

## Faculty - Connecting to Aida

The new Aida server will require software to access files on your personal share. Instructions using and connecting to your share are found below. Two applications are recommended depending upon your computer operating system and preference.

### Page Contents

- [Filezilla](#) (Mac and Windows)
- [WinSCP](#) (Windows only)

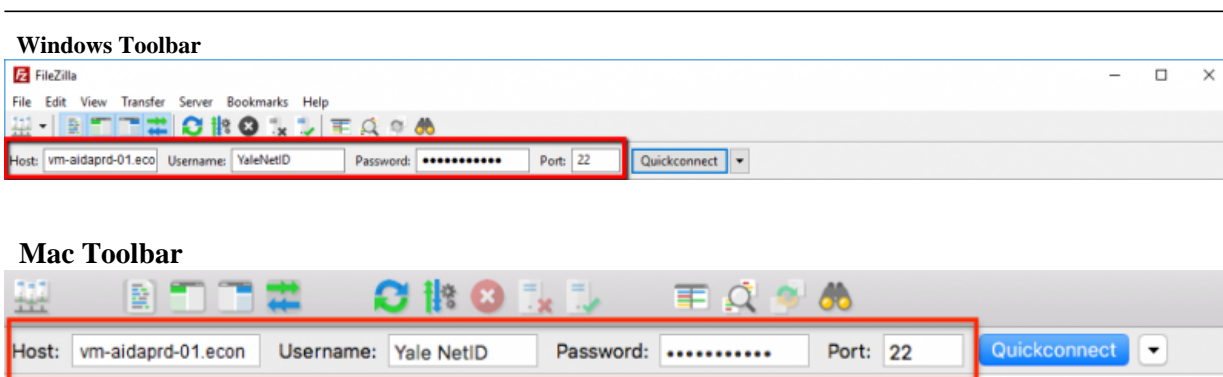
**IMPORTANT:** If connecting from off-campus, you will first need to connect using the [Cisco AnyConnect VPN Client](#). More information [here](#).

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## Filezilla

[Filezilla](#) is a free, open source FTP client. It supports [FTP](#), [SFTP](#), and [FTPS](#) (FTP over SSL/[TLS](#)). The client is available under many platforms, binaries for Windows, Linux and Mac OS X are provided.

1. Download and install the corresponding Filezilla client on your computer:  
[Click here to Download Mac Installer](#) (Mac OS 10.9 or newer)  
[Click here to Download Windows Installer](#) (32 bit)
2. Once installed, launch Filezilla and enter the following information in the fields under the toolbar at the top of the window:
  - **Host:** `vm-aidaprd-01.econ.yale.edu`
  - **Username:** Your Yale NetID
  - **Password:** Your Yale Password
  - **Port:** 22



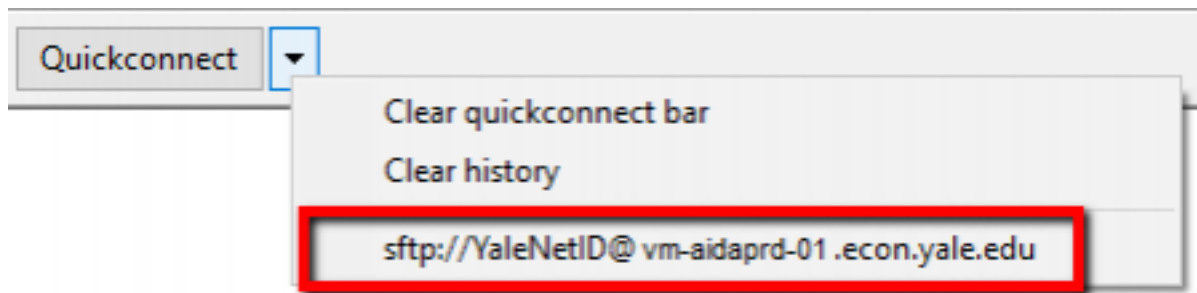
**HINT:** After successfully logging into the server, your authentication information will be saved. For future

