

Guide to FTP With FileZilla

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--: Prepared by :-

Cybersitesindia

How to Host Your Website

Introduction

FTP or File Transfer Protocol is a method of transferring files between two computers connected together by a TCP/IP Network, such as the Internet. Each web hosting account that you setup with Cybersites India comes with secured FTP access for easy uploading and maintenance of your web site. This short document is meant to act as a guide to getting you started with Cybersites India's FTP Service.

This document assumes the following:

- You use a Microsoft Windows operating System
- FileZilla 2.2.3 as the FTP Client software
- You have the FTP account details available with you*

*(These details are available in the welcome email sent to you when we processed your order)

Downloading FileZilla 2.2.3

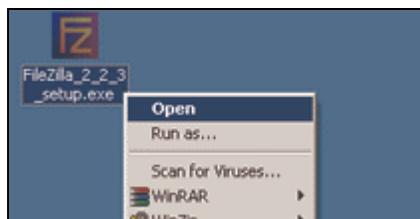
Step 1

The first step is to download the FileZilla FTP Client program which can be found at the home page for the software, the URL of the home page is mentioned below:

http://sourceforge.net/project/showfiles.php?group_id=21558

You must ensure that you download the windows version of the FileZilla client software.

Once you click the link to download the setup file, a window appears asking for the location where you wish to save the file. Choose a location you prefer and make a note of the same. Once the download completes, navigate to your download location and run the program by either double-clicking the same (or "Right click" the file and then click open)

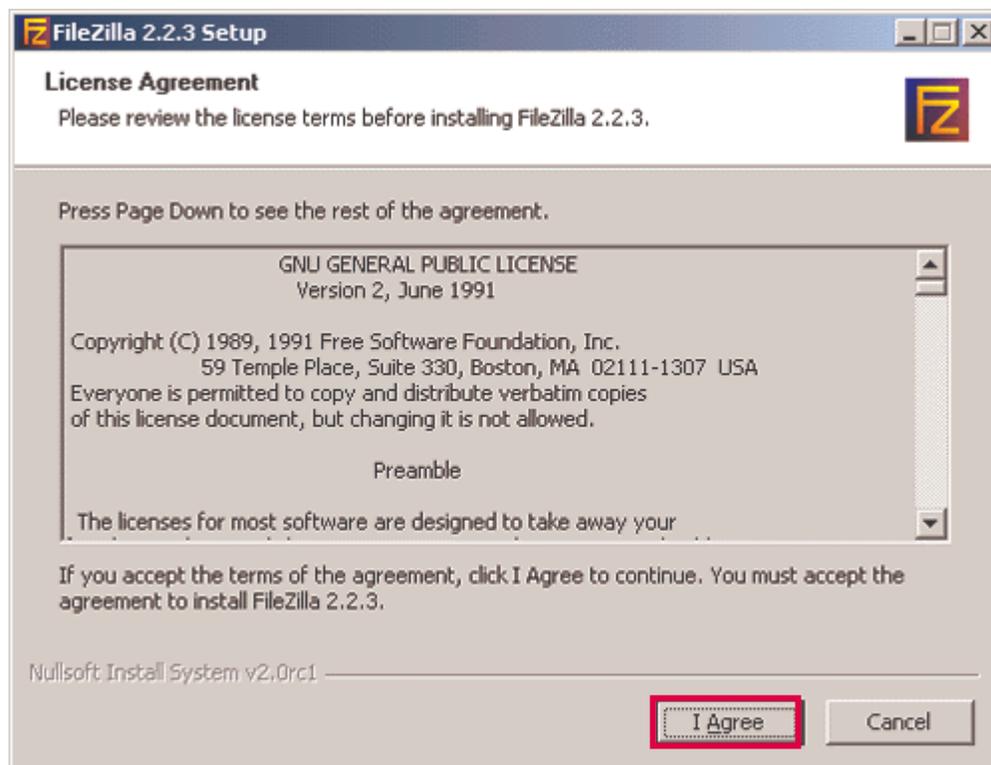


Step 2

Next, Select the language and click on "OK".

