Overview

The AARNet CloudStor service enables AARNet customers to store, access and share files powered by the high speed AARNet network.

Logging into AARNet CloudStor via https://cloudstor.aarnet.edu.au gives the user access to both CloudStor (Filesender) and CloudStor+ (storage) solutions.

If you prefer to access the Filesender direct you can do so by browsing to https://cloudstor.aarnet.edu.au/filesender

Setting up your account

All AARNet customers that have an AAF affiliated email can sign up for Cloudstor. All researchers have a default 100 GB storage quota. Students and staff may have a smaller default quota.

If you would like to apply for a group quota, please email cloudstor@aarnet.edu.au to apply.

To access the Cloudstor service via your web browser, go to https://cloudstor.aarnet.edu.au. When prompted select your institution to sign in.
Logging in

You will be redirected to your institution login page.

- Use your institution credentials to log into CloudStor.
- Check with your institution support helpdesk if you can’t access or forget your password.
- Once credentials are accepted, you will be forwarded to your home page on CloudStor.

First run

When accessing CloudStor for the first time you will be given the option of downloading an ownCloud sync app for your operating system. Syncing files enables you to create a local ownCloud folder on your PC/mac/Linux/mobile and set up sync rules to copy files to and from AARNet CloudStor. You can also enter your unique sync password here.
Settings and Help
Select the drop down near your name in top right hand corner to access the settings and help menus.

Personal
Under the personal menu you can change your ownCloud Sync password, access the desktop sync apps, change email address for password recovery and notifications, set up notifications, access federated cloud, select language, and see how much storage you have used.
Notifications

Tickbox the level of notifications you would from CloudStor on activity.

**Notifications**

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☑ List your own actions in the stream
☐ Notify about your own actions via email

Send emails: **Hourly**

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Help

Access the help page for more information about CloudStor, ownCloud and how to get more support if required including institutional support if available.

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### Getting Started

**Welcome to CloudStor - Your file sync and share solution based on ownCloud.**

CloudStor is a high-performing and secure personal file storage solution for researchers at AARNet customer institutions, enabling fast, easy and reliable data storage “in the Cloud”.

AARNet has merged CloudStor with Clouditor - the highly effective and simple service that has gained reputation for being a fast “no fuss” file sharing solution for a time poor research community. CloudStor is designed to be no different, with the focus on the ever increasing requirement to move large data and move it often.

#### 1. Getting Started Guide

If you haven’t already, open this **Getting Started Guide**. It primarily covers the process for setting up your account, including:

- The Login Process
- The CloudStor Interface
- Basic functionality
- Setting up your sync clients

#### 2. ownCloud Documentation
How to use CloudStor

The CloudStor interface displays your data based on how it has been shared:

- All Files → all data (shared and not shared)
- Favourites → The folders/files you have highlighted as your favourites.
- Shared with you → when another user or group shares data.
- Shared with others → data you have shared with others.
- Shared by link → data you have shared using a URL.

Uploading/Downloading files

- You can upload files either by dragging and dropping from your directory to the CloudStor interface or browsing for the required files.
- Use the button to browse directory.
- Select the download option next to the folder or files you wish to download.

Creating new folders and file

- Select the new text file or new folder option
- Name file or folder
Sharing Data
You can share a folder or file via the share file option (located near file or folder size)

Deleting Data
Data can be deleted at the file or folder level. All files deleted are then moved to the Activity page. (data is permanently deleted after 30 days)

Activity page
Select the Activity icon in top banner to see most recent activity of your account.

Sending files via CloudStor (Filesender)
To access the AARNet CloudStor Filesender from your CloudStor interface
- Click on Sender APP located in the top banner
Complete Filesender fields

For help or more information select the help file

Logging out

To log out select **LOG OUT** from the options under your username

WebDAV settings

If using webdav – settings are found at the webdav symbol bottom left hand side of page
OwnCloud settings (optional setup)

Sync password

If using the optional sync clients from ownCloud, you will be required to set a separate ownCloud Sync password. To set password go to the personal page. Use this password when setting up your ownCloud on desktop. **NB: this Password is not used to log into CloudStor. It will not change the password you use to log into the CloudStor interface.**

![Set Your Sync Password](Image)

Download the desktop app
You will be redirected to the ownCloud website to download. Follow the ownCloud steps to install.

![CloudStor Desktop App](Image)

Configuring ownCloud

- Install and Open ownCloud
- In the connection wizard enter server address [https://cloudstor.aarnet.edu.au/plus](https://cloudstor.aarnet.edu.au/plus)
• Enter institutional email address and the **new sync client password you created** (ie: **NOT** you institutional login password for CloudStor)

• Select Sync everything or selected files and local folder settings and connect.
• For further help with ownCloud Sync please visit owncloud.com