



### Setup manual for Nextcloud Desktop Client on macOS

#### Install the client

- 1- Go to the official Nextcloud website (https://nextcloud.com)
- 2- Go to the Download button



#### 3- Select DOWNLOAD FOR DESKTOP.

4- Select macOS 12+ (64 bits, universal).







5- Go to the *Downloads* folder in your macbook and open the downloaded *Nextcloud.pkg* file.

•••	< > Downloads	≔≎		⊘ ~ Q
Favorites	Name	Size	Kind	Date Added
② Recents	🔗 Nextcloud-3.14.1.pkg	319.2 MB	Installeackage	Yesterday at 12:45 AM
Applications				
Desktop				
Documents				
Downloads				
Nextcloud				
Locations				
iCloud Drive				
🖨 Install macOS Ventura	k.			
Tags				
Red				
Orange				
Yellow				

6- Install the app. You will be asked for a password to install.

Name		Kind Da
<ul> <li>Introduction</li> <li>Destination Select</li> <li>Installation Type</li> <li>Installation</li> <li>Summary</li> </ul>	Installer Installer is trying to install new software. Enter your password to allow this. It Install Software Cancel	r computer. Ilation of this software
	G	Change Install Location Go Back Install





7- Once finished, click on **Close**.



8- Once installed, run Nextcloud.







9- A setup Nextcloud window will display, click on Log in



10-Enter the URL of your Nextcloud server and click on Next.







### 11- A security notice will appear, click on Login again.



12- Enter your username and password to log in to your workspace.

Log in	
Login with username or email	•
Login with username or emain	
Password	o
ightarrow Log in	

13-Click on "Grant access".







14- A message will appear indicating that the application has connected to your account.

# Cuenta conectada

Tu cliente debería estar ahora conectado. Puedes cerrar esta ventana.

15- Select how to sync your data:

- Synchronize everything from server
- Choose what to sync
- 16- Select the folder for store the synced files. You can choose the default folder to sync your data, or you can choose a different folder.

•	Ad	d Nextcloud a	ccount
	EN	$\leftrightarrow$	
	Usuario1		
	servidor.dominio.com	1	Local Folder
			/Users/it/Nextcloud2
			42 GB free space
			Choose different folder
	<ul> <li>Ask before syncir</li> <li>Ask before syncir</li> </ul>	ng folders larger ng external stora	than 500 🗘 MB
	Choose what to	sync	





17-Go to the top right corner of your Mac and select the small icon shown in the image below.

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18-The application panel will open. After that, select the folder icon.



19-You can check that your documents have been synced.

•••	< > Nextcloud2		• 🖞 ⊘	× Q
Favorites	Name	A Date Modified	Size	Kind
<ul> <li>Recents</li> </ul>	>	Sep 30, 2024 at 4:19 PM		Folder
Applications	nextcloud-apps.txt	Aug 27, 2024 at 5:30 PM	06 bytes	Plain Text
Desktop	test2.xslx	Oct 4, 2024 at 12:14 PM	5.3 MB	Spreadsheet
	test1.xslx	Jul 10, 2024 at 1:02 PM	18 KB	Spreadsheet
Documents	🕑 test.docx	Aug 20, 2024 at 11:17 AM	7 KB	Word 2cument
Downloads				
Nextcloud				
• Nextcloud2				
•				
Locations				
Cloud Drive				
🖨 Install macOS Ventura				
Tags				
Red				





### Adding a Second Account to Switch Between Both

1- Go to the top right corner of your Mac and select the small icon shown in the image below.



2- You will see the current active user . Select the Add account option.

	$\oslash$	G	Q			3:	1(
EN Usuario1	-		0	С	2		
EN Usuario1 ····	vent	s			0		
🕂 Add account 📐					Sync n	bw	
Pause sync for all	seña	a de ap	op pa	ra una		4h	
Settings	.1"						
Exit	1000	do a					

3- A setup window Will display, select Login.









4- Enter the URL of your Nextcloud server and click on Next.

5- A security notice will appear, click on Login again.







6- Enter the username and password to log in in your workspace.

Log in	
Login with username or email Login with username or email	۴-
Password	•
ightarrow Log in	
Log in with a device	

7- Click on Grant access.



8- A message will notice that your account is connected



- 9- Choose whether to use the default folder to sync your data. Make sure not t o use the same folder as user 1.
- 10- Select the folder for store the synced files. You can choose the default folder to sync your data, or you can choose a different folder.





	Add N	extcloud ac	count
	EN Usuario1	$\leftrightarrow$	
	servidor.dominio.com		Local Folder
			/Users/it/Nextcloud2
			42 GB free space
			Choose different folder
<b>6</b>	Synchronize everything f Ask before syncing fo Ask before syncing ex Choose what to sync	from server Iders larger t tternal storag	(3.6 GB) han 500 ≎ MB les
Cancel		Skip fold	ers configuration Connect

11-Go to the top right corner of your Mac and select the small icon shown in the image below.



12-You can check that both users are now shown and switch between them as needed.







13-To quickly access each user's folders, use Finder. These will be shown on t he left side of Finder.

•••	< > Nextcloud2	$\equiv$ \$	000 ~	ů 🔗	~ ~	Q
Favorites	Name	<ul> <li>Date Modified</li> </ul>		Size	Kind	
④ Recents	>	Sep 30, 2024 at	4:19 PM		Folder	
Applications	nextcloud-apps.txt	<ul> <li>Aug 27, 2024 at</li> </ul>	5:30 PM	206 bytes	Plain Text	
Desktop	test2.xslx	Oct 4, 2024 at 1	2:14 PM	5.3 MB	Spreadsheet	
	test1.xslx	S Jul 10, 2024 at 1	02 PM	18 KB	Spreadsheet	
Documents	>> test.docx	<ul> <li>Aug 20, 2024 at</li> </ul>	11:17 AM	7 KB	Word 2cum	nent
Downloads						
Dextcloud						
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Locations						
Cloud Drive						
🖨 Install macOS Ventura						
Tags						
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