

NAVIGATING THROUGH SERVERS WITH UBUNTU CLI, WINSCP AND PUTTY



Presented by:

Neha Rani

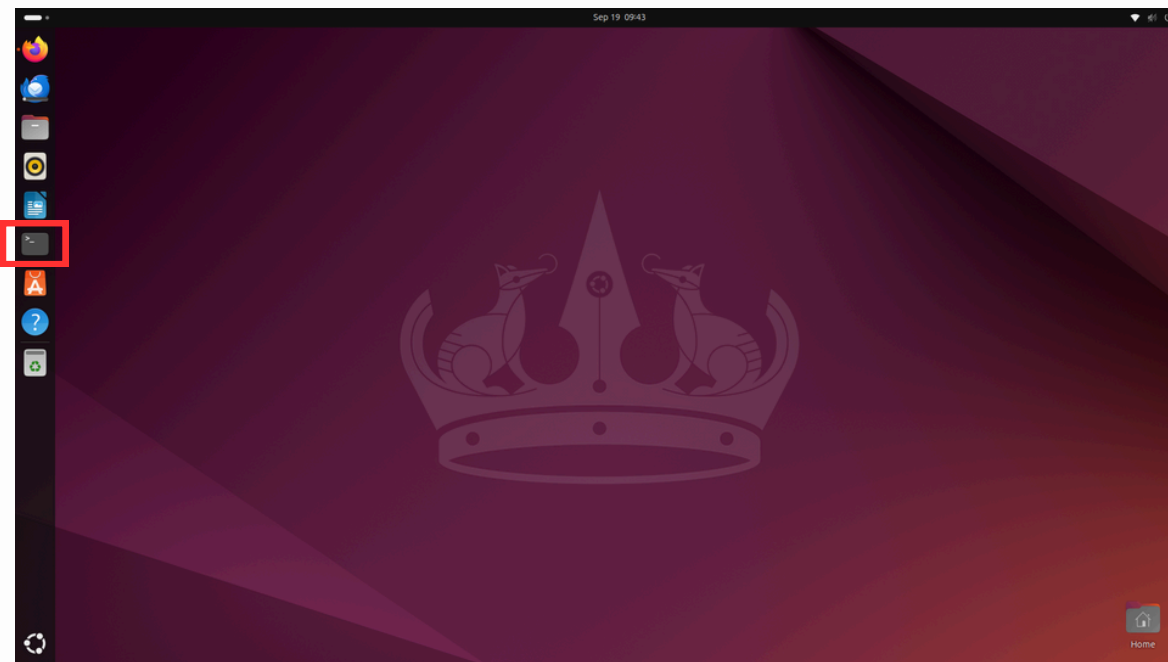


Overview

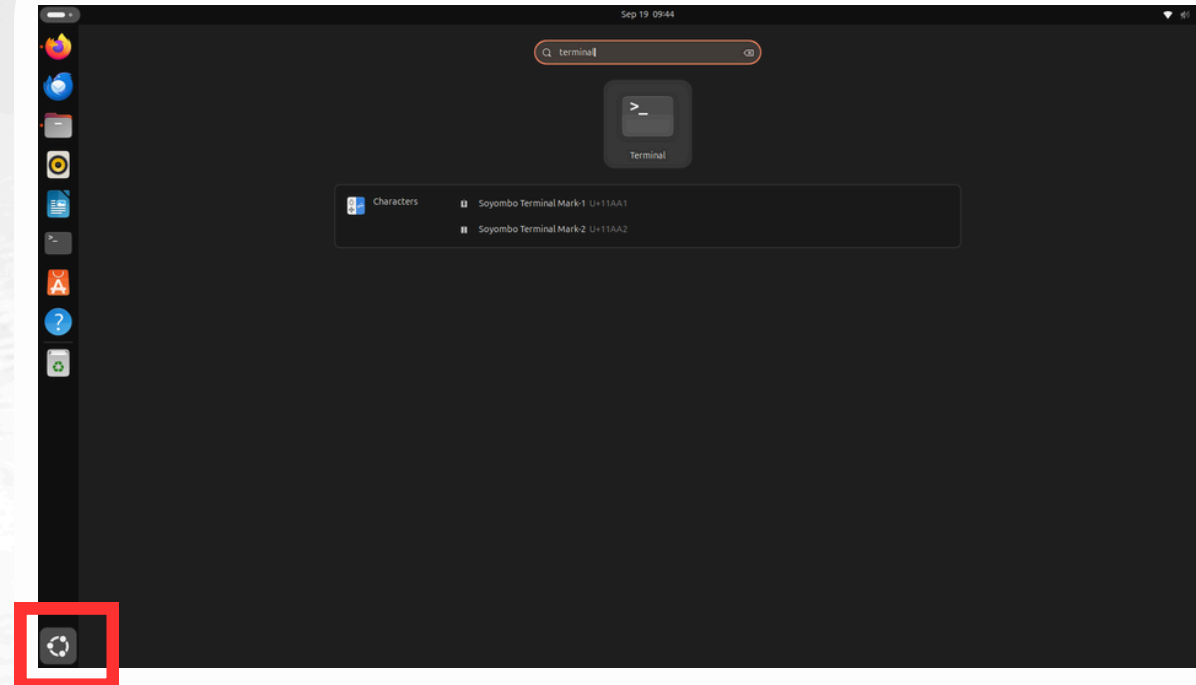
- ▶ Ubuntu CLI
- ▶ Text Editor
- ▶ Introduction VIM editor
- ▶ Shortcut keys for Vim Editor
- ▶ Modes in Vim
- ▶ Vim Editor Commands
- ▶ Introduction WinSCP
- ▶ WinSCP Features
- ▶ Working WinSCP
- ▶ Use of WinSCP
- ▶ What is PuTTY
- ▶ Use of PuTTY
- ▶ Windows/Office Installation and Activation

Ubuntu CLI

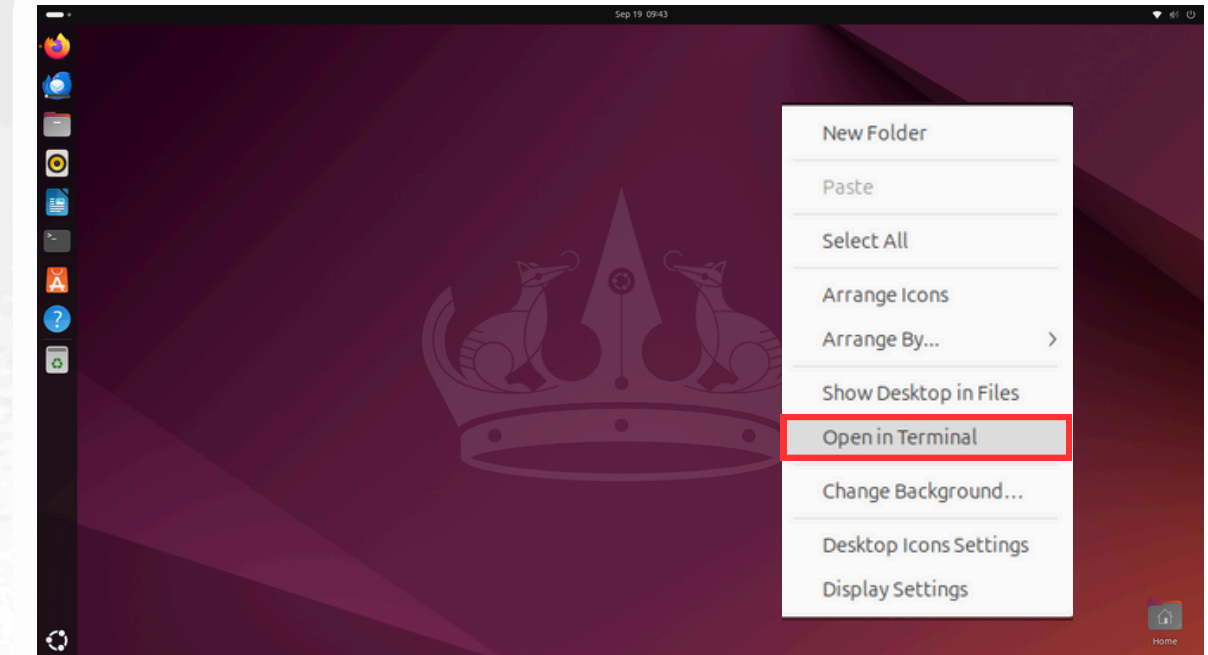
The **Ubuntu command-line interface (CLI)**, accessed through the Terminal, is a powerful text-based tool for managing files, installing software, and change system settings.



Keyboard Shortcut : **Press Ctrl + Alt + T** → instantly opens the Terminal window.



From Applications Menu : Click on “Show Applications” (bottom-left corner). Search for “Terminal” and click on it.



Right-Click Method Right-click on the desktop or inside any folder. Choose “Open in Terminal”.

UBUNTU CLI COMMANDS TO START WITH

pwd → Show current directory (Print Working Directory)

1

cd → Change directory

2

su → switches to the root account

3

ls → List files and folders in Directory

4

-la → list all files (including hidden) with details

5

wget →download files from the internet via terminal

6

TEXT EDITOR

Terminal text editors are essential when working on servers, coding, or configuring systems without a graphical interface.

Nano (Command-line Text Editor)

Nano is a simple command-line text editor. Its user-friendly interface makes it ideal for beginners who are starting to work on servers.

Vim/Vi (Command-line Text Editor)

Vim, also known as Vi Improved, is a much more powerful editor. It has advanced features and is highly customizable, but it takes some time to learn because it works in different modes.

