ClassActivity1_1_2:
(Very Import: MUST DO it)
File, Folder, Miami VPN

From this ClassActivity:

1. We will study File system.
2. We will review Miami CIT web server.
3. We will connect Miami VPN (from outside of Miami network only – like from home)
4. We will map Miami network drive to students' computer. (As a local drive.)

1. (READ ONLY) FILE SYSTEM

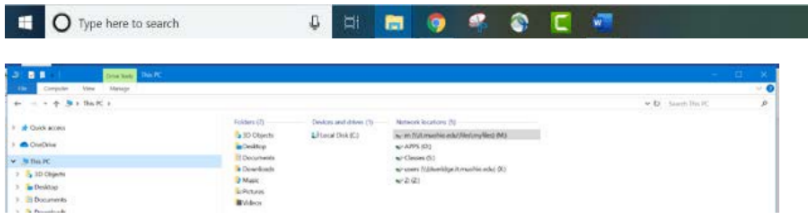
1. (Read only) Files and File Systems

- This document provides information you will need to know in order to create and manage your files for the HTML module. In this class, we will be working with files at a lower level than you may be accustomed to, so reviewing this information is important for your success in the HTML module.
- For example, you may just be accustomed to selecting a file from the Open menu of Microsoft Word that tracks the last file that you used without thinking of where it is actually stored. When we construct web pages, you will have to find and manipulate files yourself without the help of a program like Word.
- File systems: Data and programs are stored on computers as part of a file system. A file system includes all of the folders you have defined for your system and all of the files in those folders. Files are created and stored on a physical device **called a drive**. This drive could be **a local drive**, such as a hard drive inside of the computer or **a removable drive** such as a flash drive. Additionally, **this drive** could be **a network drive**, completely external to your own computer system.

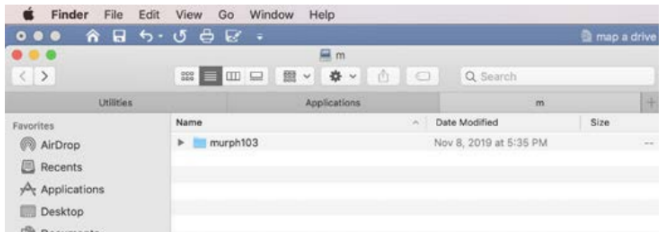
2. (Read only) Local Drives

- **A local drive** can only be accessed on the computer that you are currently sitting at.
- For example, if you create a document and save it on the desktop, then it will only be available on that machine.
- If you have a Windows system, your local drive is probably designated as your C: drive. A flash drive is another example of a local drive. It is only available while connected to a particular computer so is local to that computer while it is attached. How you access your local drives depends on your operating system.
- The images below show the Windows Explorer icon and Windows Explorer file view. An additional image shows the file view in the Finder window on a MAC.

Windows

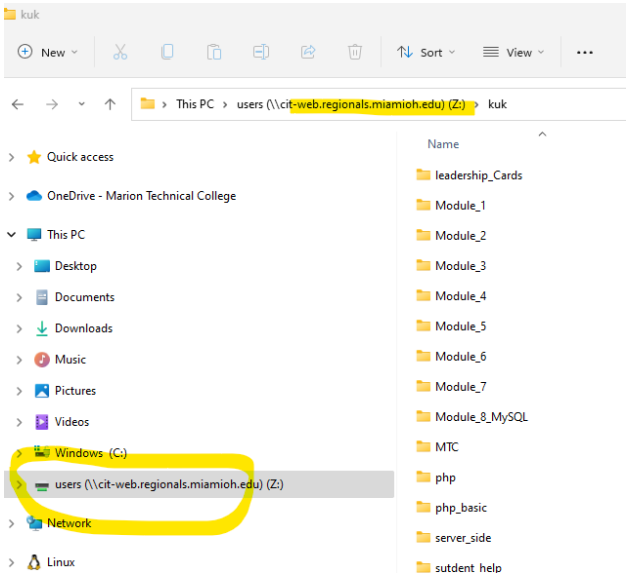


MAC



3. Network Drives

- **A network drive** is on another computer that is accessed over a network.
- CIT department provide a network drive and web server.
- You will map the drive into your computer.
- If you are at a Miami University computer, you have access to a network drive to store your school work. The nice thing about using them is that all of your files stored there will be available to you on any Miami computer. (At Miami campus, you should NOT use VPN.)
- You can also access them at home. See the next slides for instructions on using the VPN and mapping network drives to your local/personal computer.
- We will also be using the Miami web server, which requires you to have your web files stored on the CIT network drive. Once a drive is mapped, you can use the drive like your local drive.

