

This example uses a Quick Backup file

- Using Windows Explorer we need to navigate to the location of the file(s) we want to send via FTP.
- Go to Start \rightarrow Computer (My Computer for XP)
 - o This action takes you to the Windows Explorer
- Next we need to locate the file to be sent. In this example we'll send a Quick Backup file.
 - Go to C:\Program File (Program Files(x86) for 64bit systems)\Anthology\QuickBack

🚱 🕞 🖉 📜 🔸 Computer 🔸 Gateway (C:) 🔸 Program Files (x86) 🔸 Anthology 🔸 QuickBack 🔸						
Organize 💌 🔭 Open 💌 Burn New folder						
▲ 🚖 Favorites	Name	Date modified	Туре	Size		
🧮 Desktop	실 68201143040PM.zip	6/8/2011 4:30 PM	Compressed (zipp	937 KB		
Downloads	🚮 613201110710PM.zip	6/13/2011 1:07 PM	Compressed (zipp	951 KB		

- Select the Quick Backup to send (most recent date)
- Right click on the file and choose Copy



- Next we need to logon to the Anthology FTP server
- In the Address Bar at the top of the page type http://ftp.anthology.com and press enter.



- In the dialog box that appears enter the information below in the areas provided. Remember these are case sensitive and must be typed exactly as shown.
 - User Name: PublicUpload
 - Password: PublicUpload

Log On A	s				
?	Could not login to the FTP server with the user name and password specified.				
	FTP server:	P server: ftp.anthology.com			
	User name:	PublicUpload 🗸			
	Password:	•••••			
	After you log on, you can add this server to your Favorites and return to it easily.				
▲	FTP does not encrypt or encode passwords or data before sending them to the server. To protect the security of your passwords and data, use WebDAV instead.				
	Log on anon	ymously Save password			

- Next click the Log On button
- Your Windows Explorer will now log on to the Anthology FTP Server
- Next you will need to right somewhere in the file side of the window and choose Paste from the pop-up menu.

Notice the Address bar at the top of the page shows the location of the file side and not the directory selected in the left window.

You should always refer to the address bar to see where the files will be pasted.

🕞 🕞 🗸 🚱 The Internet 🔸 ftp.anthology.com					
Organize 🔻					
☆ Favorites		lame			
Desktop Downloads S Recent Places	E	View 🕨			
		Sort by			
		Group by			
📃 Desktop		Refresh			
🥽 Libraries		Paste			
Intermediate The Second Sec		Paste shortcut			
		Undo Delete Ctrl+Z			
🏭 Gateway (C:)		Login Ac			
퉬 Intel		Login As			
🌗 Keys		New P			
MSOCache		Properties			

• Once you have selected Paste a Windows "File Copy" dialog box will appear and calculate how long the transfer will take. You should not interrupt this process.