OBTAINING AND USING OWNCLOUD ACCOUNT WITH WESTGRID

To transfer files from the field trips to the repository, we will be using an interface called OwnCloud. OwnCloud is very much like DropBox or Google Drive, but allows the files to be stored on a variety of different systems. In our case, we will be storing the files on servers at WestGrid, part of the Compute Canada consortium of academic computing resources. This is a large, secure, robust infrastructure for use by Canadian academic institutions. Researchers outside of Canada that are affiliated with a Canada-based research project are also able to access it, but they need to be sponsored by a Canadian partner.

Therefore, we recommend that every field trip group designate one or two people to upload the material collected by the group. To do that, these people will need to sign up in advance for accounts at Compute Canada. This needs to be done in advance because each application requires manual approval, and can take a few days. We urge every group to designate one or two uploaders at least a couple of weeks before the start of the trip.

Researchers based at Canadian universities can sign up for a Compute Canada account through their home institution, and should check with their campus IT services for details. Non-Canadians should follow the instructions below.

1. Sign up for a Compute Canada account, by visiting the following page: https://ccdb.computecanada.ca/account_application

a) You will first have to agree to the privacy and information policies and terms of use. The last question asks whether you agree to allow Compute Canada staff to access your data without specific permission; you may leave this as No. Once the form is complete, click Submit.

b) You will then be asked if you have applied for an account before; normally you would say no.

	compute calcul canada canada	English Français Login						
My	/ Account + FAQ							
	Compute Canada Account Application Please read the FAQ before filling in this form. You may only have one account, but may request a new role. See FAQ for details. Please email accounts@computecanada.ca for any issues not covered in the FAQ. Have you ever applied for a Compute Canada account before? (including recent or unconfirmed applications) No Yes							
	© 2008-2017 Compute Canada email webmaster							

c) Selecting No will present you with an application form. Enter your name and contact details. Note that it is preferable to use an institutional email address (e.g., a university server) rather than a commercial email service such as gmail or Yahoo.

Under Position, non-UBC users should choose **External Collaborator** under Sponsored User (even if they also fit one of the other categories, such as Student).

	compute calcul canada	English Françai Logi
1y Account - FAQ		
Compute Canada	Account Application	
Please read the FAQ before fill	ing in this form. You may only have one account, but may request a new role. See FAQ for	
	©computecanada.ca for any issues not covered in the FAQ.	
Have you ever applied for No Yes	a Compute Canada account before? (including recent or unconfirmed applications)	
Given Name		
Family Name		
Email address		
Re-enter email address		
	The use of institutional email addresses is strongly encouraged. Using google or other email services will likely delay your application.	
Office phone		
I prefer correspondence	○ in French	
A preser correspondencem		
	-	
Institution	· · · · · · · · · · · · · · · · · · ·	
Department	Please spell out the correct department name in full to avoid delays in processing your	
	application.	
Position	Principal Investigator Adjunct Faculty	
	Faculty 2	
	Librarian ?? Industry / Government PI	
	For-profit Principal Investigator 2	
	 Not-for-profit Principal Investigator 2 Sponsored User 	
	O Undergraduate Student 😧	
	Master's Student Doctoral Student	
	Postdoctoral Fellow	
	External Collaborator (or Visiting Faculty) 😮	
	Researcher 2 Non-research Staff 2	
	Guest 😮	
	Compute Canada Staff	
	CC Consortium Staff ? Board Member ?	
	Member Representative 2	
	Regional Director	
Submit application		

d) After choosing External Collaborator, a box will pop up to enter a sponsor, identified by a Compute Canada Role Identifier. Please enter Bruce Rusk's CCRI: **fvk-921-01** (the application will not be processed if this is left blank).



e) Then choose a username and password and click "Submit application,"

