



Quick Start Guide

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Introduction To CloudSync

On behalf of FilesAnywhere, we would like to welcome you to CloudSync. You may be asking yourself, what is CloudSync? CloudSync is an application developed by FilesAnywhere to easily synchronize files and folders from your FilesAnywhere account to your computer. Don't want to synchronize all your FilesAnywhere files and folders to your computer? With CloudSync's Selective Folder Sync, you never have to sync all of your FilesAnywhere folders; just sync the folders you want to and click Update, it's that simple.

Once your FilesAnywhere files and folders have been synced to your computer, sharing is as simple as a right click. Want files sent directly to your computer? Not a problem; CloudSync allows you to designate specific folders on your computer for others to directly share to. CloudSync increases productivity by allowing you to work directly from your computer and automatically syncing your saved changes to FilesAnywhere in real time.

System Requirements

- At least 2GB of RAM (4GB+ recommended)
- Enough hard drive space to equal or exceed the total amount of data you would like to sync from your FilesAnywhere account
-  Windows Vista, Windows 7, Windows 8, Windows 8.1, Windows 10

Installing CloudSync

CloudSync is available for both 32-bit and 64-bit computers. Based on your system type, click on the appropriate link that is provided and begin the installation of CloudSync:

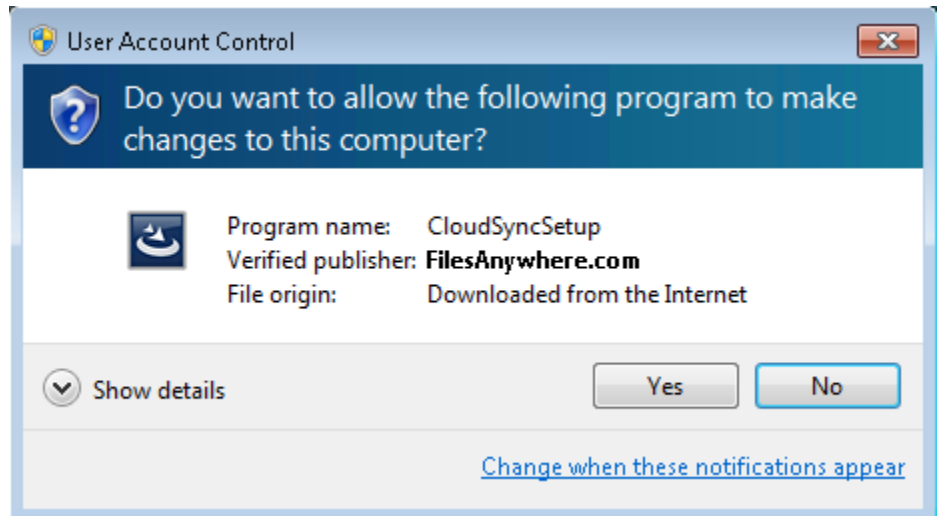
32-bit: https://login.filesanywhere.com/infopages/setup/CloudSyncSetup_x86.exe