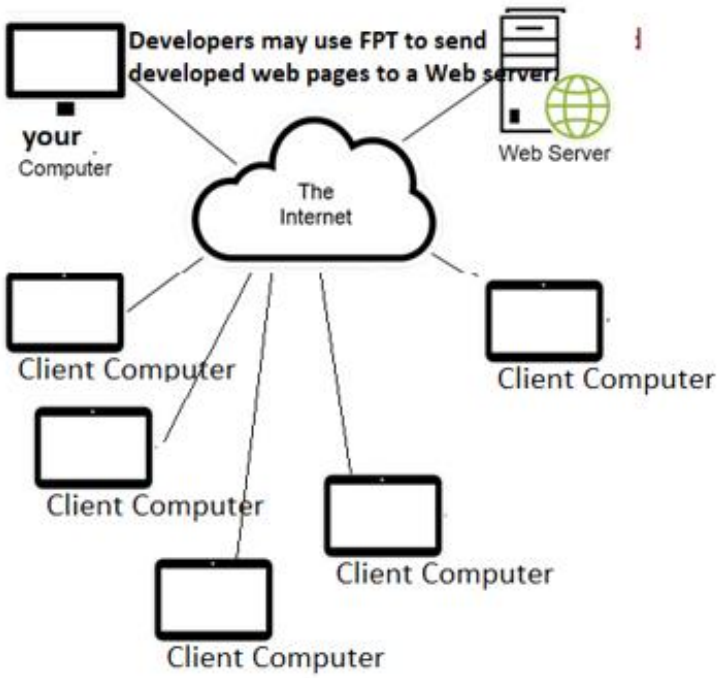


4.(Important)

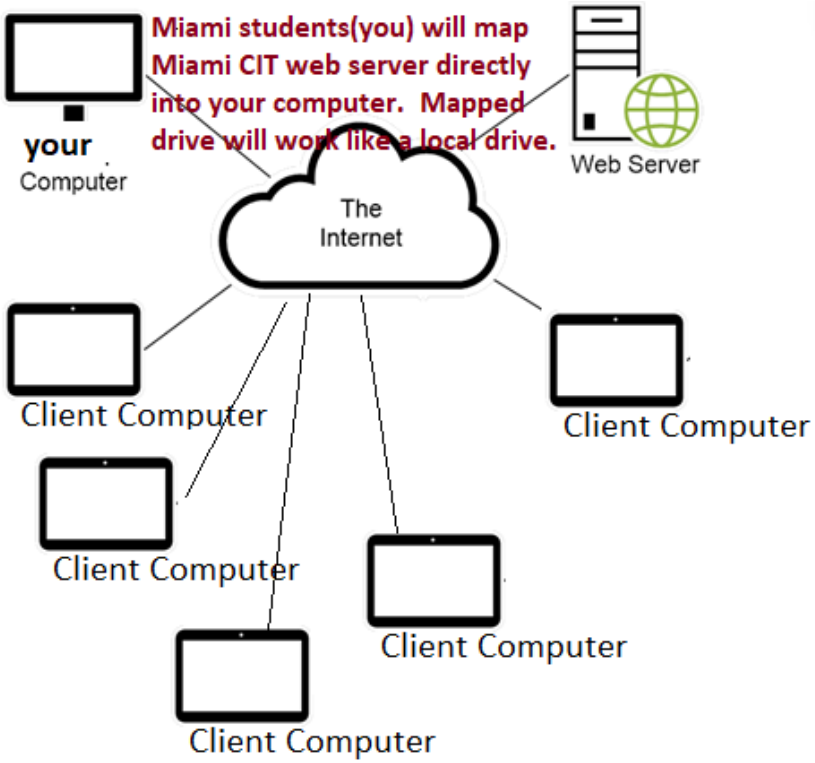
How do we send web pages to a Web server?

(Follow instructions from the next slide to map Miami CIT web server to your computer.)