Sompute Canada Account Application Provide FAG before filling all hits form. You may not have are account, but may request a new role. See FAQ for Here you care repetited for a Compute Canada account before? (including recent or unconfirmed applications) * No © Yes Given Name Example Example Example Enaily Name Example Games on Data account before? (including recent or unconfirmed applications) * To © Yes Example Games on Data account before? (including recent or unconfirmed applications) Office plane Example Games on Data account before? (including recent or unconfirmed applications) Office plane Example Games on Data account before? (including recent or unconfirmed applications) Testion of them Example Games on Data applications Office plane In reach * in English Institution Other Institution Other Restore's Student PA Processarity on Cample	Account + FAQ	canada cana	English Fran da
Spensor Spensor Proceeding on the server of the ARQ. When a subject of a 1 compute Canada account before? (including recent or unconfirmed applications) If to © Yes	ompute Canada	Account Application	
Spensor Spensor Proceeding on the server of the ARQ. When a subject of a 1 compute Canada account before? (including recent or unconfirmed applications) If to © Yes	lease read the FAQ before fi	ling in this form. You may only have one accou	int, but may request a new role. See FAQ for
strem name Example Email address Example (Example (Example (Example and Eddresses is strongly encouraged. Using poople or other email services will help obly your splicable. Office phone In Erecht * In English Institution Other It prefer correspondence In French * In English Institution Other Institution Other Exercise call during the correct department name in full to avoid delays in processing your epictures of the correct department name in full to avoid delays in processing your epictures of the correct department name in full to avoid delays in processing your epictures of the correct department name in full to avoid delays in processing your epictures of the correct department name in full to avoid delays in processing your epictures of the correct department name in full to avoid delays in processing your epicture of the correct department name in full to avoid delays in processing your epicture of the correct department name in full to avoid delays in processing your epicture of the correct department name in full to avoid delays in processing your epicture of the correct department name in full to avoid delays in processing your epicture of the correct department name in full to avoid delays in processing your epicture of the correct department name in full to avoid delays in processing your epicture of the correct department name in full to avoid delays in processing your epicture of the correct department name in full to avoid delays in processing your epicture of the correct department name in full to avoid delays in processing your epicture of the correct department name in full to avoid delays of the correct department name in full to avoid d	letails. Please email accounts lave you ever applied for	:@computecanada.ca for any issues not cove	red in the FAQ.
antity Name E-sergie imilial address E-sergie@c-sergie com imilial address E-sergie@c-sergie com imilial address E-sergie@c-sergie com imilial address E-sergie@c-sergie com imilial address E-sergie@c-sergies.com imilial address E-sergie@c-sergies.com imilial address Imilian imilial address Imilian imilian Imilian imiliandian Imilian imiliandian Imilian imiliandian Imilian Imilian Imilian Imilian Imilian Indicition Imilian Indicit	Siven Name	Example	
Email address Example@Example.com available Example@Example.com available Example@Example.com available Example@Example.com available Example@Example.com available Example@Example.com True use of instatutional email addresses is stooply encouraged. Using goople or other email services all likely relay your application. Office phone I prefer correspondence In French III English True use of astatution annee University of Example Disapped and the orrect department name in full to avoid delays in processing your application Provided Investigator Adjunct Paculty Example@Example.com Provided Investigator Disapped Disapped Investigator Disapped Disapped Investigator Disapped Disa	amily Name	Example	
Re-enter email address Europeing Example of Institutional enail addresses is showly encouraged. Using poople or other early encouraged. This poople or other early encouraged or the encourse of early encouraged. This poople or other early encouraged or other early encouraged. This poople or otherearly encourage early encourage and the early encourage early enco		Example@Example.com	available
Note: Note: Section of enable and addresses is strongly encouraged. Using google or other and it envices will likely delay your application. Office phone t prefer correspondence Office phone trastitution Other			
