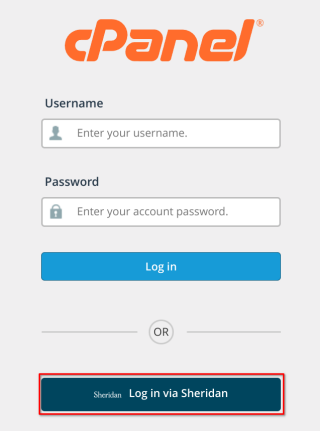
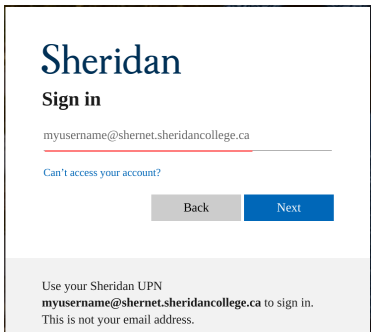
1) Navigate to `https://cpanel.dev.fast.sheridanc.on.ca`

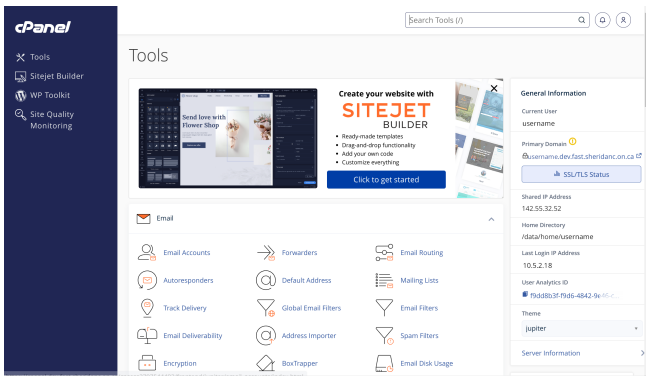
2) Regardless if you have or had an existing account, please click on the "Log in via Sheridan" button



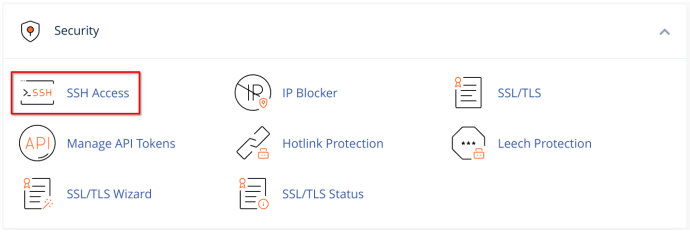
3) It will trigger a new Microsoft sign in window where you will need to enter your `username@shernet.sheridancollege.ca` credentials.



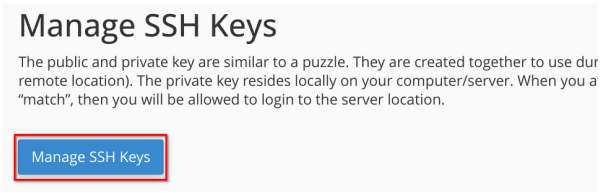
4) Once you have successfully signed in, the landing page will look similar to this:



5) The default view from the image above is the “Tools” view. You will need to scroll down to the “Security” section and click “SSH Access”

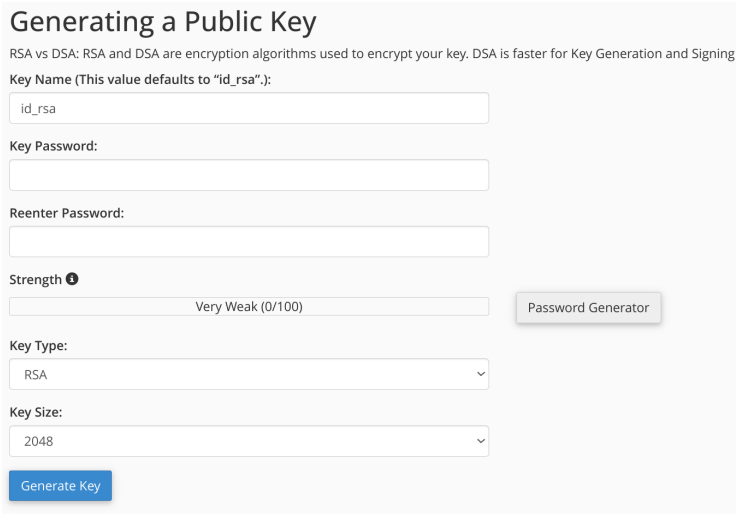


6) You will need to click on “Manage SSH Keys”



