

Using the U-drive

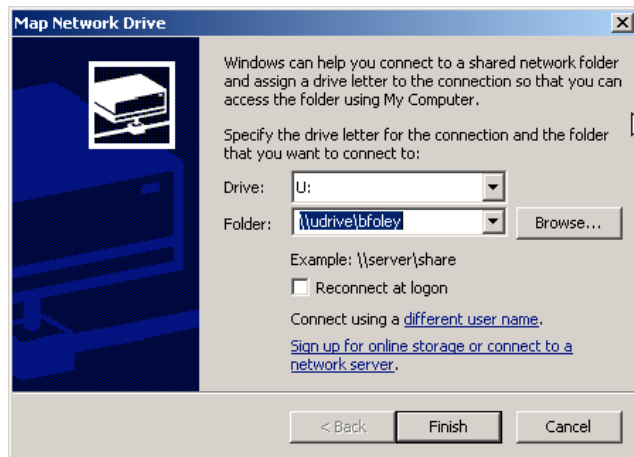
You can use the u-drive to save files and access them from home. You can also publish a web page on your u-drive. This page will help you get started. There are separate sections for using a Windows PC or a Mac.

Windows

U-Drive access on campus (or with VPN)

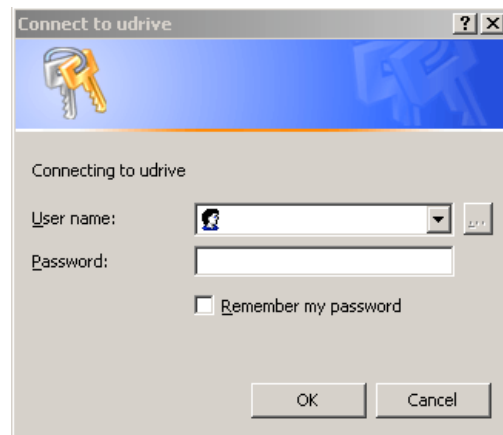
To get on the u-drive on campus you have to get to start at your desktop. Minimize all your programs so you can see the icons on the desktop. Do a right-click on "**My Computer**" so the menu appears. Select "**Map Network Drive...**" You will see this window.

Set the drive to "**U:**" and for the folder enter "**\\udrive\bfoley**" (replace 'bfoley' with your login name). **DO NOT CHECK "Reconnect at login"**! Click "**Finish**" and a second window will appear (below).



Enter your **login name** again and your **password**, click "**OK**". **DO NOT CLICK "Remember my password"**!

Then a window appears, or nothing happens – but don't worry. Double click (left clicks) on "**My Computer**". You should see your u-drive listed under "Network Drives" with your login name. Double click it to access your files.



Your U-Drive space is limited – the default for students is 10MB. To check your quota and usage go to: <https://www.csun.edu/account/>