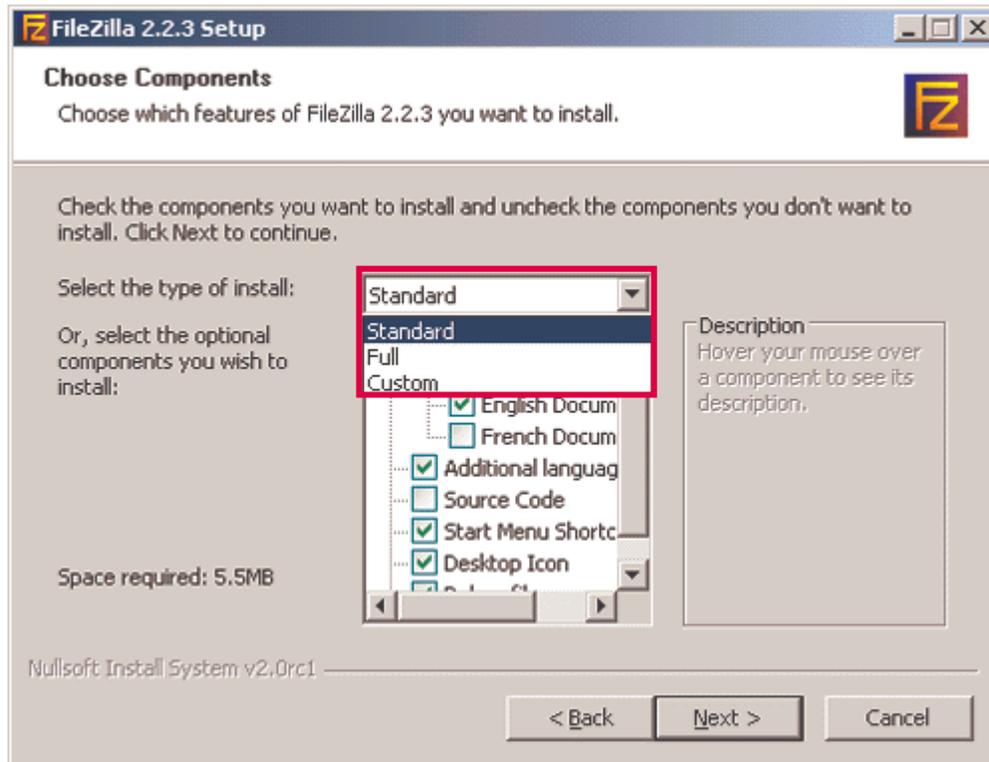
**Step 3**

Read the FileZilla license agreement and then click the "**I Agree**" button if you wish to proceed installing the software on your system.



Step 4

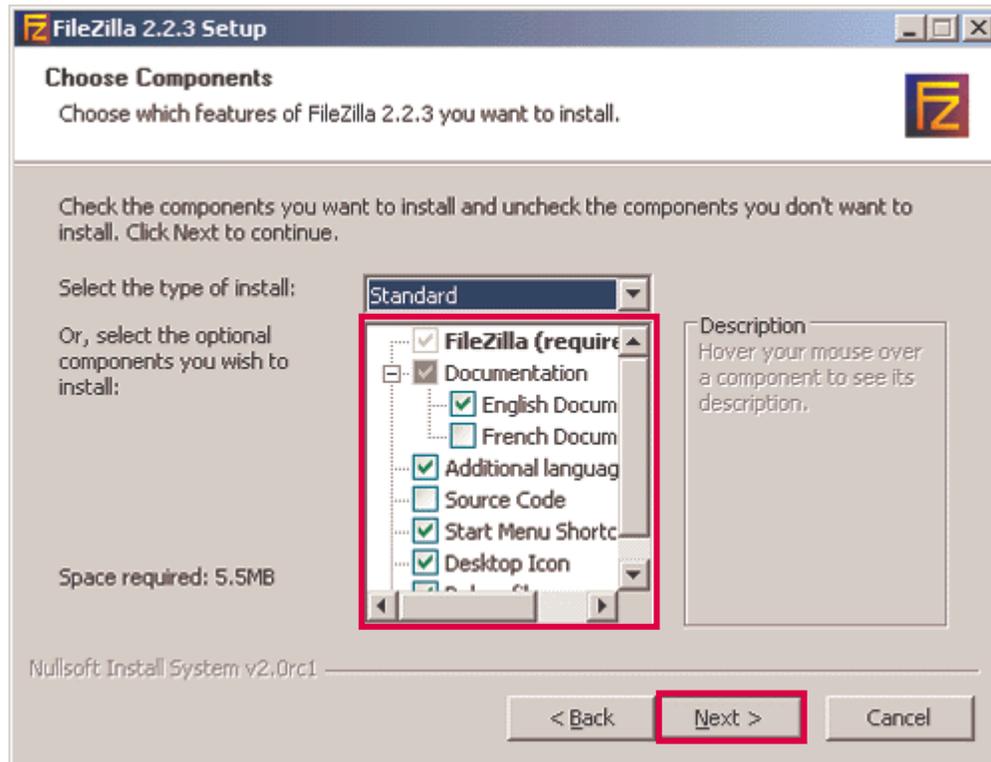
Select "Standard" as the type of installation.



Note: The standard type of installation is sufficient for most uses, you may opt for Full or Custom if you prefer to do so.

