

On fkem1 we have a fileserver for you to put and retrieve your files. You can connect to it from any computer using your LUCAT-ID. This means for example that you can put your work files in your personal or project folder at work, to later access them from another computer. To be able to connect from home or abroad you have to use VPN.

- It's only you who can access the files in your personal folder.
- The project folders belongs to it's members. Anyone outside the project won't access a specific Project folder.

How you connect is described further down.

Instruments

For security reasons all instrument computers are connected to their own network. This network is separated from the rest of Internet but you are able to connect to LIMS.

The Instrument-computers are backing up to this server and all data stored on the instrument computers is copied to the server every ten minutes (normally). If you like to run the backup manually and let the computer shutdown when done then press CTRL+F4. If the computer is already backing up then stop it before pressing CTRL+F4, only do this when the measurements are finished.

The files are **Read Only**, so don't work **directly** to those folders. Instead, copy the files you need to your personal folder on the server or locally on your computer and work from there.

For this to work **it's very important that you only save your measurement data in the appointed folder on the instrument computer.**

Connect to the server

MAC

To connect to the server you go to a Finder window. Either press ⌘+K or press Go -> Connect To Server.

In the server address type: **smb://fkem1srv.fkem1.lu.se** , and then press Connect.

It will ask you for a Username and a password.

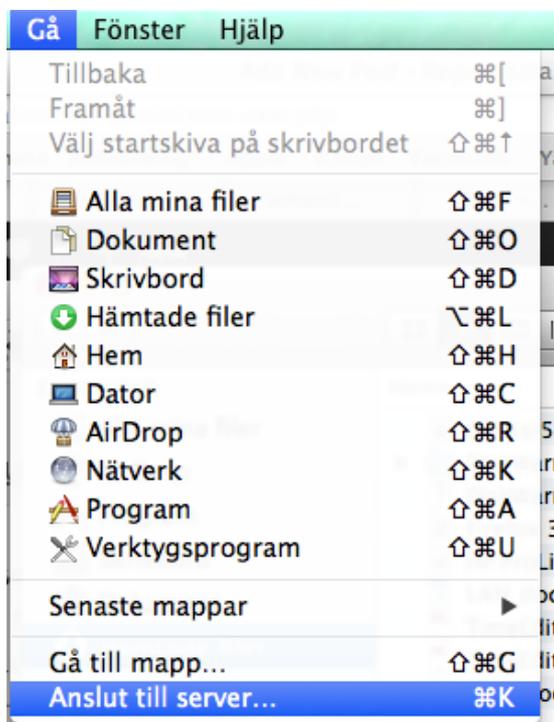
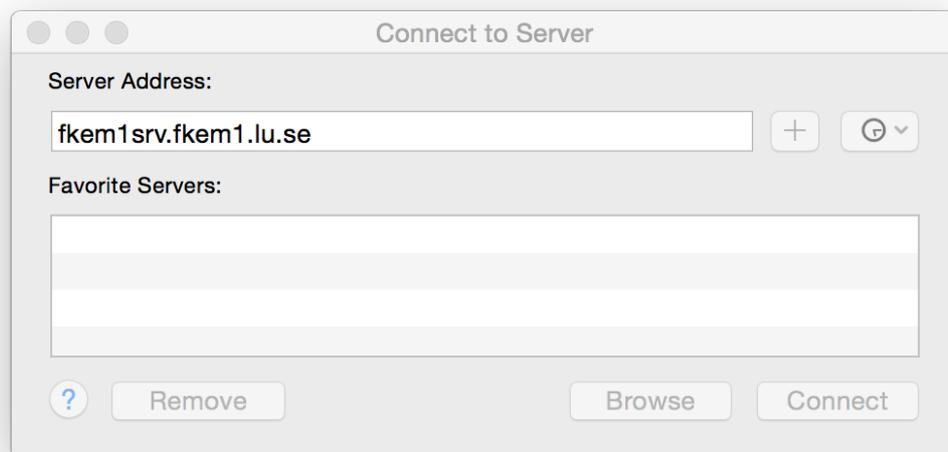
Here you use your LUCAT-credentials, or the password received from the administrator.

