Supported Windows Versions:

- Windows 7
- Windows 8/8.1
- Windows 10

Need Help?

Contact MSL IT:

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604-822-8895
msl-itsupport@msl.ubc.ca
http://www.msl.ubc.ca/it-support
Section 1 - Connect to Warehouse

There are two methods for connecting to Warehouse Files Services.

Windows 7 Instructions

1. To map a Network Drive in Windows Vista/7, Go to Start menu, right click Computer, and then click Map Network Drive as shown.

   ![Map Network Drive screenshot]

2. In the Drive box, click a drive letter. I recommend Drive Z: to avoid conflicts with other drive letters on your computer. In the Folder box, type the server path and your username in the following format: \warehouse.msl.ubc.ca\username. Replace username with your actual username. Check the Reconnect at logon and click different user name for Windows to prompt you for your login credentials.

   ![Map Network Drive settings screenshot]
3. Click **Finish**. If your login credentials are correct you should immediately see your home folder. If your login fails I recommend contacting us to reset your account.
Windows 8/8.1 Instructions

Step 1: Login to the Windows 8 computer

Step 2: From the given option available on the applications Click on Desktop

Step 3: Double-click on Computer icon.

Step 4: Now Click on Map Network drive button from the standard toolbar
Step 5: Type the following folder path changing username with your actual username:

- \warehouse.msl.ubc.ca\username

Step 6: Check "Reconnect at sign in" for connecting the drive each time when you Login and check "Connect using different credentials"
Step 7: It will ask you the permission to access the folder. Enter your login information and check “Remember my credentials”

Step 8: Once located, click on Finish button to map the remotely shared folder as a network drive to your local computer.
Windows 10 Instructions

Step 1: Login to the Windows 10 computer

Step 2: Click on the Start Menu

Step 3: Double-click on **Folder icon** for **File Explorer** (far left above the power and gear)

Step 4: Now **Click on Map Network drive** button from the standard toolbar.
Step 5: Type the following folder path changing username with your actual username:

- `\warehouse.msl.ubc.ca\username`

Step 7: It will ask you the permission to access the folder. Enter your login information and check “Remember my credentials”

Step 8: Once located, click on Finish button to map the remotely shared folder as a network drive to your local computer.
Method 2: SSH/SFTP Transfer Clients (WinSCP or FileZilla):

Download Installer:


Setup Instructions:

WinSCP Setup Instructions:
[http://winscp.net/eng/docs/installation#running_the_winscp_installation_program](http://winscp.net/eng/docs/installation#running_the_winscp_installationプログラム)

FileZilla Setup Instructions:
[http://wiki.filezilla-project.org/Client_Installation#With_installer_version](http://wiki.filezilla-project.org/Client_Installation#With_installer_version)

Login Instructions:

WinSCP

- **Host Name:** warehouse.msl.ubc.ca
- **Port:** 22

![WinSCP Login](image)

Note:

You may save this information by clicking **Save** or simply login by clicking **Login**. If prompted with authorizing the security key click **Yes** to accept. You may also see a banner warning message, check **Never show this banner again** and click **Continue**.
Tutorials:

WinSCP - [http://winscp.net/eng/docs/start](http://winscp.net/eng/docs/start)

Section 2 - Change Password & Check Quota:

Login using your Warehouse account information via your web browser here:

https://warehouse.msl.ubc.ca:20000

- Change Password
- Disk Quotas

There are three things to know about your Warehouse quota labeled: Used, Soft Limit, and Hard Limit.

**Used** - Total MBytes or GBytes you are currently storing on Warehouse

**Soft Limit** - This is your limit and Warehouse will start to send you email warnings

**Hard Limit** - This is the absolute limit and Warehouse will stop your uploading

<table>
<thead>
<tr>
<th>Filesystem</th>
<th>Used</th>
<th>Soft Limit</th>
<th>Hard Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>/home</td>
<td>139.89 GB</td>
<td>Unlimited</td>
<td>Unlimited</td>
</tr>
</tbody>
</table>
Section 3 - Problems Connecting?

If you time-out attempting to connect to Warehouse please ensure you first have a working Internet connection. Also accessing Warehouse from outside NCE, MSL, and Wireless (ubcsecure) now requires myVPN. First connect to myVPN then try again.

myVPN Software: https://myvpn.ubc.ca

myVPN Instructions: http://www.it.ubc.ca/security/VPN/setupdocs.html