

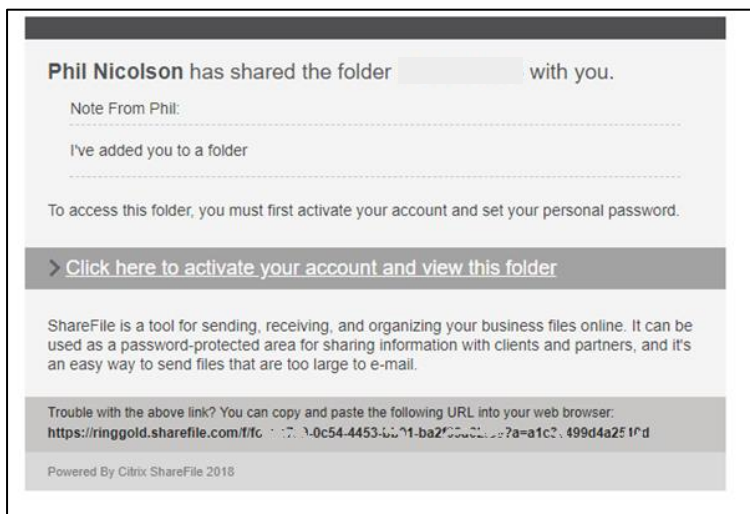
## Identify Database: Retrieving *Identify* via ShareFile for Local Loading

For security reasons, Ringgold uses the ShareFile portal for all documents exchange and for providing the Identify Database for local loading. On the Friday of each week the most up-to-date version of the Identify Database is added to Ringgold's ShareFile account. In addition, Ringgold retains the database files from the previous four weeks. Note that "220" refers to the current release of the Identify Database.

We provide a choice of two different ways to retrieve *Identify* files from Ringgold's ShareFile account:

1. ShareFile web platform
2. FTP client

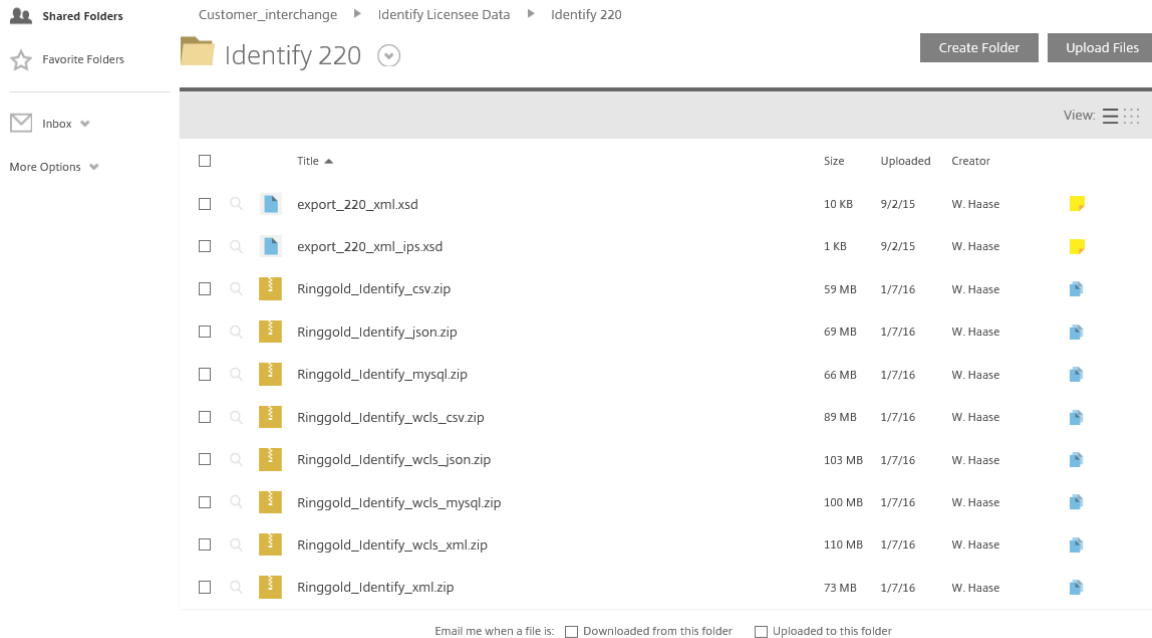
**New Users:** If you require access to Ringgold's ShareFile account, please [get in touch](#) and our staff will provide a login. New users will be sent an email containing an activation link to the Ringgold ShareFile web platform. Click the link in the email and set a secure password:



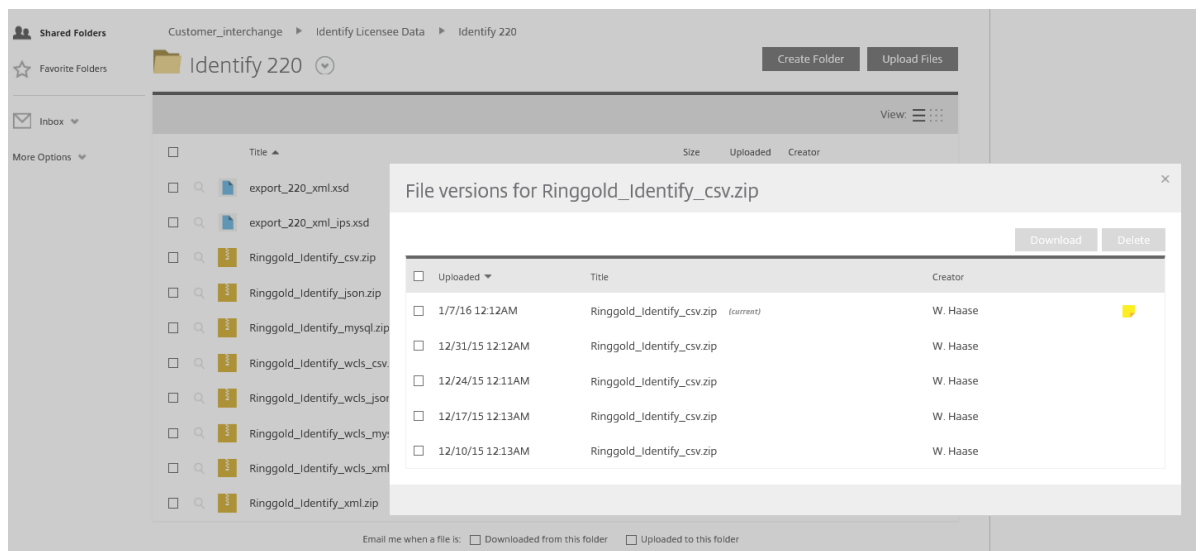
**Existing Users:** If you have an existing Ringgold ShareFile login then please use this where instructed below.

## 1. ShareFile web platform access

Log in to the ShareFile web platform at <https://ringgold.sharefile.com>  
 The Identify Database can be downloaded from the following folders:



Clicking on the blue boxes on the right-hand side will show that previous versions of *Identify* are available:



Ringgold provides the Identify Database in a variety of formats, so you can select the format that is best for you: csv, json, mysql and xml. We include the database files in each format, both with the Academic Classification (wcls) and without this additional file.

When you download the Identify Database files in the format of choice, you will see the following tables. As per our [database schema](#), we show the csv format as an example:

Name	Size	Packed Size	Modified	Created
Ringgold_Identify_csv_institutions.csv	51 704 077	18 158 153	2016-01-07 00:09	
Ringgold_Identify_csv_tiers.csv	38 568 594	9 194 468	2016-01-07 00:09	
Ringgold_Identify_csv_alt_names.csv	28 723 631	9 352 227	2016-01-07 00:09	
Ringgold_Identify_csv_urls.csv	28 478 070	9 891 476	2016-01-07 00:09	
Ringgold_Identify_csv_identifiers.csv	27 926 100	6 122 181	2016-01-07 00:09	
Ringgold_Identify_csv_multies.csv	13 413 971	4 017 480	2016-01-07 00:09	
Ringgold_Identify_csv_sizes.csv	13 178 401	3 786 347	2016-01-07 00:09	
Ringgold_Identify_csv_consortia.csv	3 604 786	958 188	2016-01-07 00:09	
Ringgold_Identify_csv_deleted_ids.csv	1 044 519	336 691	2016-01-07 00:09	
Ringgold_Identify_csv_notes.csv	1 044 658	363 249	2016-01-07 00:09	
Ringgold_Identify_csv_taxonomy.csv	184 311	50 214	2016-01-07 00:10	
Ringgold_Identify_csv_counts.txt	470	207	2016-01-07 00:10	

Or with the Academic Classifications (an extra table is included):

Name	Size	Packed Size	Modified	Created
Ringgold_Identify_wcls_csv_classifications.csv	195 097 719	31 289 592	2016-01-07 00:09	
Ringgold_Identify_wcls_csv_institutions.csv	51 704 077	18 158 153	2016-01-07 00:09	
Ringgold_Identify_wcls_csv_tiers.csv	38 568 594	9 194 468	2016-01-07 00:09	
Ringgold_Identify_wcls_csv_alt_names.csv	28 723 631	9 352 227	2016-01-07 00:10	
Ringgold_Identify_wcls_csv_urls.csv	28 478 070	9 891 476	2016-01-07 00:10	
Ringgold_Identify_wcls_csv_identifiers.csv	27 926 100	6 122 181	2016-01-07 00:10	
Ringgold_Identify_wcls_csv_multies.csv	13 413 971	4 017 480	2016-01-07 00:10	
Ringgold_Identify_wcls_csv_sizes.csv	13 178 401	3 786 347	2016-01-07 00:10	
Ringgold_Identify_wcls_csv_consortia.csv	3 604 786	958 188	2016-01-07 00:10	
Ringgold_Identify_wcls_csv_deleted_ids.csv	1 044 519	336 691	2016-01-07 00:10	
Ringgold_Identify_wcls_csv_notes.csv	1 044 658	363 249	2016-01-07 00:10	
Ringgold_Identify_wcls_csv_taxonomy.csv	184 311	50 214	2016-01-07 00:10	
Ringgold_Identify_wcls_csv_counts.txt	519	225	2016-01-07 00:10	

Please note that if you license IP information, this is provided in a separate ShareFile folder.

## 2. FTP client via ShareFile login

Anyone who requires access will be sent an email and this will include a link to the Ringgold ShareFile web platform. You will be required to create a unique and secure password. The FTP settings can be obtained from the ShareFile web platform:

- Log in to Ringgold's ShareFile web platform > <https://ringgold.sharefile.com/>
- Go to 'Personal Settings'
- Under 'Edit Profile', go to 'Advanced Connections'
- FTP Settings are shown at the top of the page

ShareFile supports the following FTP clients:

- FileZilla (Windows and Mac)
- Ipswitch FTP
- Cute FTP
- Smart FTP
- Cyberduck for Mac

For more information about supported FTP clients visit <https://support.citrix.com/article/CTX207859>

### Setting up FTP Transfer

#### **FileZilla (Windows or Mac)**

1. Click on File.
2. Select Site Manager. A new window will pop up. Click New Site and set it up as follows:
3. Name the connection. e.g. 'ShareFile'
4. Host - Server address
5. Server Type - For FTP, select Regular FTP. For FTPS, select Require implicit FTP over TLS.
6. Login Type - 'Normal'
7. User - Enter username in format '**ringgold/[Sharefile account email address]**'
8. Enter ShareFile account password
9. Click on the Transfer Settings tab
10. The Port field should be left empty
11. Set Encryption to 'Implicit'
12. Select 'Passive Mode'
13. Click the Connect button

#### **Ipswitch FTP**

1. Click File.
2. Select Connect
3. Select Connection Wizard
4. Name the connection - e.g. 'ShareFile'
5. Connection Type --> Regular FTP: Select 'FTP' from drop down. Secure FTP: Select 'FTP/Implicit SSL' from drop down
6. Enter Server Address
7. Enter user name in format '**ringgold/[Sharefile account email address]**'

8. Enter ShareFile account password
9. Click on the 'Advanced' button
10. Select the 'Advanced' tab on the left
11. The Port field should be left empty
12. Set Encryption to 'Implicit'
13. Select 'Use Passive mode for data connections'
14. Click Ok and Finish

## Cute FTP

1. Click on the 'File' drop down menu
2. Select 'New' --> Regular FTP: Select 'FTP' from drop down. Secure FTP: Select 'FTP/Implicit SSL' from drop down
3. A new window will pop up
4. Label - A connection name, e.g. 'ShareFile'
5. Host name - Server address
6. Enter user name in format '**ringgold/[Sharefile account email address]**'
7. Enter ShareFile account password
8. Login method – Normal
9. The Port field should be left empty
10. Set Encryption to 'Implicit'
11. Select Type.
12. Under the Data connections type select: Use PASV
13. Click the Connect button

## Smart FTP

1. Click File
2. SelectNew Remote Browser
3. Protocol - Regular FTP: Select 'FTP' from drop down. Secure FTP: Select 'FTP over SSL Implicit'
4. Host - Server address
5. Enter user name in format '**ringgold/[Sharefile account email address]**'
6. Enter ShareFile account password
7. Name the connection - e.g. 'ShareFile'
8. Click on the Properties button
9. The Port field should be left empty
10. Set Encryption to 'Implicit'
11. Highlight the Connection tab
12. Under Data Connection and Mode, select Passive Mode
13. Click Ok

## Cyberduck for Mac

1. Click the Open Connection icon
2. Protocol: FTP
3. Server - Server address
4. Enter user name in format '**ringgold/[Sharefile account email address]**'
5. Enter ShareFile account password
6. The Port field should be left empty

7. Set Encryption to 'Implicit'
8. Click on the More Options button
9. Click Connect Mode and select Passive
10. Click Connect

## Further Assistance

If you require clarification on any aspects of these files, or require access, please do not hesitate to contact us.

Email your enquiries to Ringgold Customer Support [support@ringgold.com](mailto:support@ringgold.com).