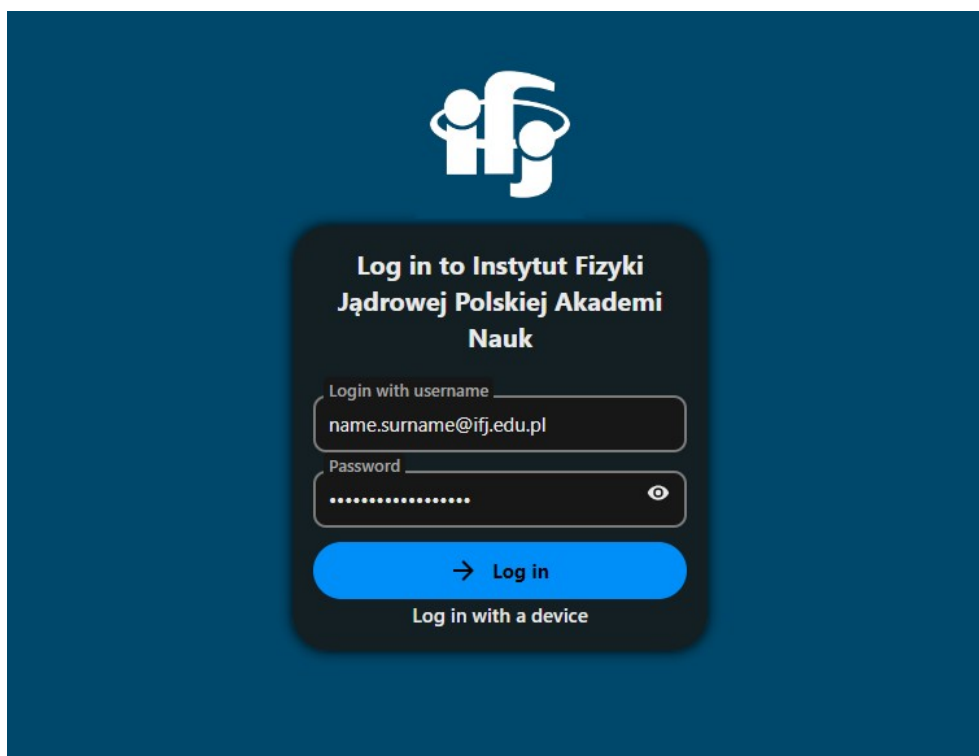


Dysk IFJ – IFJ Cloud-based file sharing system [Windows 11]