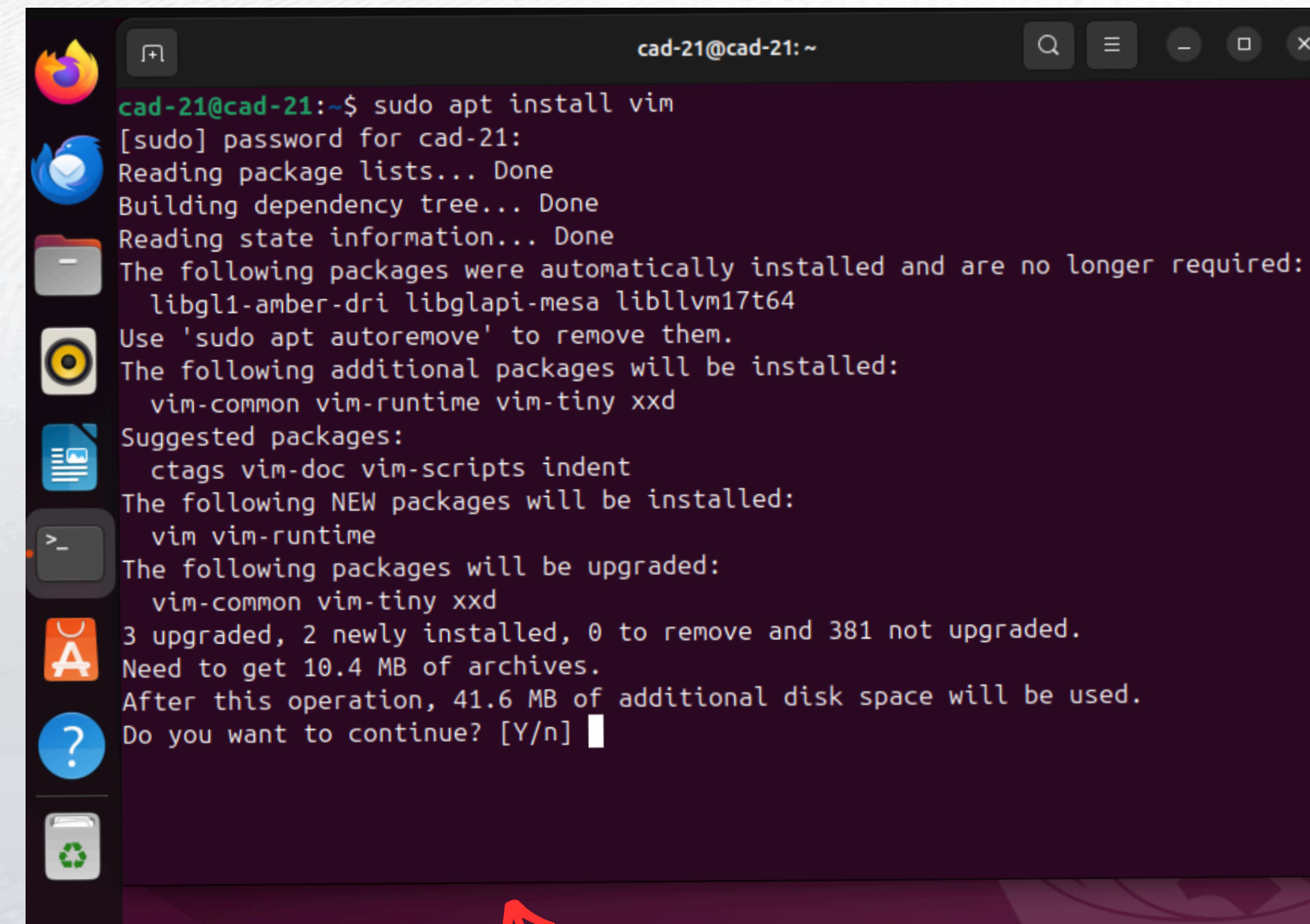
Gedit (Graphical Text Editor)

Gedit is not command-line based. It's a graphical text editor, which means you get a window with menus and buttons. It's pre-installed in Ubuntu and is very simple to use for basic editing.



Introduction for Vim Editor

- Vim is a command-line text editor.
- Improved version of the Vi editor.
- Lightweight and fast, works on almost all systems.
- Works in multiple modes: Normal, Insert, Visual, Command.
- Highly customizable with plugins and settings.
- Ideal for coding, editing Settings files, and server work.
- Available on Linux, Unix, Windows, and macOS.
- Keyboard shortcuts speed up editing tasks without a mouse.
- Minimal system requirements, works even on remote servers.
- Safe for editing critical system files in server environments.

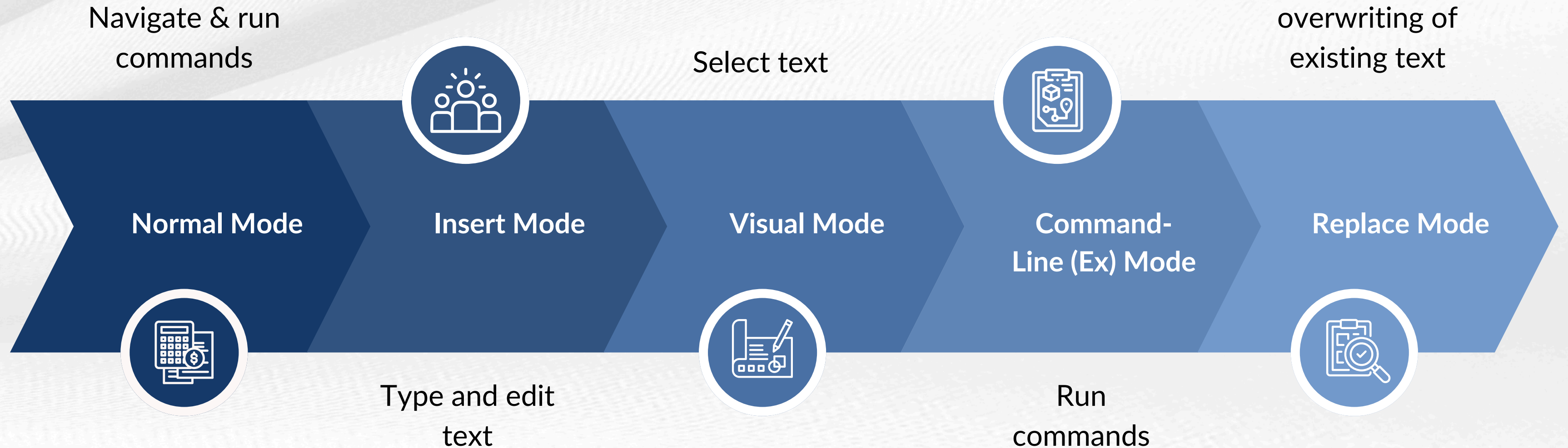


```
cad-21@cad-21: ~  
cad-21@cad-21:~$ sudo apt install vim  
[sudo] password for cad-21:  
Reading package lists... Done  
Building dependency tree... Done  
Reading state information... Done  
The following packages were automatically installed and are no longer required:  
  libgl1-amber-dri libglapi-mesa libllvm17t64  
Use 'sudo apt autoremove' to remove them.  
The following additional packages will be installed:  
  vim-common vim-runtime vim-tiny xxd  
Suggested packages:  
  ctags vim-doc vim-scripts indent  
The following NEW packages will be installed:  
  vim vim-runtime  
The following packages will be upgraded:  
  vim-common vim-tiny xxd  
3 upgraded, 2 newly installed, 0 to remove and 381 not upgraded.  
Need to get 10.4 MB of archives.  
After this operation, 41.6 MB of additional disk space will be used.  
Do you want to continue? [Y/n]
```

Here is a terminal showing how Vim
is installed using the command
sudo apt install vim

VIM MODAL EDITOR

VIM's modal system separates navigation, text entry, and commands into different modes, making powerful editing faster and more flexible.



Vim editor commands

01

:i (Insert Mode)

Start typing text.

02

:w (Write)

Save the current file.

03

:wq (Write & Quit)

Finish editing and exit.

04

:q (Quit)

