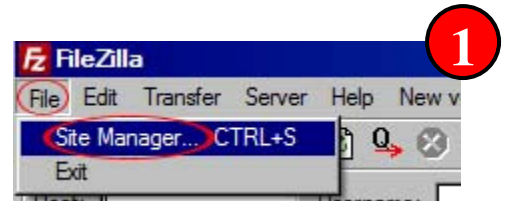


Help Document Series: Using SFTP with your Black/UNIX website through FileZilla

This document will walk you through the process of connecting to your personal website to alter content using FileZilla. This process requires FileZilla 3.0.1 to be installed on Windows XP SP3.

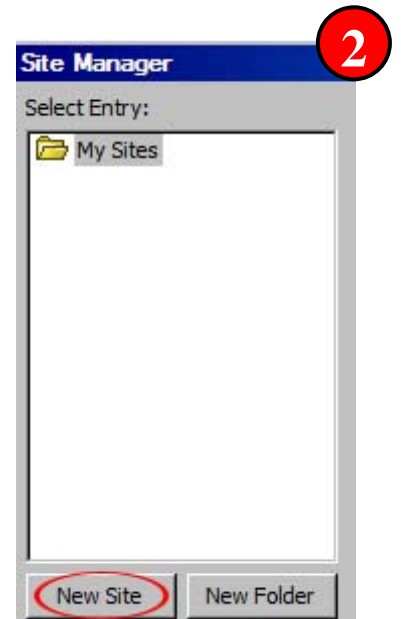
Step 1

With FileZilla open, click on “File” menu to open a dropdown menu. Select “Site Manager...” which will open a new window labeled “Site Manager”.



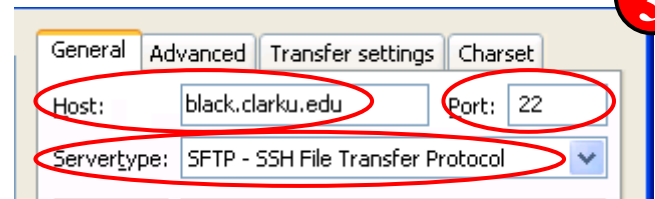
Step 2

Click on the “New Site” button to create a new connection; this will un-grey several of the boxes in the “General” tab on the right, and create a new icon under the “My Sites” folder on the left. Change the “New site” text in the highlighted field to name the connection you are creating (ex. Personal Website).



Step 3

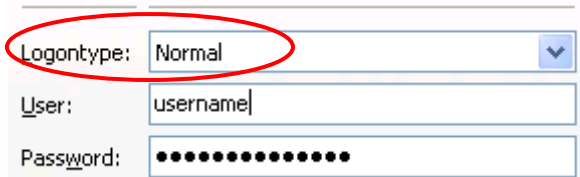
In the “Host” text field, type in “black.clarku.edu”. In the “Port” text field, type in number “22”. Now, click on the “Srvertype:” dropdown menu and select “SFTP – SSH File Transfer Protocol”.



A screenshot of a software interface with four tabs: General, Advanced, Transfer settings, and Charset. The General tab is active. It contains three fields: 'Host:' with the value 'black.clarku.edu', 'Port:' with the value '22', and 'Srvertype:' with a dropdown menu showing 'SFTP - SSH File Transfer Protocol'. Red circles highlight each of these three fields. A red circle with the number '3' is in the top right corner.

Step 4

Click on the “Logontype:” dropdown menu and select “Normal”. This will make the “User:” and “Password:” text fields available. Enter in your black/UNIX username in the “User:” text field and type your black/UNIX Clark Account password in the “Password:” text field.



A screenshot of the same software interface showing the 'Logontype:' dropdown menu set to 'Normal'. Below it are the 'User:' text field containing 'username' and the 'Password:' text field filled with dots. A red circle highlights the 'Logontype:' dropdown. A red circle with the number '4' is in the top right corner.

Step 5

Click “Connect”.