



**WWW.STORGRIDEFS.COM**

# **Storgrid iOS client manual**



# Storgrid iOS Client

## Table of contents

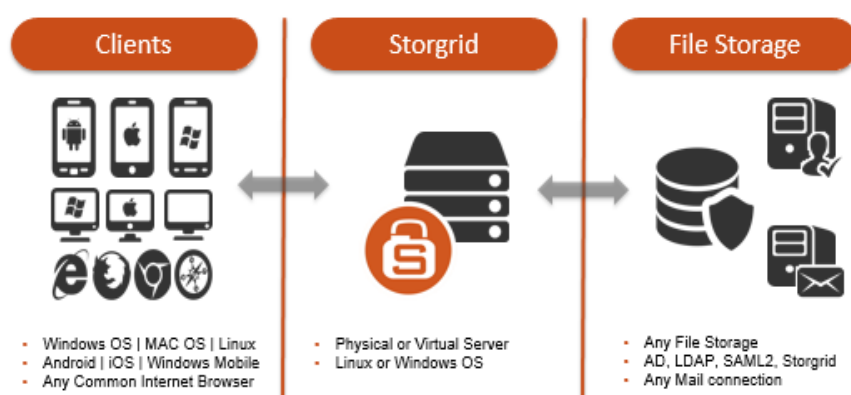
Getting started .....	3
Your user credentials.....	3
Working with the iOS client.....	3
Installing the Storgrid iOS client .....	4
Setup your connection .....	4
Screen explanation .....	5
Access the file/folder functions.....	6
Share a file or folder .....	6
Unshare a file or folder.....	7
Sharing rights.....	7
Share indicators.....	8
Offline folders.....	8
Open with .....	8
Delete a file or folder .....	8
Rename a file or folder .....	9
File versioning.....	9
Storgrid iOS application settings .....	10
Synchronization of your files .....	11
Viewing options.....	11
PIN lock.....	11
Logging .....	11
Using 3rd party applications.....	11



# Storgrid iOS Client

## Getting started

Storgrid is a Cloud-based Drive on your computer that works as easily as all the consumer online storage services you're familiar with. You are using your own private cloud storage environment instead of a public one. Storgrid provides access to your content anywhere, anytime, to anyone of your choice via any (mobile) internet device. Just 'dropping' the files in your Storgrid Drive and share it. Sharing is a very simple process and collaboration with other co-workers is transparent. Storgrid is easy to use, no learning curve and 'dropping' and 'sharing' all take place via secure connections (https). By using the Storgrid on your computer you will enjoy all the benefits of cloud storage.



## Your user credentials

There are two ways to setup the Storgrid server, with or without an Active Directory connection. When using an Active Directory connection (LDAP), please use the user credentials of your Windows Active Directory environment. When using the Storgrid local authentication, you should receive a “new user email” to setup your password. Ask your administrator what you should use.

## Working with the iOS client

The Storgrid iOS client makes a direct https/WebDAV2 connection to the Storgrid server. The files appear in your Storgrid iOS application are the files on the server, unless you switch on the offline folder functionality. Using the swipe function on your files or folders, you can easily share, manage file versions or just view your files. Using the “open with function” you can use any file type when you have installed a program to support the file type.



# Storgrid iOS Client

## Installing the Storgrid iOS client

Go to the “App Store” on your iOS device, search for “Storgrid EFS” and install the Storgrid iOS client.

## Setup your connection

Startup the Storgrid iOS client for the first time and accept the terms and conditions. The new connection setup screen will appear.

### Fill-in

**Title:** Choose any name.

**Domain:** The FQDN-name, where your Storgrid server is listening to, ask your administrator what you should use, example: storgrid.mycompany.com.

