## FREEMAN

The Freeman FTP site is a convenient, short-term process for transmitting large files. The FTP site requires a User ID and password which changes each month. Please check with your local Freeman representative for the new password. Items on the FTP site remain no longer than 14 days, so please remove items from the site when you have finished downloading. We have included basic instructions for FTP usage below. If you have additional questions, please contact your local Freeman representative or webmaster@freemanco.com

ftp://ftp.myfreeman.com				
Internet Explorer Instructions	Helpful Tips			
Open Internet Explorer:	The FTP password changes each month. Your Freeman representative will have that information.			
• In the address bar, type: <a href="http://ftp.myfreeman.com">ftp://ftp.myfreeman.com</a>				
• In the authentication box, enter the User-ID and password	Never try to open items directly on the FTP site. Move files to your computer first.			
• Once in the FTP site, select the city folder that best describes your location or the show location, double click to open	Remove items when you are done with them. Items will only remain on the site for 14 days, they are then automatically deleted			
To UPLOAD (put) files:				
• Find the file on your computer and select it. Right-mouse- click and select 'Copy'	Some I.T. departments block FTP for their users. If clients cannot reach the site and report permission errors, direct them to their office I.T. support.			
Move to the FTP folder of choice, right-mouse-click and select 'Paste'	More Information PC:			
To DOWNLOAD (get) files:	http://www.ftpplanet.com/ftpresources/ftpnew-user.htm			
• Find the file on the FTP site and select it. Right-mouse- click and select 'Cut or Copy'	More Information MAC: http://docs.info.apple.com/article.html?artnum=60035			
Move to your computer, right-mouse-click and select 'Paste'	OS X Programs Help You FTP: http://www.macworld.com/2003/09/reviews/ftpclients			
Macintosh Instructions				
The HOST or FTP address is: ftp.myfreeman.com or 209.163.178.20	Please contact your local			
If you are not familiar with utilizing the FTP features in your OS, here are two programs you can load onto your computer:	Freeman representative or webmaster@freemanco.com			
Fetchworks: http://fetchsoftworks.com				
More Info About Fetch: http://www.channel1.com/support/Ftp/mac.html				
Transmit: http://www.panic.com/transmit				

More Macintosh Info on Next Page...

## Mac OS X FTP Instructions

There are many different FTP programs out there for OS X, but I have seen that using the built in functionality of OS X can be much easier then it may seem.

1. Select: Go, Connect to Server. (click on each image for larger version)



2. Enter the FTP server information into the Server Address block.

3. You will then be prompted for login information. Enter the appropriate information for the month to login into the FTP site.

	😝 🖯 Connect To Server
FTP File System Authen tication Enter your user name and password to access the server at the URL "ftp://ftp.myfreeman.com/". Your name and password will not be sent securely. Name	Server Address: ftp://ftp.myfreema.n.com + O. Favorite Servers:
Password	
Remember password (add to keychain)	Remove Browse Connect
Cancel OK	

4. You should know see the folder listing on the ftp server. You can click and drag like normal to Download files.

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	Boston	O0 29, 20(5, 4:25 PM	-
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Dallas	▶ [2] Dallas	Today, 9:21 AM	-
	Deriver	Oct 29, 20(5, 5:02 PM	-
Desktop	Des_Moines	Oct 24, 20(5, 9:49 AM	-
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