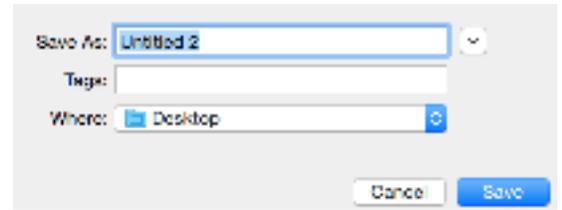


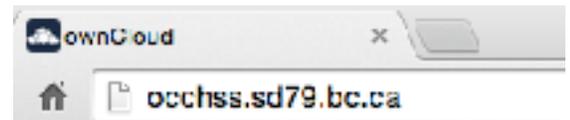
OwnCloud Procedures for Browser Saving

Saving the file for the **first time**:

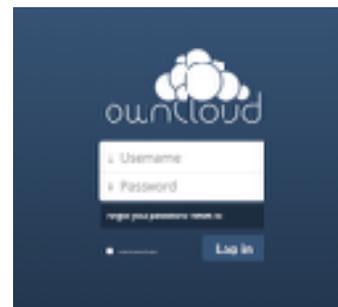
1. Save your file temporarily to your desktop.



2. Open up OwnCloud in your favourite browser and go to occhss.sd79.bc.ca.



3. Login with your username(student number) and password.



4. Select the save location.



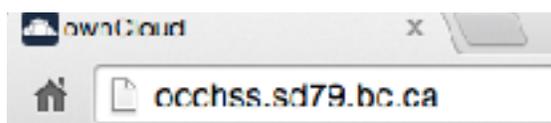
5. Press the upload button and find your file on the desktop.



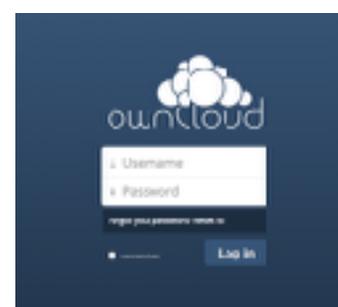
6. Delete your file on the desktop after uploading.

Retrieving your file off OwnCloud

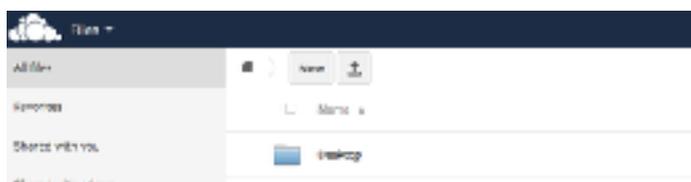
1. Open up OwnCloud in your favourite browser and go to occhss.sd79.bc.ca.



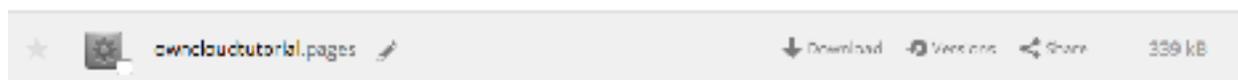
2. Login with your username(student number) and password



3. Find your file.



4. Click the file to download or drag it to your desktop.



5. Be sure to upload it again when you are ready to save.