Mac

1. Software needed:
    a. XQuartz https://www.xquartz.org/
    b. Cyberduck https://cyberduck.io/
    c. Cisco AnyConnect VPN
2. Connecting to the server
    a. Sign into Cisco AnyConnect VPN
    b. Open terminal and type the command to connect to the server `ssh -Y yourusername@10.1.105.13`
        i. Your username is your first initial, then last name, ex: Jane Doe's username would be jdoe
        ii. Your password is "password"
    c. Enter your password when prompted
3. Transferring files to and from the server
    a. If you're not already, sign into Cisco AnyConnect VPN
    b. Set up an SSH key in terminal
        i. Type the command `ssh-keygen -t rsa -b 4096 -C "your_email@domain.com"` to generate an SSH key
        ii. When you're prompted to "`Enter a file in which to save the key`," press Enter. This accepts the default file location.
        iii. When you're asked to `Enter passphrase` either type a password you'll remember, or you can hit Enter to skip using a password. (On a secure personal machine I'd just hit Enter to make your life easier.)
        iv. Start the SSH agent in the background with the command `eval "$(ssh-agent -s)"`
        v. Check to see if the file `~/.ssh/config` exists by entering the command `open ~/.ssh/config` If it doesn't exist create it with the command `touch ~/.ssh/config`
        vi. Last step, add your SSH private key to the ssh-agent with the command `ssh-add -K ~/.ssh/id_rsa`
    c. Launch Cyberduck
    d. Click on the + button in the lower left corner
        i. On the drop down menu, select "SFTP (SSH File Transfer Protocol)"
        ii. For the **Server** box enter `10.1.105.13`
        iii. The **Port** box should say 22
        iv. In the **Username** and **Password** boxes, put your username and password for the server
        v. Click **Connect**
        vi. When it asks about an **Unknown fingerprint** click the box next to **Always**, then click **Allow**

Windows

1. Software needed:
   a. PuTTy https://www.chiark.greenend.org.uk/~sgtatham/putty/
   b. Xming https://sourceforge.net/projects/xming/
   c. WinSCP https://winscp.net/eng/index.php
   d. Cisco AnyConnect VPN
2. Connecting to the server
   a. Sign into Cisco AnyConnect VPN
   b. Sign into the server using PuTTy
      i. In the main screen under **HostName** type `10.1.105.13`
      ii. Still on the main screen make sure the connection type is SSH
      iii. On the left side panel expand the "**SSH** section then click on **X11**. Make sure the box saying **Enable X11 forwarding** is checked.
      iv. On the left side panel, click **Session** to go back to the main screen. Under **Saved Sessions**, type a name you want to save the settings under, then press **Save**.
      v. Click **Open**.
      vi. Enter your username and password when prompted.
         1. Your username is your first initial, then last name, ex: Jane Doe's username would be jdoe
         2. Your password is "password"
3. Transferring files to and from the server
   a. If you're not already, sign into Cisco AnyConnect VPN
   b. Launch WinSCP and on the **Login** screen that pops up when you launch it enter:
      i. Under **HostName** put `cbix`
      ii. Under **User name:** put your username for the server
      iii. Under **Password:** put your password for the server
   c. Click **Login**