

Windows 2000 Networking

OBJECTIVES

1. Share a folder and test access.
2. Share a printer and test printing.
3. Map a drive to a shared resource.
4. Add a Network Place.



Networking

RESOURCES

1. Two Marcraft 8000 Trainers (with Windows 2000 installed) connected through a TCP/IP LAN
2. Internet Access for the "Add Network Place" section

DISCUSSION

This lab will perform some basic operations with peer-to-peer networks in Windows 2000. You will learn how to share folders, and check the ability of another to connect and view the contents of that folder. Through "My Network Places" you can view contents of the LAN and create shortcuts to FTP sites. You will learn how to add a Network Place such as a File Transfer Protocol site, and how to map a drive to a folder that is shared on another computer in the Local Area Network (LAN).



Networking

PROCEDURE

1. Share a folder

- a. On your local machine (Machine 1) boot to the Windows 2000 desktop.
- b. Double-click on My Computer.
- c. Double-click on Local Disk (E:).
- d. Create a new folder in the C: drive named YOURNAME SHARED.
- e. Double-click the YOURNAME SHARED folder.
- f. Create a text document by clicking File/New/Text Document as in Figure 37-1.

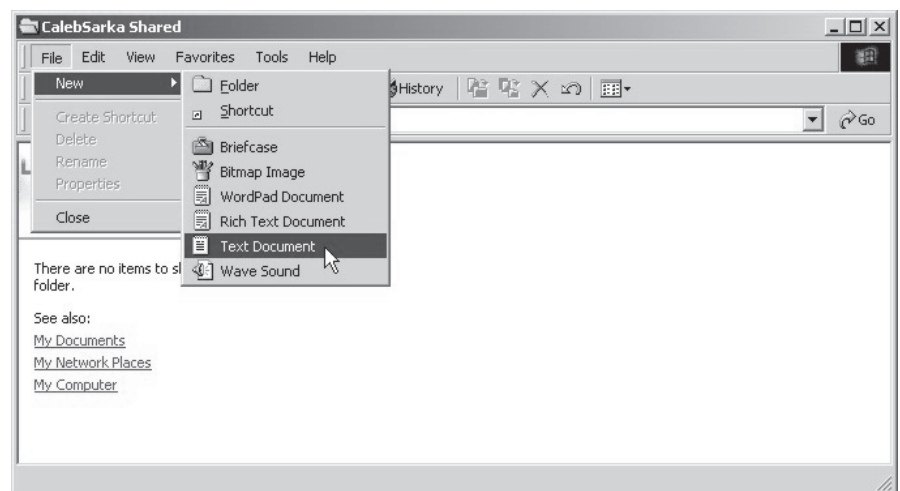


Figure 37-1: Create a Text Document

PROCEDURE - 37

- ___ g. Use the default "New Text Document" by pressing the ENTER key.
- ___ h. Click the Back button in the top left-hand corner of the window.
- ___ i. Right-click the YOURNAME SHARED folder and choose "Sharing"
- ___ j. Select the "Share this folder" radio button.
- ___ k. Click the Permissions button.
- ___ l. A window similar to Figure 37-2 will open. The default "Everyone" group will be listed in the top pane of the window. From this pane you can add users and change their individual permissions in the bottom pane.
- ___ m. Click OK twice. The folder is now shared.

2. Test access

- ___ a. On your partner's machine (Machine 2) boot to the Windows 2000 desktop.
- ___ b. Double-click the My Network Places icon.
- ___ c. Double-click on Computers Near Me. This displays the computers in your local workgroup.
- ___ d. Look for the icon of (Machine 1) and double-click on it.
- ___ e. You should see the folder that was just created and shared. Double-click on it and record its contents in Table 37-1.
- ___ f. You have just accessed a shared recourse over the LAN. Close all windows.

3. Share a printer

- ___ a. From your local computer (Machine 1) click Start/Settings/Printers.
- ___ b. Right-click the printer that you installed earlier and choose sharing.
- ___ c. Click the "Shared as" radio button as in Figure 37-3.