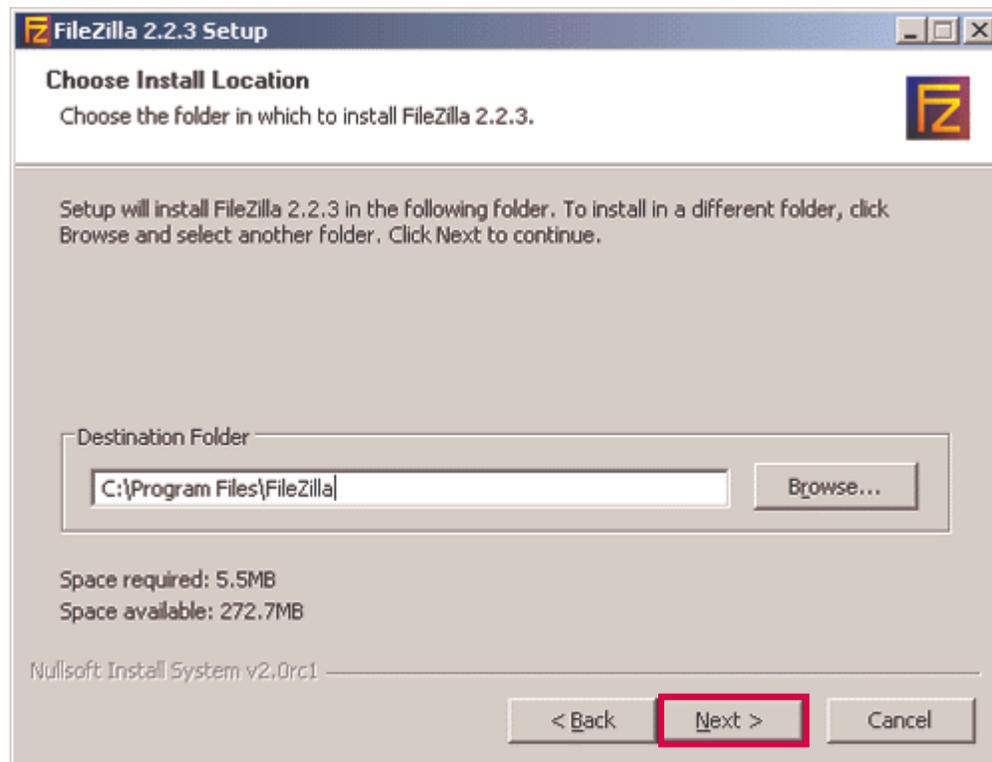
Step 5

The Choose components window appears, select next to proceed.



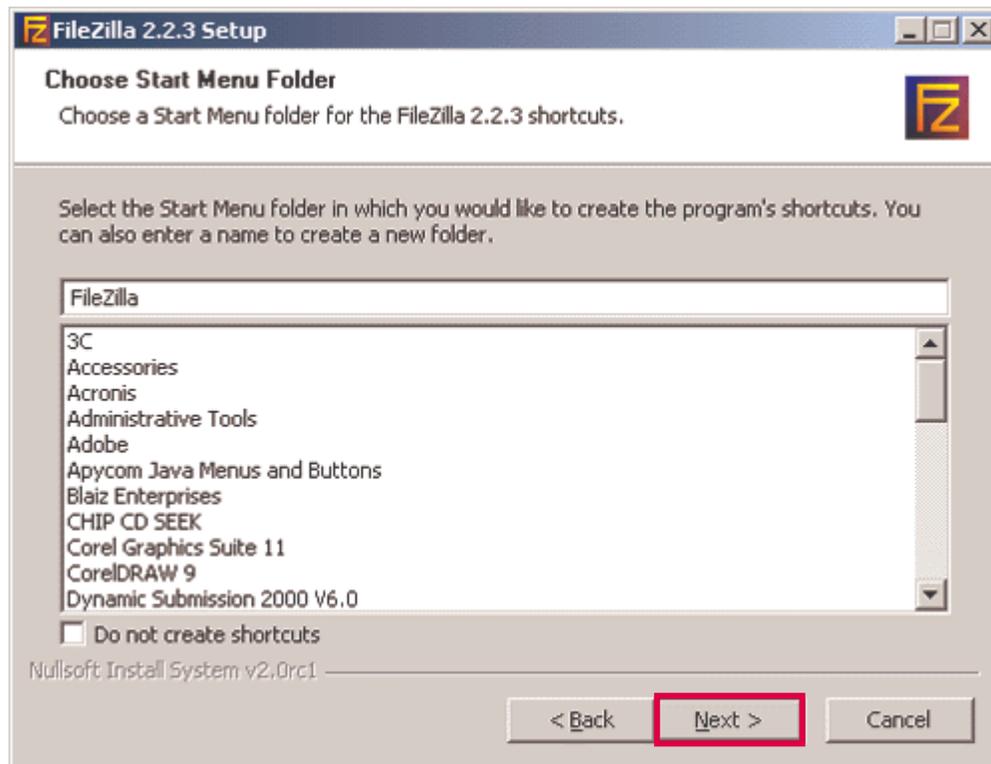
Step 6

The FileZilla setup program asks you for the location of the destination folder, you may change the install location or click next to proceed.



