

# Files (Nextcloud)

The documents software is called Nextcloud

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# Getting Started

## Web access

Many of you will be familiar with GoogleDocs. Nextcloud is similar, but there are some differences to consider:

- \* Each space on Humhub has a corresponding folder on Nextcloud. There may be sub folders within this.
- \* When you join a space on Humhub you gain access to the folder
- \* When you leave the Humhub space you will no longer have access to that folder

The document editing service is actually two connected services;

- Nextcloud provides the folder structure
- Only office provides the document editor.

You can see how these work together in [this video](#)

<https://www.youtube.com/embed/2IV0x8WkoIY?t=505s>

## Apps

If you want to edit documents on a mobile device then install the Onlyoffice app for [Android](#) or [iOS](#)

It is possible to install desktop apps too, but we recommend accessing the web interface from desktop or laptop computers

# Further help

<https://helpdesk.transition-space.org/help/3545223608>

# Transition Files (Nextcloud) Video

This is a video tutorial how to use Nextcloud: <https://cloud.transition-space.org/s/TXF6WKNsMfWczEg>