



Workspaces

User Guide 3.5.x

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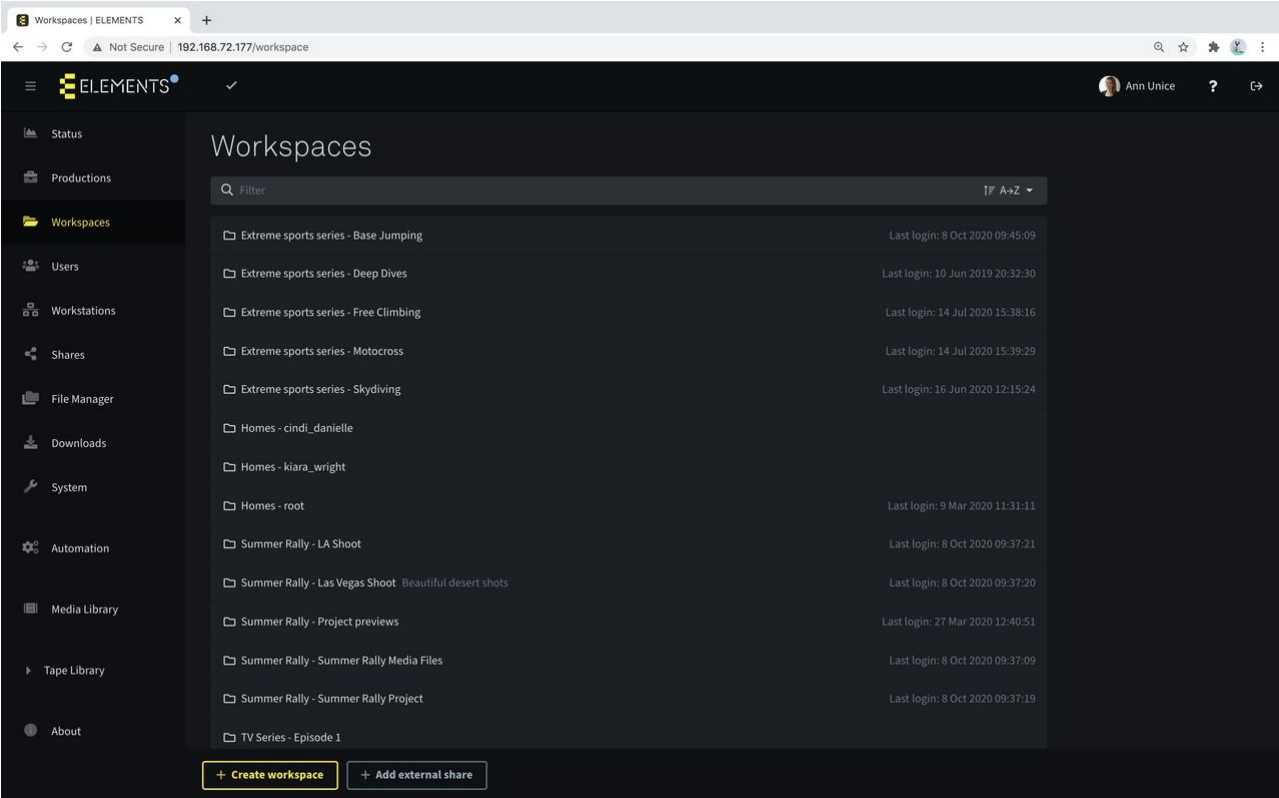
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Data on an ELEMENTS system is stored in workspaces - a freely-definable and highly-customisable organisational unit. Workspaces can be mounted with a single click using the ELEMENTS Client and can contain any number of files and folders. The Workspaces section in the Web UI allows for a precise configuration of access permissions, quotas, mounting parameters and many more options for every workspace individually.