64-bit: <https://login.filesanywhere.com/infopages/setup/CloudSyncSetup.exe>

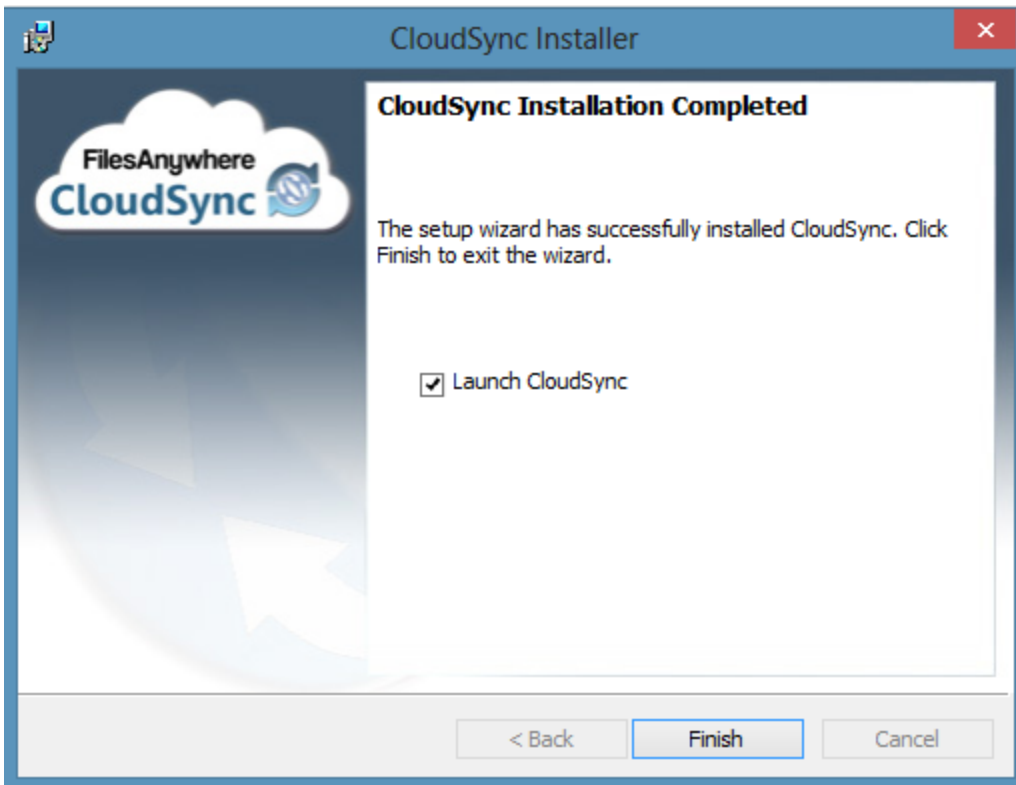
Once the CloudSync setup file has completed downloading, open and run the .exe setup file.



If prompted by User Account Control to allow the program to make changes to your computer, select **Yes**.



The setup will now begin to prepare the installation files. Once complete, click **Next** to continue and install CloudSync.

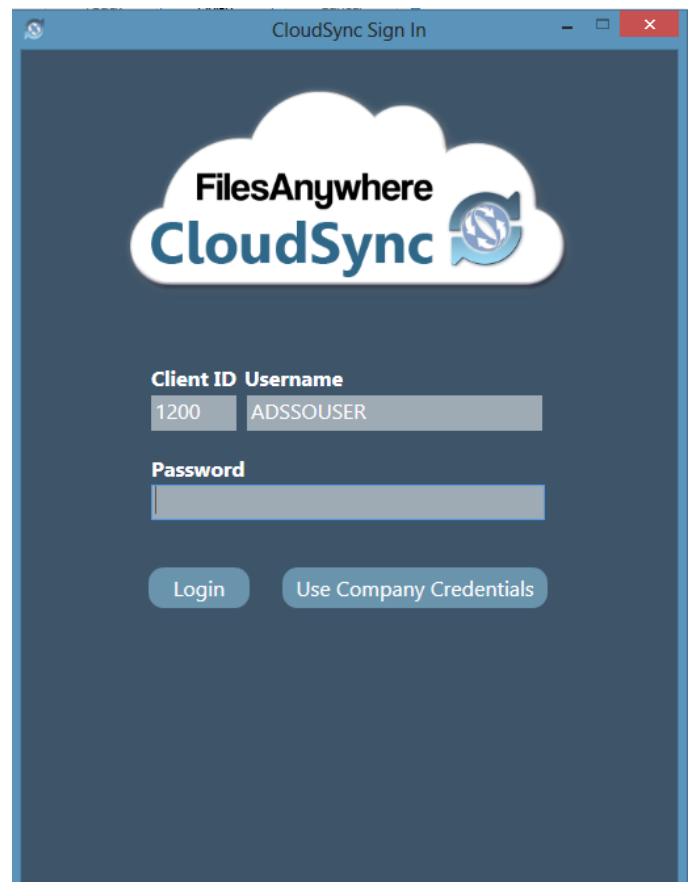


Once CloudSync has successfully installed, simply leave the Launch CloudSync checkbox enabled and click **Finish** to begin using CloudSync. If you would like to run CloudSync at a later time, uncheck the Launch CloudSync checkbox and click **Finish**.

