

1- 基础入门

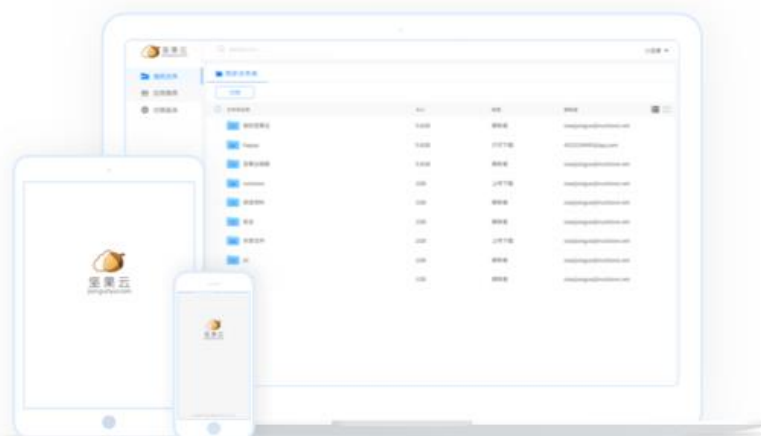
坚果云快速向导

Nutstore Quick Guide

什么是坚果云？

坚果云提供便捷、安全的文件共享、备份管理和移动办公服务。

上传到坚果云中的文件，会被自动保存到您的电脑、手机和平板上。这意味着，您在公司电脑上编辑的文件，回到家可继续编辑，无需再用邮件或者 U 盘等方式拷贝。



任意设备上传的文件，都会自动下载到其他设备。

文件保存在坚果云的可靠云存储中，可保证永不丢失。

坚果云还可帮您将文件自动传送给工作伙伴，供其随时查看和编辑，方便协同办公。

“我的坚果云” 文件夹

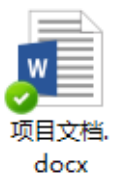
[安装坚果云客户端](#)后，一个名叫“我的坚果云”文件夹将会被自动创建。本文档就放在该文件夹中。

“我的坚果云”文件夹与电脑上其他文件夹完全一致。唯一的区别是，该文件夹下的文件，会自动上传到坚果云，并保存到其他电脑、手机和平板的相同文件夹下。您也可从坚果云网站访问该文件夹。

在该文件夹下，每个文件上都有一个表示同步状态的小图标：



文件正在被保存到坚果云中。



文件已经成功保存到坚果云中。



文件正被其他程序使用，暂时不会同步。该程序关闭后，文件会被自动保存到坚果云中。

当文件被保存到坚果云后，坚果云将尽可能快速地将文件保存到其他电脑、手机和平板上。

坚果云状态栏图标

在操作系统的任务栏区域，可找到类似如下的坚果图标：



正在将文件同步到云端。



所有文件已成功同步到云端。



同步已暂停。



网络连接断开。

将鼠标放置在该图标上，可看到文件的同步状态，包括传输速度和预计剩余时间等。

- 左击图标：快速打开坚果云应用程序
- 右击图标：打开功能菜单

云桥模式

安装或更新到 Windows4.0+ 版本后，打开资源管理器，在“设备和驱动器”中就能看到下图中的坚果云盘符。双击盘符可以查看云端内所有的同步文件夹和其中的文件。

未同步到本地的文件/文件夹，在云桥模式下的图标显示半透明，且带有下图的"⏏"标记。这些透明图标不占用本地空间，只有在双击打开时，才会被下载到本地。按需下载，即需即取。这对文件数量比较多的用户来说，不必全部同步到本地就能查看所有文件，可以大幅节约本地磁盘空间。



