Datashare - Nextcloud - iOS/iPasOS - setup of service

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Schlüsselwörter

Datashare, Usage

Lösung (öffentlich)

Installation and Configuration of the Mobile App

After installing and launching the [1]Nextcloud App for the first time, please click "Log in" to proceed to the next step.

 Screenshot Nextcloud app: Landingpage when the is opened for the first time

When starting the app for the first time, the ZIH Datashare server address "datashare.tu-dresden.de" must be entered. When logging in, an encrypted connection to the ZIH Datashare server is established.

 Screenshot Nextcloud app: ZIH Datashare server fill in

Security instructions are then displayed. A click on "Login" leads to the input mask of the ZIH user data.

 Screenshot browser: Security warning and redirect button to login

When logging in, an encrypted connection to the ZIH Datashare server is established. The "ZIH-Login" (lower case, without "@tu-dresden.de") is used as username and the "ZIH main password" as password.

You will then be asked whether you want to grant the mobile app or your device access to the ZIH Datashare.

 Screenshot browser: Datashare mobile app login screen

After confirming the following dialog, an encrypted connection is established. After a successful connection, the file manager opens with your ZIH Datashare data.

 Screenshot browser: Granting iPhone access to the Datashare account   Using the Mobile App

All files stored in the ZIH Datashare can be saved offline in the app, shared with other ZIH accounts or deleted using the app.

Fileview

The file view is the central element of the Datashare interface. It displays all existing folders and files. By selecting a folder, the user switches to the selected folder. The "Back arrow" at the top left can be used to navigate back to the parent level.

At the bottom center, via the "+" (plus symbol), users can create new objects in the current folder by performing the following actions:

-

Upload photos or videos

-

Upload new file

-

Create new folder

-

Create new text document

-

Scan document

-

Create a voice memo

-

Add folder info

Each item in the list can be shared with others.

 Screenshot Nextcloud app: File view   Create and upload files

New objects can be created in different ways. Clicking on the "+" (plus symbol) mentioned in the last section, opens a drop-down menu that can be used among others to upload files, create folders or generate text files.

Screenshot Nextcloud app: dropdown menu for uploading files

By clicking on "Upload file", the desired file can be selected via an explorer pop-up window. Furthermore, files and photos can be uploaded to the cloudstore directly from the iPhone folder structure or photo gallery using the "Share" function. However, this only works with files and not with folders. Folders should be created in Cloudstore beforehand and afterwards the files should be copied into this folder.

Using the "More" icon (≡) on the right side at the bottom of the screen, you can manage your ZIH Datashare account linked to the Mobile App or disconnect (delete) it from the Mobile App.

You can also see at the bottom how much of the total available memory has already been used.

Screenshot Nextcloud app: available storage space

Sharing files or folders (also password protected)

Another important functionality of Cloudstore is sharing files or folders with other people. You can share files/folders with individual TUD members or external users, but also with a group and protect them by password.

Screenshot, Datashare app interface: Share settings window for sharing files
Screenshot: Selecting users for file sharing, Datashare app interface
Screenshot: "Shared" folder for shared content, Datashare app interface
Screenshot: Dropdown menu of access rights management, Datashare app interface

By clicking on the "Share" icon to the right of the file/folder name, a menu appears where the sharing can be set up step by step.

Screenshot Nextcloud app: Sharing a folder

Sharing with TUD members: In the first available field, you can enter the first and/or last name or the e-mail address of a TUD member with whom you want to share the file.

Screenshot Nextcloud app: Share with user

The person will then see the share in the fileview under the "Shared" folder or under the menu item "Shares" via the "More" icon (≡) on the right-hand side at the bottom of the fileview , if it was created by her/himself.

Screenshot Nextcloud app: Shared folder

Setting access rights: It can be selected whether the person may edit the file himself, create a new version, delete it and in turn share it with other people. In this way, any number of people can be given access to a file or folder. Users with whom files have been shared are then displayed in the Share dialog. There, the sharing can also be canceled via the "..." (ellipsis symbol).

Screenshot Nextcloud app: Permissions for sharing

Sharing with non-TUD members: If the target person is not a member of TU-Dresden, sharing can be done via a link ([2]"Share link"). The link can be sent to the person in question via the share function in various ways.

Password protection: Allows you to set an access passphrase for the file or folder in question.

Expiration date: In some cases it makes sense to set a time limit for the shared files/folders - for this purpose you can set an expiration date.

File sizes

Datashare allows uploading files up to 30 GByte . The time limit for uploading a file is 10 hours. However, limits are also set by the operating system. For example, you cannot manage files larger than 2 GB with 32Bit operating systems.

Allow upload by external person

A special case is the upload of files by external persons (not members of the TU Dresden). Since external persons do not have a ZIH login, the exchange/upload takes place via a folder of a TUD user. This TUD user is thus also legally responsible for the external person's data (see also [3]Cloudstore Terms of Use).

To create an upload share, a new folder should be created. When selecting "Share" --> "Share link" for this folder (see [4]Sharing files or folders), another option "Allow uploading and editing" appears.

Screenshot Nextcloud app: Shared content security settings

This function should not be used without password protection and the password should not be communicated in the same way as the link (e.g. mail for the link, phone for the password). If the other user clicks on the link, he will first be asked for the password:

Screenshot browser: Password request for file upload and download for external users in shared folder

After that, the contents of the shared cloudstore folder will appear with the

possibility to download files already present in this area or upload files.

 Screenshot Nextcloud app: View externally shared folders with further setting options

Conflicts when editing files at the same time

Datashare is not intended for simultaneous editing of files - for that you should rather use the ZIH [5]Sharepoint service.

Two clients (e.g. laptop and PC or two different users in a shared directory) synchronize files via Datashare. Then the user(s) simultaneously modify the same file on their local system. The first client then synchronizes its modified file with the Datashare server. When the second client now also wants to synchronize, he notices that the file on the server is no longer the original file that he had synchronized before the change. Therefore, he creates a so-called conflict file on the server: 'filename_conflict-date' Only the second client sees this file. The users are responsible for resolving the conflict (e.g. inserting the changes of the second into the first version of the file).

Deleting and restoring files

Deleting files is done via the "..." icon (ellipsis) on the right side of the file list. The deleted files are first moved internally to a recycle bin. The "Deleted files" option ("More" icon (≡) on the right side at the bottom of the screen) can be used to access and recover deleted content.

 Screenshot Nextcloud app: Deleted files

Files are kept in the trash for a maximum of 30 days and up to a maximum of half the user's quota, and are permanently deleted when one of the limits is exceeded.

[1] https://apps.apple.com/de/app/nextcloud/id1125420102
[2] #share_link
[3] http://cloudstore.zih.tu-dresden.de/apps/imprint/index.php#tos
[4] #Teilen_von_Dateien_oder_Ordnern
[5] http://tu-dresden.de/zih/dienste/service-katalog/zusammenarbeiten-und-forschen/groupware/sharepoint