

WS\_FTP is the leading FTP client program with millions of users worldwide.

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# IPSWITCH WS\_FTP Professional

## Tools Guide

Software Version 9.0



**Professional**

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# Introduction

This guide introduces tools that can help you automate regular file transfer tasks, troubleshoot problems, verify transfers, and customize the way you work with WS\_FTP.

This chapter shows some of the situations where the tools can help you. The following chapters present more detailed information about the tools.

## Ways to Automate Regular File Transfers

If you do regular file transfers, such as updating a web site nightly, or sending an accounting report to the home office weekly, you may find it easier to automate the transfer. Several WS\_FTP tools let you automate transfers:

<b>If you want to:</b>	<b>Use this tool:</b>
Have a regular transfer, such as a file upload, occur at a specified time interval, such as every Thursday at 5:00 pm.	Scheduler Utility. See “Scheduler Utility” on page 13.
Mirror a set of files on your PC with a set of files on an FTP server.	Synchronize Utility. See “Synchronizing Files and Folders” on page 17.
Automate a regular process that includes not only a file transfer, but actions such as changing directories, deleting files, or checking for the success or failure of a command.	Script Utility. See “Script Utility” on page 25.

You can open any of these tools from the Tools menu.

# Chapter 1

## In this Chapter

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Ways to Automate Regular File Transfers

Check Transfer Status and Logs

Build a List of Files for Transfer

Transfer and Append to a Remote File

How to Speed Up Transfer of Large Files

Integrating WS\_FTP with a Browser or E-Mail

Search an FTP Site for a File or Folder

Using the Upload Wizard

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## Check Transfer Status and Logs

Use the **Information Window** at the bottom of the WS\_FTP main window to verify transfers, pause or cancel a transfer, and troubleshoot both transfer and connection problems.

You can interact with “transfer jobs” shown in the Transfer Manager and Transfer History. For example, you can use Batch Mode with the Transfer Manager to build a list of files for transfer.

The Connection Log shows the commands sent back and forth (the “conversation”) between WS\_FTP and the FTP server.

For more information, see “Using the Information Window” on page 7.

## Building a List of Files for Transfer

When transferring multiple files, you may find it easier to first build a list of files for transfer, then process the transfer. When **Batch Mode** is active, you can browse folders and add files to the batch list. You can review the list, make any changes, and then upload or download the entire list.

To use Batch Mode:

- 1 In the toolbar, click **Connect** to open the Site Manager.
- 2 Select the FTP site and click **Connect**.
- 3 Select **Tools > Batch Mode**. At the bottom of the FTP site’s file list, you’ll see the Batch Mode icon
- 4 Select a file or files and click the transfer arrow. The file will be placed in the Transfer Manager.

Within the Transfer Manager, you can select a file to remove it from the list, view the transfer properties, transfer or schedule for later transfer. For more information, see “Using the Information Window” on page 7.

- 5 Once you have added all of the files to the ‘batch,’ click select **Tools > Batch Mode** again to take WS\_FTP out of batch mode.
- 6 In the Transfer Manager, select the requests you want to execute. Hold down the Ctrl key to select multiple requests.
- 7 Once you take the client out of batch mode, it will execute the transfers.

## Transfer and Append to a Remote File

When WS\_FTP is in **Append Mode**, you transfer a source file and append it to a destination file. You can append files in either direction, upload or download. Append Mode saves you the extra step of concatenating two files after transfer.

To use Append Mode:

- 1 In the toolbar, click **Connect** to open the Site Manager.
- 2 Select the FTP site and click **Connect**.
- 3 From the Tools menu, select **Append Mode**. At the bottom of the FTP site's file list, you'll see the Append Mode icon.
- 4 Select the file or files to transfer.  
You are prompted for the destination file name.
- 5 Enter the file name of the destination file (the file to which the transferred files are appended).

The selected files are transferred and appended to the destination file. If you open the destination file, you will see the appended files.

## How to Speed Up Transfer of Large Files

Large files, such as an architect's blueprint or a software executable, can take longer to transfer. If you regularly transfer large files, you can use **Multipart mode** to speed up the transfer.

When in Multipart Mode, WS\_FTP splits large files into smaller segments, and downloads all segments via different, yet concurrent, connections. This decreases the total download time for large individual files.

Multipart works with download files only. It does not work with SSH connections.

To use Multipart Mode:

- 1 In the toolbar, click **Connect** to open the Site Manager.
- 2 Select the FTP site and click **Edit**.
- 3 Select the Transfer options and make sure that **Maximum transfer connections** is set to more than one.

The number of connections made is determined by the number of additional connections specified here and the number of connections allowed by the server.

- 4 Click **Ok** to close the Site Options, and then click **Connect**.
- 5 Select **Tools > Multipart Mode**. At the bottom of the FTP site's file list, you'll see the Multipart Mode icon.

When you transfer files to this site, WS\_FTP will use multiple data connections.

The Transfer Manager displays the file, the number of segments that the file has been divided into, and the status of the transfer of each of the segments. When each of the segments are complete, the Transfer Manager shows the status of re-combining the segments into one file, if that process takes longer than 2 seconds.

If there are no segments listed under the file being downloaded, then the file is not large enough to be divided.

- 6 To turn off MultiPart Mode, select **Tools > Multipart Mode** again.

## Integrating WS\_FTP with a Browser or E-Mail

FTP sites have an Internet address, similar to a web address, that looks like:

ftp://ftp.ipswitch.com

You can set an option in WS\_FTP so that when you click on an FTP address in your browser or e-mail client, WS\_FTP will open and connect to the FTP server.

The type of FTP address affects how this works:

If the address includes:	WS_FTP Pro does:
the name of an FTP server Ex. ftp.ipswitch.com	Opens and connects to the server
the path and name of a file Ex: ftp.ipswitch.com/French/ftp803.txt	Downloads the file to your PC and prompts whether to save or open the file.
the path and name of a folder Ex: ftp.ipswitch.com/French	Opens, connects to the server, and navigates to the folder.

### To turn on Browser Integration:

- 1 In the toolbar, click **Options**.
- 2 From the Program Options dialog, select **Browser Integration**.
- 3 If you use Netscape Navigator and want WS\_FTP to handle FTP URLs, select the first check box.

- 4 If you use Microsoft Internet Explorer and want WS\_FTP to handle FTP URLs, select the second check box.
- 5 If you want to be prompted each time you click an FTP URL so you can choose whether or not to use WS\_FTP, select **Ask before using WS\_FTP**.

## Search an FTP Site for a File or Folder

If you are searching a large, complex FTP site for a file, you can use the Find Utility to quickly locate the file and then initiate a transfer. For more information, see “The Find Utility” on page 29.

## Using the Upload Wizard

The Upload Wizard is a utility that allows you to transfer files from your local system to a remote FTP site without using the WS\_FTP interface. There are two ways to access the Upload Wizard:

- In Windows Explorer, select the files or folders you want to upload, then right-click on the list. In that list you will see 'Upload using WS\_FTP Upload Wizard.' After selecting that option, the Upload Wizard appears with the files already added to the upload list.
- From the Start menu, select **Programs > Ipswitch WS\_FTP Pro > Utilities > WS\_FTP Pro Upload Wizard**. The Wizard opens and is ready for you to add the files you want to upload.



# Using the Information Window

## Chapter 2

Use the **Information Window** at the bottom of the WS\_FTP main window to verify transfers, pause or cancel a transfer, and troubleshoot both transfer and connection problems.

You can interact with “transfer jobs” shown in the Transfer Manager and Transfer History. For example, you can use Batch Mode with the Transfer Manager to build a list of files for transfer.

The Connection Log shows the commands sent back and forth (the “conversation”) between WS\_FTP and the FTP server.