云桥模式下的图标



开始使用坚果云

将一些文件放到“我的坚果云”文件夹中，然后登陆[坚果云网站](#)，您的文件将出现在网页上。

然后，在手机和平板上安装坚果云客户端，更好的体验坚果云的便捷。

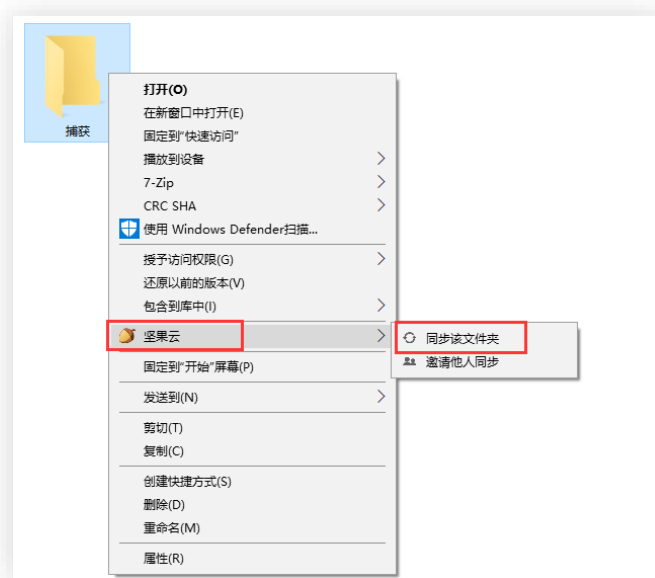
常见问题

Q：什么叫同步？

A：是将一台设备上的文件，保存到另外设备的过程。同步可保证两台设备上文件内容一模一样。

Q：是否可以同步“我的坚果云”外的其他文件？

A：可以，坚果云可同步电脑上的任意文件夹，符合您的电脑操作习惯，非常简单易用。在文件夹上点击右键，在弹出菜单上选择“同步该文件夹”即可；如果您想要将此文件夹与同事、朋友共享，可以选择“邀请伙伴同步”。



Q：什么叫“同步文件夹”？

A：“同步文件夹”是指其下文件将被自动保存到坚果云的文件夹。“我的坚果云”就是一个同步文件夹。每个用户至多可以创建 100 个同步文件夹。

Q：坚果云允许存放多少文件？

A：不同类型的用户可存储的文件数目不同。个人用户可登陆[网站](#)查看详情，如果您希望在企业或团队内部使用坚果云，欢迎[联系我们](#)。

Q：坚果云是否安全？

A：坚果云对用户数据采用 AES 加密，保证任何人无法看到用户数据。AES 是在军事和金融行业广泛使用的加密算法。同时采用多链路加密、手机身份验证等方式，多重上锁保障数据安全。

Q：哪里可以获得更详细的帮助信息？

A：访问[坚果云帮助中心](#)，有更多详尽帮助。也可登陆[坚果云官网](#)在线咨询或关注[坚果云微博](#)。

此外，您也可以通过点击以下链接，详细查看坚果云的演示视频。

多人同步：<http://www.jianguoyun.com/s/tutorial#others>

权限设置：<http://www.jianguoyun.com/s/tutorial#permission>

分享文件：<http://www.jianguoyun.com/s/tutorial#share>

恢复已删除文件：<http://www.jianguoyun.com/s/tutorial#restore>

在线编辑文件：<http://www.jianguoyun.com/s/tutorial#view>

搜索文件：<http://www.jianguoyun.com/s/tutorial#search>

管理成员：<http://www.jianguoyun.com/s/tutorial#member>

管理公司组织结构：<http://www.jianguoyun.com/s/tutorial#company>

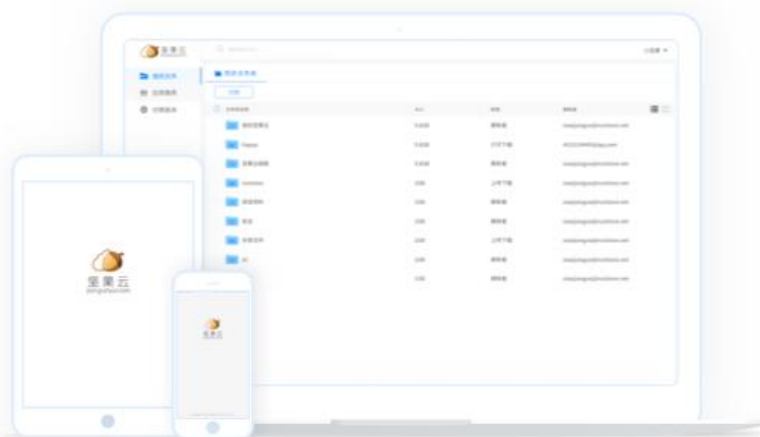
扫码关注坚果云微信公众号，及时获取使用帮助：



What Is Nutstore?

Nutstore provides convenient and secure **file sharing, backup management and mobile office** services.

Any file uploaded to Nutstore will be automatically stored in your computer, mobile phone and tablet PC, which enables you to continue to edit the version of your paperwork to save the boring copy& paste operations.



Any file uploaded from any device can be downloaded to other devices automatically.

It is guaranteed that any file stored in the reliable cloud storage of Nutstore will never be lost.