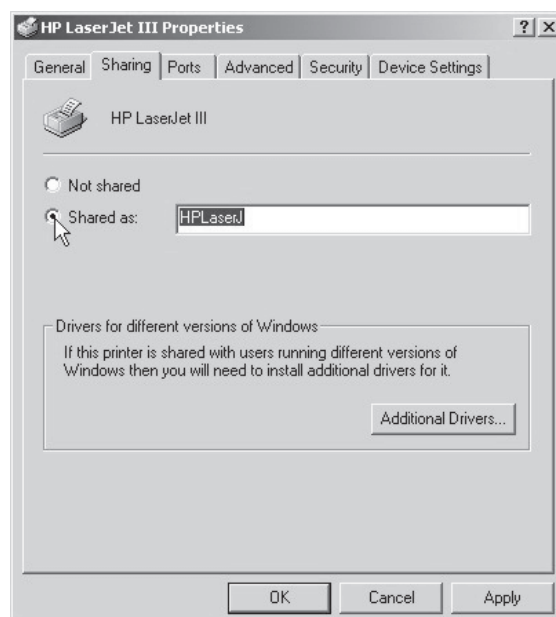


Figure 37-3:
Sharing a
Printer

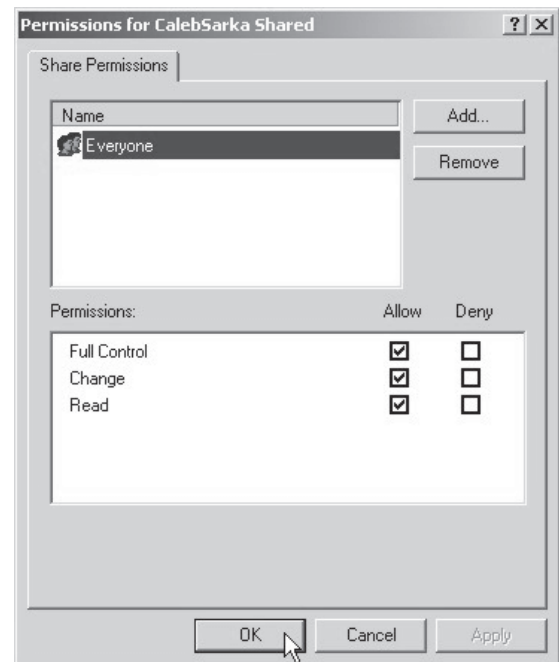


Figure 37-2: Sharing Permissions

- ___ d. Use the default name for the share, and then click the Additional Drivers button.
- ___ e. From this window you can select drivers for machines that may not have Windows 2000, and need to access the printer over a LAN. Click Cancel.
- ___ f. Click OK to close the *Printer Properties* window.

4. Test printer access

- ___ a. From your partner's desktop (Machine 2) click the My Network Places icon.
- ___ b. Double-click on Computers Near Me.
- ___ c. Look for the icon of (Machine 1) and double-click on it.
- ___ d. Right-click the printer that you have just shared and select "Connect".

- ___ e. After a connection window similar to Figure 37-4 has appeared and closed, close all windows.



Figure 37-4: Connecting to a Printer

- ___ f. Double-click the My Computer icon.
 ___ g. Double-click the Control Panel icon.
 ___ h. Double-click on Printers.
 ___ i. Double-click the printer that you had connected to previously.
 ___ j. From the Printer select Properties.
 ___ k. Click the Print Test Page button. The test page should now print from the printer attached to (Machine 1).
 ___ l. Click OK to close the dialog window that opens, and then click OK to close the Printer Properties window.
 ___ m. Close all windows.

5. Map a drive to a shared resource

- ___ a. From your partner's desktop (Machine 2) click the My Network Places icon.
 ___ b. Double-click on Computers Near Me.
 ___ c. Look for the icon of (Machine 1) and double-click on it.
 ___ d. Look for the folder that was created and shared earlier (YOURNAME SHARED), and right-click on it, then select Map Network Drive. The window should look similar to Figure 37-5.

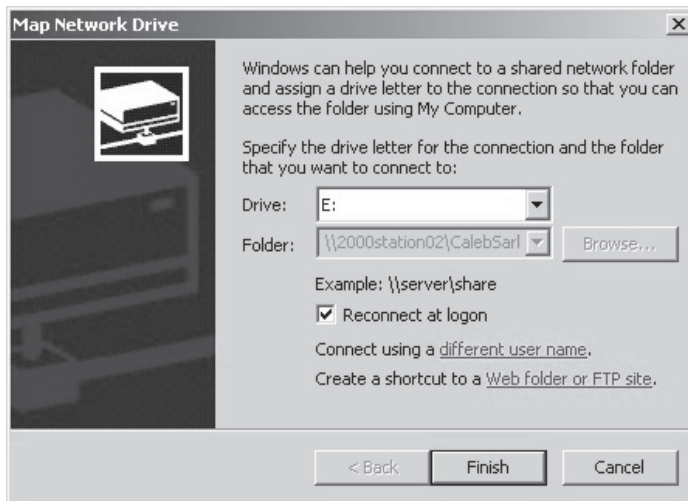


Figure 37-5: Map Network Drive

- ___ e. For the Drive: field select the first available letter, E: for example. Record the drive letter selected in Table 37-2.
 ___ f. Verify that the "Reconnect at logon" field is selected. This will map the drive to the shared resource every time that you log on to the LAN. Click Finish.
 ___ g. Close all windows. You have now mapped a drive to a shared resource.
 ___ h. Verify the drive connection by double-clicking on My Computer. You will see the name of the folder you have just connected to, followed by the drive letter selected.
 ___ i. Close all windows.

