CuteFTP - Basic Connection Setup Using the Connection Wizard

THE INFORMATION IN THIS ARTICLE APPLIES TO:

- CuteFTP®

BASIC CONNECTION SETUP USING THE CONNECTION WIZARD

The CuteFTP Site Manager is the place your individual FTP sites are stored and managed. You can add as many sites as you like to the Site Manager.

Press **F4** to access the Site Manager.

To add a new site to the Site Manager

1. Note your personal FTP account login details. At a minimum, you need the **Host Address**, the **Username** and the **Password** for your assigned FTP account. (Your account details will be provided by the administrator of the site to which you want to connect, not GlobalSCAPE.)
2. Start CuteFTP if it is not already running.
3. Press **CTRL + J** to start the Connection Wizard.
4. On the first screen, type the **Host Address** as it was provided to you. Do not prefix it with either FTP:// or HTTP://.
5. Underneath that, type a **Site Name** to use as a descriptive label for your site. The name will be pre-filled using the host address from **Step 3** above.
6. Click **Next** and provide the **User Name** and **Password** that was provided to you. The password is probably case-sensitive.
7. In the **Login method** area, click **Normal**.
8. Click **Next**. CuteFTP will attempt to validate the FTP account address and authentication credentials that you have provided so far.
9. On the next screen, make any desired changes to the de**fault local and remote folders**. If you are not familiar with these settings, then do not change them.
10. Click **Next** and then click **Finish**.
11. You will be connected to your remote FTP account automatically and the site will be saved in the CuteFTP Site Manager using the name you selected in **Step 4** above. Next time, just open the Site Manager and double-click on the name of your site to connect.

If you have trouble accessing your FTP account or have forgotten the account Username or Password, contact the technical support department at the remote FTP site or your Web

hosting company for help.

GlobalSCAPE Knowledge Base
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