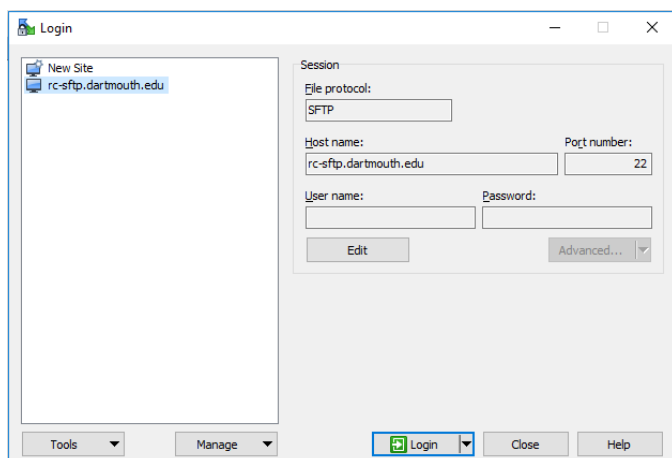

Use of the WinSCP File Transfer Program to Connect from an EMF Computer to the DartFS “EMFacility” Storage Space

To upload data to the **EMFacility** storage space:

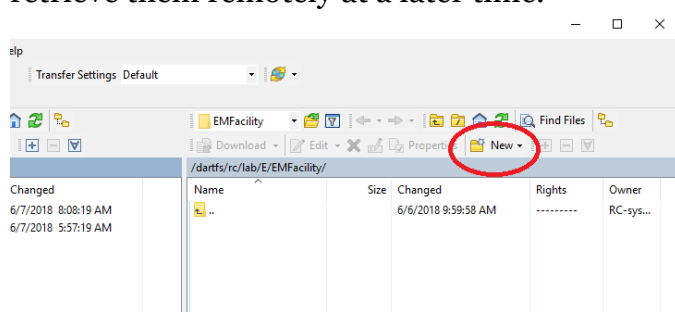
1. Start/Run WinSCP
2. Select the site ***rc-sftp.dartmouth.edu***
3. Click on **Login**



4. In the *username* field, enter your **NetID**, click **Login**.
5. In the *password* field, enter your **Dartmouth password**, click **OK**.
6. Once connected to the */dartfs/rc/lab/E/EMFacility* directory, click on the **New** button and select **Directory**

Name the directory using your full name (Last Name, First Name).

7. Copy your data from the instrument’s computer to your directory, so you can retrieve them remotely at a later time.



8. **Disconnect** from the EMFacility Lab space to close WinSCP.