Putting and Accessing Files Online in U Drive for E-Portfolio

Storage Steps:

1. Create/Save files for storage.
2. Open your Rice data storage (U drive)
3. Open the folder called "Public".
4. Place files into the subfolder "www".

    Make sure all files should go into U:\Public\www\

Note: Do not put copyrighted material in this storage space, unless you own the copyright.

To Access Online:

Your files will be accessible at **http://netid.web.rice.edu/filename** where "netid" is your Rice NetID name and "filename" is the entire name of your file.

Example: for a netID, "abc9"and a file "flowers.jpg",

Access it at by typing the following in the web browser:

> http://abc9.web.rice.edu/flowers.jpg

For more information, see https://docs.rice.edu/confluence/pages/viewpage.action?pageId=4588139

For technical assistance contact the Rice help desk: helpdesk@rice.edu or call help