Collaboratory Server (Collab-main)

Collab-Main refers to the file server that Collaboratory stores its files on.

What is the server used for:

- Final storage of project documentation and important files
- File security (the server is backed up)
- Working on CAD/SolidWorks models that require more memory than can be stored locally on a lab computer

How to access the server:

Anyone who needs to access or modify files on the new server will need a Messiah username/password. All students and employees already have this, and there are a number of Collaboratory logins that you can use. For other constituents, please request that ITS create a username/password for them. (Simply create an ITS service request, describing who the login is for, what they need access to, etc. A login will be created. You will get a reply with a username/password in it. You must communicate that username/password to the person who needs it.)

Web-based access to files

1. Go to http://filemanager.messiah.edu
2. Login using a Messiah username/password.
3. Navigate to the folder "/collab/home". (It may be necessary to click "Change" and type this path in to go there directly.)
4. Once there you can drill down to the specific folder you want to access, download files, upload files, rename them, etc.

Windows direct access

1. If not on campus, connect to the college VPN first. Instructions at: http://www.messiah.edu/offices/its/help/articles/off_campus_connecting/vpn.html.
2. Open the Windows start menu, right-click Computer, select Map Network Drive.
3. For folder:
   a. if you are accessing the server on campus, type **\\153.42.16.87\files\collab**
   b. If you are accessing this off-campus, type \\ad.messiah.edu\files\collab
4. Make sure "Reconnect at logon" is checked AND "Connect using a different user name" is clicked, where you will then be prompted for the username/password.
5. Note: The server has switched from using the generic server login. You must use the collabxxxx@messiah.edu (group leader's email) username and password.

Mac OS X direct access

1. If not on campus, connect to the college VPN first. Instructions at http://www.messiah.edu/offices/its/help/articles/off_campus_connecting/vpn.html.
2. Create a new folder connection under Go -> Connect to Server.
3. For server address, type: smb://gonzo.ad.messiah.edu/users