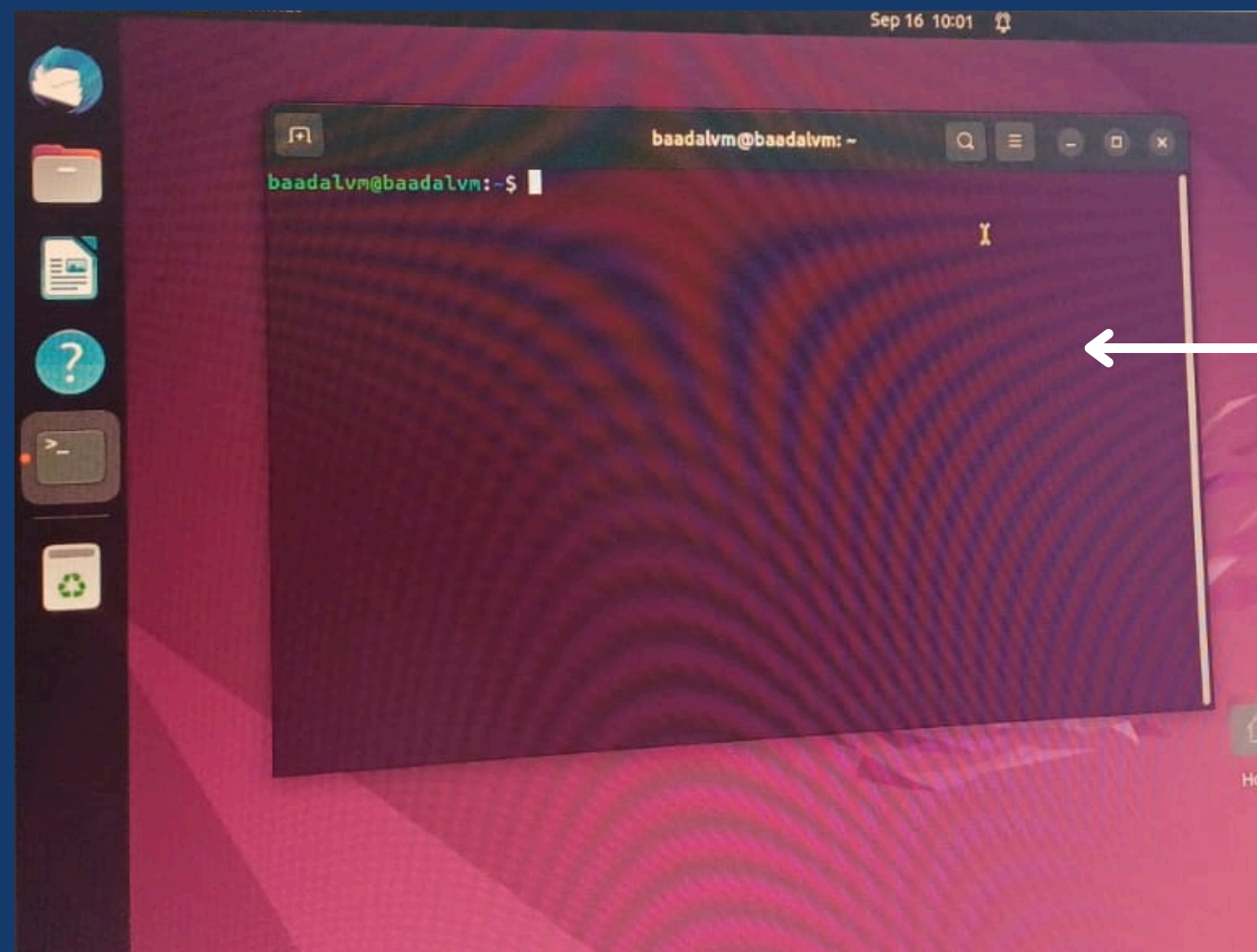
Exit if no changes made.

05

:q! (Force Quit)

Exits without saving changes.

How to run command in terminal



Open Terminal

```
baadalvm@baadalvm: /etc/ap × + ▼

0 updates can be applied immediately.

Enable ESM Apps to receive additional future security updates.
See https://ubuntu.com/esm or run: sudo pro status

Last login: Mon Sep 15 11:50:58 2025 from 10.194.175.37
baadalvm@baadalvm:~$ pwd
/home/baadalvm
baadalvm@baadalvm:~$ cd /etc/apache2/
baadalvm@baadalvm:/etc/apache2$ pwd
/etc/apache2
baadalvm@baadalvm:/etc/apache2$ ls
apache2.conf  conf-enabled  magic          mods-enabled  sites-available
conf-available  envvars      mods-available  ports.conf    sites-enabled
baadalvm@baadalvm:/etc/apache2$ ls -la
total 100
drwxr-xr-x  8 root root  4096 Sep 15 13:44 .
drwxr-xr-x 148 root root 12288 Sep 15 12:58 ..
-rw-r--r--  1 root root  7555 Sep 15 09:13 apache2.conf
drwxr-xr-x  2 root root  4096 Sep 15 13:21 conf-available
drwxr-xr-x  2 root root  4096 Sep 15 13:21 conf-enabled
-rw-r--r--  1 root root  1782 Dec  5  2023 envvars
-rw-r--r--  1 root root 31063 Dec  5  2023 magic
drwxr-xr-x  2 root root 16384 Aug 21 21:05 mods-available
drwxr-xr-x  2 root root  4096 Aug 22 00:32 mods-enabled
-rw-r--r--  1 root root   320 Dec  5  2023 ports.conf
drwxr-xr-x  2 root root  4096 Sep 15 13:53 sites-available
drwxr-xr-x  2 root root  4096 Sep 15 13:53 sites-enabled
```

Shows the current directory

Navigates to the Apache2 configuration directory

Lists files/folders inside

Lists all files with detailed information


```
baadalvm@baadalvm: ~  
Microsoft Windows [Version 10.0.26100.6584]  
(c) Microsoft Corporation. All rights reserved.  
  
C:\Users\CAD>ssh baadalvm@10.17.51.146  
baadalvm@10.17.51.146's password:  
Welcome to Ubuntu 22.04.5 LTS (GNU/Linux 5.15.0-122-generic x86_64)  
  
 * Documentation:  https://help.ubuntu.com  
 * Management:    https://landscape.canonical.com  
 * Support:       https://ubuntu.com/pro  
  
Expanded Security Maintenance for Applications is not enabled.  
  
0 updates can be applied immediately.  
  
Enable ESM Apps to receive additional future security updates.  
See https://ubuntu.com/esm or run: sudo pro status  
  
The list of available updates is more than a week old.  
To check for new updates run: sudo apt update  
Failed to connect to https://changelogs.ubuntu.com/meta-release-lts. Check your Internet connection or proxy settings  
  
*** System restart required ***  
Last login: Tue Sep 23 09:46:55 2025 from 10.194.61.153  
baadalvm@baadalvm:~$ pwd  
/home/baadalvm  
baadalvm@baadalvm:~$ cd /etc/a|
```

Introducing WinSCP

- WinSCP stands for Windows Secure Copy.
- It is a free tool for Windows to transfer files between your computer and a remote server.
- It supports many methods like SFTP, SCP, FTP, and WebDAV.
- Provides a secure connection, so your data is safe while transferring.
- Easy-to-use interface – you can drag and drop files just like in Windows Explorer.
- You can edit files directly on the server without downloading.
- Supports synchronization, which means you can keep folders on your PC and server updated.
- Allows automation and scripting for advanced users.
- Very useful for web developers, system administrators, researchers, and students.
- Widely used in universities and offices to upload, download, and manage files on servers.



WINSCP

Features

WinSCP offers numerous basic and advanced features, including:

Graphical Interface

Easy-to-use, similar to Windows Explorer.



Integrated Text Editor

Edit files directly on the server.



Directory Synchronization

Keeps local and remote folders updated.



Session Management

Save server login details for quick access.



Integration

Works with PuTTY for terminal/command access.



File Transfer Protocols

Supports SFTP, SCP, FTP, and WebDAV.



Secure File Transfer

which uses Protects data during transfer.



