

OwnCloud Configuration and Usage Guide for International Joint Research Projects

- If you have any trouble or enquiry please e-mail to Technical Support Board (ml-tech-support@ml.ritsumei.ac.jp)

I. Introduction

This guide will assist you with configuring and using ARC's Cloud Data storage ownCloud. The setup instructions will include how to configure automatic synchronization between your locally saved documents and the cloud storage server, how to navigate the web interface, and how to share a stored document with another user.

ownCloud Storage information:

You will be allocated 15 gigabytes (GB) of cloud storage space with a maximum single file size of 5 GB.

Methods of Use:

The synchronization clients allow the user to designate a folder on their local system that will mirror onto the cloud server giving the user a "drag and drop" feeling. A synchronization client automatically uploads files to the cloud storage server. The web interface allows the user to upload, browse, share, delete, and organize their files in relation to the cloud storage.

II. The ownCloud web interface

1. You can connect to the Cloud storage (ownCloud) of the Art Research Center, Ritsumeikan University at <https://www.arc.ritsumei.ac.jp/archive01/owncloud/>.

Login with the **username** and **password** that you have received from ARC.



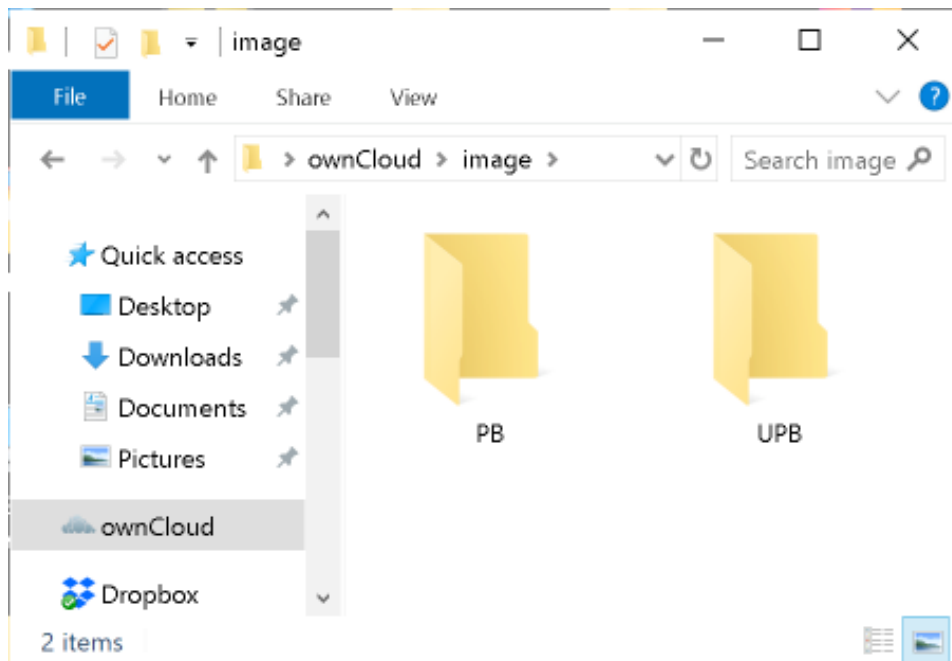
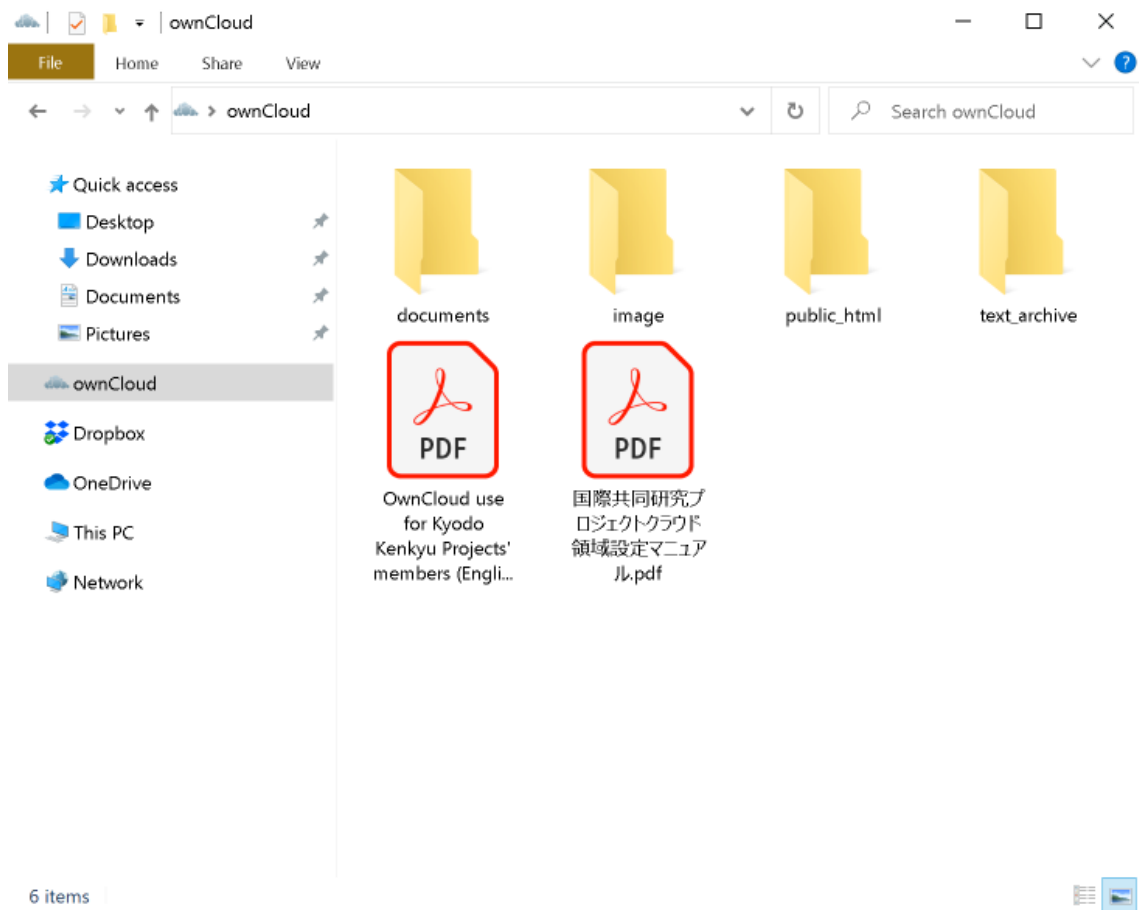
After successfully logging in, the ownCloud web interface will be displayed. You can use it same as any other web services.

