ACCOUNT

Account registration:
You have to fill out this form and your responsible person has to confirm it
https://account.fhi-berlin.mpg.de

Renew of an existing account:
You have fill this form **BEFORE** your account will be expired
https://account.fhi-berlin.mpg.de

Windows Domain „FHI":
You can logon with your FHI Username and Password on every ppb administrated microsoft windows workstation at the institute, that is in the domain "FHI".

Saving files:
Store all your files in your home directory! (On Windows workstations use drive "R:" , which is automatically connected.)

Manually connect your home directory:
Win 10: \\nap33\username
MacOS: smb://nap33/username
Connect using different credential with: „**FHI\USERNAME"**

Private Folder:
Your home directory includes an automatic generated directory "**private**". Only you have the permission to read, write and execute this directory.

Roaming Profiles:
At the institute we use "roaming profiles" for Microsoft Windows users. This profile is saved at the file server in your home directory and is loaded or saved at each log on or log off. To keep the profile small (what means to get short log on/log off times) don't save documents in directories "My Computer" or "Desktop".

Note:
All data, documents etc. that you save at local disks of your PC (Drive C:) are **not included** in the backup , in case of a damage of the disk all files will be lost. So save your files on your R: Drive!

SETUP

E-MAIL Access:
We provide worldwide e-mail access with a client or web-mail

Client configuration:
Username/Password: fhiusername/fhipassword
Incoming Mail-server: (IMAP)
imap.fhi-berlin.mpg.de
Use SSL and authentication on **Port: 993**
Outgoing Mailserver:
mail.fhi-berlin.mpg.de
Use SSL and authentication on **Port: 587**

Webmail Roundcube:
You can access your E-Mails with your web browser:
https://webmail.fhi-berlin.mpg.de/

PowerFolder: (cloud storage)
Syncing data securely without complex configuration, multi platform support and also save for your documents ?
 Yes we have it. Works without VPN
http://ppbwiki.rz-berlin.mpg.de/Main/PowerfolderAtFHI

NextCloud: (cloud storage)
An alternative to PowerFolder from the GNZ Team
https://fhi-cloud.gnz.mpg.de/

SOGo: Groupware:
Use our open source groupware solution SOGO to share calendars or contacts.
https://sogo.fhi-berlin.mpg.de

Zoom Rooms
A easy video conference solution for every employe, pre-book your ZOOMRoom on
https://Indico.fhi-berlin.mpg.de

Sandstorm
PP&B provides also the collaboration software sandstorm for free for every FHI user.
- Task & Project Management, WebApps.
https://fhi.sandcats.io/

-
Matrix (WhatsApp like secure chat)
Secure chat without google or facebook !
https://trinity.fhi.mpg.de

MPG Licensed Software:
For the most important software packages you can "borrow" licenses from the license server.
 You do not need a permanent internet connection.

SERVICES

PP&B administrated systems benefits:
- pre-installed & configured windows 10 systems
- full support for hardware and software issues
- Individual installation packages for every department
Printing:
We provide two print-servers with all available printers at the **i**nstitute. **CUPS** for Unix and **PRINTING** for Windows 10/11.
https://ppbwiki.fhi.mpg.de/Main/Printing
Restore files:
You can use the "View previous version" options on your connected network-drive to restore files or folders, on a Windows 7 or Windows 10 System.
Or check the Folder "~snapshot" in your R: drive. (folder is hidden on some systems)
SSH/SFTP
you can access your files from the outside with a SSH (SFTP) connection, or access directly internal resources with a secured VPN connection from outside of the FHI network.
- SSH/SFTP Server:
Server:ssh.rz-berlin.mpg.de Port: 14195
Username/Password:
Password: your fhi password
- VPN: (Work from home)
Username: username@fhi-berlin.mpg.de
Password: your fhi password
https://www.gnz.mpg.de/index.php/VPN_Access/de
Wifi (eduroam):
Login with with
username@fhi-berlin.mpg.de
Password: your FHI password
Please ask the colleagues from the GNZ in case of troubles with VPN or WIFI (3200)