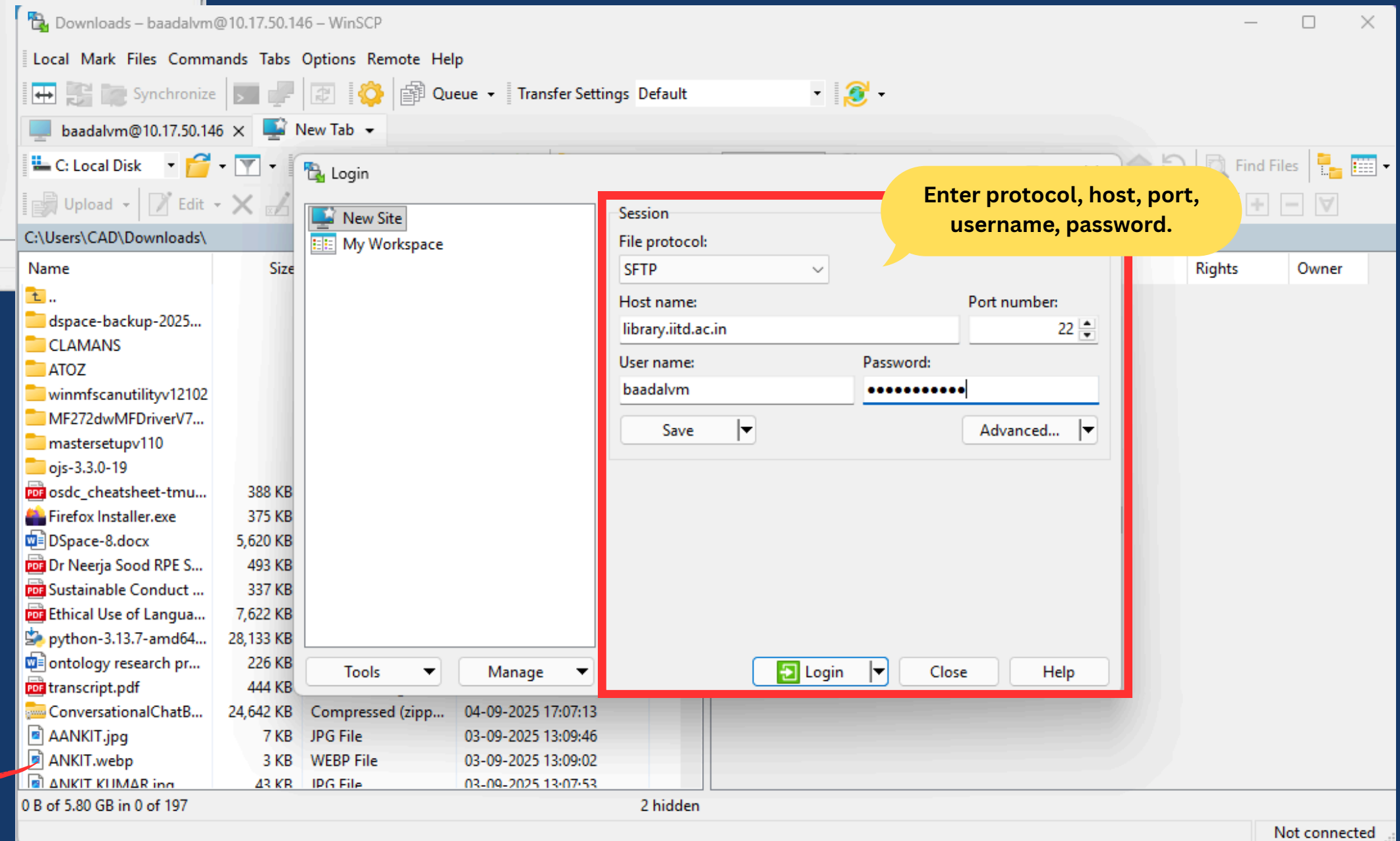
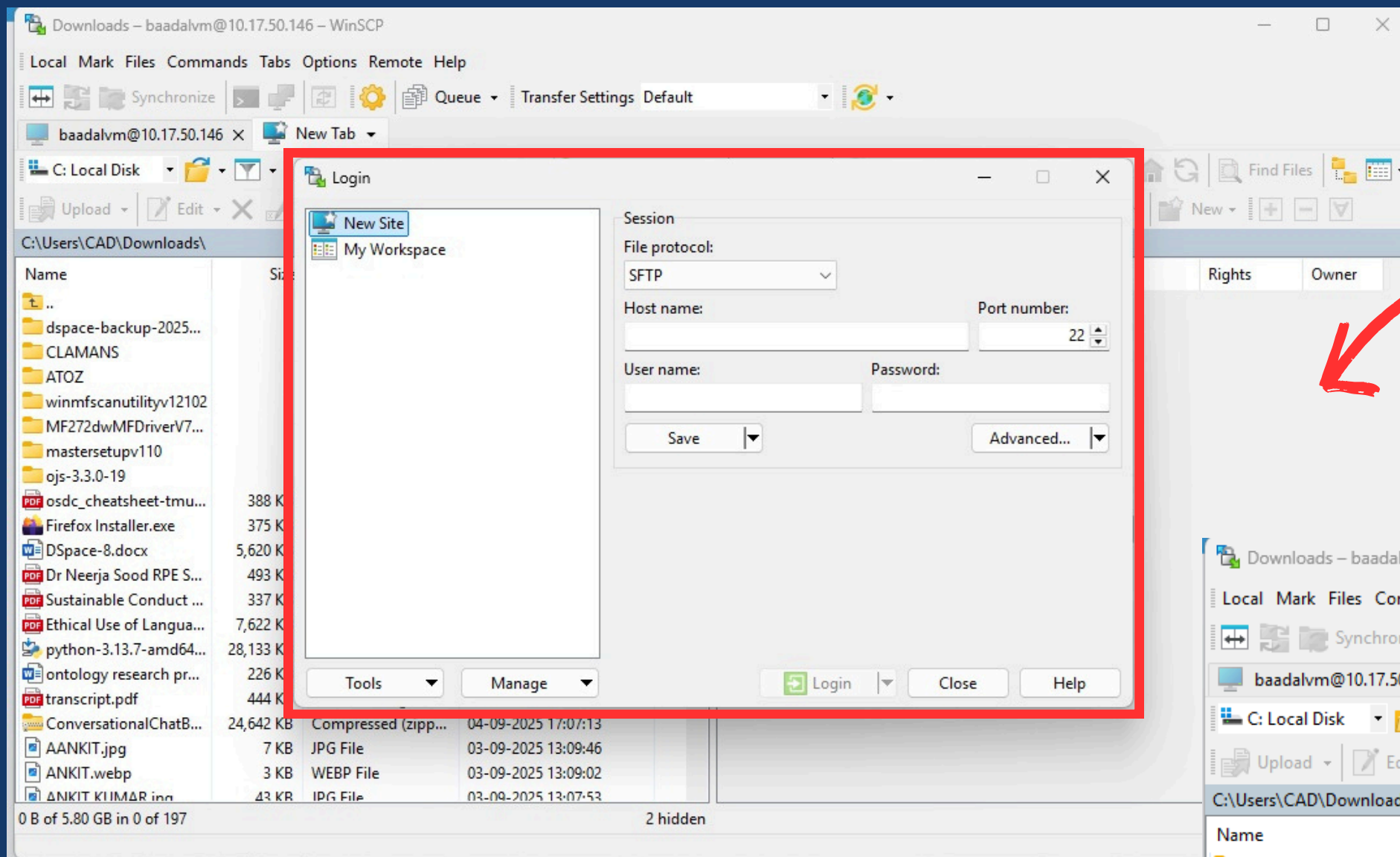
Drag and Drop Support

just like Move files in Windows folders.



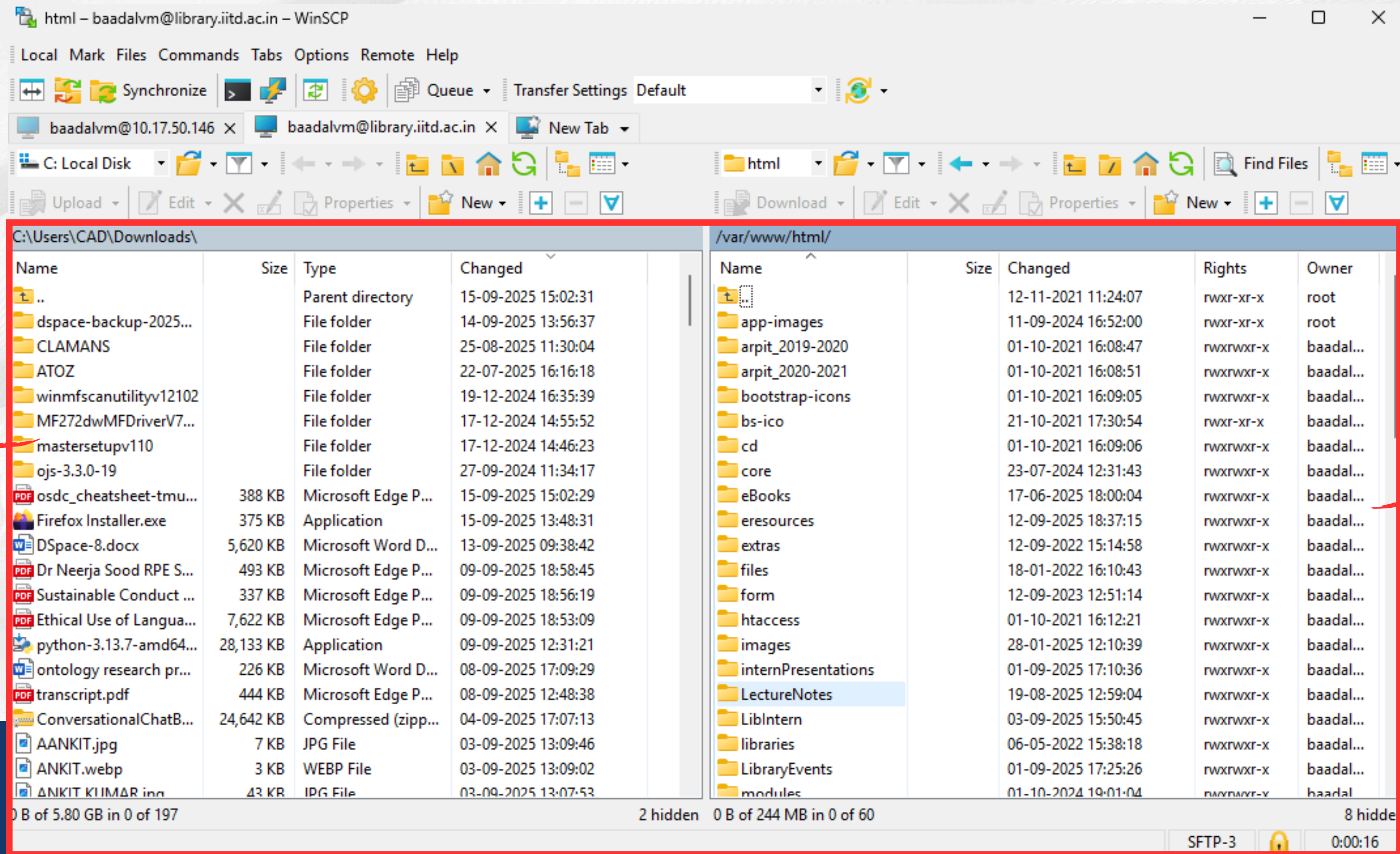
How to login Winscp

Open WinSCP



- Enter protocol, host, port, username, password
- Save session (optional)
- Click Login

How It Works





Free and open-source software.



Simple drag-and-drop interface.



