

# Anytime/Anywhere Access

## UCOP Information Technology Services

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### Overview of Cloud Computing

You will migrate to cloud computing soon as part of the **UCOP Anytime/Anywhere Access program**. This changes the way you access your applications, files, data and other computing resources.

- See the **overall schedule** and **training materials** on the website:  
<http://www.ucop.edu/information-technology-services/initiatives>

#### What Is Cloud Computing?

With cloud computing, most of your files, data, and applications are housed in the cloud, not your physical computer. Rather than storing your files and data on your computer hard drive, you will save them to servers in the data center, or what we call the “cloud.” As long as you have an Internet connection, you can access your files and applications from any location and using almost any device, including most personal devices.

#### What Are the Benefits?

- **Mobility & flexibility:** You can access your data and applications from any network connection, from anywhere, and using most devices.
- **Security:** University data is more secure in the cloud than on physical devices, which can get lost or stolen.
- **Availability:** Data stored in the cloud is backed up nightly.

#### What Do I Need to Do?

- **Move Outlook Personal Folders:** When you are upgraded to Windows 7 as part of cloud computing, your computer will be wiped clean. Thus your Outlook personal folders must be moved to the cloud in advance. See [instructions](#).
- **Know where to store data:** There are various [cloud storage options](#) for your files and data. Choose the ones that work best for you.
- **Watch the video:** Watch this 7 minute [video](#) to learn how to log in to the cloud, open the cloud desktop, launch applications, find and store files, and log out. There’s a shorter [overview](#) too.
- **Learn about Windows 7 and Office 2010:** With cloud computing, you will get upgraded to Windows 7 and Office 2010. Tutorials are available:
  - Windows 7 [video and user guide](#)
  - [Office 2010 basics](#)
  - Outlook 2010 class through the [UCOP Learning Center](#)

#### How Do I Get to the Cloud?

There are two basic ways to access the cloud computing environment – which is composed of your cloud desktop (a Windows 7 desktop), cloud applications, and cloud storage.

- **Web browser:** This is the most commonly used method, and works with most devices. This is also the way to access cloud computing from home. See [instructions](#).
- **Citrix Receiver from the Start menu:** When you are on the UCOP network and using a UCOP Windows issued device, this method allows you to access cloud computing without logging in. See [instructions](#).