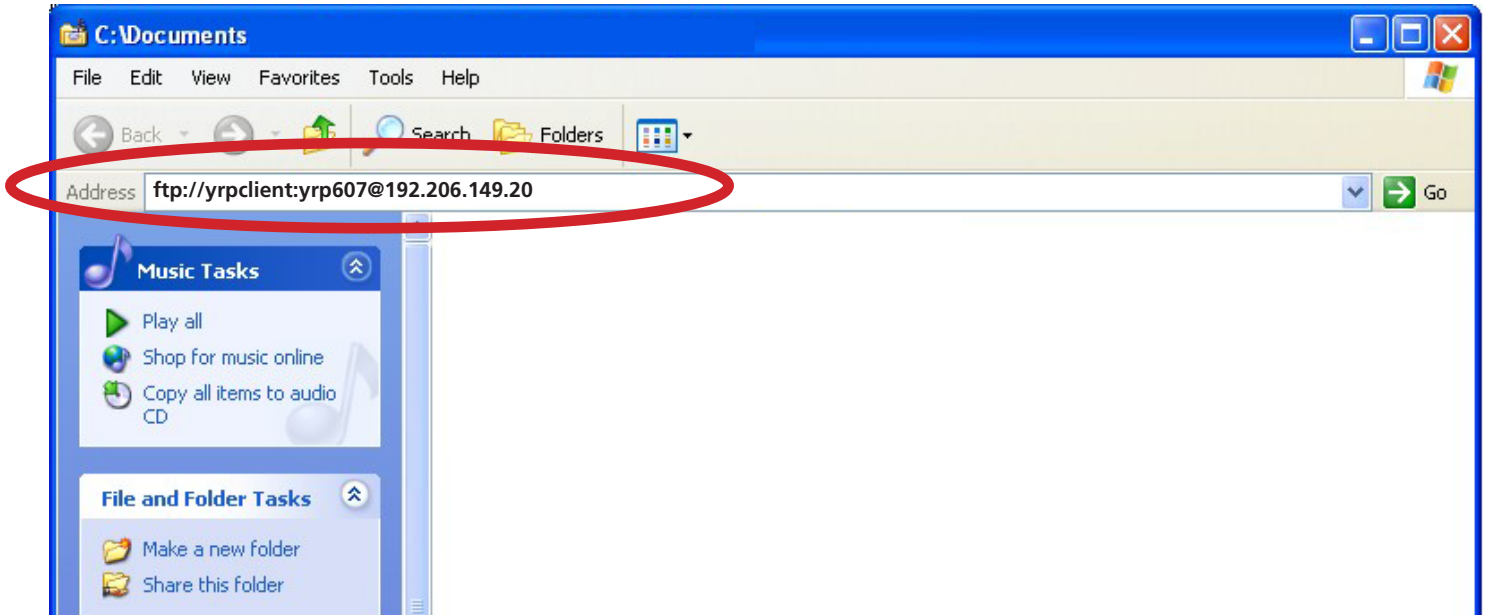


## On a PC

- go to "START" menu
- go to "MY DOCUMENTS"
- Enter `ftp://yrpclient:yrp607@192.206.149.20` on to "ADDRESS" bar (See screenshot attached)
- Search for **YOUR CLIENT FOLDER** - open folder - drag your files to that folder
- If you are trying to drag multiple files over (eg: images) you will have to 'zip' or 'stuff' your files



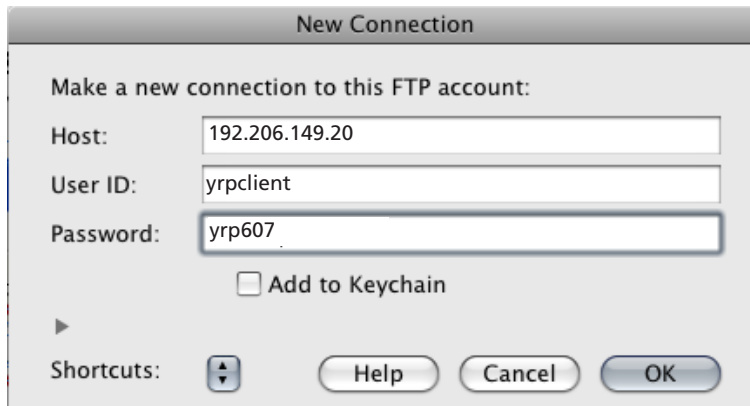
## On a MAC

Using an FTP program such as **FETCH** or **CUTE FTP** enter the following information:

**Host:** 192.206.149.20

**User:** yrpclient

**Pass:** yrp607



You can download these programs as a free trial from <http://fetchsoftworks.com/fetch/> or <http://www.cuteftp.com/downloads/>