Safe & secure
(data protection with encryption)



Easy to transfer files between computer and server

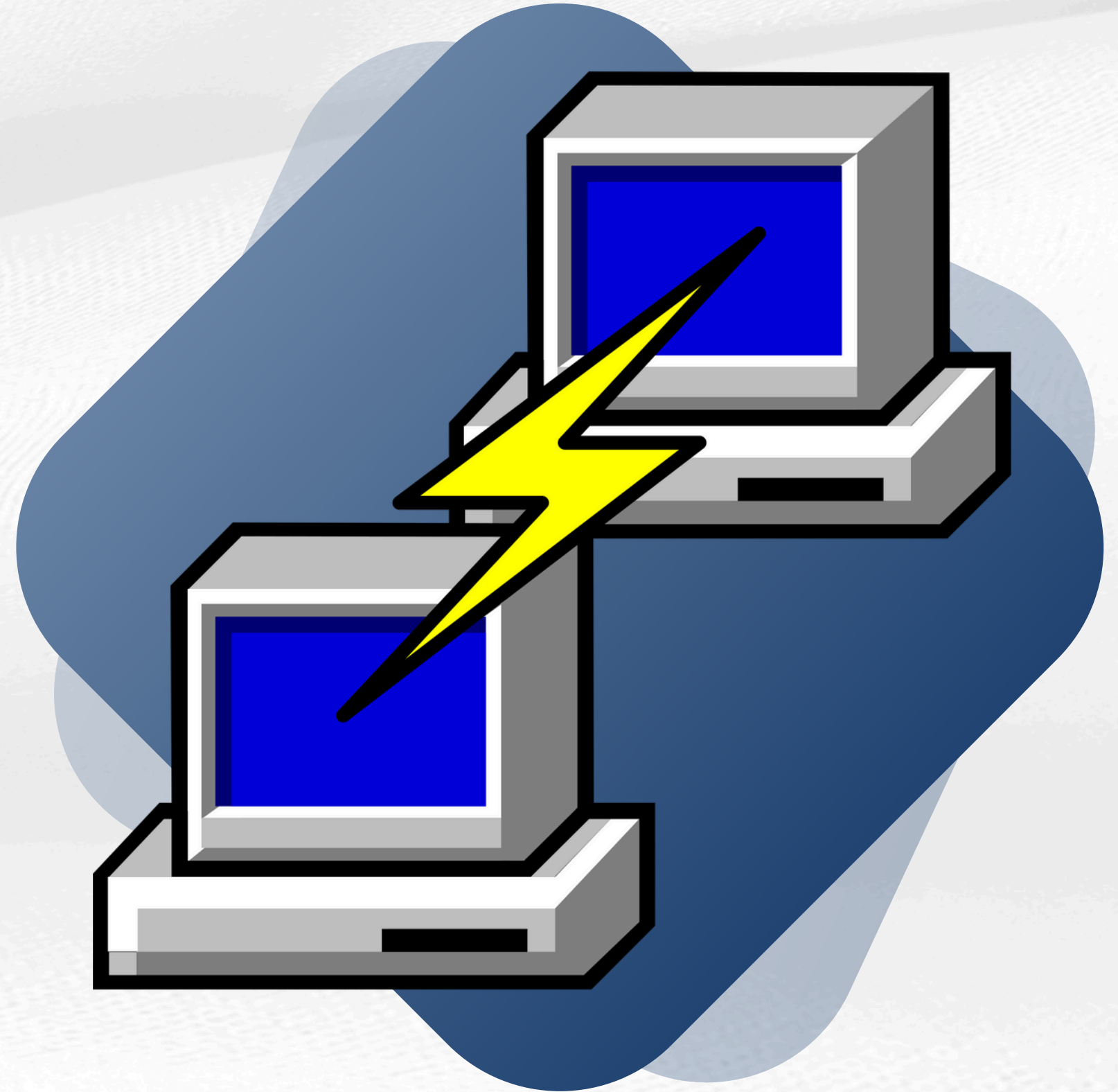


Supports multiple transfer methods (SFTP, SCP, FTP, WebDAV)

USE OF WINSCP

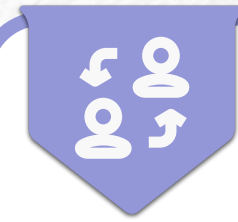
What is PuTTY?

- PuTTY is a free and open-source terminal emulator.
- It is used to remotely connect and control another computer (server).
- Supports many network protocols like SSH, Telnet, Rlogin, and Serial.
- Commonly used by system administrators, developers, and researchers.
- Works on Windows, Linux, and other platforms.
- Used to connect computers remotely using secure methods.



WHY USE PUTTY?

We use PuTTY because it helps us connect safely to remote computers (like servers). It's free, simple, and works with many connection types, making it very useful for managing systems from anywhere.



Free and Open-Source

Anyone can download and use it without cost.



Remote Server Access

Lets you connect to servers and control them from anywhere.



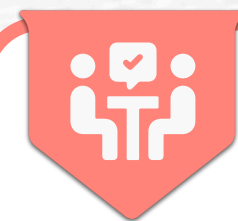
Secure Communication

Uses SSH (Secure Shell), which keeps your login and data safe.



Lightweight and Easy

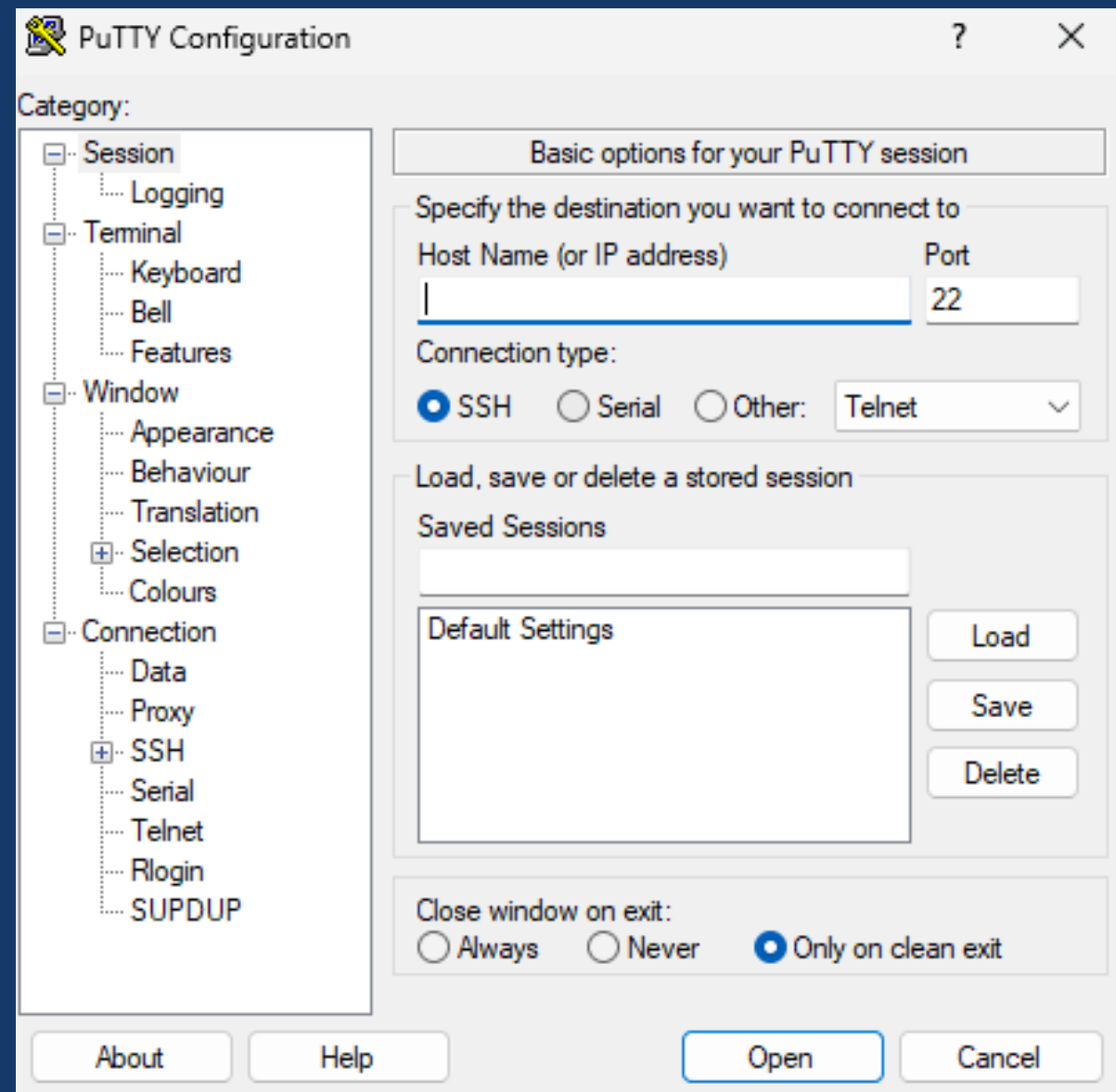
Small software, quick to install, and simple to use.



