
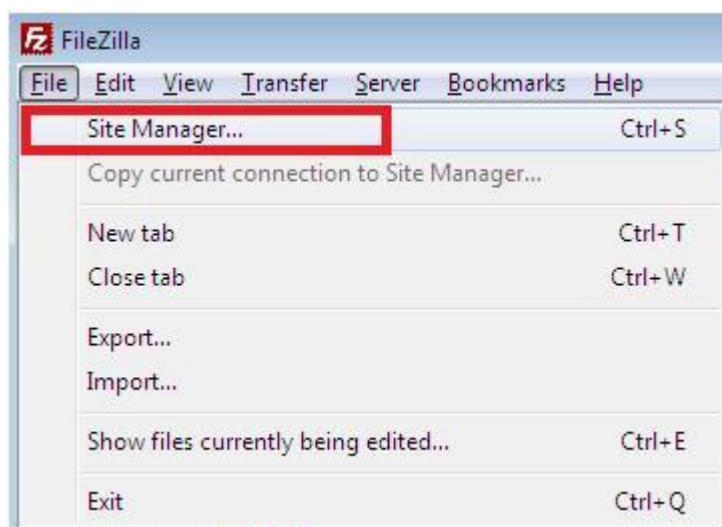


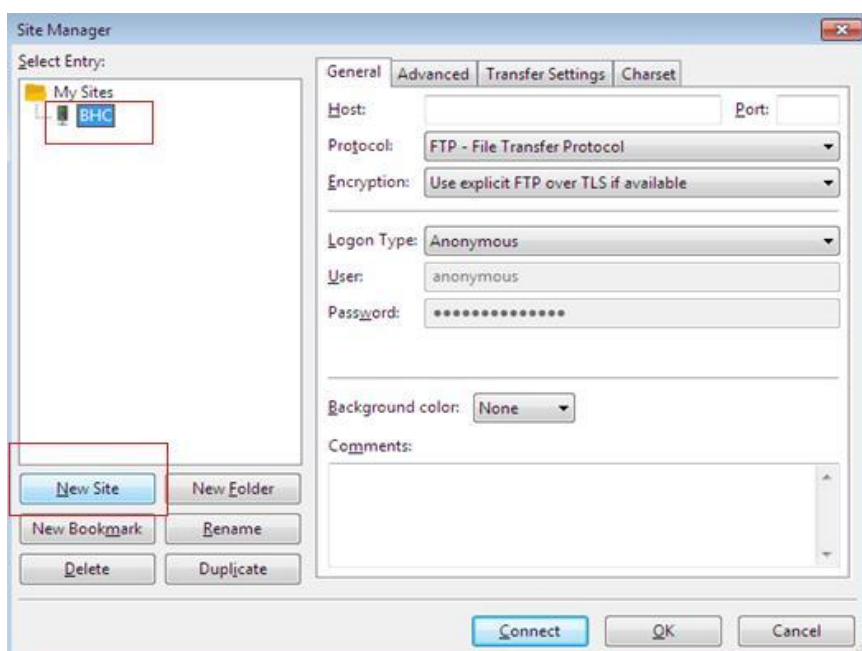
Steps how to upload files through filezilla

Step 1: Open FileZilla  installed on your system by clicking on shortcut icon of filezilla created on your Desktop or search for it in Start search bar.

