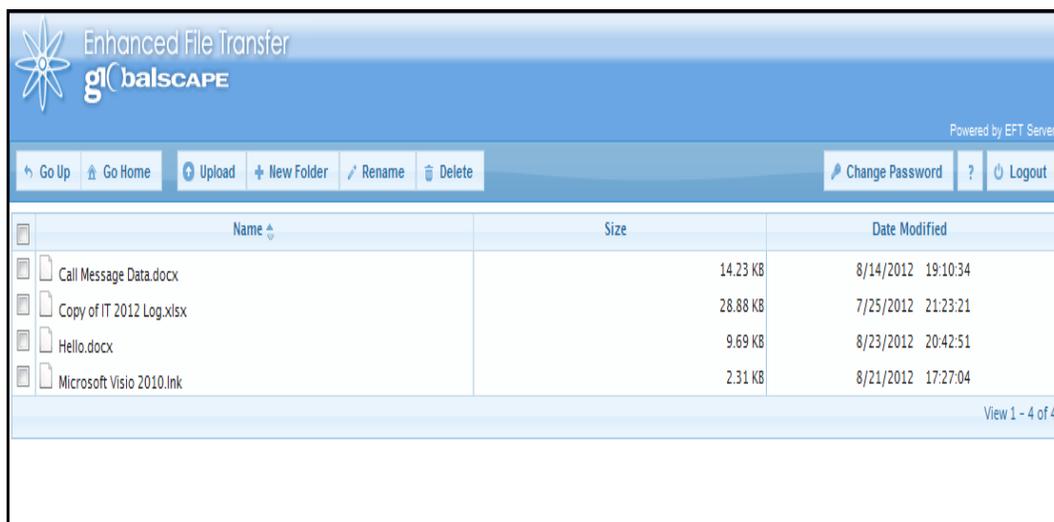
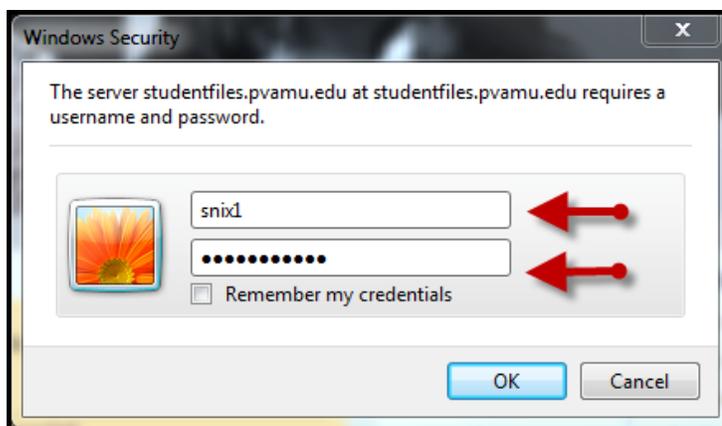


Overview of studentfiles.pvamu.edu

Studentfiles.pvamu.edu is a browser-based file transfer software that allows students to transfer files over a secure network using a Web browser. Every PVAMU student has an available home (H:) drive, which can be accessed on and off campus.

Steps to access and use your student home drive:

1. Go to <https://studentfiles.pvamu.edu> you must use a compatible browser, ie. Internet Explorer 9, Google Chrome or Mozilla Firefox.
2. Type in your PV E-mail username and Password in the Windows Security window



1. **To upload a file:** Click **Upload**. Click Browse. In the Open dialog box, click a file to upload to EFT Server, and then click **Upload**

2. **To download a file:** Click the file name. The browser opens files it can display or asks you where to save the file.

3. **To rename a file or folder:** Select the check box next to the folder or filename, and then click **Rename**. In the Rename dialog box, type a new name for the folder or file, and then click **OK**. The folder or file is renamed.

4. **To delete a file:** Select the check box next to the filename, and then click the **Delete** icon. Click **OK** to delete the file or **Cancel** to keep the file.

5. **To create a new folder:** Click **New Folder**. Type a name for the folder, and then click **OK**. The folder appears in the tree.

6. **The Change Password option will not work in this software; you must use <https://mypassword.pvamu.edu> in order to change your PV password.**

7. **To logout:** Click **Logout**. A message box appears explaining that you have been logged out of EFT Server and reminds you that for extra security you should close the browser. Click **Exit**. If a confirmation message appears, click **OK**. The browser closes.

