

#### 1. Understand the Current Setup

Your files are currently stored on the L: drive (FETNASStaff), currently L drive can be access by going to file explorer  $\rightarrow$  'This PC'  $\rightarrow$  FETNASStaff ( $\underline{\nfs-nas01.uwe.ac.uk}$ ) (L:)



#### 2. Open AppsAnywhere

Go to the <u>AppsAnywhere</u> portal and log in using your UWE credentials.





### 3. Search for FileZilla in AppsAnywhere

Search for 'FileZilla' in the AppsAnywhere dashboard and click 'Launch'.

습 Home	
B All apps	
(S) Recent	FileZilla 3.62.2 from FileZilla Project
𝒫 New	Laungh 🗢
♡ Favourites	Launch
S Architecture and Prod	FileZilla is a free and open-source, cross-platform FTP client.
Business and Law	Version: 3.62.2
S Core	
📎 Digital Design	Software Development Digital Broadcast
S Digital Fabrication	

### 4. Launching FileZilla

Wait for FileZilla to launch. This may take a few moments.





### 5. FileZilla Update Notification (Optional)

If prompted with an update notification, you can safely ignore or dismiss it.

Ele	Check for Updates	×	×
111	A new version of FileZilla is available:		
Host: Local	Unfortunately information about the new update could not be retrieved. Either you or your system administrator has disabled checking for updates. Please re-enable checking for updates to obtain more information. You can download the latest version from the FileZilla website: https://filezilla-project.org/	-	4 9 2
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#### 6. Log into the Linux Server Using FileZilla

Enter the following details to login:

Host: 'sister' (for staff) || Username: UWE username (NOT your UWE email address) Password: UWE password || Port: 22 || click 'Quickconnect' to log in.





#### 7. Access and Move Files from Linux Server to Windows

Once connected, navigate to your files in the right-hand panel (Linux server) and drag them to a folder on your computer shown in the left-hand panel (Windows environment). This will copy the files to your local machine.



*Note: Students should use 'milly' as the host name instead of 'sister' when connecting via FileZilla.*