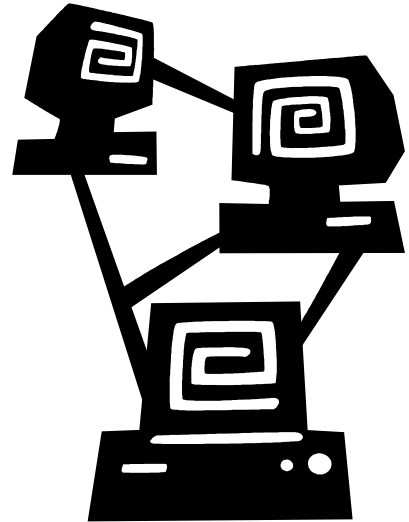


FTPping YOUR WEB PAGES

FTP or File Transfer Protocol is how we transfer files such as webpages from one computer to another computer or web server. If you are creating web pages, they must be FTPed to the server for the pages to be visible to others when they type in a URL.

There are many programs out there that will FTP a file for you. Many of them are free or low cost. For more information, visit <http://www.download.com/>. Some programs like Netscape Composer and Dreamweaver have built in FTP, where FTP is an option just like save or print.



If you don't have an application that allows you to FTP, you can frequently use your browser to FTP a file. Browser FTP does not work with every type of browser. Currently, Netscape, Mozilla, and Firefox for Windows will allow you to download (copy files to your desktop only) whereas Microsoft IE will allow you to download and upload (post files on the web). For this reason, we recommend Microsoft Internet Explorer if you are trying to upload or FTP files with browser FTP.

Step 1

In the location/URL window of your browser, type the URL for the computer you want to FTP to, preceded by the username and the @ symbol. **ftp://username@yourdomain.com** If you have an account on the faculty or dept server for the District you will have to include the sccd along with the port number like the examples below. This URL can be saved as a bookmark to make logging in to your FTP account easier.

Dept

Faculty

ftp://sccd\username@dept.seattlecolleges.com:970

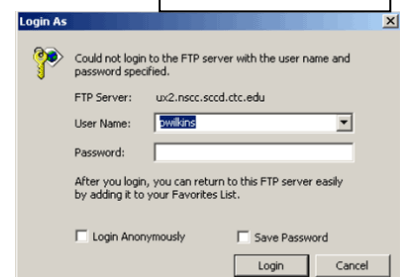
ftp://sccd\username@faculty.seattlecolleges.com:960

Step 2

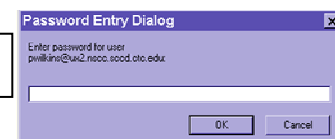
Once you have typed in the correct URL and pressed enter, you will be prompted for a password for your account. The login window will look different depending on the browser you are using.

When performing Browser FTP on a public machine, be very careful. Sometimes the URL including your password can be left in the browser history.

IE Password Box

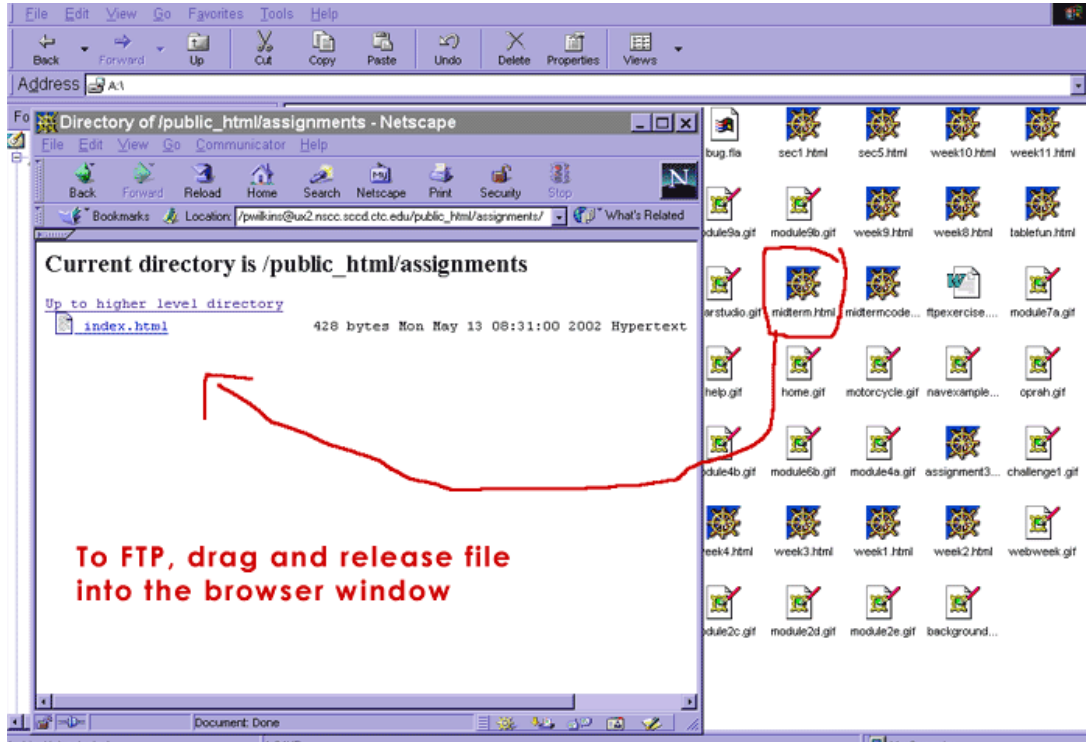


Netscape Password Box



Step 3

To FTP, files must be dragged from the desktop or open desktop window to the open browser window. Files can now be dragged into the open browser window to FTP them to the server.



It doesn't work, now what?

- Remember that not all browser versions support Browser FTP. If you are not able to FTP with one browser, try using another version or switches browsers.
- Many accounts will time you out after a few minutes. If your browser window has been open for a little while, with no activity, you may have to log back in.
- If you are still unable to FTP you might wish to download FTP software from <http://www.download.com/>
- Make an appointment at the TLC for personal help on how to FTP and publish files. For more information, visit the TLC on the Web at <http://dept.seattlecolleges.com/tlc>