



User manual

Tokyo Institute of Technology

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1. Email address input completed page



1 Visit T2BOX email address input page

<https://t2box.gsic.titech.ac.jp/> (Server 1)

Server 2 is also running in parallel as equivalent system, so please use it as appropriate. Please note that file boxes created by Server 1 and Server 2 are not shared.

<https://t2box2.gsic.titech.ac.jp/> (Server 2)

The header changes color when there is an important notice.

Especially before maintenance, you can not create a box. Please check the notice.

2 Input campus email address and press the submit button

Input your campus email address.

The URL of box page will be sent immediately via email.

3 Download T2BOX User Manual

You can download PDF T2BOX user manual here.

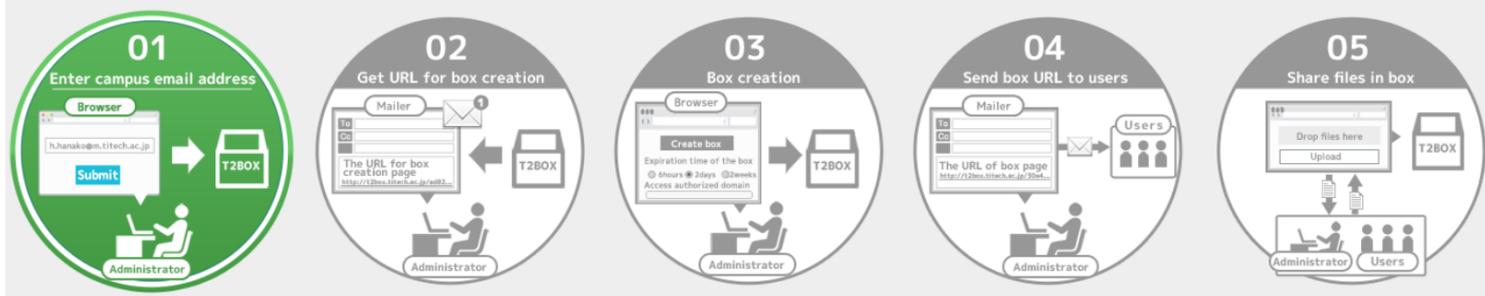
2

Please input campus email address.

[in operation]

3

Download T2BOX user manual



Please input campus email address.

Can not create a box because maintenance is planned.

Notice of T2BOX will stop for updating

We will upgrade maintenance on March 1st. Therefore, please refrain from creating a new box until the end of maintenance.

The service of T2BOX is under development. T2BOX will stop without announcements. Don't use the T2BOX for your daily tasks.

2. Email address input completed page



1 Show your email address

2 Email notification will be sent automatically

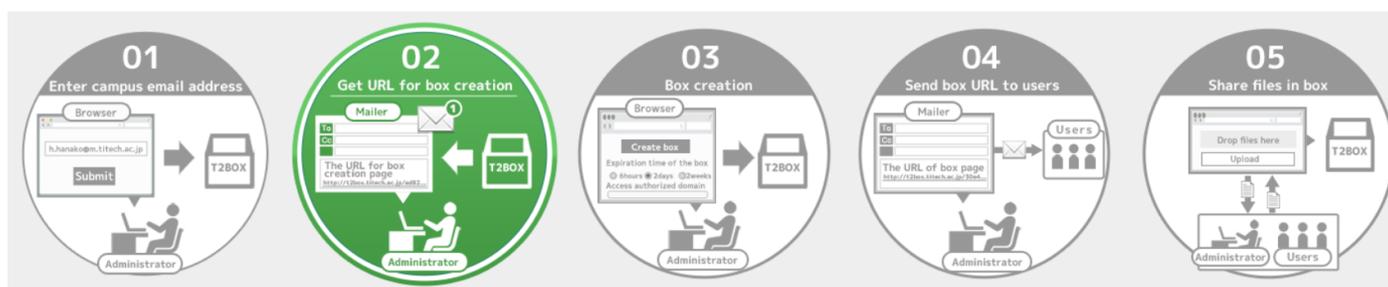
The URLs of box page and administration page have been sent via email.
The expiration date of the box are listed in the email.