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1 Workspaces page

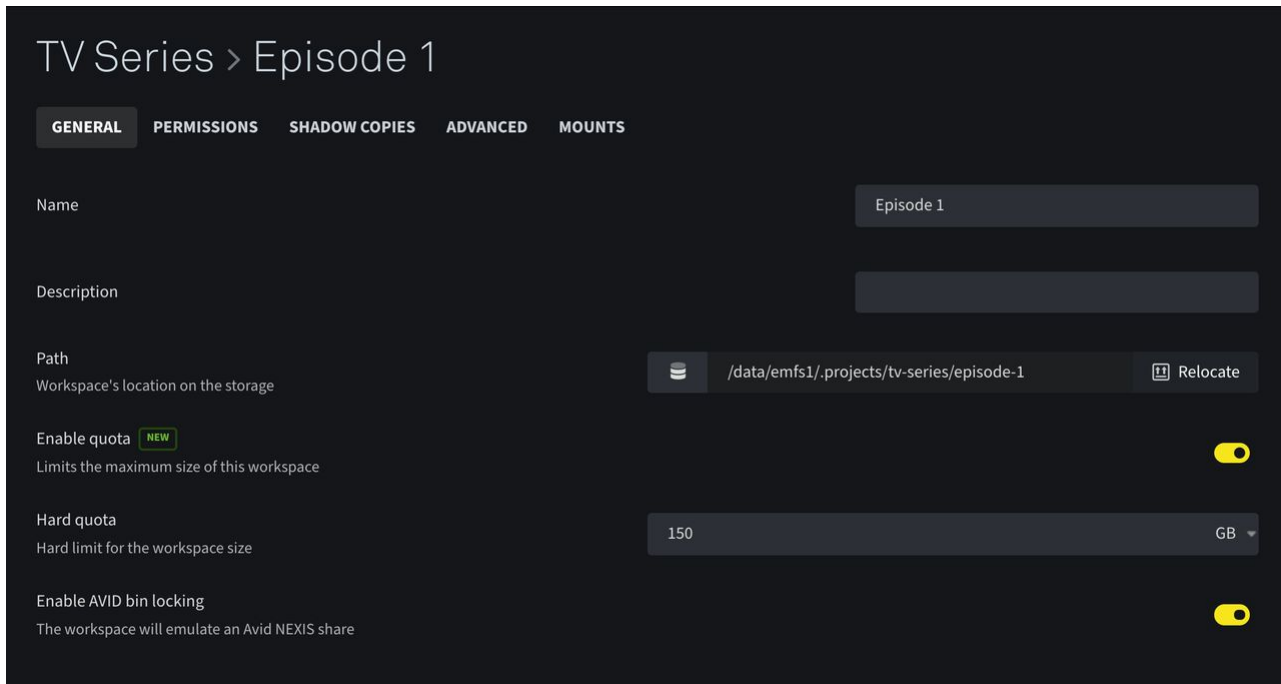
The Workspaces page shows every existing workspace on the system along with the production to which it belongs, its quota status and the last login date. The filter bar allows the user to search for a specific workspace by name. The sorting button on the right side of the filter bar opens a dropdown menu containing the workspace sorting options. Selecting a workspace will open the workspaces settings page.



2 Workspace settings

2.1 General tab

In the General tab, basic workspace parameters such as the workspace name, description and quotas can be set.



- Textfield "Name" allows the user to change the name of the workspace.
- Textfield "Description" allows the user to enter a short description. On the Workspaces page, the description is displayed next to the workspaces name.
- The "Path" fields display the workspaces storage path on the filesystem. Clicking on the path will automatically select the full path so it can be copied easily. The button "Relocate" on the right side of the path field allows the user to move the entire workspace. Even changing the volume is possible.
- Use the "Enable quota" selector to turn storage quotas on or off for the selected workspace.
 - The "Soft quota" (available on systems with a StorNext filesystem) allows the user to specify a storage space limit for the workspace. If the soft quota has been exceeded for longer than 7 days, the write access to the workspace will be deactivated. The write access reactivation will automatically occur when the workspace size falls below the set soft quota.
 - "Hard quota" allows the user to set an absolute limit to the workspaces size. The set value can not be exceeded with any operation failing after the set quota is met.
- The checkbox "Enable AVID bin locking" allows the user to enable the bin locking function in AVID Media Composer on the workspace.

2.2 General tab external workspace

External workspaces provide the functionality of the ELEMENTS Client to access a 3rd party storage device. This function allows for the integration of other storage devices into ELEMENTS workflows. On the 3rd party storage device, a share must be set up and the access permissions granted. To enable the connection between the devices, these settings can be entered in the general tab of the external workspace settings.