Step 7

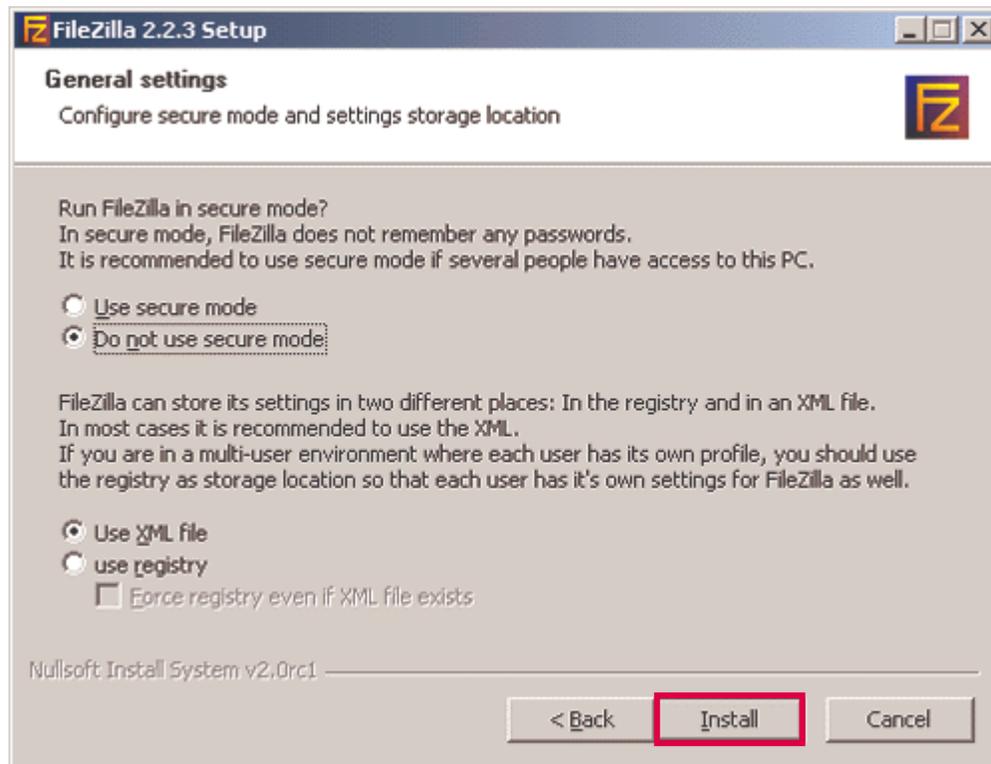
In the "Choose **Start Menu Folder**" window, click "**Next**" button to proceed



Note: Select the Start Folder in which you would like to create the program's shortcuts. You can also enter a name to create a new folder. The default settings are usually preferred here.

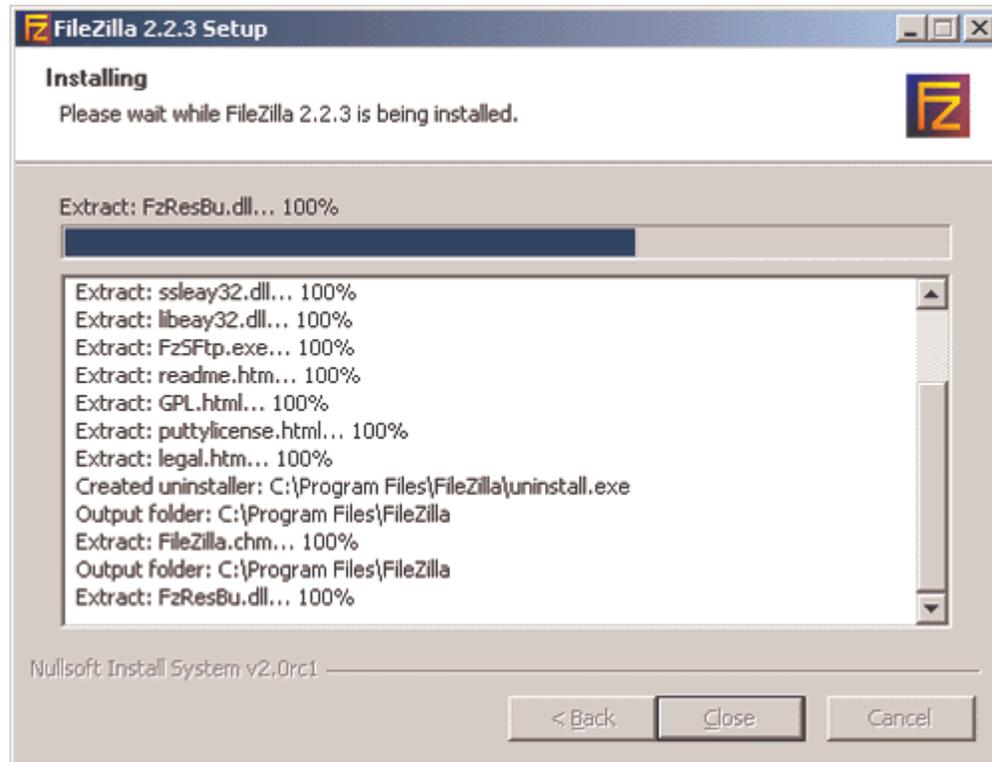
Step 8

You may configure the secure mode and settings storage location in the window which now appears if you prefer to do so else click the "**I**nstall" button to proceed further.