typefer correspondence In French * in English Trackitution Institution Unversity of Eastern Earnyte Department Principal Investigator Adjunct Faculty Base solid out the correct department name in full to avoid delays in processing your application. Provide Investigator Adjunct Faculty Base solid out the correct department name in full to avoid delays in processing your application. Principal Investigator Adjunct Faculty Base solid Investigator Correct Principal Investigator Sponsored User Undergraduate Student Posticonal Fallow Based Base Student Cortonal Student Posticonal Fallow Researcher Sponsore Variants enter the Compute Canada Rale Edentifier (CCRI) of your sponsor or material fallow Regional Director Variants enter the Compute Canada Rale Edentifier (CCRI) of your sponsor or material fallow Regional Director Variants enter the Compute Canada Rale Edentifier (CCRI) of your sponsor or material fallow Regional Director Variants enter the Compute Canada Rale Edentifier (CCRI) of your sponsor or material fallow Regional Director Variants enter the Compute Canada Rale Edentifier (CCRI) of your sponsor or material fallow Regional Director Variants enter the Compute Canada Rale Edentifier (CCRI) of your sponsor or material fallow Regional Director Regional	Re-enter email address	The use of institutional email addresses is st	trongly encouraged. Using google or other on.
Institution Institution name University of Eastern Example Department University of Eastern Example Department Principal Investigator Agginetion. Position Principal Investigator Agginetion. Position Principal Investigator Agginetion. Position Principal Investigator Agginetion. Position Principal Investigator Compatibility (Covernment PI Industry (Covernment PI Compatibility (Covernment PI Covernmet Control Staff Covernmet Covev	Office phone		
Sponsore Uwersty of Eastern Example Department Liversity of Eastern Example Principal Investigator Adjunct Faculty Principal Investigator Adjunct Faculty Principal Investigator Adjunct Faculty Principal Investigator Bestigator Principal Investing Pour Insthtutionaluserame in full to exopace an identifier of t	prefer correspondence	🔍 in French 🖲 in English	
Instruction Department President President <tr< td=""><td>nstitution</td><td>Other</td><td>•</td></tr<>	nstitution	Other	•
Spontment Exemplary Studes Department Rease spell out the correct department name in full to avoid delays in processing your application. Prosition Principal Investigator Adjunct Faculty Exemplary Studes Prosition Principal Investigator Adjunct Faculty Executive Backtry Covernment PI For-profit Knincjal Investigator Sponsored User Undergraduate Student Detotral Student Posticitoral Fellow External Collaborator (or Visiting Faculty) Backet a Undergraduate Student Posticitoral Fellow Board Member Posticitoral Fellow Board Member Representative P Regional Director Promatic Total Backtrop Computerandes.col. A CCRI is an identifier of the form abc 123-91. Viscename And Password Password must be at least 8 characters in length		University of Eastern Example	
Plase spell out the correct department name in full to avoid delays in processing your application. Position Prosition Adjunct Faculty Provide Adjunct Faculty Provide Ubrarian Influstry / Government PI Proprint Principal Investigator Sponsored User Undergraduate Student Doctoral Student Doctoral Student Position Researcher Onon-research Staff Guest Ø Compute Canada Staff C C Consortium Staff Bead Member Ø Member Representative Ø Regional Director You must enter the Compute Canada Role Identifier (CCRI) of your sponsor or supposer o			
Principal Investigator Adjunct Faculty Adjunct Faculty Faculty Brauthy Diabastry / Covernment PI For-profit Principal Investigator (*) Not for-profit Principal Investigator (*) Natsfer's Student Doctoral Student Board Member (*) Non-research Staff (*) Guest (*) Compute Canada Staff C C Consortium Staff (*) Board Member (*) Member Representative (*) Regional Director Vur must enter the Compute Canada Role Identifier (CCRI) of your sponsor or supresent. They will be asked to compute canada.ex/, A CCRI is an identifier of the form aber 123-01. Use an easily recognizable name between 3 and 8 characters long, such as gonzale8 or rocherda. In some cases, access to commercial software depend on your Compute Canada username matching your institutional username in those cases, the use of your institutional username is encouraged. Select a username Password must be at least 8 characters in length. In the case the password is left haracters; in ellowing rules	Department	Please spell out the correct department nam	ne in full to avoid delays in processing your
Optimized Adjunct Faculty Gravitation Adjunct Faculty Gravitation Baculty Gravitation Compared Investigator Supposed User Not-for-profit Principal Investigator Undergraduate Student Master's Student Doctoral Student Doctoral Student Doctoral Student Doctoral Student Compute Canada Staff Guest Guest Compute Canada Staff Cost Consortion Staff @ Bacartor Bacartor Non-research Staff Guest Compute Canada Staff Cost Consortion Staff @ Bacartor Bacartor Regional Director You must enter the Compute Canada Role Identifier (CCRI) of your spansor or supervisor. They will be asked to confirm your role. Your spansor can find their CCRI or their lopin page at https://ccdb.computecanada.cal. A CCRI is an identifier of the form abc-123-01. Username And Password Desword must be at least 8 characters in length. In the case the password is le than 16 characters, the following rules must also be respected: Vuser as addictory word Resenter username Password must be at least 8 characters in length. In the case the password is le than 16 characters, the fol			
Sponsor Sponsor Vour must enter the Compute Canada Role Identifier (CCRI) of your sponsor or supervisor. They will be asked to confirm your role. Your sponsor or supervisor. They will be asked to confirm your role. Your sponsor or supervisor. They will be asked to confirm your role. Your sponsor an find their CCRI of the following role as the task of the role of the following role as the task of the role of the following role as the task of the role of the following role as the task of the role of the following role as the compute canada so the task of the role of the role of the sponsor of supervisor. They will be asked to confirm your role. Your sponsor or supervisor. They will be asked to confirm your role. Your sponsor as find their CCRI of your sponsor or supervisor. They will be asked to confirm your role. Your sponsor as find their CCRI of the following to the role of page as the task of the role of the rol	Position		
Ubitraine @ Industry / Government PI For-profit Principal Investigator @ Sponsored User Undergraduate Student @ Matter's Student On Undergraduate Student @ Matter's Student O Postdoctoral Fellow External Collaborator (or Visiting Faculty) @ Researcher @ Non-research Staff @ Guest @ Compute Canada Staff C C Consortium Staff @ Bearcher @ Non-research Staff @ Guest @ Compute Canada Staff C C Consortium Staff @ Bearcher @ Particular Member @ Regional Director You must enter the Compute Canada Role Identifier (CCRI) of your sponsor or supervisor. They will be asked to confirm your role. Your sponsor or supervisor. They will be asked to confirm your role. Your sponsor or supervisor. They will be asked to confirm your role. Your sponsor or supervisor. They will be asked to confirm your role. Your sponsor or supervisor. They will be asked to confirm your role. Your sponsor or supervisor. They will be asked to confirm your role. Your sponsor or supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI of number of the form abc-123-01. Username And Password Username And Password Select a username Re-enter username Select a password		Faculty 2	
For-profit Principal Investigator Sponsored User Undergraduate Student Undergraduate Student Undergraduate Student Dotoral Student Dotoral Student Dotoral Student Postdoctoral Fellow External Collaborator (or Visiting Paculty) External Collaborator (or Visiting Paculty) External Collaborator (or Visiting Paculty) Statematic Compute Canada Staff C Consortium Staff C C C Consortium Staff C C C Consortium Staff C C C Consortium Staff Consortime Staff		🔍 Librarian 🕢	
Not-for-profit Principal Investigator Sponsored User Undergraduate Student Dottral Student Dottral Student Postdoctral Fellow External Collaborator (or Visiting Faculty) Researcher Our research Staff Compute Canada Staff Compute Canada Staff Coc Consortium Staff Board Member @ Member Representative @ Regional Director Sponsor Vour must enter the Compute Canada Role Identifier (CCRI) of your sponsor or supervisor. They will be asked to confirm your role. Your sponsor or supervisor. They will be asked to confirm your role. Your sponsor or supervisor. They will be asked to confirm your role. Your sponsor or supervisor. They will be asked to confirm your role. Your sponsor or supervisor. They will be asked to confirm your role. Your sponsor or supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI on your Compute Canada usemame matching your institutional username; in those cases, the use of your institutional username is encouraged. Vese an easily recognizable name between 3 and 8 characters long, such as gonzale8 or rocherda. In some cases, access to commercial software depend on your Compute Canada usemame matching your institutional username; in those cases, the use of your institutional username is encouraged. Vese an easily recognizable name between 3 and 8 characters long, such as gonzale8 or rocherda. In some cases, access to commercial software depend on your Compute Canada username matching your institutional username; in those cases, the use of your institutional username is encouraged. Select a username Re-enter username Select a password Low case			
Sponsore User Undergraduate Student Dactoral Student Dectoral Student Dector Stu			
Master's Student Doctoral Student Postdoctoral Felow External Collaborator (or Visiting Faculty) External Collaborator (or Visiting Faculty) Researcher @ Non-research Staff @ Compute Canada Staff C C C consortium Staff @ Board Member @ Hember Representative @ Regional Director Sponsor You must enter the Compute Canada Role Identifier (CCRI) of your sponsor or supervisor; They will be asled to confirm your role, Your sponsor or supervisor; They will be asled to confirm your role, Your sponsor can find their CCRI on their login page at https://ccdb.computecanada.ca/. A CCRI is an identifier of the form abc-123-01. Use an easily recognizable name between 3 and 8 characters long, such as gonzale8 or rocherda. In some cases, access to commercial software depend on your Compute Canada usemame matching your institutional usemame is encouraged. Select a usemame Select a password Select a usemame Select		Sponsored User	
Doctoral Student Postdoctoral Fellow External Collaborator (or Visiting Faculty) External Collaborator (or Visiting Faculty) Researcher Non-research Staff Guest @ Compute Canada Staff Guest @			
Postdoctoral Fellow P			
External Collaborator (or Visiting Faculty) Conserver in the search of the se			
Research er R			tv) 😰
Non-research Staff Guest Compute Canada Staff Guest Compute Canada Staff Guest Reventer was a constraint of the staff Guest Select a usemane Select a password Select a p			
Compute Canada Staff C. CC consortium Staff Board Member @ C. CC consortium Staff Board Member @ Member Representative @ Regional Director Regional Director Vour must enter the Compute Canada Role Identifier (CCRI) of your sponsor or supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI on their login page at https://Ccdb.computecanada.ca/. A CCRI is an identifier of the form abc-123-01. Use an easily recognizable name between 3 and 8 characters long, such as gonzale8 or rocherda. In some cases, access to commercial software depend on your Compute Canada usemame matching your institutional usemame; in those cases, the use of your institutional usemame is encouraged. Select a usemame Re-enter usemame Re-enter usemame Negetive and the set of the following four types of characters: Nust not use a dictionary word Nust case a dictionary word Nuse case Uppercase Up		Non-research Staff	
C C Consortium Staff C C C C C C C C C C C C C C C C		Guest 😮	
Sponsor Sponsor Vou must enter the Compute Canada Role Identifier (CCRI) of your sponsor or supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI or supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI or supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI or supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI or supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI or supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI or and their login page at https://ccdb.computecanada.ca/. A CCRI is an identifier of the form abc-123-01.			
Pegional Director You must enter the Compute Canada Role Identifier (CCRI) of your sponsor or supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI or supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI or supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI or supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI or supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI or supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI or supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI or additional sponsor can be added to the following four types of characters: or sponsor can use the can dictionary word or additionary word oreadditionary oreadditis or wowercase or wowercase			
Pour most enter the Compute Canada Bade Identifier (CCRI) of your spancer or Supervisor. They will be abled to confirm your role. Your spancer can find their CCRI or heir login page at https://ccdb.computecanada.ca/. A CCRI is an identifier of the form abc-123-01. Use an easily recognizable name between 3 and 8 characters long, such as gonzale8 or rocherda. In some cases, access to commercial software depend on your Compute Canada username matching your institutional username; in those cases, the use of your institutional username is encouraged. Select a username Re-enter username Select a password word compute canada username is than 16 characters; the following rules must also be respected: • Must not use a dictionary word • Sources • Uppercase • Uppercase • Uppercase • Uppercase • Numbers			
You must enter the Compute Canada Role Identifier (CCRI) of your sponsor or supervisor. They will be asked to confirm your one's. Your sponsor and find their CCRI on their login page at https://ccdb.computecanada.ca/. A CCRI is an identifier of the form abc-123-01. Username And Password Use an easily recognizable name between 3 and 8 characters long, such as gonzale8 or rocherda. In some cases, access to commercial software depend on your Compute Canada username matching your institutional username; in those cases, the use of your institutional username is encouraged. Select a username		Regional Director	
supervisor. They will be asked to confirm your role. Your sponsor can find their CCRI on their looping page at https://ccdb.computecanada.ca/. A CCRI is an identifier of the form abc-123-01. Username And Password Use an easily recognizable name between 3 and 8 characters long, such as gonzale8 or rocherda. In some cases, access to commercial software depend on your Compute Canada username matching your institutional username; in those cases, the use of your institutional username is encouraged. Select a username Password must be at least 8 characters in length. In the case the password is le than 16 characters, the following rules must also be respected: Select a username Nust not use a dictionary word Select a password • Nust not use three out of four of the following four types of characters: Select a password • Lowercase • Uppercase • Uppercase	Sponsor		
on their login page at https://ccdb.computecanada.ca/. A CCRI is an identifier of the form abc-123-01. Use an easily recognizable name between 3 and 8 characters long, such as gonzale8 or rocherda. In some cases, access to commercial software depend on your Compute Canada username matching your institutional username; in those cases, the use of your institutional username is encouraged. Select a username Re-enter username Password must be at least 8 characters in length. In the case the password is le than 16 characters, the following rules must also be respected: • Must not use a dictionary word • Lowercase • Uppercase • Uppercase • Numbers		supervisor. They will be asked to confirm you	ur role. Your sponsor can find their CCRI
Use an easily recognizable name between 3 and 8 characters long, such as gonzale8 or rocherda. In some cases, access to commercial software depend on your Compute Canada username matching your institutional username; in those cases, the use of your institutional username is encouraged. Select a username Password must be at least 8 characters in length. In the case the password is le than 16 characters, the following rules must also be respected: Select a password • Must not use a dictionary word Select a password • Passwords must use three out of four of the following four types of characters: Re-enter password • Uppercase		on their login page at https://ccdb.computed form abc-123-01 .	canada.ca/. A CCRI is an identifier of the
Use an easily recognizable name between 3 and 8 characters long, such as gonzale8 or rocherda. In some cases, access to commercial software depend on your Compute Canada username matching your institutional username; in those cases, the use of your institutional username is encouraged. Select a username Password must be at least 8 characters in length. In the case the password is le than 16 characters, the following rules must also be respected: Select a password • Must not use a dictionary word Select a password • Passwords must use three out of four of the following four types of characters: Re-enter password • Uppercase			
on your Compute Canada username matching your institutional username; in those cases, the use of your institutional username is encouraged. Select a username Password must be at least 8 characters in length. In the case the password is le than 16 characters, the following rules must also be respected: Select a password Must not use a dictionary word Re-enter password Passwords must use three out of four of the following four types of characters: a Uppercase Uppercase a Numbers Numbers	Jsername And Pass	sword	
Re-enter username Password muss be at least a characters in length. In the case the password is let than 16 characters, the following rules must also be respected: Select a password Must not use a dictionary word Re-enter password Must not use a dictionary word Re-enter password • Lowercase • Uppercase • Uppercase • Numbers • Numbers			
Re-enter username than 16 characters, the following rules must also be respected: Select a password Must not use a dictionary word Re-enter password Passwords must use three out of four of the following four types of characters: 0 Uppercase 0 Numbers	Select a username		Password must be at least 8 characters in length. In the case the naceword is lace
Select a password Passwords must use three out of four of the following four types of characters: 	Re-enter username		than 16 characters, the following rules must also be respected:
e-enter password o Lowercase o Uppercase Numbers	Select a password		 Passwords must use three out of four of the following four types of
Numbers	Re-enter password		Lowercase Uppercase
Strength: 0 • Special characters such as !@#\$%^&*()_+ ~-=`{}[]:";'<>? or space	Strength: 0		 Numbers Special characters such as !@#\$%^&*()_+ ~-=`{}[]:";'<>?,./

