



Transferring files using Fire FTP

(Version September 2013)

FTP stands for File Transfer Protocol, a standard method to transfer files between computers on a network or the internet. This protocol is used when you upload to or download files from your web server.

FireFTP is simple and easy to use FTP client software, which works as an add-on to the very popular and trusted Mozilla Firefox web browser.

To use the FireFTP add-on you need the Mozilla Firefox Web Browser installed on your computer. If not prior installed go to: <http://www.mozilla.org/en-US/firefox/new/>

Step by step instructions using FireFTP to upload files to your web site.

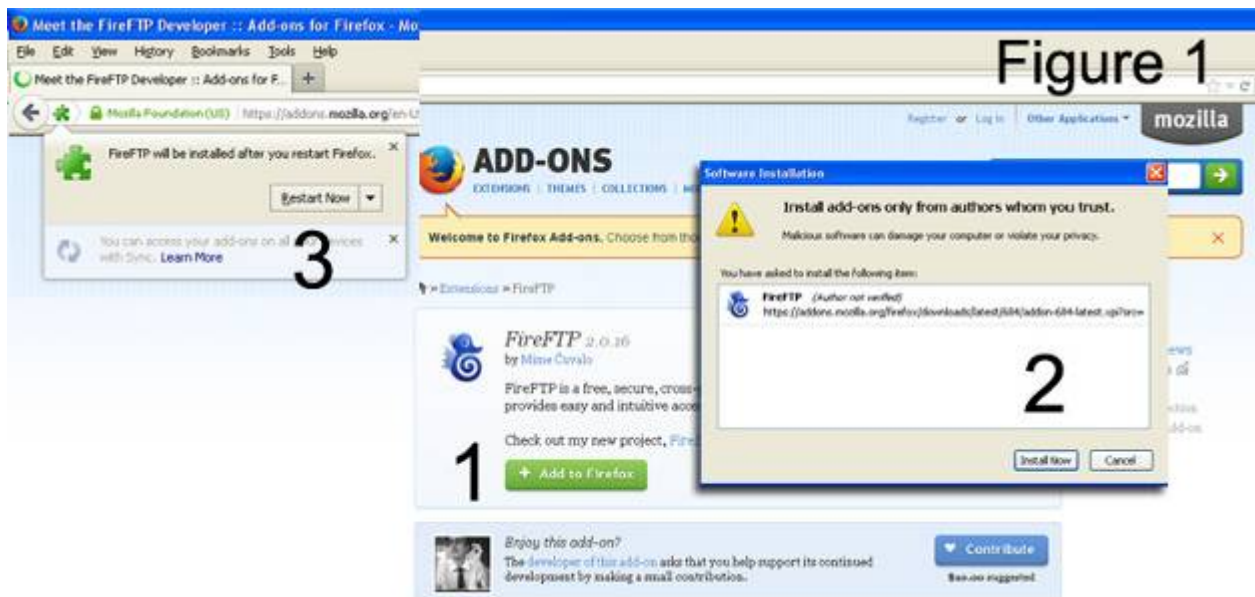
Download and Install FireFTP Add-on for Mozilla Firefox Internet Browser

Go to:

<https://addons.mozilla.org/en-US/firefox/addon/fireftp/>

1. Click Add to Firefox
2. Select Install Now
3. Restart your Firefox Browser to use the FTP add-on

(See Figure 1)



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Table of content:

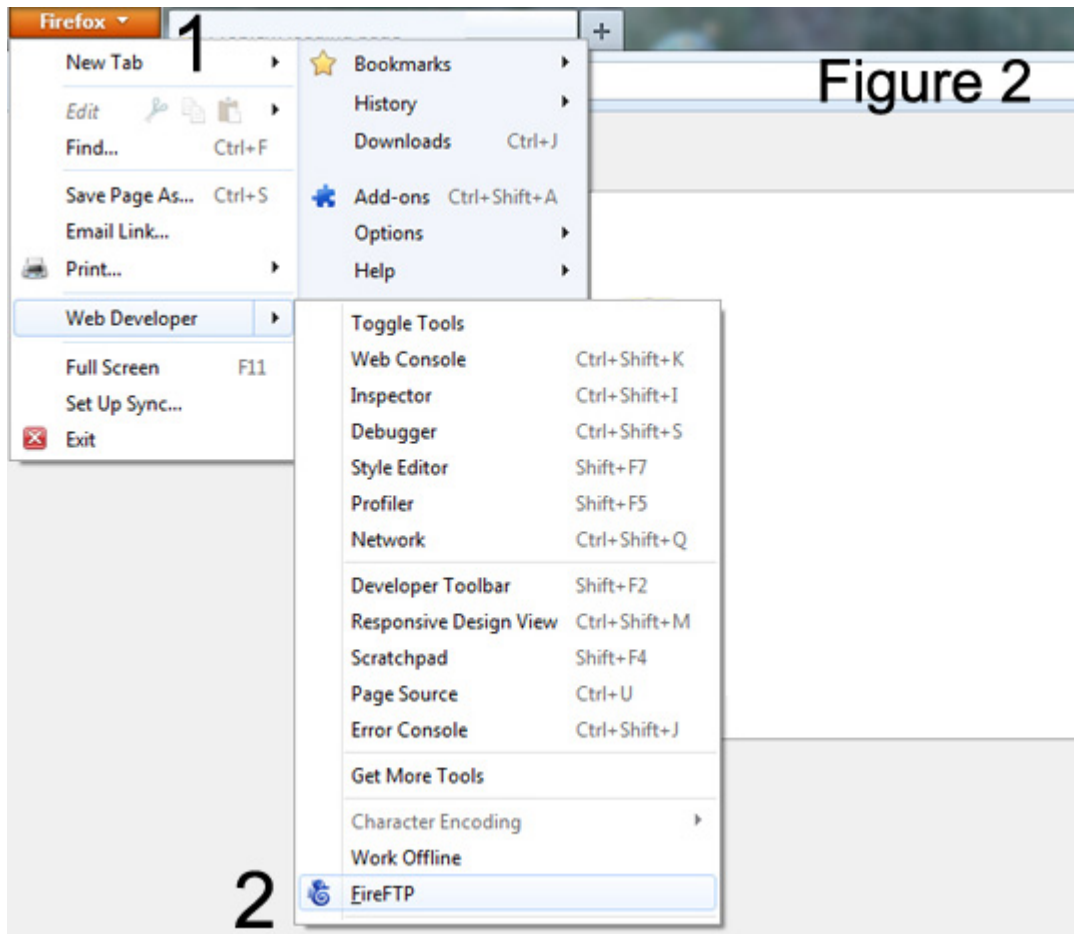
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Step 1: Open FireFTP

Open your Mozilla Firefox Browser

1. Under the FireFox 'Drop Down Arrow' go to Web Developer.
2. Under Web Developer go to FireFTP
(If Firefox menu bar is showing go to Tools > Web Developer > FireFTP

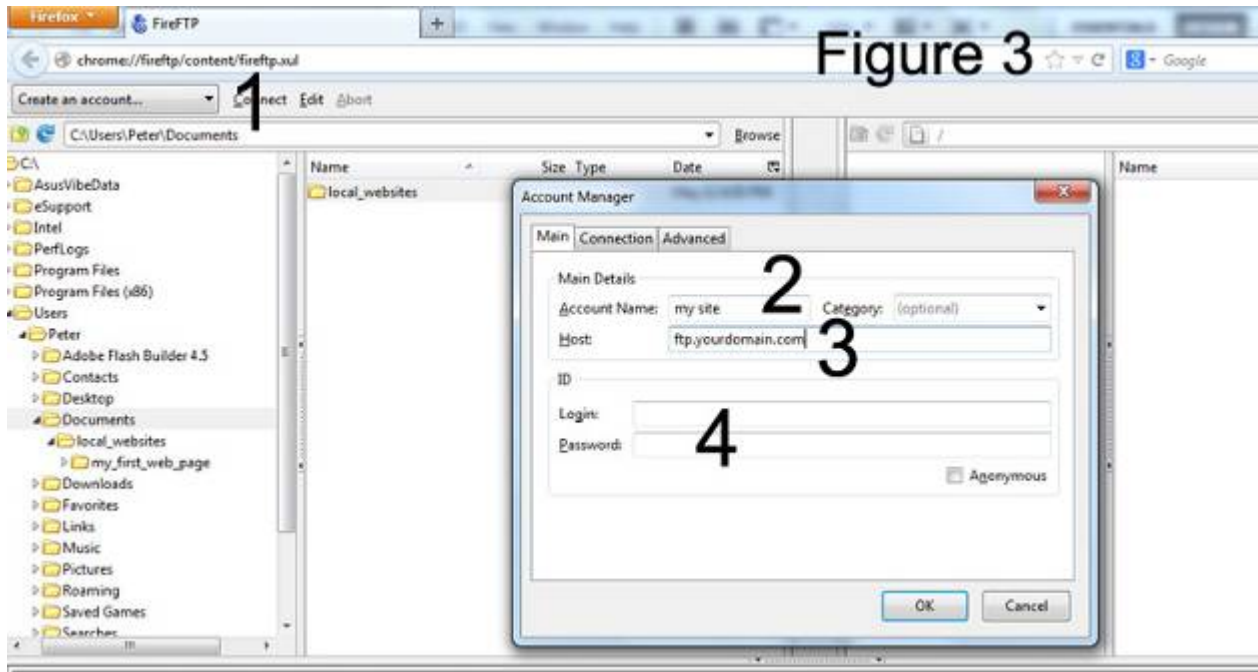
(See Figure 2)



