1) Click on the Start icon (the Microsoft “ball” logo, usually in the lower-left corner of the screen)
2) Click on “Computer” from the right-hand side menu

3) In the upper entry box (where it says “Computer”), enter the UNC of the server and optionally the file share to which you want to connect, for example, `\moe.optics.rochester.edu\Optics_Web` or `\moe.optics.rochester.edu`. Press “Enter” and you should then see a dialog box requesting your Samba login name (which will be the same as your Hajim UNIX login name) and its password.
4) Enter your login name and its password, and click on “OK”

5) If all was done correctly, you will see the contents of the folder you selected: