

Azure SFTP Step-By-Step

Executive Summary

This document describes the steps required to create an Azure SFTP.

Application(s) Needed

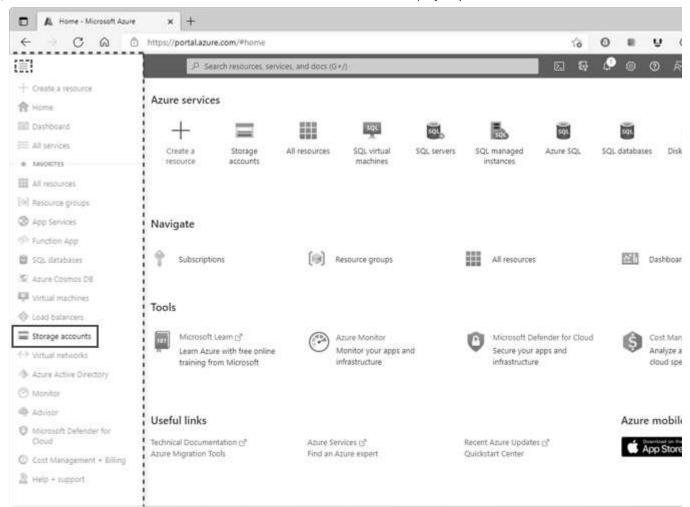
Application Name	Application Description
Azure Portal	Web-based console that allows users to manage their Microsoft Azure cloud resources

Step-By-Step Process

Azure

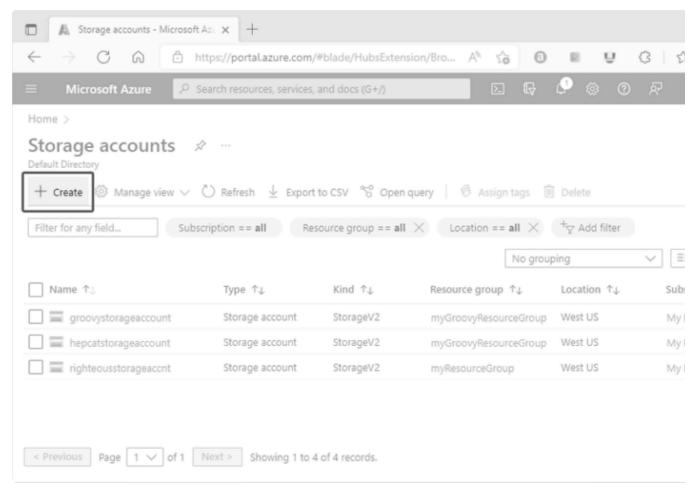
Step 1: Login to Azure Portal

Step 2: Navigate to Storage accounts via the left hand portal menu



Step 2 Screenshot

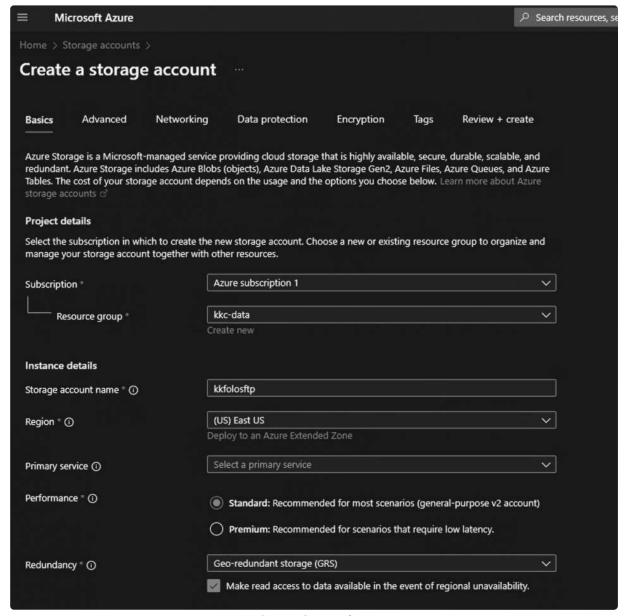
Step 3: Click Create



Step 3 Screenshot

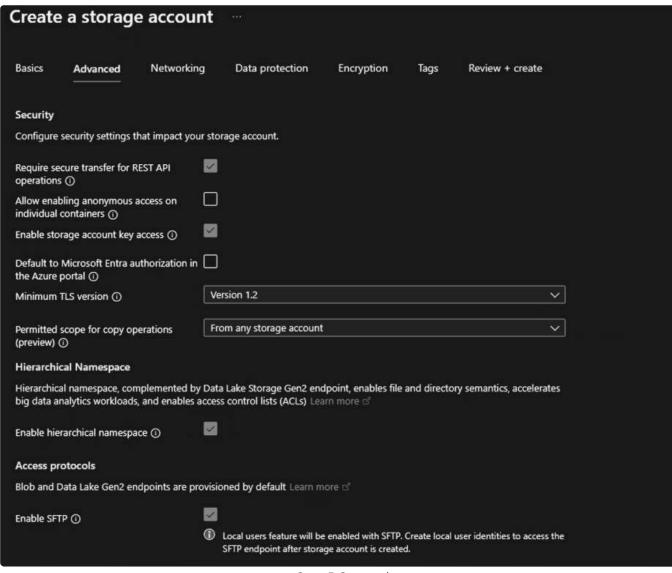
Step 4: Fill out the fields with relevant storage account information on the Basics tab, as shown

Storage account name should reflect purpose of storage account, and not match this
picture exactly.