Step 9

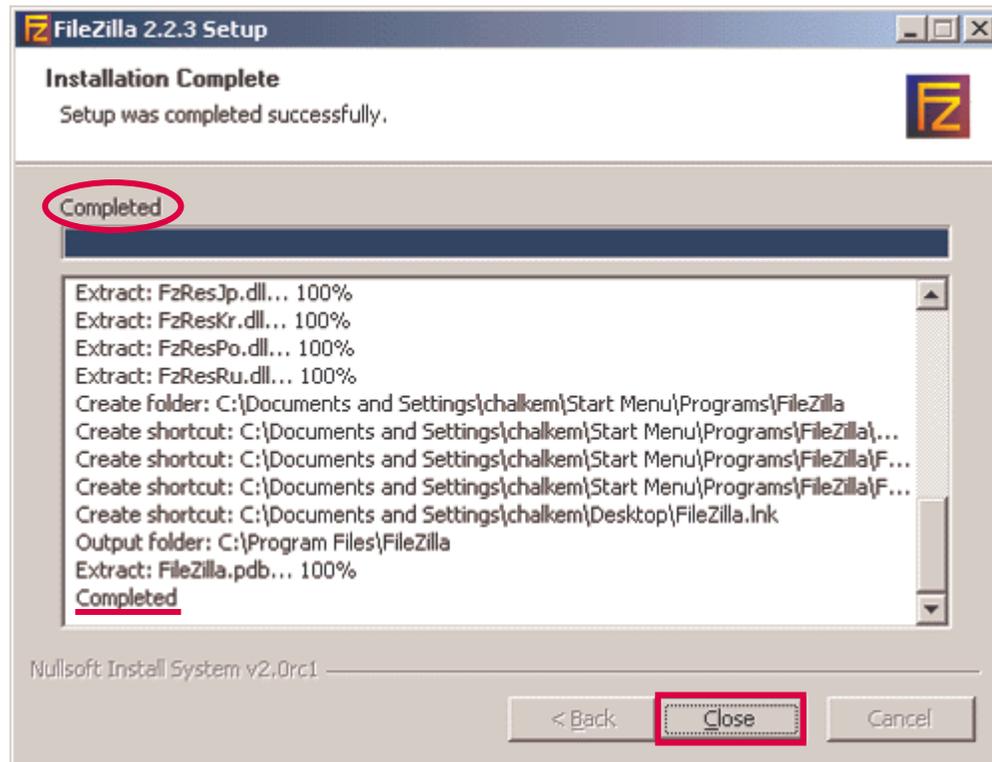
The setup program will now install FileZilla onto your pc...



How to Host Your Website

Step 10

The following window should appear now, once the setup is completed you may click the close button to exit



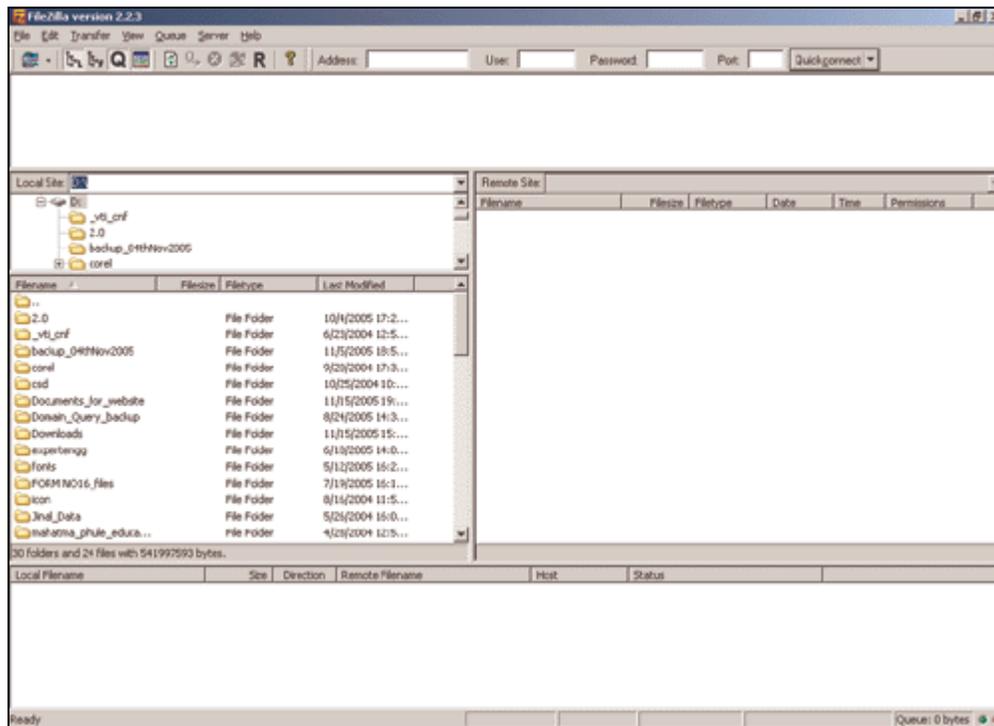
Congratulations! FileZilla is now installed on your system lets proceed further and use it to upload some files onto your website.

Using FileZilla to connect to your site:

Please follow the following steps to FTP content onto your web site using FileZilla.