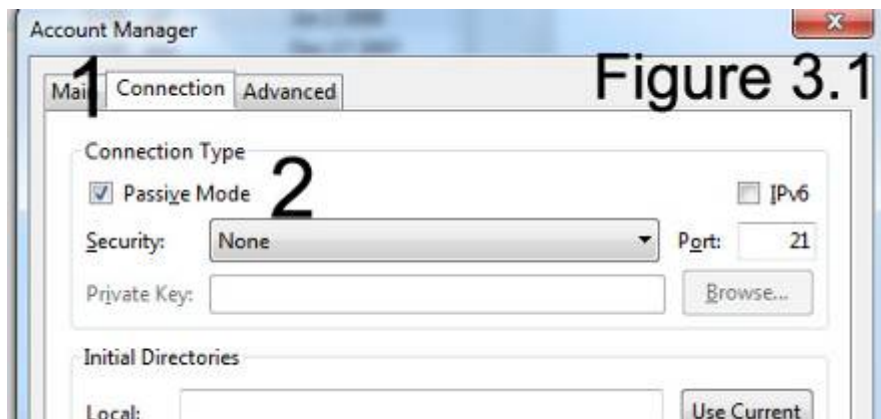
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Step 2: Create an Account

1. Click the 'Create an account' button', (if option is not showing use drop-down arrow).
 2. Give your FTP account a name (will show as an option for quick connection later)
 3. Type ftp. and insert your full domain name without www. (ftp.allcreativedesigns.com.au for example)
 4. Use your login and password supplied by your web hosting provider.
- Do not Click OK yet.
(See Figure 3)