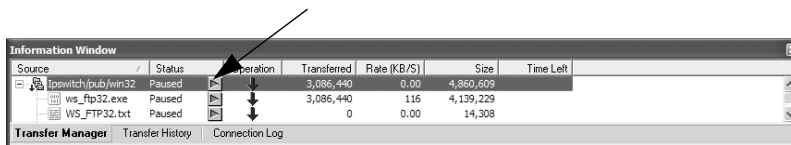
By default, the Information Window is viewable, but you toggle it on or off using the View menu.

## The Transfer Manager

The WS\_FTP Transfer Manager is the module of WS\_FTP that performs transfers. It can also be used to view the progress of transfers, schedule the transfer of multiple files, and view logs for individual transfers.

The Transfer Manager displays a list of all pending, paused, and failed transfers.

Start/Pause Button



Source	Status	Operation	Transferred	Rate (KB/S)	Size	Time Left
lpnswitch/pub/win32	Paused	Start/Pause	3,086,440	0.00	4,860,609	
ws_ftp32.exe	Paused	Start/Pause	3,086,440	116	4,139,229	
WS_FTP32.txt	Paused	Start/Pause	0	0.00	14,308	

- **Source.** The path and name of the file or folder that is to be transferred.
- **Status.** The current status of the listed item. Click the button next to status to either start or pause the transfer.

### In this Chapter

The Transfer Manager

Transfer History

Connection Log

- **Operation.** The Up arrow indicates an upload; the Down arrow indicates a download.
- **Transferred.** The number of bytes transferred.
- **Rate (KB/S).** The number of Kilobytes being transferred per second.
- **Size.** The actual size of the file in bytes.
- **Time Left.** The estimated time left until the transfer is complete.

## How to Use the Batch Mode

You can use Batch Mode to add requests to the Transfer Manager.

- 1 Connect to an FTP server.
- 2 Select **Tools > Batch Mode** or click **Batch Mode** in the toolbar.
- 3 Select a file or files and click the transfer arrow. The file will be placed in the Transfer Manager.
- 4 Once you have added all of the files to the 'batch,' select **Tools > Batch Mode** again to take WS\_FTP out of batch mode.
- 5 In the Transfer Manager, select the requests you want to execute. Hold down the Ctrl key to select multiple requests.
- 6 Once you take the client out of batch mode, it will execute the transfers.

## How to Pause a Transfer

To pause an active transfer from the Transfer Manager, select the entry, then right-click and select **Pause** from the menu.

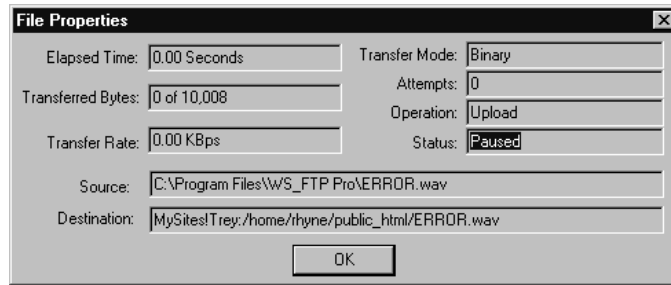
You can also click the Pause button next to the status column.

## How to Remove an Item

To remove an item from the Transfer Manager, select the the transfer item, then right-click and select **Delete** from the menu.

## Request Properties

You can double-click any item on the Transfer Manager to view the Request Properties dialog for that item.



The following information appears on the **File Properties dialog**.

- **Elapsed Time.** The amount of time that has passed since the transfer began.
- **Contains.** Number of files and folders contained in the request. (Only displayed when a folder is selected)
- **Transferred Bytes.** The number of bytes transferred.
- **Transfer Rate.** The number of Kilobytes being transferred per second.
- **Transfer Mode.** The mode the file was transferred in.
- **Attempts.** Number of times the application tried to make the transfer.
- **Operation.** The type of transfer being performed. Either Upload or Download.
- **Status.** The current status code of the listed item.
- **Source.** The path name of the source of the transfer.
- **Destination.** The path name of the destination of the transfer.

## Transfer History

The Transfer History tab displays a list of successful transfers. This list can be sorted by clicking on the column headers.

The screenshot shows an 'Information Window' with a table of transfer history. The table has the following columns: Date, Source, Source Path, Source File Name, Destination, Destination Path, Destination File Name, and Size.

Date	Source	Source Path	Source File Name	Destination	Destination Path	Destination File Name	Size
6/21/2004 3:...	lpswitch	/pub/wir32	WS_FTP32.bt		c:\Downloads	WS_FTP32.bt	14,308
6/21/2004 3:...	lpswitch	/pub/wir32	WS_FTPLE.exe		c:\Downloads	WS_FTPLE.exe	707,072
6/21/2004 3:...	lpswitch	/pub/wir32	ws_ftple.txt		c:\Downloads	ws_ftple.txt	6,699
6/21/2004 3:...	lpswitch	/pub/wir32	ws_ftp32.exe		c:\Downloads	ws_ftp32.exe	4,139,229
6/21/2004 4:...	Alpha	/WS_FTP/...	WSFTP76.pdf	Hub2	/Ficorp/WS_FTP ...	WSFTP76.pdf	1,125,876
6/21/2004 4:...		C:\Docume...	DirectionsJA.doc	Hub2	/Ficorp/WS_FTP ...	DirectionsJA.doc	104,960

The bottom of the window shows 'Transfer Manager' and 'Transfer History' tabs, with 'Transfer History' selected. Below the table is a 'Connection Log' section.

- **Transfer Arrow.** The arrow on the far left side of the item identifies what type of transfer was performed. An up arrow means upload, a down for download, and a left-right arrow is for site to site transfers.

- **Date.** This is the date and time the transfer was completed.
- **Source.** This is the site profile that was used to connect to the source.
- **Source Path.** The path on the source directory from the root to the transferred item.
- **Source File Name.** The name of the source file that was transferred.
- **Destination.** The site profile and folder that was used to connect to the destination.
- **Destination Path.** The path on the destination directory from the root to where the transferred item was placed.
- **Destination File Name.** The name of the file after it has been transferred.
- **Size.** The number of bytes transferred.

## Executing a file

Once a file is successfully transferred, you can select it and choose **Execute** from the right-click menu. If it is a download, the destination file will be opened in its associated application. If it is an upload, the source file will be opened.

## Clearing the History

You can remove items from the history list by selecting them and choosing **Delete** from the right-click menu.

You can remove all items by selecting **Clear All** from the right-click menu.

## How to Schedule a Transfer

To schedule a transfer from the Transfer Manager or Transfer History tabs:

- 1 Select a request, file, or folder.
- 2 From the right-click menu, select **Schedule**.
- 3 In the **Schedule Item Properties** dialog, enter the date, time, and frequency of the transfer.
- 4 Click **OK** to add the item to **Scheduler**.

## Operation After Transfers

The **Operations After Transfers** submenu can be found on the **Tools** menu. This submenu allows you to select the following operations:

**Exit Application.** After the application finishes all active or scheduled transfer requests, WS\_FTP will close itself.

**Shutdown Computer.** After the application finishes all active or scheduled transfer requests, WS\_FTP will attempt to shut the computer down.

## Connection Log

The Connection log shows all commands sent from WS\_FTP to the FTP server and shows the replies from the server. This log can help you troubleshoot a connection error.

The log window will contain all actions that have been initiated for the selected transfer request, including pause and resume.

For descriptions of error messages that may appear in the log, see “Appendix A: Textual Error Messages” on page 45.