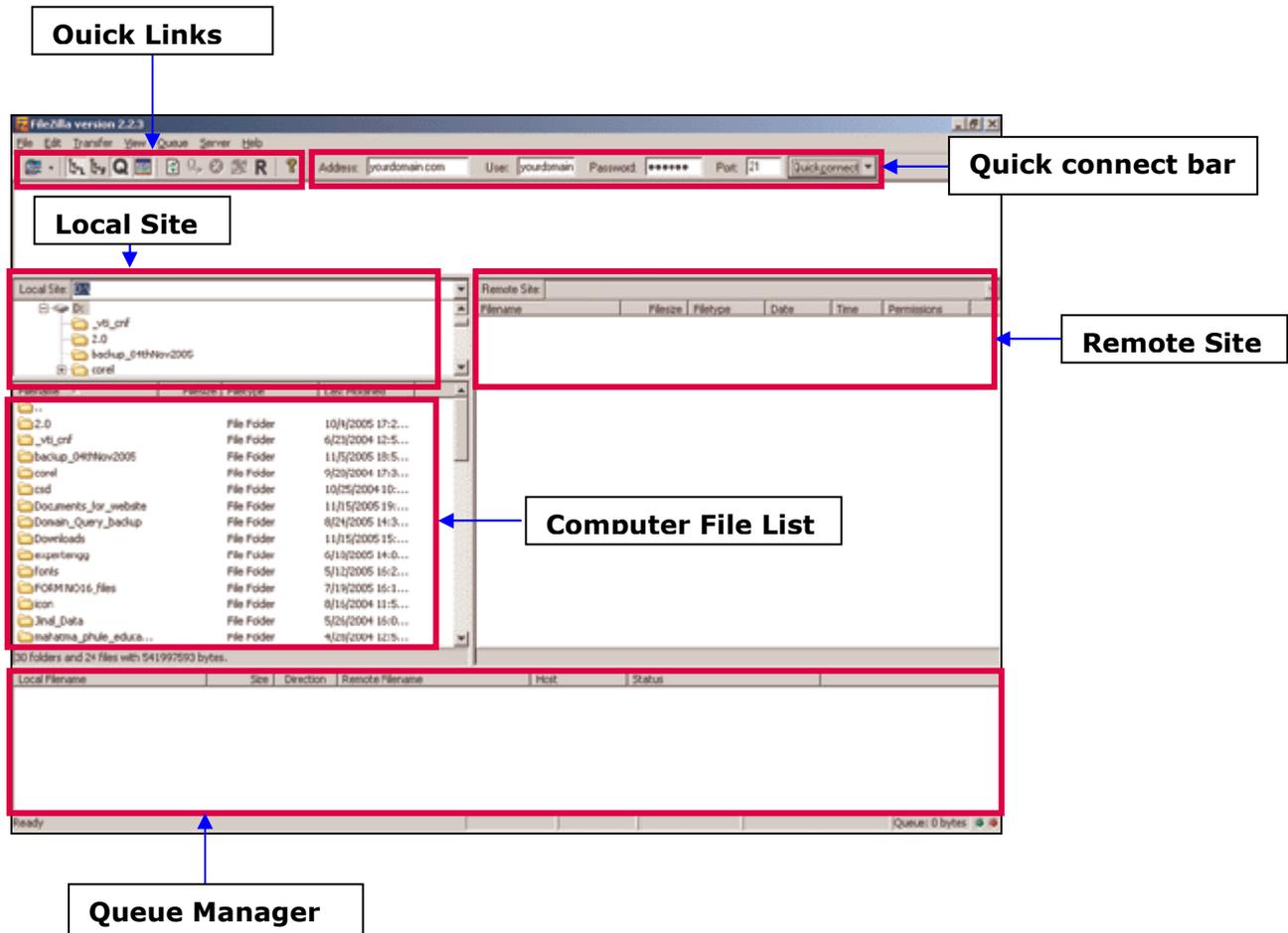
Step 1

Start the FileZilla program if it is not already running. You can do this by clicking on the **Start** button >> **Programs** >> **FileZilla** >> **FileZilla**



Step 2

FileZilla opens up; the FileZilla main window is divided into the following sections:



Step 3

To connect to your website using FTP, please enter the FTP IP address or domain name of the server into **Address / host** field of the Quick connect bar.

Enter your FTP User name and password into **User** and Password field of the Quick connect bar respectively. Enter 21 into the **Port** Field, and then press the quick connect button. Please ensure that you are connected to the Internet.

The image shows a 'Quick Connect Bar' with the following fields and labels:

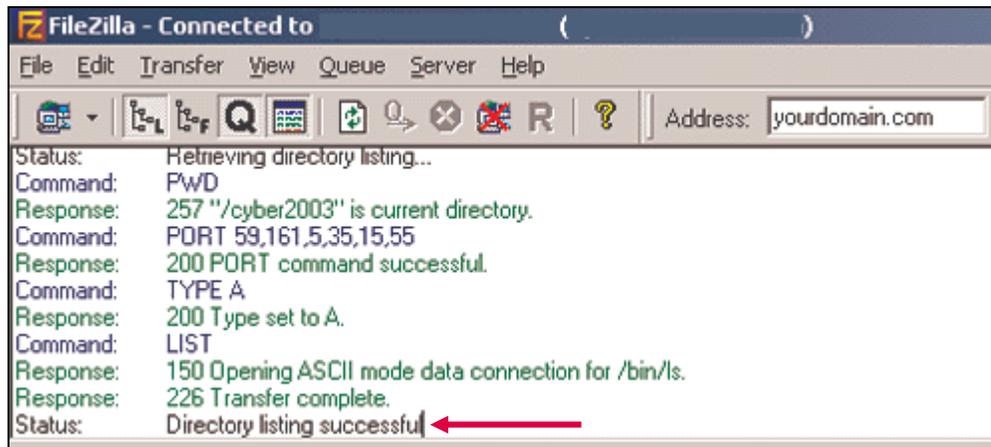
- Address:** yourdomain.com (labeled as **FTP Address**)
- User:** yourdomain (labeled as **FTP User Name**)
- Password:** (labeled as **FTP Password**)
- Port:** 21 (labeled as **FTP Password** in the diagram)
- Quickconnect** button

Labels above the bar include **Quick Connect Bar** and **FTP Password** with an arrow pointing to the Port field.