Files ARCクラウド型オンラインストレージ arcadmin

Name	Size	Modified
documents	35 KB	4 months ago
image	< 1 KB	2 months ago
public_html	1 KB	2 months ago
text_archive	< 1 KB	2 months ago
OwnCloud use for Kyodo Kenkyu Projects' members (English).pdf	1 MB	18 minutes ago
国際共同研究プロジェクトクラウド領域設定マニュアル.pdf	1.1 MB	19 minutes ago
4 folders and 2 files		2.1 MB

III. User folders

The default ownCloud folders that will be automatically created after your first login are: “Documents”, “public_html”, “image” and “text_archive”. Although you may create your own folder here, it is **not recommended to delete** the default folders “public_html”, “image” and “text_archive”.



1. **documents:** You may save your project files that won't be accessed directly via ARC servers. However, the folders and files inside the “**documents**” can be accessed via the ownCloud web interface or you can share them using ownCloud.
2. **image:** Image files that should be accessed via ARC servers can be saved here. There are two subfolders “**PB**” and “**UPB**” inside the “**image**” folder.
 - **[image/PB]** - The folders and files inside the “**PB**” are accessible at the URL [https://www.arc.ritsumei.ac.jp/archive01/theater/image/PB/PJ/\[username\]](https://www.arc.ritsumei.ac.jp/archive01/theater/image/PB/PJ/[username])
 - **[image/UPB]** - The folders and files inside the “**UPB**” are accessible via a password protected URL [https://www.arc.ritsumei.ac.jp/archive01/theater/image/UPB/PJ/\[username\]](https://www.arc.ritsumei.ac.jp/archive01/theater/image/UPB/PJ/[username]). You will be asked username and password. Login with the ownCloud **username** and **password** that you have received from ARC.