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 English 日本語
 Email address input completed page FAQ | IP Address:10.100.192.149

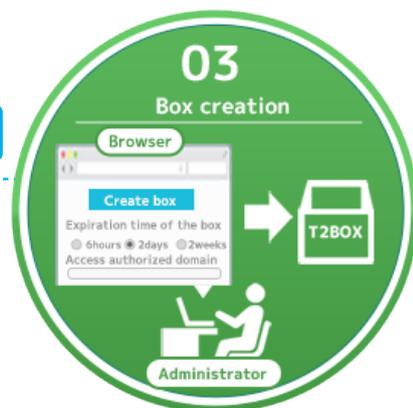
1

The detail information has been sent to the following email address.

test@titech.ac.jp



3.Box creation page Expiration date must be set



- 1 **Box-name input field**
Enter the box name.
- 2 **Select expiration date radio button**
Select the expiration date of the box.
- 3 **Password availability radio button**
Select password off / on when accessing the box.
- 4 **Password entry field**
Enter the password for box access. ④ Password off / on selection button is "off", Input is impossible, if "on" it is mandatory to enter. Password must be at least 12 characters with digits and special characters(- _ = + * % \$ # @ ! . ,).
- 5 **Delete · Overwrite selection radio button**
Select if delete/overwrite is prohibited or not.
- 6 **Download selection radio button**
Select if download is prohibited or not.
- 7 **General user upload radio button**
Select if general user upload is prohibited or not.
If "Off" is selected, you can NOT upload files on the box page. Upload files on the Administration page.
- 8 **Domain or IP address input field**
Enter the domain or IP address that you want to allow access to the box.
Multiple items can be added at once by breaking the line.
- 9 **Add button**
Add the entered domain or IP address to the permission list.
- 10 **Access permission list · Delete button**
A list of domains or IP addresses that you want to allow access to the box.
Delete the corresponding domain or IP address from the permission list.
- 11 **"Delete" button**
Delete permission domain or IP address.
- 12 **Create box**
Complete the box creation.
- 13 **"Load previous settings" button**
Apply settings selected in the previous box you created.
You'll apply all settings except Box-name.
- 14 **"Reset" button**
Except for Box-name, you'll reset all settings to default.

The screenshot shows the box creation page with the following elements highlighted by numbered callouts:

- 13**: "Load previous settings" button
- 14**: "Reset" button
- 1**: Box name input field (value: conference)
- 2**: Expiration time radio buttons (6 hours, 2 days, 2 weeks)
- 3**: Password to access the box radio buttons (Off, On)
- 4**: Password input field (value: qE2188=B*.b,)
- 5**: Deletion / Overwrite radio buttons (On, Off)
- 6**: Download radio buttons (On, Off)
- 7**: General user upload radio buttons (On, Off)
- 8**: Access authorized domain or IP address input field
- 9**: "Add" button
- 10**: Added domain or IP address list (includes .titech.ac.jp, 131.112.0.0/16, 10.100.192.121/32)
- 11**: "Delete" button for each entry in the list
- 12**: "Create box" button



4.Box creation completed page

1 Box Information

Show the detailed box information.

2 Following emails will be sent automatically.

Box Page Notification :

The URL of the box page and the access password are listed.

Admin Page Notification :

The URL of the admin page is listed.

3 "Move to the box page" button

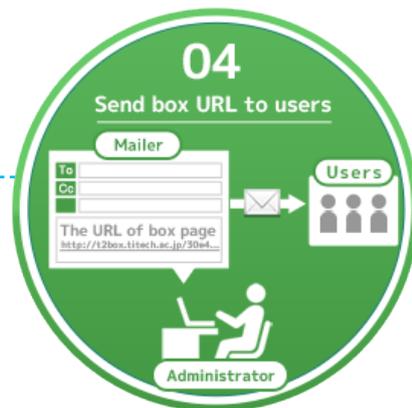
After you confirm the box information, move to the box page.