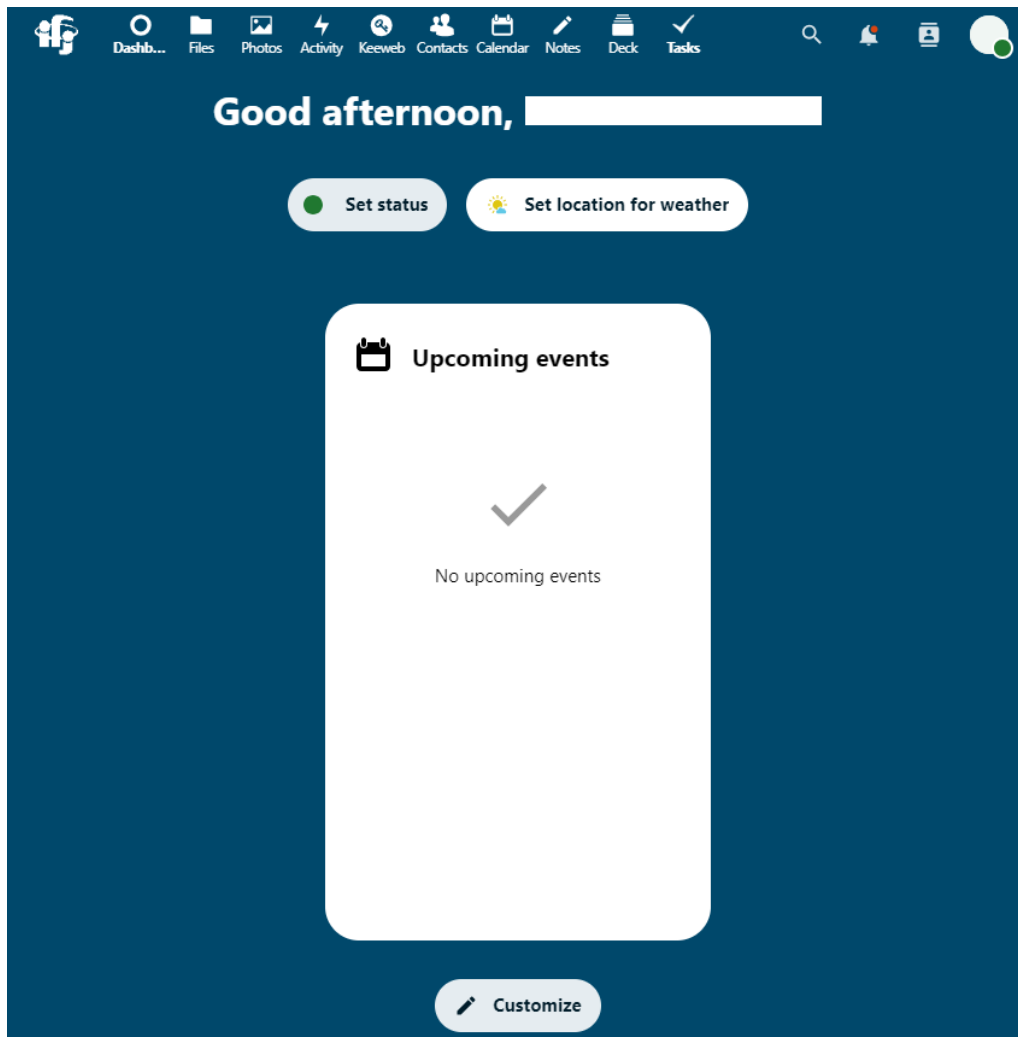
Logging in to Dysk IFJ

1. Access to Dysk IFJ is only available within the IFJ network (in order to use Dysk IFJ outside the Institute you need to use VPN). Login panel can be found at <https://dysk.ifj.edu.pl>. Login credentials are the same as to webmail.



Dysk IFJ – IFJ Cloud-based file sharing system [Windows 11]

2. After logging in, you can see the system's dashboard.











In the upper left corner there are buttons which lead to specific applications of Dysk IFJ. Main functionality can be found by clicking "Files" button.

Dysk IFJ – IFJ Cloud-based file sharing system [Windows 11]

File sharing




1. To share a file, click the *Show sharing options*

<input type="checkbox"/>	Name ▲		Size	Modified
<input type="checkbox"/>	 Example.md	 ...	1 KB	last year
<input type="checkbox"/>	 Nextcloud flyer.pdf	 ...	1 MB	last year
<input type="checkbox"/>	 Readme.md	 ...	< 1 KB	last year
<input type="checkbox"/>	 Welcome to Nextcloud Hub.docx	 ...	24 KB	last year
4 files			1.1 MB	





2. A file sharing menu will open, which allows us to choose how to share the file – by using and email address, or by creating a link.

