

# AppleShare Client

User's Manual



# AppleShare Client 3.8 User's Manual

## How to Use This Manual

This manual describes how to upgrade and use your AppleShare Client 3.8 software. Print a copy of this manual so that it is available for easy reference.

## System Requirements

You'll get the best performance from your AppleShare network and be able to use new AppleShare IP 6.0 features (such as being able to cancel a connection that is taking a long time to establish itself) by installing the following software:

- Mac OS 8.1 or later (which includes Open Transport 1.1.3)
- AppleShare Client 3.8

The minimum software required to use AppleShare Client 3.8 is system software version 7.6 or later and Open Transport 1.1.2 or later. Installing system software version 7.6 and Open Transport 1.1.2 will give you full access to the AppleShare Client 3.8 software's new features, but you won't have the added enhancements of Mac OS 8.1.

For more information on the differences between system software version 7.6 and Mac OS 8.1, contact your AppleShare IP server administrator or an Apple-authorized dealer.

## Updating Your System Software

To use AppleShare Client 3.8 you need to upgrade your system software to version 7.6 or later, and configure your AppleTalk and TCP/IP control panels. Contact your AppleShare server administrator for information about upgrading your system software and configuring the AppleTalk and TCP/IP control panels for your network.

**Note:** If you upgrade from system software version 7.6 to a later version, or if you used the Mac OS Setup Assistant after installing Mac OS 8.1, then your AppleTalk and TCP/IP settings are already set up.

**Note:** To determine the version of system software your computer is running, choose About This Macintosh from the Apple () menu.

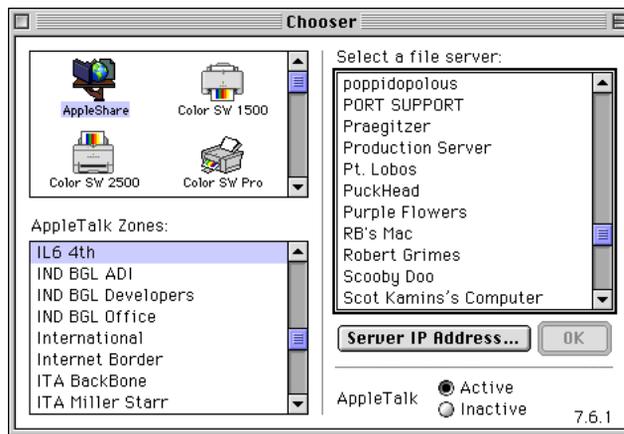
## Updating Your AppleShare Client Software

After you have upgraded to system software version 7.6 or later and Open Transport 1.1.2 or later, you can update your AppleShare Client software by installing AppleShare Client 3.8. You can perform the update by logging on to a file server that is sharing the folder that contains the AppleShare Client 3.8 software.

To install AppleShare Client 3.8, follow these steps:

- 1 Open the Chooser and select the AppleShare icon in the upper-left corner of the window.
- 2 If your network is divided into zones, choose the zone in which the file server is located in the lower-left corner of the window.

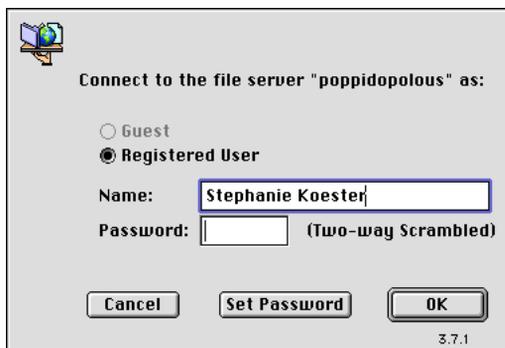
Any AppleShare file servers in that zone appear in the upper-right corner of the window.



**Note:** Depending on the version of system software that your computer is using, the Chooser window may look slightly different.

- 3 Select the name of the file server that is sharing the AppleShare Client 3.8 software.  
Your network administrator should tell you the name of the zone (if any) and the file server to select.
- 4 Click OK.