TV Series > External Backup

GENERAL PERMISSIONS ADVANCED

Name

Description

Enable AVID bin locking The workspace will emulate an Avid ISIS share

Windows

: @ /

macOS

: @ /

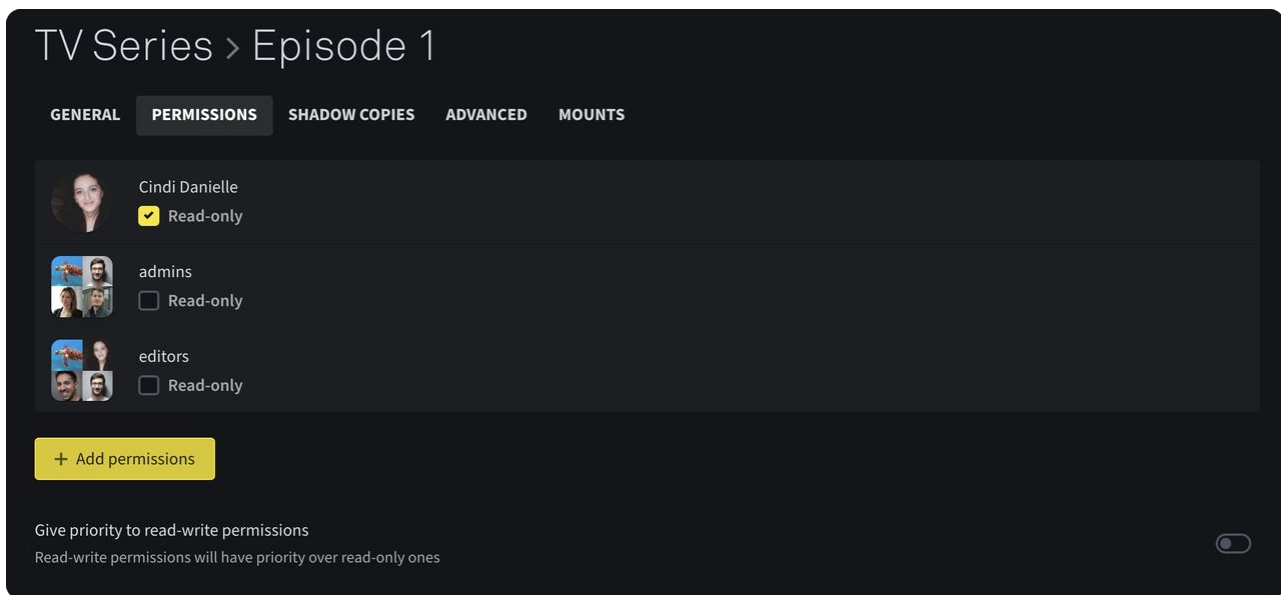
Linux

: @ /

- Textfield "Name" allows the user to change the name of the workspace.
- Textfield "Description" allows the user to enter a short description. On the Workspaces page, the description is displayed next to the workspaces name.
- The checkbox "Enable AVID bin locking" allows the user to enable the bin locking function in AVID Media Composer on the workspace.
- The mounting section allows the user to define how the external storage workspace will be mounted on different operating systems.
 - Windows mounting: With the dropdown list it is possible to adjust the way the workspace will be mounted on Windows clients. Choose between mounting as a network folder or mounting as a network drive using the first alphabetically free letter or a specific drive letter. Additionally, user credentials such as username and password need to be entered as well as the host address and the share name, set up on the external storage.
 - Mac mounting: The dropdown list allows the user to define the network protocol, which should be used for mounting this workspace on a Mac. Additionally, user credentials such as username and password need to be entered as well as the host address and the share name set up on the external storage.
 - Linux mounting: It is possible to define the network protocol required for mounting this workspace. Additionally, user credentials such as username and password need to be entered as well as the host address and the share name set up on the external storage.

2.3 Permissions tab

With the Permissions tab it is possible to list and manage all users or groups who are authorised to access this workspace.