1. In the Account Manager go to the 'Connection' tab
 2. Tick the 'Passive Mode' box. Click OK
- (See Figure 3.1)



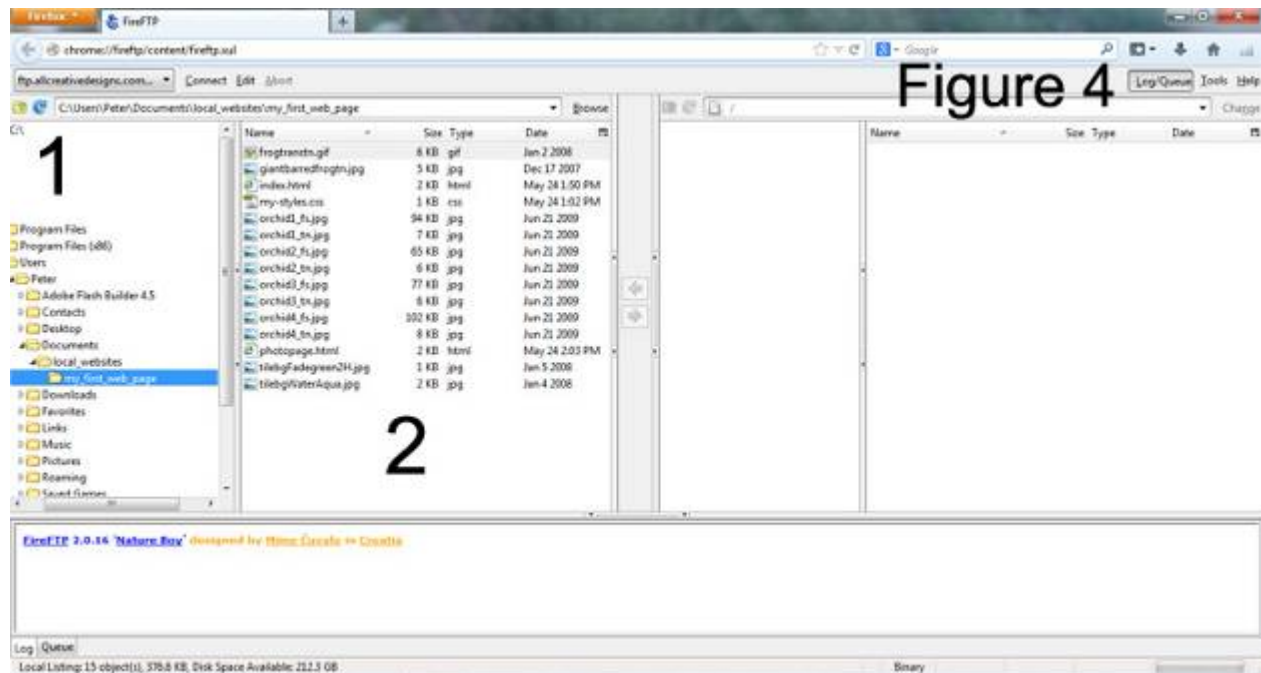
Basic web server accounts use a shared security certificate making options under the 'Security' drop-down list unviable. If you are using a dedicated web server account select an option.

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Step 3: Navigate to your web site files stored on your computer

Before connecting to your web server account, locate your web site files stored on your computer, they will always show on the left side of the FireFTP interface.

1. Under c:\: go to Users > Documents and select your web site root folder
2. Your HTML and image files contained in this folder are listed showing file name, file type, size in kilobytes and the date the file was created.

(See Figure 4)



The same folder will be selected after restarting FireFTP the next time.

This example uses the html and image files created in the Basic HTML Tutorial using Notepad Part 1 to 3 available at:

www.allcreativedesigns.com.au/pages/tutorials.html

If your web site has a folder structure, select the root folder containing your index file. To create directories (folders) on the web server see Step 6.

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Step 4: Connecting to your web host account

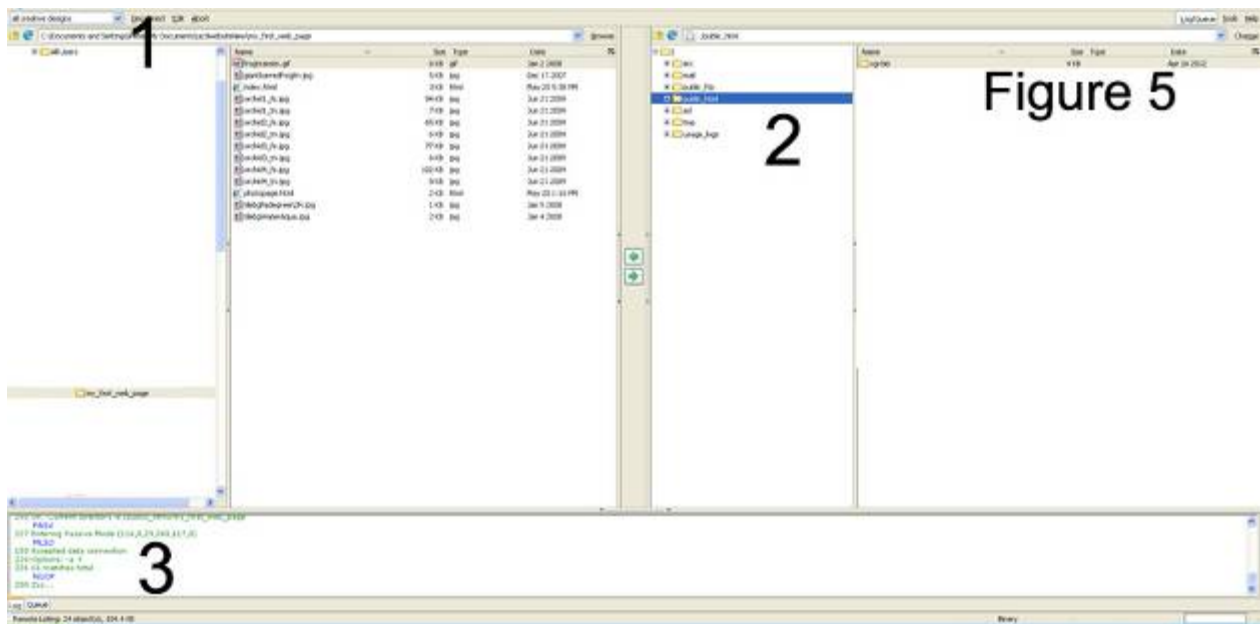
1. Select your web site and click connect

