Connecting to your Research (R:) Drive

Your Research (R:) Drive provides a large amount of private storage.

**HOME Directory:** 1GB limit  
**BULK Directory:** 50GB limit

**To Connect to your R: Drive:**  
Open My Computer and click on the Tools menu.

Select Map Network Drive…

When the Map Network Drive window appears input the following information:

- **Drive:** R:
- **Folder:** `\bear.haas.berkeley.edu\username`  
  For Example:   
  `\bear.haas.berkeley.edu\mchung`

Check **Reconnect at logon** box.

Click **Finish** to complete mapping.

Drive will appear in My Computer

Files saved in Personal Research storage can be stored in two places:

**HOME** directory and the **BULK** directory

The HOME directory is files and folders saved at the root level of your R: drive (photo shown on right).

BULK storage is anything saved in the folder named bulk (folder visible in photo on right)