

2. Instructions to deposit a study to GEO #####
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Last updated 01/2015 #####
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Files that are too large to submit using Direct Deposit can be transferred by FTP instead. Before transferring, please zip, rar, or tar your files into a single archive named using your GEO user ID (**krauslab**), e.g. **files.zip**, and then transfer to us using one of the FTP methods outlined below. After transferring files, please send an e-mail to geo@ncbi.nlm.nih.gov with the following information:

1. GEO account user name (**account name**): Krauslab
2. Name(s) of the archive file(s) deposited:
3. Public release date (up to 3 years from now):
4. Comments:
5. Submission kind: NEW? or Update?

It is important to send us this e-mail notification because files we cannot identify will be removed from our FTP site without being processed. We do not send automated confirmation that files have been received. You should expect to receive an e-mail from a curator within 5 business days after you send us the e-mail notification.

Files may be transferred by many methods, here are the ones we recommend:

1. By FTP client (e.g. **FileZilla** or **Classic FTP for Mac**). FileZilla is a good choice for simple and faster transfer if you do not wish to optimize your connection.
2. Drag-and-drop from your Windows PC:
 - a) Double-click 'My Computer' on your Windows Desktop, (or right-click the 'Start' button on your Windows Desktop and select 'Explore').
 - b) Paste **ftp://geo:D0gDAzr0va@ftp-private.ncbi.nlm.nih.gov/NEW_SUBMISSIONS** into the Address bar of the opened

- window. Hit Enter on your keyboard to access our private FTP site in the window.
- c) Drag files from your computer into the open window.

GEO FTP login information

Host: ftp-private.ncbi.nlm.nih.gov

Please use the 'NEW_SUBMISSIONS' directory.

username geo

password 33%9uyj_fCh?M16H

(This password changes periodically. Please check with Anusha if this doesn't work. Krauslab GEO account login credentials are required to view the password)