



Ordering a lab folder by attach a completed form in a new case in selfservice.ki.se

Lab folder	
Desired name of the folder:	
Folder owner:	
Folder size:	
How much will the folder increase:	
Which users should have access to the folder:	

Information
<p>Owners and users must be specified with first name, last name and KI-ID (eg Per Kalsson, perkal).</p> <p>You can only share lab folders with people who have a KI ID (employees and affiliates)</p> <p>Try to specify the size of the folder. It does not need to be specified exactly, the nearest 100 GB or TB limit is enough.</p> <p>If you know that the folder will increase in size a lot during next year, note that above.</p> <p>To access the lab folders, you must have a KI client computer and be connected to a KI client network (eg KI staff) or via VPN. The lab folders are automatically connected to KI client computers when you are connected to the correct network</p>