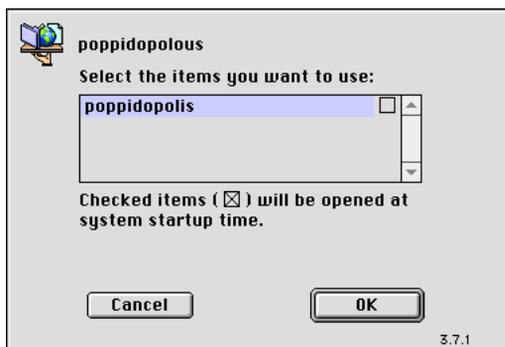
A dialog box similar to the following appears.



**5** If you have a password, type it in the Password box.

**6** Click OK.

A dialog box similar to the following appears.



**7** Select the volume that contains the AppleShare Client 3.8 software and click OK.

Your network administrator should tell you the name of the volume to select.

The icon for the selected volume appears on your desktop.

**8** Double-click the icon for the volume you selected in step 6 and open the AppleShare Client 3.8 folder.

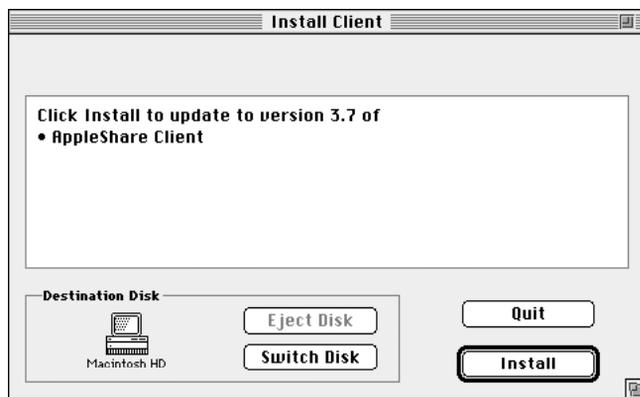
**9** Double-click the Installer icon.

A dialog box containing a license appears.

**10** To display the license agreement in the language that is appropriate for you, select a language from the pop-up menu.

**11** Read the license agreement and if you agree to its terms, click Agree.

The following dialog box appears.



need HI frozen screen shot of 3.8

Install window

- 12** Verify that your computer's startup disk is named in the Installer window as the destination disk.  
If the wrong disk is shown, click Switch Disk until the name of your startup disk appears.
- 13** Click Install.
- 14** When you see a dialog box telling you that installation is complete, restart your computer.

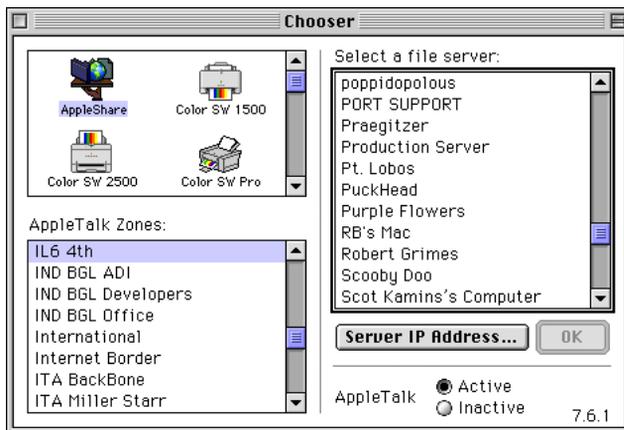
## **AppleShare Client Quick Reference**

This section provides at-a-glance directions for the most common AppleShare tasks.

### **Connecting to a Server**

- 1** Choose the Chooser from the Apple () menu.
- 2** Select the AppleShare icon in the upper-left corner of the window.

If your network contains zones, they are listed in the lower-left corner of the window. When you select a zone, AppleShare file servers in that zone are listed in the upper-right portion of the window.



**Note:** Depending on the version of system software that your computer is using, the Chooser window may look slightly different.

- 3 Select the name of the zone (if any) and the file server you want to connect to.

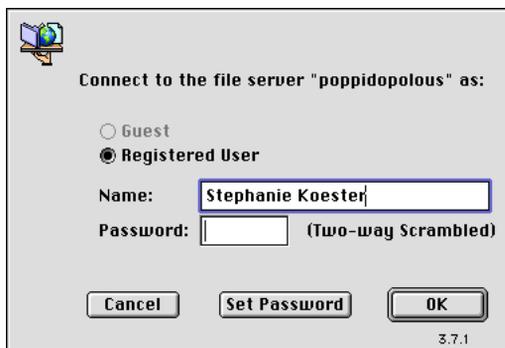
**Important** A file server may be available in more than one zone. For best performance, connect to the server that is in the same zone as your own computer. (Your computer's zone is displayed in the "Current zone" pop-up menu in the AppleTalk control panel.)

