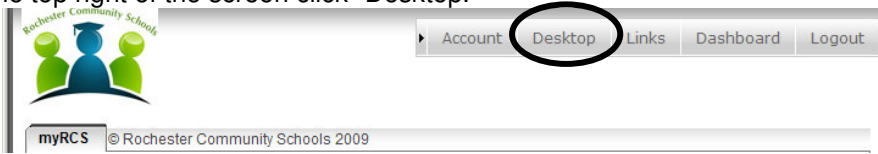
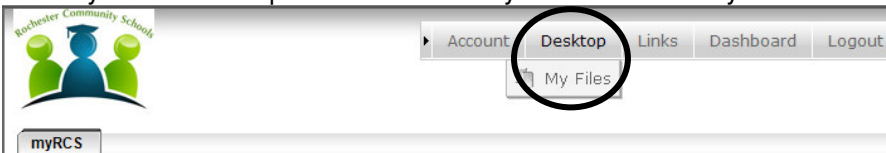


Accessing Your Student H:\ Drive from Home

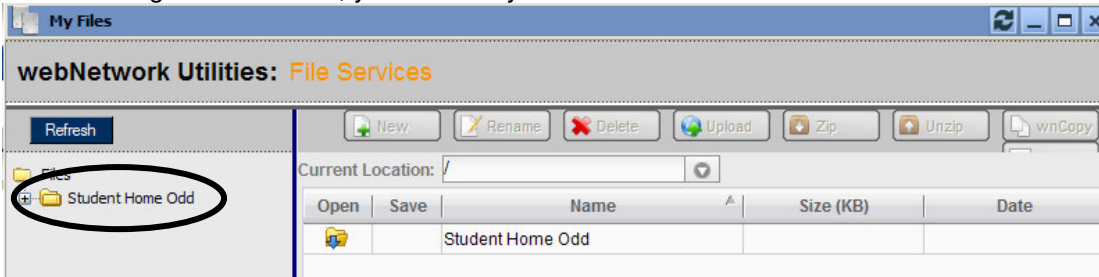
1. Go to <https://myrcs.rochester.k12.mi.us>
2. Enter your User name and Password—same as your school computer login.
3. At the top right of the screen click “Desktop.”



4. Click on “My Files” tab to open the contents of your home directory.

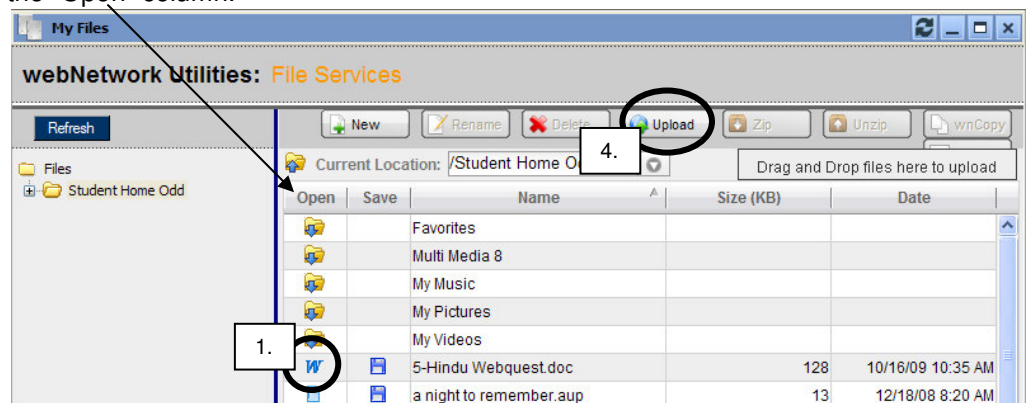


5. In the pop-up window, click the words “Student Home Odd” (or Even, depending on your year of graduation) on the left side. In the right side window, you’ll see all your folders and files.



To Edit a File and Upload it Back to Your H: Drive

1. To open a file, click on its icon in the “Open” column.
2. Save it to your home computer.
3. On your home computer, make your changes and save it again.
4. Back in the myRCS web page, click on “Upload.”



5. Browse for the file on your home computer, click on it, and click “Upload.”