# Scheduler Utility

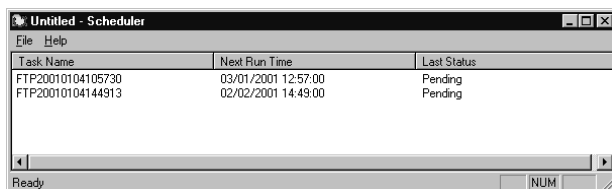
The WS\_FTP Pro Scheduler Utility lets you create FTP tasks or “jobs” for transfers that you need to perform repeatedly or manually at a particular time. Each task can consist of any number of uploads and downloads of files and folders.

This chapter gives an overview of the Scheduler and some examples of how you might use it. For detailed instructions on using the Scheduler, start the Scheduler and use its online Help.

## Using the Scheduler

To access the Scheduler window, do one of the following:

- In the **Tools** menu, select **Scheduler Utility**.
- From the **Start** menu, select **Programs > Ipswitch WS\_FTP Pro > Utilities > WS\_FTP Pro Scheduler**.



Once you are in the Scheduler window, you are ready to set up a file transfer task. You can:

- Add a pre-existing script to run at a particular time. (For more information on creating scripts, see “Chapter 5: Script Utility” on page 25.)
- Drag and drop a file from the WS\_FTP Pro interface to the Scheduler window to create an upload task.
- Create a new transfer/custom task.
- Modify or delete tasks.
- The WS\_FTP Pro Scheduler will run the task at the time you schedule it to run, or you can make the task run on demand by using the **Run Now** option.

## Chapter 3

### In this Chapter

Using the Scheduler

Examples

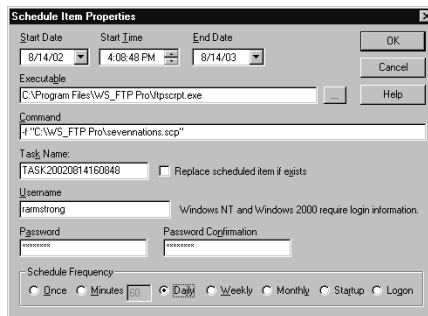
## Examples

The following are examples of how you might use the WS\_FTP Scheduler.

### Adding a Script to the Scheduler

To add a script to the scheduler:

- 1 From the **File** menu, select **New > Custom**.  
A **Schedule Item Properties** dialog appears.



- 2 In the **Start Date** and **End Date** boxes, set the dates for when you want this recurring task to begin and when you want it to end.
- 3 In the **Start Time** box, enter the time of day you want the task to be run.
- 4 In the **Executable** box, enter the full path to the *ftpscript.exe* application.
- 5 In the **Command** box, enter *-f* followed by the full path to the script you want WS\_FTP Scheduler to run. If the path contains spaces, put quotation marks around the path.
- 6 If you are on an NT or Windows 2000 or XP workstation, you must enter your NT/2000 user login and password in the boxes provided.

**NOTE:** If you are on a domain, include the domain name in the User Login box. Example: IPSWITCH\_D\userid

- 7 Select the frequency of the recurring transfer in the **Schedule Frequency** area.
- 8 Click **OK** to add this task to the scheduler.

## Updating a Web Site on a Nightly Basis

If you have a Web site you would like to update every night, without having to manually upload all of the files you have recently changed, you can set up a scheduled task to have it run as frequently as you like.

Scheduling items:

- 1 Select the files in WS\_FTP Pro and select **Send to Scheduler** from the right-mouse menu.

You can select multiple files or folders by holding the **Ctrl** key and clicking the name.

The **Schedule Item Properties** dialog appears.

- 2 In the **Start Date and End Date** boxes, set the dates for when you want this recurring task to begin and when you want it to end.
- 3 In the **Start Time** box, enter the time of day you want the task to be run.
- 4 The **Executable, Command,** and **Task Name** boxes are filled in for you. (Note that in the Command box, there is a .tmp file identified. This file tells the application which files to download and where to transfer them to and from.)
- 5 If you are on an NT, Windows 2000 or XP workstation, you must enter your NT, 2000, XP user login and password in the boxes provided.
- 6 Select the frequency of the recurring transfer in the **Schedule Frequency** area.
- 7 Click **OK** to add this task to the scheduler.



# Synchronizing Files and Folders

## Chapter 4

The WS\_FTP Synchronize Utility lets you synchronize (or “mirror”) directory structures between your system and a remote FTP server with minimal intervention.

It lets you keep remote sites up-to-date by automatically uploading files which have changed while deleting files that have been removed from the master directory. This is especially useful for quickly and efficiently updating Web sites.

This chapter gives an overview of the Synchronize Utility and some examples of how you might use it. For detailed instructions on using the Synchronize Utility, start the Synchronize Utility and use its online Help.

## Starting the Synchronize Utility

- From the **Tools** menu, select **Synchronize Utility**.
- From the **Start** menu, select **Programs > Ipswitch WS\_FTP Pro > Utilities > WS\_FTP Pro Synchronize Utility**.

## Synchronize Dialog

This is the main dialog of the WS\_FTP Pro Synchronize utility. When using this dialog, you are creating a control file that will be used to perform the synchronization of the locations that you identify.

The following are the features found on this dialog:

- **Locations.** The locations section is where you identify the directories that you want to synchronize. Click the Browse (...) button to choose the directory for Location 1 and Location 2. Location 1 can be local or remote. Location 2 must be a remote directory.

### In this Chapter

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Starting the Synchronize Utility

Synchronize Dialog

Example

Using a Control File

Exclusions

Using the Synchronize Utility from the Command Line

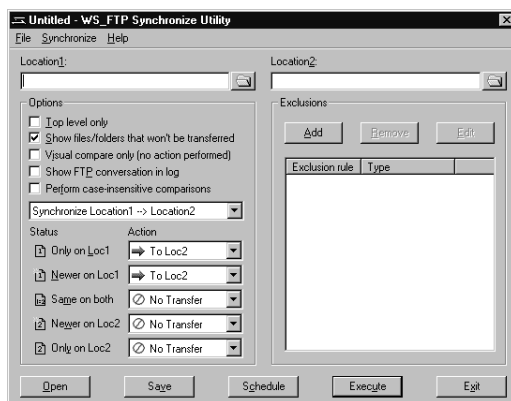
---

- **Top level only.** Select this option to have the locations synchronized on the top level only. All subdirectories will be ignored.
- **Show files/folders that won't be transferred.** Select this option to have Sync display files with the No Action action code in the Compare dialog.
- **Visual compare only (no transfer).** Select this option to have Sync populate the Compare dialog without executing the synchronize job. Once you are on the Compare dialog, you can make changes to what tasks the job will perform.
- **Show FTP conversation in log.** Select this option to show the FTP conversation in the generated log file, as well as the log pane on the Compare dialog.
- **Modes.** Select the mode you want Sync to operate in.
  - **Synchronize Location 1 --> Location 2.** This mode updates Location 2 so that it matches the directory structure of Location 1.
  - **Synchronize Location 1 <-- Location 2.** This mode updates Location 1 so that it matches the directory structure of Location 2.
  - **Synchronize both Location 1 <--> Location 2.** This mode makes each location match the other by copying the newest versions of Location 1 files to Location 2 and by copying the newest versions of Location 2 files to Location 1.
  - **Customized mode.** Allows you to set the actions you want the utility to perform when files are found with a specific status.
- **Status and Actions.** This section is to be used when you have chosen the Customized mode. The Status is the current state of the comparison, and the Action is what WS\_FTP Pro Synchronize will do when it finds an item with that status.
  - **Only on Loc1.** The file is only found in Location 1.
  - **Newer on Loc1.** The file found in Location 1 is newer than the file found in Location 2.
  - **Same on both.** The file found is the same in both locations.
  - **Newer on Loc2.** The file found in Location 2 is newer than the file found in Location 1.
  - **Only on Loc2.** The file is only found in Location 2.
- **Exclusions.** See “Exclusion Examples” on page 21 for more information.
- **Buttons.** The buttons control the various functions of the utility.
  - **Open.** Click this button to open a control file.
  - **Save.** Click this button to save your current settings as a control file.
  - **Schedule.** Click this button to schedule the sync job through WS\_FTP Scheduler.

