

## Getting started with pCloud



# **Congratulations!**

By joining pCloud you've just made the first step to having a more organized digital life! Use pCloud to store all your files and keep them secure in one place. It is time to forget about having your files scattered around multiple devices, sharing files as an email attachment or losing your data because of a hard drive malfunction.

See How

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- > mobile device

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- > <u>a web browser</u>
- > desktop computer
- mobile device

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- > <u>a web browser</u>
- > desktop computer
- > mobile device

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> Learn few of the many ways you can utilize pCloud



# Access your pCloud anywhere

You can access your files in pCloud in many ways:

## pCloud Web



pCloud is available virtually for any popular browser. Get quick and easy access to your digital content, preview older versions of your files, share them with others and more.

Go to my.pCloud.com

## pCloud's Desktop Application

#### Available for





pCloud's app for Desktop is called pCloud Drive for a good reason - it serves as a virtual hard drive on your computer! This means that you can access and edit your pCloud files as any other file on your computer but without them actually taking space on your disk.



# pCloud's Mobile Apps

Available for



With pCloud's Mobile apps all your files will be in your pocket, wherever you go. You can use it to automatically back up your Camera Roll and free up phone space for more photos and videos.

Stream your personal videos, listen to your favorite music or preview documents, on the go.



# **Add Files to pCloud**

There are multiple ways to save your files in pCloud:

### 1. Web

1. Open my.pCloud.com and click on "Upload" button. This will open the Upload manager.

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Audio	Public Folder		-		8/	30/2017
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© 2017 pCloud AG •••						

2. Click "Browse For Files" and select the files you want to upload or simply drag and drop them into the browser.

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© 2017 pCloud AG			

### 2. Desktop

Since pCloud Drive serves as an actual drive, to upload files, simply move or copy them to the drive.



Files will appear with green checkmarks once fully uploaded.



### 3. Mobile Apps

Open the pCloud App

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Tap <b>Upload</b> (iOS – in the footer/
Android – in the header) to select and add files

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#### Bonus:

To always have a copy of the photos and videos from your Camera Roll, turn on Automatic Upload from Settings. Rest assured no important memory ever gets lost.

# Share files, regardless of their size

You want to share a large file or many files ot once? Piece of cake. With pCloud you can send anything you have in your account as a download link to your friends or collegues. The best part - they don't need a registration for pCloud to download the files.

### Web

Click the 'Share' button next to the file/folder you want to send. Choose 'Share Download link'.

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© 2018 pCloud AG •••	DSC06476-Edit-Edit-2.jpg		4.4 MB	2/19/2018

A dialog will open containing the generated link. You'll also see a list of the most common ways to share it (email, social media, etc.).

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### Desktop



Right-click on the file/folder you want to share.

From the context menu, choose Share > Copy Download link.

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The link will be automatically copied to your clipboard. Paste the link in a email or a messaging app to share it.



### **Mobile App**

Find a file/folder you want to share and tap on the Share icon next to it.









Choose among the list of suggested apps to share, or copy to clipboard.

# **Collaborate with others**

You want to share your files with teammates or friends, work on them together and track changes in real-time? You can do this with any folder in your account with the option 'Invite to Folder'. Set access permissions, type the emails of the people you want to invite and pCloud will send them an in invite with a link to join your folder (even if they don't have pCloud account yet). Here is how to start collaborating:

### Web

Click the 'Share' button next to the folder you want to collaborate on. Choose 'Invite to Folder'.

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Crypto Folder	My Videos	Invite to Folder		3/7/2018
Shares	pCloud Help	Invite friends to view and modify files as if they were their own.		3/7/2018
Download Links     Audio	Public Folder	Share Upload Link		3/7/2018
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Add the emails of the people you want to share your folder with.

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— 🚯 Backups	You haven't invited anyone yet. Use the form below to invite people to this folder.			3	3/7/2018
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Shares     Download Links	Invite More Collaborators: Import Contacts: M	Gmail	-	3	3/7/2018
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### Desktop

Click the 'Share' button next to the folder you want to collaborate on. Choose 'Invite to Folder'.



Invite some people to your folder via email.

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### Mobile App

Tap on the Share icon next to the folder you want to share.



You will receive a notification, when someone joins your folder and starts adding or editing files.

# **Useful Tips**

### There is so much more you can do with pCloud! Here are just a few examples:

### 1. Make sure that your files get the maximum protection

Use pCloud Crypto as a safe deposit box, where you keep your most valuable files like passwords, confidential documents, etc. pCloud Crypto uses client-side encryption, which means that files are encrypted on your device before being uploaded to the cloud. You and only you will be able to "unlock" them. You can <u>try pCloud Crypto for free</u>.

#### 2. Receive multiple files

Use Upload links to receive files from friends, even if they don't have a pCloud account. Click the share button next to the folder you want the receive the files in (for desktop right-click and select "Share") and choose Upload link. Create the link and share via email or a messaging app.

### 3. Password protect your download links

If you are sharing sensitive information and don't want to lose sleep over leaked data, add a password lock to your links. On the web platform, click the Share button next to the file or folder you want to share and select "Share Download link". In the pop-up window, go to Settings and provide a password. Only people with this password will be able to access your link. Additionally, you can set an expiration date. These features are available with any <u>Premium/Plus plan</u>.

#### 4. Save any file from the web directly to pCloud

Download pCloud's web extention for Chrome, Firefox or Opera and save any file or text from the web directly to pCloud.

#### 5. Clean up your mobile device with one click

Turn Automatic Upload on in your mobile app. This will trigger an ongoing backup of all photos and videos from your device. Once your files are uploaded, go to the Automatic Upload settings (Android) or Upload Settings (iOS) and click "Free device storage". This option will delete only photos and videos from your device, which are already securely uploaded to pCloud.

#### 6. Access your favorite files even offline

pCloud allows you to always have access to the set of files you need the most, even if you don't have an Internet connection. On mobile, select the file or folder you want to have always available and tap "Offline". On desktop, right-click a folder and select "Offline access". <u>Learn more</u>.

#### 7. Host your static website

Use peloud to host static websites with Public Folder. The feature comes with any <u>Premium / Premium Plus</u> plan, but you can try it for free as well.

### Visit the Help section to learn more on everything you can do with pCloud.