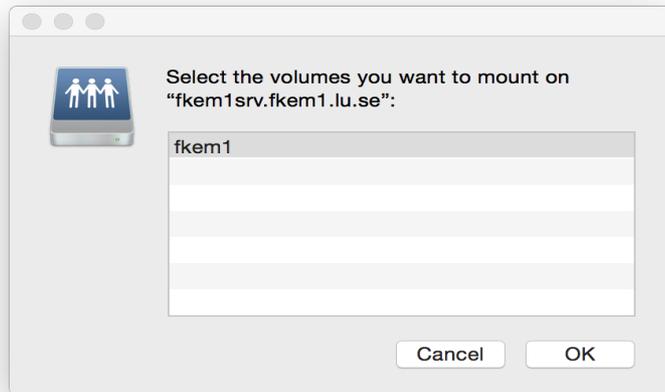
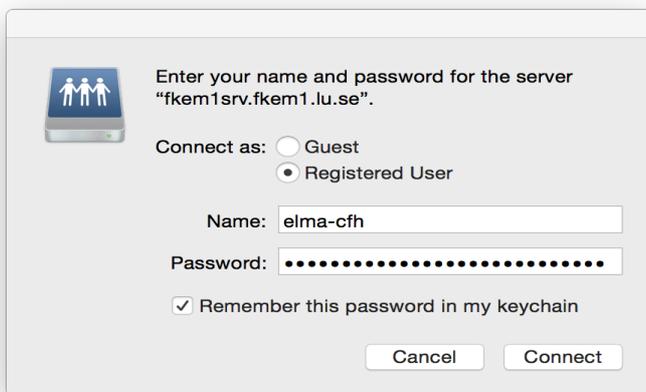
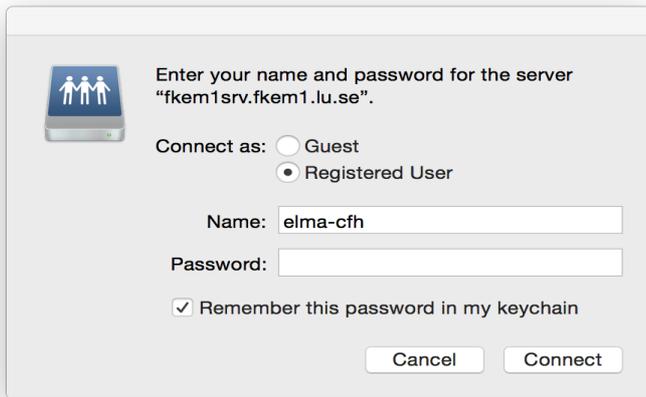
If you want your computer to remember the login then tick the box '**remember this password**' in my keychain, (Recommended).

A new window should appear where it says "fkem1" and is highlighted. Press Ok.

This mounts the fkem1 volume and you should be able to see the content of this folder.

You will find your personal folder under Users, your project folder in Projects and the data from Instruments under Instrument. In the folder Applications we will put some commonly used applications.