- **Execute.** Click this button to execute the sync job. If the Visual compare only (no transfer) option is selected, the Compare dialog will show what is going to happen, but no transfers will be made.
- **Exit.** Click this button to close the application.

## Example

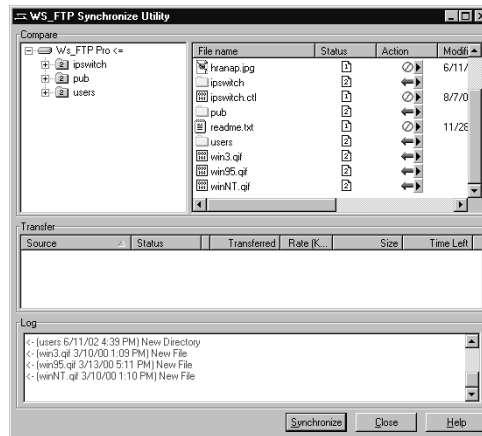
The following is an example of how you might use the Synchronize Utility.



When you click the **Execute** button, the control file named *ipswitch.ctl* (the name is displayed in the title bar for the dialogue) is executed according to the parameters set on the WS\_FTP Synchronize Utility screen:

- Synchronize makes a connection with the FTP site defined in the **Location 2** box and logs on with the information stored on the site profile.
- Once the connection is made, the program navigates to the '/ipswitch' directory on the FTP site and the 'C:\WS\_FTP Pro' directory on your local system as defined in the **Location 1** box.
- According to the options selected, **Location 1** is to be updated with all files found in **Location 2**.
- If you want to schedule this task to run on a regular basis, or at a certain time of day, click the **Schedule** button. The **Schedule Item Properties** dialog appears. Use this dialog to set the time, date, and frequency of the synchronize job. For more information on using the WS\_FTP Scheduler, see "Using the Scheduler" on page 13.
- Since the **Visual compare only** option is selected, the transfers will not be executed, but the Compare dialog will appear comparing the two locations, and displaying potential

actions to be taken by the utility. You can change the actions to be performed on this dialog, then click **Execute** to start the process.



## Using a Control File

WS\_FTP Pro Synchronize uses 'control files' to store configuration options and settings for your synchronize jobs. This saves you from having to go through setting up a job each time you want to run it.

### To create a control file:

- 1 Choose a directory for both **Location 1** and **Location 2**. You can type in a local directory in either box, or click the **Browse (...)** button to choose a remote site from a site profile, or a local folder. Click the **Local** tab on the **Folder Selection** dialog to choose a local folder.
- 2 Select the options you want to use.
- 3 Select the mode you want to execute.
- 4 Review the **Status and Actions** that will perform and make any adjustments you need to make. If you make an adjustment, your status will be changed to **Customized**.
- 5 Identify any **Exclusions** you may have.
- 6 Click **Save** to save the control file.

You will now be able to use that control file anytime you use Synchronize.

# Exclusions

With the Exclusion system, you can enter a file name, file extension, or search string to have **WS\_FTP Synchronize** ignore any files that match the string. Wildcards (\* and ?) can be used for unknown file names or several files of a similar name or type.

## To add an exclusion

- 1 Click the **Add** button in the **Exclusions** section of the dialog. The **Exclusion** dialog appears.
- 2 In the **Exclusion** dialog, enter what you want to exclude in the Rules box. If you are using the **Absolute location** type, you can click the **Browse (...)** button to select the file or folder.
- 3 In the **Type** box, select what type of item you want to apply the exclusion to:
  - **Apply to files.** If you want to apply the exclusion to files only.
  - **Apply to folders.** If you want to apply the exclusion to folders only.
  - **Apply to both.** If you want to apply the exclusion to both files and folders.
  - **Absolute location.** If you want to apply the exclusion to a specific file or folder in a specific location.
- 4 Click **OK** to add the exclusion to the list.

## Exclusion Examples

Here are a few examples of exclusions, followed by an explanation of each.

Absolute file exclusions

**Exclusion rule:** /mydir/\*.exe

**Type:** Absolute location

This will exclude all .exe files in the mydir remote directory, but the path is taken from the root of the remote system.

**Exclusion rule:** c:\mydir\\*.exe

**Type:** Absolute location

This will exclude all .exe files in the c:\mydir local directory.

**Exclusion rule:** /mydir/nextdir/myfil?.\*

**Type:** Absolute location

This will exclude any file beginning with myfil with one arbitrary character and any extension in the directory /mydir/nextdir.

### Absolute directory exclusion

**Exclusion rule:** /m?dir

**Type:** Absolute location

This will exclude all directories that match the mask m?dir, but the path is taken from the root of the file system. The ? is a substitute for any single character.

**Exclusion rule:** c:\m?dir

**Type:** Absolute location

This will exclude all directories on the c: drive that match the mask m?dir. The ? is a substitute for any single character.

### Relative directory exclusions

**Exclusion rule:** mydir

**Type:** Apply to folders

This will exclude any directory named mydir anywhere in the file system.

**Exclusion rule:** m\*ir

**Type:** Apply to folders

This will exclude any directory that matches the mask m\*ir from anywhere in the file system. The \* means that the name can have any number and value of character in between the "m" and the "ir."

### Relative file exclusion

**Exclusion rule:** mydir\\*.exe

**Type:** Apply to files

This will exclude any .exe files in any directory named mydir anywhere in the file system.

### Relative file/folder exclusion

**Exclusion rule:** ~\*

**Type:** Apply to both

This will exclude any file or folder starting with the ~ character, anywhere in the file system.

## Executing Control Files Using HotSync

You can save a control file (.ctl) as an icon on your desktop and utilize the HotSync functionality to automatically synchronize files and folders. This feature is similar to the Hot-Drop feature.

To set up a control file to use HotSync:

- 1 Go through the process of creating a control file.
- 2 Save the control file as a shortcut icon on your desktop.
- 3 To initiate the Synchronize job, double-click the shortcut icon. The Synchronize Utility is displayed to show the progress of the synchronization.

The files and folders are automatically synchronized on the two locations defined in the control file.

## Using the Synchronize Utility from the Command Line

The Synchronize Utility has been designed to be a command line utility that can be scheduled and run unattended. To do this, you must first use the user interface to set up and test a control file for the synchronization task.

Once this has been done, you can run the Synchronize Utility directly from the command line by using the following syntax:

```
ftpsync controlfile.ctl
```

You can also add this command to a batch file and schedule it using WS\_FTP Pro Scheduler. For more information on using command line batch files, see “Using a Batch File” on page 40. For more information on using the WS\_FTP Scheduler, see “Using the Scheduler” on page 13.



# Script Utility

The WS\_FTP Script Utility allows you to group any number of file transfer tasks into a script that can be executed with one action. This can be especially useful for file transfers that you do repeatedly.

This chapter gives an overview of the Script Utility and some examples of how you might use it. For detailed instructions on using the Script Utility, start the Script Utility and use its online Help.

Using scripts, you can:

- Connect to FTP sites
- Upload or download files
- Set the transfer mode
- Make, delete, and rename folders
- Delete and rename files
- Execute a DOS command

Scripts can also have some limited flow control. They can:

- Check for the success or failure of the previous command
- Jump to another point in the script if either success or failure is detected

Suppose you post weekly reports on your company's FTP server for your co-workers in other cities to download. Let's assume you place the current week's reports in a folder named *Current*. You could create a script that:

- Changes the name of last week's *Current* folder to *Prior*.
- Creates a new folder named *Current*.
- Uploads your current weekly reports to the *Current* folder.