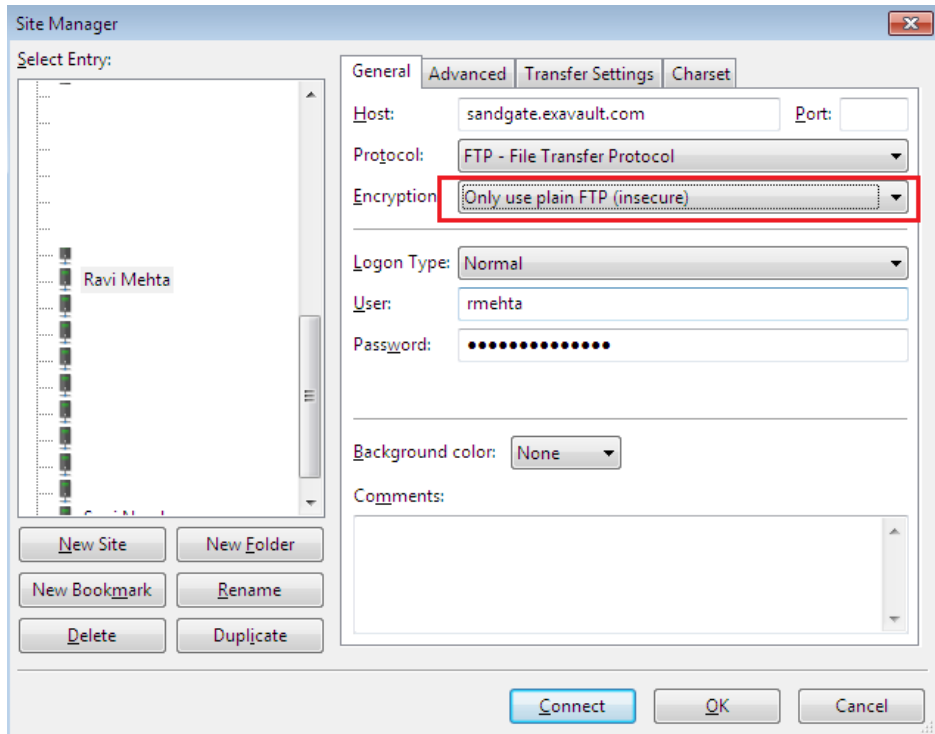
Step 2: Click on file then Site Manager on top left side of filezilla.



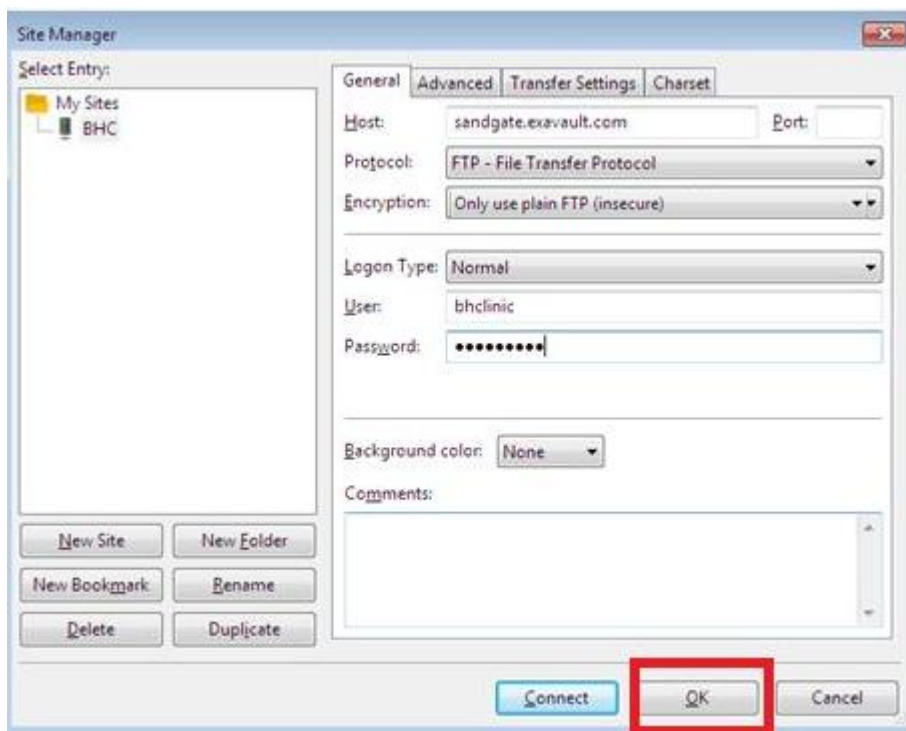
Step 3: Click on New Site and add a name of site.