Example.md

1 KB last year

 Activity  **Sharing**  Versions

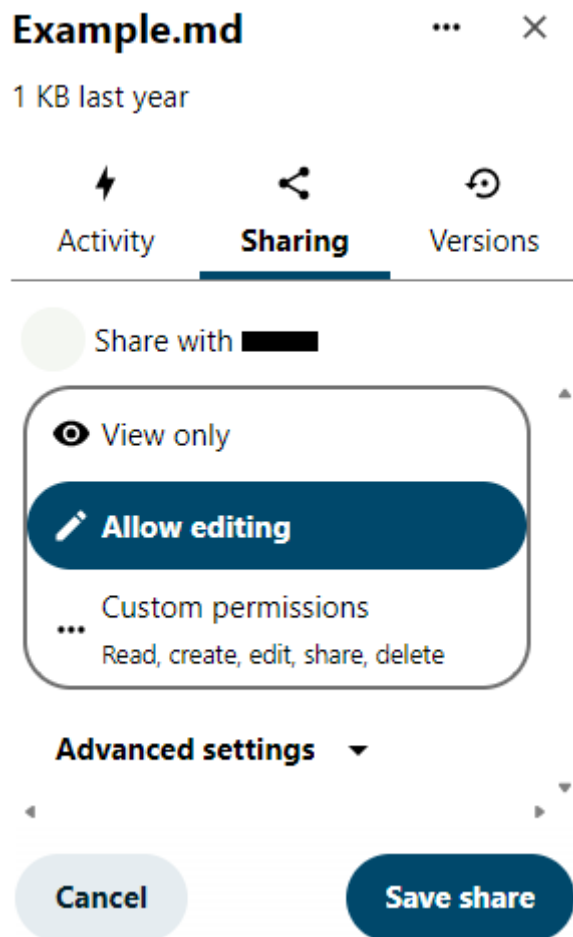
Search for share recipients

-  Share link +
-  Others with access ▼
-  Internal link
Only works for users with access to this file 

3. In order to share a file via e-mail, type the address of the recipient in the *Search for share recipients* field and click the them.

Dysk IFJ – IFJ Cloud-based file sharing system [Windows 11]

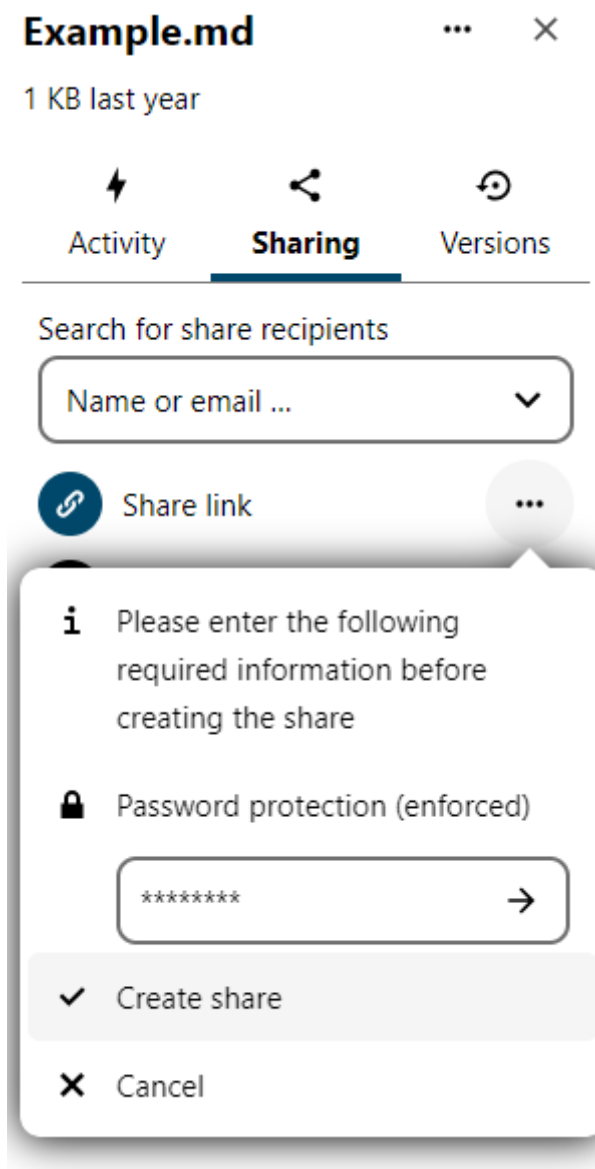
4. A menu will open, where you can to set file permissions for the recipient. The file is shared by clicking the *Save share* button, and the recipient is send an email notification.



Dysk IFJ – IFJ Cloud-based file sharing system [Windows 11]

5. In order to share file via link you need to click the “+” sign next to *Share link* text. A window will open, displaying file’s password and a *create share* button.

CAUTION! The password is required! Please save it somewhere, because it will be necessary for the recipient to get access to the shared file!

