



Basic Instructions for Connecting to a FTP Server

In order to put your website on the internet, you need connect to a FTP server. The process you complete to connect to a FTP server can vary depending on the software you use. A variety of FTP programs can be found at the following sites for download. Each site contains tutorials and instructions for use.

<http://www.smartftp.com/>

<http://www.coreftp.com/>

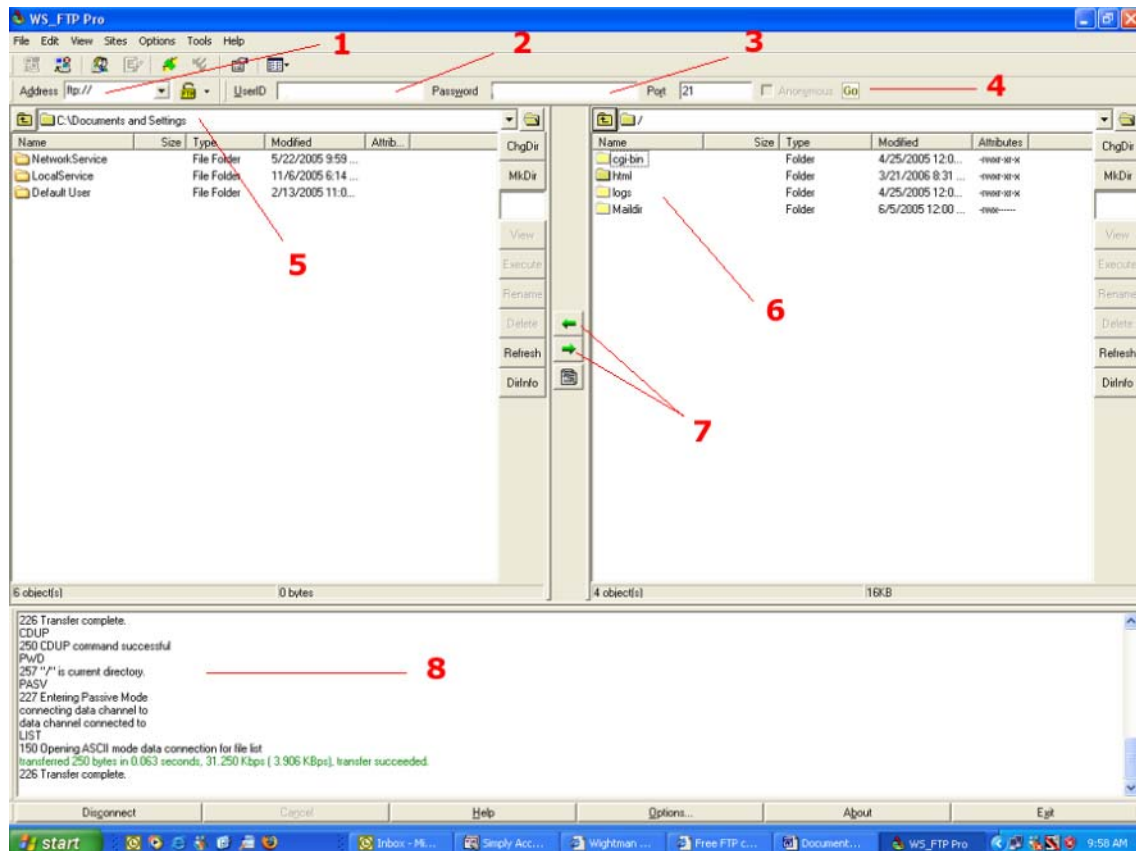
<http://freeware.intrastar.net/ftp.htm>

The information needed to connect to a server is:

1. Host, Internet Address (IP), or (www.wightman.ca)
2. Username
3. Password

If you do not have this information, it can be obtained by contacting 877 327-4440.

A typical FTP Program



1. Enter your Host/IP/URL information
2. Enter your Username
3. Enter your Password
4. Click on GO to connect to the server. The log (#8) will show the progress of the connection.
5. When connected, you will see the files that are on the remote server listed (#6).
6. Browse to your website files on your computer (#5).

7. Once you have browsed to your website files, you are ready to transfer them to the server. In general, you will upload all of your files to the HTML folder on the server. To do this, click on the HTML folder on the server (#6) to open the folder. Then, highlight the files you would like to transfer from your documents and click on the green arrow (#7) to transfer them to the server. *Note: The arrow pointing to the right is for transferring files from your computer to the server. The arrow pointing to the left is for transferring files from the server to your computer.

8. You may see a transfer manager appear which lists the progress of the transfer. The transfer manager will disappear when the transfer is complete. You will also see □transfer complete□ in the log (#8).

***NOTE: Each FTP program may vary slightly in appearance and process. If you have difficulties after reviewing this information, or tutorials specific to your FTP program, please contact Wightman Telecom at 877 327-4440.**