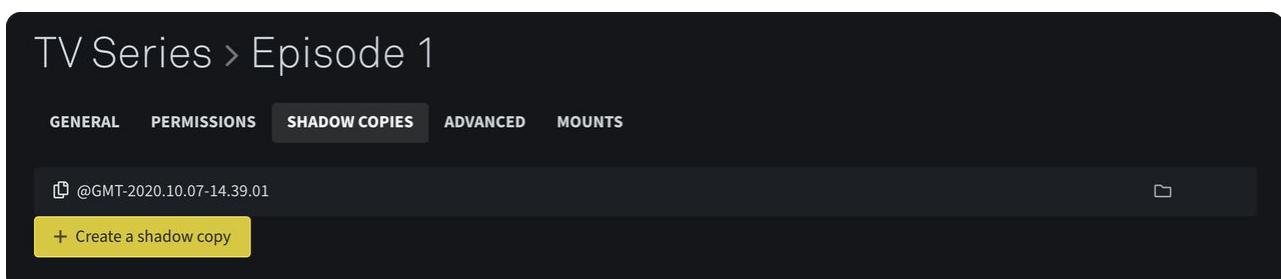


- A list with all users and groups with access to the workspace is displayed.
 - Turning on the "Read-only" checkbox underneath the user or group name limits the access of a specific user or group to read-only. This function restricts users or groups ability to add, create or modify files in the workspace.
 - When hovering over an entry a trash bin symbol will appear on the right hand side. Clicking the trash bin button deletes the entry from the permissions list of the workspace.
- The button "+ Add user" displays a popup window where permissions can be granted for selected users to gain access to the selected workspace. Clicking the button "Save" in the popup window will add the selected users to the list. The "Cancel" button closes the popup window without changing the permissions list.
- With the button "+ Add group" it is possible to select one or more groups and grant them access to the workspace. Clicking the button "Save" in the popup window will add the selected group to the list. The "Cancel" button closes the popup window without changing the permissions list.
- Enabling the "Give priority to read-write permissions" option will overwrite the read-only permissions of a user if a group to which the user is a part of gets read-write permissions for this workspace.

In the case of an external workspace it is not possible to set the read only permission for a single user or a group. The access permissions need to be adjusted on the external system.

2.4 Shadow copies tab

This tab allows the user to manage shadow copies of the selected workspace. Please note that this function is only available on an EMFS filesystem, which can be found on an ELEMENTS NAS and ELEMENTS CUBE.



- All existing shadow copies of a workspace will be listed in this tab by date and time.
 - The folder symbol allows the user to browse through the files in the shadow copy by opening the file manager of the web UI.

- Clicking the trash bin on the right hand side of the entry deletes the concerning shadow copy.
- The button "Create a shadow copy" creates a new shadow copy of the selected workspace.

2.5 Advanced tab

The Advanced tab provides additional time-saving functions, such as easy Media Root creation, adding the workspace to the archive queue or setting up a synchronisation task.

- The "Active" selector allows the user to activate or deactivate the workspace. If a workspace is deactivated it will no longer be possible to mount it.
- The dropdown menu "Move to a different production" allows the user to move the workspace into another production.
- With the textfield "Long description" the user can enter a long description for the workspace.
- If the system has several RAID groups it is possible to select or change the RAID group which the workspace is stored on by using the dropdown menu "RAID group". ELEMENTS systems can contain both hard drives and SSDs in one device. By deciding where the workspaces data is stored, users can enjoy the benefits of different storage technologies at the same time.
- The button "Reset file permissions" restores the configured file permissions of the workspace.
- With the "+ Create Media Root" button in the Media Library section, the workspace in question can be used to create a Media Root easily. This function is only available if the Media Library is active on the system.
 - If the Media Library doesn't yet contain a Media Root with this workspace, the "+ Create Media Root" button will be displayed. Clicking the button opens a popup window with the following options:
 - The "Name" field allows the user to modify the name of the Media Root in the Media Library.
 - The "Path" field is pre-filled with the filesystem path to the selected workspace. If required, the path can be modified.
 - In the "Profiles" list, any number of proxy profiles can be selected. Proxy profiles can be set up in the configuration tab of any Media Root in the Media Library. These determine the settings with which the proxies of the files on the workspace will be created, in order to be displayed in the Media Library. It is necessary to select at least one profile from the list of existing profiles.

- The "Create" button creates a new Media Root in the Media Library and forwards the user to the configuration menu of the new Media Root.
- Should a Media Root with the workspace in question already exist, a button "Edit Media Root" will be displayed. Clicking the button will open the settings of the related Media Root.
- "Archive this workspace" will add the workspace to the Archive queue of the Tape Library. Read the full manual on using the ELEMENTS Tape Library.
- The button "Create a rsync job" creates a job in the Automation tab, which will sync the workspace to the chosen destination. A description of how to create an rsync job can be found in the "Jobs" tab in Automation.

2.6 Advanced tab external workspace

The Advanced tab in the settings of an external workspace offers reduced settings.

- The "Active" selector allows the user to activate or deactivate the workspace. If a workspace is deactivated it is no longer possible to mount this workspace.
- The dropdown menu "Move to a different production" allows the user to move the workspace into another production.
- With the textfield "Long description" it is possible to give the workspace a longer description if required.

2.7 Mounts tab

The Mounts tab allows precise management of the workspaces mounting settings on different operating systems. On newly created workspaces recommended mount settings (see below) are set automatically.