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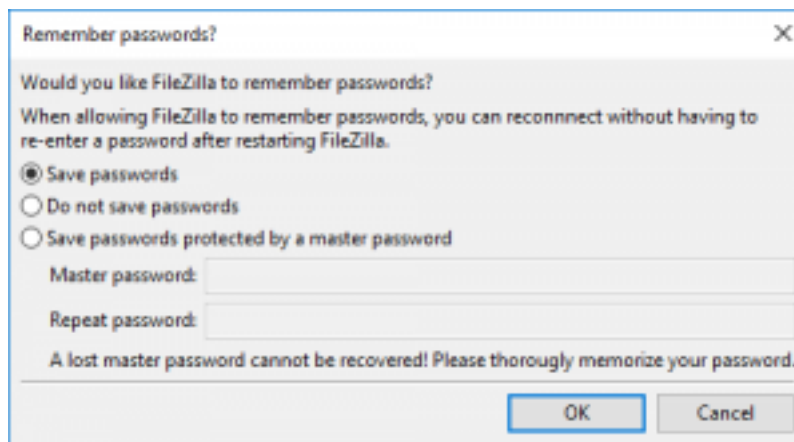
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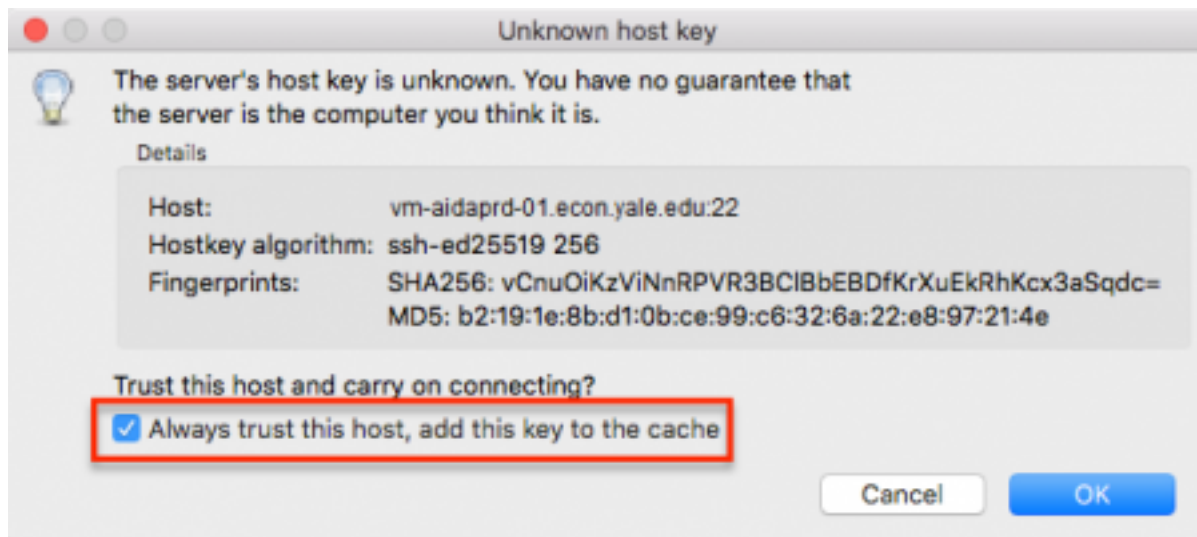
sessions, use the dropdown arrow to the right of the **Quickconnect** button and select the server from the history list (The path structure will contain you Yale NetID, e.g., [sftp://YOUR\\_NETID@vm-aidaprd-01.econ.yale.edu](sftp://YOUR_NETID@vm-aidaprd-01.econ.yale.edu)).



3. The first time you connect to the server, the program will ask you to save your password. Select the “save passwords” option.



