## owncloud 如何取消與他人分享資料夾 Unsharing your folders with others

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當任務結束後,通常會取消分享資料夾,由於作業需求,因此 Mark 將資料夾 Data\_analysis\_ I\_Mark 分享給 john.jrhunglin@ntnu.edu.tw。現在課程結束後,Mark 想將該資料夾取消分 享。步驟如下:

We usually unshare the folders when the task is done. For example, students unshare their private owncloud folder (e.g., Data\_analysis\_I\_Mark) with the teacher. Here are the steps.

Step1: 選擇該分享資料夾 (例如: Data\_analysis\_I\_Mark), 按滑鼠右鍵選 share Step1: Select shared folders (e.g., Data\_analysis\_I\_Mark)and click on the wright button of mouse.

ownCloud > Share	
	e
Send to Creat	te and copy
Cut Copy	/ private link n in browser
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Step2: 點選垃圾桶那個圖示,即可取消分享。

Step2: Click the icon which looks like a trash can and then the folder (Data\_analysis\_I\_Mark) will un-share with me.

swnCloud Sharing				×
	Data analys	sis (I)_Mərk		
	Users and Groups	Public Links		
	john.jrht	inglin@ntnu.edu.tw	🗹 can share 🗹 can edit	

Step3 (非必要):可將該資料夾移到合適的資料夾。

Step3 (Optional): You could move this folder to wherever you want.