✕

Authentication Required

The server <http://www.arc.ritsumei.ac.jp:80> requires a username and password. The server says: ARC Kyodo-Kenkyu Project members only. If you need an user ...t them, please email to ml-tech-support@ml.ritsumei.ac.jp.

User Name:

Password:

Even if UPB and PB folders in the “image” folder are deleted in your folders, files in the published area are will not be deleted. Please contact the technical support board if you want to delete them.

※ 240px thumbnail images will be automatically generated at the server folder from the images of the “image” folder. Thumbnail creation runs regularly a few times in an hour. Please contact the technical support board if you want to delete thumbnail images.

The thumbnails of your images are accessible at the following URLs via the ARC server.

- The thumbnail images of the **[images/PB]** are accessible at the URL [https://www.arc.ritsumei.ac.jp/archive01/theater/th_image/PB/PJ/\[username\]](https://www.arc.ritsumei.ac.jp/archive01/theater/th_image/PB/PJ/[username])
 - The thumbnail images of the **[images/UPB]** are accessible via a password protected URL [https://www.arc.ritsumei.ac.jp/archive01/theater/th_image/UPB/PJ/\[username\]](https://www.arc.ritsumei.ac.jp/archive01/theater/th_image/UPB/PJ/[username]). You will be asked username and password. Login with the ownCloud **username** and **password** that you have received from ARC.
3. **public_html:** The files related to your **Webpage** can be saved here. The URL of your

Webpage is [https://www.arc.ritsumei.ac.jp/PJ/\[username\]](https://www.arc.ritsumei.ac.jp/PJ/[username]). Please make sure your **Webpage** have a proper **index.htm** file inside “**public_html**”. If you have any non-ASCII text in your HTML pages, you need to declare encoding of your HTML pages. Shift JIS, UTF-8, EUC-JP, ISO-2022-JP, etc., can be used as the character encoding of HTML pages. You can declare the encoding in your HTML using style sheets or HTTP headers. For instance: `<meta http-equiv="Content-Type" content="text/html; charset=Shift_JIS">`. If you save an animated PowerPoint Show (.pps or .ppsx file) or a self-running presentation inside “**public_html**”, that animated file can be viewed at the URL [https://www.arc.ritsumei.ac.jp/PJ/\[username\]/\[filename\].ppsx_view](https://www.arc.ritsumei.ac.jp/PJ/[username]/[filename].ppsx_view). Don't forget to add “**_view**” after the filename and extension. The maximum file size that can be viewed at the above URL is **10MB**.

4. **text_archive**: The folders and files inside the “**text_archive**” are accessible at the URL [https://www.arc.ritsumei.ac.jp/archive01/theater/text_archive/PJ/\[username\]](https://www.arc.ritsumei.ac.jp/archive01/theater/text_archive/PJ/[username]). All the files inside the “**text_archive**” will be indexed and can be searched through https://www.arc.ritsumei.ac.jp/text_archive/.

For instance, If the user “abc” wants to share the image “AAA001-01.jpg” through to the folder “AAA”, he/she should create a folder named “AAA” inside the “/image/PB/”, and save or upload the image “AAA001-01.jpg” to the newly created folder “AAA”. In that case the public URL for your image will be