Developers may use FPT to send developed web pages to a Web server.



***Miami students(you) will map a Miami CIT regional web server directly into your computer. Mapped drive will work like a local drive. You do not have to worry about how to use FTP tools.**



2. (LET'S DO IT!)
CONNECTING VPN (ONLY FROM HOME)
YOU SHOULD NOT USE VPN FROM MIAMI CAMPUS.

1. (Read Only)
Overall Structure to use CIT web server.

1) At Home
   (1) Students MUST connect Miami network using VPN.
   (2) Students MUST map CIT network drive.
2) At school (You should NOT use VPN.)
   (1) Students MUST map CIT network drive.

*VPN (Virtual Private Network):The University protects its resources through a private network. This network is available to all students on campus computers and computers connected to the Miami University WIFI. Off campus, students can access these protected resources through a VPN Connection. Connecting to the VPN for Miami University requires that you download and install Cisco AnyConnect on a PC or Cisco AnyConnect on a MAC. Also see Support/Instructions for VPN Connection.

2. (Let's do it!) Downloading VPN

*If you have done before, skip this process.

- VPN for macOS, Windows, and Linux computers

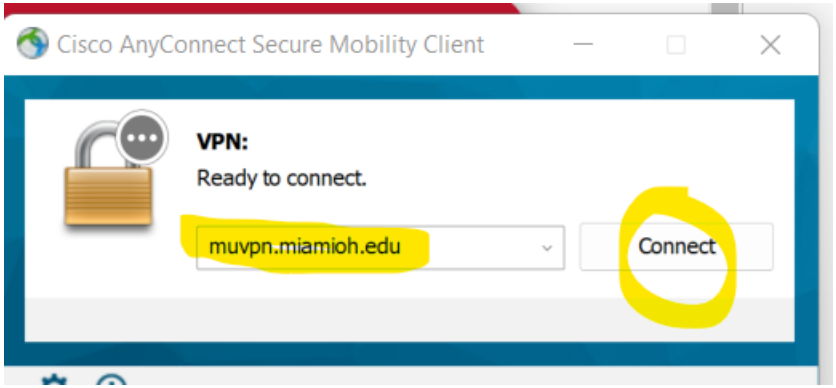
1. Identify and download the appropriate VPN version for your computer
    1. Get Cisco AnyConnect VPN for macOS
        1. System Extension for macOS Big Sur will need to be approved for the Cisco AnyConnect Socket Filter
            1. After installing Cisco AnyConnect, click **Open Security Preferences** when the **System Extension Blocked** pop-up appears.
            2. Click **Allow** when the **Security & Privacy** window opens.
        2. University-owned Mac users can also install AnyConnect via Self Service
            1. Follow these KB instructions on installing software on a Mac via Self Service
    2. Get Cisco AnyConnect VPN for Windows
        1. University-owned PC users can also install AnyConnect via Software Center
            1. Follow these KB instructions on installing software on a PC via Software Center
    3. Get Cisco AnyConnect VPN for Linux
2. When prompted, enter your Miami UniqueID and password
3. Launch the installer after it downloads
4. Once installed, launch the AnyConnect client

(Move to the next slide.)

3. (Let’s do it!) Connecting VPN

*If you have done from other class before , skip this process.

1. In the connection field, enter **muvpn.MIAMIOH.edu**



2. When prompted, enter your UniqueID and MUnet password including Duo authentication (See the next slide for this)

   Learn how to use Duo authentication with VPN

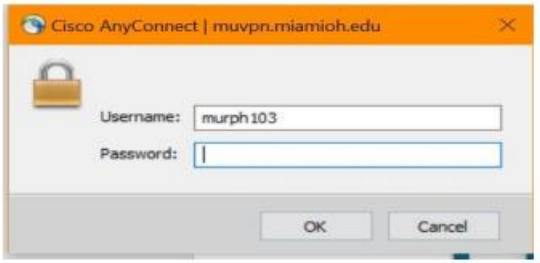
3. Tap *OK* to connect

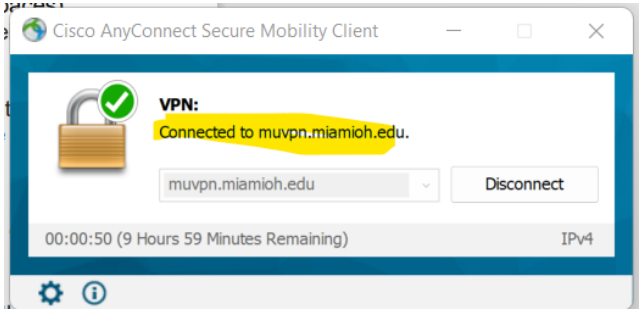
4. (Let's do it!)