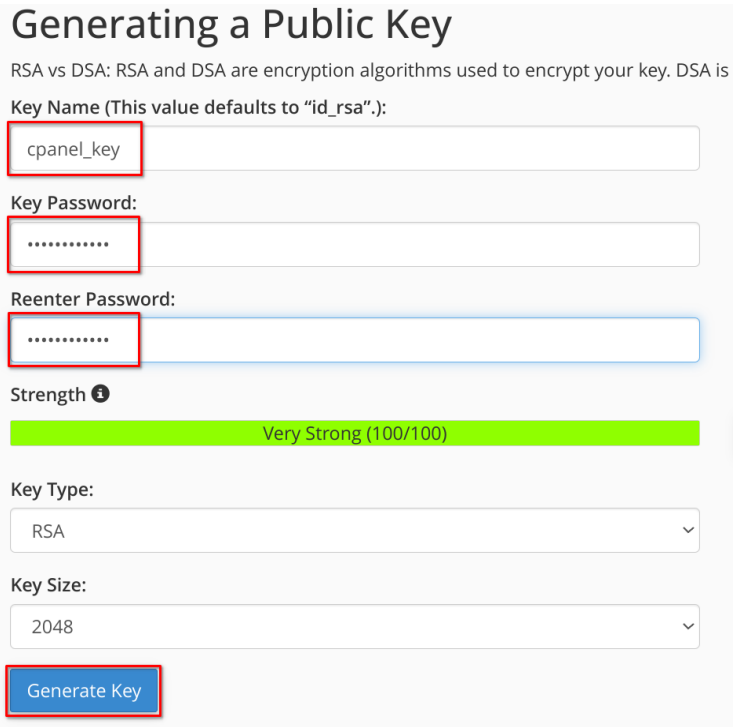
7) You will need to generate a new SSH Key as by default there isn’t anything in either Public or Private keys.

8) The information you need to supply is shown below



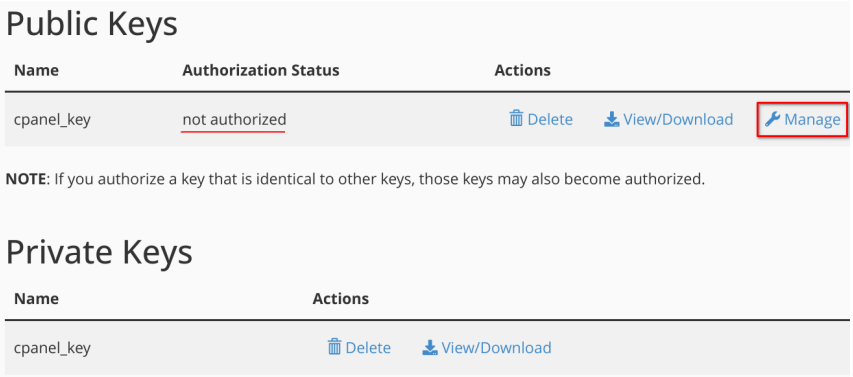
The `Key Name` can be called whatever you like, I would recommend calling it `cpanel_key`. The `Key Password` is required and it is a layer of protection for the key pair once created.

The password you choose needs to satisfy the strength/complexity requirements. You can use your own, or use the password generator (you will need to remember this password) Leave the `Key Type` and `Key Size` default. Once you have filled the needed information, it will look like the following. Click on "Generate Key" when done

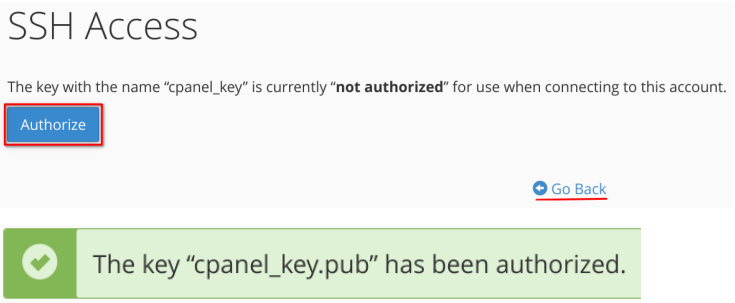


Once generated, you will see "Key Generation Complete!". Just click on "Go Back" at the bottom