2. Click 'public_html' on the right hand side of the interface.

If you accessing your FTP account for the first time the directory should be empty, (except for a folder called cgi_bin) or might contain a default index file from your web hosting provider, which you can delete.

3. Details of the connection process are listed under 'Log Tab'

(See Figure 5)

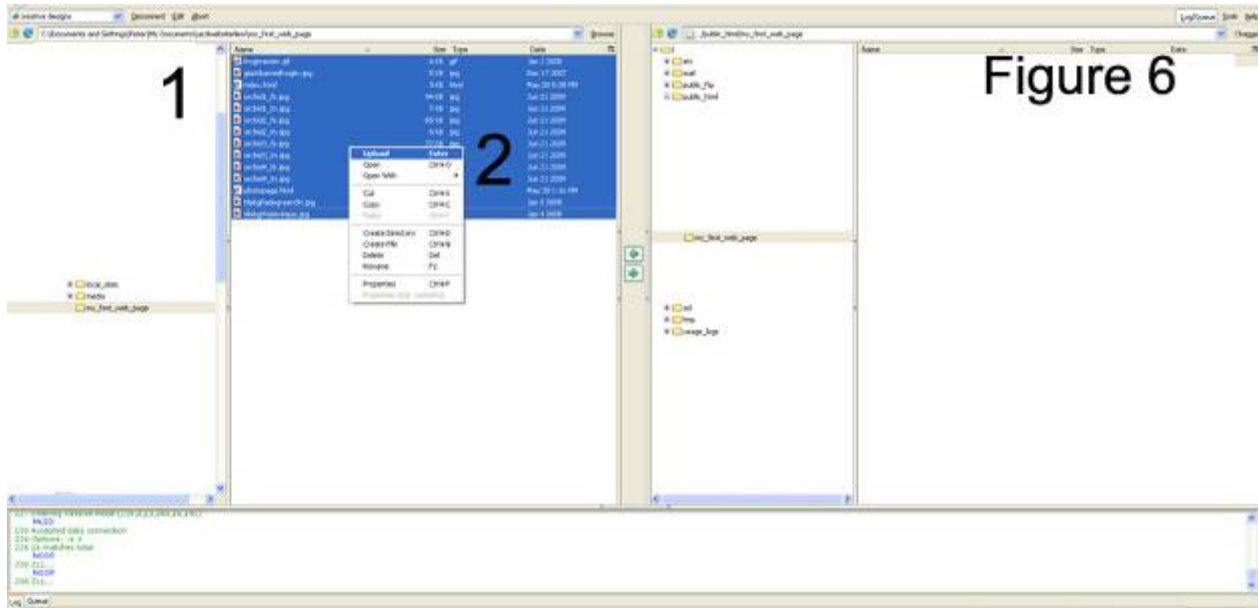


If the connection was not successful (time out) scroll through the log and find references to incorrect password or username and other errors.