Step 4 Screenshot

Step 5: Fill out the fields with relevant storage account information on the **Advanced** tab, as shown

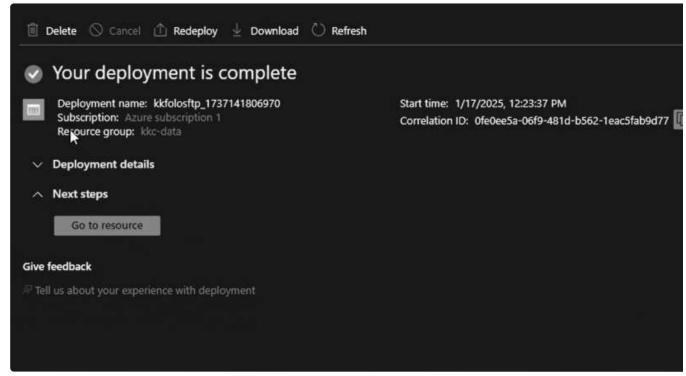


Step 5 Screenshot

NOTE: The fields on the remaining tabs aren't necessary to fill out; however, for more information on what can be done for storage account creation on those tabs, you can read through the <u>Azure documentation</u>

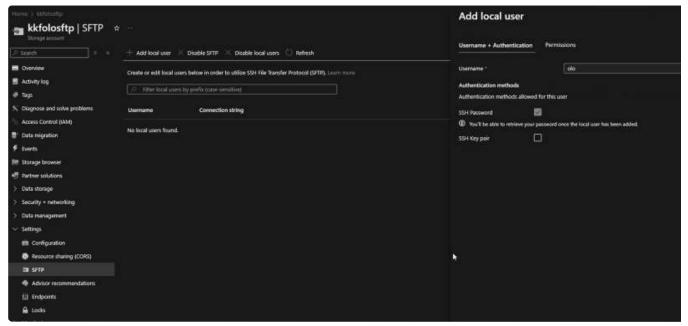
Step 6: Navigate to Review and Create Tab, and click Create

Step 7: Deployment will then initiate. Deployment of the storage account will "in progress" until you see the following screen:



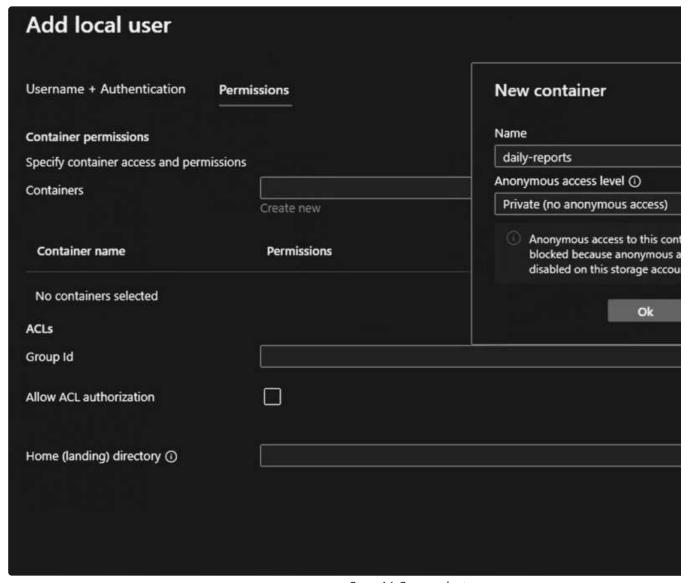
Step 7 Screenshot

- Step 8: Click Go to resource.
- **Step 9:** Once on the resource page, navigate to **Settings** > **SFTP** in the left hand portal menu.
- Step 10: Click Enable SFTP.
- Step 11: Click + Add a local user.



Step 10 Screenshot

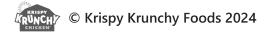
- **Step 12:** Assign a Username and check the **SSH Password** checkbox.
- **Step 13:** Click on the **Permissions** tab. On the **Containers** line, click **Create New.** Fill out necessary fields (avoid using spaces in naming conventions; dashes are recommended)



Step 11 Screenshot

Step 14: Be sure to save your **SSH Password**; it will generate once you add a local user. You won't be able to access it again in the future.

Step 15: Distribute the username and SSH password to relevant users so they may access the SFTP for file transfer.



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