If your computer is set up for TCP and if the file server you selected is set up for TCP, the connection is made over TCP automatically. Otherwise, the connection is made over AppleTalk.

**Note:** If AppleTalk is not active or if you are trying to connect to a file server over a network segment on which AppleTalk is not active, the server you want to connect to may not appear in the "Select a file server" list. To connect, click the Server IP Address button and enter the server's IP address in the dialog box that appears. Then click OK.

- 4 Click OK.

A dialog box similar to the following appears.



- 5 Click Guest to log on as a guest user (if guest access is permitted on the file server you're connecting to). Or click Registered User and enter your name and password (if you have one).
- 6 Click OK.
- 7 In the window that appears, select the name of the volume or volumes you want to use. If you click the checkbox next to the name of a volume, you can connect to the volume automatically the next time (and any time) you start up your computer.

**Warning** Be especially cautious when connecting to volumes with the same name in different zones; the volumes may actually represent the same volume that is located on a server that can be accessed in several zones. If you log on to the same server in two zones and you attempt to copy the same files or folders from one icon representing a volume on the server to another icon representing the same volume, data loss will occur.

- 8 Click OK.

The connection status dialog appears. When the connection is made, the selected volume appears on your desktop. To see the files and folders it contains, double-click the volume's icon.

You can cancel the connection at any time by clicking Cancel in the Connection Status window.

- 9 Close the Chooser window.

To determine whether you have connected to a server over TCP or AppleTalk, select a volume's icon and choose Get Info from the Finder's File menu.

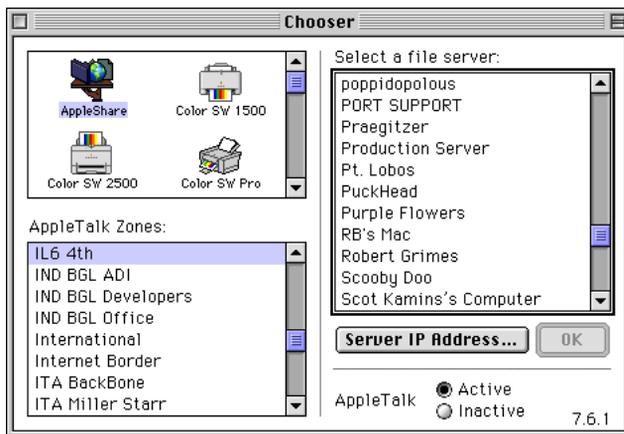
### **Disconnecting From a File Server**

To disconnect from a file server, drag the icon of the server volume to the Trash.

You are disconnected automatically from the server when you shut down your computer. The administrator can also disconnect you from the file server.

### Selecting a Print Server

- 1 Choose the Chooser from the Apple () menu.



- 2 Make sure that AppleTalk is active (the Active button should be selected).
- 3 Select a LaserWriter icon in the upper-left corner of the window.

You can select the LaserWriter or the LaserWriter 8 icon.

If your network contains zones, they are listed in the lower-left corner of the window. When you select a zone, available printers in that zone are listed in the upper-right portion of the window.

- 4 Select the name of a printer (actually a print queue) you want to use.
- 5 Close the Chooser.

To print any document, open the document and choose Print from its File menu.

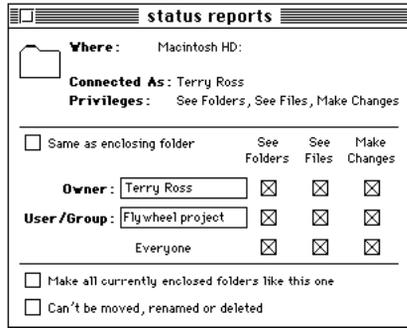
### About Access Privileges

Access privileges determine what files and folders you and other users of a file server can see or alter. The owner of a shared item can set access privileges for three user categories: Owner, User/Group, and Everyone.

- “Owner” is the user who owns the computer on which the shared item resides
- “User/Group” is any registered user or group in the Users & Groups control panel
- “Everyone” includes anyone on your network who has guest access.

