# File Shares

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# What are the CAD File Shares services?

## What is cad-files?

**cad-files** is a server that provides file services for use by faculty, staff, and students of CAD and RIT. This server is backed by high speed network and storage and is growing constantly.

### Popular Shares

- **Transfer** - The Transfer folder is a specific file share that allows a user temporary storage to move files from one computer to another.
- **My Shares** - A collaborative file share space which self managed access controls - Managed at https://request.cad.rit.edu
- **Courses** - Faculty managed Course shares with no file size limitation and dropbox features - Managed at https://request.cad.rit.edu

## What are "My Shares"?

My Shares is a system we have developed that allows you to create file share space on our servers. This space can be shared with other people at RIT easily and is managed through our Request Portal at https://request.cad.rit.edu

Usage is dictated by RIT's C08.2 Code of Conduct for Computer Usage, and is intended for Academic use/storage, but there are no file size limitations or expirations on its use. It **SHOULD NOT** be considered secure storage, and should not be used to store data considered **Private** or **Confidential**.

## How do I connect to CAD file shares?

There are a few ways to connect to CAD File Services, and the order of preference changes if you are off campus, or on campus. You must be connected to RIT's network to connect to the CAD file shares.

If you are on campus, there is no need to use a VPN. However, to connect to the RIT Network while off campus, you must use the Cisco AnyConnect client to connect to the RIT network.  You can go to https://vpn.rit.edu to download the client, and view instructions on how to install.

### On Campus

- Using Windows or Mac OS direct connections - This will provide you with the best speed, user experience, and flexibility
- cabinet.cad.rit.edu/files - Full feature web interface to the file server that can be accessed without VPN

### Off Campus

- Using VPN **and** connecting using Windows or Mac OS direct connections - Again this will provide you with the best user experience and flexibility

- cabinet.cad.rit.edu/files - Accessed via a web browser, this is a great solution when the computer you are on does not have the VPN, or you are otherwise unable to make a stable connection to VPN.

**Most common file shares:**

**MAC PATH:**

**Transfer:** smb://files.cad.rit.edu/transfer
**Courses:** smb://cabinet.cad.rit.edu/courses
**Help:** smb://files.cad.rit.edu/help
**My Shares:** smb://files.cad.rit.edu/my_shares

**PC PATH:**
**Transfer:** \\cad-files.rit.edu\transfer
**Courses:** \\cabinet.cad.rit.edu\courses
**Help:** \\cad-files.rit.edu\help
**My Shares:** \\cad-files.rit.edu\my_shares

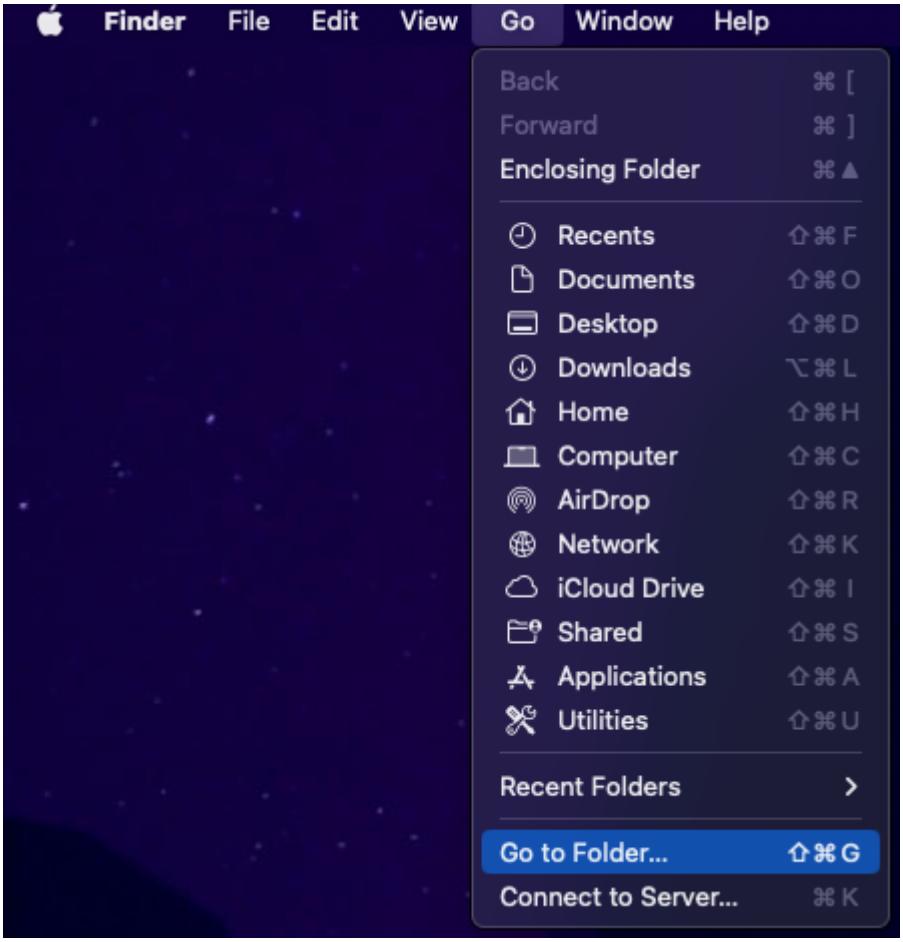
# CONNECTION METHODS:

# How do I connect on MacOS?

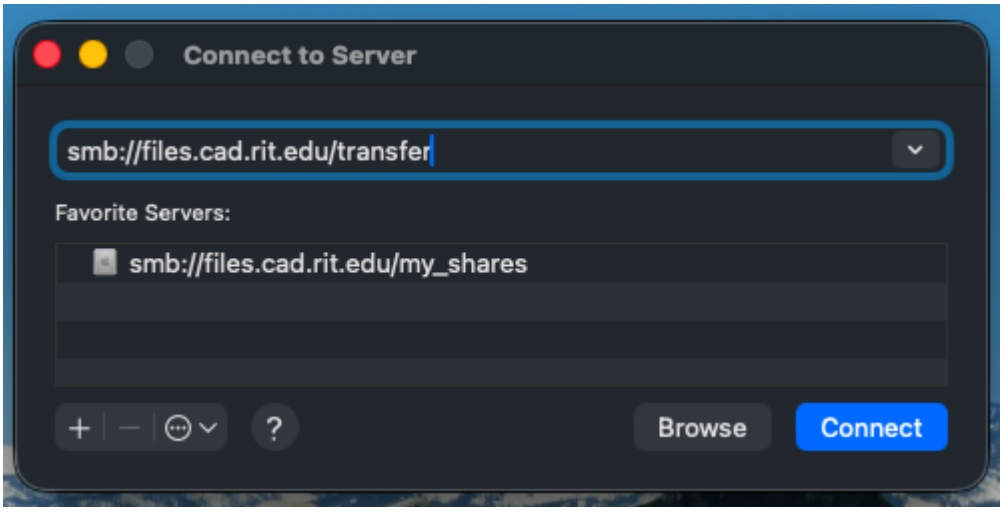
How do I connect to the server on Mac OS?

1. If you are on campus, go to step 2. If you are off campus, you must first connect to the **RIT VPN**.

2. From Finder, click the **Go** menu, and then select **Connect to Server**.



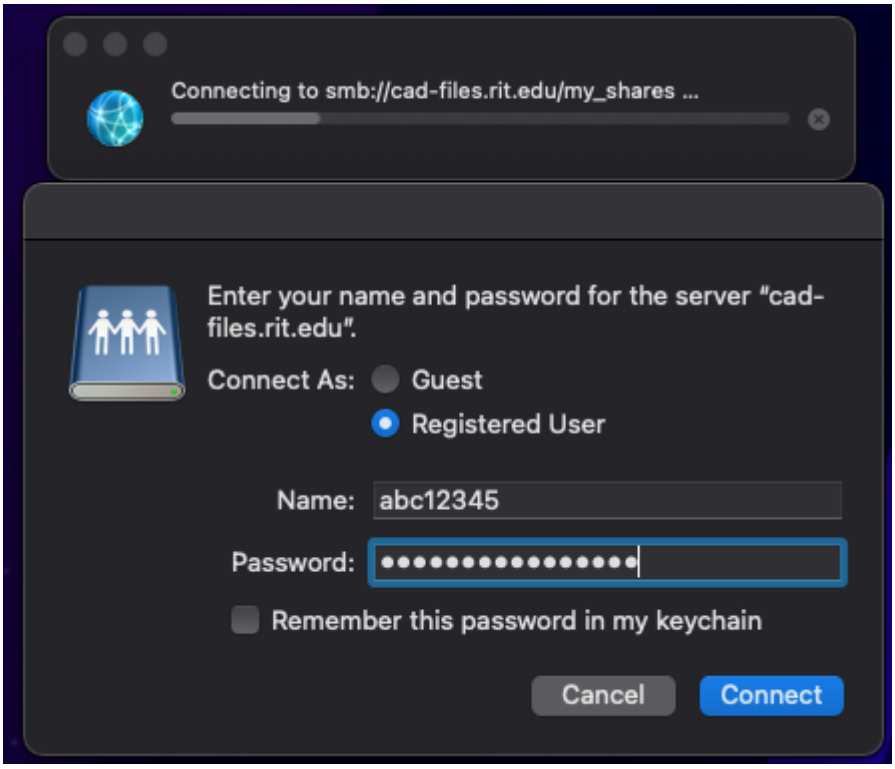

3. Type in the address of the share you want to access and click Connect. Below are some available shares and their addresses.




