

Accessing Webfolders and the H-drive

For the best mobile view, please rotate the device.



If you have any questions, you can contact the IT Support:

phone: 09291 409 3666

email address: it-servicedesk@hof-university.de





Content

General information and access via browser	03
Mounting H-drive under Windows	04
Mounting H-drive under MacOS	08

General information and access via browser




With your student ID you can log on to the computers in the library and in the computer rooms. On these devices, you can save your data on the H-drive and retrieve this data from another device later.

A university computer will be reset after each reboot and all locally stored data is deleted. However, all data you have stored on your personal H-drive will remain and can be accessed either on any university computer or online via Webfolders.

To access Webfolders, please log in here with your university credentials:

<https://webfolders.hof-university.de>

 webfolders.hof-university.de

This site is asking you to sign in.

Username

mmustermann

Password

••••••••••

Sign in

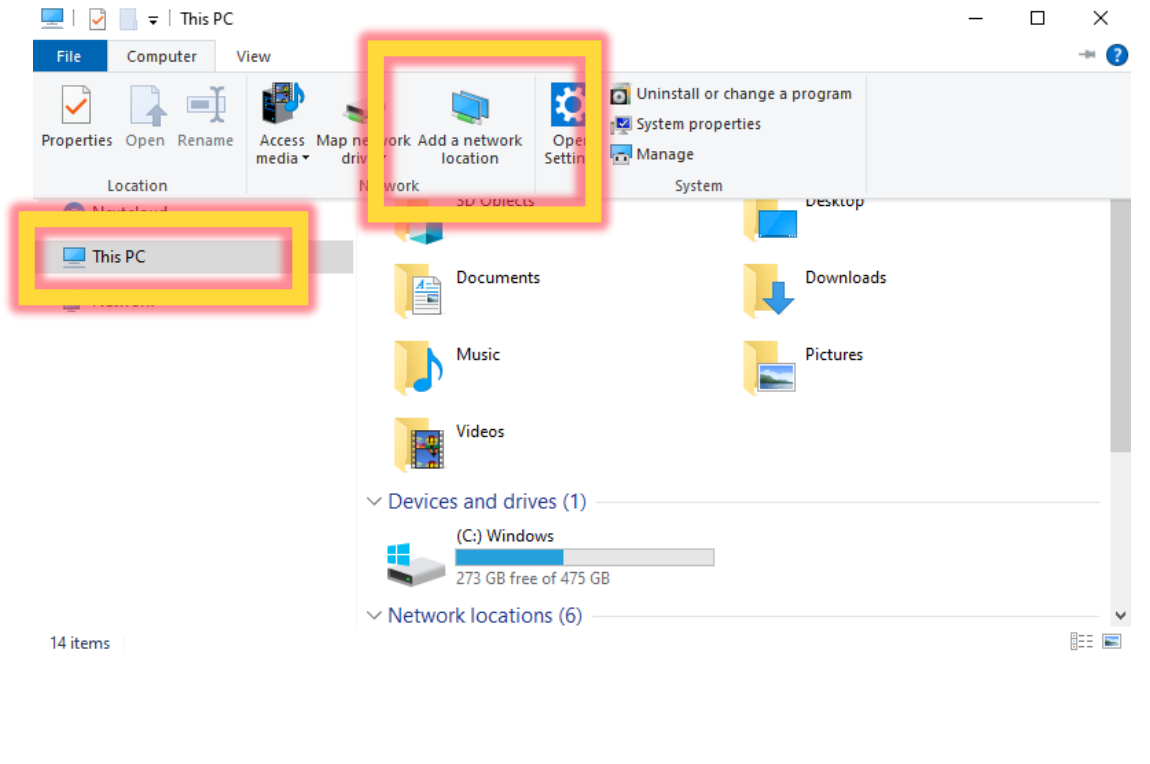
Cancel



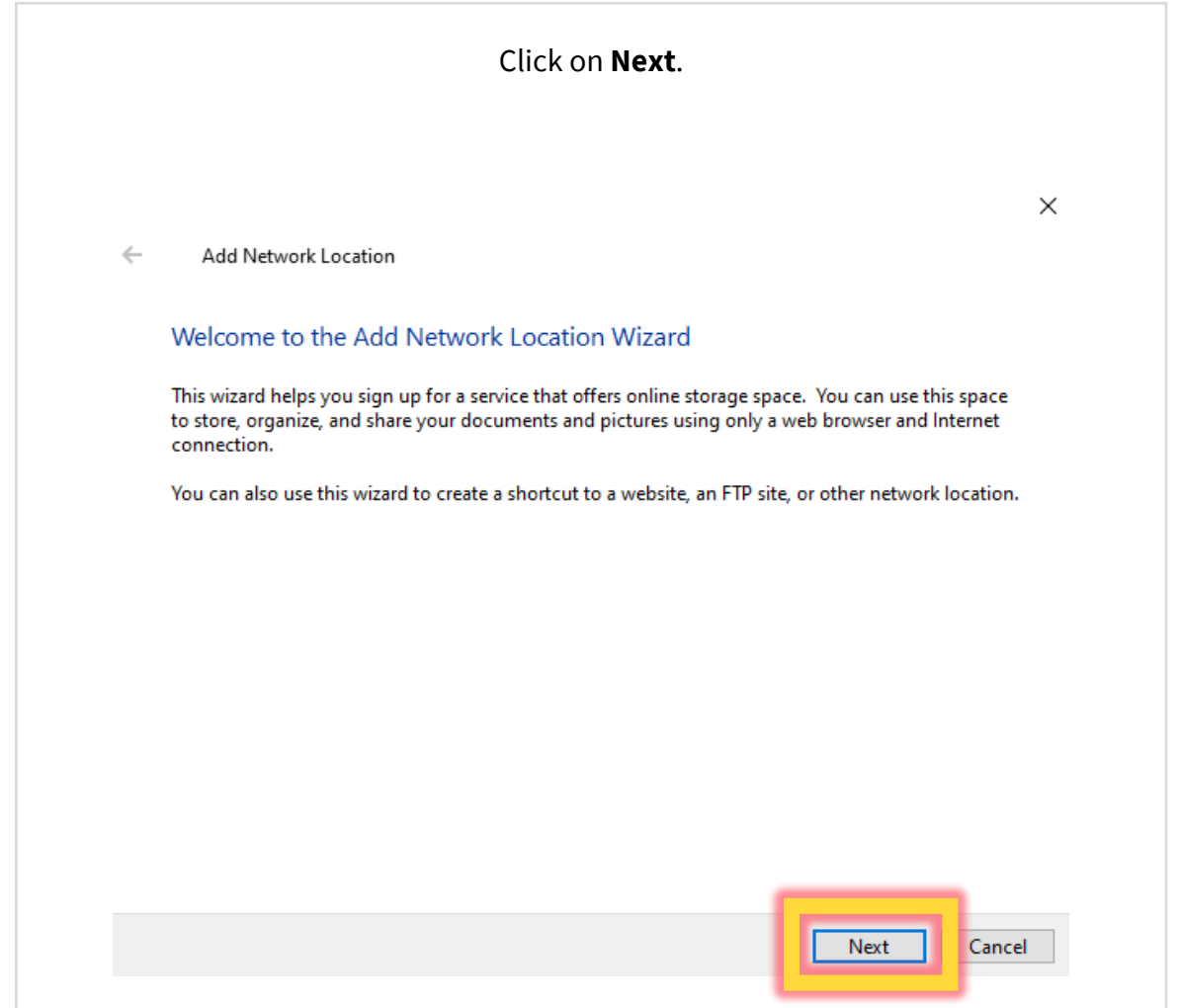
Mounting H-drive under Windows



Start the explorer, click on **This PC** and select **Add a network location** in the Computer section of the ribbon.



Click on **Next**.




Mounting H-drive under Windows



Click on **Choose a custom network location** and then click on **Next**.

← Add Network Location ×

Where do you want to create this network location?