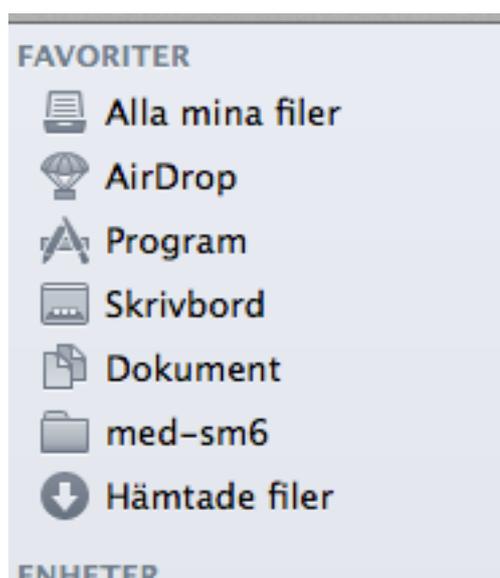
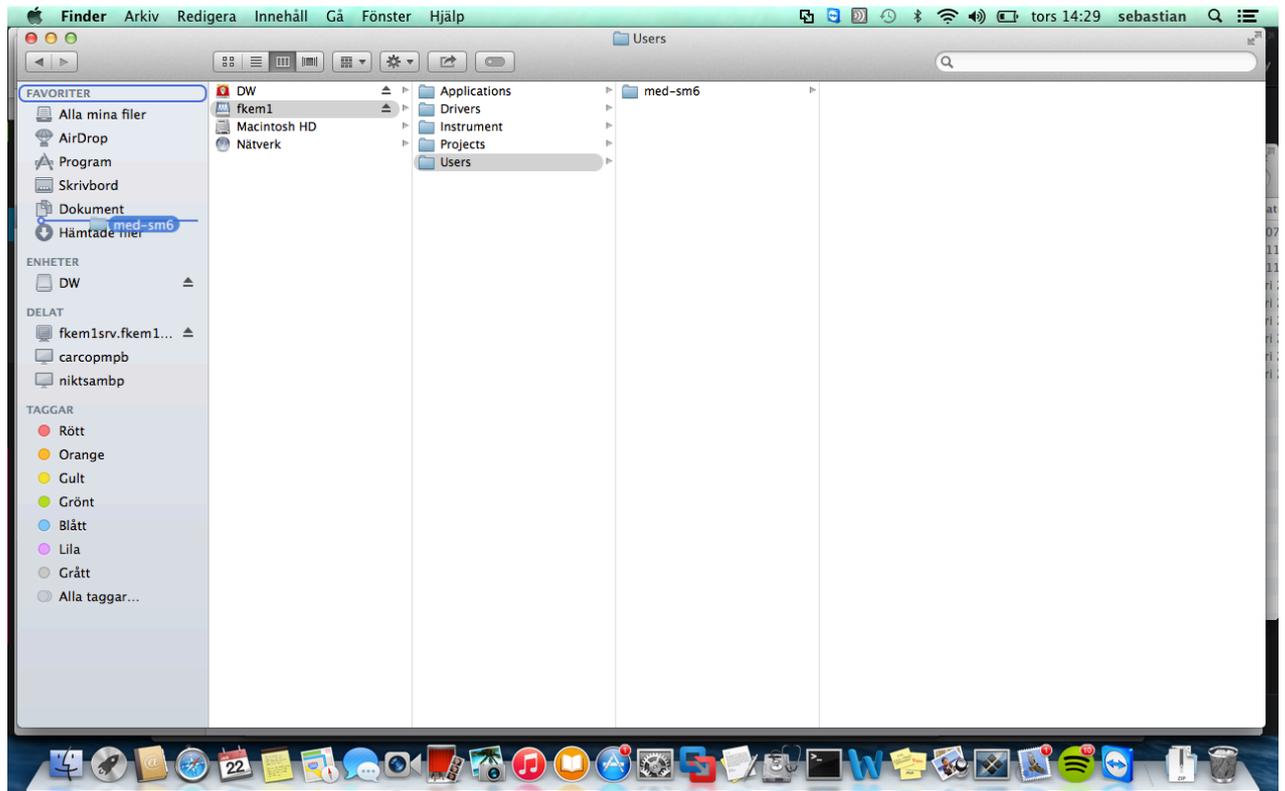




Shortcut (Alias)

To create a mapping/shortcut to this server:

Drag your User folder to the left bar of Finder, Right under Documents for example.



PC

Press Start-Run (or Windows + R) and then paste \\fkem1srv.fkem1.lu.se and press enter.

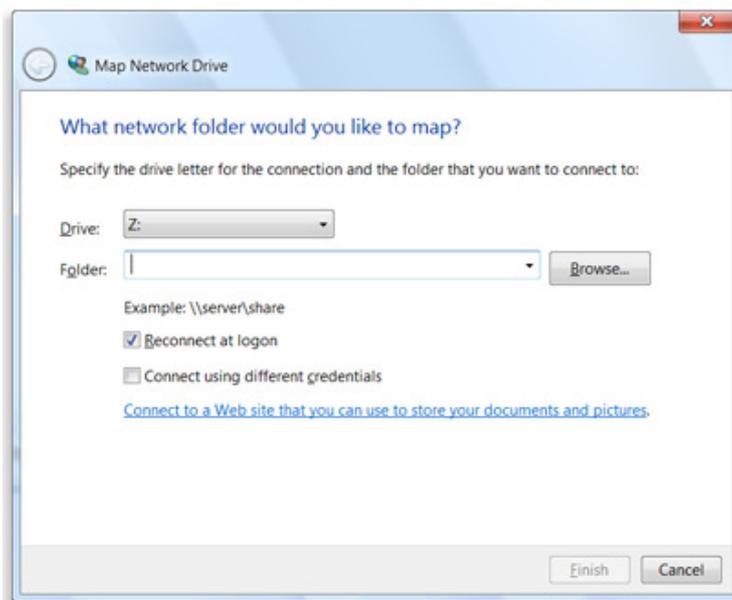
It will ask you for your LUCAT credentials, in case you do not have any LUCAT then use the credentials you received from the administrator.

Type in your LUCAT-id like this: **uw\fkem1-abc**.

The uw in the beginning is important for the server to be able to verify the credentials.

Shortcut (Map network drive)

To make a shortcut to the server right click **My Computer** and click **Map Network Drive**



In the **Folder** box, type the path of the folder or computer, or click Browse to find the folder or computer.

To connect every time you log on to your computer, select the **Reconnect at logon** check box.

Click **Finish**