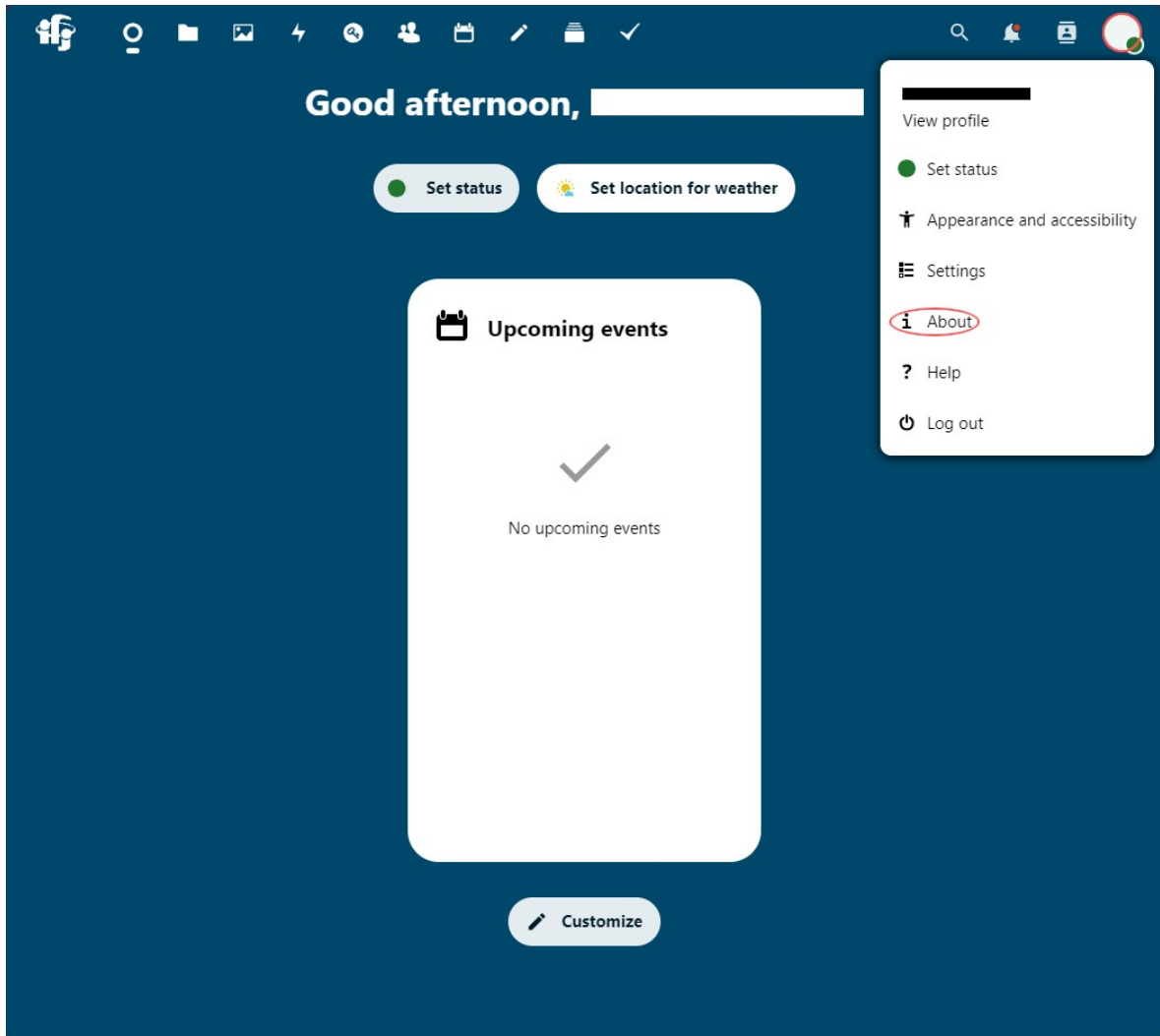


6. After creating a share, under the *Share link* you can see current file permissions. You can change them by clicking on them. To the right there appeared an icon allowing you to copy the link to file. You need to send it to the recipient, alongside the password from the previous step.

