

Basic FTP Site Instructions

Using FTP with Internet Explorer 7 Client

- Go to <http://www.hollandcs.com>
- Click on the “FTP Site” link.
- Click Log In, Enter the username and password that were given to you, click Log On
- Once the ftp site opens, click on the Page Button, then click Open FTP Site in Windows Explorer
- Enter your username and password again
- Drag the folders you would like to download to your desktop, do not try to open them directly from the FTP Site.

Troubleshooting:

- Double Check username and password
- Verify IE7 is set to Passive FTP Mode:
- Click on Tools, Internet Options, Advanced, Use Passive FTP should be checked.
- Check with your IT Dept to make sure they allow FTP through their firewall
- Try a different FTP Client Software

A better option for IE7 users : If Internet Explorer 7 is installed, you can also skip the first two steps above and open windows explorer directly – click “start”, “run”. Type “explorer”, press enter. Enter <ftp://64.199.130.58> in the address bar, press enter. The login prompt will pop up. Enter your user name and password.

Using FTP with Internet Explorer 6 Client

- Go to <http://www.hollandcs.com>
- Click Log In, Enter the username and password that were given to you, click Log On
- Drag the folders you would like to download to your desktop, do not try to open them directly from the FTP Site.

Troubleshooting:

- Double Check username and password
- Verify IE6 is set to Passive FTP Mode:
- Click on Tools, Internet Options, Advanced, Use Passive FTP should be checked.
- Check with your IT Dept to make sure they allow FTP through their firewall
- Try a different FTP Client Software