4 Let other members know the box URL.

You can upload/download files in the box page.

Send the box URL information to members you want to share files via email.

If you send the box URL to wrong member, or send admin URL to other members, delete the box immediately.



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Box creation completed page
FAQ | IP Address:10.100.192.121

The box has been created.

The URLs of box page and administration page have been sent via email.

Box name	conference
Expiration time	2 days
Password to access the box	qE2188=B*.b,
Deletion / Overwrite	On
Download	On
General user upload	On
Access authorized domain or IP address	.titech.ac.jp 131.112.0.0/16 10.100.192.121/32

3
Move to the box page

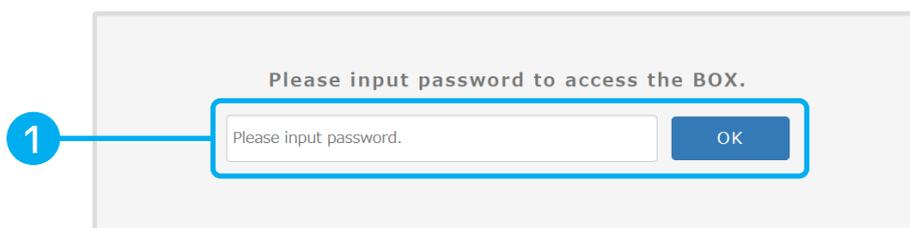
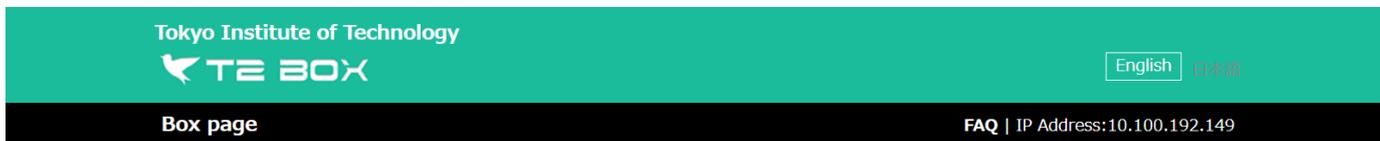


5.Box page (enter password)

* This page appears only when you set a password.

1 Input Password

Input the password to access the box, then press the OK button.



6.Box page

box will be deleted after expiration

1 Upload file list

A list of files to be uploaded. The file name and file size are displayed respectively. If general user upload is prohibited, ① to ⑥ will not be displayed.

2 File drop column

Drop the file to be uploaded and add it to the upload file list.

3 "Cancel" button

Delete the corresponding file from the upload file list.

4 "Select file" button

The file selection dialog is displayed, so select the file you want to upload and upload the file add.

5 "Clear all files unsent" button

Delete all files from upload file list.

6 "Upload" button

Upload the upload file list file.

7 File Encryption check box

If it is checked, the encrypted zip file will be downloaded.

8 Password entry field

Enter the file decompression password. If ⑦ File encryption check box is unchecked, input is disabled. If it is checked, input is required.

9 Help icon

When you hover the mouse, the file encryption description will be displayed.

10 File Encryption Description Popup

A description of file encryption. The initial state is hidden, and when you hover the mouse over the help icon, it is displayed it will be.

11 "Download all files" button

It is displayed when ⑦ File encryption check box is unchecked. Download all files listed on ⑫ Uploaded files list.

12 Uploaded files list

The uploaded files are listed.

13 File name link

Download the relevant file.

14 "Download" button

It is displayed when ⑦ File encryption check box is unchecked. Download the relevant file.

15 "Delete" button

Delete the corresponding file.

16 "Download all files with encryption" button

It is displayed when ⑦ File encryption check box is checked. Encrypt all files and download them.

