

# IMSA Setup IMSA File Servers

Installation instructions for Windows OS

**Note: This task is to be completed while you are at the IMSA main campus in Aurora, IL**

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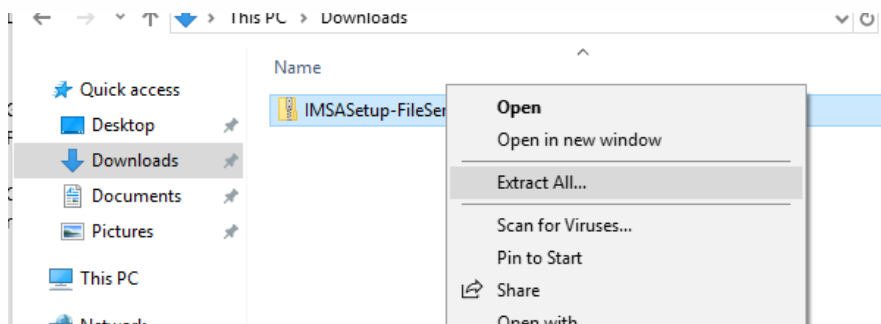
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## Downloading the installation file

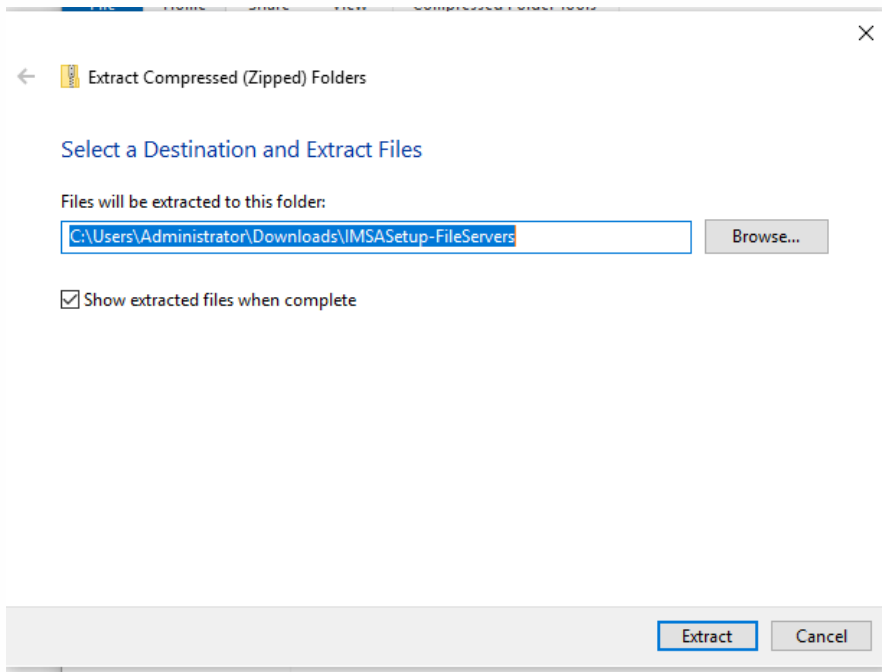
1. Go to <https://sites.imsa.edu/scs>
2. Click on the download link for the Installation/Setup for Windows OS
3. Download the file to your Downloads folder on your Windows computer

## Setup IMSA File Servers

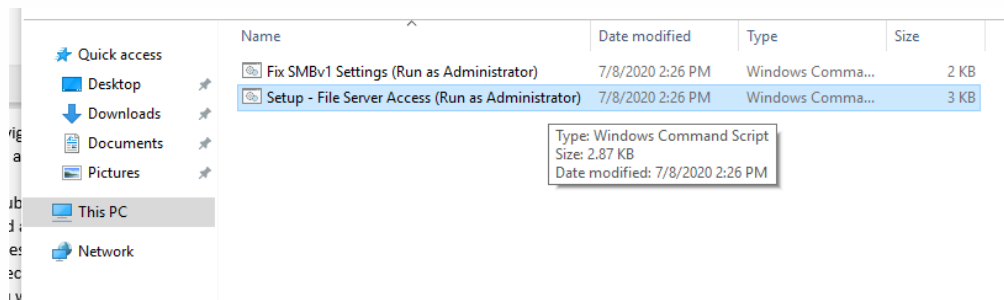
1. Go to your downloads folder and open it so you can see the contents
2. Find and right-click on the downloaded file and select Extract All from the pop-up menu



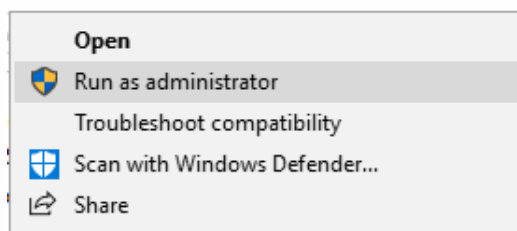
3. Click Extract to accept the default extract location. Note the location, as you will need it in the next step.



