

How to Access the NFBC DATA

Instructions for researchers

Please read these instructions carefully!

0. Before you start

To have an access to the NFBC data you need:

- a) **Approved Material request** for your study. How to apply see instructions here: <https://www oulu.fi/nfbc/node/47960>.
- b) With the approval you will receive a **project number** (eg. P0001_1). This number is unique for your project. Always provide your project number with your message, when you contact the NFBC project center regarding your project (additional variable requests, adding new researchers in your project etc). Otherwise we cannot process your requests.
- c) *University Oulu (UO) **staff account (=UNIV account)** to access the server. Please note that you cannot access the NFBC server with a UO student account. See Section 1 below for instructions on how to apply.
- d) *To set **VPN access** to the UO network. See Section 2 below for instructions.
- e) Set up **access to your project folder**. See Section 3 for instructions.

*If you already have a UNIV account and will be using data in the University of Oulu network, you may skip these steps and proceed to section 3 below.

NOTE: REGARDING THE USE OF DATA

The right to analyse the data is granted only for persons who have been added to this project by the NFBC project center. Please read the data user policies <http://www oulu.fi/sites/default/files/86/User%20Policies%20for%20NFBC%20Data.pdf>.

The project ids are **unique for each project** and cannot be merged with other project ids. If necessary, data merging will be done at the NFBC project center.

By using NFBC data you agree to these conditions.

GENETIC DATA: Genetic analyses are performed at CSC servers. Please contact NFBCdatateam@oulu.fi for guidance.

1. How to apply a University of Oulu staff account

The UO staff account, “UNIV account”, must be applied by your UO research unit/department. This so called UFO account is temporary and it is subject to a charge. The research unit is responsible for the costs of account. More information can be found here <http://www.oulu.fi/ict/node/11209>.

NFBC project center can apply for UFO account for persons **outside UO**, who are registered as NFBC researchers. The researcher will be charged the costs of the account.

You will be notified by the UO IT services once your UNIV account has been set up. As this information is not available for the NFBC project center automatically, **please inform the NFBC project center (NFBCprojectcenter@oulu.fi) when the account has been set up.**

2. How to set up OpenVPN access to the University of Oulu network

The use of **OpenVPN Connect** requires the creation of an own personal eduvpn profile and importing it into OpenVPN client.

1. First create the profile and then
2. install the **OpenVPN** client which is in accordance with the operating system of your own computer. Instructions: <https://www.oulu.fi/ict/openvpn>

Info on OpenVPN and creating the profile: <https://www.oulu.fi/ict/openvpn> . Please note that this requires Finnish bank account to register. If you don't have a Finnish bank account, please contact the NFBC project center (tuula.ylitalo@oulu.fi).