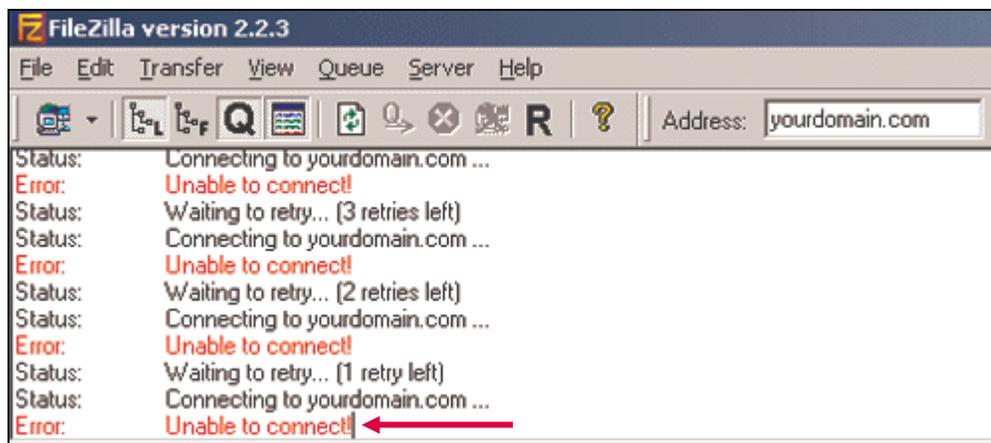
Note: You may also setup the site using the site manager found under the File menu. Details of the sites created under the site manager are stored within FileZilla and are easily accessible for future use.

Step 4

FileZilla should now connect to your server and should display messages like the ones shown in the window below:

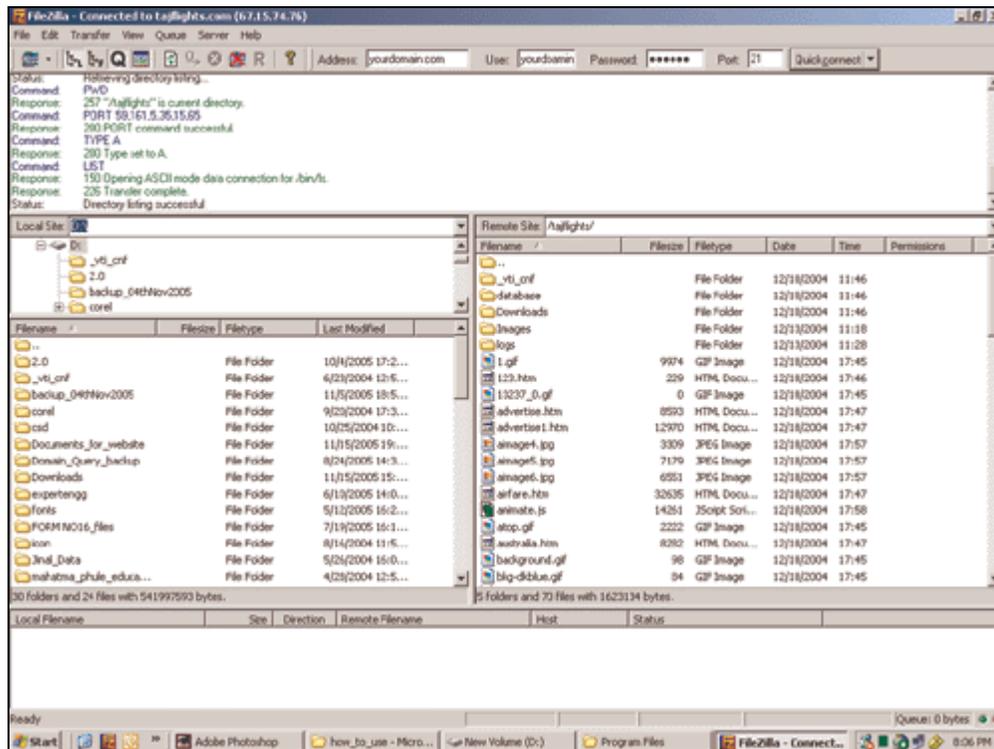
Successfully connected message

Note: if you are unable to connect to the server, you must check and ensure that your internet connection is working fine.

Unable to connect message

Step 5

After you have successfully connected to the server, a list of server files and folders appears on the right side of the main window and your machine files and folder appears on the left side of the main window.