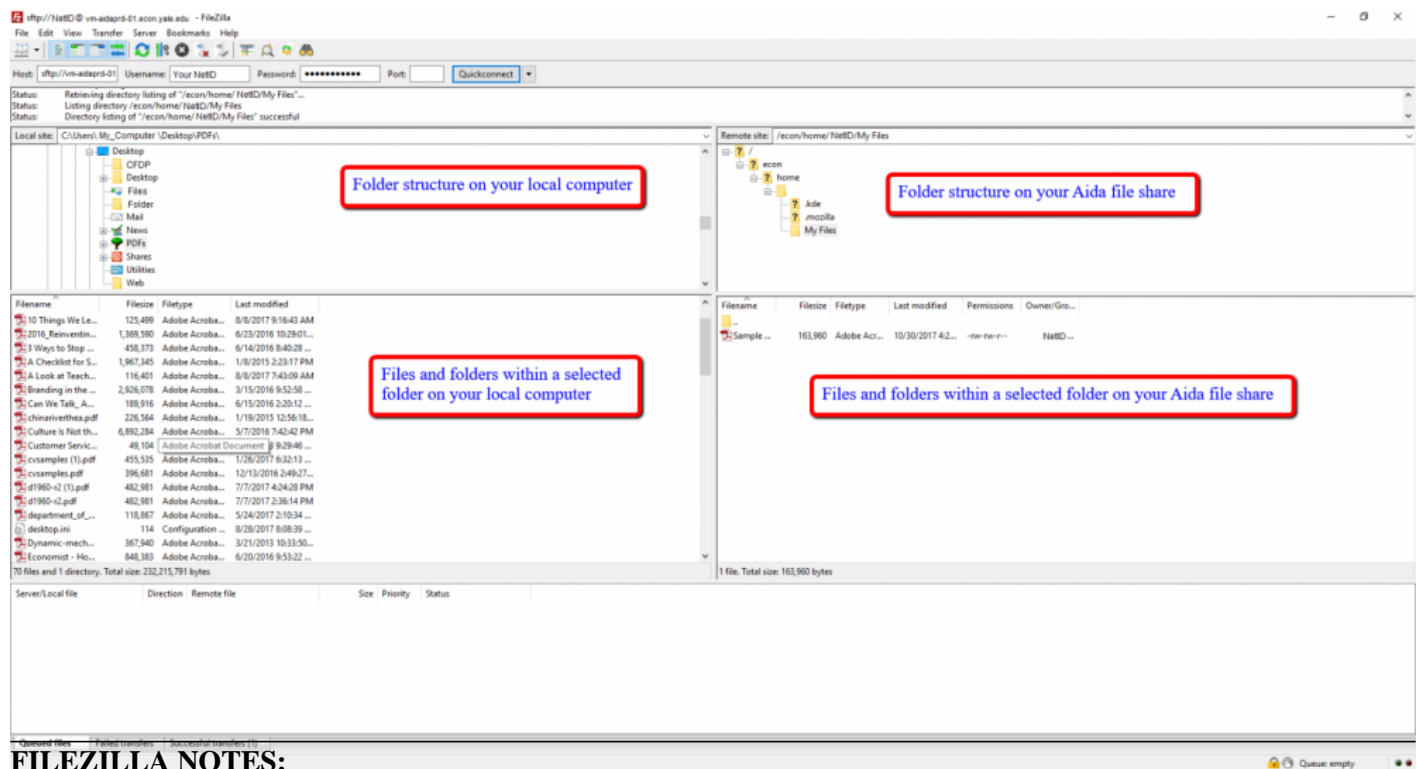
4. You will also be prompted to trust the host before connecting. Check the “Always trust this host, add this key to the cache” box and click the OK button. You will not see this message again if the box is checked.



5. Once connected to the the Aida server, your file share will show in the right column.

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## FILEZILLA NOTES:

- The display is split in two columns; the left column shows your local computer drive and the right column shows your share on the Aida server.
- The two upper panes show the folder structure on your local computer (left column) and on the Aida server (right column).
- The two lower panes show the files/folder within a selected folder from the corresponding top box.
- Files can be copied to and from the server by dragging and dropping to the destination folder.
- File options, e.g., edit, rename, delete, etc. can be seen by right-clicking on a file.
- Additional information can be found on the Filezilla documentation page: <https://wiki.filezilla-project.org/Documentation>