You can also create scripts for downloads that you do repeatedly.

## Chapter 5

### In this Chapter

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Starting the Script Utility

Writing and Debugging Scripts

Running a Script from the Script Utility

Example

---

## Starting the Script Utility

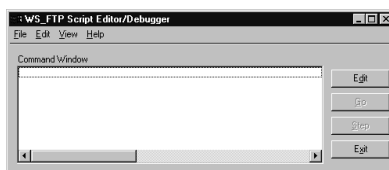
Start the Script Utility by doing one of the following:

- From the **Tools** menu, select **Script Utility**.
- From the **Start** menu, select **Programs > Ipswitch WS\_FTP Pro > Utilities > WS\_FTP Pro Script Utility**.

## Writing and Debugging Scripts

To write and/or debug a script, start the Script Utility.

The Script Editor/Debugger window appears.



An MS-DOS window is automatically opened behind the Editor/Debugger window to show you the output of SHELL commands.

## Executing Scripts

You can execute scripts from either the Command Prompt or from the Script Utility itself.

### Executing a Script from the Command Prompt

Go to the Command Prompt and type *ftpscript* followed by the appropriate command line parameters. For example:

```
ftpscript -f script1.scp
```

There are other parameters you can use with the *ftpscript* command. For detailed information, go to the Script Utility online Help and see “Executing Scripts.”

To be able to run a script from any location on your hard disk, we recommend that you place the Script Utility folder in the Path statement in your *Autoexec.bat* file – if you are running Windows 98, Windows ME, and Windows XP. If you’re using Windows NT or Windows 2000, add the WS\_FTP Pro folder to the path variable in the System Environment.

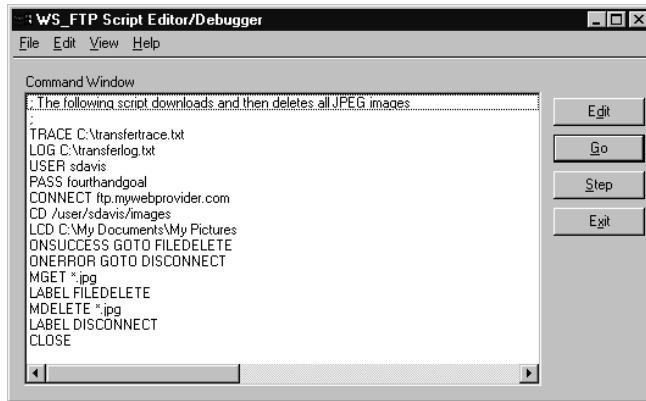
# Running a Script from the Script Utility

To run a script from the Script Utility, start the utility, open the script, and click **Go**.

## Example

In the following example, the script:

- 1 Turns on the Trace command to send detailed information to the `transfertrace.txt` file.
- 2 Creates a log called `transferlog.txt` in the `C:\` directory.
- 3 Logs onto the server with the user name *sdavis*.
- 4 Logs onto the server with the password *fourthandgoal*.
- 5 Connects to the FTP server `ftp.mywebprovider.com`.
- 6 Changes the remote directory to `/user/sdavis/images`.
- 7 Changes the local directory to `C:\My Documents\My Pictures`
- 8 If the MGET is successful, the script executes the FILEDELETE label.
- 9 If the MGET fails, the script executes the DISCONNECT label.
- 10 All files ending in `.jpg` are copied from the remote directory to the local directory.
- 11 This line identifies the FILEDELETE label.
- 12 All files ending in `.jpg` are deleted from the `/user/sdavis/images` remote folder.
- 13 This line identifies the DISCONNECT label.
- 14 Disconnects from the FTP server.



# The Find Utility

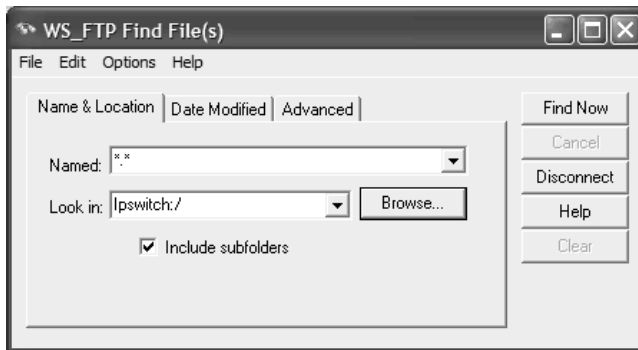
The WS\_FTP Find Utility lets you search an FTP site for files that match your criteria, and then transfer the found files to your PC. This is especially useful for anyone who is looking for one particular file on a large, complex FTP site.

This chapter gives an overview of the Find Utility and some examples of how you might use it. For detailed instructions on using the Find Utility, start the Find Utility and use its online Help.

## Using the Find Utility

To find a file on an FTP site:

- 1 Start the Find Utility by doing one of the following:
  - From the **Tools** menu, select **Find Utility**.
  - From the **Start** menu, select **Programs > Ipswitch > WS\_FTP Pro > Utilities > WS\_FTP Pro Find Utility**.



- 2 Use the **Look in** list box to select a site previously searched or click the **Browse** button to specify the site to which you will connect and search. You can also type in a host name or FTP URL.
- 3 Enter your search criteria. You can search by name, date modified, size, or any combination of the three.

# Chapter 6

## In this Chapter

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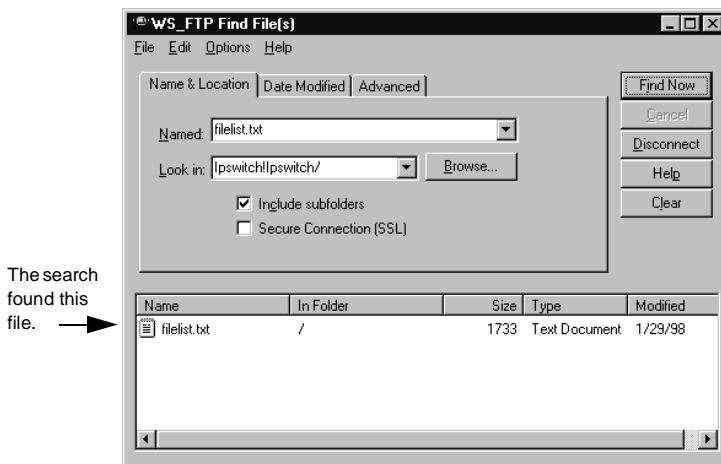
Using the Find Utility

Examples

---

- Click **Find Now**. The Find Utility connects to the FTP site and searches according to your criteria.

For example, if you search the Ipswitch FTP site for a file named *filelist.txt*, the following results are displayed.



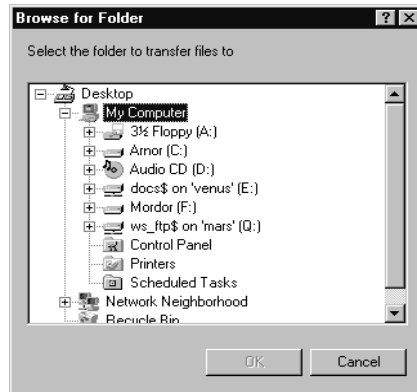
## Using the Search Results

Once you locate a file on an FTP site, you can:

- Transfer it.
- Schedule it for transfer at a later time, by selecting **Send to Scheduler** from the right-mouse menu.

### To transfer a file:

- In the dialog box above, select the file you want to transfer, and select **Transfer** from the right-mouse menu. A browse window appears.