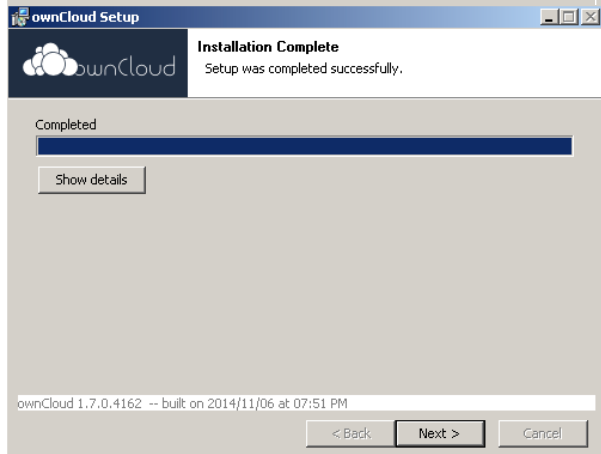
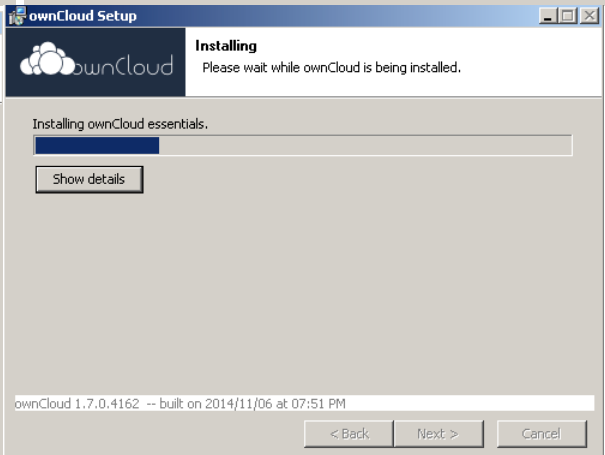
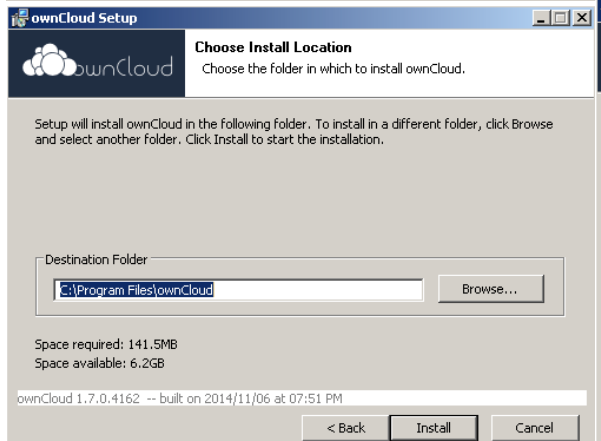
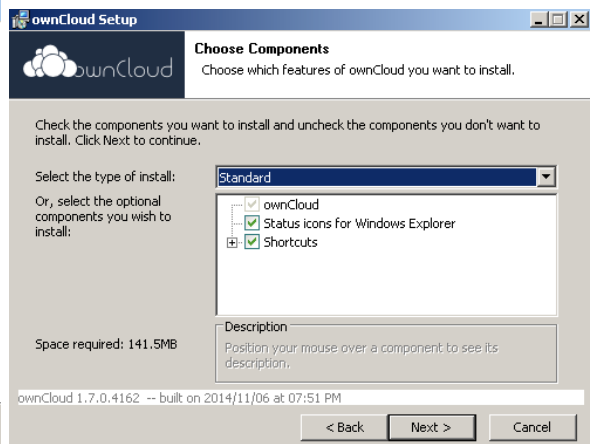
<https://www.arc.ritsumei.ac.jp/archive01/theater/image/PB/PJ/abc/AAA/AAA001-01.jpg>.

IV. Installing client software

The file sync client software can be downloaded from <https://owncloud.org/install/> for Windows, Linux and Macs. Mobile apps for the iPhone, iPad and iPod, can be downloaded from the Apple Apps Store. For Android devices the mobile client can be downloaded from the Google play.