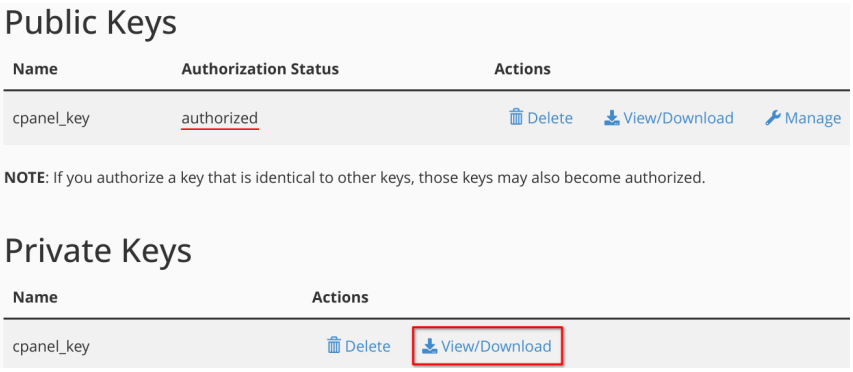
9) Now that your key has been created, you will see the following. By default the key won't be authorized, so the next step is to authorize. Click on "Manage"



10) Click "Authorize", then click "Go Back"

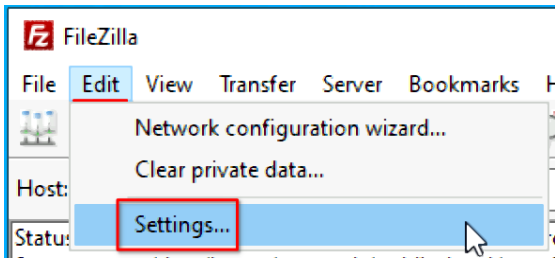


11) Now that the key has been authorized, the "Authorization Status" will now reflect it as being authorized, you will need to download the private key

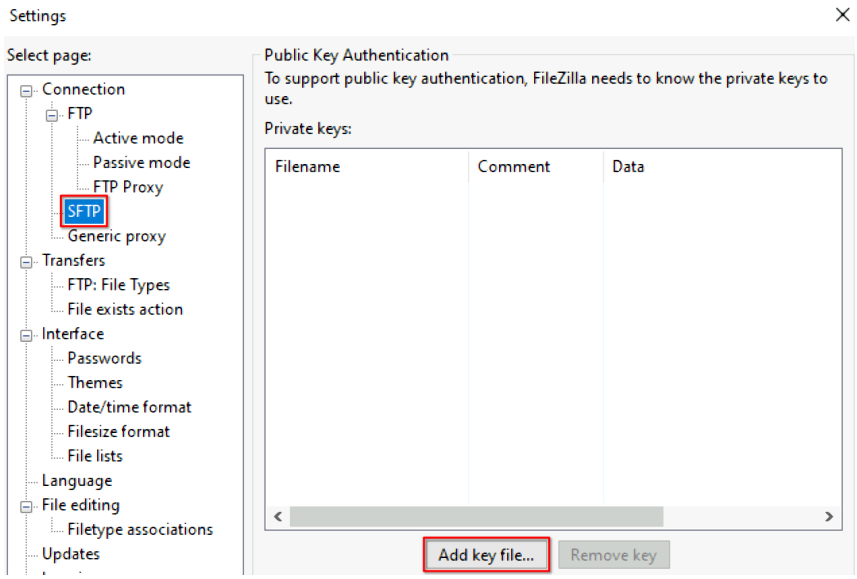


The "View/Download" will show you the entirety of your private key – it is important to keep this safe and not share your private key with anyone. Finalize by clicking on "Download Key". Depending on your browser, it will either just save the file to your Downloads folder, or it may open an explorer window where it will ask you where you want to save this file

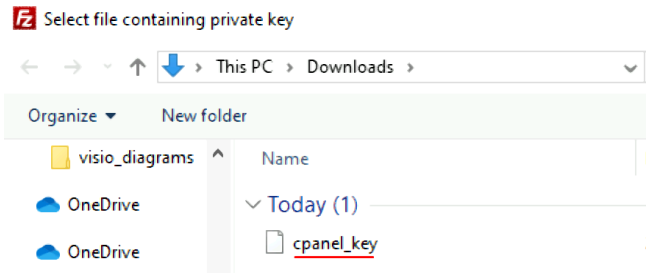
12) Now that the private key has been downloaded, you will need to open FileZilla. This assumes you already have this application already installed. Once opened, click “Edit”, “Settings”



13) With the settings open, click on “SFTP”, then click on “Add key file”

