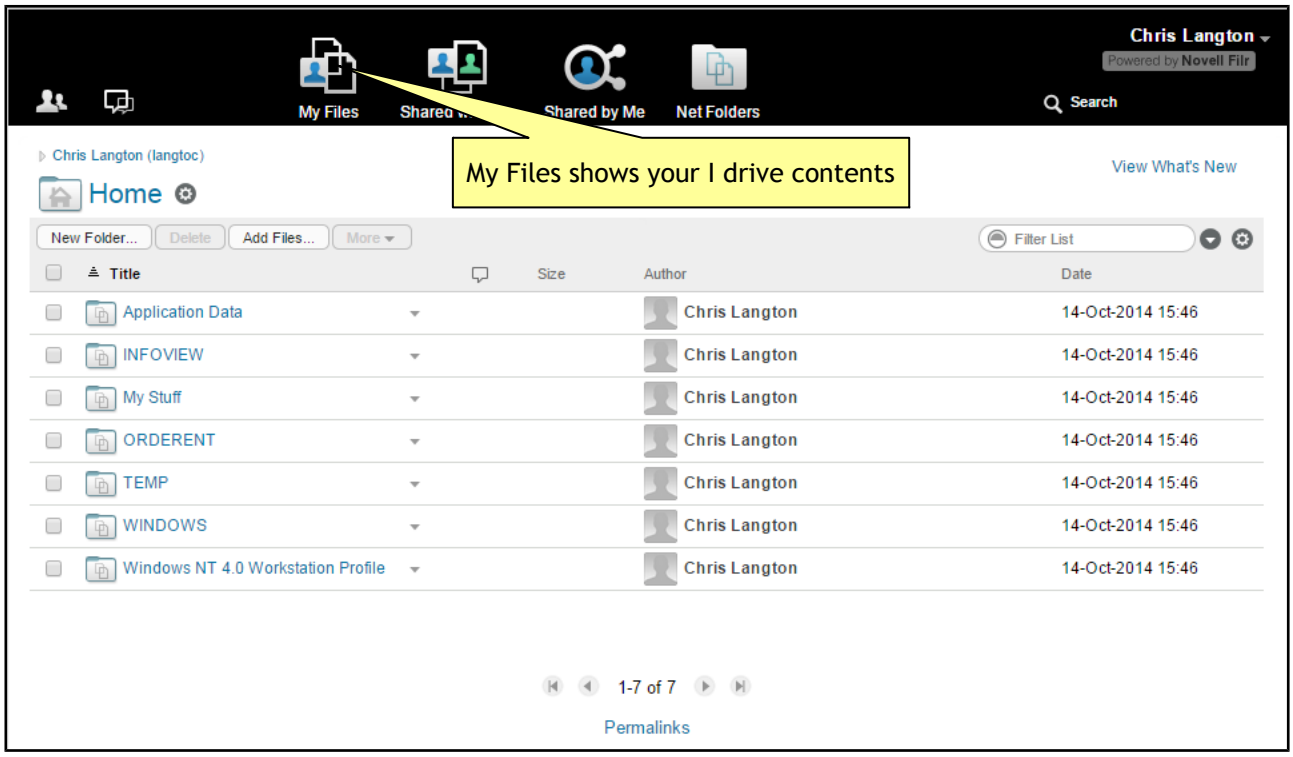
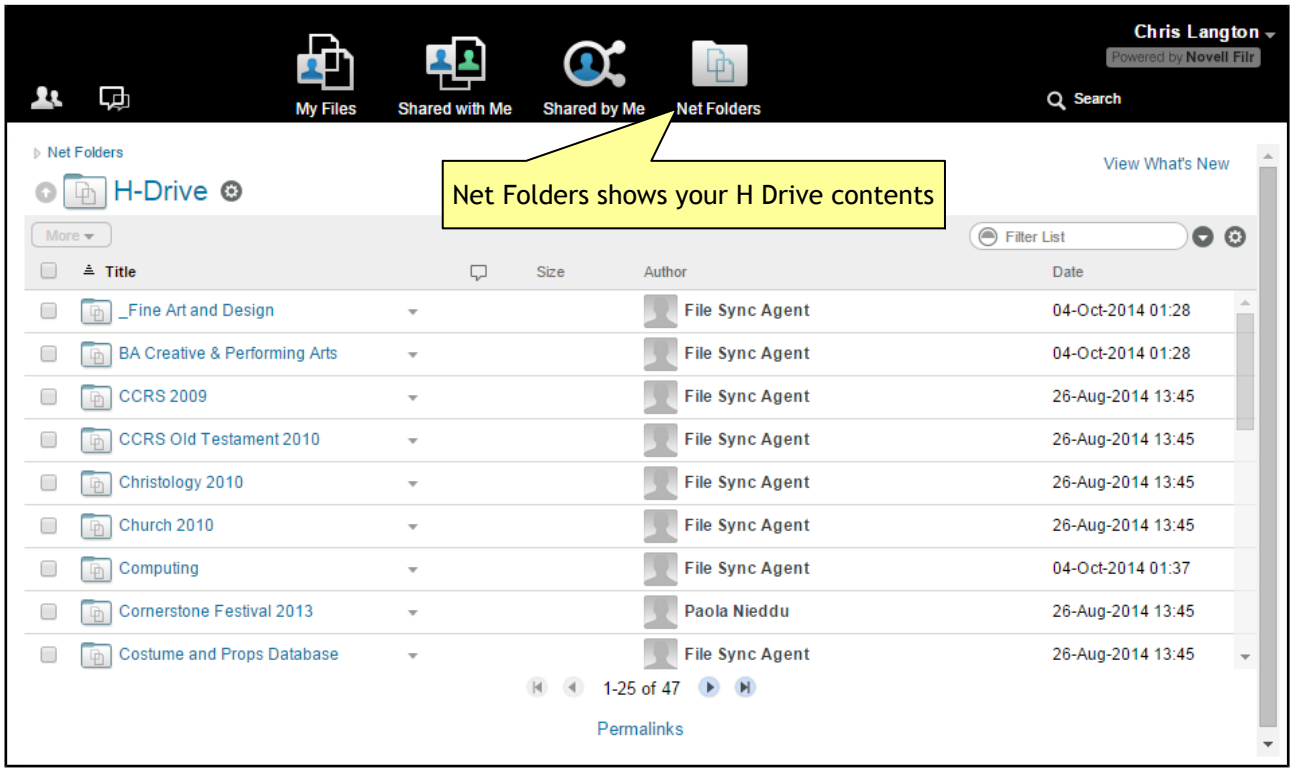
Filr – Accessing your online Files