How you access VPN with Duo, based on your authentication of choice.

*If you have done from other class before , skip this process.

1) Smartphone push: VPN is automatically set up to push a Duo Mobile notification to your smartphone as soon as you submit your UniqueId and password. Simply put your UniqueID and password in the AnyConnect window, and then touch the green checkmark on your phone when it comes up.
2) Manually enter Duo Mobile codes
    1) Enter your UniqueID in the AnyConnect client
    2) In place of your password, type: [your password],duo_code (with the comma, and no spaces)
        a) For example, let's say your password is 'Password2' and the Duo code you receive is '123456'.
        b) In the password field, you will type: Password2,123456
        c) Don't forget to include the comma. Note: If there is a comma in your password, this will create an issue, as the service reads all the characters before the comma as the entire password.
3) Get text codes
    1) Enter your UniqueID
    2) In the password field, enter your password, followed by a comma, followed by the word 'sms'
        a) For example: Password2,sms
    3) This will trigger a text to be sent to your phone.
    4) Your login will fail, but enter the passcode you receive in a new login attempt following the "Manually enter Duo Mobile codes" procedure above.
4) Enter Miami credentials:
    1) Users have approximately 8-10 seconds to "Approve" via the DUO app [app must be installed on a device].
    2) Alternately, a user can obtain a DUO code and AFTER typing the password click a comma followed by the access code. Example: mypassword,210633 and then hit enter.
    3) CAUTION: When the connection is no longer needed, be certain to "Disconnect." Cisco AnyConnect does not time out.





5. Troubleshooting

1) If you have some issue with VPN, contact Miami IT Help desk as soon as possible. They will help you! (They may access your computer and help to install VPN.)
2) Do not connect VPN from Miami network.
3) At home, you MUST connect VPN to do class work.

Accessing Web Services http://cit-web.regionals.miamioh.edu/users/*uniqueid*

You need to connect to the shared folder on the server so you can save files.

*If you do this from home, before you do, You MUST connect VPN first to do next steps.

3. (LET'S DO IT!)

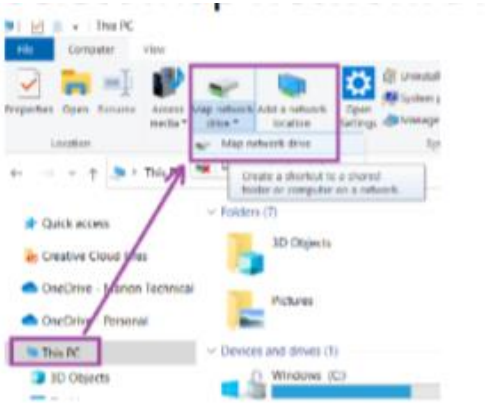
MAPPING CIT NETWORK DRIVE(MIAMI CIT REGIONAL WEB SERVER) (FROM HOME AND MIAMI CAMPUS)

1. For Windows 10

1) Windows + E to open File Explorer

2) Select This PC on the left panel

3) Select Map Network Drive from the ribbon. (OR Right Click "This PC" →Choose "Map network drive")



