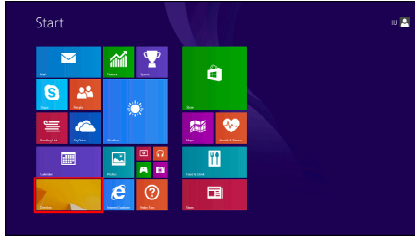




WebDAV Windows 8.1

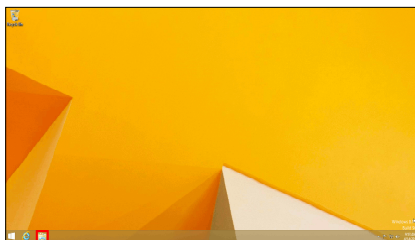
Setting up
for the first
time

STEP
1



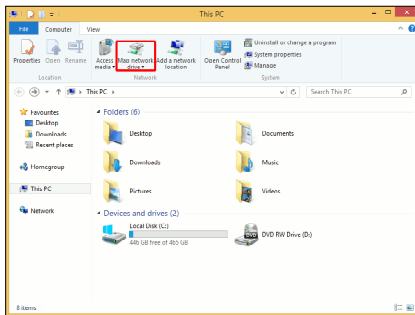
Click (tap) the "Desktop" tile on the Startscreen.

STEP
2



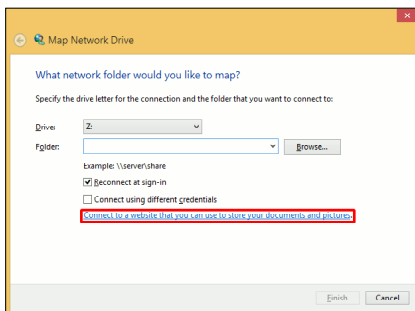
Click (tap) the folder icon at the bottom left of the Desktop screen.

STEP
3



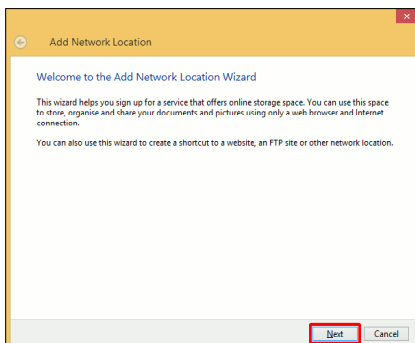
Click (tap) "Map Network Drive" on the "Computer" tab.

STEP
4



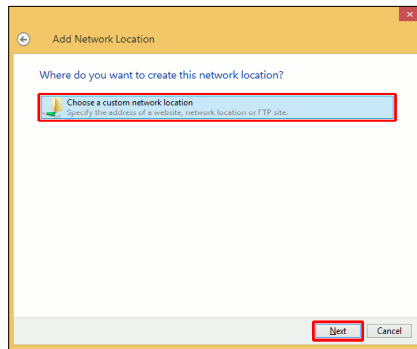
Click (tap) "Connect to a Web site that you can use to store your documents and pictures."

STEP
5



Click (tap) "Next".

STEP 6

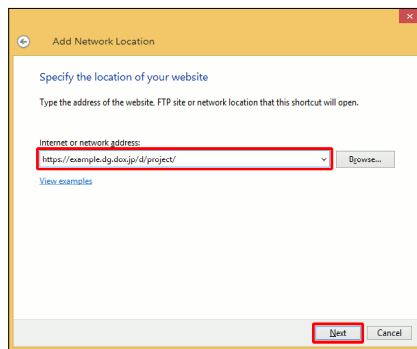


▼Add Network Location

Click (tap) "Choose a custom networklocation".

Click (tap) "Next".

STEP 7



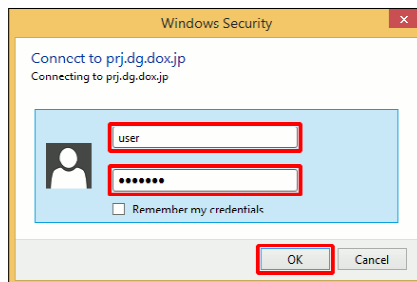
▼Internet or network address

Enter your host name.

(Example:https://example.dg.dox.jp/d/project/) .

Click (tap) "Next"

STEP 8

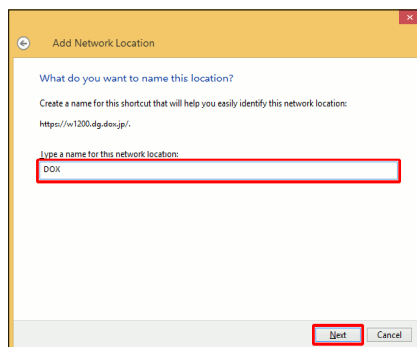


▼Windows Security

Enter your account name (example: user) inthe upper column, and your password in thelower column.

Click (tap) "OK".

STEP 9

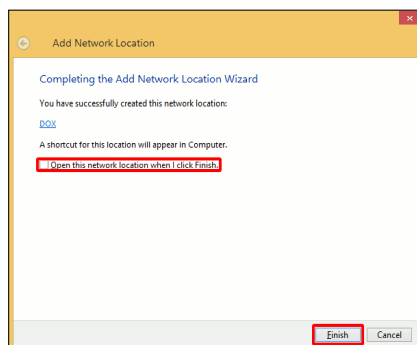


▼Type a name for this network location

Enter any name. (Example: DOX) .

Click (tap) "Next".

STEP 10



▼Open this network location when I clickFinish

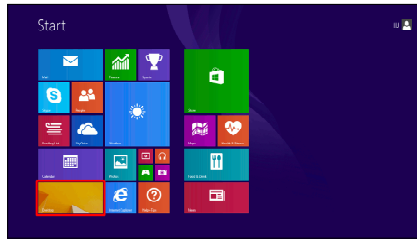
Clear the checkbox.