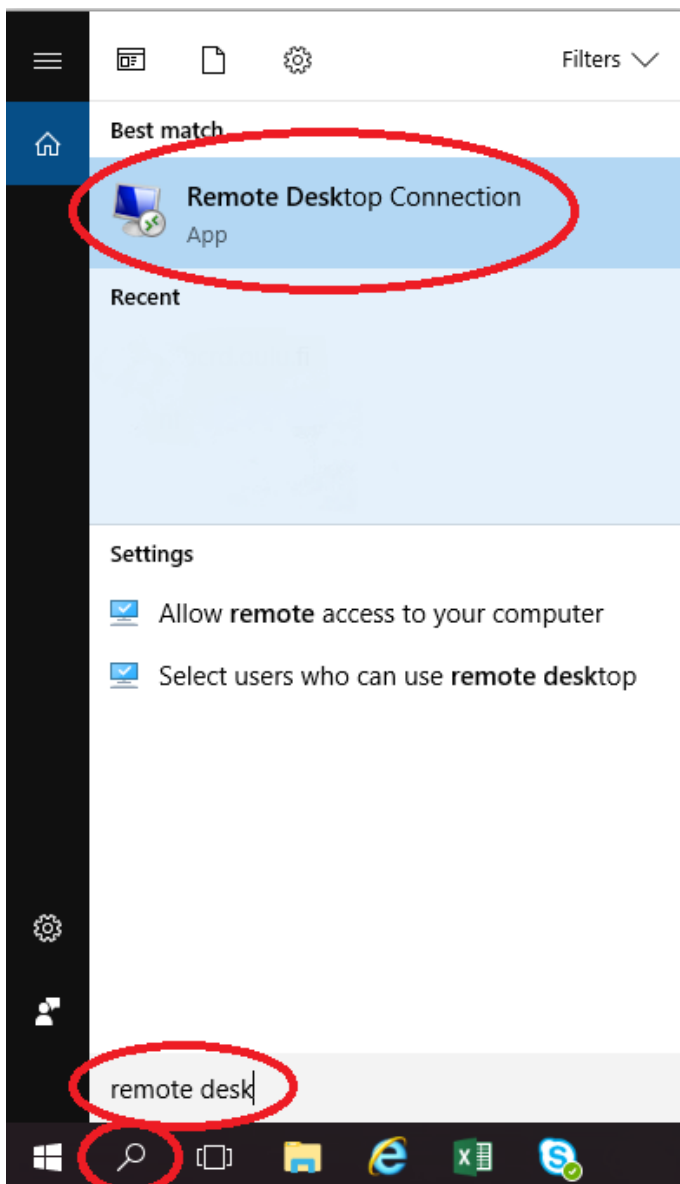
3. How to access your project folder

3.1 Setting up remote desktop connection

You can utilize the remote desktops also outside the university with VPN connection. Instructions for remote desktop connection, see more on [Patio](#). [How to access Patio](#)

3.1.1 Windows user

Run Remote Desktop Connection (select from Start → Windows Accessories or search for *remote desktop*, on a Finnish windows computer the program is “*Etätyöpöytäyhteys*”):

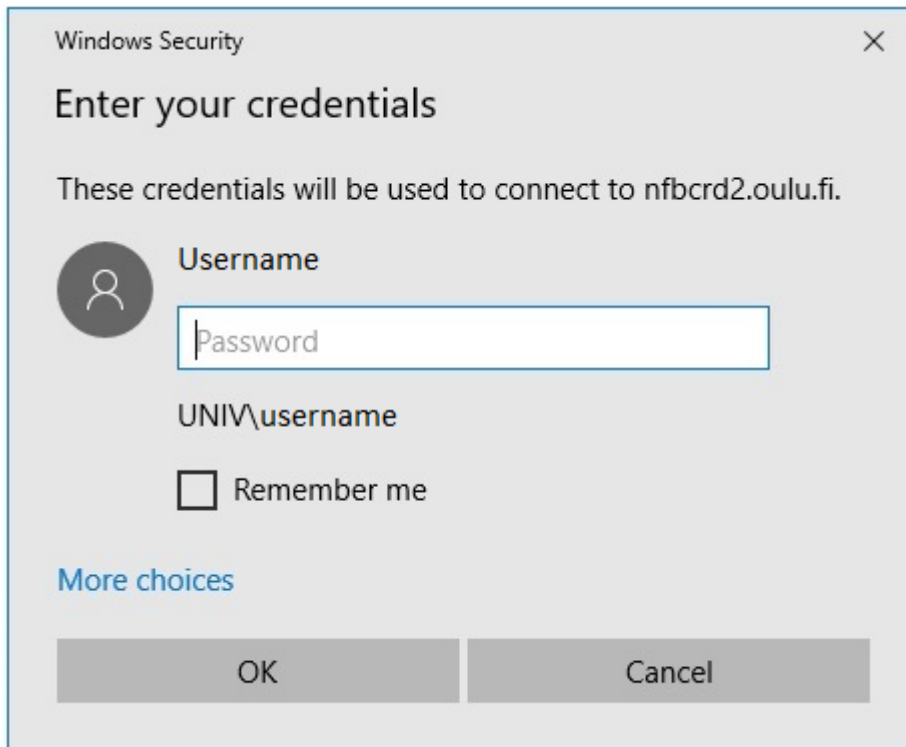


Computer: *nfbcrd2.oulu.fi* and click Connect:



Select "Don't ask me again..." and click *Connect*


Log in with your UNIV username and password.



Windows Security

Enter your credentials

These credentials will be used to connect to nfbcrd2.oulu.fi.

 Username

UNIV\username

Remember me

[More choices](#)

OK Cancel



Remote Desktop Connection

The identity of the remote computer cannot be verified. Do you want to connect anyway?

The remote computer could not be authenticated due to problems with its security certificate. It may be unsafe to proceed.

Certificate name

 Name in the certificate from the remote computer:
nfbcrd2.univ.yo.oulu.fi

Certificate errors

The following errors were encountered while validating the remote computer's certificate:

 The certificate is not from a trusted certifying authority.

Do you want to connect despite these certificate errors?

Don't ask me again for connections to this computer!

View certificate... Yes No

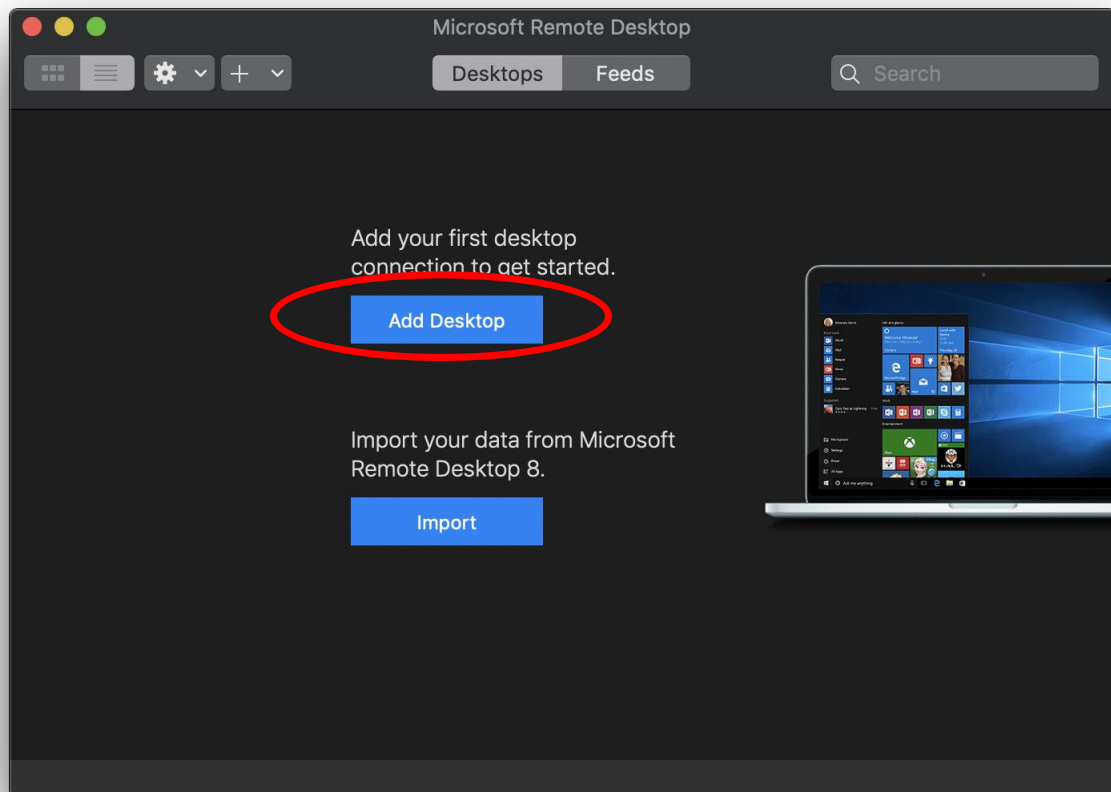
3.1.2 Mac user

Please download the latest Microsoft Remote Desktop program from AppStore and use this program to access the remote desktop. (Please note that the default Remote Desktop program found on Mac won't work.)

