

## Using LIONS to Transfer Large Files (via FTP)

The LIONS system has been available on the University for some time. It is used by the academic community to provide web services, academic programs and applications along with a variety of other uses. Many do not know that it can also be used as a method for transferring files to and from the University.

There are some specific issues with using LIONS FTP that users should be aware of prior to using this system for FTP.

1. Users (both internal and external) are allowed to upload files into the “incoming” directories without authentication (frequently referred to as anonymous FTP). However, those directories are not browseable by anyone other than authenticated LIONS users, that is, only users at the University.
2. There are space quotas on all directories to insure the system is not overrun by random uploads. Use of this system should be restricted to small manageable files (<200 MB).
3. Incoming directories are automatically cleaned after 7 days. Any files older than 7 days will be deleted.
4. Authenticated users can post files for download via their departmental directories as needed. Space is managed by faculty and users.
5. All files posted are publically accessible by anyone on the internet. Sensitive data, copyrighted material or other files that cannot legally be published should **NOT** be posted there.

### **Activate LIONS account**

To use LIONS to transfer files to or from the University you must first activate your LIONS account in MIDAS. To do this:

1. Go to <http://midas.odu.edu>
2. Log in with your MIDAS username and password. Once logged in, your screen should default to your “Services” page which will show all the current services that you are eligible for.
3. Find the **LIONS2** service in the list and click the “Activate” button next to it. If it is already activated, then your account is available to use.

Activating your LIONS account allows you authenticated access to the LIONS system. More information on LIONS can be found at <http://www.lions.odu.edu:8080/lions/documentation>. It is recommended that you validate that your account exists and is functional in LIONS before any required deadlines.

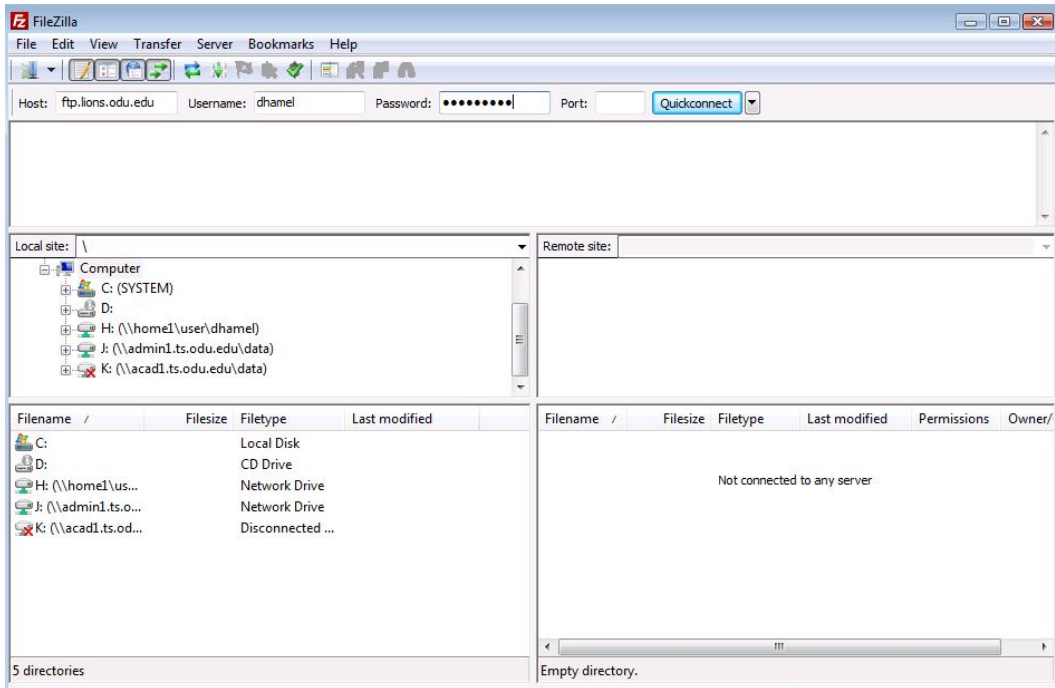
### **Request FTP Access through LIONS**

Before you are able to use LIONS to share files via FTP, you need to open a Footprint ticket (<https://fp.odu.edu>) or email [occs-help@odu.edu](mailto:occs-help@odu.edu) with the OCCS Technical Support Center requesting FTP access through LIONS. Your request should include your account ID and your department as well as provide a brief explanation of how you intend to use the LIONS FTP capabilities. Your incident will be responded to once access has been provided.