TV Series > Episode 1

GENERAL PERMISSIONS SHADOW COPIES ADVANCED **MOUNTS**

Mount on Mac as NFS AFP SMB

Mount on Windows as Any drive Network drive Network folder

Mount on Linux as /mnt/TV Series Episode NFS SMB

Override share name
Changes the share name used for SMB and AFP
TV Series Episode 1

Hide from SMB share browsing
Workspace will not be visible when connecting to the server via SMB

Require logon for SMB & AFP
Disable to allow anonymous access

Force read-only
Forces the workspace to be read-only to all users on all protocols

Set up the SMB share for ingest
Disables opportunistic locks for growing file editing

Alternate streams and extended attributes on SMB
May slow down listing of large directories

Move deleted files to recycle bin on SMB
Deleted files will be moved to a 'recycle-bin' folder in the volume root

Allow symlinks on SMB
Enables SMB to follow the symlinks on the filesystem

Allow file execution on SMB
Allows binaries and batch files to be executed from the volume

Enable macOS SMB optimization
Improves directory listing performance in Finder

Extra SMB options
Options are added to the smb.conf share section

Extra AFP options
Options are added to the afp.conf share section

NFS sharing permissions

All hosts
`insecure,all_squash,async,no_subtree_check,anonuid=0,anongid=0`

[+ New permission](#)

- With "Mount on Mac as" it is possible to select NFS or AFP or SMB as a protocol used for the mount.

- The dropdown list of "Mount on Windows as" allows the user to determine if the workspace will be mounted as a network drive or a network letter. Additionally, a drive letter for mounting this workspace on a Windows PC can be set. If the drive letter is set, but not available on the PC, the user will be notified and the first available drive will be offered. Mounting workspaces by using a drive letter on Windows is recommended as certain applications, including NLEs, may require it.
- With the textfield "Mount on Linux as" it is possible to set up the location of the mount on the Linux system. The default mount point on the Linux machine is displayed in the empty text field. It is possible to choose the used protocol for the mount by clicking NFS or SMB on the right side of the textfield.
- "Override share name" changes the displayed name of the mount when one of the protocols AFP or SMB is used.
- The checkbox "Hide from SMB share browsing" will hide the folder of the workspace in question when browsing its parent production by using the Shares function. The workspace will be hidden when accessing the share via SMB protocol.
- Disabling "Require logon for SMB & AFP" makes it possible to access the workspace anonymously, without demanding user login.
- "Force read-only" disables the write access of any group or user so that every user accessing the workspace has read access only.
- If "Set up the SMB share for ingest" is enabled it is possible to access a growing file simultaneously with more than one user.
- The checkbox "Alternate streams and extended attributes on SMB" allows the turning on of alternate streams and extended attributes to create invisible metadata for selected filesystems.
- The option "Move deleted files to recycle bin on SMB" can prevent data loss through human error (accidental file deletion). This function is available only for shares connected via SMB protocol. If this function is activated a textfield "Recycle bin exclude" will appear. This function allows certain file formats to be excluded from the recycle bin function. Simply enter the extensions of file format to be excluded, e.g ".zip,.png". In this example, deleted ZIP archives and PNG files will not be moved to the recycle bin but deleted permanently.



- Activating "Allow symlinks on SMB" allows SMB to follow symbolic links on the file system.

Symbolic links:

A symbolic link or symlink is a file that contains a reference to another file or directory in the form of an absolute or relative path that affects path resolution.

