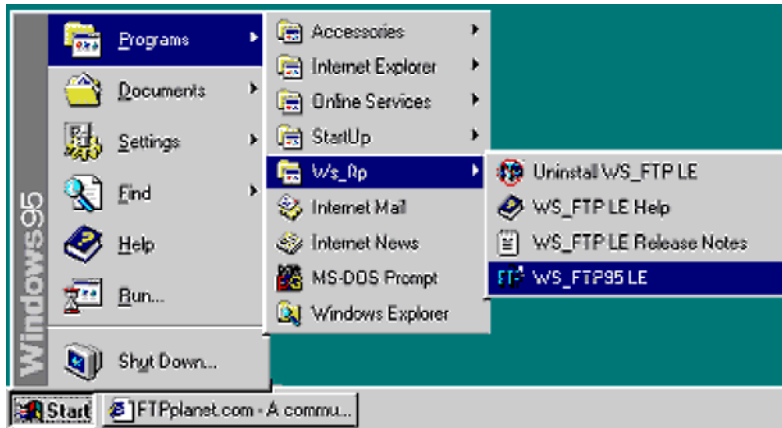


Connecting with WS_FTP LE

Download WS_FTP: <http://www.ftplanet.com/download.htm>

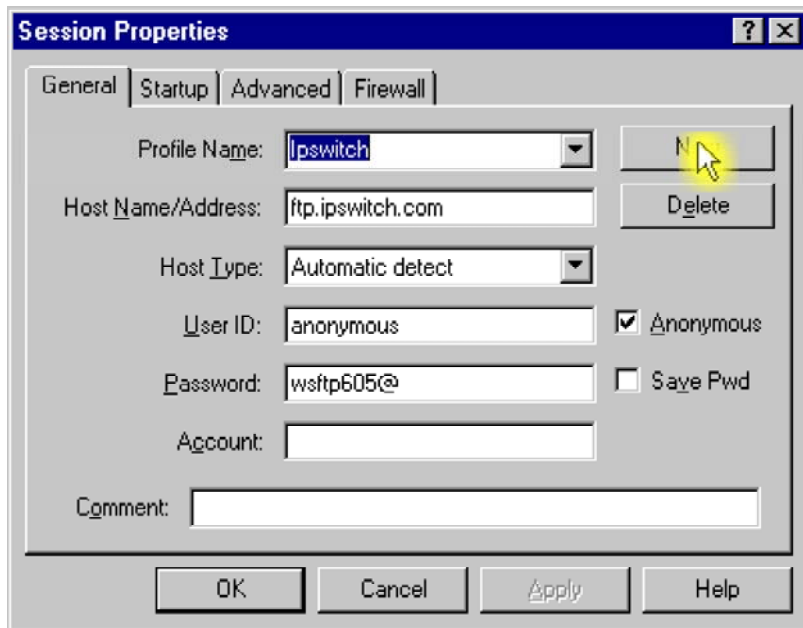
Step 1 - Launch **WS_FTP LE** by clicking on the '**Start**' button and then selecting '**Programs**', then '**WS_FTP**', and then '**WS_FTP95 LE**'.



Step 2 - Connecting to an FTP site:

When **WS_FTP LE** first launches, it opens the **Session Properties** window. Here is where you select which FTP site you want to connect to for this 'session'.

From this Session Properties window, click on the **New** button.



All fields should go blank. Now you can create a new FTP site 'Profile'. The following information is what you'll need to connect to an FTP site:

Connecting with WS-FTP LE

Profile Name	THE FTP SITE NAME
Host Name/Address	THE FTP ADDRESS
User ID	YOUR USER NAME
Password	YOUR PASSWORD

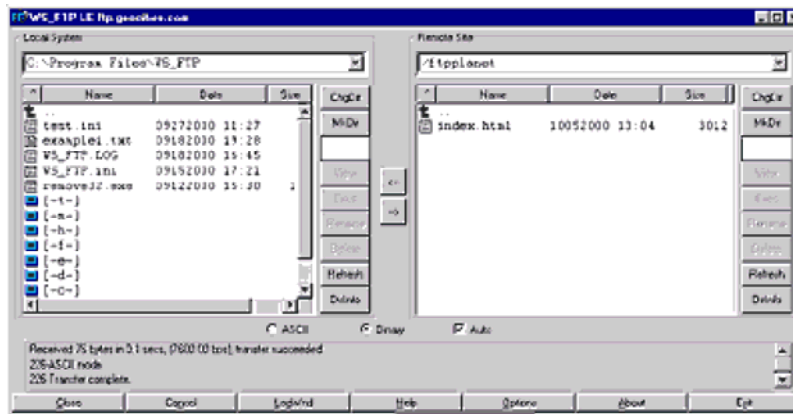
Enter these values into the 'Session Properties'.

Profile Name	TNCC Distance Web
Host Name/Address	tncc.edu
User ID	tncc.net/LastF
Password	YOUR PASSWORD

Be sure to check 'Save Password' so that you don't have to re-enter it every time you go to connect. Now click the **Apply** button. Congratulations, you have successfully created an 'FTP Profile' in WS_FTP LE!

Now Click on the **OK** button and WS_FTP LE will connect you to your site. If you have speakers on your computer, you'll hear a sound when you've successfully connected.

Your screen should now look something like this:



The **left-hand side** is a view of the files on your 'Local System' (your computer). The **right-hand side** is a view of the files on the 'Remote System' (Internet site).

To transfer files between the left and right side, highlight a file and click on one of the two arrows located in between the panes.



Note: The default view of your Local System (left pane) is 'C:\Program Files\WS_FTP'. You can move up to 'C:\Program Files' by double-clicking the green up-arrow. To move up to 'C:\', double-click the up arrow again. To change to another drive letter, scroll down and double-click on any available drive.