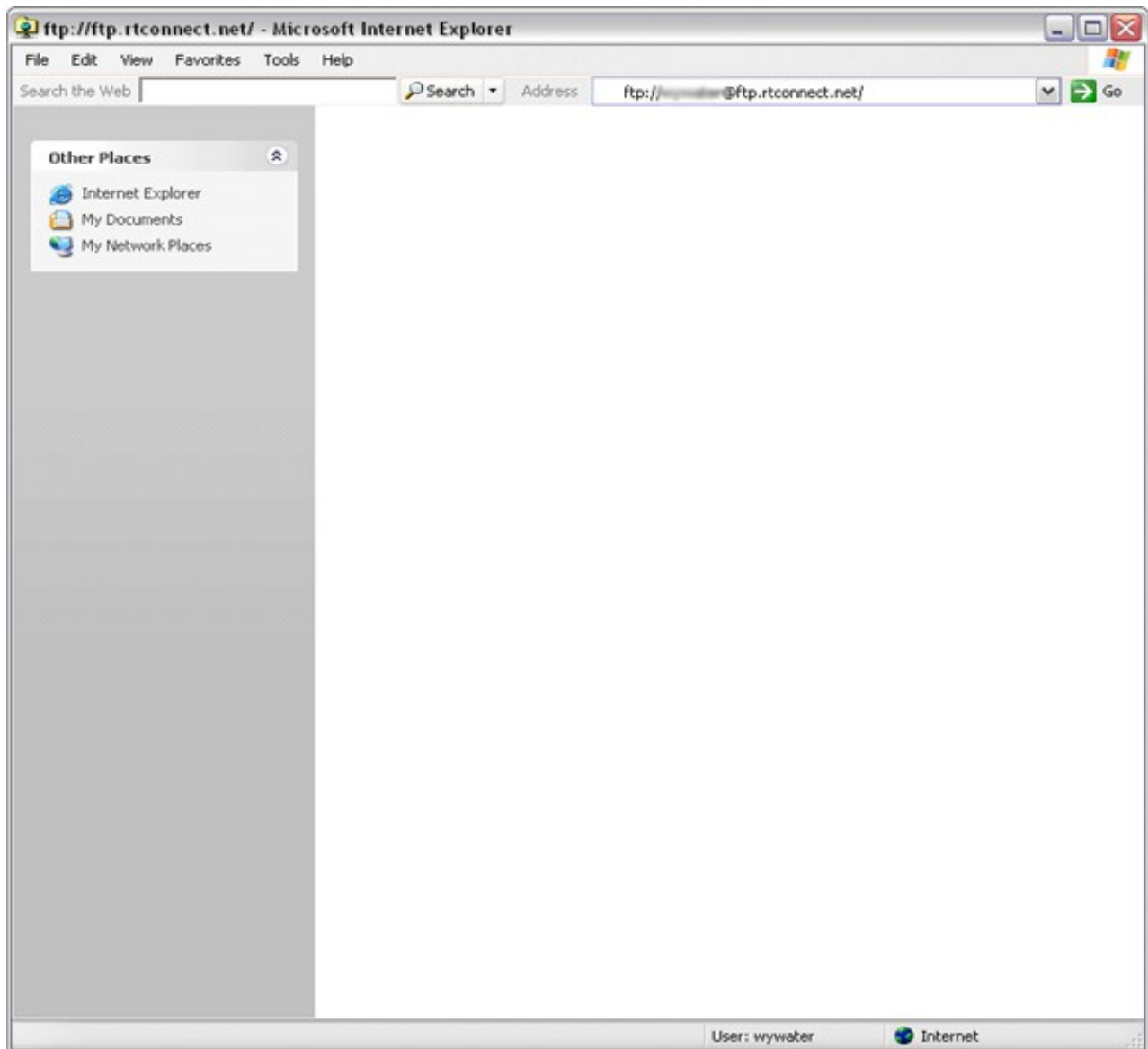


## RTConnect Guide to using IE to publish files to your web site

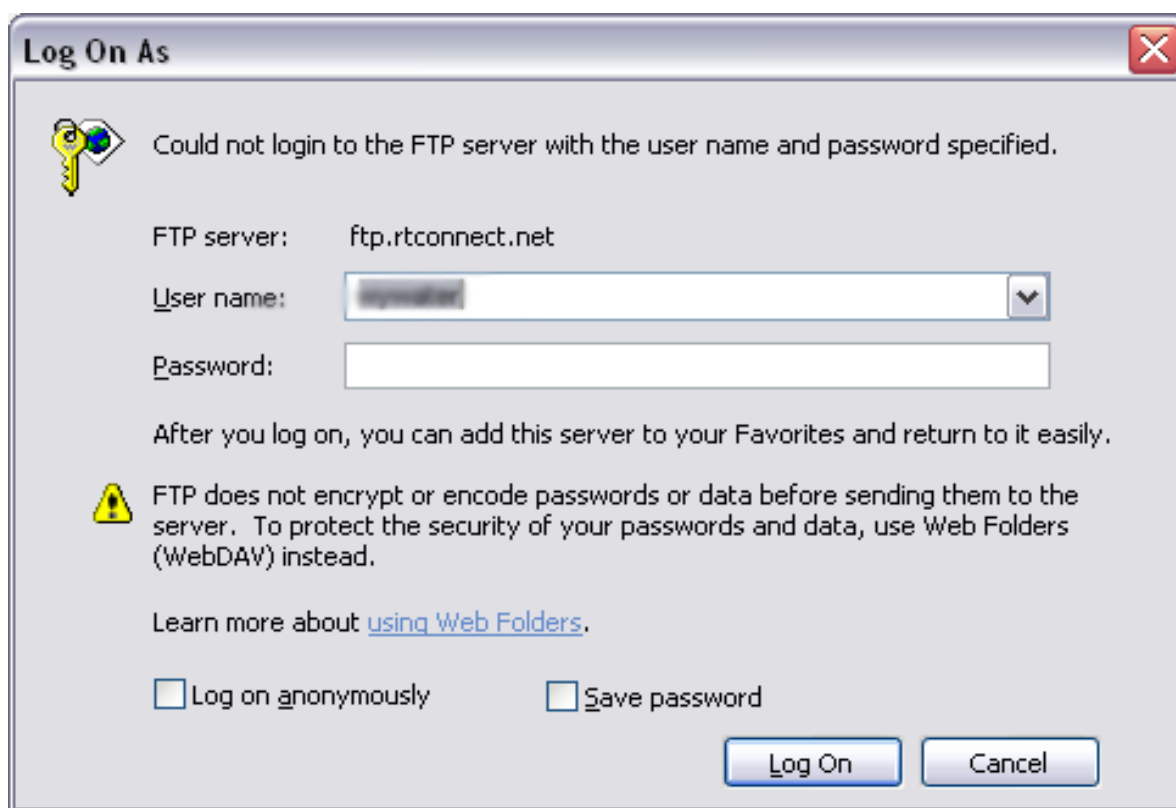
This guide assumes you will use Microsoft Internet Explorer 6 or above to upload files to your web site.

There are many 3<sup>rd</sup> party ftp clients, but for simplicity sake this guide will cover IE 6 only.

1. Open Internet Explorer. In the address bar type the following URL: <ftp://userid@rtconnect.net/> (where userid is YOUR userid for web access). Then click GO or press enter on your keyboard.