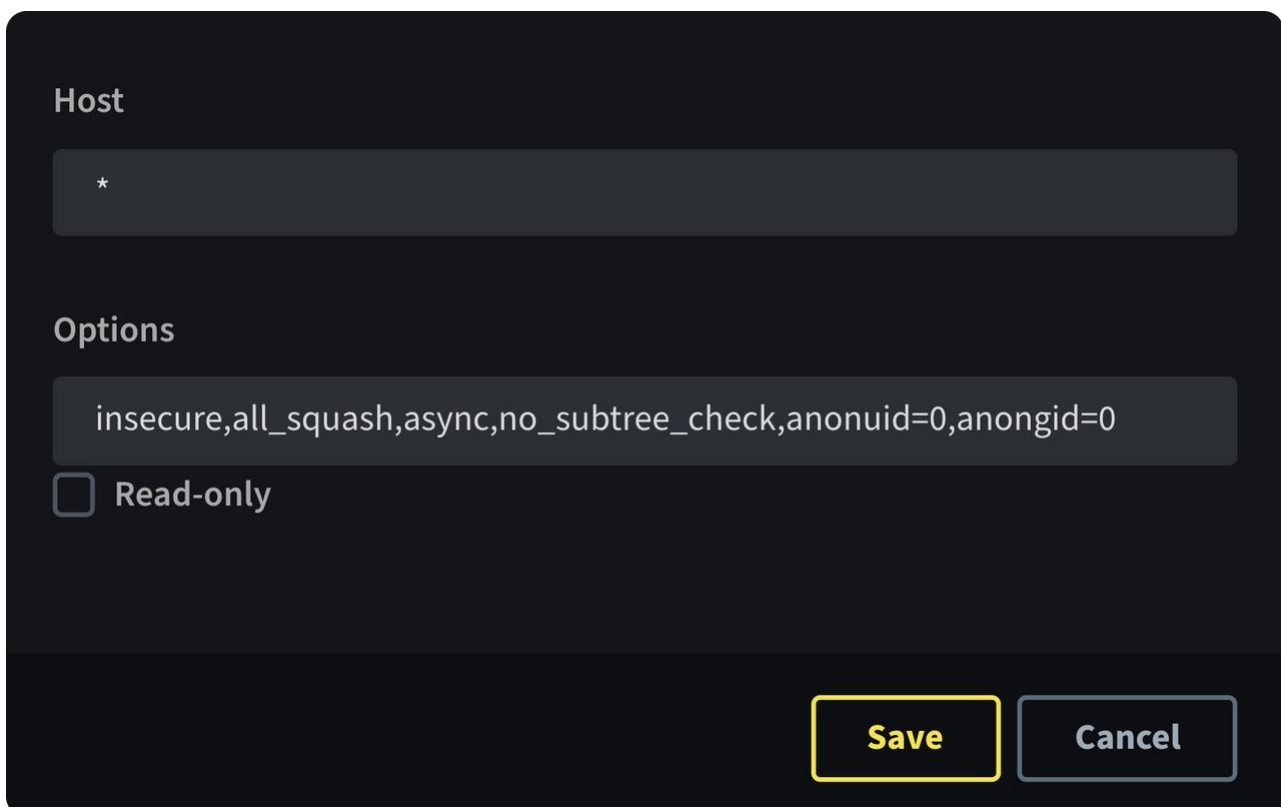
- With "Allow file execution on SMB" it is possible to execute binaries and batch files if the workspace is mounted via SMB. This function is disabled by default.
- The option "Enable macOS SMB optimization" enables emulation of Apple's SMB protocol feature enhancement to speed up directory listings and workaround compatibility issues with Final Cut X etc.

Warning:

Not for general usage, only enable when it is required. Must be enabled on all workspaces that will be mounted on a Mac to work as expected.

- "Additionally Share Using" will display the workspace in the file manager of the workstation via the activated protocol, even when this protocol is not used for this workspace. This option is only available if NFS and/or AFP were not selected for mounting on Mac/Linux.
- With "Extra SMB options" it's possible to configure the access for an SMB share more precisely.

- The textfield "Extra AFP options" allows the user to setup the settings for an AFP share more precisely.
- "NFS sharing permissions" displays all given permissions for an NFS mount and allows the user to delete permissions or create new ones.
 - If the permission field is selected, a popup window will appear. In the popup window the host and options can be chosen for the selected permission. The checkbox Read-only deactivates the write access for the share. The button "Save" saves all changes and the button "Cancel" closes the window without saving.
 - With the button "+ New permission" the user can create a new permission for NFS. After clicking the button a popup window will appear, which asks for a host address. After confirming the host address with the button "Save" the popup window will disappear and the permission will be added to the list of permissions with standard settings. By selecting the permission it is possible to modify the permission.



Host

*

Options

insecure,all_squash,async,no_subtree_check,anonuid=0,anongid=0

Read-only

Save **Cancel**

3 Bottom bar



The bottom bar provides the following functions for the selected workspace:

- The button "Save" will save all made changes in the settings of the selected workspace.
- With "Open locally" the system will mount the workspace on the used computer by using the ELEMENTS Client app.
- "Browse contents" redirects the user to the workspace in the "File manager" section.
- The button "Delete" deletes the workspace.

4 Watch the video

4.1 Creating workspaces

<https://youtu.be/QkKYLlyjEcE>



4.2 Setting up workspace templates

<https://youtu.be/o3xq86Z-nsl>