Getting Started

Upon opening CloudSync for the first time you will be required to enter your ClientID & Username (*eg. 1200 and ADSSOUSER*), followed by your Password. Once you have entered your login credentials, click **Login** to continue.

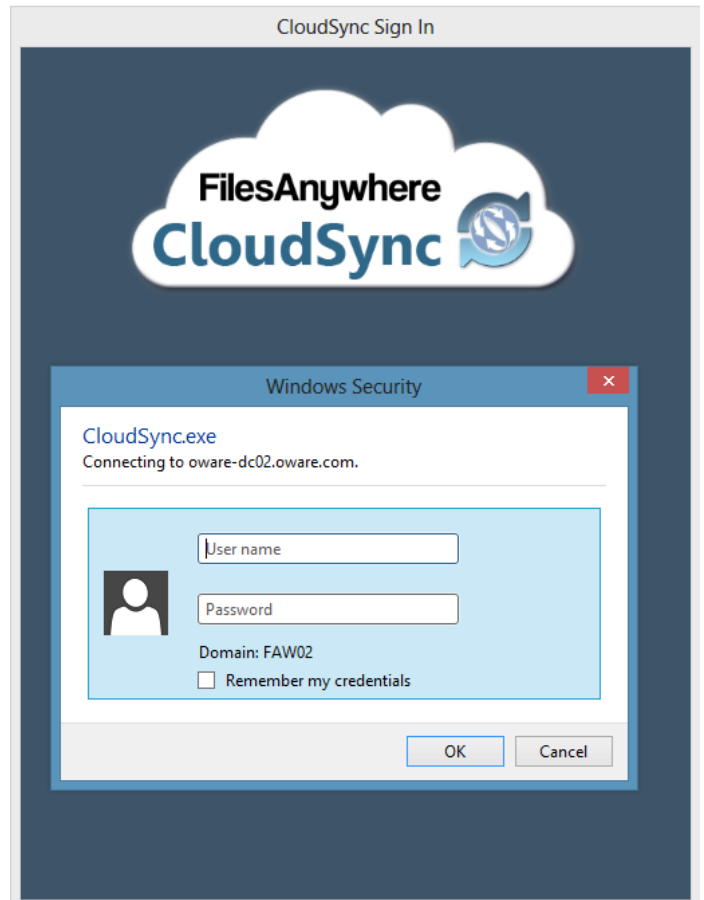
You can also login with your company credentials if your admin has enabled the single sign on authentication method from admin console. Click on **Use Company Credentials** to login using SSO credentials.





Once you click on the **Use Company Credentials** button, you will be required to enter your email address which is set as the “Single Sign On” authentication, by your administrator. Enter your email address and click on the “Login” button.

