OwnCloud booklet

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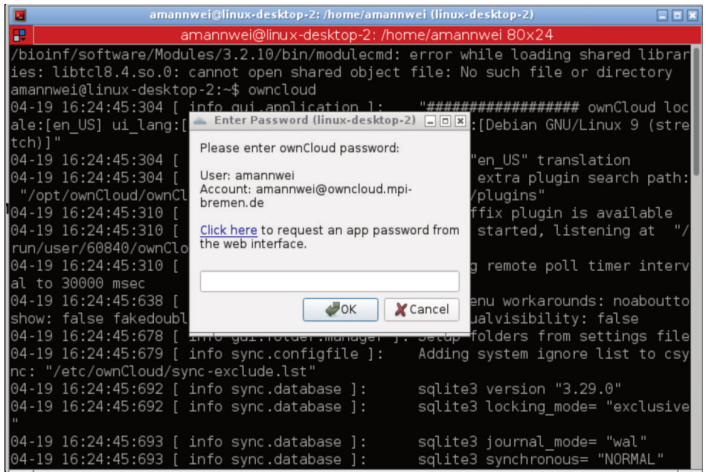
für Marine Mikrobiologie

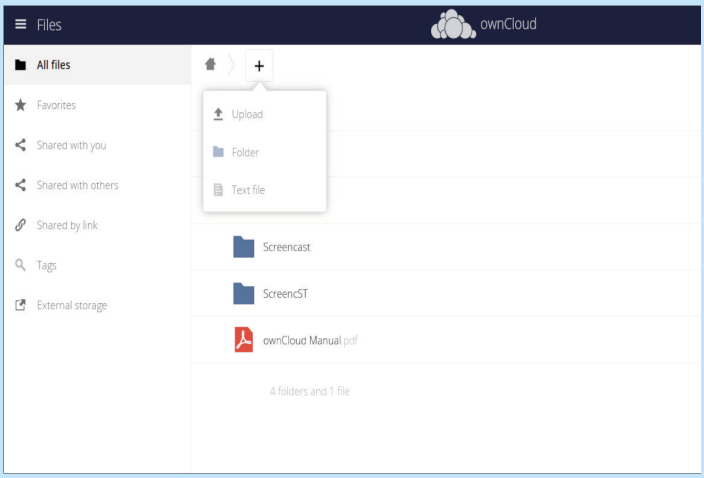
OwnCloud is an open-source file sync, share and content collaboration solution, with which teams can access data easily from anywhere and from any device.

- OwnCloud provides a safe, secure, and compliant file synchronization and sharing solution on servers that you control
- You can share one or more files and folders on your computer, and synchronize them with your OwnCloud server
- Place files in your local shared directories, and those files are immediately synchronized to the server and to other devices using the ownCloud Desktop Sync Client, Android app, or iOS app
- its already **preinstalled** on your ThinLinc client



How to access OwnCloud over ThinLinc

- Enter to your **ThinLinc** application with you MPI login and enter the Linux Desktop through clicking on **Linux Console Debian9** and choosing a server.
- Enter command **owncloud** to the bash and press enter
- OwnCloud will open automatically afterwards in a new window, Server = **owncloud.mpi-bremen.de** and type in your MPI-MM password and username
- If you want to use OwnCloud on **personal** devices please follow the stept-by-step guide on **https://doc.owncloud.org/server/10.4/user_manual/**
- You can also access the web-application over this website:



Getting started

- **create** folders and upload files: click on the '+'-icon next to the house icon on the top of the page and select '**Upload**', '**Folder**' or '**Text file**'
- **delete** files, folders and restoring content: To delete an individual file or folder open the '…'-menu and click '**Delete**', to recover a recently deleted file click on the “Deleted files” with the trash bin icon in the bottom left corner of the screen and click on the **circle arrow**
- **invite** users to folders: To start sharing a folder or file with another user click on the “Share”, you see now a list of users that have access to this file or folder. To share it with a new user enter his or her Email address.
- **more storage:** Ask the IT to raise the limits of your ownCloud, by going to the HelpDesk via Extras in Kopano or sent an email to: **helpdesk@mpi-bremen.de**