Dysk IFJ – IFJ Cloud-based file sharing system [Windows 11]

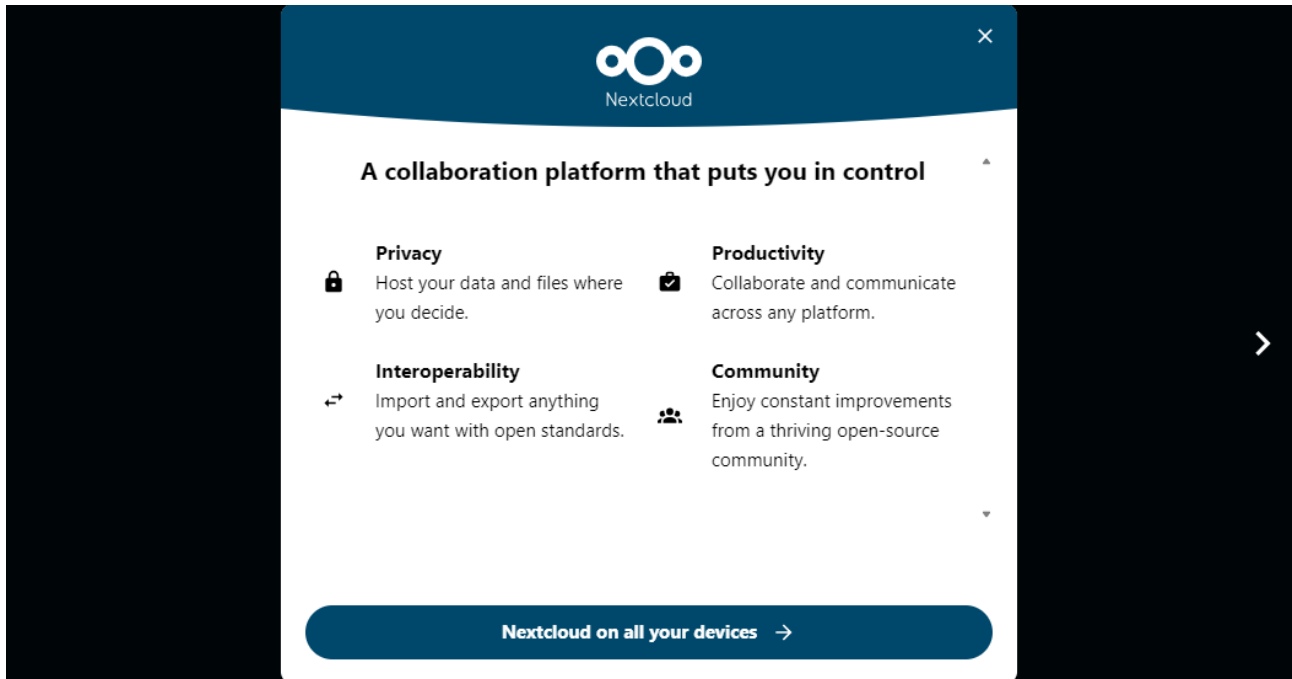
Client

1. You can connect with Dysk IFJ via a desktop client. After logging in, click your account icon in the upper right corner. A menu will appear, where you need to click *About* option.