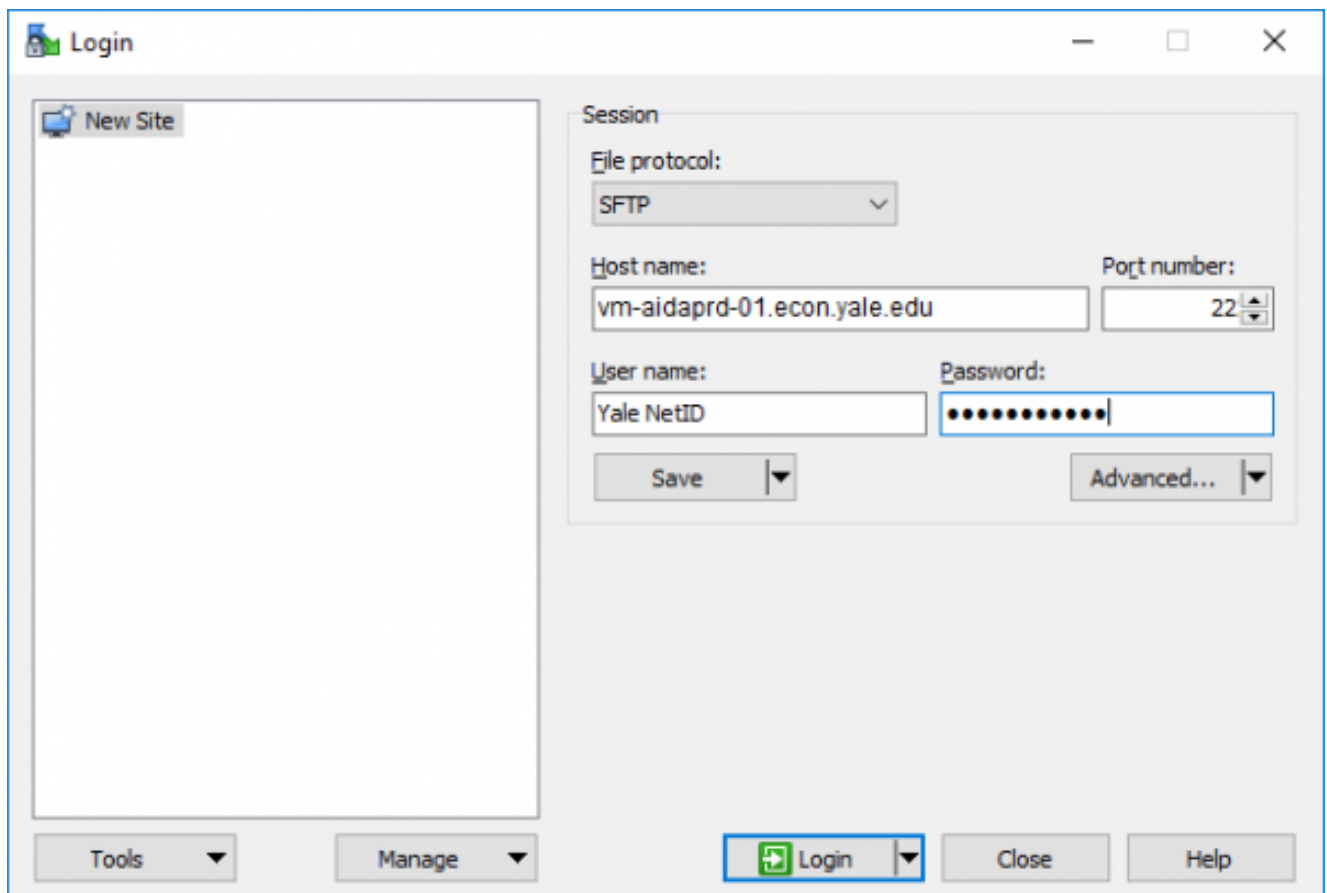
## WinSCP

[WinSCP](#) is an open source free SFTP client, FTP client, WebDAV client and SCP client for Windows.