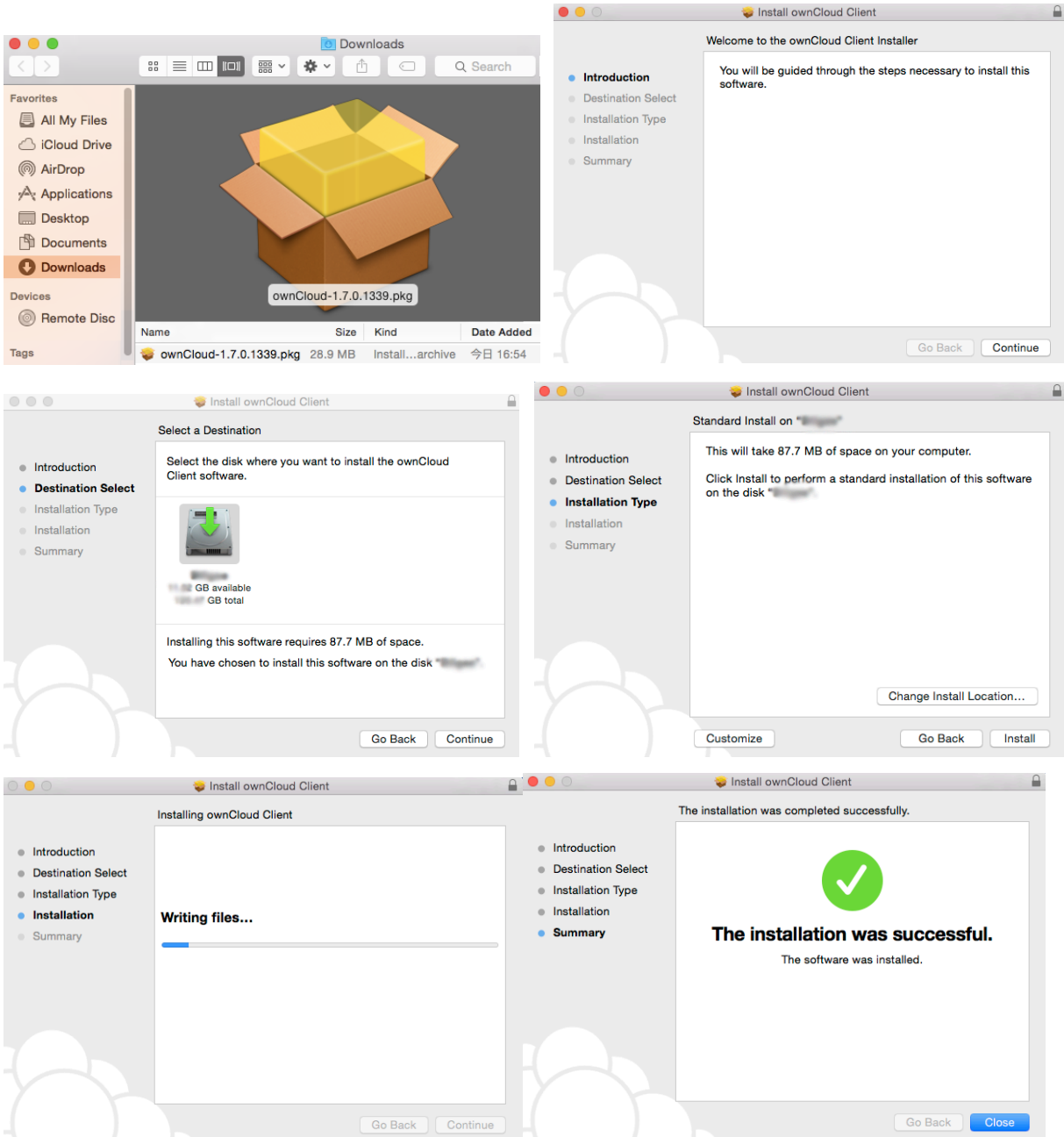
a. Windows Desktop Client Installation

1. Download the ownCloud Windows Desktop Client from <https://owncloud.org/install/>
2. Launch the setup file, leave the default options and click **Next >** to continue, and click **Install**.
3. On the Install Completed window, ensure the **Run ownCloud** box has a check mark and click **Finish**.



