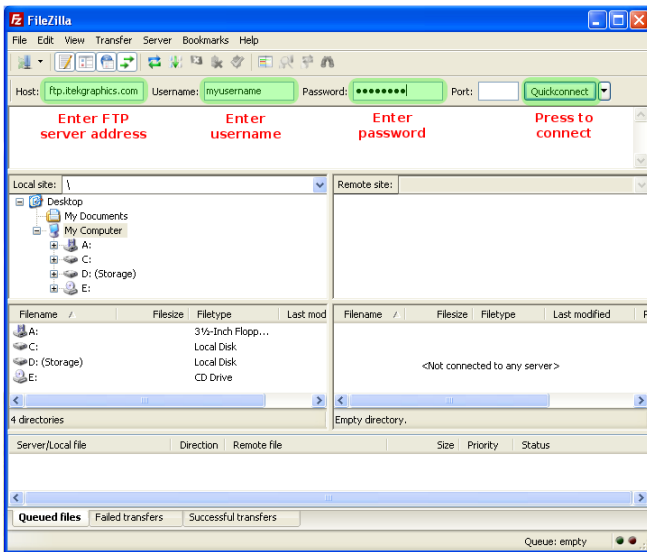




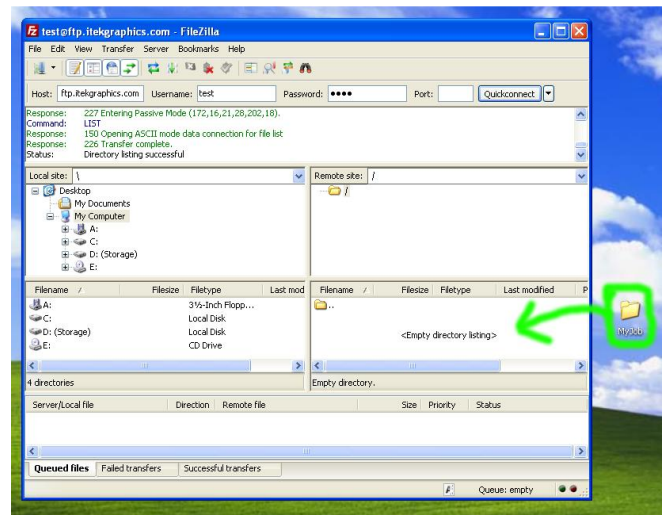
How to upload files to ITEK Graphics using FileZilla FTP software for Windows, Macintosh or Linux

ITEK recommends FileZilla software as an excellent choice for FTP transfers. This software is free and can be downloaded from <http://www.filezilla-project.org> You can choose all the default options when installing.

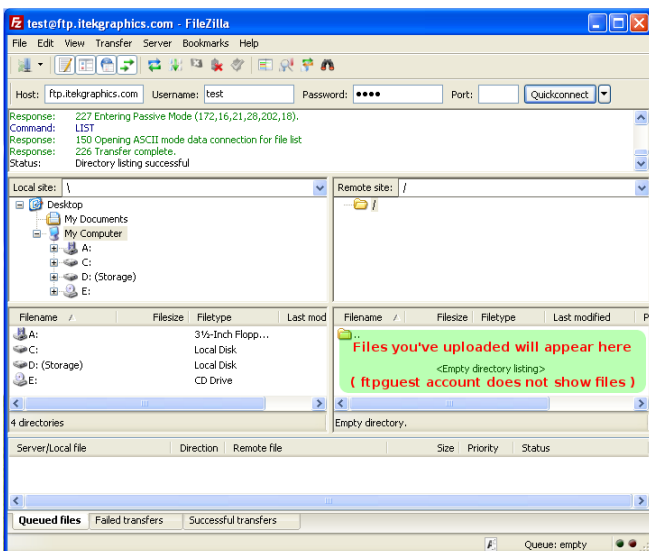
STEP 1: open FileZilla and login to ITEK's FTP site with the username and password you were assigned.



STEP 3: drag files and folders from your desktop to upload. NOTE: we highly recommend that you ZIP files first to speed your transfer time.



STEP 2: files you have previously uploaded will appear in the section shown. You can drill into folders as needed to review what ITEK has received.



STEP 4: during the transfer, you will see progress information in the lower window. If there is a problem, transfers can be restarted or aborted by right-clicking the item in this lower window.

