

Cloud Storage Drive mapping for University student labs

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.

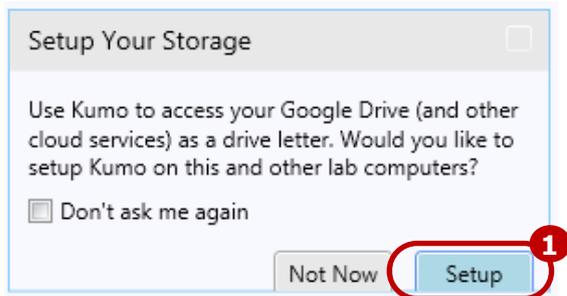
NOTE

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**.

Kumo

Cloud Storage Integration

Link your preferred storage and have on-the-go access to your files.



1 Link accounts
Log in and approve your favo


 Box


 Dropbo:

Forget flash drives

Kumo is easy to setup and simple to use. Just authorize your storage

2 Open and save files r
Use a virtual application or lc

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 University of Auckland

Sign in

Username or Email

Password

Sign in 

The following Cloud storage choices will be displayed:

Choose your favorite storage options for use with virtual applications and lab computers.


AucklandUni Google Drive
4


Personal Google Drive
▼


Personal OneDrive
▼

[Suggest a Kumo service](#)

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.


AucklandUni Google Drive
▲

AucklandUni Google Drive

- AucklandUni Google Drive is a free storage service offering unlimited cloud-based storage on Google for all students
- Your student Google drive is available even if you are no longer enrolled at the University of Auckland

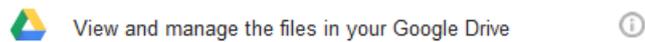
Note the following:

- The University of Auckland has no control or management of this service or any files stored on it - the service is provided and managed by Google
- You are unable to restore any files that you accidentally delete or overwrite
- Google drive is a cloud service (files are not stored at the University) so it is not recommended for the storage of confidential or sensitive files
- Unlimited storage is subject to a fair usage policy

5. Select **Authorize**



▼ Kumo - The University of Auckland would like to:



By clicking Allow, you allow this app and Google to use your information in accordance with their respective terms of service and privacy policies. You can change this and other [Account Permissions](#) at any time.

Deny

Allow

6

6. To continue select **Allow**

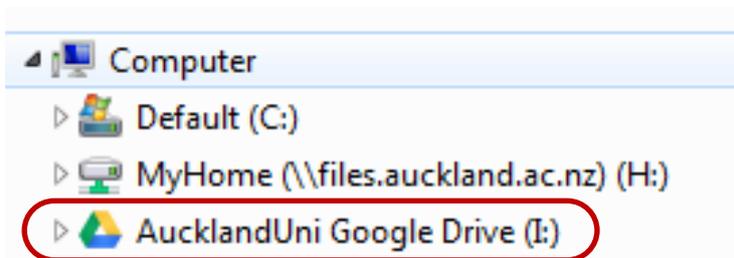
7. A green tick will now show next to the 'AucklandUni Google Drive'



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)



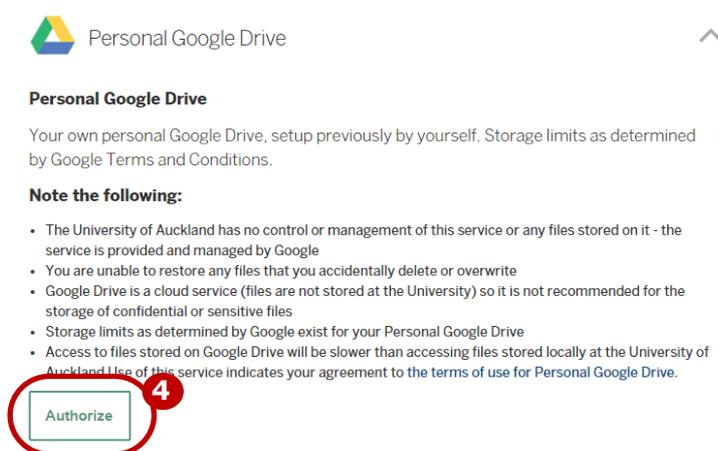
You can use this drive like any other Windows drive – copying files to and from it, moving files, creating folders and opening documents directly. Note that whilst it appears that your Kumo drive is the same as the H: and other University drives the Kumo files are all being accessed directly from your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