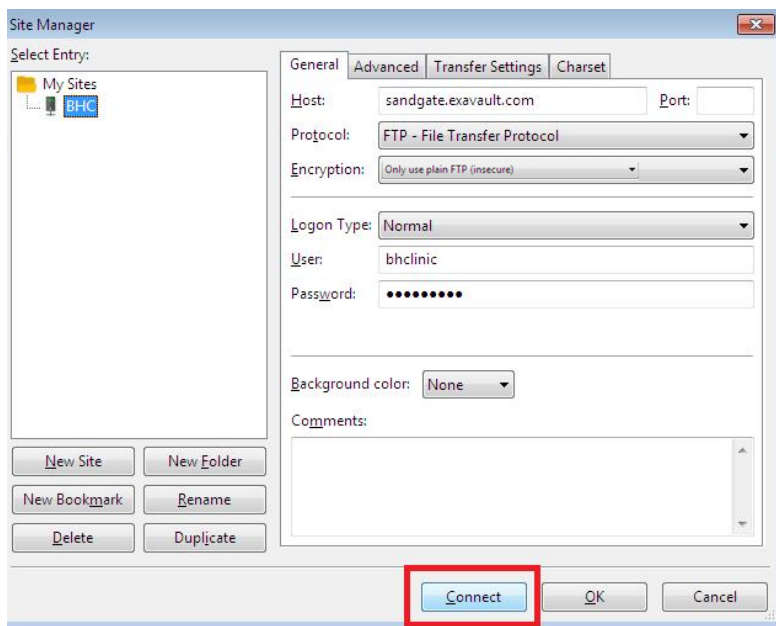
Step 4: Select Encryption option “Only Use Plain FTP (Insecure)”



Step 5: Enter Host name, Username and Password and click ok
“Please select **Normal** in option Logon Type”

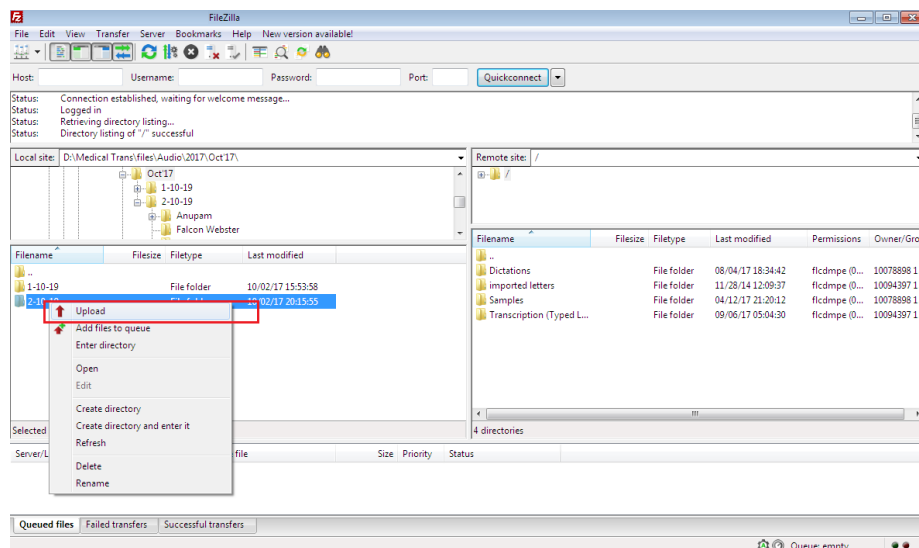


Step 6: now whenever you want to connect the ftp you have to go to file then File Manager and have to click on connect.



Step 7:- Please click on Ok if you get any notification of unknown Certificate or add certificate popup.

Step 8: Select the path of your file on your system from the left side of the box and right click on the file to upload the file on the path of server shown on the right side of the box.



Please Note: - To open any folder do double left click on the folder and right click on the file to download and upload.

Thank You