# Accessing the NAS From Home or With a Laptop at the IPS

- NAS is a "network-attached storage", a computer data storage server connected to a computer network.
- VPN (virtual private network) tunnels all your network traffic through the university network and your computer at home appears as one at the university campus.
- You are responsible to use VPN only with an up-to-date operating system and virus protection.

1. ## Register for MFA as described on [mfa.unbe.ch](mfa.unbe.ch) (in German and English)

2. ## From home: Establish a VPN connection

   [vpn.unibe.ch](vpn.unibe.ch) offers information, a link to the software and step-by-step instructions (partially in German only).

   *In short*: install and configure a program called FortiClient. Make sure that during setup you select **SSL-VPN**, use the remote gateway **univpn.unibe.ch**, enter the value **443**, and check the field "Port anpassen" and ☑ Enable Single Sign On (SSO) for VPN Tunnel. With that and the help of your campus account, you can establish a VPN connection. Enter your e-mail address as username. You have previously set the password yourself during the campus account activation. Every 14 hours, you will be asked for the additional authentication set in step 1. You **do not need VPN** if you connect to the network via **eduroam** or if you have a wired **Ethernet connection** at our university.

3. ## Access the central NAS

   You can access your files with a link in the following form [\\nas-ips.unibe.ch\ips\users\](\\nas-ips.unibe.ch\ips\users\) followed by your campus account name in the address line of the File Explorer
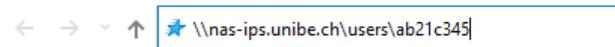
   

   *(MacOS: Command+K, [smb://nas-ips.unibe.ch/ips/users/ab21c345](smb://nas-ips.unibe.ch/ips/users/ab21c345) – same path for Linux)*

   When prompted to enter campus account details, enter ab21c345@campus, replacing ab21c345 with your own campus account name.

   You have access to [\\nas-ips.unibe.ch\ips\groups\ipsshared](\\nas-ips.unibe.ch\ips\groups\ipsshared) and to a common folder of your group in the form [\\nas-ips.unibe.ch\ips\groups\groupname](\\nas-ips.unibe.ch\ips\groups\groupname).

4. ## Create a shortcut to your files on the desktop

   Drag and drop the folder icon from the file explorer to the desktop
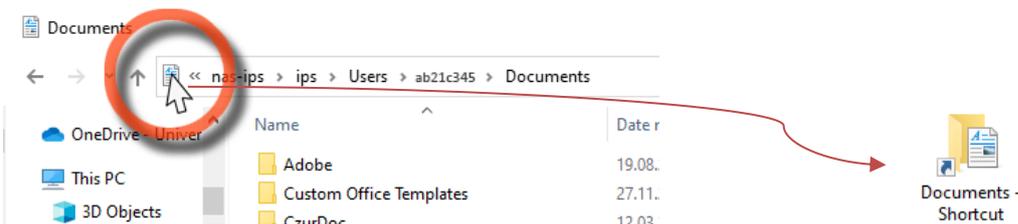
   

   Alternatively, you can mark the path (e.g. in this document) with the mouse, copy it with Ctrl-C, right-click somewhere on your desktop, New, Shortcut, paste with Ctrl-V, Next, Finish. Create a shortcut to your personal folder, the group, and the institute's (ipsshared).

   Mapping these storage paths to network drives on mobile computers is strongly not recommended, as it can significantly slow down the performance of your laptop.

5. ## You are ready to work

   Do not hesitate to contact us if you have any problems [it-support.ips@unibe.ch](it-support.ips@unibe.ch)
   [Peter.vonBallmoos@unibe.ch](Peter.vonBallmoos@unibe.ch) - 031 684 3546, or
   [Ole.Schwarz@unibe.ch](Ole.Schwarz@unibe.ch) - 031 684 4960