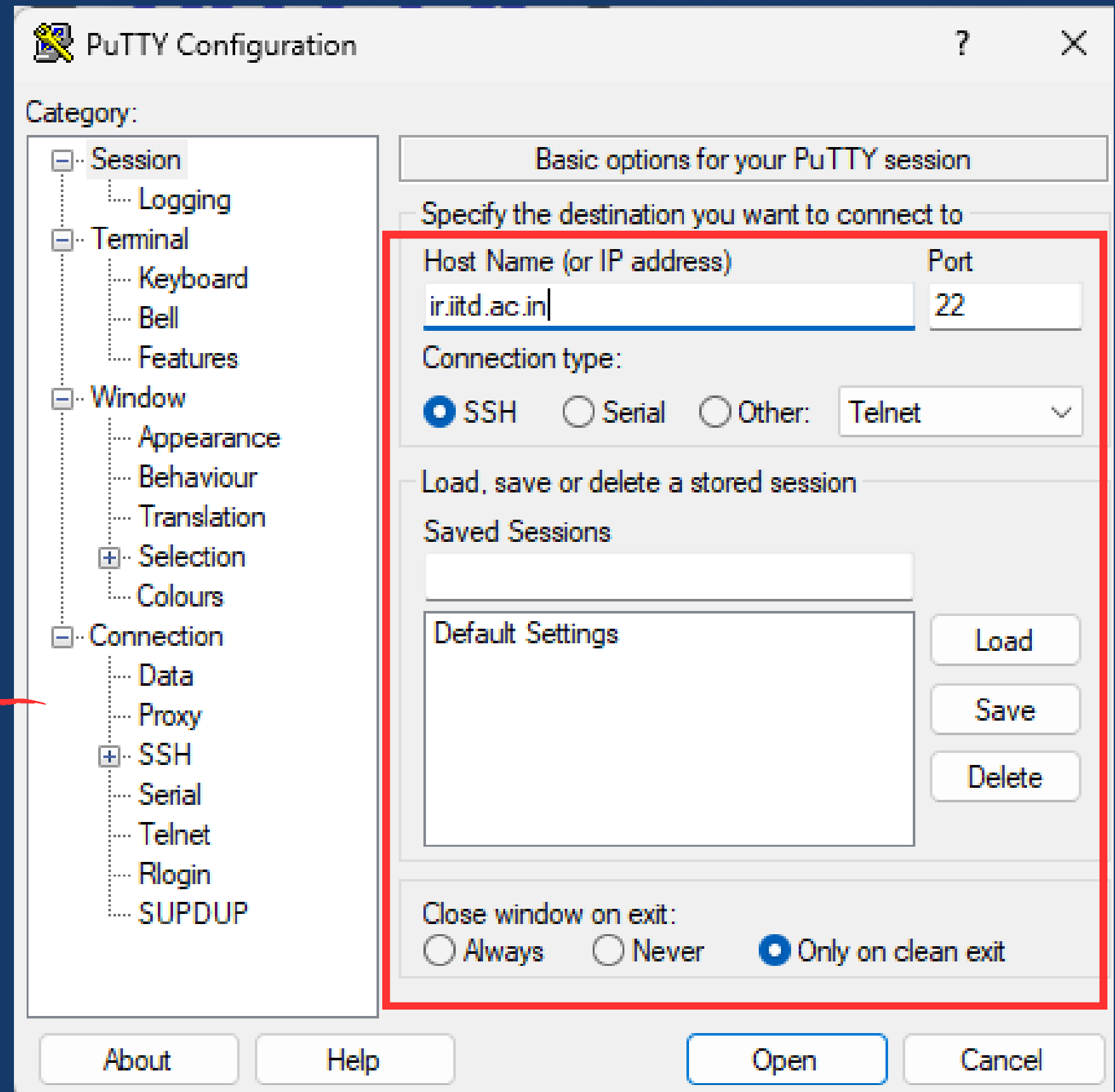
Multiple Protocols Support

Works with SSH, Telnet, Rlogin, and Serial connections.

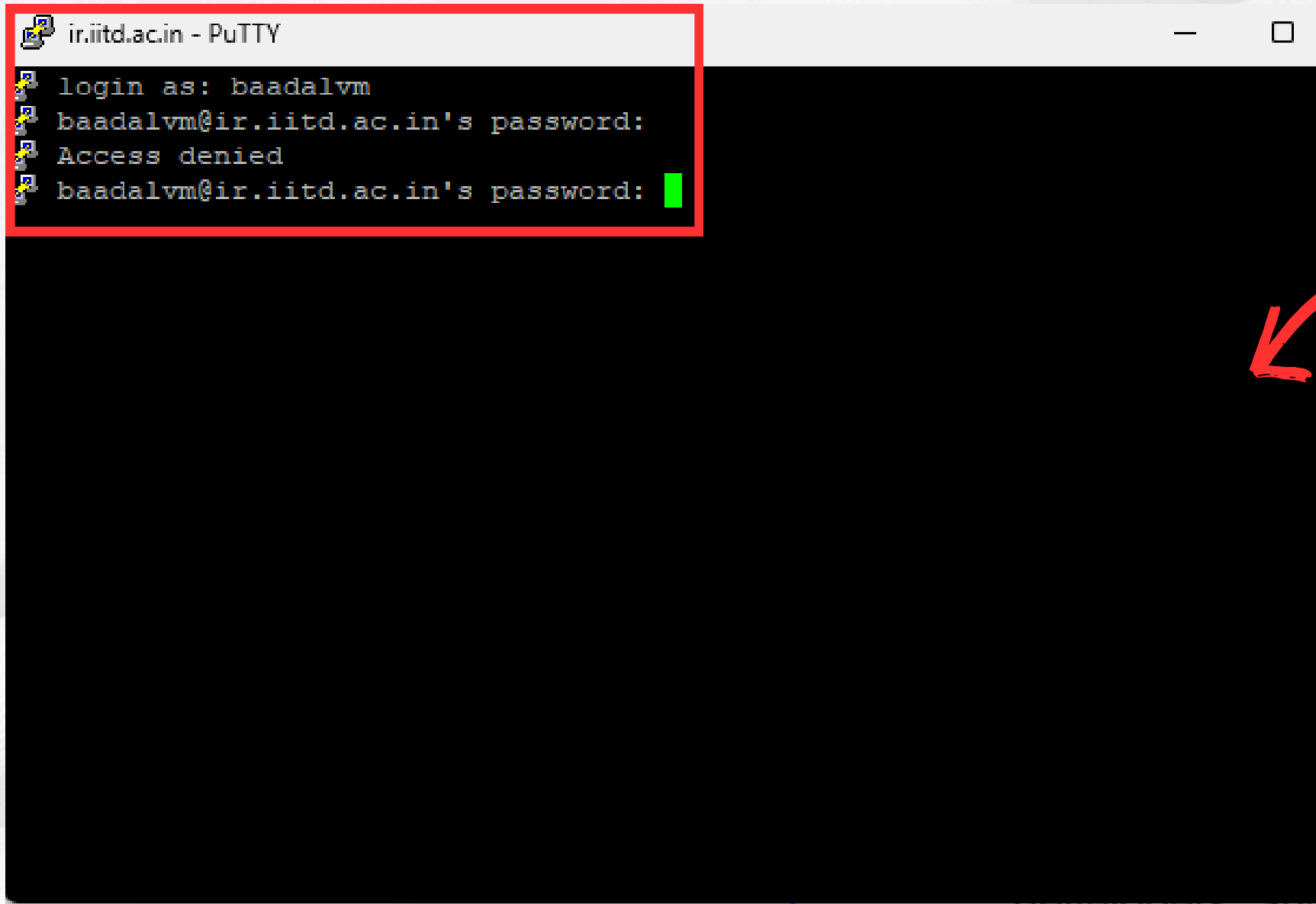
How to login PuTTY



- Open PuTTY
- Enter Hostname/IP, Port, and select SSH
- Save session (optional)
- Click Open



PuTTY Terminal Window

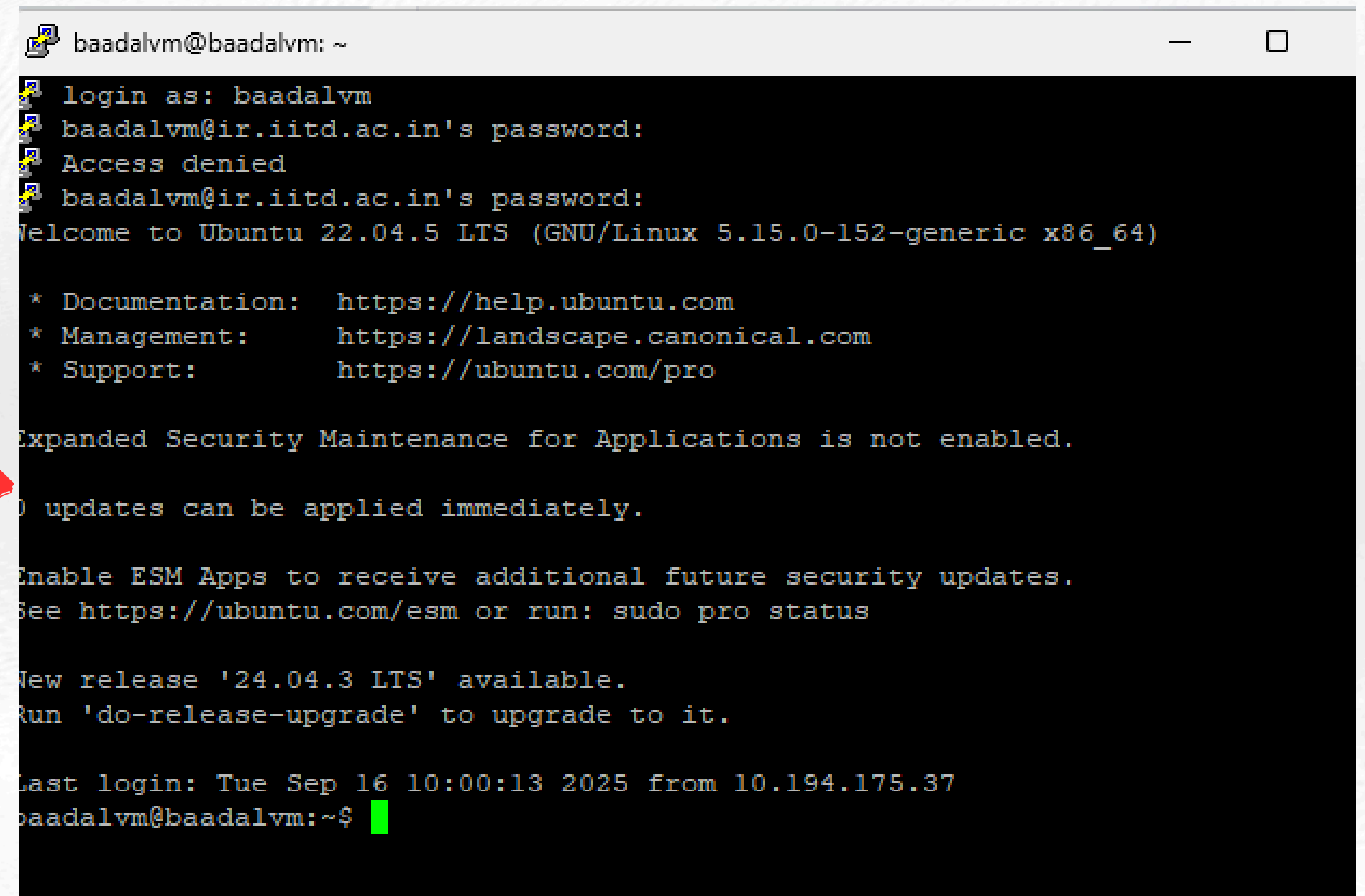


```
ir.iitd.ac.in - PuTTY
login as: baadalvm
baadalvm@ir.iitd.ac.in's password:
Access denied
baadalvm@ir.iitd.ac.in's password:
```