Authorising other Cloud Storage (e.g. Personal Google Drive, OneDrive)

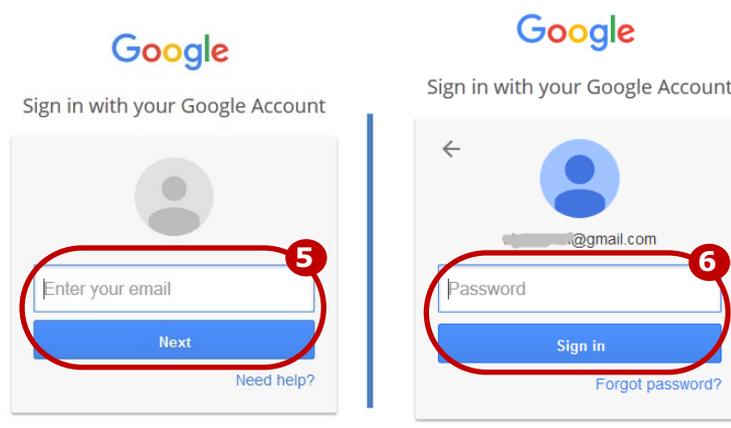
1. Access the Kumo Portal by going to **Start\All Programs\Kumo\Kumo Portal**
2. Login to the Kumo Portal using the instructions in section A. Getting started - how to authorise your cloud storage
3. Select the cloud storage you require i.e. Personal Google Drive, Personal OneDrive etc. by using the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

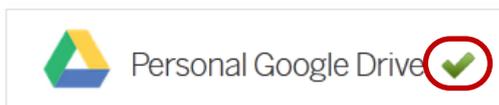
It will now setup the connection – this may take a minute.

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

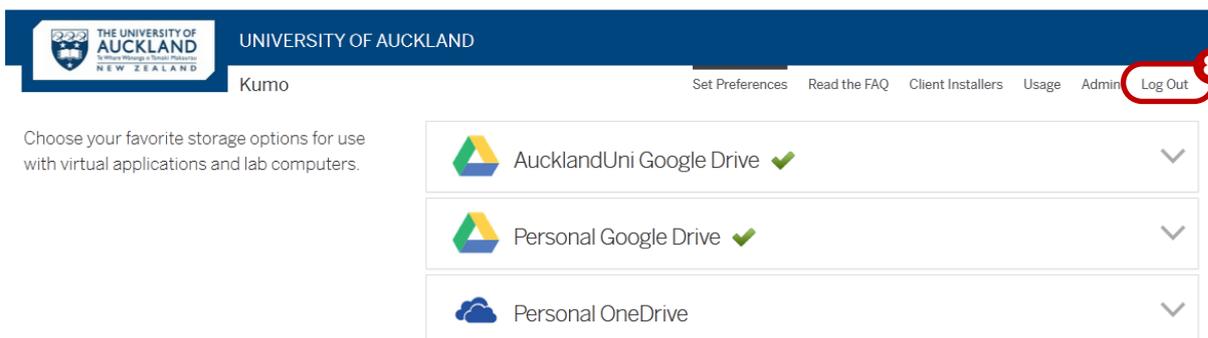
- Kumo - The University of Auckland would like to:

 View and manage the files in your Google Drive i

By clicking "Allow", you allow this app and Google to use your information in accordance with their respective terms of service and privacy policies. You can change this and other [Account Permissions](#) at any time.



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