

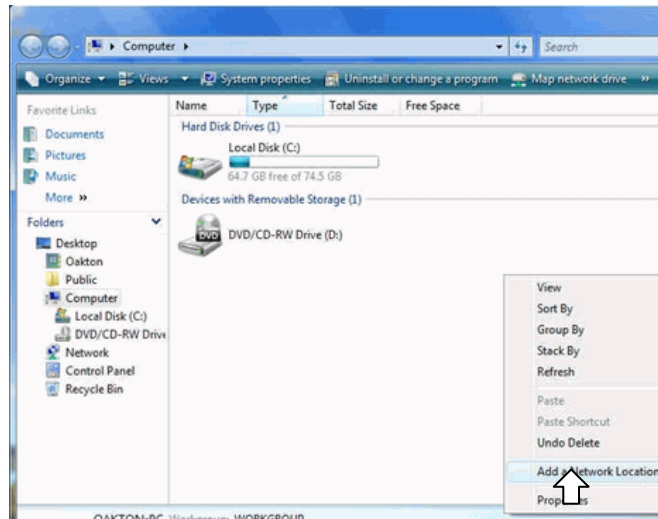
FTP to Oakton Using Windows VISTA Operating System

The Windows Vista operating system may affect the way users of older operating systems (Win98, XP, etc.) are used to FTP-ing to upload and download files.

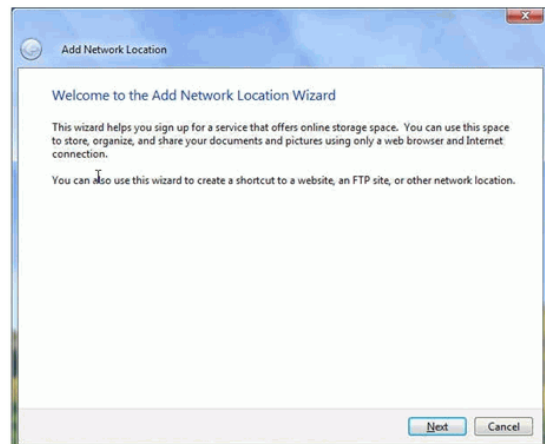
Previously the FTP address could dependably be entered into the Internet Explorer address bar and the browser could then be used to drag and drop files between the remote site and the local folders of MyComputer.

Under some circumstances that will no longer work. While it is still recommended to install a dedicated FTP client program such as WS-FTP or FTPX, you can get around the issue following these steps. This method also gives you a permanent icon to click on to return to the FTP site later on.

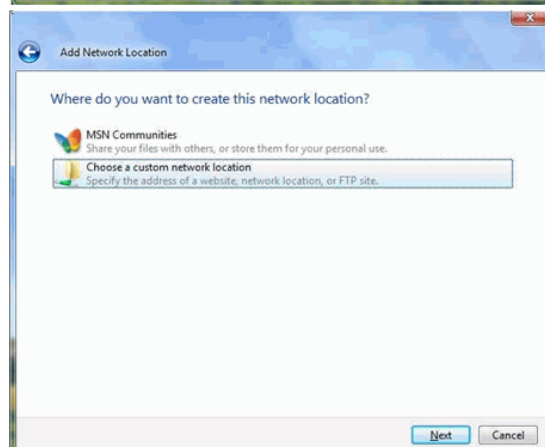
1. Open "Computer" (what Vista calls the former "My Computer") from the Start Menu
2. Right click on the Explore window anywhere in an empty area
3. Choose **Add a Network Location**



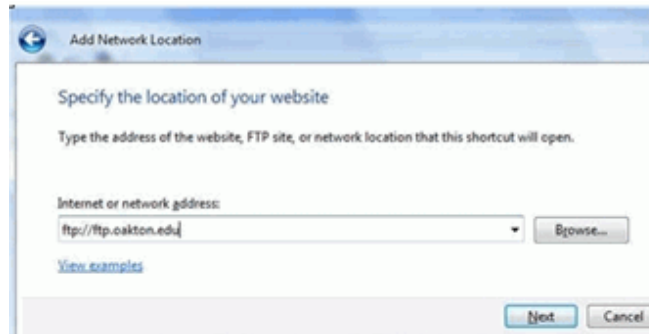
4. The "Add Network Location Wizard" comes up. You will use this wizard to click through a series of dialogue windows and set up a FTP connection.
5. Click Next



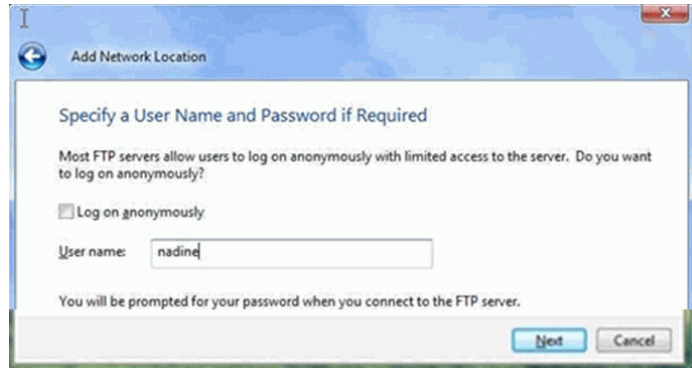
6. Select **Choose Custom Network Location**
7. Click Next



8. Type <ftp://ftp.oakton.edu> in the address field
9. Click Next



10. Uncheck the **Log on anonymously** box
11. In User name field type your Oakton login ID (your email address before the @oakton)
12. Click Next



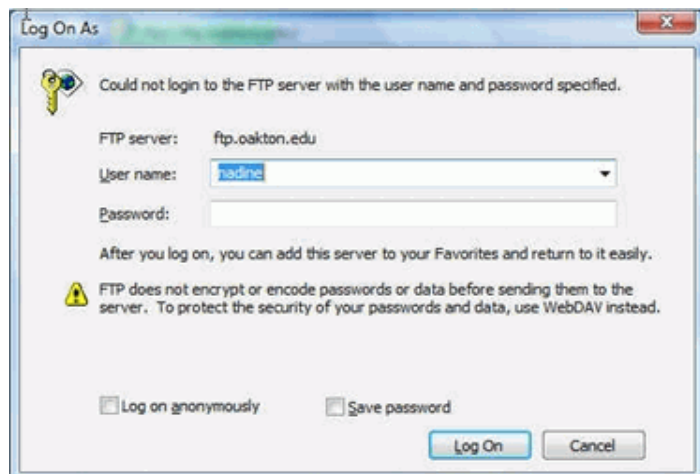
13. The wizard will suggest [ftp.oakton.edu](ftp://ftp.oakton.edu) as the name for the new network location. It's generally best to accept this but changing it should not affect the connection
14. Click Next



15. A notice "a shortcut will appear on desktop" will come up
16. Click Finish
17. The logon window comes up (if you left the box checked for "Open this Network Connection" on the previous window).

⇒ Otherwise, per step 21, launch the connection using the new [ftp.oakton.edu](ftp://ftp.oakton.edu) icon in the "Computer" window

18. Enter your Oakton password
19. Click Logon
20. An explorer window should appear showing your Oakton network folders & files (the ones mapped to your H: drive when on campus)



21. To use the connection later, open "Computer" and look for the icon in the lower right.