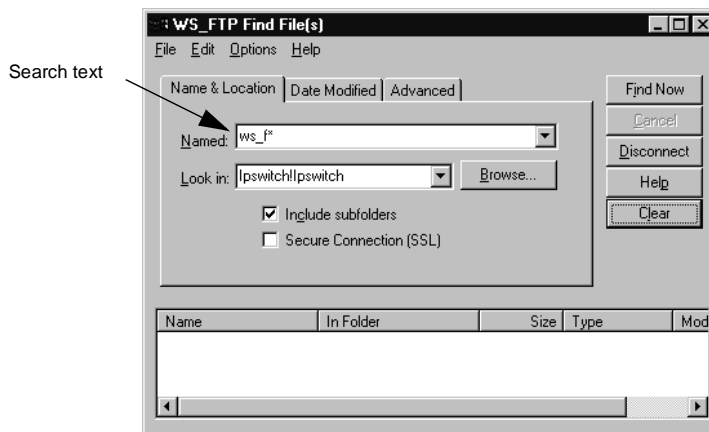
- 2 Select the folder to which you want to download the file.

## Examples

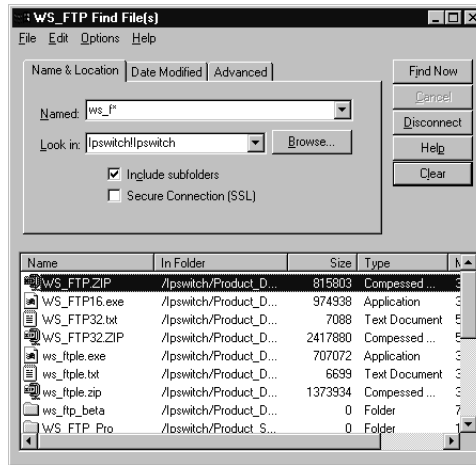
The following are examples of different types of searches.

### Finding a File When You Are Not Sure of Its Name

The graphic below shows how to search for a file when you are not sure of the correct full name. In this case, the name begins with *ws\_f*, but the rest of the name is unknown. The \* at the end is a “wildcard” that takes the place of the missing characters. When this search is run, the Find Utility locates every file on the site that begins with *ws\_f*.



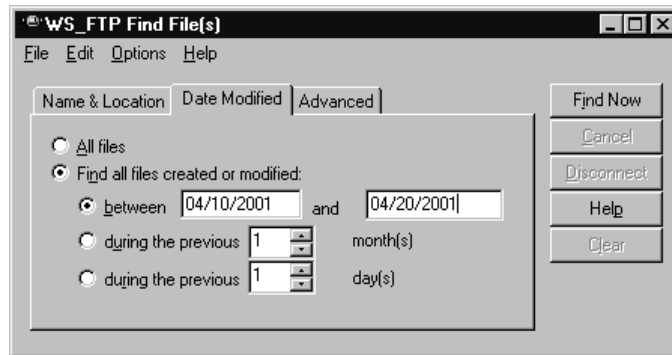
The results of the search are shown below.



You can also use wildcard characters (\* and ?) at the beginning of a name if you are unsure about the beginning characters. For example, searching for \*.exe returns all files ending with the .exe file extension.

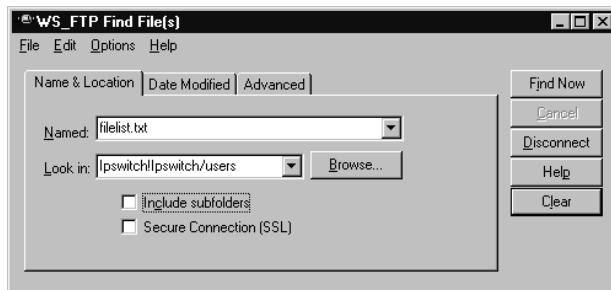
## Finding a File Modified During a Specific Time Period

To search for a file modified during a specific time period, click the **Date Modified** tab and set the options you need. In the example below, the WS\_FTP Find Utility will search for all files modified between April 10, 2001 and April 20, 2001.



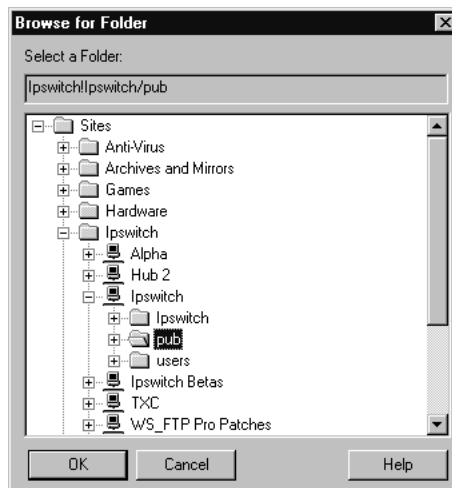
## Finding a File in a Particular Folder

If you know the name of the folder in which the file you are looking for is stored, you can narrow your search by having the Find Utility look only in that folder.



To locate a particular folder:

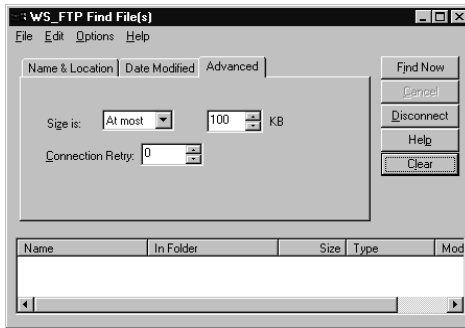
- 1 Click the **Browse** button next to the **Look In** field to connect to the selected site and display a list of the available folders.



- 2 Select the folder that you want to search.
- 3 Click **OK**. The **Look In** box is filled in with the path of the selected folder.
- 4 Click **Find Now** to search through the files in that folder.

## Finding a File Smaller Than a Certain Size

If you want to limit the size of the files found in a given search, enter the FTP site and file name on the **Name & Location** tab, then click the **Advanced** tab.



In the **Size is** box, you can select **At least** or **At Most** then enter the file size in kilobytes in the **KB** box.

# Using the Command Line

You can use the command line from the MS-DOS prompt to run the WS\_FTP interface.

When you use the command line, you are actually running a *subset* of the functionality of the WS\_FTP interface. Using the command line, you can:

- Upload and download files
- Specify ASCII or binary transfer mode
- Convert file names to lowercase when uploading
- Set up pre-scheduled transfers
- Create batch files that will handle multiple commands

## Basic Command Line Syntax

The following illustrates the correct command line syntax, broken down by argument type.

```
(command name: wsftppro) (source)
(destination)
```

Written out, a command using this format would look like this:

```
wsftppro -s local:c:\tartan.bmp -d
robert!border:/pub/tartan.bmp
```

The section below shows the breakdown of that command into the parts illustrated above. The command name `wsftppro` must always be placed in the beginning of the command.

**NOTE:** So you can use the command line from any location on your hard disk, we recommend that you place the WS\_FTP Pro folder in the Path statement in your *Autoexec.bat* file, if you are running Windows 98, 2000, ME, or XP. If you are using Windows NT, add the WS\_FTP Pro folder to the path variable in the System Environment. Otherwise, change to your WS\_FTP Pro folder when you use the commands.

# Chapter 7

## In this Chapter

---

Basic Command Line Syntax

File Transfer Options

Transferring Files and Folders  
with Spaces in the Name

Using a Batch File

Multiple Folders or Commands

Pre-scheduled Transfers  
("Automated Transfers")

Extras

Summary of Arguments

Return Codes

---

## Site Information

```
wsftppro -s local:c:\tartan.bmp -d robert!border:/pub/
tartan.bmp
```

If you use a configured site from the command line, WS\_FTP Pro uses the User ID, Password, and Account Name you saved in the site configuration. To use a configured site, enter the site name in front of the remote directory (which can be either the source or the destination). If the configured site is stored in a folder, you must also enter the folder name. Separate the folder name from the site name by using the ! symbol (*sitefolder!sitename*). In the example above, we use the *border* site configuration stored in the *robert* folder.