- It is used for secure remote login.
- Username & Password Required – Login needs correct credentials.
- If the password is incorrect, the system shows Access denied.
- Retry Option – The system allows the user to try again.

If Password is Right you can see the details.

- Shows Ubuntu version: **22.04.5 LTS** with Linux kernel details.
- Security updates & upgrade suggestions are displayed.
- Date & time: **Tue Sep 16 10:00:13 2025**
- From IP address: **10.194.175.37**
- **baadalvm@baadalvm:~\$** → user is now inside the Linux shell and can run commands.



```
baadalvm@baadalvm: ~
login as: baadalvm
baadalvm@ir.iitd.ac.in's password:
Access denied
baadalvm@ir.iitd.ac.in's password:
Welcome to Ubuntu 22.04.5 LTS (GNU/Linux 5.15.0-152-generic x86_64)

 * Documentation:  https://help.ubuntu.com
 * Management:    https://landscape.canonical.com
 * Support:       https://ubuntu.com/pro

Expanded Security Maintenance for Applications is not enabled.

0 updates can be applied immediately.

Enable ESM Apps to receive additional future security updates.
See https://ubuntu.com/esm or run: sudo pro status

New release '24.04.3 LTS' available.
Run 'do-release-upgrade' to upgrade to it.

Last login: Tue Sep 16 10:00:13 2025 from 10.194.175.37
baadalvm@baadalvm:~$
```




Windows/Office Installation and Activation

Activate Windows
Go to Settings to activate Windows.

csc.iitd.ac.in/services-software

IITD Website

01

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WINDOWS/OFFICE INSTALLATION AND ACTIVATION

Prerequisites

Windows Volume License is for upgrades only. Before you try to upgrade, you must first purchase an underlying, qualifying, and genuine Windows license. For more information, visit the following Microsoft website: <http://www.microsoft.com/piracy/knowthefacts/legalizationsolutions.aspx>

While procuring hardware from OEM it is important to ensure that you have purchased an underlying, qualifying, and genuine Windows license which can be upgraded under the volume license agreement. This may require you purchase a low cost starter kit from the OEM. Please get in touch with the OEM in case of any doubt. Also view [Bios Marker Issue](#)

Obtain the ISO image and install

1. Map the folder \\filer02.iitd.ac.in\winisos as a network drive in a Windows machine (from My Computer -> Tools -> Map Network Drive, without reconnect at login and connect using different credentials) using your ACAD\IITDuserid as your username and your Kerberos password. In Mac or Linux mount the CIFS share cifs://filer02.iitd.ac.in/winisos.
2. Copy the required ISO image (CD/DVD image) and burn a CD/DVD using your favourite software.
3. Disconnect the network drive.
4. Install Windows OS or Office using the CD/DVD.
5. Configure your Windows machine for IITD network using DHCP. In case you require to configure with a static IP, please get in touch with your departmental system administrators for the same.
6. Make sure that ACAD.WINDOWS.IITD.AC.IN is set as the DNS search string (suffix) from network properties.
7. Make sure that ntp.iitd.ac.in is set as the internet time server in your Date/Time settings.

Activate Windows

Activation and Re-activation

After installation, activate the copy of windows within a grace period of 30 days. Windows can be activated or reactivated for a period of 180 days by the following procedure at any time during the grace period or at any time during the activated period. For this the machine must be connected to IITD LAN. Staff members who may have to travel outside campus should install and configure VPN access. Reactivation can be done any number of times. The product will notify the user if it needs to be activated to be used.

1. Make sure that ntp.iitd.ac.in is set as the internet time server in your Date/Time settings and ACAD.WINDOWS.IITD.AC.IN is set as the DNS search string (suffix) from network properties.
2. Type slmgr /skms ccwds.acad.windows.iitd.ac.in from the administrator elevated DOS command prompt (run as Administrator).
3. Open <https://kmsproxy.iitd.ac.in/kms.html> and login using your IITD user id and password.
4. Within the next 30 minutes activate or reactivate your Windows OS by issuing the command slmgr /ato at the administrator elevated DOS command prompt.
5. You can check the activation expiry date using the command slmgr /xpr or check the license details using the command slmgr /dli (or slmgr /dlv for more details).
6. Logout of your browser window.

Here this few step to follow them.

Activate Windows

Go to Settings to activate Windows

Windows Activation



Goal # 1

IIT Delhi provides KMS
server activation



Goal # 2

Connect to IIT Delhi
network (LAN/Wi-Fi/VPN)



Goal # 3

Activation command (if
required)

← → ↺

csc.iitd.ac.in/services-software-windows-os

🔍 ☆ 🌐 ⋮

WINDOWS/OFFICE INSTALLATION AND ACTIVATION

Prerequisites

Windows Volume License is for upgrades only. Before you try to upgrade, website: <http://www.microsoft.com/niracy/knowthefacts/legalizationsolutions.aspx>

While procuring hardware, please get in touch with the relevant department.

Obtain the ISO

1. Map the folder \\filer02.iitd.ac.in\winisos as a network drive in a Windows machine (from My Computer) and provide the username and password. In Mac or Linux mount the CIFS share cifs://filer02.iitd.ac.in/winisos.
2. Copy the required ISO image (CD/DVD image) and burn a CD/DVD using your favourite software.
3. Disconnect the network drive.
4. Install Windows OS or Office using the CD/DVD.
5. Configure your Windows machine for IITD network using DHCP. In case you require to configure with a static IP, contact the network team.
6. Make sure that ACAD.WINDOWS.IITD.AC.IN is set as the DNS search string (suffix) from network properties.
7. Make sure that ntp.iitd.ac.in is set as the internet time server in your Date/Time settings.

Activate Windows

Activation and Re-activation

After installation, activate the copy of windows within a grace period of 30 days. Windows can be activated online or by using a key. If you are unable to activate Windows, you must be connected to IITD LAN. Staff members who may have to travel outside campus should install and connect to IITD LAN.

1. Make sure that ntp.iitd.ac.in is set as the internet time server in your Date/Time settings and ACAD.WINDOWS.IITD.AC.IN is set as the DNS search string (suffix) from network properties.
2. Type `slmgr /skms cswds.acad.windows.iitd.ac.in` from the administrator elevated DOS command prompt (run as Administrator).
3. Open <https://kmsproxy.iitd.ac.in/kms.html> and login using your IITD user id and password.
4. Within the next 30 minutes activate or reactivate your Windows OS by issuing the command `slmgr /ato` at the administrator elevated DOS command prompt.
5. You can check the activation expiry date using the command `slmgr /xpr` or check the license details using the command `slmgr /dli` (or `slmgr /dlv` for more details).
6. Logout of your browser window.

Warning: On expiry of either the grace period or activation period, the OS will go in to the Reduced Functionality Mode (RFM) which may eventually lead to an unusable state. Fresh installation would be required in this case.

Grace period

You can renew the grace period for another 30 days by issuing the command `slmgr /rearm` at the administrator elevated DOS command prompt before the expiry of the grace period or before the expiry of the activated period (see below). Note that the machine need not be connected to IITD LAN for this.

Command Prompt

Microsoft Windows [Version 10.0.19045.6216]
(c) Microsoft Corporation. All rights reserved.
C:\Users\PC-13>slmgr /skms cswds.acad.window.iitd.ac.in
C:\Users\PC-13>

Windows Script Host

Error: 0x80070005 Access denied: the requested action requires elevated privileges

OK

Open Command Prompt. Follow the 2 Step
`slmgr /skms cswds.acad.windows.iitd.ac.in`
and ENTER

you can see the windows script host
popup
Click OK button

Activate Windows

Go to Settings to activate Windows.

Computer Services Centre, IIT Delhi

Login page for KMS volume key activation and renewal

Copy the URL
<https://kmsproxy.iitd.ac.in/kms.html>
and paste it on the browser.

Enter Your Login Information:

Username

Password

Login To The System

Login your Kerberos ID and
password.

Activate Windows
Go to Settings to activate Windows.

