

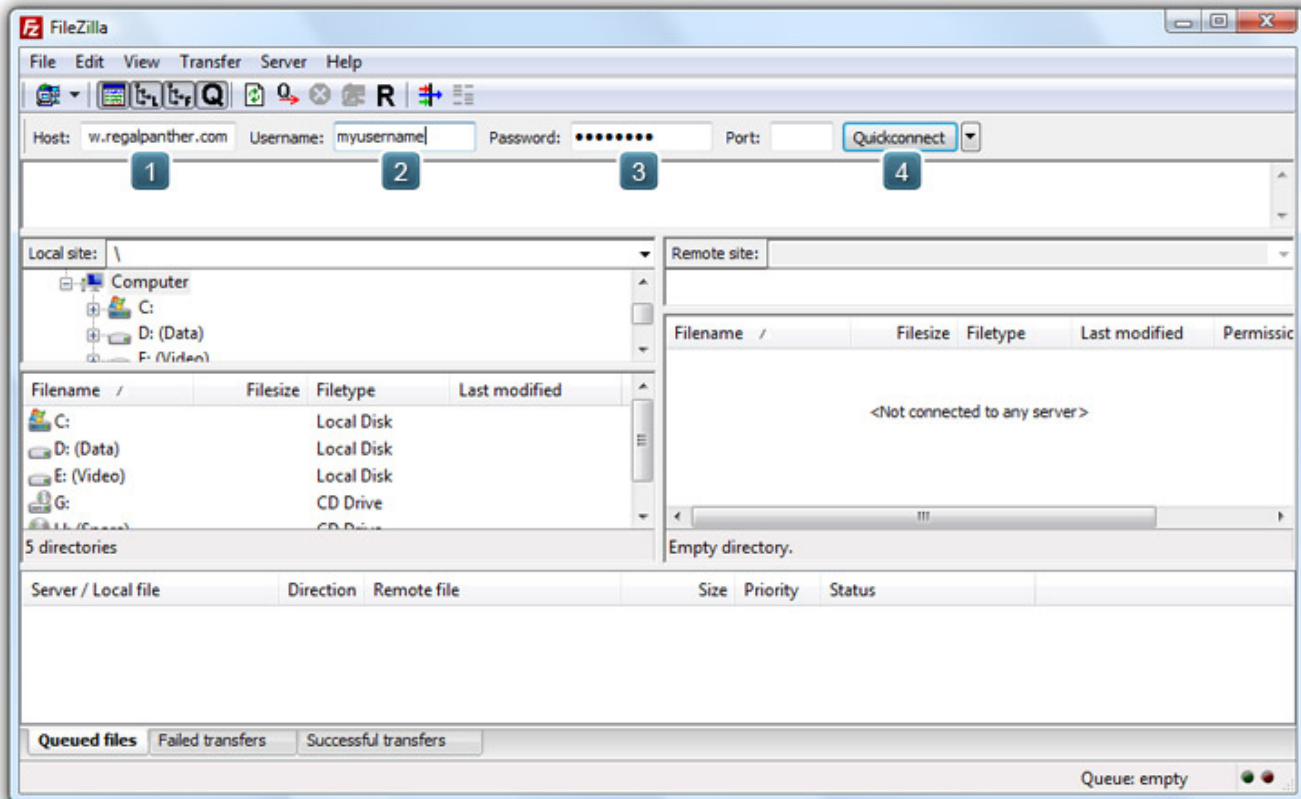
# FTP Access with FileZilla

Transferring files to and from your server

Support: +27 12 6538 007  
Facsimile: +27 86 6508 657  
Email: [support@regalpanther.com](mailto:support@regalpanther.com)  
[www.regalpanther.com](http://www.regalpanther.com)

You use the File Transfer Protocol (FTP) to copy files to and from your server. There are many FTP programs that allow you to do this, but we will use FileZilla in our example. FileZilla is a free FTP program and can be downloaded from <http://filezilla-project.org/download.php>

Once you've downloaded and installed FileZilla, open it and follow the indicated steps to login. Each step has a corresponding number on the screenshot to illustrate where it can be found.

