Home Folders

A *home folder* is a private network location where users can store personal files. It is stored in a shared folder on a network server. When you create the home folder on a network server, users can access it from any computer on the network. Administrators can use this centralized storage area to easily backup important network files. Users from any version of Windows can access their home folders.

Creating a Home Folder for Active Directory Users:

**Setup Folder Security:**

1) Create a folder on the server - name it Home (this can be named anything, but you should use a descriptive name). This folder should ideally be on a drive other than drive C: For class purposes you should use drive D:

2) Share the folder and change the default permissions

- Right-click folder
- Click “*Properties*”
- Select the “*Sharing*” Tab
- Check the “*Advanced Sharing*” button
- Check the box near “*Share this folder*”
- Click “*Permissions*”
- Check the “*Allow*” box near “*Full Control*”
- Click “*OK*” twice
- Select the “*Security*” Tab
- Click the “*Advanced*” button
- Click on the “*Edit*” button
- Uncheck the check box near “*Include inheritable permissions from the object’s parent*”
• A security dialogue box will appear – select “Remove“ *(The
permissions entry should be reduced to one – Administrators)*

• Click “Ok” twice and then click “Close” to exit the folder’s property
pages.

The home folder share is now configured.

Configuring a User’s Home Folder Property

These steps assume you’re adding a home folder to an existing user. *(Ideally
you will have put this value in a template object and it would automatically be
copied when using the template to create a new user.)*

1) Open *Active Directory Users and Computers* and select the user(s) that
need to have a home directory.

2) View the *properties* of the user(s)

3) Select the *Profile* tab.

4) Select the radio button near *connect*

5) Select a drive letter for the home directories. *(When the user logins in,
this is the drive letter that will ‘point’ to his/her home folder. You should
choose a letter that you know won’t be used by the user’s local machine –
the N drive is becoming a popular choice.)*

6) Type the UNC path to the home folder in the “to’ text box area
   \servername\sharename\%username%
   For example, if my server name is Server2008 and my share name is home,
   then I’d type \Server2008\home\%username%
   If your share name includes spaces, enclose the path in quotes.

7) Select ‘OK’ to exit the user’s properties. Check the contents of the
shared folder; a folder that matches the user’s name should exist in this
folder.
If an error occurs when you OK out of this screen, chances are the
directory didn’t get created. Check the shared folder to see if the folder
was created and check your UNC path and make sure you’ve entered it
correctly.