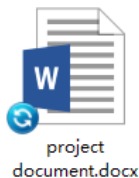
In addition, by transferring your files to your workmates in an automatic manner, Nutstore can be a great helper. Your workmates can view and edit the file at any time for better cooperative office work.

"My Nutstore" Folder

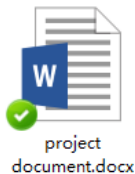
After installing Nutstore client, a folder named "My Nutstore" will be created automatically. And the file is placed in the folder.

The "My Nutstore" folder is identical to any other folder in a computer. The only difference lies in that any file included in the folder will be automatically uploaded to Nutstore and saved in the same folder inside any other computer, mobile phone or tablet PC. The folder is easily accessible from website of Nutstore.

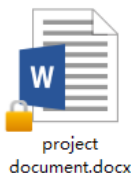
In the folder, each file is equipped with a small icon indicating relevant synchronous condition:



The file is being saved in Nutstore.



The file has been successfully saved in Nutstore.



The file is used by another program and it will not be synchronized temporarily. After closing the program, the file will be automatically stored in Nutstore.

After the file is stored, Nutstore will save the file in other computers, mobile phones and tablet PCs as soon as possible.

Nutstore status bar icons

The following Nutstore icons can be found in the taskbar of your operating system:



The file is being synchronized to the cloud.



All files have been synchronized to the cloud.



Synchronization paused.



The network connection is disconnected.

The synchronous statuses of any file can be viewed by placing a mouse on the icon, including transmission rate and expected remaining time.

- Left-click the icon: Open Nutstore application program quickly
- Right-click the icon: Open the function menu

Cloud bridge mode

After installing or updating your Nutstore to version 4.0+, you can see the Nutstore cloud disk identifier below in the “equipment and driver” after opening the File Explorer. All the synchronized folders in the cloud and files in such folders can be viewed by double-clicking the disk identifier.

Any file/folder unsynchronized will be displayed with a semi-transparent icon in the cloud bridge mode with a “☁” label attached. Such icons don’t occupy local HDD storage. They will be downloaded to a local HDD once double clicking them. Users may download them as per their needs. For users with numerous files, they needn’t synchronize all the files to any local HDD to check all relevant files, which can substantially save local disk storage.



Icons in cloud bridge mode



Getting started

After placing some files in the folder "My Nutstore", then log on the website of Nutstore, your files will appear on the webpage.

For your better & convenient experience, we highly recommended you to install Nutstore client on your mobile phone and tablet PC.

FAQ

Q: What is synchronization?

A: It is a process of saving the files in a device into another device. It can guarantee that the file contents in the two devices are completely identical.

Q: Can I synchronize any file outside “My Nutstore” ?

A: Yes. As an easy and simple application, Nutstore can synchronize any folder in a computer without changing your computer operating habits. You can click the right button on a folder and select “Synchronize the folder” on the pop-up menu. You can select “Invite partners for synchronization” if you intend to share the folder with your workmates and friends.

Q: What is a “synchronized folder” ?

A: A “synchronized folder” is one with files that will be automatically stored in Nutstore. “My Nutstore” is a synchronized folder. Each user may create 100 synchronized folders at most.

Q: How many files can be stored in Nutstore?

A: Users of various types may store different numbers of files. Individual users may log on the website for details. Please feel free to contact us if you intend to utilize the App inside an enterprise or a team.

Q: Is Nutstore safe?

A: It is guaranteed that nobody can hack and acquire user data since Nutstore applies AES encryption for user data. AES is one encryption algorithm universally used in the military and finance sectors. In addition, methods such as multilink encryption and mobile phone identity authentication are there to ensure data security.

Q: Where can I acquire detailed help information?

A: You can visit Nutstore Help Center for more help information. Or you can log on the website of Nutstore for online consultation or follow the microblog of Nutstore. In addition, you can check the demonstration videos of Nutstore in detail by clicking the links below.

Multi-user synchronization: <http://www.jianguoyun.com/s/tutorial#others>

Permission setting: <http://www.jianguoyun.com/s/tutorial#permission>

File sharing: <http://www.jianguoyun.com/s/tutorial#share>

Recovery of deleted files: <http://www.jianguoyun.com/s/tutorial#restore>

Online file-editing: <http://www.jianguoyun.com/s/tutorial#view>

File-Searching: <http://www.jianguoyun.com/s/tutorial#search>

Member Management: <http://www.jianguoyun.com/s/tutorial#member>

Corporate organizational structure management:

<http://www.jianguoyun.com/s/tutorial#company>



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