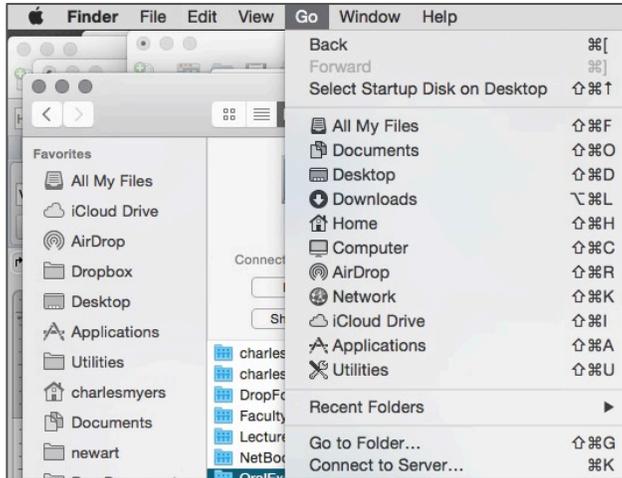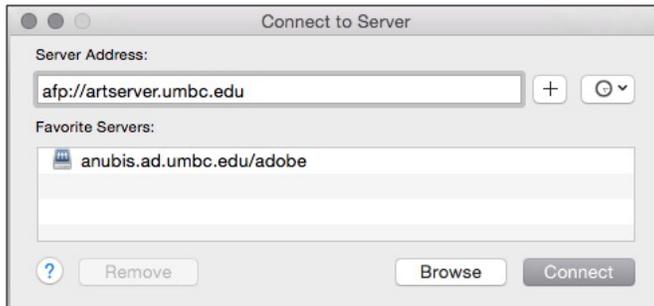# Accessing the Graduate Oral Exam Recordings

Graduate oral exam recordings are saved on the art department's Apple X Server. To connect and download recordings, follow the instructions below using any Mac computer that is on the UMBC campus network or wireless network.

1. At the top of the Mac screen, click on the word **Go** and choose **Connect To Server...** on the drop down menu screen.
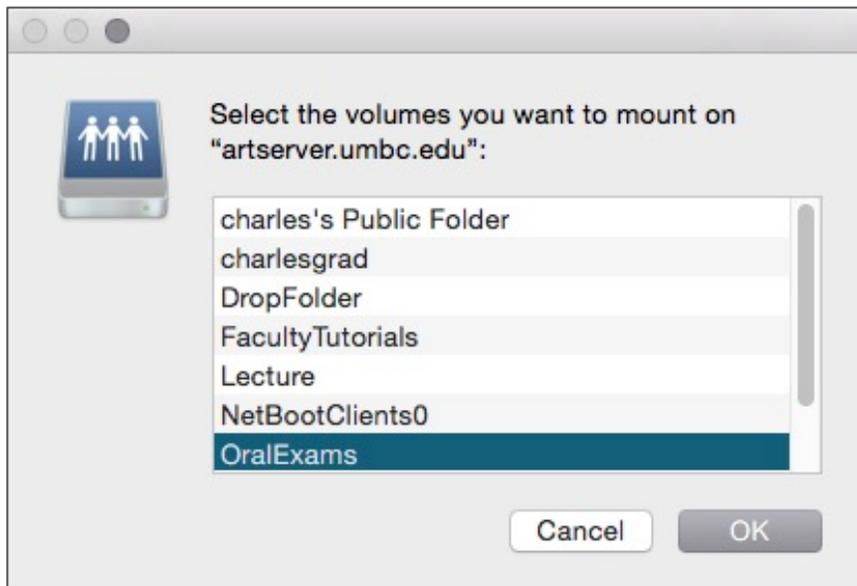

2. In the popup box, type the name of the server: **afp://artserver.umbc.edu** then click the **Connect** button...
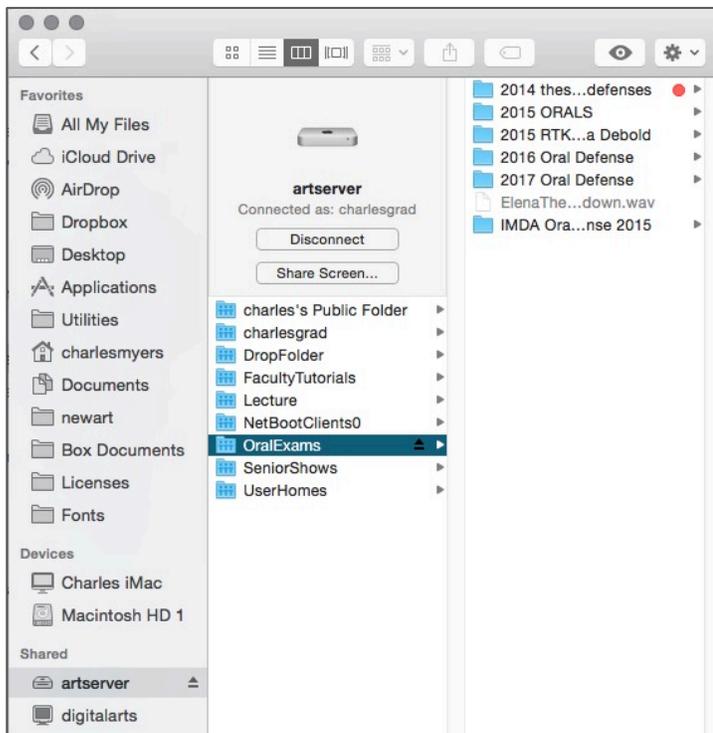

3. Type your server username and password in the popup box, click **Connect**

4. The next popup will ask you to choose a Volume to mount; choose **OralExams** and click **OK**.

5. On the Mac folders sidebar, you will see the **artserver** folder. Click that folder, and inside you will see the **OralExams** folders, the recordings are saved in each of the folders.

(**NOTE:** To connect from off campus, you must use the instructions on the following page first to connect to the UMBC VPN, Virtual Private Network: https://wiki.umbc.edu/pages/viewpage.action?pageId=1867888)