Checking Home Folder Space Usage on a Macintosh

The following instructions will show you how to check how much space you are using in your Home folder located here: **smb://Home.files.med.harvard.edu/Home**.

Your Home drive may automatically connect to your computer when you log in. If so, please skip to the next section, **Checking Folder Size**. If not, follow the steps below.

**Connecting to Your Home Folder**

1. From the Desktop, select **Go, Connect to Server...** from the menu or press **⌘-K**.

2. Type **smb://Home.files.med.harvard.edu/Home** * or select the Home folder path from the listing and click **Connect**.
   
   * Home is case sensitive and MUST be capitalized!
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Checking Folder Size

3. Click once on the Home icon to select it.

4. From the menu, select File, Get Info or press ⌘-I:

5. The number of GB (gigabytes) next to Used is how much space you are currently using. As a reminder, the storage quotas are:

   - 50 GB for Faculty and Staff
   - 2 GB for Students
   - 150 MB for Affiliates

Need Help?
Please contact the HMS IT Service Desk by calling 617-432-2000 or emailing itservicedesk@hms.harvard.edu.