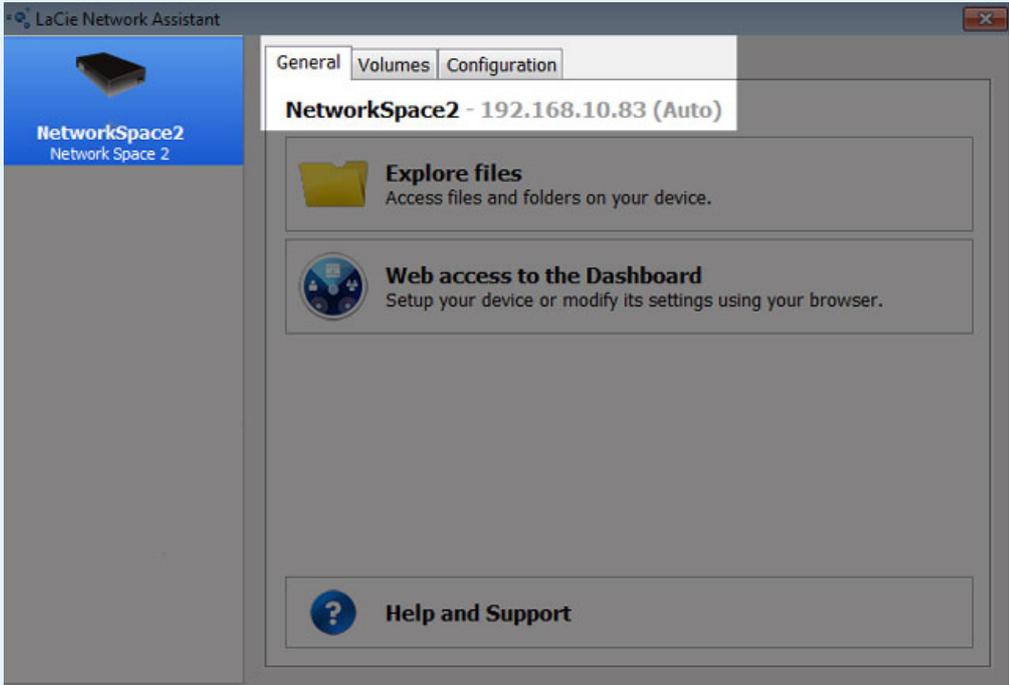
### Windows 7 and Vista Users

1. In an Explorer window address field, type **\\[machine name]** or **\\[IP address]** and hit **Enter**.



2. Click twice on OpenShare or USBShare to open either folder. You will be prompted for the Username and Password when clicking twice on MyShare (administrator) or a User Share.

**Technical note:** To find the IP address of your LaCie storage device, open **LaCie Network Assistant** and choose the **General** tab. The address will be listed next to the name of the device.

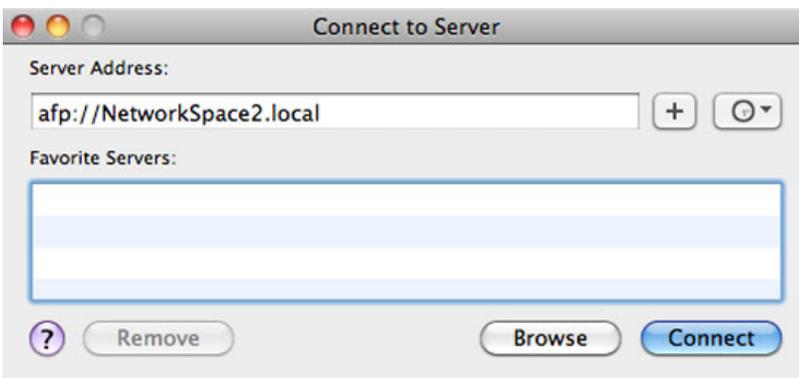


## Windows XP Users

1. In an Explorer window address field, type \\[**machine name**] or \\[**IP address**] and click **Go**. Alternatively, from the Start menu, click **Run**, type \\[**machine name**] or \\[**IP address**] and click **OK**.

## Mac Users

1. In your Finder, navigate to **Go > Connect to Server**.
2. In the dialogue window that opens, type one of the following:  
**afp://[machine name].local**  
**smb://[machine name].local**  
**afp://[IP address]**  
**smb://[IP address]**



3. Click **Connect** then enter the administrator Username and Password. Enter the Name and Password of a User to access his share.