Log into Filr using your Liverpool Hope user name and password.

The Home screen will show the contents of your 'Personal' I drive.

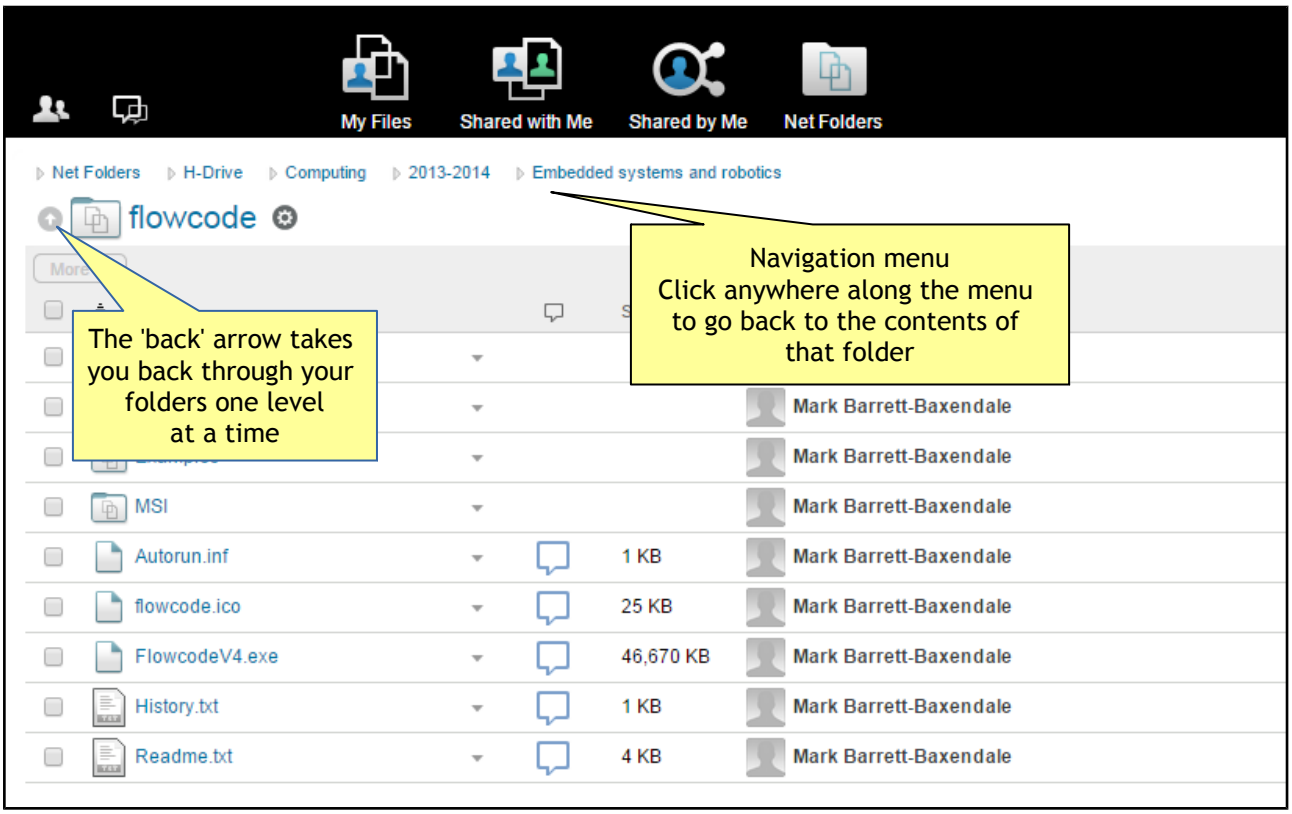


Clicking on 'Net Folders' will display the contents of your 'Common' H Drive.



Each folder can be clicked which will enable you to access and download your files within the folders. To return to the Filr home page click on 'My Files'.

Navigating through your files and folders in Filr



There are two ways to navigate back through the folders you have opened up in Filr. As you click on folders Filr provides a navigation menu. You can click on any of the links in the navigation menu to go back and view the contents of that folder.

To work your way back through the folder structure one folder at a time you can click on the 'back arrow' symbol positioned to the left of the title of the folder you are viewing.