What is Kumo?

Kumo was developed by Indiana University and is designed to map your cloud storage (e.g. Google Drive, OneDrive etc.) to your Windows student lab computer as a drive in Windows Explorer. This removes the risks with using a USB drive to transport your files and allows better use of your University Google Drive.

Kumo is available in most University computer labs and IC computers, so when you login your cloud storage will be available as a mapped network drive in Windows Explorer*.

* You need to select and authorise the cloud storage accounts that you want to use in Kumo before they will be available. Please follow the instructions below.

NOTE

Kumo is only available for Windows machines. Please keep in mind that Google Drive, OneDrive, and other cloud storage services are not approved for the storage of institutional data.

Getting started - how to authorise your cloud storage

You will only need to do this once and it will be remembered for any computer that has Kumo installed.

1. You will see the following message at the bottom right of your computer. Click Setup

2. The Kumo Portal will now open. Select Log In.
3. Login using your University username and password and then click **Sign in**. This is the same username and password you use to login to a University computer.

The following Cloud storage choices will be displayed:

4. Select the down arrow next to **AucklandUni Google Drive**

The following information will be displayed.

Please read 'Note the following' before authorising the drive.

5. Select **Authorize**
6. To continue select **Allow**

7. A green tick will now show next to the ‘AucklandUni Google Drive’

![AucklandUni Google Drive](image)

**Once you have authorised the Google Drive, you need to logout of the machine and back in before the drive will appear in Windows Explorer.**

**Using a Kumo Drive**

Once you have authorised the drives and logged out of the computer and back in again, open Windows Explorer, and they will be displayed as shown below. (Note that Kumo will choose an available drive letter so yours may not be I: drive)

![Kumo Drive](image)

You can use this drive like any other Windows drive – copying files to and from it, moving files, creating folders and opening documents directly. Note that whilst it appears that your Kumo drive is the same as the H: and other University drives the Kumo files are all being accessed directly from your cloud drive on the internet, so they will be noticeably slower.
Authorising other Cloud Storage (e.g. Personal Google Drive, OneDrive)

1. Access the Kumo Portal by going to Start\All Programs\Kumo\Kumo Portal
2. Login to the Kumo Portal using the instructions in section A. Getting started - how to authorise your cloud storage
3. Select the cloud storage you require i.e. Personal Google Drive, Personal OneDrive etc. by using the arrow to the right:

4. **Click on Authorize**

5. You will now need to login to the cloud service with your login details that you usually use to access it. For the Personal Google Drive enter your personal @gmail.com email address and click **Next**

6. Enter your @gmail.com password and click **Sign in**
7. Click **Allow**

It will now setup the connection – this may take a minute.

Once completed your Personal Google Drive (or OwnCloud) will now have a green tick next to it

8. You can now Log Out from Kumo by clicking **Log Out**

De-authorising a Cloud Storage Service from Kumo

You can remove (de-authorise) a Cloud Storage service from Kumo. This stops it appearing as a drive letter on the lab computers but doesn’t delete any files you may have stored on the cloud.

1. Go to Start\All Programs\Kumo\Kumo Portal. Select Login.
2. Locate the service you would like to de-authorise and click on the down arrow.
3. Click on the **Deauthorize** button

4. You may need to wait up to 2 minutes for it to Deauthorize
FAQs

Do I need to install Kumo on each computer I use?
No, the student lab and IC computers will have Kumo installed. Once you have authorised the required cloud storage they will be available when you login to any other computer that has Kumo.

Can I use Kumo at home?
No, the Kumo application is only available for use in the University student labs and on the IC computers.

I just uploaded/deleted a file from another device. How long does it take for things to sync up?
Your change will be synced within 30 seconds. You might need to refresh the window in order to see it. You can do this by clicking on the window and either pressing the F5 key or right-clicking and selecting Refresh.

Why is Kumo slower than other drives?
Kumo effectively provides just a shortcut to your cloud drive files on the internet; it doesn’t keep any files at the University. Accessing files on the internet will be noticeably slower than accessing files stored at the University.

Are you going to look around in all my stuff?
Nope. We don’t know what you’re storing and we don’t want to.

How safe is this?
Very. All file transfers to and from the storage providers are encrypted. And at no time do we ever see or store your usernames and passwords. When you authorize us to access your files, we get a few bits of information from the storage provider that we later use to confirm that authorization. This is the only thing we store. You can revoke our authorization at any time at the website of the storage provider or by clicking the ‘Deauthorize’ button.

How do I work with my OneNote files in OneDrive (SkyDrive)?
OneNote supports built-in integration with OneDrive. This provides the best user experience, and we’d recommend that you use it. In OneNote, goto File -> Open -> Windows Live -> Sign In. This will connect OneNote to your OneDrive.

Are you recording any information about me?
We do record some usage data, including the file size and begin/end times of the transfer. This data is recorded strictly for internal reporting of aggregate usage so that we can monitor and improve the service. We do not record the names of your files, nor do we record anything about their contents (other than the size.) We are not at all interested in what it is that you’re moving around. The full list of what we record is as follows:

1. Your user ID
2. The ID of the storage provider (Box, Dropbox, etc.) to which you were uploading or downloading
3. The amount of data transferred, in bytes
4. The start and end times of the data transfer
5. Whether the transfer was an upload or a download
6. Whether the transfer succeeded