At the workstation computer: double click on My computer short cut. In the top menu bar select > Tools > Map Network Drive

Choose from the dropdown list the FCCF-data server named: `\fccfdata.embl.de\fccfdata` and log in with: embl\your regular EMBL login details (usually your last name) and password. Optional: login directly into your group drive.

When you have finished transferring your data, please disconnect from the server/group server to allow the next user to log in with his own credentials.
Please note that data storage on the fccf data server is only possible for a short period of time. All files will be automatically deleted after one month. Users are fully responsible to back-up their own data.

You can access the network drive on your PC or Mac using the following addresses and your regular EMBL login details:

PC:  `\fccfdata.embl.de\fccfdata`
Mac:  `cifs://fccfdata.embl.de/fccfdata`