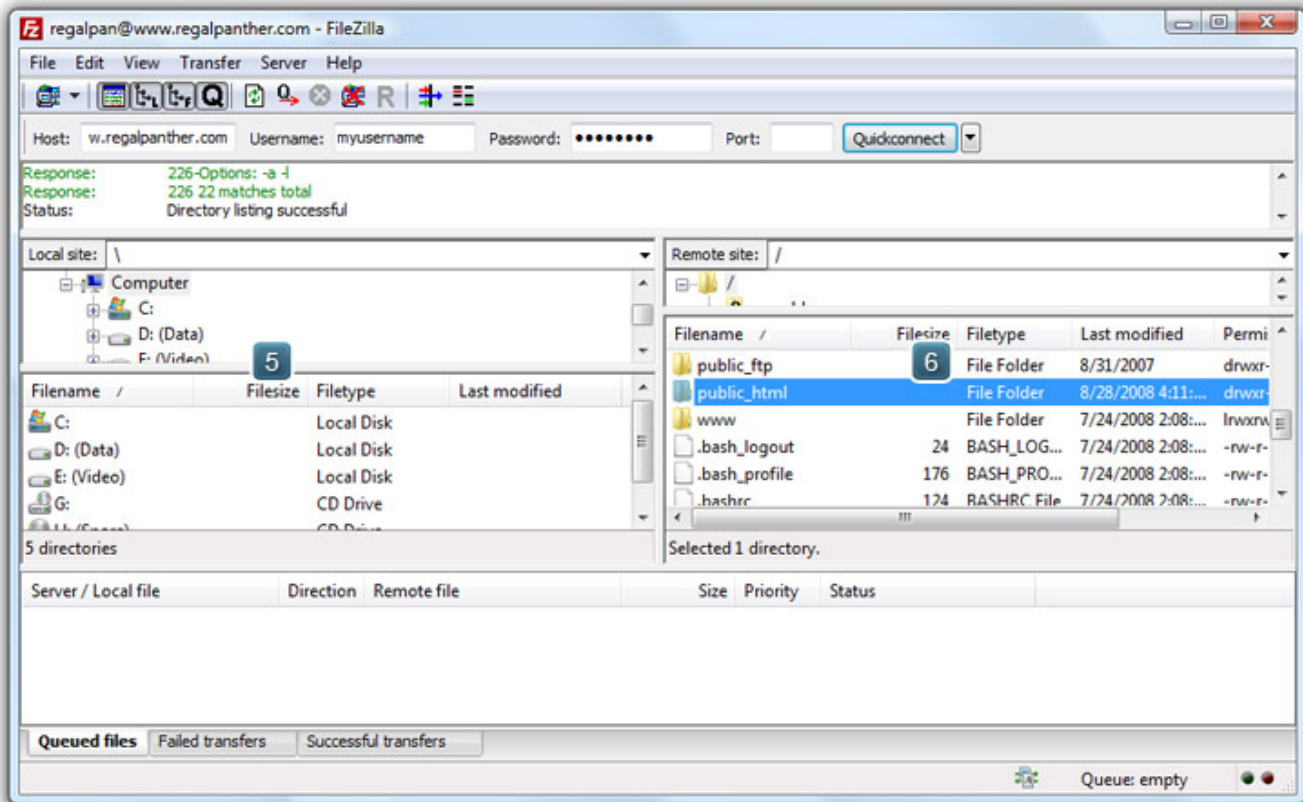


1. In the **Host** field enter your site name in the form **www.yourdomain.co.za**. In this example we will use **www.regalpanther.com**.
2. In the **Username** field type in the username you received in your welcome email under the FTP section. In this example we use **myusername**
3. In the **Password** field type in the password you received in your welcome email under the FTP section. There is another field, **Port**, but you can leave this field blank.
4. When you've entered all the information, click on the **Quickconnect** button. If you've correctly entered all your information the program will connect via FTP to the server. Otherwise you will receive an error that the username or password is incorrect.

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- Once logged in you will be presented with the screen illustrated above. View The screen is divided into two areas on the left and the right. The first is your local computer on the left. Browse to where you have your files saved that you want to upload to your website.
- The second view is your web server. To make files visible on the web you must copy them to the public\_html folder. You can simply drag files from the left side (your local computer) to the right side (your web server) to copy them. It also works vice versa if you want to copy files from your server to your local computer.

Congratulations! You've successfully connected to your site via FTP. If you need further assistance please visit our support page at <http://regalpanther.com/support.php>