If you have saved a password with the site, WS\_FTP logs you on using the saved password. If you have *not* saved a password with the site, you can enter it in the command line by using the `-w` argument.

For example:

```
wsftppro -u username -w password -s robert!border:/pub/
tartan.bmp -d local:c:\armstrong\
```

If you have saved an account name in the site configuration, the command line logs you on using the saved account name. If you have *not* saved an account name, you can use the `-c` argument to specify the account name when you enter the command line. For example:

```
wsftppro -c account -s robert!border:/pub/tartan.bmp -d
local:c:\armstrong\
```

If you do not use a configured site profile, you must put the IP address, URL, or host name in the source or destination argument to connect to that site. See the **Transfer Source** and **Transfer Destination** sections for examples of command line commands that use this.

## Transfer Source

```
wsftppro -s local:c:\tartan.bmp -d robert!border:/pub/tartan.bmp
```

The transfer source argument begins with the `-s` argument, followed by the label for the source, and the path to the item or items being transferred. If the source of the transfer is your local system, the source label is *local*. If you are doing a download, the source label is either the site folder!site name or the IP address, FTP URL, or Host name of the FTP site. For example:

```
wsftppro -s robert!border:/pub/tartan.bmp -d
local:c:\tartan.bmp
```

or

```
wsftppro -s ftp://username:password@border.ipswitch.com/pub/
tartan.bmp -d local:c:\armstrong\
```

or

```
wsftppro -u username -p password -s 156.21.50.78:/pub/
tartan.bmp -d local:c:\
```

## Transfer Destination

```
wsftppro -s local:c:\tartan.bmp -d robert!border:/pub/tartan.bmp
```

The transfer destination argument begins with the `-d` argument, followed by the label for the destination, and the path to where item or items are being transferred to. If the destination is your local system, the destination label is *local*. If you are doing an upload, the destination label is either the site folder!site name (as in the example above) or the IP address, FTP URL, or Host name of the FTP site. For example:

```
wsftppro -s local:c:\tartan.bmp -d ftp://
username:password@border.ipswitch.com/pub/tartan.bmp
```

or

```
wsftppro -s local:c:\tartan.bmp -u username -w password -d
156.21.50.78:/pub/tartan.bmp
```

## File Transfer Options

### Uploading Files

To upload a file, use the basic command syntax with the file or files you want to upload identified in the source argument. For example; if you want to copy the file *tartan.bmp* from the *armstrong* folder on your C: drive and place it in the */pub/* folder on the site identified in the *border* site profile use:

```
wsftppro -s local:c:\armstrong\tartan.bmp -d robert!border:/
pub/tartan.bmp
```

or,

```
wsftppro -s local:c:\armstrong\tartan.bmp -d robert!border:/
pub/
```

Notice that the second option omits the file name from the destination location. You can do this when you want the transferred file to have the same name as it does in the source loca-

tion. However, note that you *must* enter the trailing slash after the destination folder in order for this to work.

## Downloading Files

Use the same command syntax as described above for downloading files, except that, the source of the transfer is the remote system instead of your local system.

```
wsftppro -s robert!border:/pub/tartan.bmp -d
local:c:\armstrong\tartan.bmp
```

In the example above, we are connecting to the remote system using the *border* site profile and downloading the *tartan.bmp* file to the *armstrong* folder on our C: drive.

## Renaming Files

To rename a file during the upload, enter a new file name after the destination folder. For example, to upload the *Tag.doc* file and rename it *NewTag.doc* on the FTP site, type:

```
wsftppro -s local:c:\sports\Tag.doc -d robert!border:/pub/
drop/NewTag.doc
```

## Transferring multiple files from the same location

*If all the files you want to transfer are in the same folder*, you can use the wildcard characters, \* and ?, in the file name. For example, if you want to upload all of the files in C:\Sports\ use:

```
wsftppro -s local:c:\sports\*. * -d robert!border:/pub/drop/
```

Or, to transfer all .doc files in the same folder, enter (at the MS-DOS prompt or in a batch file):

```
wsftppro -s local:c:\sports\*.doc -d robert!border:/pub/drop/
```

To transfer multiple files not in the same folder, see “Chapter 7: Multiple Folders or Commands” on page 40.

## Converting File Names to Lower Case

When uploading files, you can have WS\_FTP Pro convert file names to lower case by adding the `-lower` argument at the end of the command line. For example, if the file you want to transfer is named *Tag.doc*, WS\_FTP Pro can upload it as *tag.doc* by using:

```
wsftppro -s local:c:\sports\Tag.doc -d robert!border:/pub/drop/ -
lower
```

## File Transfer Modes

You can transfer files in binary mode or in ASCII mode. We recommend using binary mode to transfer all files unless you know the file contains only text, then you are able to use ASCII mode.

To specify the transfer mode, you use the `-binary` or `-ascii` argument at the end of the command string.

When you *do not* specify the transfer mode in the command line, WS\_FTP Pro transfers the file in whatever file transfer mode is the default in the WS\_FTP Pro interface. Therefore, if you plan on using the command line more than just occasionally, set the **Startup Transfer Mode** to Auto Detect.

## Transferring Files and Folders with Spaces in the Name

If you are transferring a file whose name has spaces in it, you have two options. You can enclose that portion of the command line in quotes, or use the MS-DOS name of the file (as shown in the Dir listing you get from the MS-DOS prompt.)

### Enclosing the Command Line in Quotes

If the file you want to transfer is named *my tartan.bmp*, use:

```
wsftppro -s "local:c:\armstrong\my tartan.bmp" -d  
"robert!border:/pub/my tartan.bmp"
```

### Using the MS-DOS Name

If the file you want to transfer is named *my tartan.bmp* in Windows, but appears as *my~1.bmp* when you use the Dir command at the MS-DOS prompt, you can use the MS-DOS file name to transfer the file. To do this (using the first example in this chapter), enter (at the MS-DOS prompt or in a batch file):

```
wsftppro -s local:c:\armstrong\my~1.bmp -d robert!border:/  
pub/my~1.bmp
```

## Using a Batch File

**NOTE:** You cannot run 2 batch files at the same time.

Instead of typing the command at the MS-DOS prompt, you may find it more expedient to enter the command line into a batch file (a text file with the file extension *.bat*). This makes it easier to correct mistakes and to run the same command again.

You run the command by invoking the *.bat* file at the MS-DOS prompt, double-clicking the icon for the *.bat* file from within Windows, or running the *.bat* file from another application (such as WS\_FTP Pro Scheduler).

Here is a batch file (for the example at the beginning of this chapter) as viewed from a Windows text editor:



When you run the batch file named *tartan.bat*, WS\_FTP Pro uploads the *tartan.bmp* file to the *border* FTP site.

Note that using a batch file involves placing the command name `wsftppro` at the beginning of *each* line in the file. Since each instance of the command name starts the WS\_FTP Pro application (and connects to the FTP site), you would only use a batch file to work with one command at a time. If, on the other hand, you want to issue a *group* of commands, follow the procedure in “Chapter 7: Multiple Folders or Commands” on page 40.

Remember that if a file name has a space in it, you must enclose that entire argument in quotes.

## Multiple Folders or Commands

To transfer files to or from multiple source or destination folders, or to issue multiple commands, use the `-m` argument followed by the name of a text file that contains the commands. To transfer files from several locations on the hard disk described in the first example in this chapter, enter (at the MS-DOS prompt or in a batch file) something like:

```
wsftppro -m xferall.txt
```

where the content of *xferall.txt* (as viewed in Windows Notepad) is:



```
xferall.txt - Notepad
File Edit Search Help
-s local:c:\tartan.bmp -d robert!border:/pub/tartan.bmp
-s local:c:\armstrong\history.htm -d robert!border:/homepage/
-s local:c:\armstrong\armstrong.gif -d mysites!celtic:/pics/
```

Note that:

- The command name `wsftppro` must *not* appear in the text file
- Each line of text must contain only one command line.
- Each command line can contain any of the arguments described in this chapter.
- If a file or folder name has a space in it, you must enclose that entire argument in quotes.

