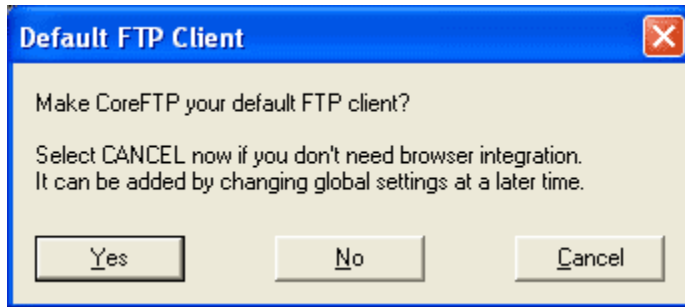
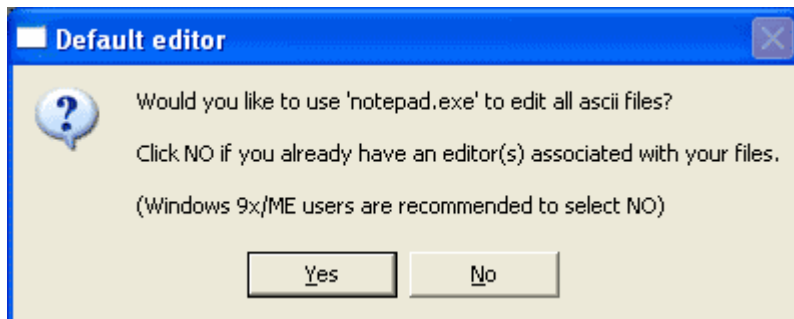


Connecting to the Penn College Network Using Core FTP Lite

1. Open the program by selecting Core FTP Lite from your Start menu.
2. The first time you launch Core FTP Lite, two windows will display asking you change/set default programs. Select **Yes** on the Default FTP Client window.



3. Select **Yes** on the Default editor window.



4. The Site Manager window (shown below) opens.



5. Complete the screen as identified below. **(You only need to fill in this information once for each FTP server you want to connect to. The program will save the settings, so that the next time you only need to select the FTP site you want, select "Connect," and you will be connected automatically.)**

Site Name - Enter a name for the profile, such as Penn College, that allows you to identify which FTP site you are accessing.

Host / IP / URL - To access your **H (home), I (personal web page), R and S (read only and submit), or W (workgroup) drives** use **ftp.pct.edu** as the Host / IP / URL.

Anonymous box - Make sure that you **uncheck** this!

Username - Your network user name (for example, DOEJOH99).

Password - your network login password. Please note: If you change your network password, you will need to change your FTP password to be the same.

Don't Save Password box - check this box if you do not want your password saved for future connections. If you're logging in from a public computer or other people use your computer, you may want to check this box so you will have to enter your password every time you connect.

AUTH SSL - check this box (required for access to the Penn College network). **SSL Listings, SSL Transfers**, and **OpenSSL** will be automatically selected.

6. Click "Connect" to connect to the Penn College Network.

Note: You may modify the software, if you choose. For example, you can set the default local system to something other than what is specified. You can also have it *not* prompt you for overwriting of the same filename or newer files (though we suggest that you not change this option).