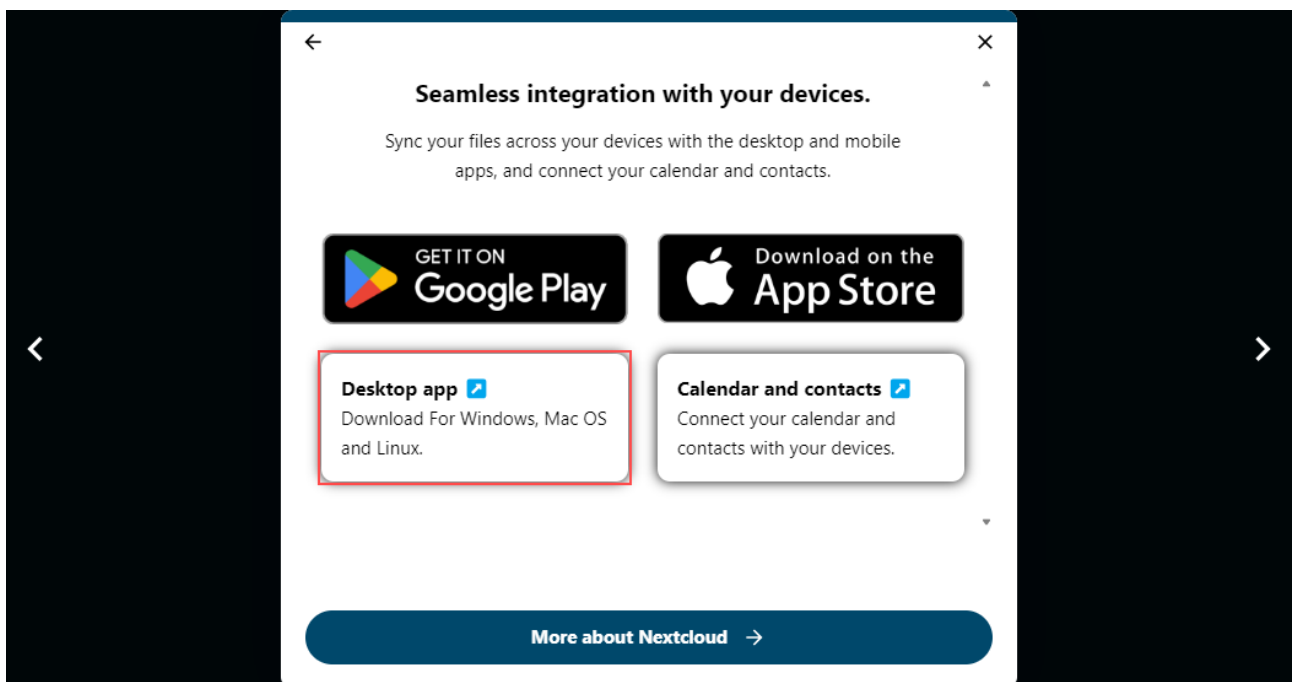


Dysk IFJ – IFJ Cloud-based file sharing system [Windows 11]

2. Click *Nexcloud on all your devices* button.



3. And click the *Desktop app* to download the installer.



Dysk IFJ – IFJ Cloud-based file sharing system [Windows 11]

4. You'll be redirected to the Nextcloud page, where we can download the installer. Click *Download for desktop* and then choose your operating system.

DOWNLOAD FOR DESKTOP

Use the desktop clients to keep your files synchronized between your Nextcloud server and your desktop. Select one or more directories on your local machine and always have access to your latest files wherever you are. Learn more about our clients here.

[Windows 10/11 \(64 bit\)](#) [macOS 12+ \(64 bit, universal\)](#)

[macOS Virtual files 12+ \(64 bit, universal\)](#)

[Linux AppImage](#) [Mac OS 10.10+ \(legacy\)](#)

