

# FileZilla 2.2

---

## **Publisher:**

Licensed under the GPL (GNU General Public License). Available at:  
<http://filezilla.sourceforge.net/>

## **Cost:**

No cost for application. You may donate to the FileZilla project at:  
[http://sourceforge.net/donate/index.php?group\\_id=21558](http://sourceforge.net/donate/index.php?group_id=21558)

## **System Requirements:**

1. Microsoft Windows-based operating system (Windows 95/98/Me/2000/XP) using a PC compatible processor at 400Mhz or higher.

## **Description**

FileZilla is a FTP-client for the Windows operating system and is available as an open-source application. FileZilla offers many of the same features as standard FTP-clients as well as SFTP (secure FTP) transmission protocols, Firewall and Proxy server support, and upload/download queues. This documentation is a brief overview of getting started with FileZilla. For additional information and how to use the more technical components of this program, please refer to the Help menu in FileZilla, or the on-line documentation at: <http://filezilla.sourceforge.net/documentation/>

FileZilla has been tested with screen-reader technology and it is possible to accomplish a majority of the tasks using keyboard commands. Moving around the interface can be accomplished using the standard MS Windows commands (e.g., Alt key, Tab key, Arrow keys, etc.).

## **Installation**

FileZilla can be downloaded from the SourceForge website. These instructions will use the ZIP format of FileZilla for installation, however, you may also choose to download the Windows 32-bit executable version instead.

1. Visit <http://filezilla.sourceforge.net/> and select the "Download" link. You may get redirected to the SourceForge website, where FileZilla is maintained. Choose the most recent ZIP version of FileZilla and download to your computer desktop.

2. Extract FileZilla to a location on your computer (Hard Drive, Desktop, etc.). Within the FileZilla folder, is "FileZilla.exe". Double-click this icon to begin the FileZilla application.

## **Using FileZilla**

FileZilla is a powerful FTP-client for the Windows platform. Using FileZilla, you can connect to computer servers to upload and download various files and/or folders. In order to begin using FileZilla, it is important to set up the necessary FTP locations that will be used to send and receive information.

### **Getting Started**

1. Select "File" from the menu bar and choose "Site Manager".
2. Choose the "New Site" button to create a new FTP server location. You will be prompted to give this site a name (e.g., My FTP Server).
3. Tab to the "Host" field and enter the address of the host server. This will generally take the form of: **ftp.domain\_name.com** .
4. Under the "Logon Type", choose the "Normal" radio button. You will then need to enter your username and password.
5. Select "Save and Exit" button to save these settings and exit the Site Manager.

### **Connecting to a FTP site**

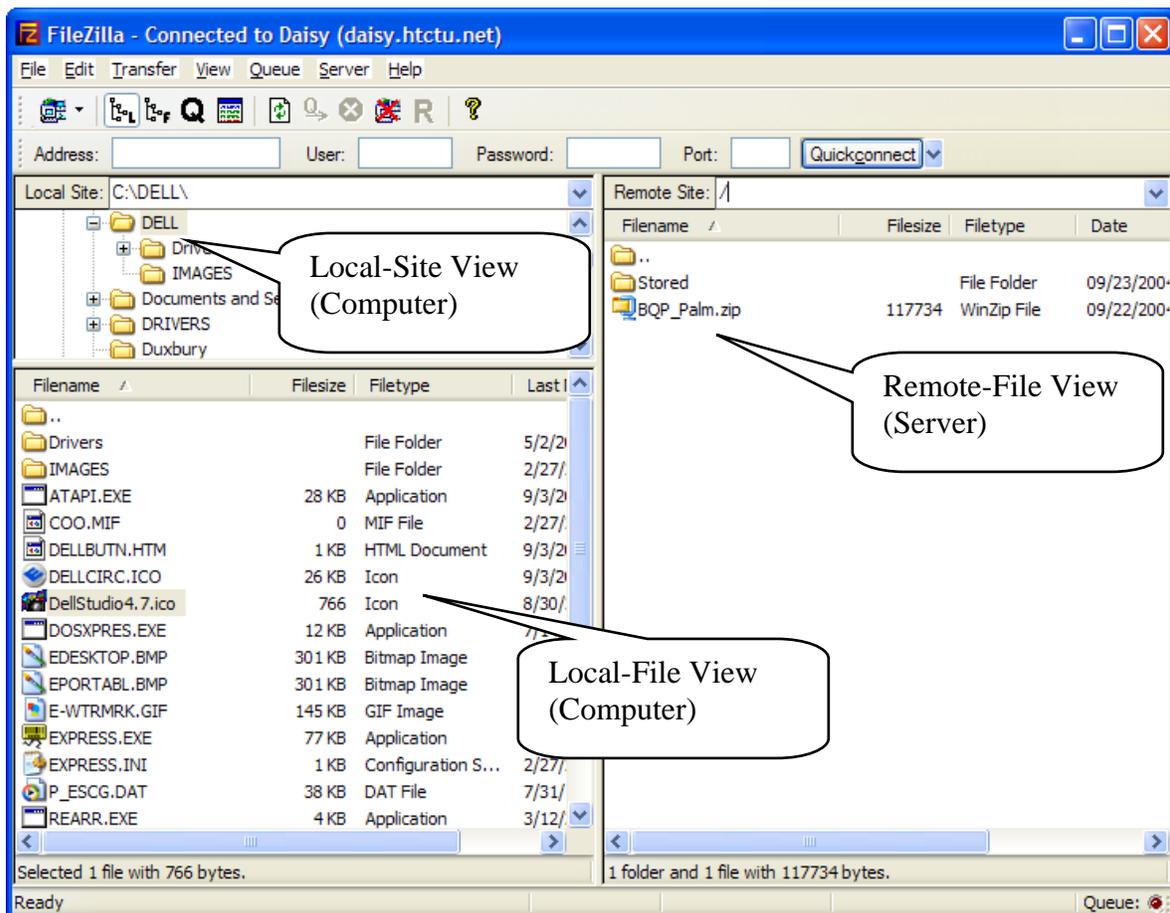
1. Select "File" from the menu bar and choose "Site Manager".
2. Choose the FTP site you wish to connect to.
3. Select the "Connect" button. If the connection is successful, you will be able to view the folders/files on the server.

### **Disconnecting from a FTP site**

1. To disconnect, simply select "File" from the menu bar and choose "Disconnect". You may also use the hotkey command Ctrl+D.
2. To reconnect, simply press Ctrl+R.

## Uploading Files to the FTP server

1. Connect to the necessary FTP server.
2. Move to the "Local Site" view and select the appropriate hard drive your content resides (this will generally be the C:\ drive). You may have to expand this view by selecting the plus (+) symbol or using the arrow keys. You can also traverse your system by tabbing once to the "Tree View" frame.
3. In the lower frame, called the "List View", will be the contents of each folder of the "Local Site" or "Tree View" frame.
4. Move to the lower frame (aka. Local List View) and select the file you wish to upload to the FTP server.
5. Perform a right-mouse button click (or Shift+F10) on the file and select "Upload". (You can also add this file to the queue if you wish to upload several files at once)
6. After uploading the file, you should be able to view this file in the Remote file view located on the server.



### **Downloading Files from the FTP server**

1. Move to the Remote Site frame. If you tab once, you will be in the “List View” for the Remote Site. Navigate the content and choose the file you wish to download.
2. Perform a right-mouse button click (or Shift+F10) and choose "Download".  
**NOTE – this will download the file to the current location defined in the Local view.**
3. After you have downloaded the specific file, disconnect from the server, and locate the downloaded file on your computer.