PROCEDURE - 37

6. Add Network Place

- a. From the desktop of your computer double-click the My Network Places icon.
- b. Double-click on Add Network Place.
- c. The Add Network Place Wizard, similar to Figure 37-6, will appear. Click the some examples hyperlink.



Figure 37-6: The Add Network Place Wizard

- d. Read the three things that appear in the Examples list and record them in Table 37-3.
- e. Type **ftp://ftp.microsoft.com** in the text box, and then click Next.
- f. Verify that the "Log on anonymously" field is checked. Most FTP sites allow an anonymous logon to view public files. Click next.
- g. Enter "Your Name's connection to Microsoft's FTP server" in the text box and click Finish.
- h. The window should automatically open, similar to Figure 37-7. Record the number of items in Table 37-4.

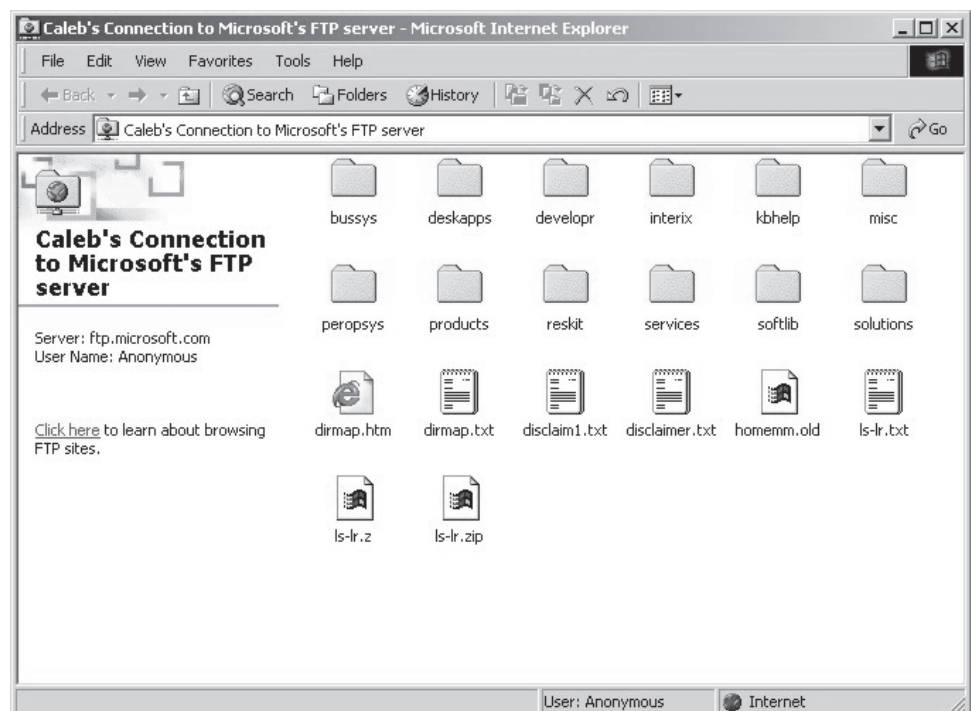


Figure 37-7: Connecting to the Microsoft FTP Server

- ___i. Close the window and you should see "My Network Places" still open. Record any new items in Table 37-5.
- ___j. Close all open windows and shut down the computer.

TABLES

Table 37-1

Contents of Shared Folder:	
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Table 37-2

Drive Letter Selected:	
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Table 37-3

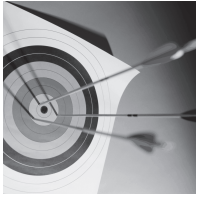
Network Place Examples:	

Table 37-4

Number of Items:	
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Table 37-5

My Network Places - New Items:	
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Feedback

LAB QUESTIONS

- 1.** What is the default group added to a newly shared folder?
- 2.** What can My Network Places be used for?
- 3.** What does Computers Near Me display?
- 4.** What are additional printer drivers used for?
- 5.** Why is anonymous logon used?