Welcome *Neha Sharma!*

1. By activating Windows or Office you certify that you have carefully gone through the [terms of use](#) and are authorized to activate Windows/Office as per the terms.
 2. Within the next 30 minutes activate or renew your Windows OS, after downloading the file [Activate.exe](#) choose "Run as Administrator" on right click on downloaded file. -OR- run
`slmgr /ato`
from administrator elevated command prompt.
 3. Within the next 30 minutes activate or renew Office using the command ***cscript ospp.vbs /act*** (from *C:\Program Files\Microsoft Office\Office1X*) at the administrator elevated DOS
- [Click here for details.](#)

[Logout](#)



 Save password?

Username

neha82.cstaff

Password

••••••••••



Save

Never

You can use saved passwords on any device. They're saved to [Google Password Manager](#) for shr.nehaiit@gmail.com.

Activate Windows
Go to Settings to activate Windows.

← → ↺ csc.iitd.ac.in/services-software-windows-os

Prerequisites

Windows Volume License is for upgrades only. Before you try to upgrade, you must visit the following website: <http://www.microsoft.com/piracy/knowthefacts/legalizationsolutions.aspx>

While procuring hardware from OEM it is important to ensure that you have purchased an underlying, qualified OEM license. Please get in touch with the OEM in case of any doubt. Also view [Bios Marker Issue](#)

Obtain the ISO image

1. Map the folder \\filer01.iitd.ac.in\iso to the local drive Z: using the command net use z: \\filer01.iitd.ac.in\iso /user:username /password:password. In Mac or Linux, use the command mount -t smb -o username=username,password=password //filer01.iitd.ac.in/iso /mnt/iso

2. Copy the required ISO image to the local drive Z: using the command cp /mnt/iso/* .

3. Disconnect the network drive.

4. Install Windows OS or Office using the CD/DVD.

5. Configure your Windows machine for IITD network using DHCP. In case you require to configure with a static IP, refer to the network configuration guide.

6. Make sure that ACAD.WINDOWS.IITD.AC.IN is set as the DNS search string (suffix) from network properties.

7. Make sure that ntp.iitd.ac.in is set as the internet time server in your Date/Time settings.

Activate Windows

Activation and Re-activation

After installation, activate the copy of windows within a grace period of 30 days. Windows can be activated or reactivated only once. The machine must be connected to IITD LAN. Staff members who may have to travel outside campus should install and configure Windows before leaving campus.

1. Make sure that ntp.iitd.ac.in is set as the internet time server in your Date/Time settings and ACAD.WINDOWS.IITD.AC.IN is set as the DNS search string (suffix) from network properties.

2. Type slmgr /skms ccwds.acad.windows.iitd.ac.in from the administrator elevated DOS command prompt (run as Administrator).

3. Open <https://kmsproxy.iitd.ac.in/kms.html> and login using your IITD user id and password.

4. Within the next 30 minutes activate or reactivate your Windows OS by issuing the command **slmgr /ato** at the administrator elevated DOS command prompt.

5. You can check the activation expiry date using the command slmgr /xpr or check the license details using the command slmgr /dli (or slmgr /dlv for more details).

6. Logout of your browser window.

Warning: On expiry of either the grace period or activation period, the OS will go in to the Reduced Functionality Mode (RFM) which may eventually lead to an unusable state. Fresh installation would be required in this case.

Grace period

You can renew the grace period for another 30 days by issuing the command slmgr /rearm at the administrator elevated DOS command prompt before the expiry of the grace period or before the expiry of the activated period (see below). Note that the machine need not be connected to the IITD LAN for this operation and and this can be done at most three times.

Activate Office

1. Make sure that ntp.iitd.ac.in is set as the internet time server in your Date/Time settings and ACAD.WINDOWS.IITD.AC.IN is set as the DNS search string (suffix) from network properties.

2. Change to one of the following directories depending on the version of **Office** you installed using the following syntax in *italics*:

Command Prompt

Microsoft Windows [Version 10.0.19045.6216]
(c) Microsoft Corporation. All rights reserved.
C:\Users\PC-13>slmgr /skms ccwds.acad.window.iitd.ac.in
C:\Users\PC-13>slmgr /ato
C:\Users\PC-13>

Windows Script Host

Activating Windows(R), Professional edition
(2de67392-b7a7-462a-b1ca-108dd189f588) ...
Product activated successfully.

OK

Open Command Prompt. copy this Command **slmgr /ato** and ENTER

you can see the windows script host popup
Click OK button

← → ↺ csc.iitd.ac.in/services-software-windows-os

windows volume License is for upgrades only. Before you try to upgrade, you must first purchase an underlying, qualifying, and genuine windows license. For more information, visit the following Microsoft website: <http://www.microsoft.com/piracy/knowtneracts/legalizationsolutions.aspx>

While procuring hardware from OEM it is important to ensure that you have purchased an underlying, qualifying, and genuine Windows license which can be upgraded under the volume license agreement. This may require you purchase a low cost starter kit from the OEM. Please get in touch with the OEM in case of any doubt. Also view [Bios Marker Issue](#)

Obtain the ISO image and install

1. Map the folder \\filer02.iitd.ac.in\winisos as a network drive in a Windows machine (from My Computer -> Tools -> Map Network Drive, without re...
2. Copy the required ISO image (CD/DVD image) and burn a CD/DVD using your favourite software.
3. Disconnect the network drive.
4. Install Windows OS or Office using the CD/DVD.
5. Configure your Windows machine for IITD network using DHCP. In case you require to configure with a static IP, please get in touch with your dep...
6. Make sure that ACAD.WINDOWS.IITD.AC.IN is set as the DNS search string (suffix) from network properties.
7. Make sure that ntp.iitd.ac.in is set as the internet time server in your Date/Time settings.

Activate Windows

Activation and Re-activation

After installation, activate the copy of windows within a grace period of 30 days. Windows can be activated or reactivated for a period of 30 days. After the grace period, members who may have to travel outside campus should install and configure VPN access. Reactivation can be done any number of times.

1. Make sure that ntp.iitd.ac.in is set as the internet time server in your Date/Time settings and ACAD.WINDOWS.IITD.AC.IN is set as the DNS search string (suffix) from network properties.
2. Type slmgr /skms ccwds.acad.windows.iitd.ac.in from the administrator elevated DOS command prompt (run as Administrator).
3. Open <https://kmsproxy.iitd.ac.in/kms.html> and login using your IITD user id and password.
4. Within the next 30 minutes activate or reactivate your Windows OS by issuing the command slmgr /ato at the administrator elevated DOS command prompt.
5. You can check the activation expiry date using the command **slmgr /xpr** or check the license details using the command slmgr /dl.
6. Logout of your browser window.

Warning: On expiry of either the grace period or activation period, the OS will go in to the Reduced Functionality Mode (RFM) which may eventually lead to the IITD LAN for this

Grace period

You can renew the grace period for another 30 days by issuing the command slmgr /rearm at the administrator elevated DOS command prompt before the expiry of the grace period or activation period. This operation can be done at most three times.

Activate Office

1. Make sure that *ntp.iitd.ac.in* is set as the internet time server in your Date/Time settings and ACAD.WINDOWS.IITD.AC.IN is set as the DNS search string (suffix) from network properties.
2. Change to one of the following directories depending on the version of **Office** you installed using the following syntax in *italics*:
*Note: You can determine the version of Office running by launching Word and then navigating to **File > Help**. The version will be listed on the right under "About Microsoft Word".*

Office 32-bit in Windows 32-bit OS:
cd C:\Program Files\Microsoft Office\Office1X
Office 32-bit in Windows 64-bit OS:
cd C:\Program Files (x86)\Microsoft Office\Office1X
Office 64-bit in Windows 64-bit OS:
cd C:\Program Files\Microsoft Office\Office1X
3. Type **cscript ospp.vbs /sethst:ccwds.acad.windows.iitd.ac.in** from the administrator elevated DOS command prompt.
4. Open <https://kmsproxy.iitd.ac.in/kms.html> and login using your IITD user id and password.
5. Within the next 30 minutes activate or reactivate Office using the command **cscript ospp.vbs /act** at the administrator elevated DOS command prompt.
6. You can check the activation expiry date using the command **cscript ospp.vbs /dstatus**
7. Logout of your browser window.

Command Prompt
Microsoft Windows [Version 10.0.19045.6332]
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C:\Users\PC-13>slmgr /skms ccwds.acad.windows.iitd.ac.in

C:\Users\PC-13> slmgr /xpr

C:\Users\PC-13>

Windows Script Host

Windows(R), Professional edition:
Volume activation will expire 01-03-2026 13:27:29

OK

you can see the windows script host popup You can check the activation expiry date using the command slmgr /xpr

Welcome *Neha Sharma!*

1. By activating Windows or Office you certify that you have carefully gone through the [terms of use](#) and are authorized to activate Windows/Office as per the terms.
2. Within the next 30 minutes activate or renew your Windows OS, after downloading the file [Activate.exe](#) choose "Run as Administrator" on right click on downloaded file. -OR- run
`slmgr /ato`
from administrator elevated command prompt.
3. Within the next 30 minutes activate or renew Office using the command ***cscript ospp.vbs /act*** (from *C:\Program Files\Microsoft Office\Office1X*) at the administrator elevated DOS

[Click here for details.](#)

Logout

Logout of your browser window.



Save password?

Username

neha82.cstaff

Password

.....

Save

Never

You can use saved passwords on any device. They're saved to [Google Password Manager](#) for shr.nehaiit@gmail.com.

The background is a deep blue with a complex pattern of lighter blue geometric shapes, including triangles and polygons, some of which are semi-transparent. Thin white lines crisscross the background, creating a sense of depth and movement. The overall aesthetic is modern and technological.

**THANK
YOU**