

How to

export files from  
TSD p33

# Step 1

E-mail a p33-admin, and ask to be added to export-group

(Admins: Sandeep Karthikeyan, Thomas Bjella, Lavinia Athanasiu, Mads Lund Pedersen, Oleksandr Frei)

-Wait for an e-mail with confirmation

*-log out and in again in TSD to activate export-access*

*(access is limited to 3 mnts)*



**Name** (Ola Norman)  
**Personal ID** (15088921358)

**Data**

**Sensitivity level**

**Work with data**

**Save data**

**Identifiable  
information**

↓  
OUS computer

↓  
Lists:  
Encrypted USB in locked archive  
Separated from data  
  
Physical Data (MR/EEG discs,  
Patient reports):  
In locked archive



**TOP ID** (U398)  
**MR ID** (O4827)

**De-identified  
information**

↓  
TSD or  
OUS computer

↓  
TSD or  
OUS computer



**No ID**

**Anonymous  
information**

↓  
OUS or UiO computer

↓  
OUS or UiO computer  
(dedicated directory/USB)

# before you export

Sensitive data **need to be encrypted before export.**

If you use Windows in TSD you can encrypt files with 7-Zip.

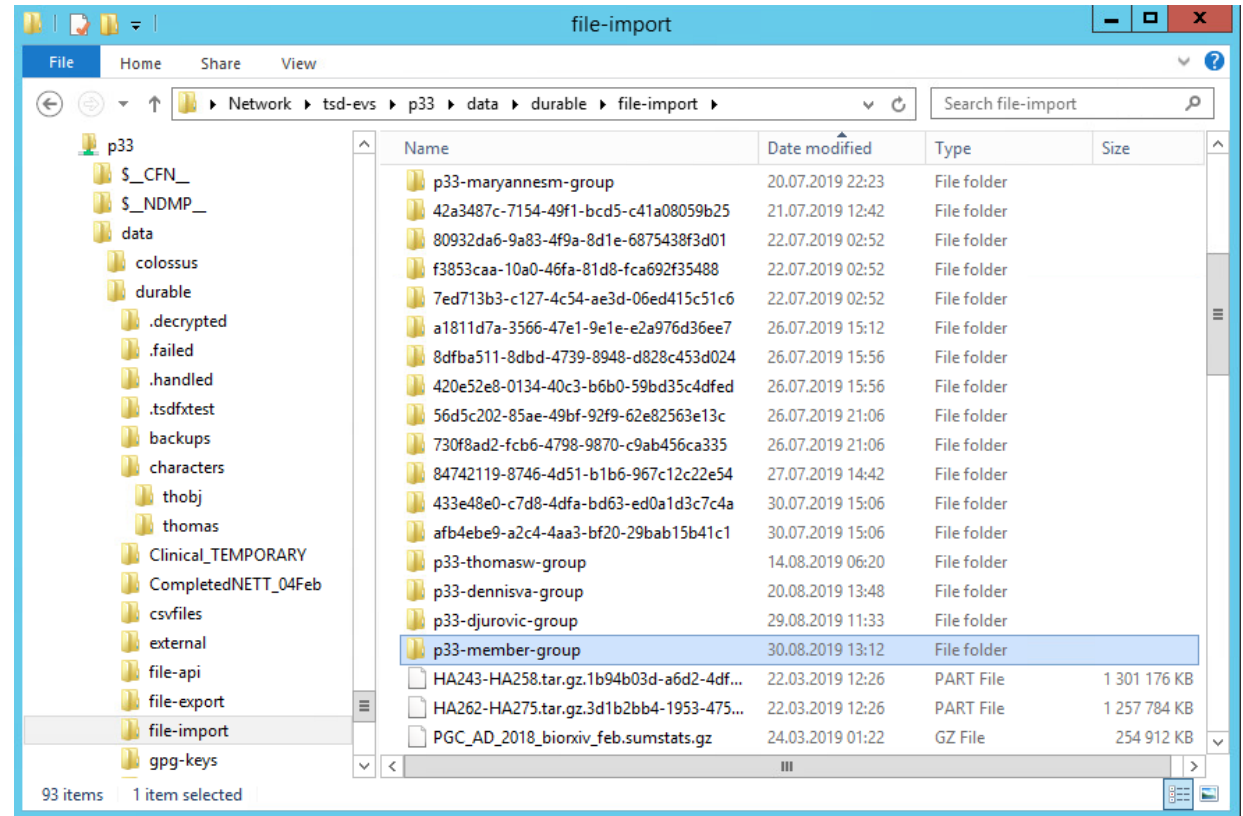
[Se hvordan du bruker 7-Zip i TSD her.](#)

# Step 2

(Inside TSD) Copy the file you want to export

Navigate to **file-export** under **durable**, and paste the file there

-Remember to **delete** your files from the export folder after transfer is complete



# Step 3

(Outside TSD) Go to  
<https://data.tsd.usit.no/>

Log on with p33 credentials  
and find your files by selecting  
«my files».

Download to secure location.

Remember to encrypt sensitive  
data!

## TSD Data Portal

Welcome to the TSD Data Portal

To use this service you should already hold a valid TSD user account.

Import Files

Export Files



### Contact Information

E-post: [tsd-drift@usit.uio.no](mailto:tsd-drift@usit.uio.no)

Phone: [22 84 00 04](tel:22840004)

# More information

On our Wiki

<https://wiki.norment.uiocloud.no/dokuwiki/start>

On TSDs site

<https://www.uio.no/english/services/it/research/sensitive-data/index.html>