The access privileges you assign depend on the version of system software your computer is using. You can see or change access privileges by choosing Sharing from the Finder's File menu

If your computer is using system software 7.6 and you choose Sharing from the Finder's File menu, the following window appears.



< IS THIS CORRECT FOR 7.6? >

Following are the access privileges (See Folders, See Files, or Make Changes) that you must have in order to perform the listed actions:

*Copy a file to a folder*—Make Changes

*Copy a file from a folder*—See Folders, See Files

*Copy a folder to a folder*—See Folders, Make Changes

*Copy a folder from a folder*—See Folders

*Create a file*—See Folders, See Files, Make Changes

*Create a folder*—See Folders, Make Changes

*Delete a file*—See Files, Make Changes

*Delete a folder*—See Folders, Make Changes

*Move a folder to a folder*—See Folders, Make Changes

*Move a folder from a folder*—See Folders, Make Changes

*Open and use a file*—See Files

*Save changes to a file*—See Files, Make Changes

If your computer is using Mac OS 8.1 and you choose Sharing from the Finder's File menu, the following window appears.



Following are brief descriptions of each privilege:

- *Read & Write*: Allows a user to see, open, and copy files and make changes to the contents of the share point (including creating, deleting, moving, and modifying files).
- *Read Only*: Allows a user to see, open, and copy files.
- *Write Only*: Allows a user to change the contents of the share point by moving files and folders in or to it, but not to see files or folders. A folder to which the Write Only privilege is assigned is also known as a *drop box*.
- *None*: The user has no access to the folder or files of this share point.

### Finding Out What Privileges You Have

There are three ways to find out your access privileges:

- Look at the folder icons in Finder windows; icons are displayed differently according to your privileges for each folder.

*Tabbed folder*—You are the owner of the folder.



*Plain folder*—You have some access privileges to the folder.



*Locked folder*—You do not have any access privileges to the folder.

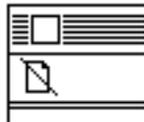


*Locked folder with arrow*—You only have the Make Changes privilege to the folder.

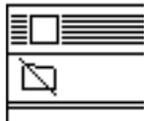


- Look at the access privilege icons in the top-left corner of the directory window of a folder. They can tell you what privileges you do not have.

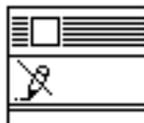
*A crossed-out file icon*—You can't see files.



*A crossed-out folder icon*—You can't see folders.



*A crossed-out pencil*—You can't make changes.

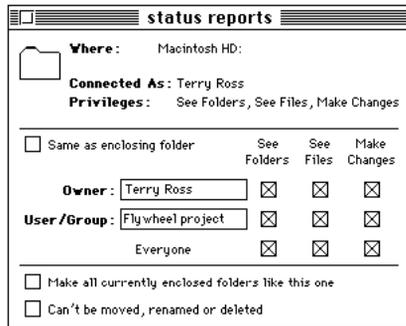


- Select a folder and choose Sharing from the Finder's File menu. A window appears showing you who owns the folder and what privileges you have for the folder. This is also where you can change the privileges that are assigned to an item that you own.

Depending on the version of system software your computer is using, the sharing window that appears may be different. For more information, see "About Access Privileges" on page 9.

## Setting Access Privileges

- 1 Select a folder that you own on the file server and choose Sharing from the File menu.  
The sharing window for the selected item appears. The sharing window may look different depending on the version of system software you've installed.
- 2 If you've installed system software 7.6, click the checkboxes of the privileges you want to assign to this item so that an X appears.



To copy the privileges you selected to all folders within the folder, click the "Make all currently enclosed folders like this one" checkbox.

**Note:** If you are connected to an AppleShare IP file server, you can select any combination of access privileges, but the only combinations that take effect are See Folders and See Files; See Folders, See Files, and Make Changes; and Make Changes.

- 3 If you've installed Mac OS 8.1, click the "Share this item and its contents" checkbox (so that an X appears) in the window that appears. Then choose an Owner, User/Group, and/or guest privilege from the pop-up menu to the right of each category.



For information on the user categories or privileges, see Appendix , "Finding Out What Privileges You Have," on page 11.

- 4 Close the window and, in the alert box that appears, click Save.

