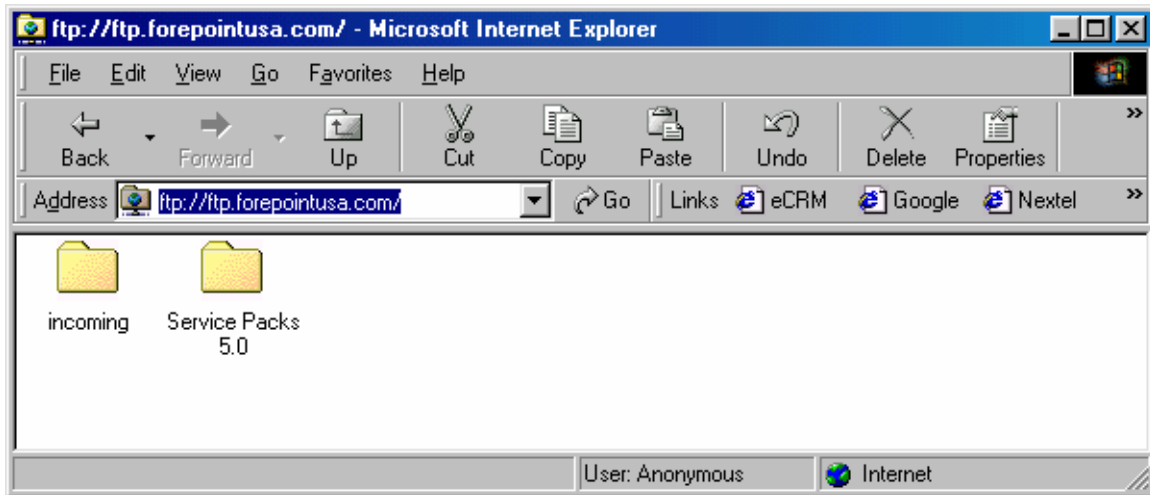


# FTP Instructions

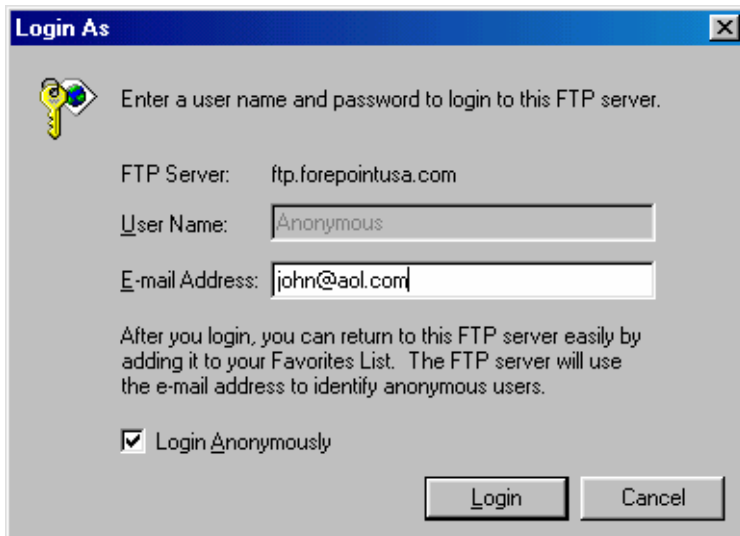
## How to copy files up to the Forepoint FTP site

Using Windows Explorer, find the file you want to copy. Right click on the file and choose *Copy*.

Using Internet Explorer; enter <ftp://ftp.forepointusa.com> in the address area. Press Enter or click “Go”. This will take you to the Forepoint FTP site.



By default, you should be logged in as anonymous. (If you need to log in, choose File | Login As or right click in an open area and choose Login As. Check the check box “Login Anonymously”, enter your e-mail address in the E-mail line, and select “Login.”)



Double click on the Incoming folder. You will see a file line with Permission Denied. Ignore it.

Right click below this line and choose *Paste*. Your file will be copied to the FTP site.