

Mac OS X FTP Client Software Tutorial

easy step-by-step instructions to connect to Blanks Printing & Imaging for simple file transfers

FTP (File Transfer Protocol) is the simplest way to exchange files over the internet. An FTP address looks a lot like a website address except it uses the prefix ftp:// instead of http://.

Example Website address: <http://www.blanks.com>

Example FTP site address: <ftp://ftp.blanks.com>

A computer dedicated to receiving an FTP connection is referred to as an FTP server or FTP site. To connect to the Blanks Printing & Imaging FTP Server you will need to download and install FTP Client software. For a Mac OS X computer we recommend that you install a free FTP Client software called RBrowser, which is available for download at <http://www.rbrowser.com>. The instructions below are for using RBrowser to transfer (upload & download) files between our ftp server and your hard drive.

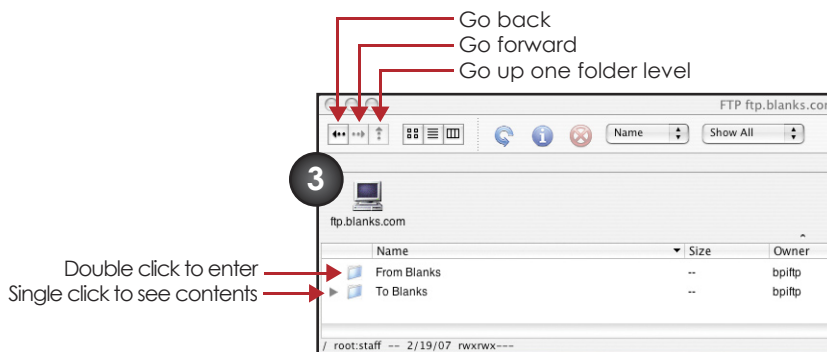
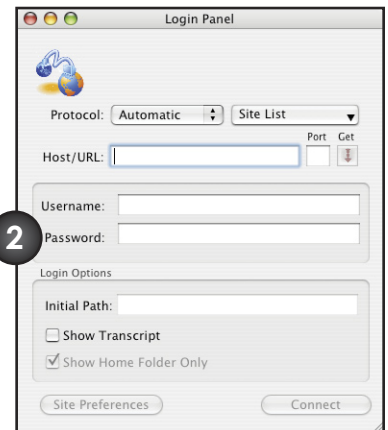


1. Launch RBrowser in FTP Only

Launch Rbrowser. You will see an Alert dialog box notifying you that RBrowser is unlicensed and you are only allowed to run the software in FTP Mode. This is a limitation of the freeware version and for our purposes this is fine. Select the "FTP Only" button.

2. Connecting to Blanks' FTP server

In the Login Panel, enter ftp.blanks.com in the Host/URL field. In the Username field, enter your personal user ID. In the Password field, enter your password. You can leave the Port field empty or type in 21, either method will work. Click on the Connect button to login to the Blanks FTP server. If you don't have a Username and password, contact your Blanks Printing & Imaging Account Manager at **800-325-7651**.

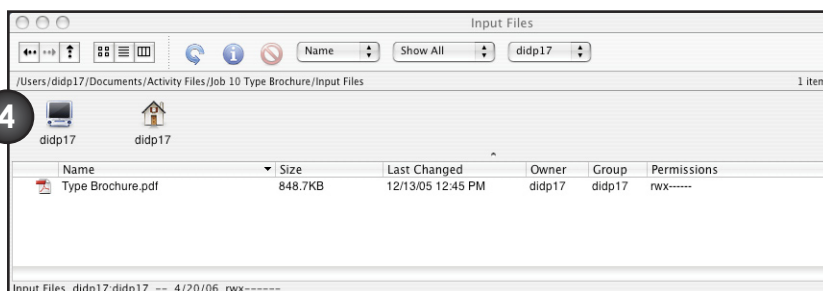


3. Navigating on the server

Once you are connected you can open a folder by double-clicking the folders blue icon or by selecting the grey triangle next to the blue folder. You can also double click the up arrow button to go up to the parent directory of the current folder.

* Be sure to double click the "To Blanks" folder icon to upload your files and/or folders in to that folder.

* Double click the "From Blanks" folder icon to see it's content if you are downloading files and/or folders.



4. Navigating on your machine

Navigating on your machine works identical to navigating on the server.

5. Transferring files

You can upload or download a file by dragging the files from one window and drop them on the other side. The ftp transfer starts automatically with a popup window displaying the progress until the transfer is completed.