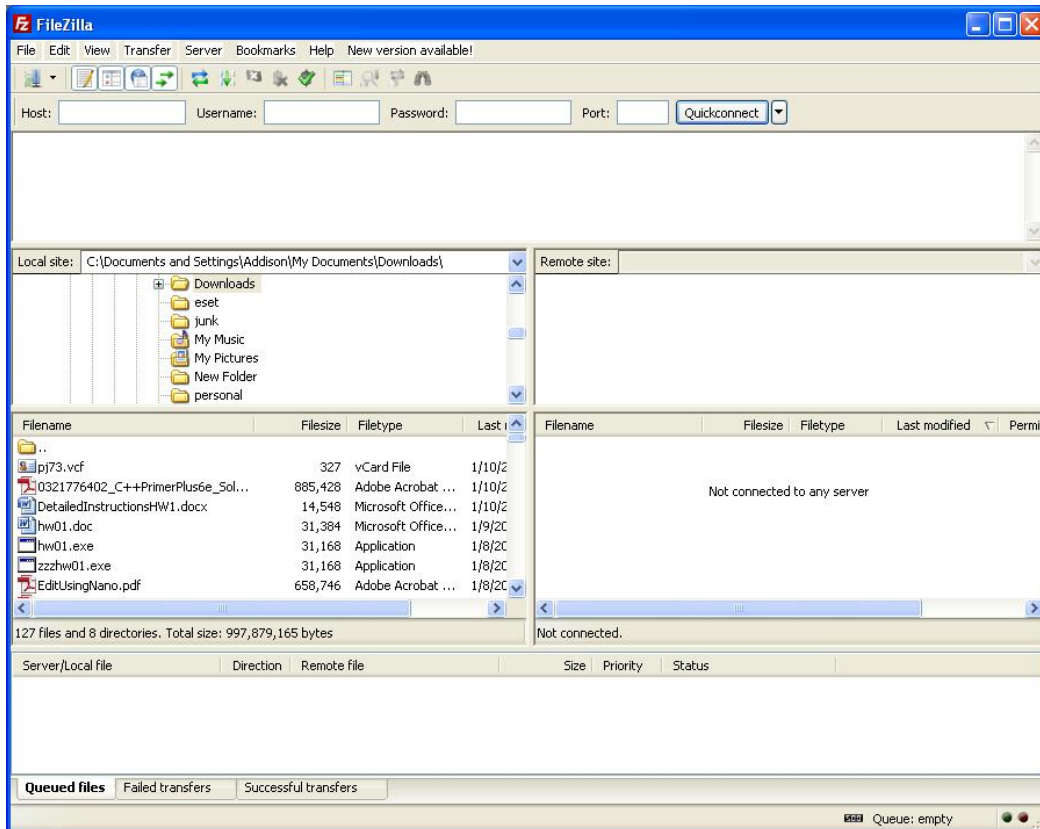


This document demonstrates how to upload files to **cs-class.uis.georgetown.edu** using FileZilla's SSH File Transfer Protocol. FileZilla is free software available for Windows, Linux, and Mac OS X.

1. If you do not have FileZilla on your computer, check the **Other Utilities** folder within **Server Help** on the Blackboard site for this class.
2. Once the software is installed on your PC, click the **FileZilla Client** icon identified by the yellow arrow below.



3. When the main **FileZilla** window opens click **Site Manager...** from the **File** menu.



4. This will launch the **Site Manager** dialog box. Click the **New Site** button to define settings to connect to the class server:
 - a. Give the site a name of your choice (Class.UIS is shown below)
 - b. **Host:** cs-class.uis.georgetown.edu
 - c. **Port:** 22 (or leave blank)
 - d. **Server Type:** SFTP – SSH File Transfer Protocol
 - e. **Logon Type:** Normal
 - f. **User:** <your netID>
(replace <your netID> with your actual netID)
 - g. **Password:** Enter your password
 - h. Click **OK** to save and close the **Site Manager** window, click **Connect** to save and connect to the server