17 "Download with encryption" button

It is displayed when ⑦ File encryption check box is checked. If it is checked, the file is encrypted and then downloaded.

18 "Sort" button

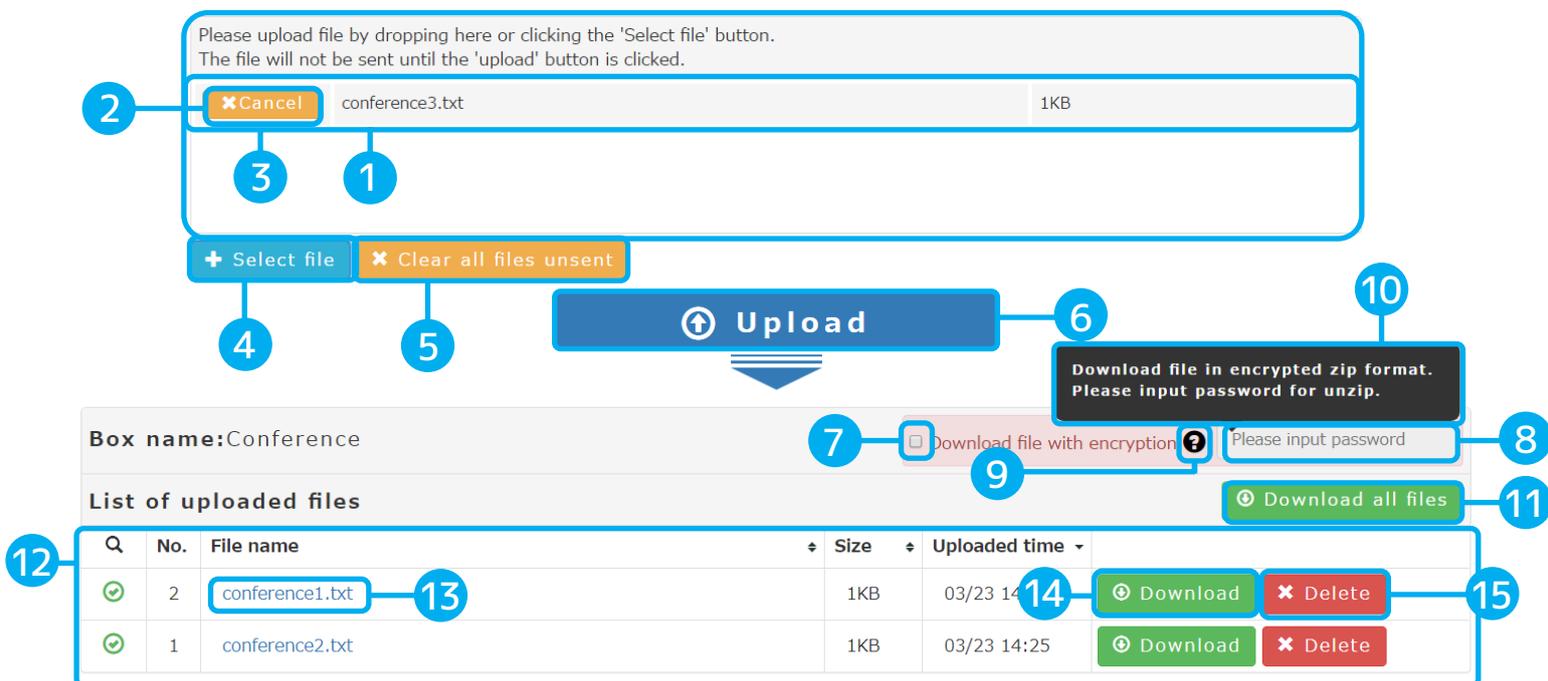
Click to sort the columns.

19 Box name field

Displays the box name.

20 Scan results

Display the scan results of the uploaded file.



7. Administration page

Administration page will be deleted after expiration.

1 "Delete the box" button

Delete the box.