4. **Transfer:** smb://files.cad.rit.edu/transfer
**Courses:** smb://cabinet.cad.rit.edu/courses
**Help:** smb://files.cad.rit.edu/help

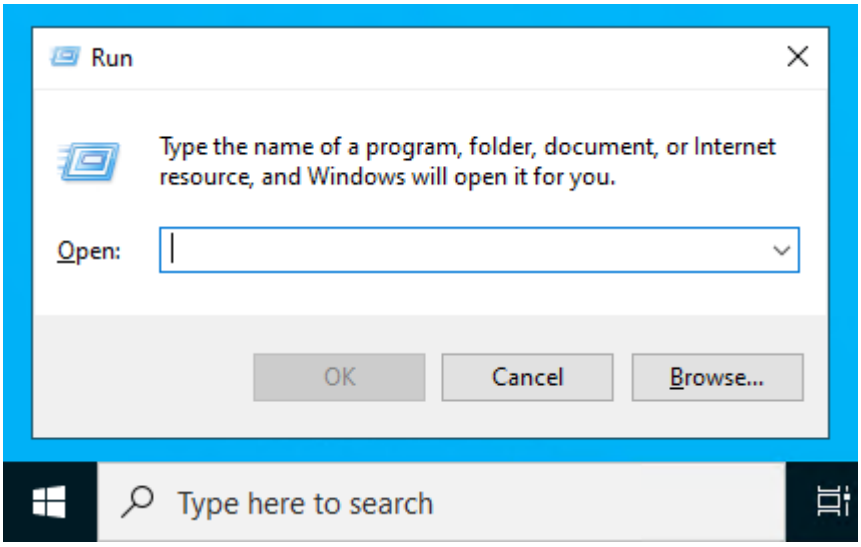
**My Shares:** smb://files.cad.rit.edu/myshares

5. If prompted, enter your RIT username and password, and click Connect. You should now see a window pop up with the file share.



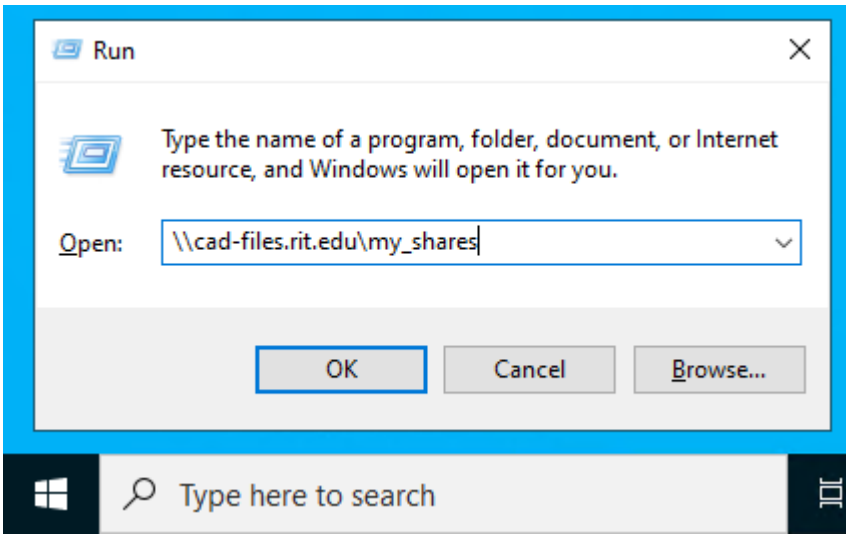

## Windows

1. Click the Start menu and then select Run.  Alternatively, hold the Windows key and type the letter "R".




2. Type in the address of the share you want to access and click OK. Below are some available shares and their addresses.
**Transfer:** \\cad-files.rit.edu\transfer

**Courses:** \\cabinet.cad.rit.edu\courses
**Help:** \\cad-files.rit.edu\help
**My Shares:** \\cad-files.rit.edu\my_shares




3. When prompted, enter in your RIT username and password and click OK. Important:  If your first login attempt fails, prepend your username with 'MAIN\' like this:  MAIN\abc1234.  This will force your personal computer to authentication against RIT's directory.

## How do I get server space for a class I'm teaching?

Please visit request.cad.rit.edu to request Courses share space.