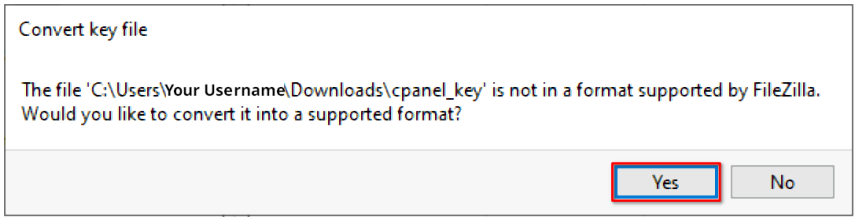


14) Browse to the saved `cpanel_key` file, select it, and click “Open”

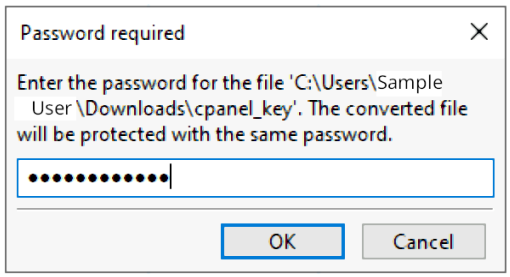


15) You will see a message appear that states “Convert key_file”. We will need to do this, so click on “Yes” to convert the key to the correct supported

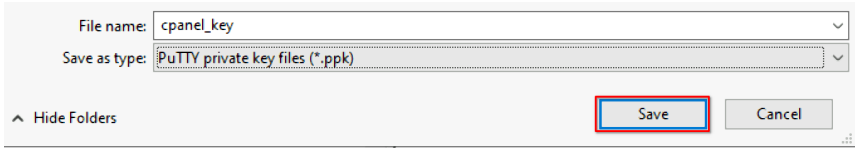
format



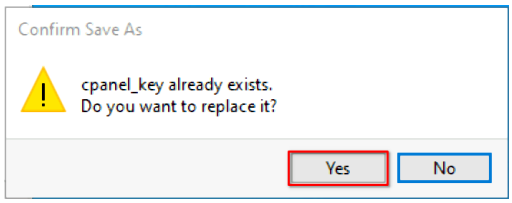
It will then prompt for a password, this is the same password you assigned in Step #8. Enter your password, and click "OK"



16) It will prompt you to choose a file name (it needs to save the converted key). You can use the same name as we will just overwrite it



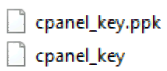
When you see the "Confirm Save As" message asking you to overwrite, just click "Yes"



NOTE: At this point, if you look at where you saved your key, there should be two files

`cpanel_key.ppk` -> This is needed for FileZilla

`cpanel_key` -> This is needed for straight SSH connectivity



17) Now that the key has been converted, it will now be shown in the list. Click “OK”, to exit the settings of FileZilla. We will now create a session to your cPanel account.

The three pieces of information are highlighted below:

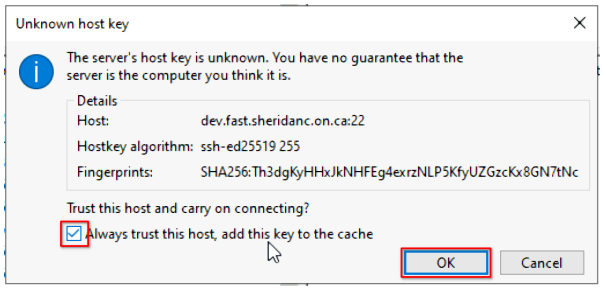
`Host` -> sftp://dev.fast.sheridanc.on.ca

`Username` -> your Sheridan username

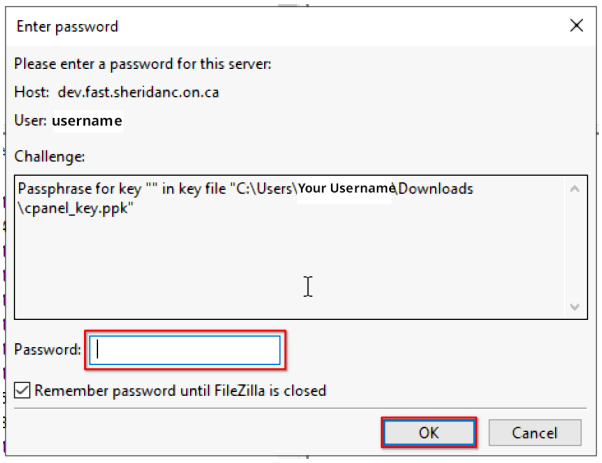
`Password` -> your Sheridan password

click “Quickconnect”

Check the box to always trust this host, and click “OK”



The next prompt will ask for your password you set in step #8



After you click “OK”, it will successfully log you in and you should see your files from cPanel on the right side, and your local files on the left side.