**Login:** Your username.

**Password:** Your password.

John Doe's Connection

storgrid.mycompany.com

johndoe

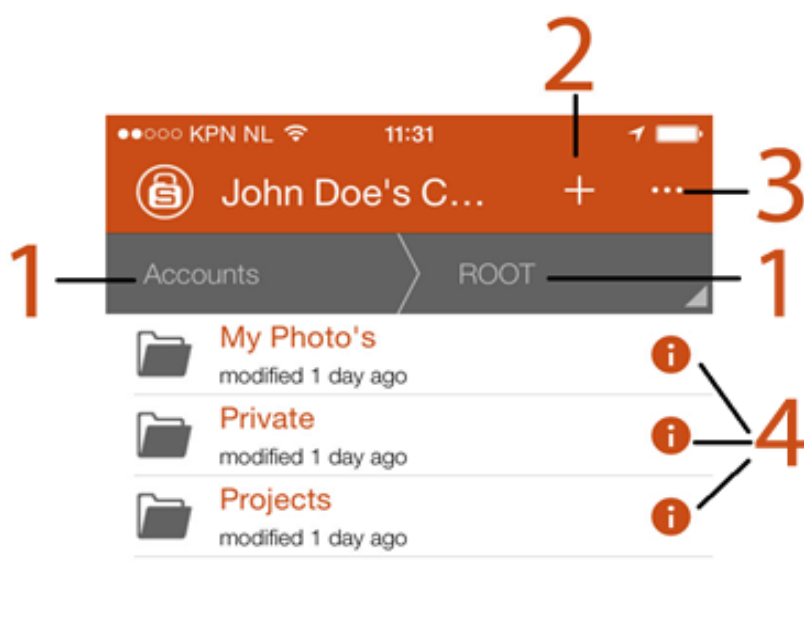
.....

Login

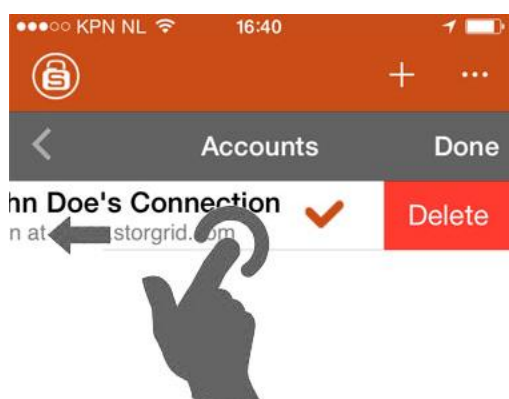


# Storgrid iOS Client

## Screen explanation




- 1=** The Breadcrumbs navigation button, to browse easily in your folder structure.  
On top of the folder structure you can find the accounts, to manage your Storgrid connections.  
To delete any Storgrid connections, just swipe from right to left.
- 2=** The Add button, use this button to add folders, upload files or add connections depending where or what you have selected in the Storgrid client.
- 3=** The Options button, to select (copy & move files/folders) & change Storgrid application settings
- 4=** The Information button, to display the path, size, creation & modification date, access level and to restore a file version.