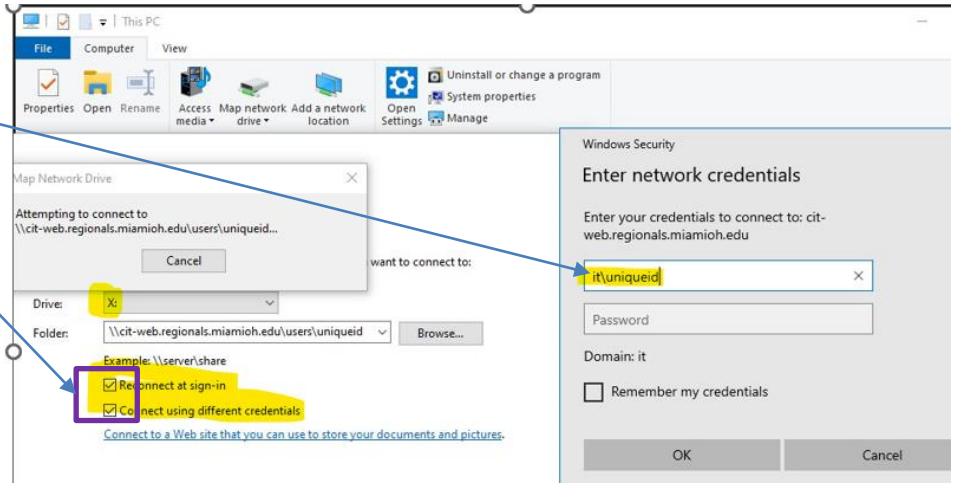
4) In the drop down box choose an unused drive letter, such as X

5) In the box marked folder type in \\cit-web.regionals.miamioh.edu\users\uniqueid

6) Check the "Connect using different credentials" box

7) Your user name is IT\uniqueid and your password is your Miami password. The IT\ is required and very important!

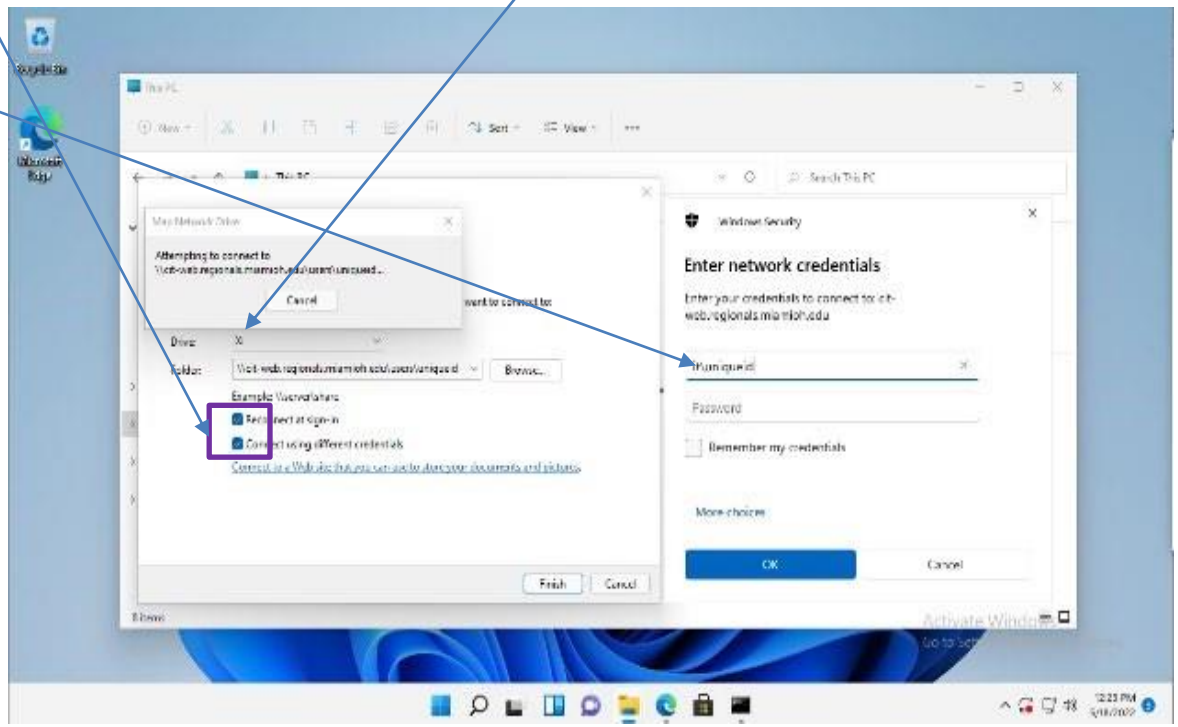
*ex) **IT\kuk**



2. For Windows 11

1) Windows + E to open the File Explorer
2) Select This PC on the left panel
3) Click the ellipses on the button bar
4) Select Map Network Drive from the menu
5) In the drop down box, choose an unused drive letter, such as X (You can use any like letter Z, Y, …)
6) In the box marked folder type in \\cit-web.regionals.miamioh.edu\users\uniqueid
7) Check the "Connect using different credentials" box
8) Your user name is IT\uniqueid and your password is your Miami password. The IT\ is required and very important!