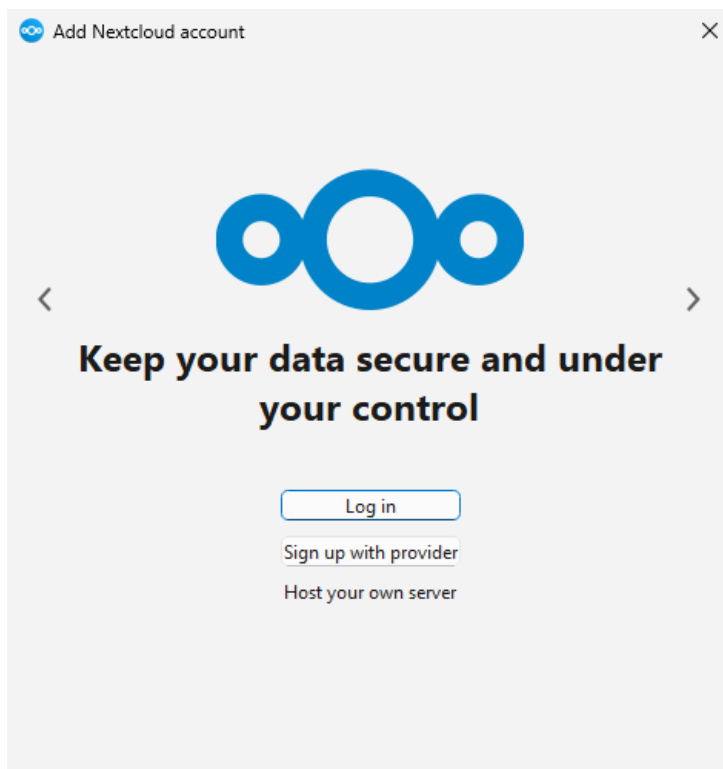
INTEGRATION APPS

DOCUMENTATION AND SOURCE CODE

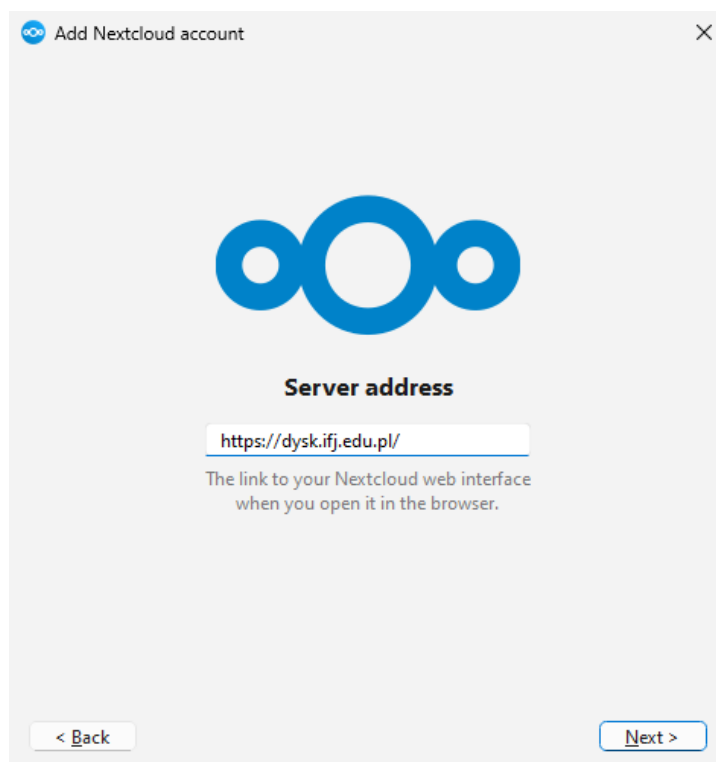
5. Install the application and reboot computer as needed.

Dysk IFJ – IFJ Cloud-based file sharing system [Windows 11]