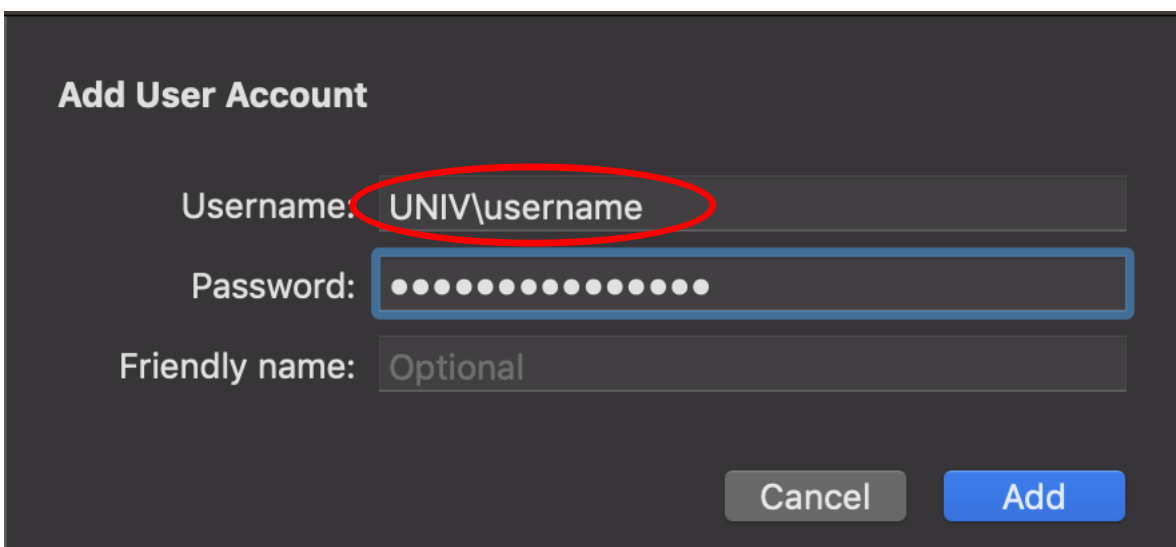
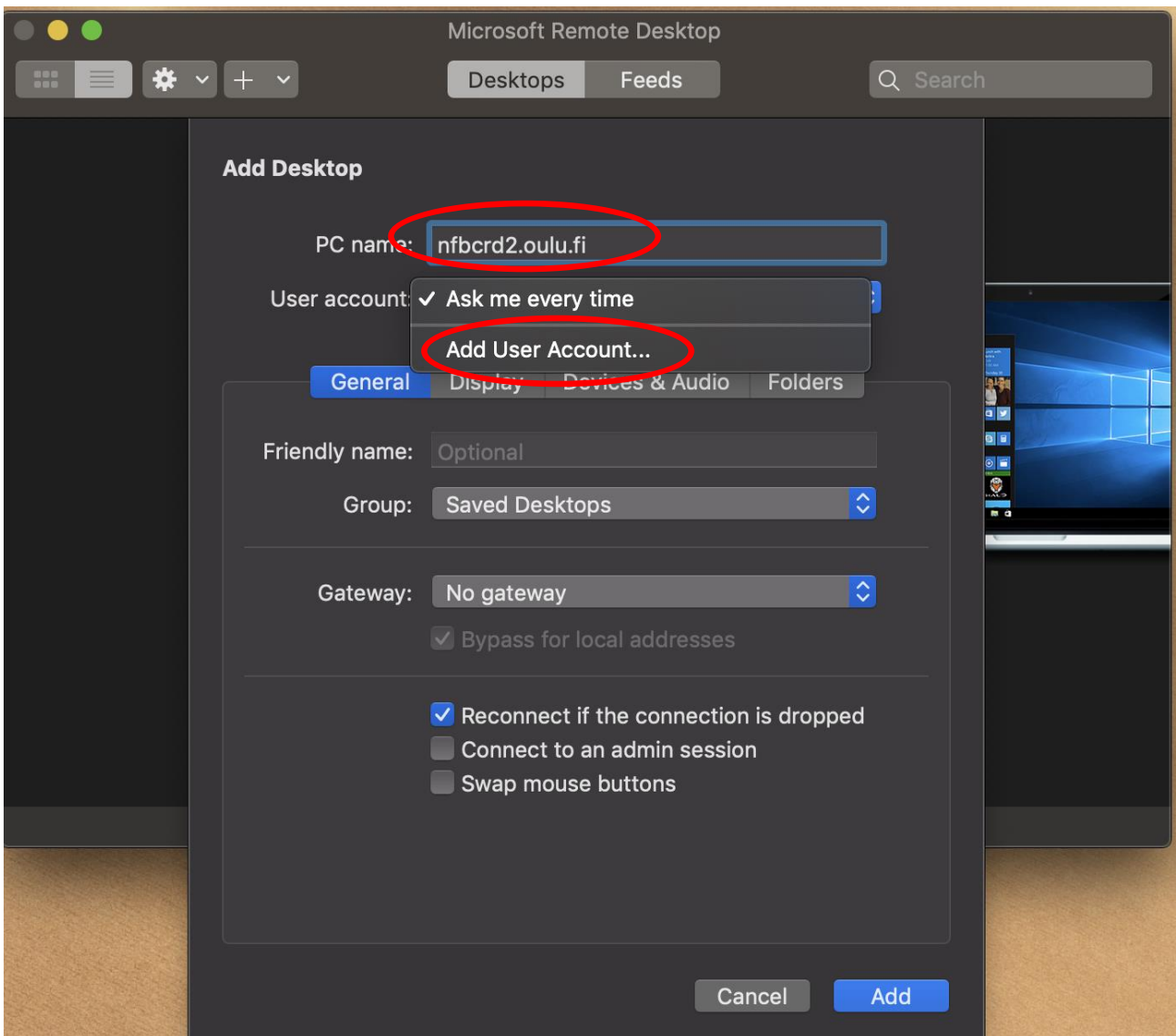
Run the program and create new remote desktop connection by selecting "New":