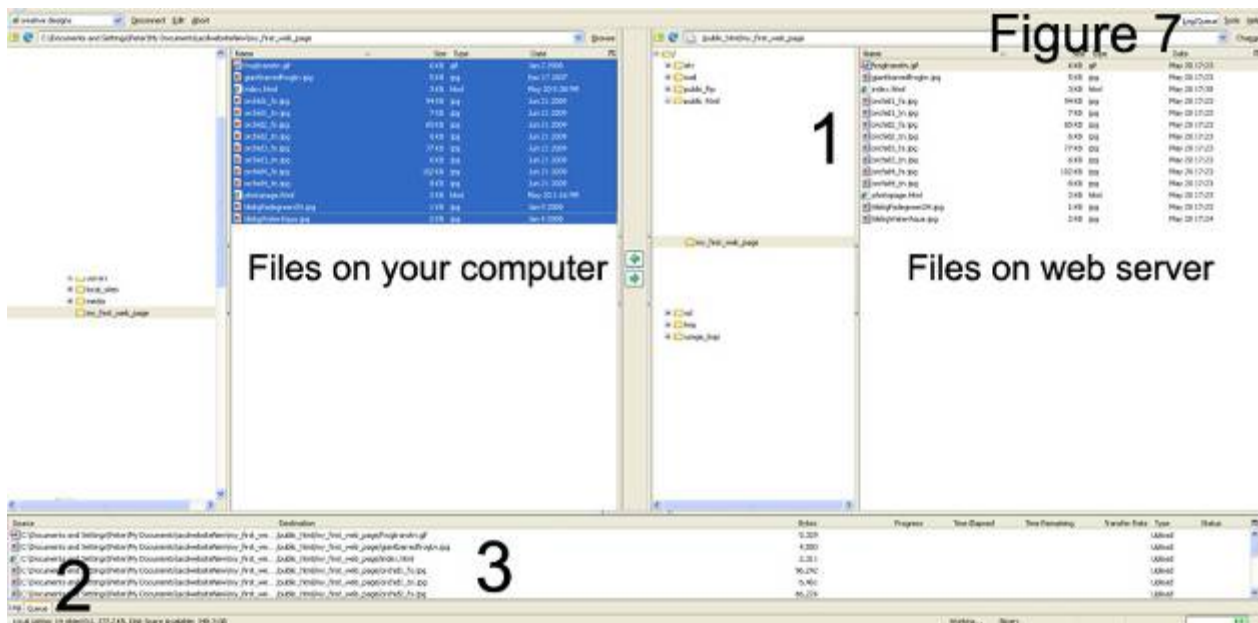
With your web site selected (1) click 'Edit' to make any corrections to your account details.

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Step 5: Upload your files

1. Select all your files by clicking on the first file (top one), than pressing Shift on your keyboard and clicking the last file. Right click on any selected (blue) file.
 2. Choose Upload from the options.
- You can also upload files individually in the same way or use the green buttons in the center of the interface.
(See Figure 6)



1. Check that all files have uploaded successfully
 2. Toggle to Queue
 3. Shows progress of transferring files
- (See Figure 7)



Open your web site in an internet browser and your home page (index.html) will display.

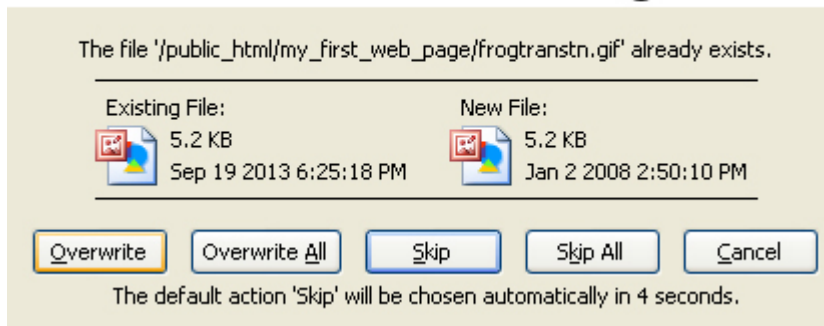
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Step 6: Overwriting updated files and downloading

After making changes to your html or image files on your computer, right click the updated file in FireFTP and select upload. The 'Confirm Overwrite Box' will appear. Click 'Overwrite' to replace the old existing file or 'Overwrite All', if you are uploading multiple files.

(See Figure 8)

Figure 8



1. You can download any file from your web server to your computer by right clicking the file on the right hand side of the interface and select 'Download'. Downloaded files will be stored in the selected folder on the left side of the interface.

2. If you are using a folder structure for your web site:

To create a new folder on the server, right click white space and select 'Create Directory', when naming make sure of identical spelling with the existing folder in your web site.