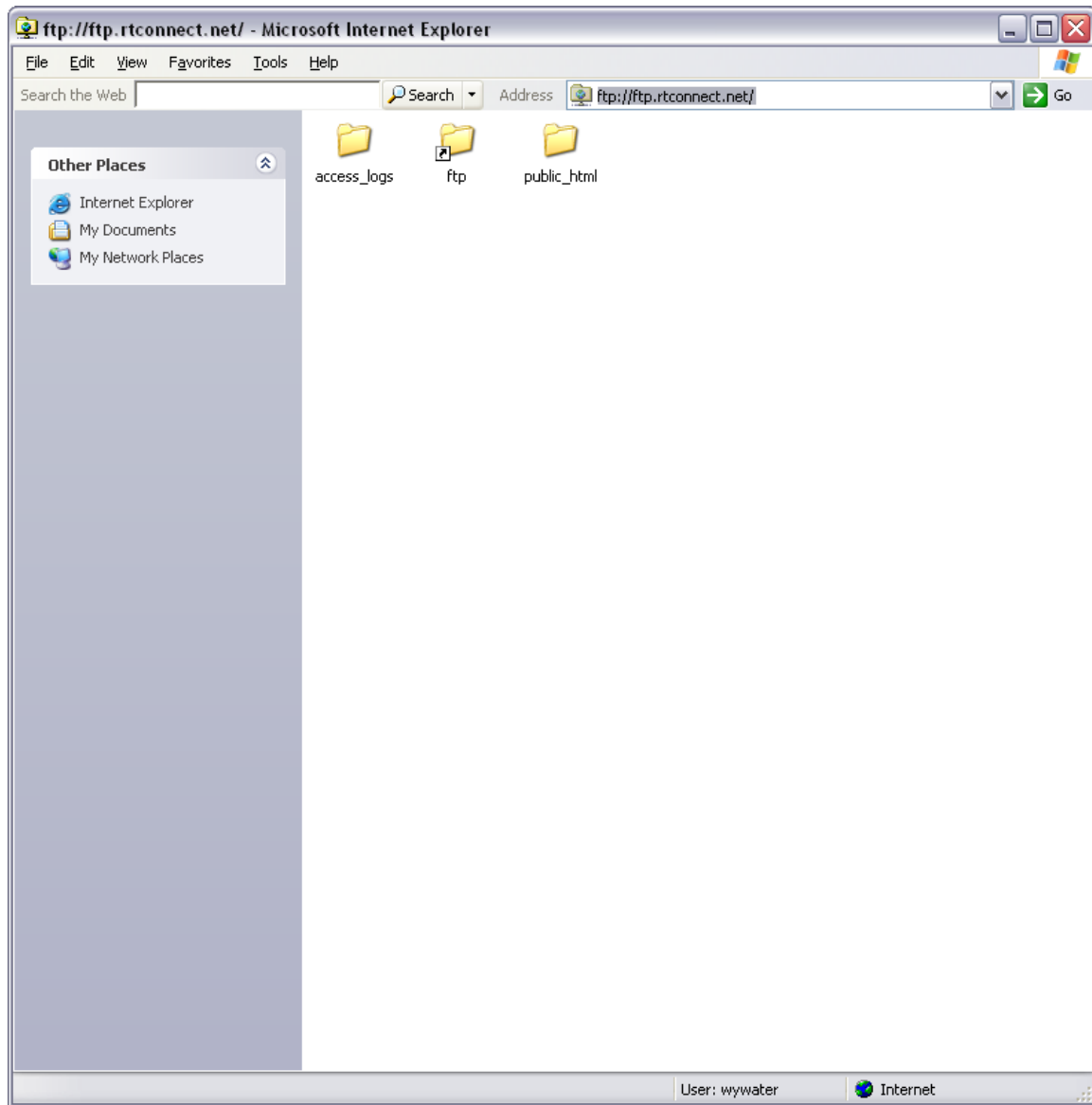
2. You will now be prompted to log in to the ftp server. The following window should appear:



Type your password in the Password: field and click Log On



- Once logged in the following window will appear:  
Your web site files will be placed in the public\_html folder.



You can now 'drag-n-drop' files from your local hard drive into the public\_html folder. Ensure that the default.htm OR index.htm file resides in this directory. You can create as many sub-folders (directories) as you like and upload your site accordingly.

In the example below, there are seven (7) web page files located in this main directory and a sub-directory that contains all of the images for the web site.