6. After rebooting, a login screen appear. Click *Log in* button.

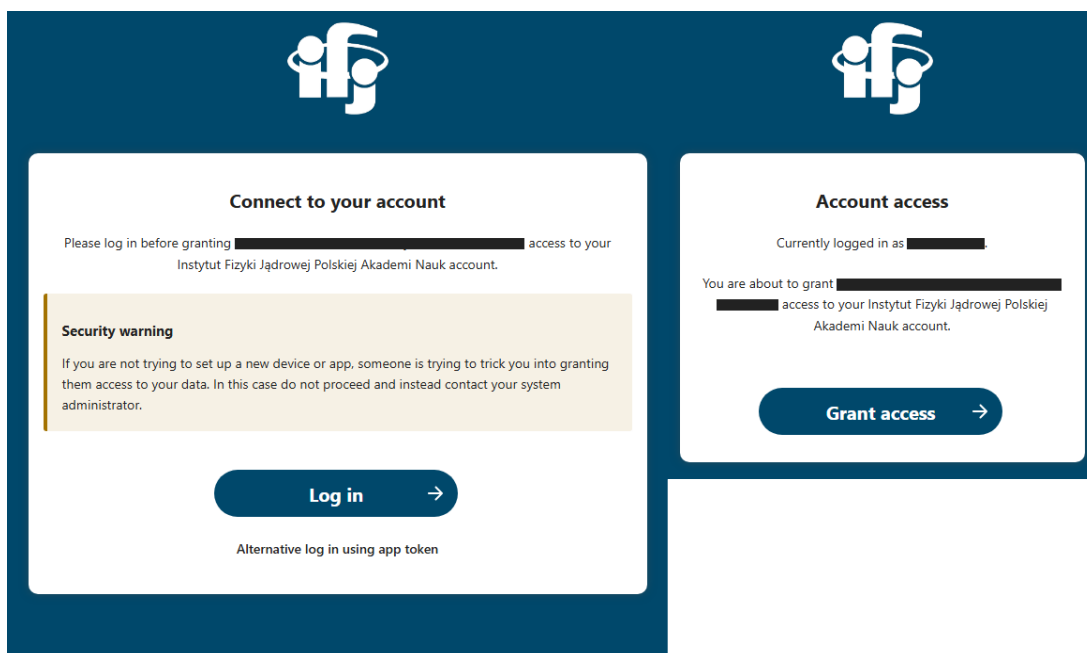


7. In the next step, type Dysk IFJ address: <https://dysk.ifj.edu.pl/>

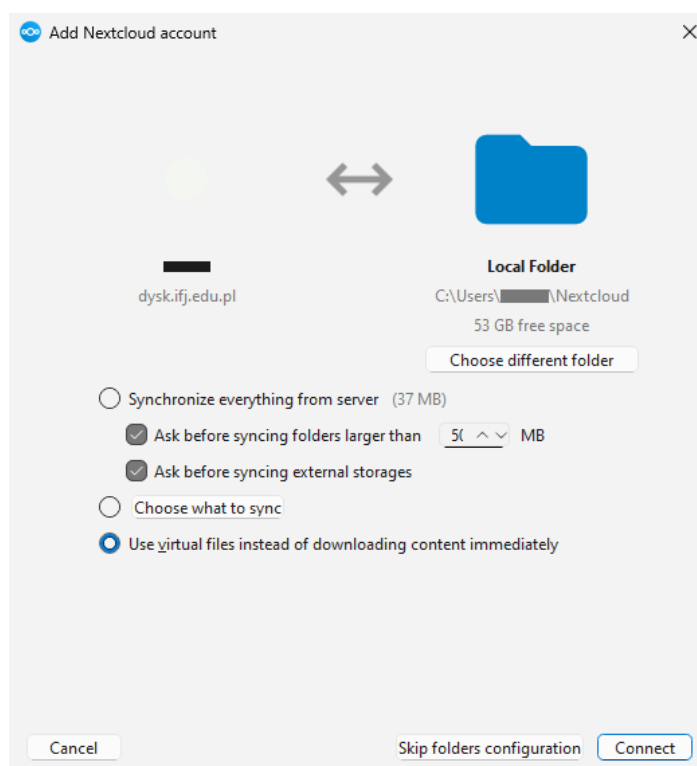


Dysk IFJ – IFJ Cloud-based file sharing system [Windows 11]

- You'll be redirected to a webpage for connecting the Dysk IFJ account with the desktop client. Log in and click *Grant access*.



- Next, choose where do you want to put the Nextcloud folder and the file syncing method. The default option is to use "virtual files" – files on Dysk IFJ are not directly download on your machine, instead, they are only accessed via the internet, so they don't take any disc space. You can change it to download files instead, and also specify whether you want the whole contents of your Dysk IFJ storage, or just few specific files and/or folders downloaded. That way, you will have access to them even offline, at the cost of disc space.



Dysk IFJ – IFJ Cloud-based file sharing system [Windows 11]

10. After the configuration is finished, you can manage contents of your Dysk IFJ from the File Manager on your desktop. Entering the Nextcloud folder, you can see all the files from Dysk IFJ. Any changes made in this folder will be synced back with the Dysk IFJ

In case of any issues with configuration, please contact us:

- E-Mail – admin@ifj.edu.pl
- Phone – 8296