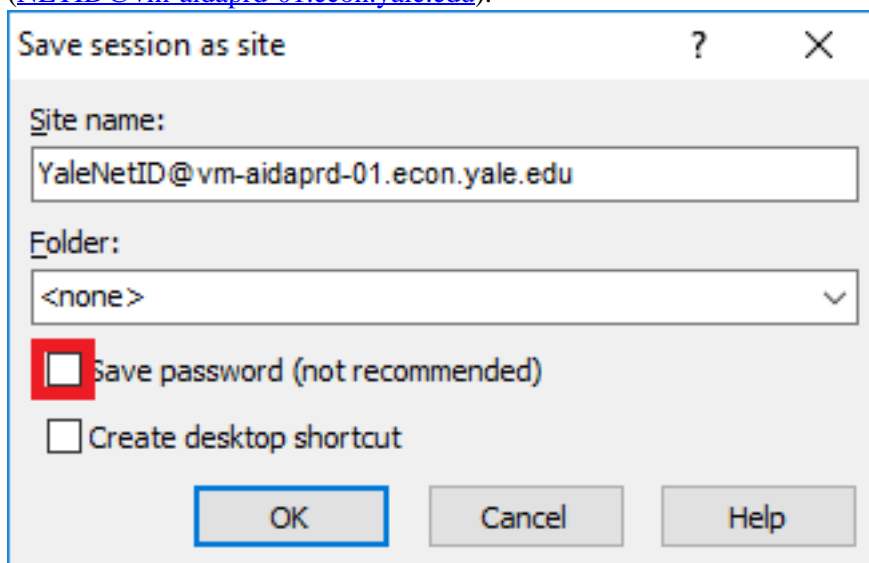
1. Download and install the corresponding WinSCP client on your computer (Windows only):  
[Click here to download the WinSCP Installer](#)
2. Once installed, launch WinSCP and enter the following information in the login window fields and click the **Login** button:
  - **File protocol:** SFTP
  - **Host name:** **vm-aidaprd-01.econ.yale.edu**
  - **Port number:** 22
  - **User name:** Your Yale NetID
  - **Password:** Your Yale Password