Version 10.1.13

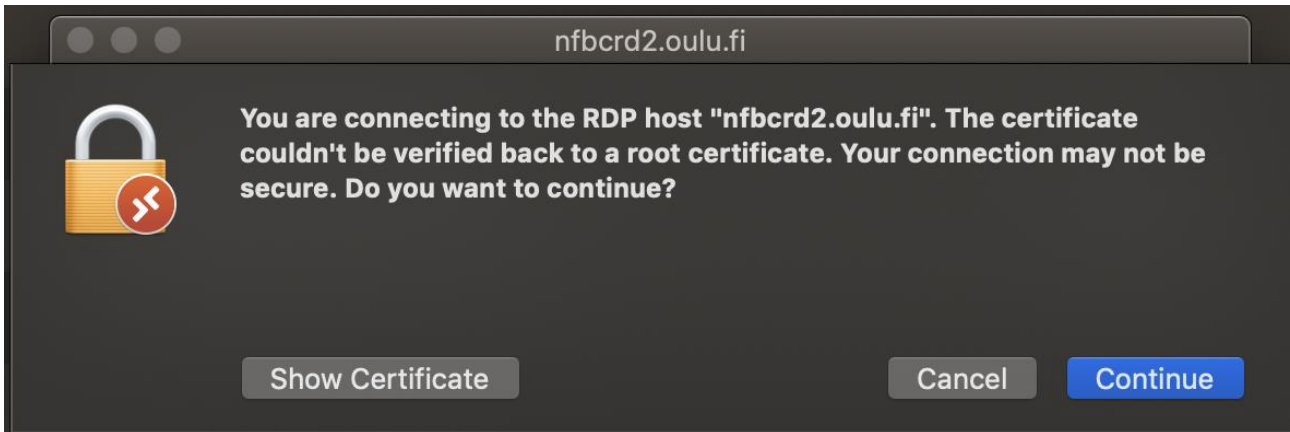
Create new remote desktop connection by selecting "Add Desktop":



Fill in the connection credentials: PC name = nfbcrd2 oulu.fi, use your own UNIV username and password.