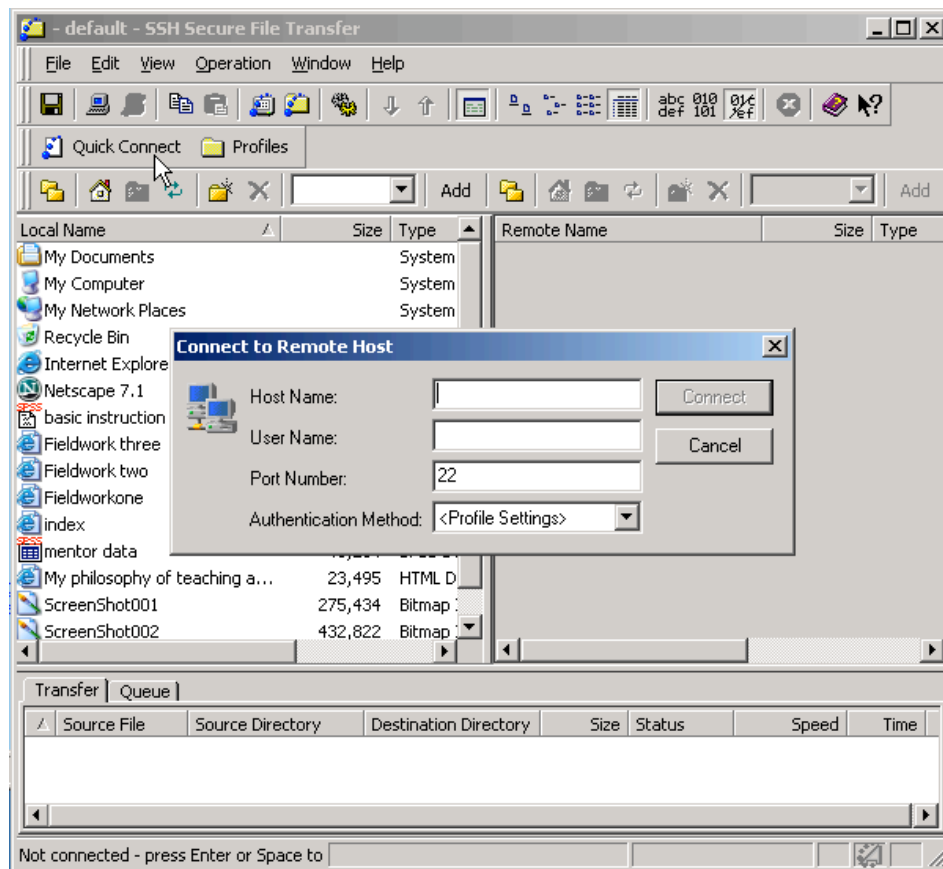
For more information on the udrive, go to: <http://www.csun.edu/itr/guides/webpublishing/general.html>

U-Drive access off campus

If you install VPN on your home computer (<http://www.csun.edu/itr/vpn/>) you can follow the same instructions above. Without VPN you can use secure FTP (sFTP) with a number of free software tools. Here are three of the most popular:

- SSH Secure Shell (the company is no longer updating this free version – but it is available from ITR (<http://www.csun.edu/itr/> click on “Software Downloads”))
- WinSCP <http://winscp.sourceforge.net/eng/download.php>
- OpenSSH <http://www.openssh.com/>

Since SSH Secure Shell is the official campus tool (and is installed in the PC labs) we will work with it – the other programs work very similarly. Start the program and click on the “**Quick Connect**” button. A login window will appear:



Enter the following:

- Host Name: ssh.csun.edu (or ftp.csun.edu)
- User name: your user (login) name
- Port Number: 22

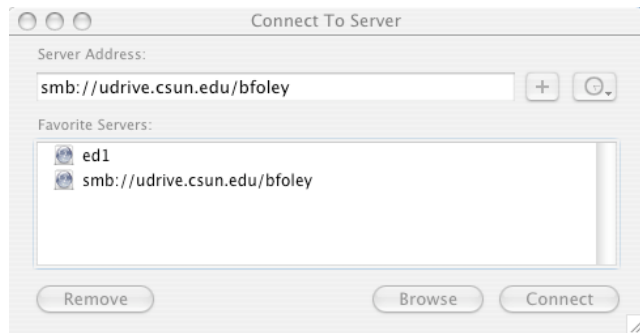
Click connect. You will see a message from the server (click OK) be asked for your password. Once you finish you should see your u-drive files on the right and your computer's files on the left. Drag files from one side to the other to copy them

Macintosh

U-Drive access on campus (or with VPN)

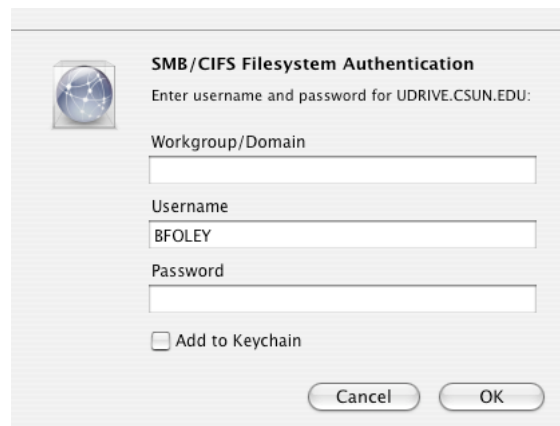
To get on the u-drive on campus you have to get to start at the finder. Click on the desktop to get the **Finder** menus. From the "Go" menu, select "**Connect to server...**" You will see the window on left:

