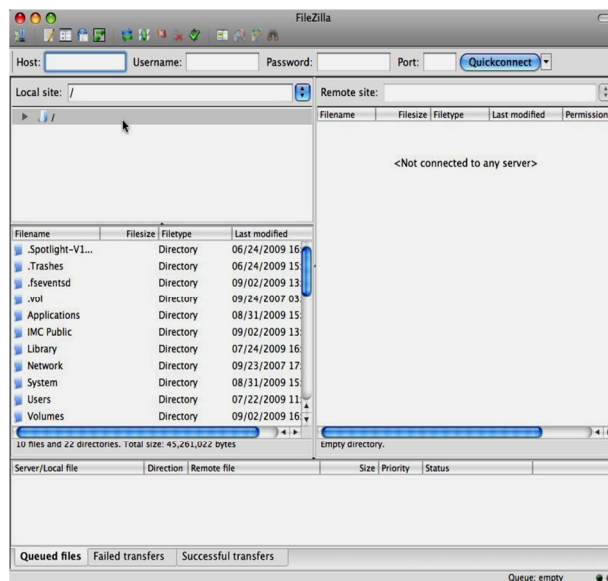




## Accessing your S Drive with FileZilla, Secure File Transfer Protocol client

There are many ways to store and access your files from school or home. As a student you were given space on the University's UNIX server called "S drive". The advantage of using this space is that you can access your files from any computer connected to the Internet with FTP support. When you log onto a computer in the Information Commons, you are automatically connected to your S drive. This is not always true in the Interactive Media Center. You must log into your S drive using FileZilla on the Macs. FileZilla is a Secure File Transfer Protocol client that is free to download to your own computer. To download go to <http://filezilla-project.org/>.

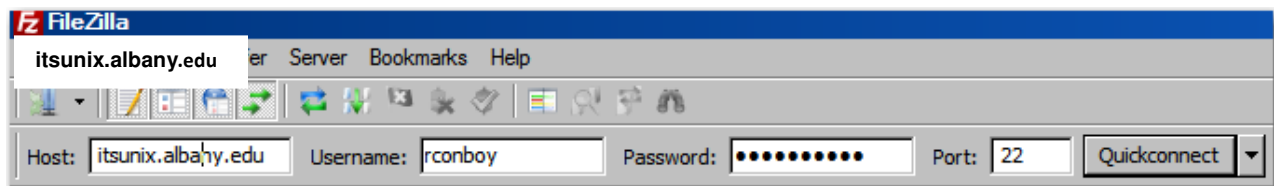
1. Select **FileZilla**.
2. The following screen displays



3. Enter the host name, your NETID, password, port number, and as shown:

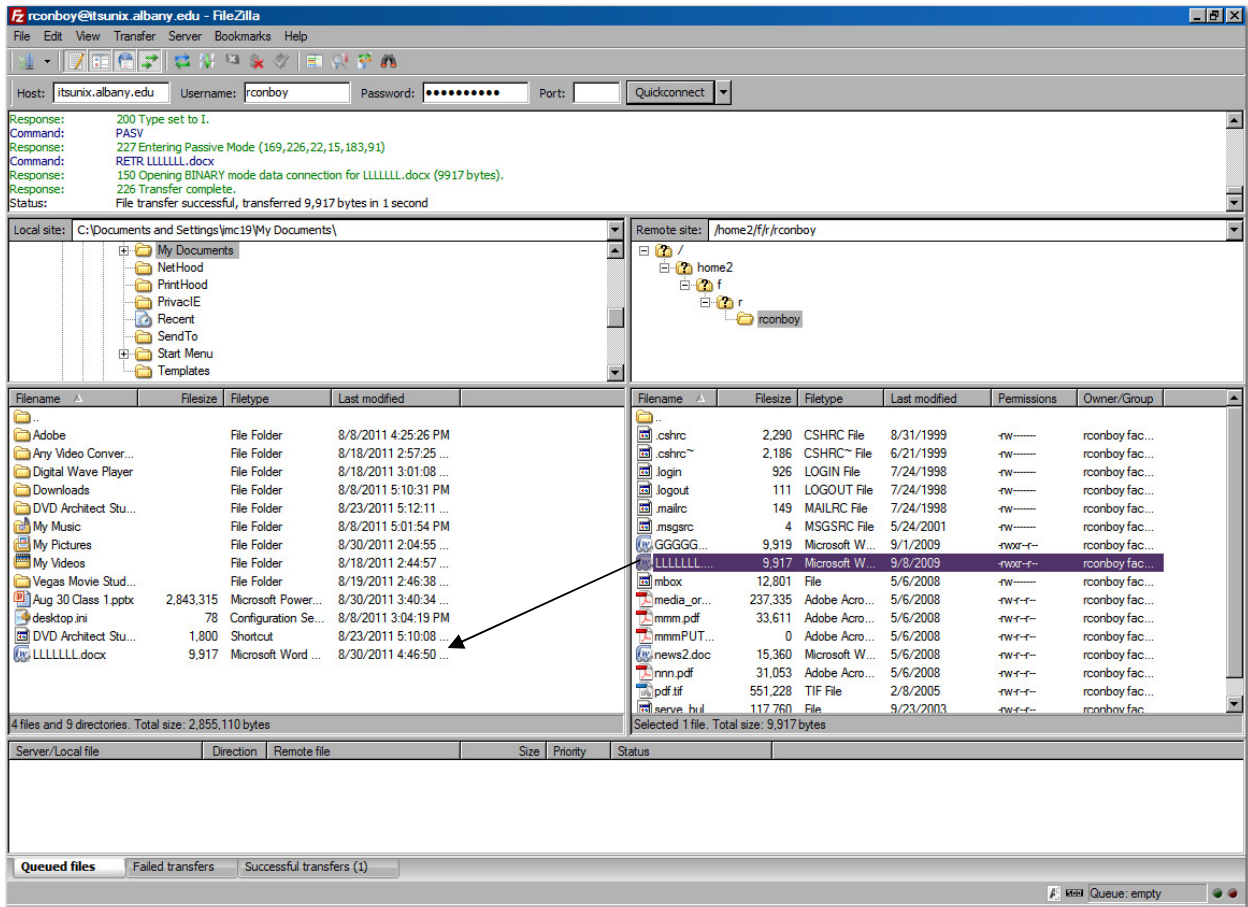
Host name: **itsunix.albany.edu**

Port: **22**



Be sure to enter the University at Albany's host server and port number into the correct input boxes as shown above. Then, click Quick Connect.

4. The following *similar* screen appears. Note the offsite location identified as your S drive.



5. Drag and drop files from your S drive directly to your current location. (e.g., My Documents, IMC Public folder, USB drive, etc.). Do the same to add files to your S drive.
6. When done, from the top line menu select **Server > Disconnect**.

When NOTE: You cannot exceed the allotted space at the Remote Site. Since the S drive has limited space, smaller files are easier to store. Large files, such as a movie file, will not fit on your S drive. It is recommended that you borrow a flash drive or hard drive from the IMC if a file or the files you want transferred are too big.

Written by Randy Bien-Aime, IMC Student Assistant, 9/2009; 4/2011; 9/11