 **Choose a custom network location**
Specify the address of a website, network location, or FTP site.

Next Cancel

Please enter the following address:

<https://webfolders.hof-university.de/HTCOMNET/huwebdav>

and click on **Next**.

← Add Network Location

Specify the location of your website

Type the address of the website, FTP site, or network location that this shortcut will open.

internet or network address:
 Browse...

Next Cancel

Mounting H-drive under Windows



Please enter your university username and password, check the box **Remember my credentials** and click on **OK**.

← Add Network Location

Specify the location of your website

Type the name of the website

Internet address

View ex...

Windows Security

Connect to webfolders.hof-university.de

Connecting to webfolders.hof-university.de

amuster

Remember my credentials

OK Cancel

Next Cancel

Please adjust the displayed name if needed, you could type in: Webfolders Hof University. Finally click on **Next**.

← Add Network Location

What do you want to name this location?

Create a name for this shortcut that will help you easily identify this network location:

https://webfolders.hof-university.de/HTCOMNET/huwebdav.

Type a name for this network location:

Webfolders Hof University

Next Cancel

Mounting H-drive under Windows



You may open Webfolders in the explorer if you want to. Click on **Finish** to do that and to finish the set up.

← Add Network Location ×

Completing the Add Network Location Wizard

You have successfully created this network location:

[Webfolders Hof University](#)

A shortcut for this location will appear in Computer.

Open this network location when I click Finish.

Finish Cancel

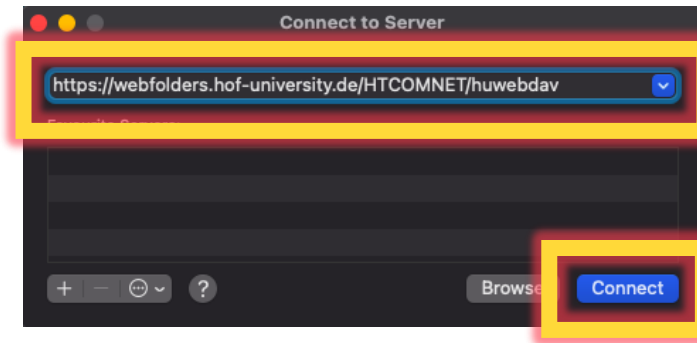
Mounting H-drive under MacOS



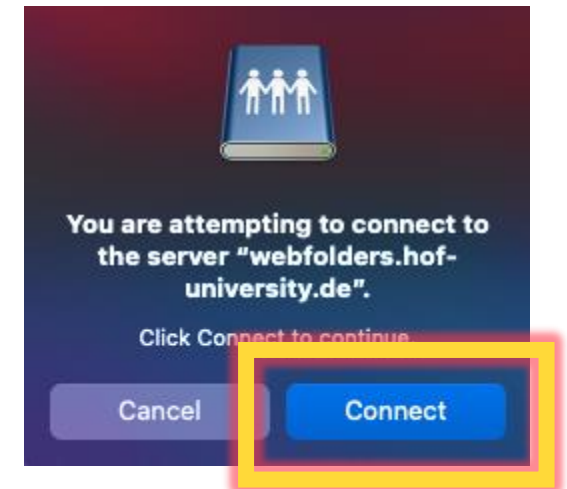
To include Webfolders in the folder structure on your Mac, please start the Finder and select under the tab **Go** the option **Connect to Server...**



Type in or copy following address
<https://webfolders.hof-university.de/HTCOMNET/huwebdav>
and click on **Connect**.



Please click again on **Connect**.



Mounting H-drive under MacOS



Now please enter the university access data i.e., the username and password. As soon as you click on **Connect**, Webfolders will appear as a separate entry in your Finder.

The screenshot shows a dark-themed dialog box with a blue icon of two people. The text reads: "Enter your name and password to connect to 'webfolders.hof-university.de'". Below this, there are two radio buttons: "Guest" (unselected) and "Registered User" (selected). There are two text input fields: "Name:" containing "amuster" and "Password:" containing ten dots. A checkbox labeled "Remember this password in my keychain" is checked. At the bottom, there are "Cancel" and "Connect" buttons.