2 "Update" Button

Update the screen display to the latest state.

3 Box Information

The box information will be displayed.

4 "Display upload area" button

Display the file upload area.

5 "Hide upload area" button

Hide the file upload area.

6 Uploaded files list

The uploaded file list is displayed. It is the same as box screen. Each file is downloadable.

7 "CSV export" button

Export CSV file with the URL of file download page of all files.

8 "Display all links" button

Display the URL of file download page of all files.

9 "Display link" button

Display the URL of the file download page.

10 Access history for each file

The access history for each file in the box is displayed.

11 History of addition & deletion of each file

The history of addition and deletion for each file in the box is displayed.

12 Box expiration

The box is deleted when it expires.

13 Page expiration

Once the page expires, you will not be able to access this page.

14 URL of file download page

The URL of file download page is displayed.

You can access the page where are able to download only that file.

15 "Hide all links" button

Hide the URLs of all file download pages.

16 "Hide link" button

Hide the URL of the file download page.

1 Delete the box

2 Update

Box name	conference
Box URL	http://10.100.192.240/box/a5663a84200a8132c22b564d22234430
Expiration time	2 days
Deletion / Overwrite	On
Download	
General user upload	
Created time	
Password to access the box	
Access authorized domain or IP address	10.100.192.121/32

Please upload file by dropping here or clicking the 'Select file' button.
The file will not be sent until the 'upload' button is clicked.

Please drop file here.

+ Select file
✖ Clear all files unsent

3

5

4 + Display upload area

List of uploaded files

Download file with encryption ⓘ Please input password

+ CSV export
+ Download all files
+ Display all links

Q	No.	File name	Size	Uploaded time	
	1	memo.txt	1KB	03/14 17:01	+ Download ✖ Delete + Display link
	2	agenda.md	1KB	03/14 17:01	+ Download ✖ Delete + Display link

6

7

8

9

Access history for each file

No.	Time	File name	IP address	Download option
1	2021/03/14 17:02:39	agenda.md	10.100.192.121	Download

10

Add/Delete history for each file

No.	Time	File name	IP address	Add	Delete
1	2021/03/14 17:01:31	agenda.md	10.100.192.121	●	
2	2021/03/14 17:01:31	memo.txt	10.100.192.121		●

11

List of uploaded files

Download file with encryption ⓘ Please input password

+ CSV export
+ Download all files
- Hide all links

Q	No.	File name	Size	Uploaded time	
	1	H31RE402_doc.pdf http://10.100.192.240/download/b6aa2664-44ae-11e9-b890-00155d011153	99KB	03/12 19:07	+ Download ✖ Delete - Hide link
	2	agenda.md http://10.100.192.240/download/d9e4703d-4493-11e9-b890-00155d011153	1KB	03/12 15:55	+ Download ✖ Delete - Hide link

14

15

16

8. File download page

1 You can only download one file.

You can access from the URL displayed on admin page.

Please use it when sharing only one file.

You are asked for the password if it is set in the box.



1

Box name:13th Meeting Download file with encryption ? Please input password

File name	Size	Uploaded time	
agenda.md	1KB	03/12 15:55	Download

9.Administration page (Box deletion completed)

※Administration page will be deleted when you delete the box.

1 Box deletion completed successfully

Show the information of the deleted box.

2 Email notification will be sent automatically

The deleted box information will be sent to your email address.

All information detailed in the box page are listed in the email.

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English 日本語

Administration page

Expiration time:03/16 15:44

FAQ | IP Address:10.100.192.121

The box has been deleted.

Box name	conference
Box URL	http://10.100.192.240/box/a5663a84200a8132c22b564d22234430
Expiration time	2 days
Deletion / Overwrite	On
Download	On
General user upload	On
Created time	2021/03/14 15:44
Password to access the box	qE2188=B*.b,
Access authorized domain or IP address	.titech.ac.jp 131.112.0.0/16 10.100.192.121/32

1