Enter the following as Sever Address: "**smb://udrive.csun.edu/bfoley**" (replace *bfoley* with your login)



Enter your **login name** again and your **password**, click "**OK**". Leave "workgroup" blank. **DO NOT CLICK "Add to Keychain"!**

Then a window appears, or nothing happens – but don't worry. You should see your u-drive icon somewhere on the desktop. Double click it to access your files.



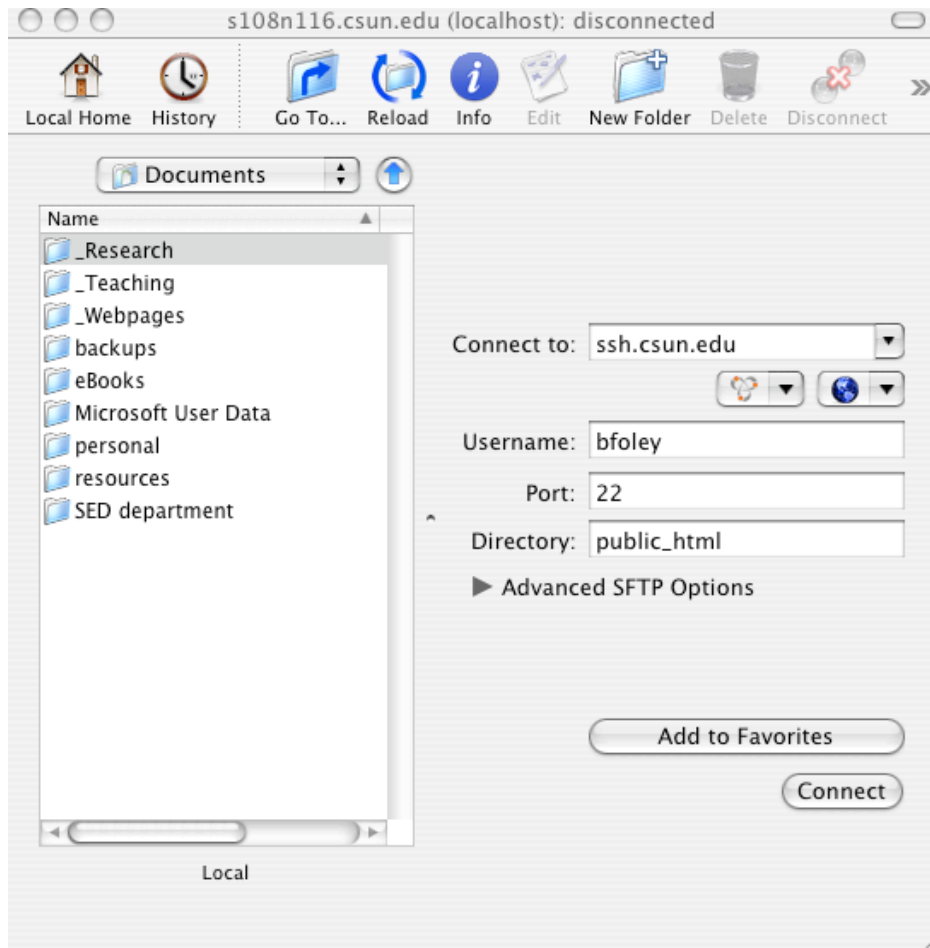
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U-Drive access off campus

Fugu (<http://rsug.itd.umich.edu/software/fugu/>) is the best mac tool for sFTP. Start the program and enter the following:

- Host Name: **ssh.csun.edu** (or ftp.csun.edu)
- User name: **your user** (login) name
- Port Number: **22**
- Directory: (blank)



Click connect. You will be asked for your password. Once you finish you should see your u-drive files on the right and your computer's files on the left. Drag files from one side to the other to copy them