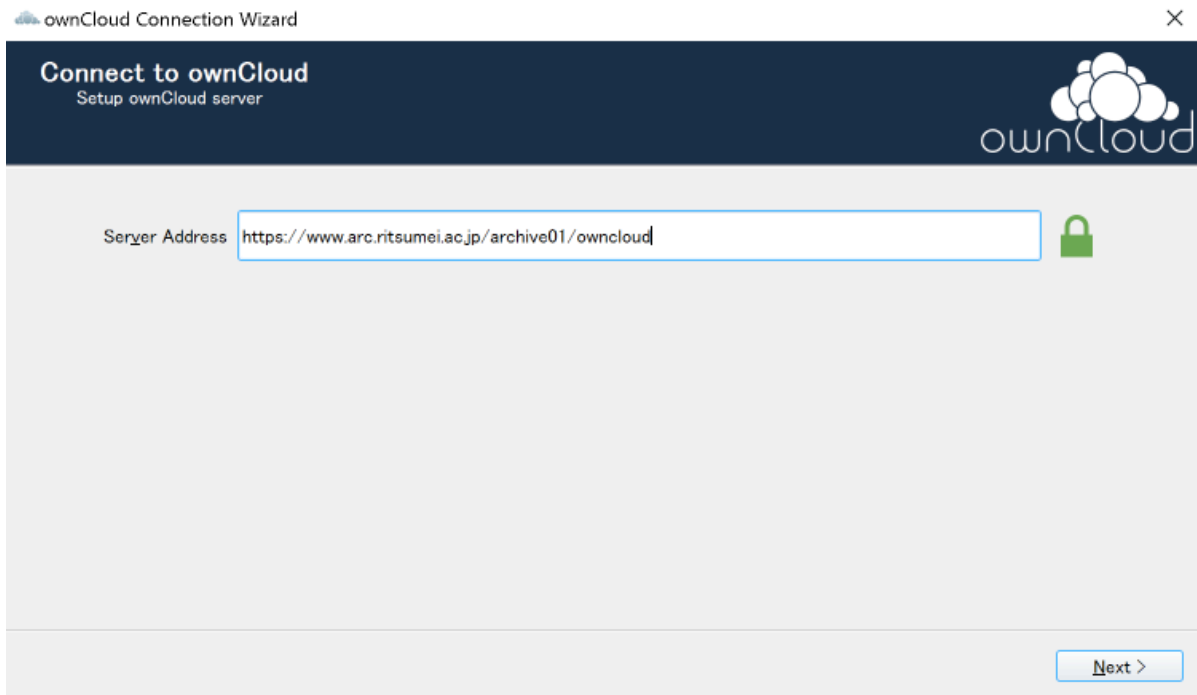
b. Mac Desktop Client Installation

1. Download the ownCloud MacOS Desktop Client from <https://owncloud.org/install/>
2. Double-click the downloaded .pkg file. Leave the default options and click “continue” and click “Install”.
3. On the “The installation was successful” window click “close”.