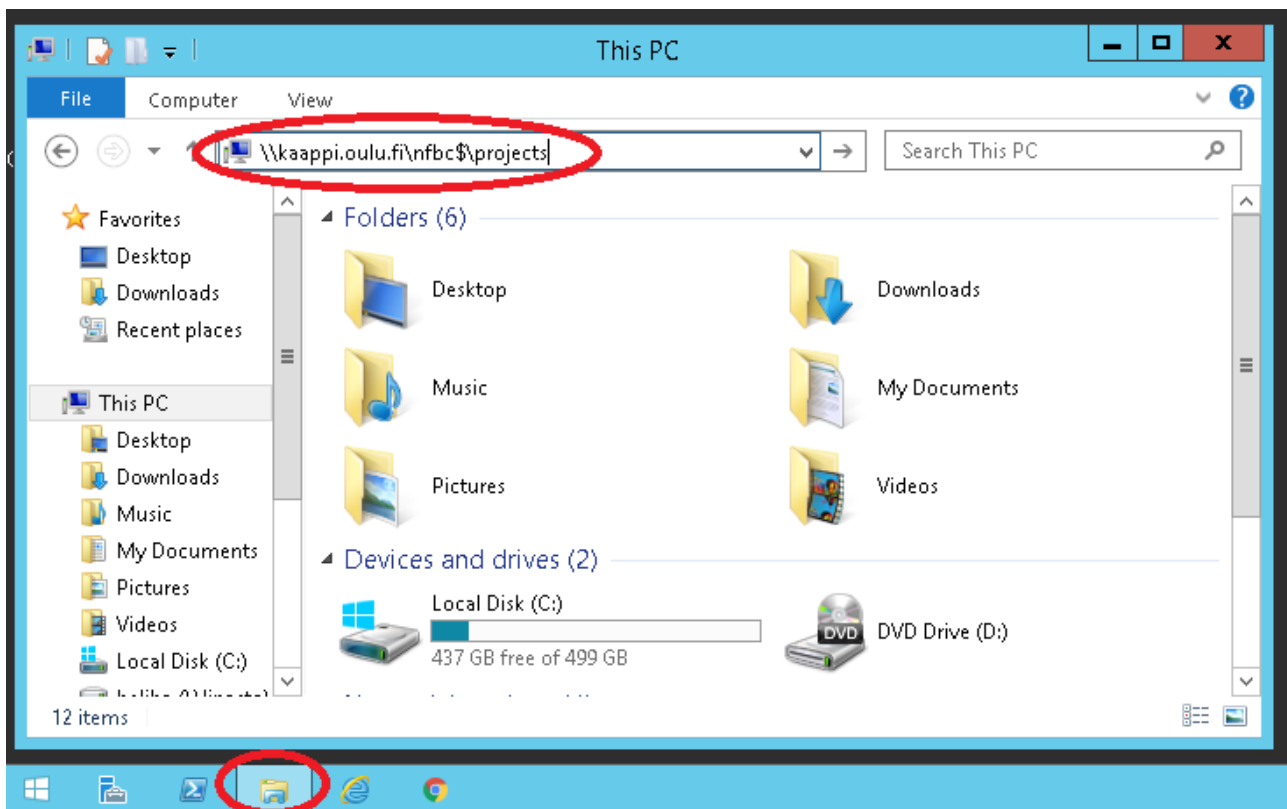
NB. This program automatically remembers the password for this connection. When you change your password, please remember to change it for this connection as well.



Select Continue.

3.2 Accessing your project folder

When you have successfully logged in to the remote desktop, open Windows Explorer and write the path you received in your email with your own project number (e.g. \\kaappi oulu.fi\nfbc\$\projects\P0001_1). This is your project folder where you'll find the data. Do not copy or move data from this folder! If you want to permanently store the folder to a letter, select *This PC* (in the left hand panel), select *Computer* tab in the top panel and click *Map network drive*. Select the letter you want to use as a drive name (eg. X:), write your folder (e.g. \\kaappi oulu.fi\nfbc\$\projects\P0001_1) to the folder field, select *Reconnect at logon* and click *Finish*.



Do not copy or move data from your project folder! You can save your modified data in this project folder and create subfolders etc. You are **not allowed** to copy or save any of the NFBC data to your university work computer, home directory (K:\\lipasto\\...), your personal computer or any cloud service (e.g. Dropbox, Google Drive, iCloud). The access to the NFBC data is only for researcher added to the project group which has access to this folder and you are not allowed to share or give access to anyone else.

The installed programs can be found from *Start* → *click downward pointing arrow*.

In the end, remember to log off (*Start* → *Sign Out*).

NB! Do not close the connection from "X" at the top panel.