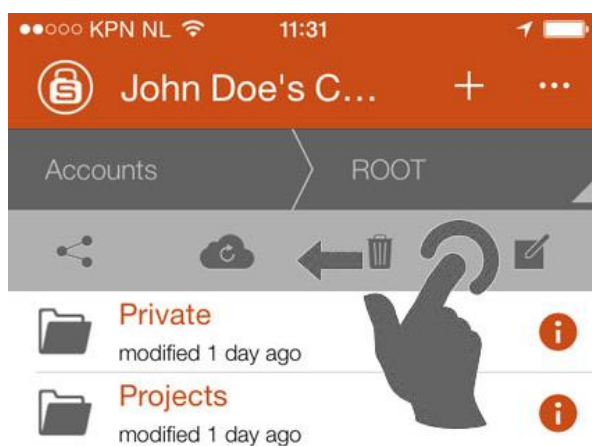




# Storgrid iOS Client

## Access the file/folder functions

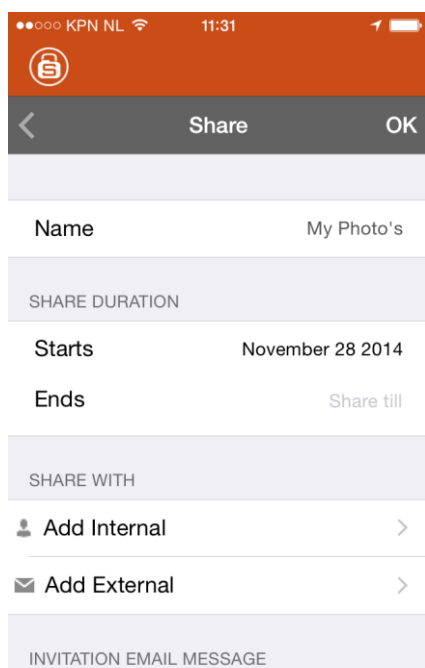
To access the Storgrid functions, swipe from right to left on the file or folder or press the information button (  ).



## Share a file or folder



Swipe from right to left on the file or folder you want to share and press the share button.





# Storgrid iOS Client

**Share name:** The name of the share

**Share duration:** A time stamp how long the share must be available with a start and end date.

**Invite internal:** Invite other Storgrid users or groups to collaborate, press “Add Internal” and type in the name or select the user or group from your contact list and press “ok”.

**Invite external:** Invite external email users to collaborate, press “Add External” and type in the email address or select the email address from your contact list and press “ok”. The external user can access through an email link sent by the Storgrid server. When the email user wants to “write/save” in the Storgrid environment they must register.

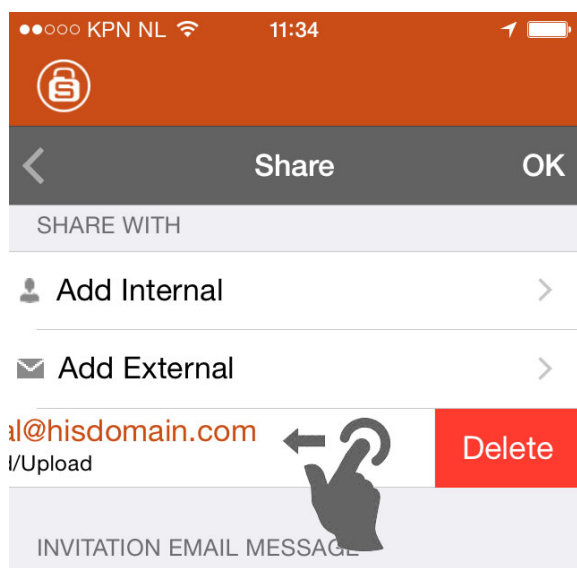
**External password:** For extra security, you can set a password on the email access link sent by the Storgrid server. The given password is NOT sent by the email notification the email user receives.

**One time access:** The email access link can only be used one time.

**Invitation email message:** Fill-in any text to inform your shared users.

## Unshare a file or folder

To unshare a file/folder, go to the share screen of your shared content. Delete any recipients, using the swipe function, and press “OK”.



## Sharing rights

There are four rights to set for your shared content, by default Storgrid sets the download rights for newly added recipients:

1- **Owner rights:** Write access with the option to manage the share.

External collaborators / (email) users are not allowed to share, the “owner rights” are not showed.

2- **Download/Upload rights:** Write access to the shared content.

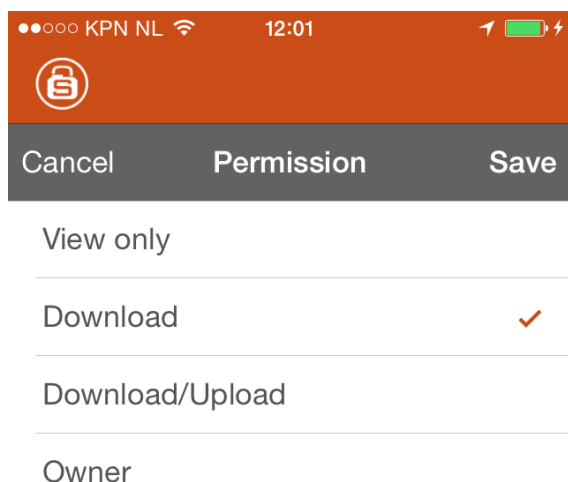
3- **Download rights:** Collaborators can download the content.