Click (tap) "Finish".

You have completed the basic set-up.

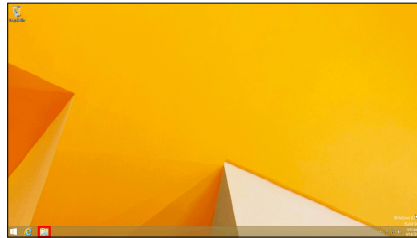
How to transfer

STEP 1



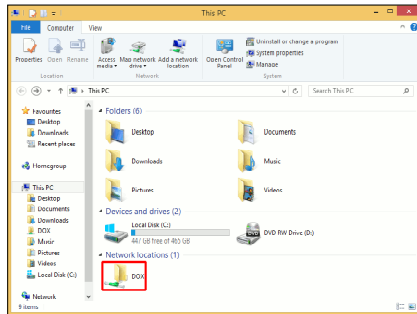
Click (tap) the "Desktop" tile on the Startscreen.

STEP 2



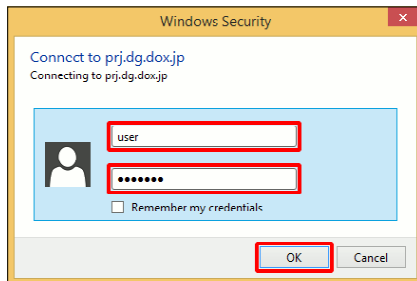
Click (tap) the folder icon at the bottom left of the Desktop screen.

STEP 3



Double-click the generated icon (example: "DOX").

STEP 4

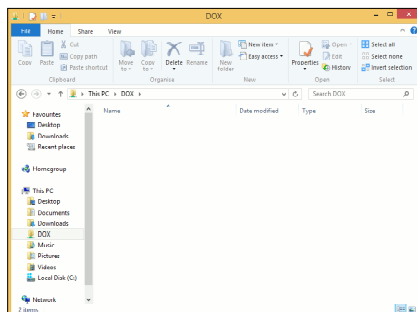


Windows Security

Enter your account name (example: user) in the upper column, and your password in the lower column.

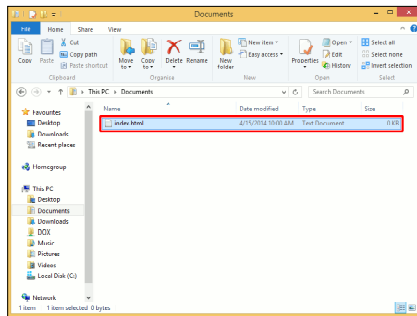
Click (tap) "OK".

STEP 5



The screen on the left is displayed once you are connected successfully.

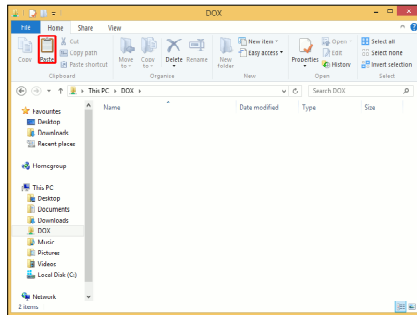
STEP 6



The following describes how to transfer a file:

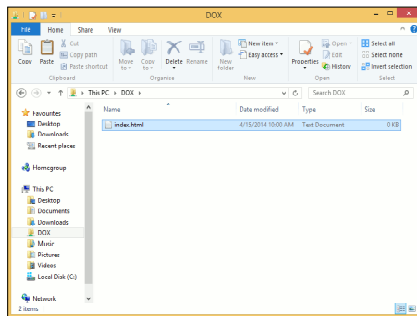
Select a file you want to transfer.
Click (tap) "Copy" on the "Home" tab.

STEP 7



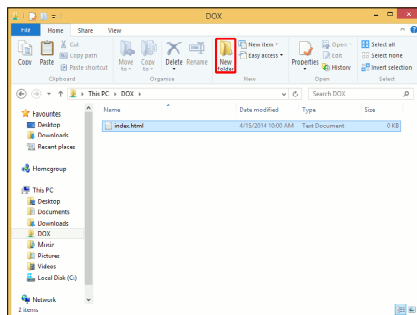
Select a destination window, and click (tap) "Paste" on the "Home" tab.

STEP 8



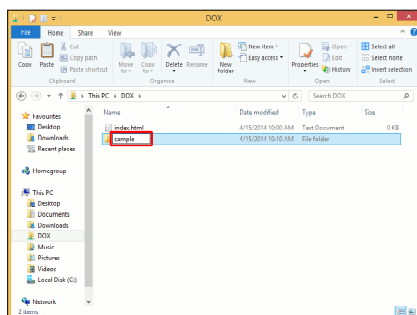
The transferred file is displayed in the window.

STEP 9



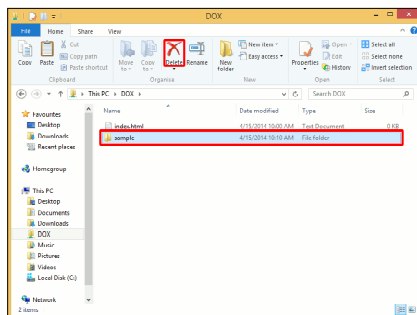
The following describes how to create a directory:

Click (tap) "New folder" on the "Home" tab.



Enter the directory name in the generated icon.
(Example: sample) .

STEP 10



The following describes how to delete a file:

Select a file you want to delete in the Webfolder window.

Click (tap) "Delete" on the "Home" tab.