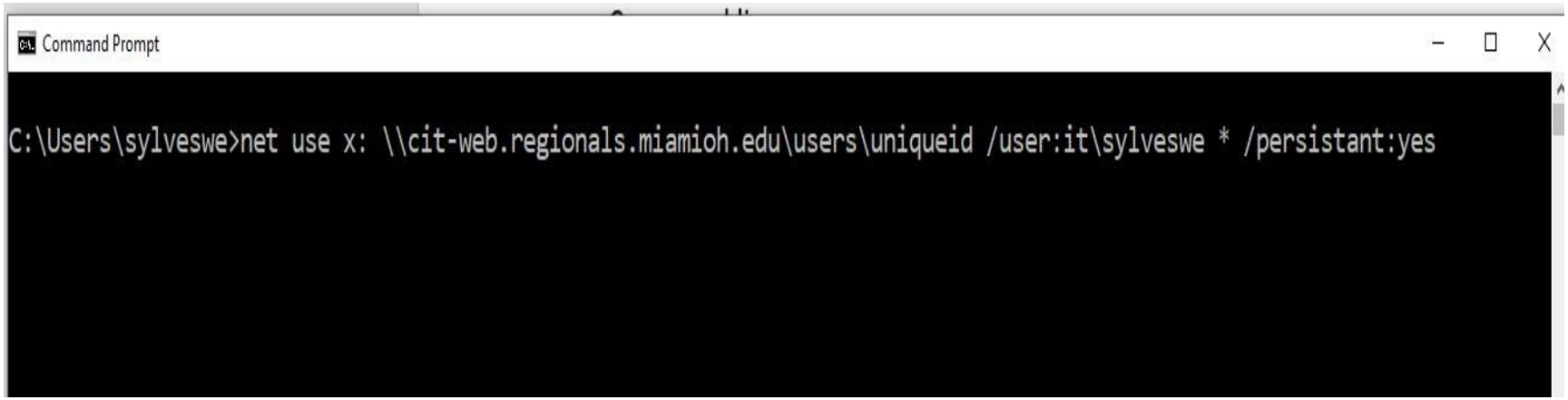
*ex) **IT\kuk**



3. (For windows computers) Using Command line

1) CMD (from the start menu or typing into the search box)
2) Net use x: \\cit-web.regionals.miamioh.edu\users*uniqueid* /user:it*uniqueid* * /persistant:yes

Ex) My *uniqueid* is "kuk". So I used below command:
Net use x: \\cit-web.regionals.miamioh.edu\users*kuk* /user:it*kuk* * /persistant:yes