Telephones & DECT:
We offer also the telephone system for the whole institute, with nice „Alcatel-Lucent telephones", and a full DECT coverage on the FHI campus. Please ask your secretary if you need a phone, or if you have troubles with it.
**Homeoffice Software:**
It's only allowed to use licensed software on FHI purchased PC's or MacOS systems. (Not on private systems)
Still any questions?
Please have a look at our wiki !
http://doku.fhi.mpg.de
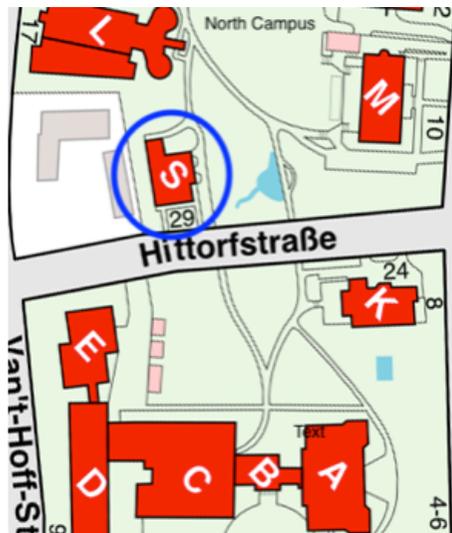
LOCATION

Location:
Building S

Ground floor: (Entrance Hittorfstraße)
[S.K.05] Simeon Beinlich (HPC)
[SK.0.1] Ina Richter (Trainee)

First floor: (Entrance from Garden)
[S.0.8] Marco Hollemann
[S.0.3] Heinz Junkes
[S.0.4] Sven Pokrzykowski

Office hours: (8am to 5pm)
Science friendly ,we are also available after 5pm (Matrix)

MEMBERS

Master of the Puppets:
Heinz Junkes (4270)

Central IT Services & Servers:
Sven Pokrzykowski (5411)

Windows Domain Support :
Marco Hollemann (3270)

High Computing Cluster Support
*Simeon Beinlich *(5270)*

Trainee FISI (Telephones):
Ina Richter(5401)

PP&B Services:
- *Central Services (whole IT-Infrastructure except *network)*
- *Telephone System*
- *In house development*
- *EPICS*
- *And many more cool stuff*

* Network & Wifi infrastructure:
- is provided by our colleagues from the GNZ Team.
https://www.gnz.mpg.de

FRITZ-HABER-INSTITUT
MAX-PLANCK-GESELLSCHAFT
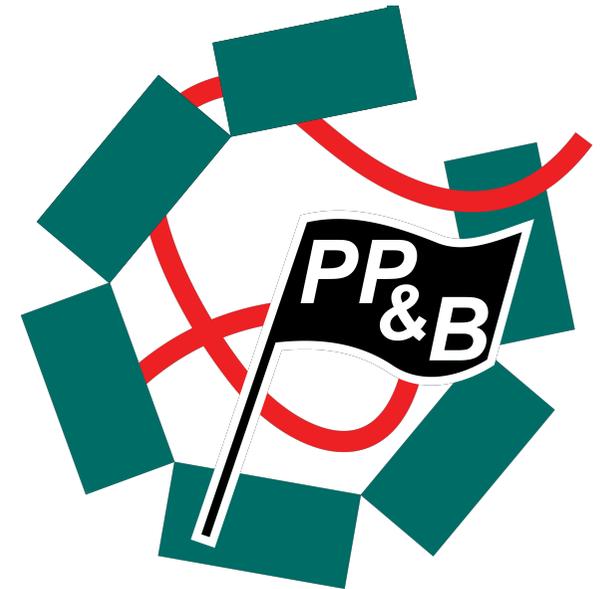
IT-DEPARTMENT
Enabling science since 1996

E-MAIL: **PPB@FHI.MPG.DE**
HOTLINE: **3456**
MATRIX :   **#PPB-SUPPORT**

KNOWLEDGE BASE:
HTTP://DOKU.FHI.MPG.DE

PP&B YOUR SCIENCE-DRIVEN
IT DEPARTMENT