f) You will be sent an email (at the institutional address entered above) to confirm your contact details. **Click the link** in that email to finalize the application.



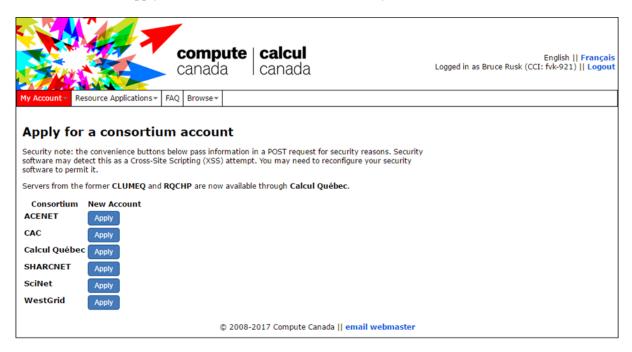
Within 2-3 business days you should receive a second email with the subject line "Compute/Calcul Canada: New role approved." This indicates that your Compute Canada account has been created.

2. Create an account in the WestGrid (the part of Compute Canada at which our servers are located). In the confirmation email from Compute Canada there should be a link as follows:

You may apply for consortium accounts here:

https://ccdb.computecanada.ca/me/facilities

a) Follow that link (or the one above) to sign in to Compute Canada. You will be presented with a list of consortia; click the Apply button beside WestGrid (the last entry):



Once you have applied, your application will need to be approved manually by the Database Coordinator (Bruce Rusk) and by UBC. This should happen with 2 business days.

b) When it is complete, you will receive a confirmation email, meaning that your account is ready to use.



Using OwnCloud: Instructions for FROGBEAR Uploaders

After you have created Compute Canada and WestGrid accounts, you will be able to use OwnCloud to share files with the UBC staff who will be receiving the files and adding them to the repository.

To access OwnCloud, go to the following URL: https://owncloud.westgrid.ca/



You will see the following login prompt:

Enter the WestGrid credentials you created (your username is not your email address, but the username you chose).

After logging in, you will see a list of folders to which you have access. These include folders you have created yourself and those others have shared with you. It will look something like this:

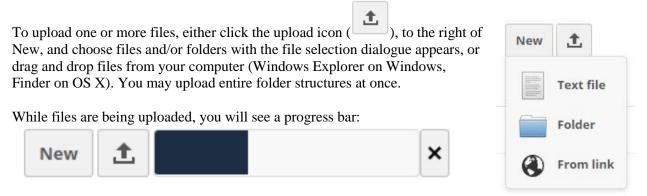
Files 🔻		٩		Bruce Rusk (barusk) 🔻
All files	1 New 1			
Favorites	Name 🔺		Size	Modified
Shared with you	Documents		35 kB	3 months ago
Shared with others	FROGBEAR Other Uploads	< Shared	0 kB	5 days ago
Shared by link	FROGBEAR Repository	🔩 Shared	0 kB	5 days ago
	Photos		663 kB	3 months ago
	testing	≼ Victoria Baker (bakerv)	84 kB	7 days ago
	5 folders		782 kB	
Deleted files				
¢				

The following icon indicates a file or folder that is being shared:

Through the menu on the left-hand side of the screen, you can choose to view folders and files that others have shared with you or those that you have shared with others.

Once a user has been registered as an uploader for a given trip, we will provide access to two folders for uploads: one for uploads intended for the repository and one for other uploads (such as material that can be used for project publicity, but not intended to become part of the permanent research repository).

To open a folder, click on its name. Once you have opened a folder, you can create a new folder by clicking the word New on the top bar and choosing Folder:



Wait until the progress bar reaches the end and disappears before closing the browser window, or the files will not completely upload.