3. Right click a file or directory (folder) to rename or delete it.

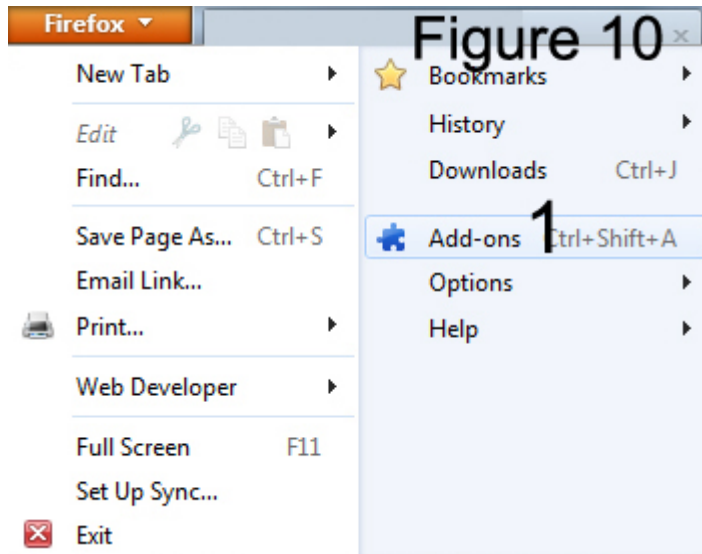
(See Figure 9)



Click 'Disconnect' after finishing work on the server.

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Step 7: Updates, Options, Disable and Remove FireFTP

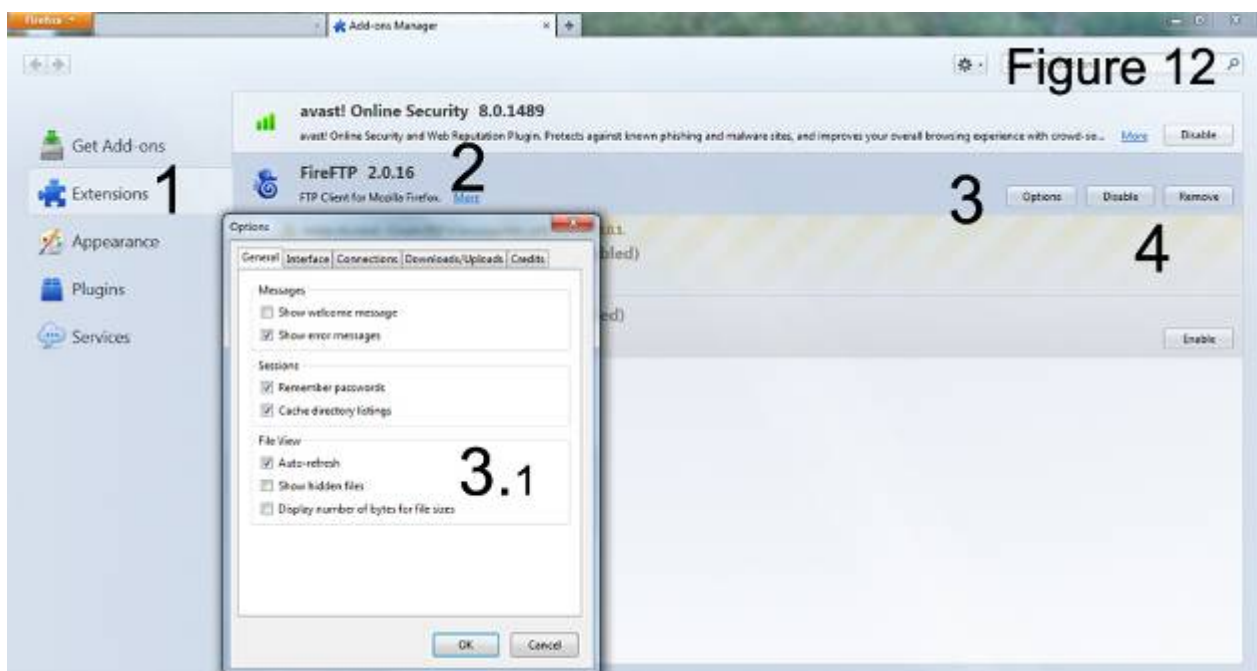
1. Open your Firefox browser and click on 'Add-ons' to open the 'Add on Manager'.
(See Figure 10)



If your Firefox menu bar is showing go to 'Tools' than 'Add-ons'.
(See Figure 11)



1. Select the 'Extension' button



Continued next page

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2. Click on the blue 'More' link to change settings on how FireFTP is updated. By default automatically is selected.
3. Click the 'Options' button to open the Option dialog box (3.1) and adjust settings under different tabs.
4. Disable or remove FireFTP from your computer.

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