4- **View only rights:** The file will be rendered if it's a MS Office documents to show it in the web browser.

Supported files: Word, Excel, Powerpoint.



# Storgrid iOS Client



## Share indicators



Folder is not shared



A person or group have shared a folder with you



I shared a folder to a person or group



In this folder a file or subfolder is shared

## Offline folders



Press the offline button on your file or folder to make this available on the device when you are not connected to the internet.

## Open with



Press the open with button to download the file to your local storage and open with another installed program. The button will appear only when you select a file.

## Delete a file or folder



Press the delete button to delete a file or folder.





# Storgrid iOS Client


## Rename a file or folder

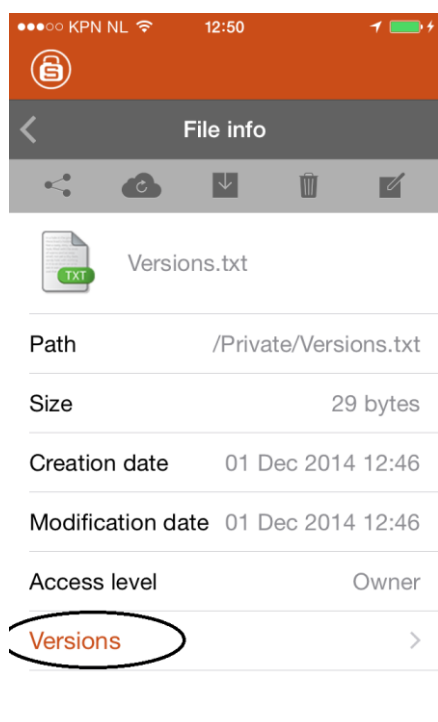


Press the rename button to rename a file or folder.

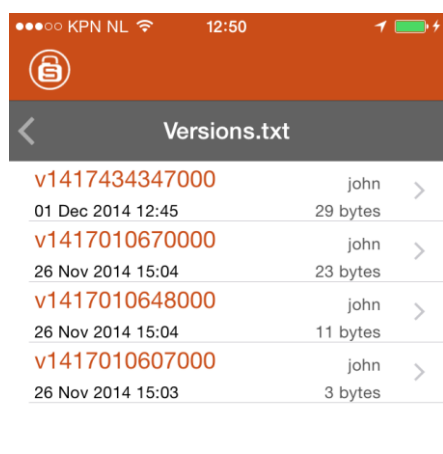
## File versioning

Every time a file is saved, a version is saved by the Storgrid server.

To restore a previous version of your file, press the information button (  ) and choose “versions”.



Click on the version you want to restore and this will be shown in your Storgrid environment.





# Storgrid iOS Client

## Storgrid iOS application settings

You can setup general settings for the Storgrid iOS application.

Click the “Options” button (⋮) and choose settings:





# Storgrid iOS Client

## Synchronization of your files

When you have selected the use of keep in sync/offline folders you can choose when the Storgrid iOS application must synchronize.

- Enable global sync: en/disable the synchronization is general
- WIFI only: en/disable synchronization when connected to WIFI only
- External power only: en/disable synchronization when connected to a power supply
- Show notifications: en/disable synchronization notifications send by the server
- Sync every: set the time your Storgrid iOS application must sync

## Viewing options

Sort your files, how they are displayed in the Storgrid iOS application.

## PIN lock

Secure your Storgrid iOS application with an extra PIN code. Every time you increase or after a session times out, the Storgrid app will ask for your PIN-code.

## Logging

In case of problems you can switch on logging for your Storgrid iOS application, the log-file will be sent to the Storgrid programmers.

## Using 3rd party applications

You can use 3rd party applications that support WebDAV(2) connections.  
When this 3rd party application asks for a connection URL, fill-in:

**<https://storgrid.mycompany.com/webdav>**

(replace storgrid.mycompany.com with the URL from the Storgrid license)