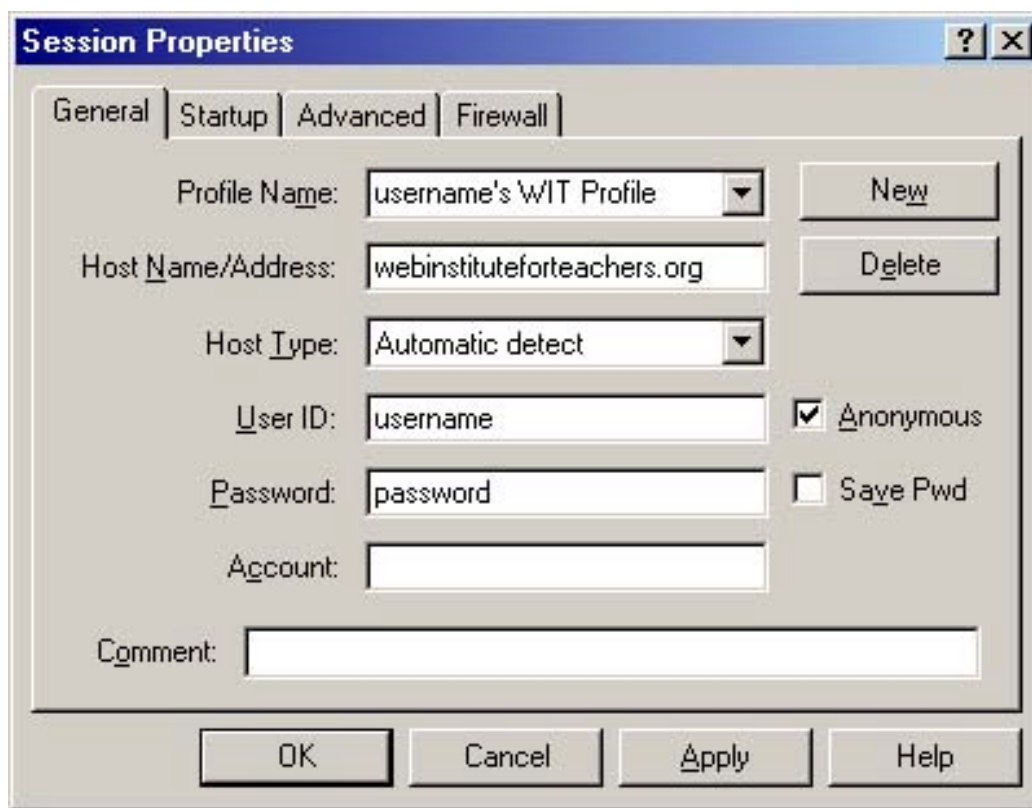


Connect WS_FTP to your WIT folders.

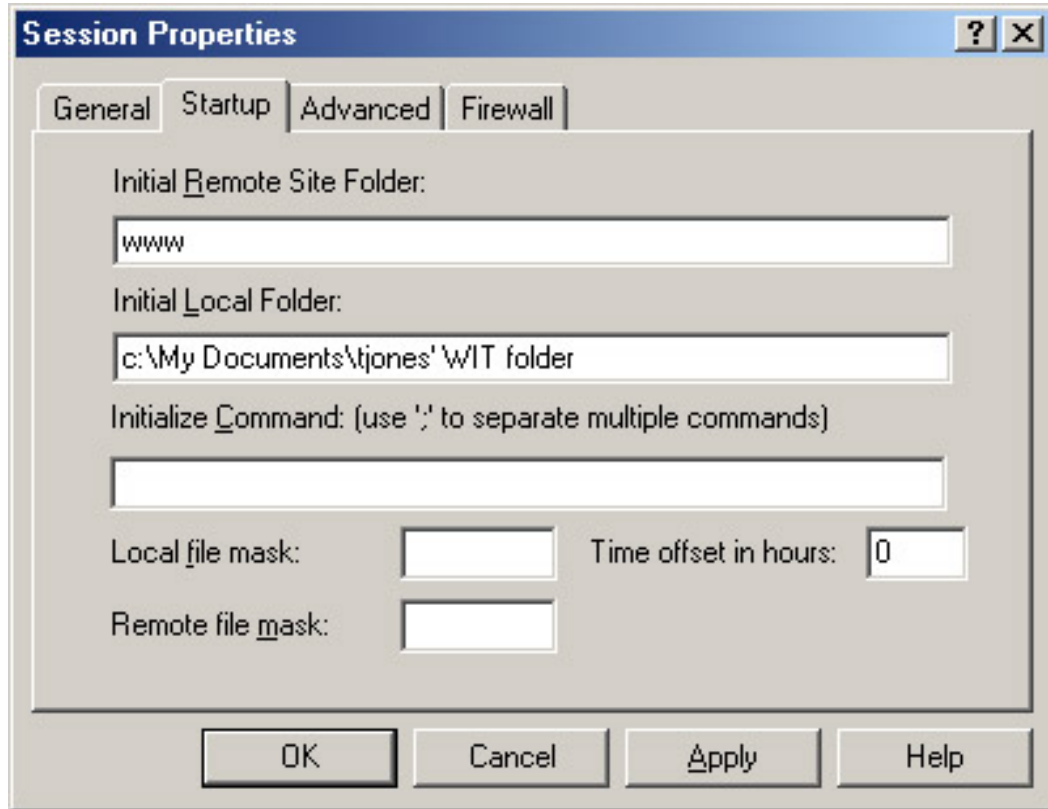
In order to do the activities in this module, open the WS_FTP Program and use the taskbar to switch between this module and the program to follow along with the module.

- Note that this window has four tabs along the top. We will be using only the **"General"** and the **"Startup"** tabs. The General tab is on top when you start the program. You must make changes in this window.



- Replace the information in the profile window text boxes with information that is specific to you. (Your Username, your folder name, etc.)
- Click in the **Profile Name** text box and type your own username, followed by "WIT Profile". (As in "Username's WIT Profile")
- Click in the **Host Name/Address** text box and type this: "webinstituteforteachers.org"
- Click in the **User ID** text box and type your WIT "username".
- Type your password into the Password text box
- **Do not check the "Save Password" box on your WIT homeroom computer.** You do not want someone accidentally opening your WIT account. **Type your password every time you connect.**

- Next, click on the "Startup" tab at the top of the window, and enter your information in the text boxes there.



- Under “**Initial Remote Site Folder**” box, type this: "www".
- Under “**Initial Local Folder**”, type the location of your local WIT folder. If you have put your WIT folder into My Documents, then you might type something like “C:\My Documents\Username’s WIT folder”. If you have not yet made a WIT folder on your local computer, identified with your user name and WIT, you should make one before using WS_FTP.
- Your profile will be saved by the program with the title you put in the **Profile Name** box. You should not need to type the information again.
- If your profile does not appear when you start the program, you can find it by clicking the triangle at the right of the profile name, and scrolling to your own profile.
- Click OK to connect.