



All those diskettes weighing you down?

Leave them at home! Use AFS!

What is AFS?

Your acpub account includes storage space on OIT servers for your personal files. AFS gives you access to these files from the computer labs or any other computer on campus. By installing the AFS client on your personal computer, you will have instant, easy, and most importantly, secure access to those files. Your acpub directory will appear to be just another directory on your hard drive—no longer will it be necessary to use cumbersome and non-secure FTP software or carry piles of diskettes around campus with you.

Just log on to AFS using the *ACPUB Home Directory* icon on your desktop!

H:\ drive? P:\ drive? What are these?

After you log on to AFS, two things happen. An H:\ drive is created which links to the AFSDocs folder in your acpub directory, and a P:\ drive is created which links to the root of your acpub directory and allows you to see the entire directory.

To access the files on your H:\ drive (AFSDocs):

- Double click the **ACPUB Home Directory** icon on the desktop or
- double click the **My Computer** icon on the desktop, and then double click the **H:\ drive** icon or
- open your file with the application associated with it, such as Word, Excel or Dreamweaver.

What if my files won't save?

If you receive an error message when saving a file, your ACPUB password is incorrect. You must disconnect by double clicking the **AFS Disconnect** icon on your desktop, then reconnect by double clicking the **ACPUB Home Directory** icon on your desktop. **Be sure** to enter your password correctly!

For more information, visit www.oit.duke.edu/AFS.