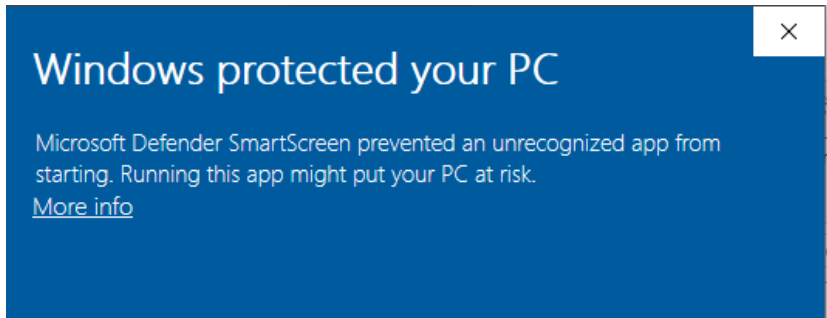
4. Navigate to the location noted above and double-click on the directory/folder to open it.
  - a. A windows may automatically open to this location, depending on your Windows OS configuration.
5. Double-click on the folder called IMSASetup-FileServers
6. Find and Right-Click on Setup - File Server Access (Run as Administrator) or Setup - File Server Access (Run as Administrator).cmd.



7. Select Run as Administrator from the pop-up menu that appears



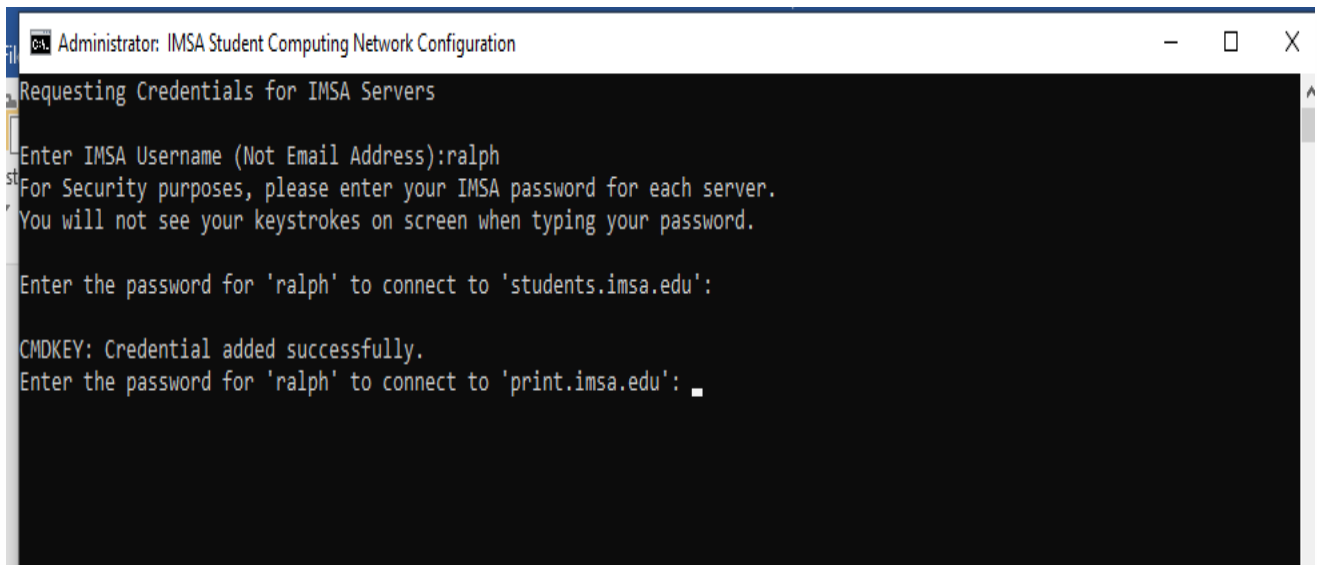
8. You may see a Windows Protected your PC window pop open, click the More Info Link



9. Then click the Run Anyway button



10. You will see a User Account Control prompt, select Yes to allow the configuration script to run  
11. Follow the instruction on screen to enter your IMSA username and password as prompted



12. Configuration Completed

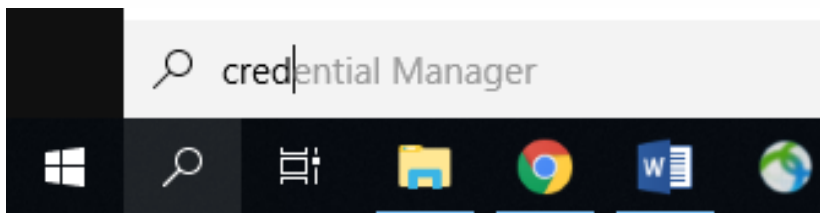
## Check/Update Stored Credentials

### Recommend Tasks

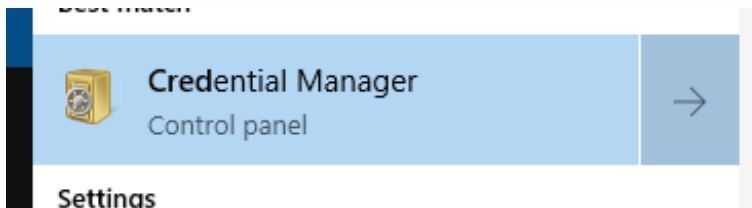
1. Click on magnifying glass icon in the task bar



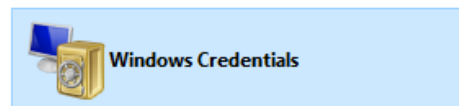
2. Type cred



3. Select Credential Manager from the list of found applications



4. Click on Windows Credentials



5. Notice the server names under Windows Credentials (print.imsa.edu, students.imsa.edu). These are the servers you just added. From here you can delete or update the username and password associated with these servers.

Windows Credentials	<a href="#">Add a Windows credential</a>
print.imsa.edu	Modified: Today 
students.imsa.edu	Modified: Today 

6. Task Completed