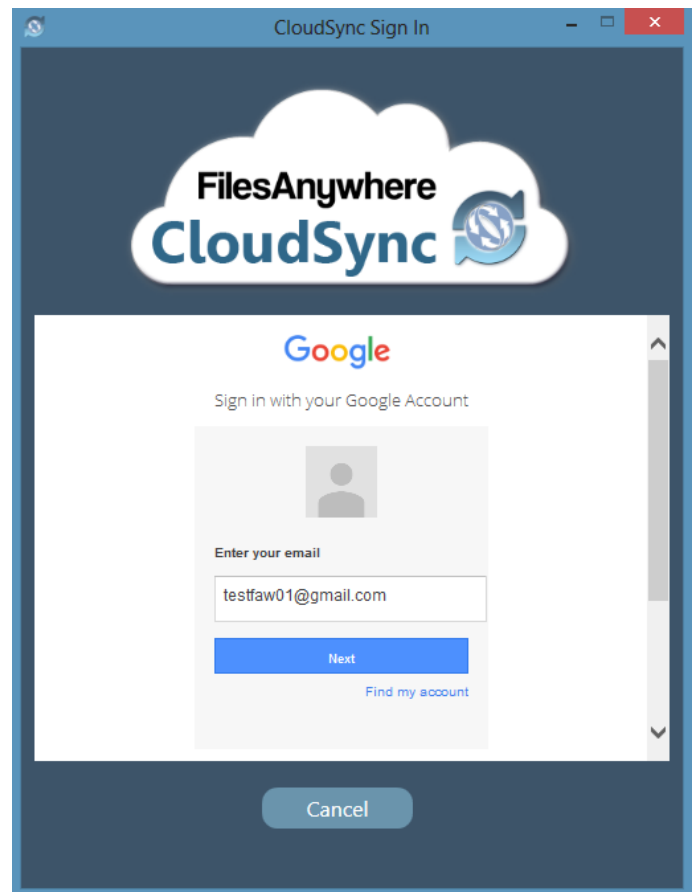
If your admin has set the SSO feature with Active Directory authentication (ADFS), then you will be asked to enter your ADFS credentials when you click the “Login” button.





If the admin has set the SSO feature with OneLogin authentication, then you will be asked to enter your OneLogin credentials.

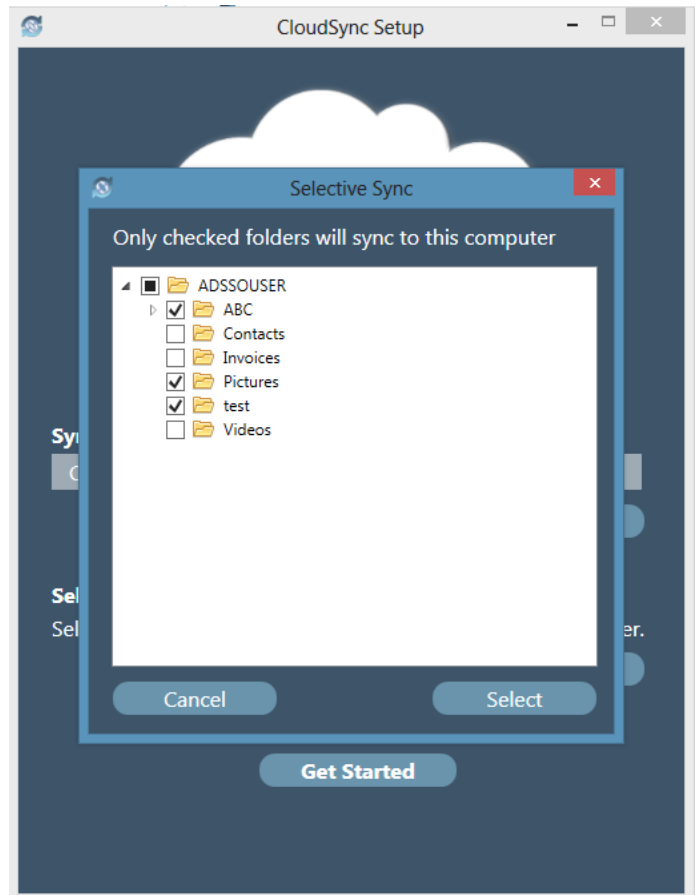
If the admin has set the SSO feature with GoogleOAuth authentication, then you will be asked to enter your Google login credentials.





After successful authentication, you can elect to use either the default Sync Location, or select **Browse** to choose a different Sync Location. Now you can choose which folders to sync to your computer by selecting **Browse** in the Selective Folder Sync section.

Once you have selected the folders from your FilesAnywhere account that you would like to sync, click **Select**.





Now that you have all your sync settings customized, click the **Get Started** button to begin syncing.