



AT&T Locker™ User Guide

Windows PC and Apple Mac Desktop Computers

The AT&T Locker desktop client supports two primary capabilities:

- Back up selected files and folders from the desktop computer to your Locker.
- Sync files and folders across multiple computers with your Locker.

Get Started

1. Download the client to your desktop.
2. Enter your username and password, and click Log in.
3. You should now see the dashboard of the AT&T Locker client.

Using the Service

Settings

To access settings, open the dashboard of the AT&T Locker client, and click on the Settings tab.

Desktop Backup

1. Open the dashboard of the AT&T Locker client.
2. Click on the Backup tab.
3. Click on Add Folder..., and select the folder that you want included in your backups.

Once a folder has been backed up, the following applies to the selected folder:

- Any new content found in that folder will be backed up to your Locker.
- Any changes in content are uploaded to your Locker in a one-way sync operation, ensuring that your Locker backup is always up to date.



- Any content deletions on the desktop client are NOT synced to your Locker cloud. This ensures that your Locker cloud content is secure even if you inadvertently delete a file or your desktop is lost or stolen.
- Any content deletions in your Locker cloud will be re-backed up during the next desktop backup window. This provides a 'double lock' on the content and ensures that the AT&T Locker desktop backup is always up-to-date with the desktop.

To remove a desktop backup from your Locker cloud:

- First remove the folder from your desktop backup folder list.
- You can then delete the content from your Locker cloud, and it will no longer be backed up.

In addition to assigning a folder on your desktop as your desktop backup folder, you can also map a network drive to your desktop, and set the network drive as a backup location.

Music Backup (Apple iTunes)

The AT&T Locker desktop client provides integration with iTunes and allows you to upload music from your iTunes library to your Locker so that your music is safely backed up in your Locker in the cloud. Then your music is available for access across all AT&T Locker clients.

1. Open the dashboard of the AT&T Locker client.
2. Click on the Music tab.
3. Click on Find Music....
4. If you have iTunes installed, and you're logged into your iTunes account, the AT&T Locker client will present all the music in your iTunes library. Select which songs to upload to AT&T Locker.

Note: If you do not have iTunes installed on the computer, the Music tab may not be visible in the Locker dashboard.

Restore

You can restore content from your Locker to any computer.

You can browse content that has been previously backed up from any computer, and select, on a folder-by-folder basis, what content to restore.

AT&T Locker Desktop Folder

AT&T Locker desktop clients provide direct access to your Locker. You can search, browse, view, edit, organize, and delete files.

Any file that is copied or dragged to the desktop Locker folder will be synced to all desktops that have your AT&T Locker desktop client installed. The content is also replicated in your Locker cloud. If a change is made to the file in any of the synced locations, the update is then synced to all the other locations in real time.



The Locker folder is also the destination for any files uploaded from the AT&T Locker Web and mobile clients. This provides a convenient way to store content in your Locker, edit it, and keep it in sync with any changes made on the desktop.

Selective Sync Feature

With Selective Sync, you can select which folders are synced with that computer, on a per computer basis. Syncing folders can be different across all computers on which your AT&T Locker applications are installed.

To customize which folders are synced with a particular computer, follow these steps:

1. Open the dashboard of the AT&T Locker client.
2. Click on Sync.
3. Click the check mark for the folders that you want synced, and uncheck the folders you don't want synced.

Any folders that have been selected will sync from your Locker to that computer and a local copy stored on the computer. Any folders that are not selected will not be stored on the computer. If a folder had previously been selected for syncing to a computer and was subsequently deselected, the local copy will be deleted from the computer. Your Locker cloud copy will be unaffected.

Access

AT&T Locker desktop clients provide direct access to your Locker through the AT&T Locker folder.

- **Search** – Search with Windows Explorer or Mac Finder. Search is just like native searching on the OS.
- **Browse** – Browse using Explorer/Finder.
- **View** – Selecting the file in Explorer/Finder will open the desktop application associated with that file.
- **Edit** – Any files that are edited or updated while in the AT&T Locker folder on the computer have the same edits or updates applied to the files in your Locker. Any changes on files or folders that are in your Locker in the cloud are replicated to all computers that have the desktop client.
- **Organize** – You can create, edit, and remove folders in the AT&T Locker folder. You can move and copy files between folders. You can perform cut/copy/paste operations on the files, and all operations will be synced to your Locker.
- **Delete** – Any files or folders that are deleted from the AT&T Locker folder on the computer are deleted (moved to Trash) on the AT&T Locker server.

Share via Mac Desktop

You can generate a link to any file you have saved to your Locker.

1. Select the file you want to share within Finder.



2. Right (Command) click on the file you want to share, and select AT&T Locker > Share AT&T Locker Link.
3. Click Share...
4. You can then copy that link to your clipboard for use in whatever application you use to share the link.

Share via Windows PC Desktop

You can generate a link to any file you have saved to your Locker.

1. Select the file you want to share within Windows Explorer.
2. Right-click on the file you want to share, and select AT&T Locker > Get Public Link.
3. You can then copy the link to your clipboard, and share it via email, social media, text, and more.

Smart Folders

If you organize your photos into folders on the computer, you can automatically convert those folders into photo albums once the folders have been backed up to your Locker.

By creating photo albums from these folders, you can see your photos in the Photos view in the Web and mobile applications, which provides a richer photo browsing experience over the standard folder list view.

Once a Smart Folder has been created in your Locker, you can add, remove, and re-order content within the album, just like any album you create yourself.

To enable Smart Folders:

1. Navigate to the dashboard of the AT&T Locker client.
2. Select the Settings tab.
3. Check the box for Enable Smart Folders.