Step 6

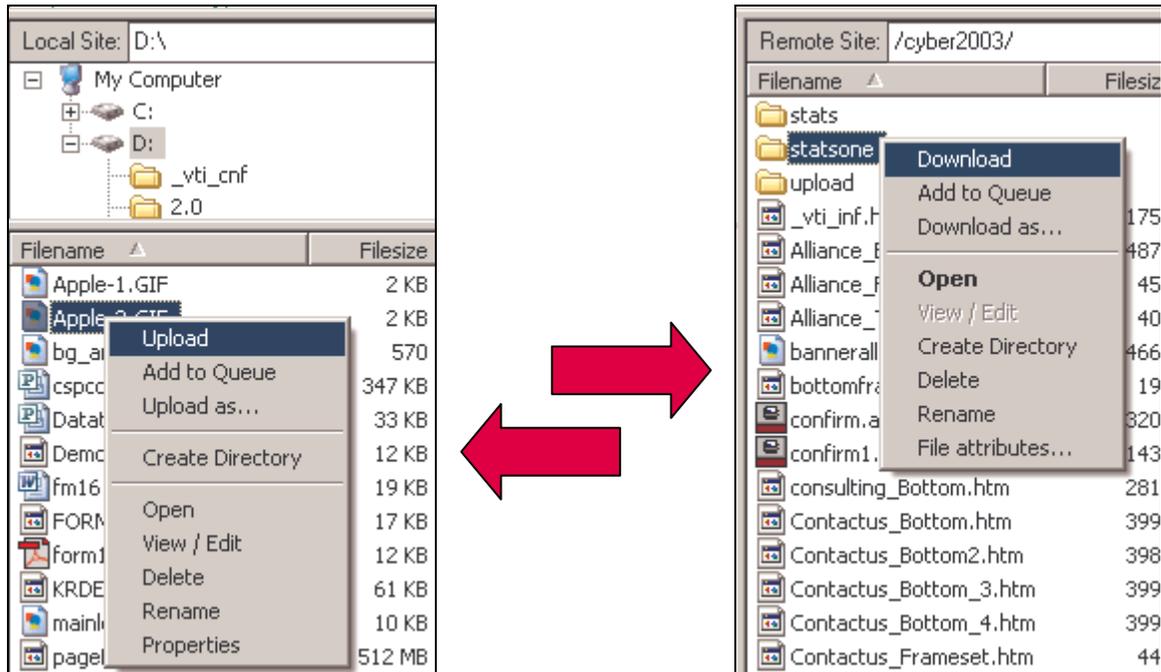
You can transfer files both ways either from local machine to the server or from the server to the local machine. You may either double-click the file you wish to transfer or you may drag and drop files from their respective windows. The Files you transfer are added to the Queue Manager File List.

The screenshot shows the FileZilla interface connected to cybersitesindia.com. The Queue Manager File List at the bottom is highlighted with a red box and labeled "Queue Manager File List".

Local Filename	Size	Direction	Remote Filename	Host	Status
D:\Apple-1.GIF	2261	->	/cyber2003/Apple-1.GIF	cybersitesindia.C...	
D:\Apple-2.GIF	3040	->	/cyber2003/Apple-2.GIF	cybersitesindia.C...	
D:\bg_arrow.GIF	570	->	/cyber2003/bg_arrow.GIF	cybersitesindia.C...	
D:\consulting_Bottom.htm	2014	<-	/cyber2003/consulting_Bottom.htm	cybersitesindia.C...	
D:\Contactus_Bottom.htm	3999	<-	/cyber2003/Contactus_Bottom.htm	cybersitesindia.C...	
D:\Contactus_Bottom2.htm	3981	<-	/cyber2003/Contactus_Bottom2.htm	cybersitesindia.C...	
D:\Contactus_Bottom_3.htm	3992	<-	/cyber2003/Contactus_Bottom_3.htm	cybersitesindia.C...	
D:\Contactus_Bottom_4.htm	3992	<-	/cyber2003/Contactus_Bottom_4.htm	cybersitesindia.C...	

Step 7

To transfer folders and/or multiple files, select them and right-click the selection. Then you can click on Upload/Download in the popup menu



To add files to the queue so that they will be transferred later, select them and click Add to Queue from the popup menu. You may also drag the files directly into the

queue. Click on the  button on the toolbar to start the transfer or go to the queue menu and click on Process queue (**Queue > Process Queue**).

Local Filename	Size	Direction	Remote Filename
D:\Apple-1.GIF	2261	-->	/cyber2003/Apple-1.GIF
D:\Apple-2.GIF	3040	-->	/cyber2003/Apple-2.GIF
D:\bg_arrow.GIF	570	-->	/cyber2003/bg_arrow.GIF
D:\consulting_Bottom.htm	2814	<--	/cyber2003/consulting_Bottom.htm
D:\Contactus_Bottom.htm	3999	<--	/cyber2003/Contactus_Bottom.htm
D:\Contactus_Bottom2.htm	3981	<--	/cyber2003/Contactus_Bottom2.htm
D:\Contactus_Bottom3.htm	3992	<--	/cyber2003/Contactus_Bottom3.htm
D:\Contactus_Bottom4.htm	3992	<--	/cyber2003/Contactus_Bottom4.htm

This symbol indicates a transfer from the Local Machine to the Server

This symbol indicates a transfer from the Server to the Local Machine

Note: You can also drag the files from one side and drop them on the other side.