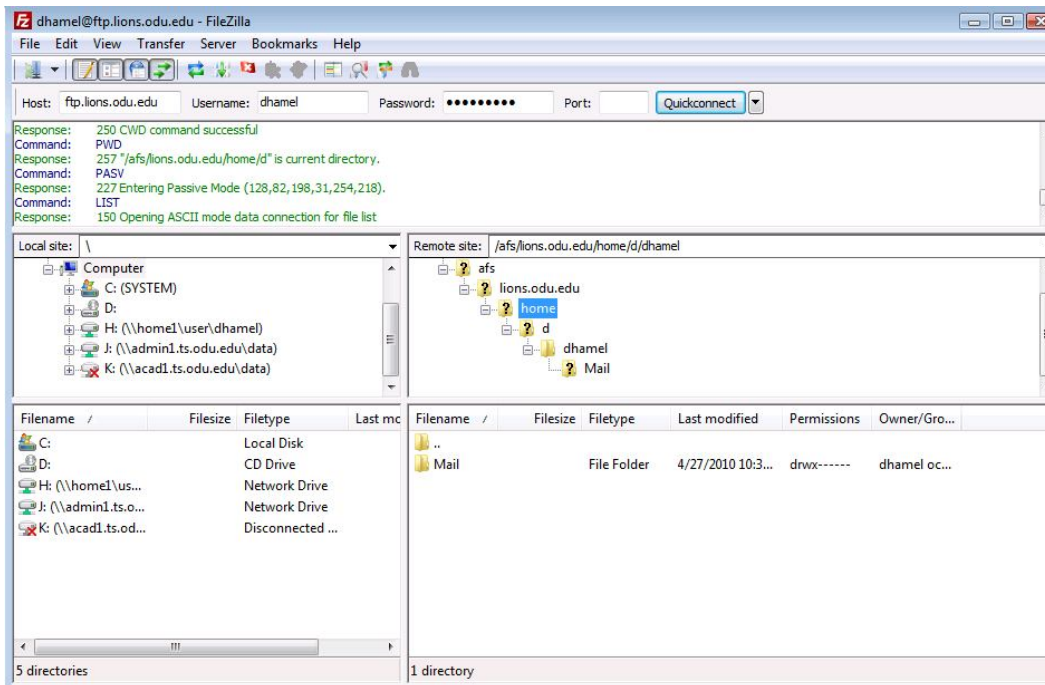
Once your LIONS account has been activated for FTP use, you can use the following directions to access the system.

## Using an FTP Client to Transfer files

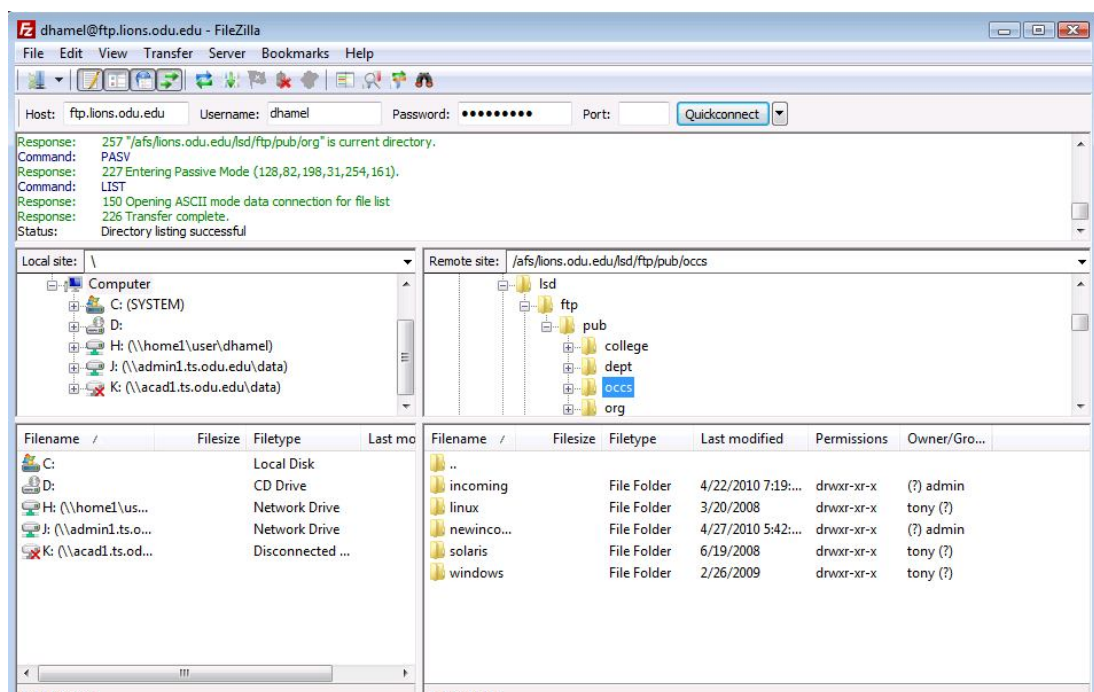
1. Open your FTP client (we have used FileZilla for the following examples) and go to <ftp.lions.odu.edu>
2. Type in your MIDAS ID and Password in the appropriate boxes then click the Quickconnect button (in this example) to log into the LIONS FTP.



Once you have authenticated to the FTP server you will be placed in your home directory.



From this point you can navigate to **afs/lions.odu.edu/lsd/ftp/pub/college/<your\_college>/<your\_dept>** to access or manipulate data between the incoming and departmental directories.



From here an authenticated user can drag and drop files into the directories they have rights to for file transfer.

Typically, you would transfer files that have been sent to you from the *"incoming"* directory of your college or dept to another directory you have access to either in LIONS or one of your other departmental/network drives.

To transfer files to outside the University you can transfer the file(s) to your college or department directory where users outside the University can view and download them.

Users outside the University can go to [ftp://ftp.lions.odu.edu](http://ftp.lions.odu.edu) in a browser or FTP client and browse to your department's directory and download the data (`/pub/college/<your_college>/<your_dept>`) so please make sure you provide this information.

For transferring files into the university, users outside would use an FTP client and transfer the file(s) into the *"incoming"* directory in the department where the person they want to receive it is located (this is an anonymous transfer). No user outside of the University can view or browse files in this directory; they can only put them there. They can then notify the person at the University that the file has been transferred and is there for them to access and move appropriately.

**ALL incoming directories are considered TEMPORARY SPACE. They should NOT be used to store data. Any data left in the incoming directories can and will be deleted if it has been in that space greater than 7 days in time. Users/Data Owners will not be contacted prior to deletion.**