4. Mac OSX example

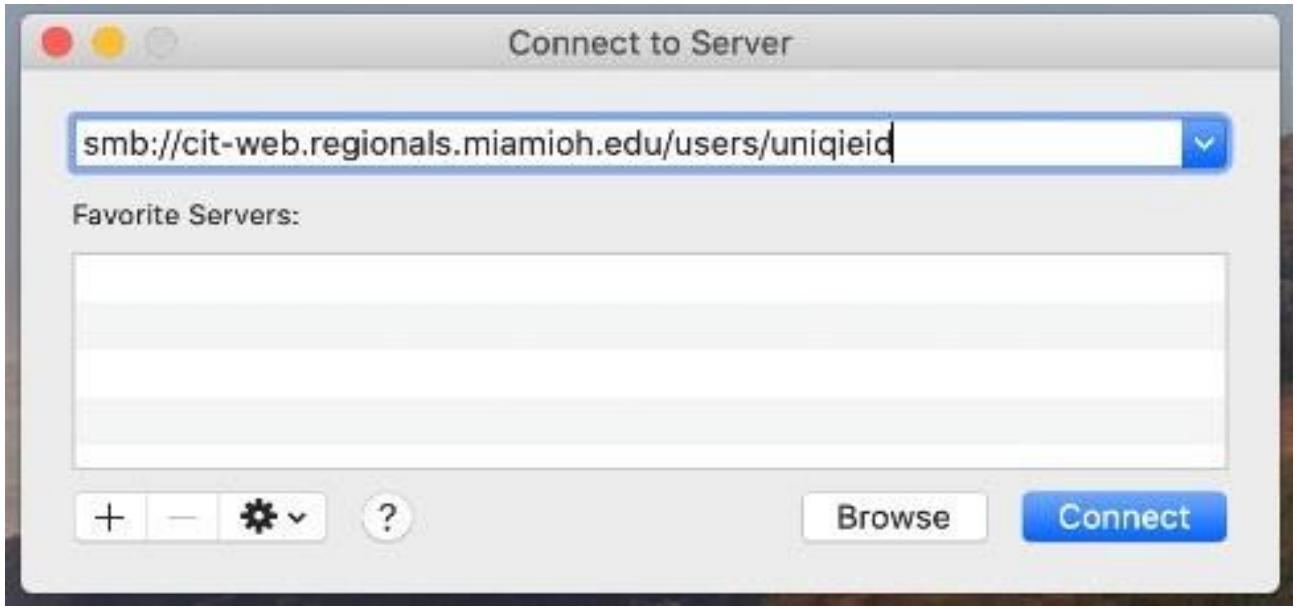
1) Press Command-K or choose Connect to Server from the Go Menu.
2) Pick smb:// from the dropdown when you click in the box
3) Make sure it reads (**uniqueid** should be your Miami school username.)

smb://cit-web.regionals.miamioh.edu/users/**uniqueid**

4) Click connect

Your user name is IT\uniqueid and your password is your Miami password. The IT\ is required and very important!

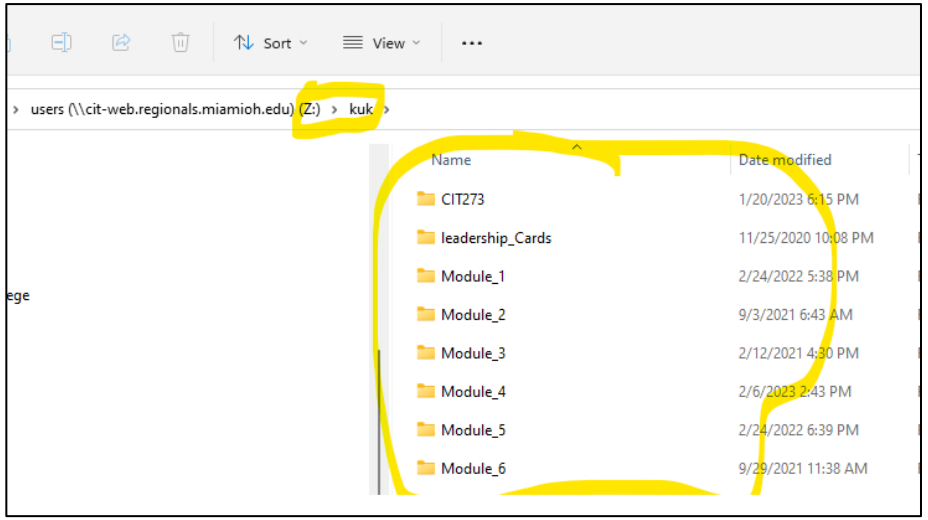
*ex) **IT\kuk**



5. After mapping, what can I do?

1) You must connect Miami VPN.
2) You must map your Miami Web server folder (network folder or network drive) to your local computer.
3) Then, as the result, you can create, open, save or delete files on your network folder(drive) like your local folder(drive).

*Below is my network drive. At first there will be no file nor folder.



Troubleshooting

If you have problems connecting to your network drive, check these common problems.

1) Is your VPN connected? You must be connected to the Miami VPN to use Windows file shares.
2) Have you changed your password recently? Windows and Mac OS both store the username and password for network drives. Disconnect from the network drive and go through the connection process again.

These two things will solve 95% of all problems with cit-web network drive.

ClassActivity_1_1_2: Miami Network Drive

1) Create “ClassActivity_1_1_2.docx”
2) Capture a screenshot for your Miami Network Drive(Folder) and put it on “ClassActivity_1_1_2.docx”.
3) Submit “ClassActivity_1_1_2.docx”

* At this time, there will be no file nor folder.