V. Setting up the server configuration

1. Input the URL <https://www.arc.ritsumei.ac.jp/archive01/owncloud>.



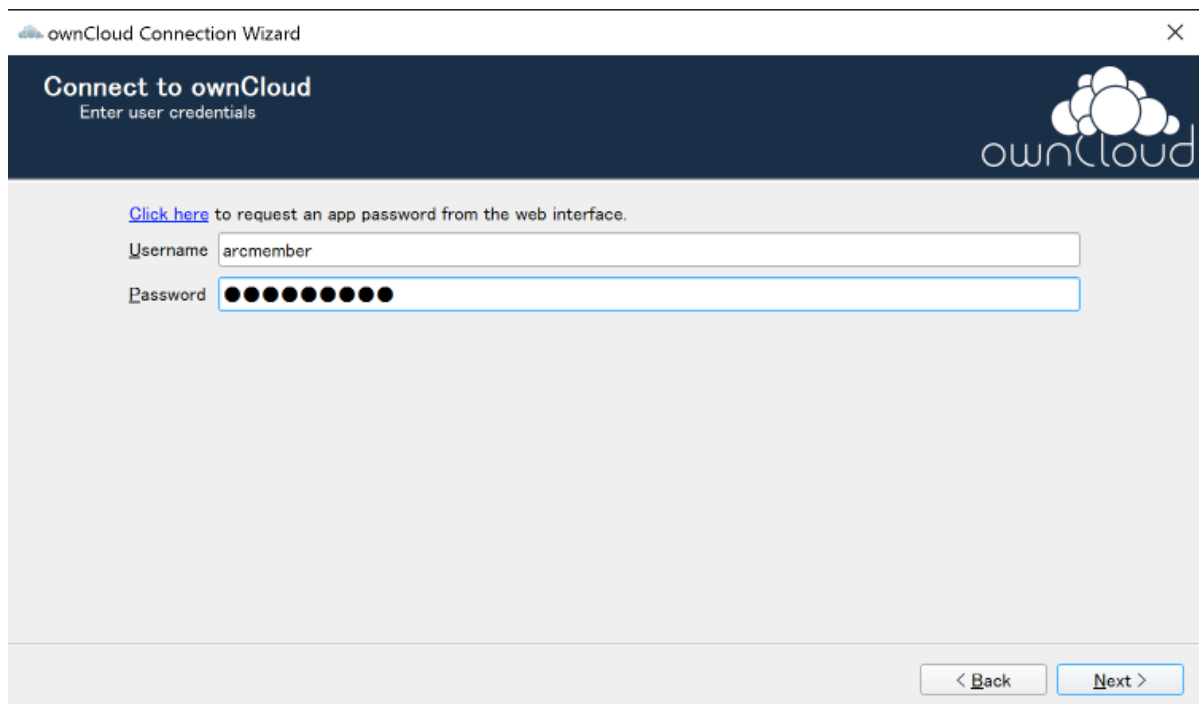
ownCloud Connection Wizard

Connect to ownCloud
Setup ownCloud server

Server Address 

Next >

2. Enter the username and password.



ownCloud Connection Wizard

Connect to ownCloud
Enter user credentials

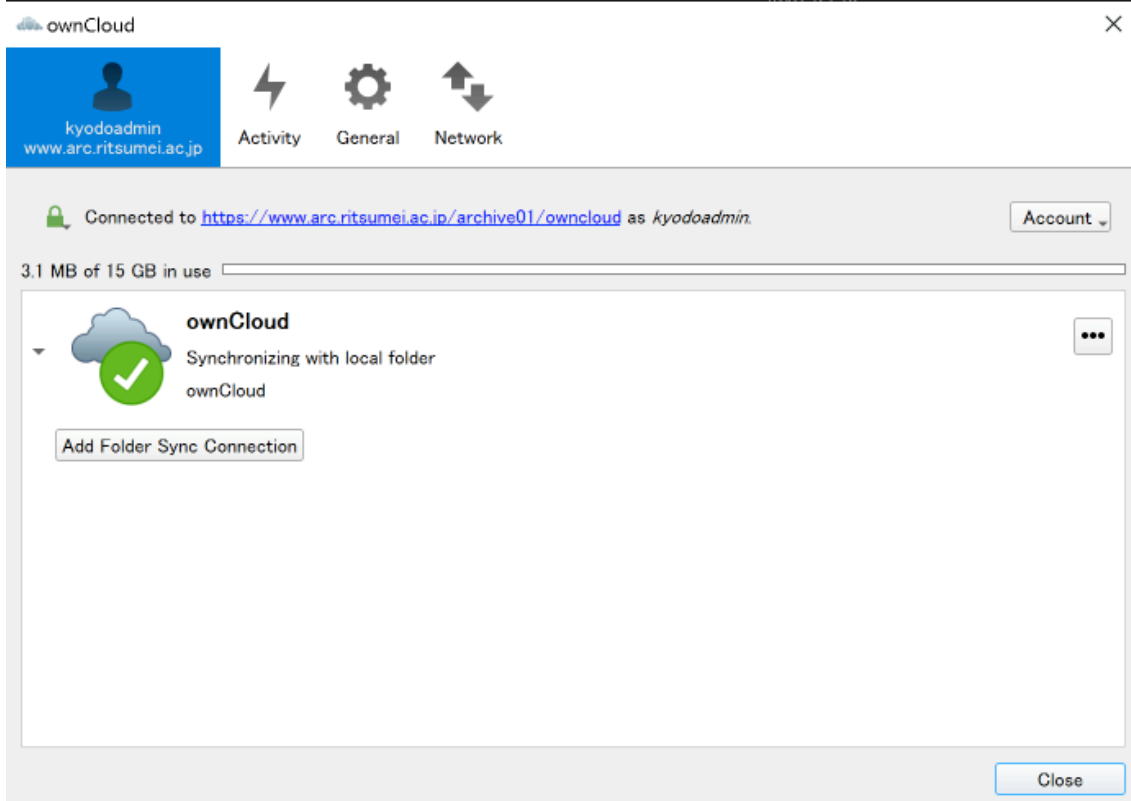
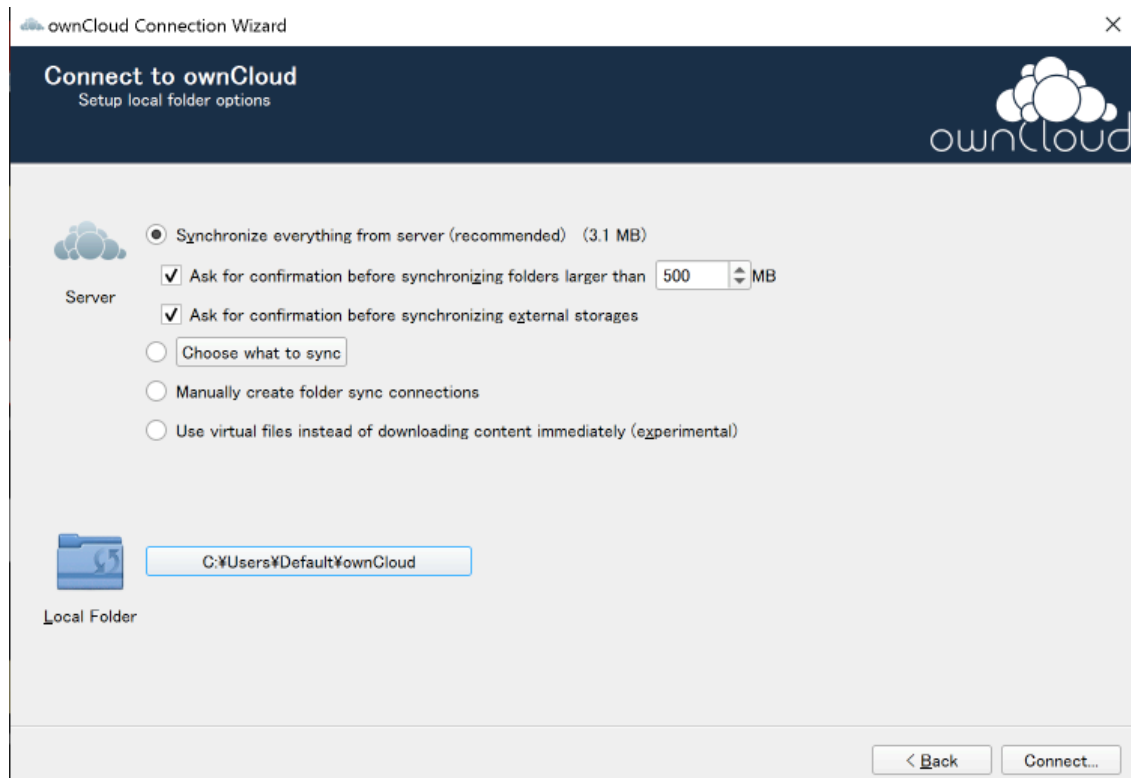
[Click here](#) to request an app password from the web interface.

Username

Password

< Back Next >

3. Select local folder to be synced, or you can leave it as the default selected and click **connect**. By default, the local folder called ownCloud. This folder is created in the home directory.



4. Now you are done. Now you can start upload a file via ownCloud client, alternately you can use browser to upload the files.