

Department of Political Science

Accessing J and K Drives from off campus

- Download WS_FTP (if not already on your computer):
<http://oit.uta.edu/cs/drives/ftp/wsftp/wsftp.html>
- Open WS_FTP (see above page for instructions).
- For Profile Name, put Sweeper at UTA.
- Host Name is sweeper.uta.edu.
- User ID is “uta\” followed by your User ID that you use to log-on the campus network, e.g., uta\jdoe (if jdoe is your User ID).
- Password is your Password that you use with your User ID.
- Once connected, your hard drive is on the left and the Sweeper drive is on your right.
- For the Department’s K drive: select shared_data, scroll down, select POLS, and you are in the Department’s directory on the K drive.
- Please do not disturb other faculty member’s directory or files on the K drive.
- For your J drive: select faculty_staff, select the folder with the first letter of your User ID (e.g., if you were “jdoe” select the “j” folder), scroll down and select your User ID. You are now in your directory on the J drive.
- To download a file from either the J or K drives to your hard drive, simply double-click on the file from the J or K drive. You may want to change to a different directory on your hard drive.
- For more information: http://oit.uta.edu/cs/drives/facstaff/off_campus.html