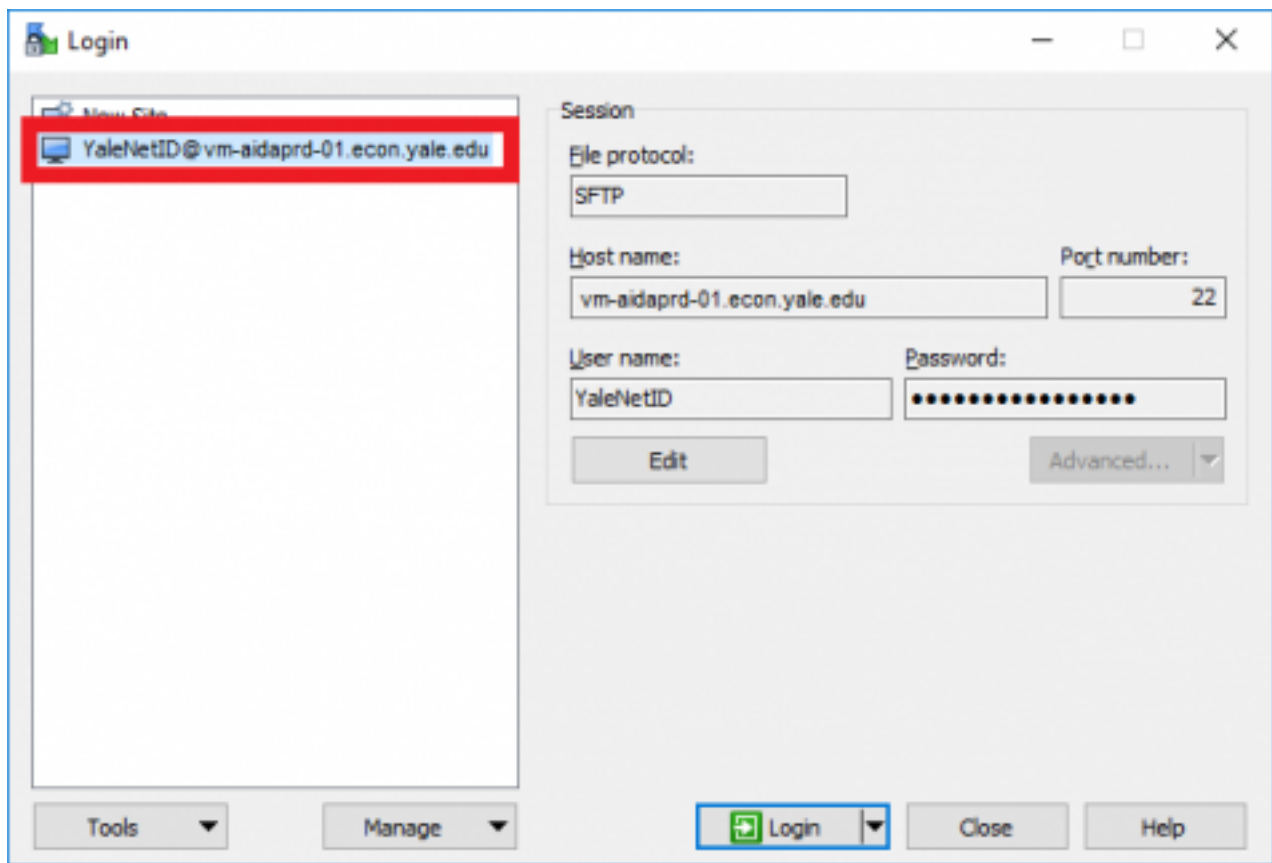
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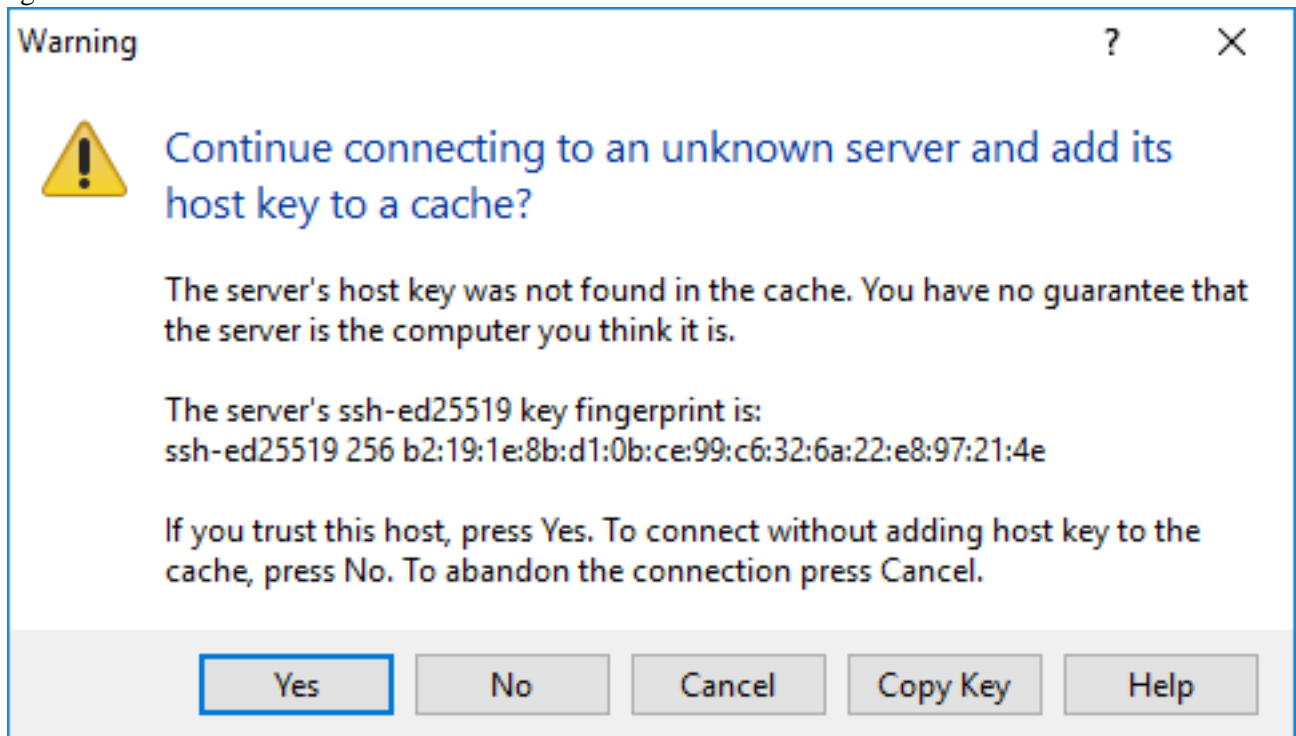


**HINT:** Click the **Save** button under the User name field to save your session information (choose to save password by checking **Save password** box when prompted, although not recommended). After your login information has been saved, select your profile from the history list in the left pane for future sessions ([NETID@vm-aidaprd-01.econ.yale.edu](mailto:NETID@vm-aidaprd-01.econ.yale.edu)).





