## FTP Access For Spring Hill Laser

Navigate to http://filezilla-project.org and download the free "FileZilla Client" software or make sure your version of the FileZilla FTP Client is up to date. Install the software on your computer, if not already installed, and start the program. Once FileZilla is open, click on the "File" menu and select "Site Manager". Click the "My Sites" folder, and then the "New Site" button. Label the new site "Spring Hill Laser". In the boxes on the right, use the information below. Once finished, your site manager will look something like the image.

## Host: www.springhilllaser.com

Protocol: FTP – File Transfer Protocol Encryption: Use plain FTP Logon Type: Normal User: (Contact Spring Hill Laser for the FTP User ID) Password: (Contact Spring Hill Laser for the FTP Password)

Site Manager		
Select Entry:	General Advanced Transfer Settings Charset	1
U Spring Hill Laser	Host: www.SpringHillLaser.cor Port:	
	Protocol: FTP - File Transfer Protocol 🔹	
	Encryption: Require explicit FTP over TLS	
	Logon Type: Normal 🔻	
	User:	
	Password:	
	Account:	
	Comments:	
New Site New Folder	*	
New Bookmark Rename   Delete Copy	•	
Connect	OK Cancel	-

Click the "Connect" button to connect to the FTP site. Once you're connected, you can find the files you want to transfer in the left window. Right click on them and select "Upload", to upload them to the server. When you're finished, simply exit the FileZilla software to disconnect from the server. The next time you open the "Site Manager" in the FileZilla software, you can double click the "Spring Hill Laser" site to connect automatically.