## Pre-scheduled Transfers (“Automated Transfers”)

You can use the command line to schedule transfers that you want to run automatically. To do this, you create a batch file as described above, and then run the batch file using WS\_FTP Scheduler. For more information, see “Chapter 3: Scheduler Utility” on page 13.

When you use the command line to perform a pre-scheduled transfer, you may use the `-quiet` parameter to prevent WS\_FTP Pro from displaying a message box if an error occurs. This is particularly useful for avoiding a situation in which WS\_FTP Pro might otherwise prompt for user input, such as clicking the **OK** button in an error message. This way, you can pre-schedule transfers to run automatically when you’re not at your computer. (When you return to the computer, you can always check the log file to see if there were any problems.)

To use the examples shown previously, you could do a pre-scheduled transfer by creating the following batch file:



```
auto10.bat - Notepad
File Edit Search Help
wsftppro -m xferall.txt -quiet
```

as well as the following text file:

```
xferall.txt - Notepad
File Edit Search Help
-s local:c:\tartan.bmp -d robert!border:/pub/tartan.bmp
-s local:c:\armstrong\history.htm -d robert!border:/homepage/
-s local:c:\armstrong\armstrong.gif -d mysites!celtic:/pics/
```

Then, you could have the Scheduler run the *auto10.bat* file at 10:00 PM each night.

Remember that if a file name has a space in it, you must enclose that entire argument in quotes.

## Extras

Here are a few more arguments and uses of the command line that some users have found helpful. These are listed below.

To have WS\_FTP Pro display a dialog box that prompts you for the command line, type:  
`wsftppro -ask`

To launch the WS\_FTP Pro interface and default to the site configuration for the border site:  
`wsftppro -p robert!border`

To prevent WS\_FTP Pro from displaying error messages, use the `-quiet` argument. This is useful if you want to do automated transfers when no one is around to respond to a message. An example:

```
wsftppro -s local:c:\armstrong\tartan.bmp -d robert!border:/pub/tartan.bmp -quiet
```

## Summary of Arguments

Here is a list of all arguments you can use in the command line.

Arguments (alphabetical)	When to use	Important restrictions
<code>-ascii</code>	Use <code>-ascii</code> when transferring text files.	
<code>-binary</code>	Use <code>-binary</code> when transferring non-text files such as executable programs, word processing documents, and so on.	
<code>-c account</code>	Use <code>-c</code> to work with sites that require an account for the user to log in, or to access partitions. <i>account</i> is the name of your account on the FTP site.	

<code>-d</code> <i>path_and_filename</i>	Use <code>-d</code> to indicate the destination path and desired file name of the file you want to upload or download.	You must specify one of the following: -d local: -d folder!profile -d ip address: -d ftp://address
<code>-lower</code>	Use <code>-lower</code> to have WS_FTP Pro convert file names to lower case letters when you transfer from your PC to an FTP site.	If you use the <code>-lower</code> argument, it must be at the very end of the command.
<code>-m</code> <i>text_file</i>	Use <code>-m</code> to do transfers that involve multiple source locations, multiple destinations, or multiple commands. <i>text_file</i> is the name of the file that contains the commands.	
<code>-quiet</code>	Use <code>-quiet</code> to prevent WS_FTP Pro from displaying message boxes.	
<code>-s</code> <i>path_and_filename</i>	Use <code>-s</code> to indicate the source path and file name of the file you want to upload or download.	
<code>-u</code> <i>userID</i>	Use <code>-u</code> to use sign on using the <i>userID</i> .	
<code>-w</code> <i>password</i>	Use <code>-w</code> to identify <i>password</i> as the password to use to connect to the ftp site.	

## Return Codes

Messages returned in response to a `wsftpro` command can include the following codes:

Return Code	Description
0	Success
1	Failed to load site
2	Source parsing error
3	Destination parsing error
4	Source and destination are local
5	Failed to connect with source
6	Failed to connect with destination
7	Failed to get source folder
8	Failed to get destination folder
9	No source filename

10	Destination filename specified with wild cards in the source
11	Wildcards in the destination
12	Source file not found
13	Transfer failed
14	No command line specified (starts the application user interface)
15	No command file - failed to open reference file
16	Failed to initialize

# Appendix A: Textual Error Messages

## Chapter A

This Appendix lists common textual error messages. Each error message is followed by an explanation of the error, and some possible workarounds or solutions, if any exist.

Some of these error messages are returned by the FTP protocol and will appear in the Connection Log, preceded by a three-digit reply code.

Others of these textual error messages may appear in dialog boxes generated by WS\_FTP Pro or your operating system.

For more information, see the **KnowledgeBase** on the Ipswitch web site, [www.ipswitch.com](http://www.ipswitch.com).

## “Blocking call canceled”

There are several possible causes for this problem. Try these tests in the order shown:

- 1 Disconnect from the FTP site if you are currently connected to it. Then turn on passive mode. To do this:
  - Select **Tools > Site Manager**.
  - Select the site, then click **Edit**.
  - In the Site Options, select **Advanced**, then select **Use passive mode for data connections**.

After you have done this, try reconnecting to the site.

- 2 If you still receive this error message, set the network timeout for the site to 120 in the interface:
  - Select **Tools > Site Manager**.
  - Select the site, then click **Edit**.
  - In the Site Options, select **Advanced**, then enter 120 or higher for the **Network Timeout**.

- 3 If you still receive this error after making the above changes, try the command line FTP (not the WS\_FTP Command Line) and see if you can connect and how long it takes. Once you know how long it takes to connect, enter this time into the **Network Timeout** setting on the **Advanced** dialog of the site options as described above.
- 4 If you still cannot connect please contact the FTP server administrator for assistance.

## “Connection refused” or “Connection closed by remote”

Either the host is not running an FTP server program, or the FTP site is accepting connections only from certain clients, or there is a conflict within your network. See page 45 and follow steps 3 and 4.

## “Disk quota exceeded”

The disk quota is not determined by WS\_FTP Pro; it exists on the FTP site. You can either delete some files on the site to make room for your upload (if you have permission) or get more space from the site administrator.

## “File too large to download”

This message is coming from the FTP site that you are connected to. This site has a limit on how large a file you can download.

## “Logon failure; Quitting.”

The FTP site is not recognizing or accepting your user ID and/or password. Contact the FTP site administrator to verify that you are using the correct User ID and password.

## “MDTM”

The current FTP site does not support Month-Day-Time-Marking; this means that after the file was uploaded, WS\_FTP attempted to preserve the date and time, but the FTP site does not support this feature. However, the files will transfer correctly. Note that this is not a fatal error, even though it displays in red.

You can disable this option by selecting **Preserve filetime on upload (MDTM support required)** on **Site Properties: Session**.

## “User access denied”

The error “530 user access denied” indicates that you are not properly logged on to the server. Make sure the information on the **Host Info** dialog of site options is correct. Common problems are spaces, case sensitive entries, or incorrect user name or password. If you are unsure whether or not you are using the correct user name and password, contact the FTP site administrator.

Most FTP sites support anonymous logins where you do not have to have an actual account on the FTP site in order to download files; the user ID is the word *Anonymous* and the password is your e-mail address. To test this, try connecting to the Ipswitch FTP site (*ftp.ipswitch.com*) using the user ID “Anonymous.”

If you *do* have to have an actual account on the FTP server, for example, a server where you place your web pages, then you will need to obtain a user ID and password from the server administrator and enter them in the host information tab.



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