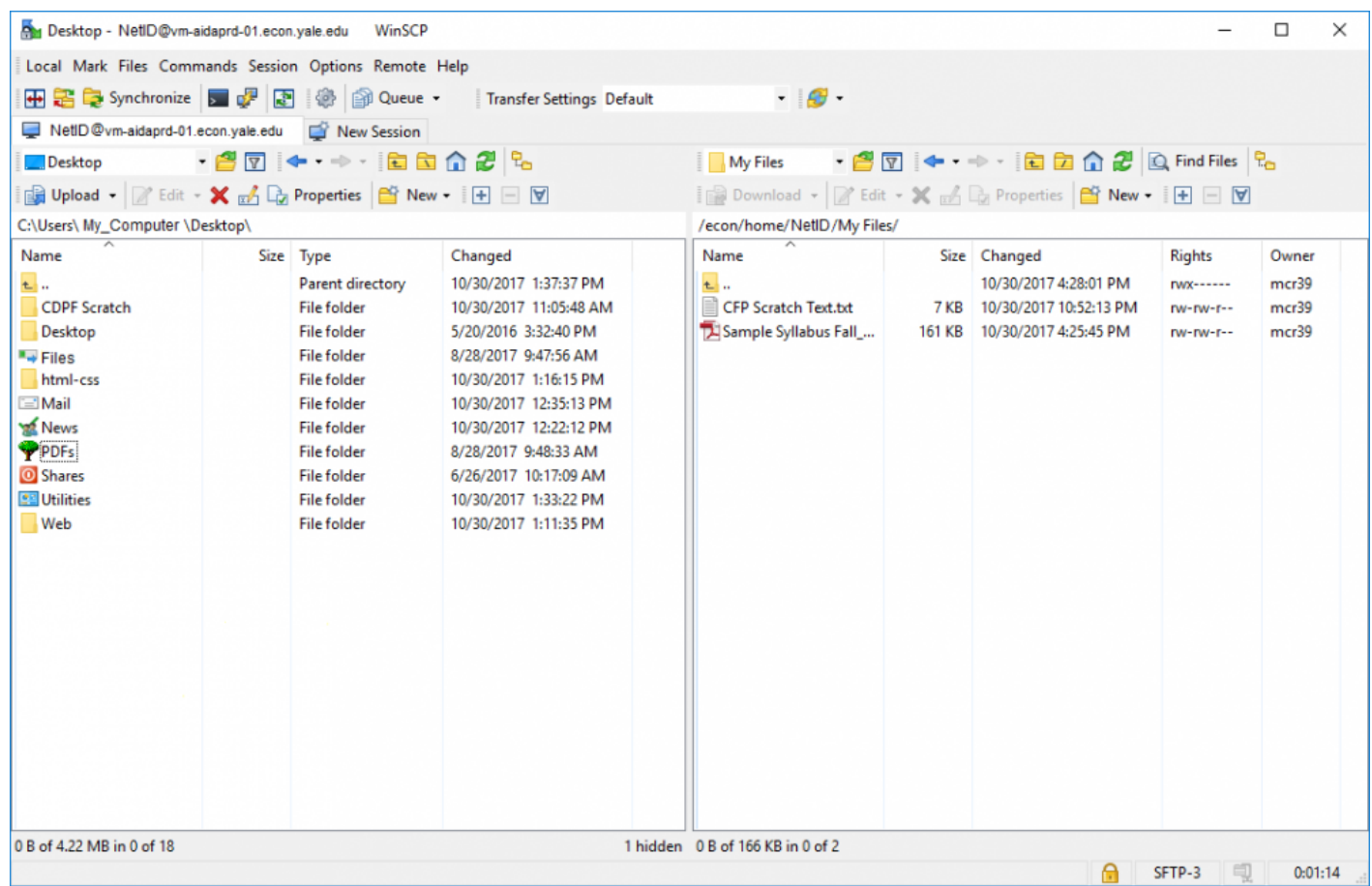
3. You will be prompted to trust the host before connecting. Click the **Yes** button. You will not see this message again.



4. Once connected to the Aida server, your file share will show in the right column.

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### WinSCP NOTES:

- The display is split in two columns; the left column shows your local computer drive and the right column shows your share on the Aida server.
- Files can be copied to and from the server by dragging and dropping to the destination folder.
- File options, e.g., edit, rename, delete, etc. can be seen by right-clicking on a file.
- Additional information can be found on the WinSCP help page: <https://winscp.net/eng/docs/guides>

Source URL: <https://economics.yale.edu/help/faculty-connecting-aida>