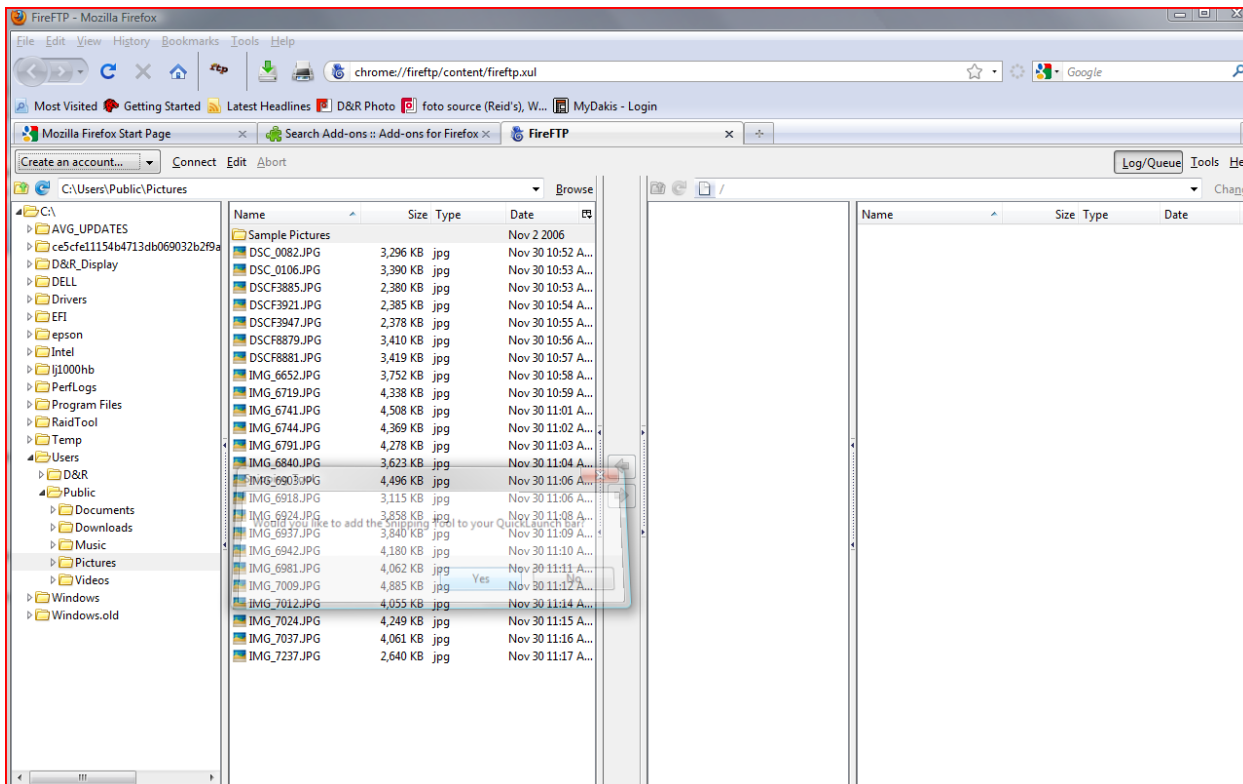


## Firefox – FTP setup for FireFTP and connection to D&R Photo’s FTP system (pro.photoprinter.ca)

1. Go to the **Tools** menu
2. Click on **Add-ons**
  - Choose **Get Add-ons**
  - In search area type “FireFTP” and hit enter
  - Click on **Add to Firefox** and let install run, it may need to restart.

Then to do an FTP upload do the following:

1. Go to **Tools** menu
2. Choose **FireFTP**
3. Firefox should open a new tab – the left hand side is your computer, the right hand side is your spot on the server (see picture below). It will initially be blank.



4. Above the left side, beneath the toolbar is a **drop-down menu**. You can use this to create a connection to our server, here’s how:
  - a. Click on the arrow and choose “*Create an account*”
  - b. In the window that opens you should be on the *Main* tab first. In the account name call it “D&R Photo”.
  - c. In the *Host* line type in “**pro.photoprinter.ca**”
  - d. Your *ID* is the **username** you were given **in your FTP setup email**.
  - e. The *password* is the also the **password** you were given **in your FTP setup email**.
  - f. In the *Connection* tab, verify that the checkbox beside “**Passive Mode**” is **checked** and that the Port is **21**. Leave everything else as is and ignore the advanced tab.
5. You should now be able to choose the D&R Photo connection from the drop-down list and then click on connect. Once you have done this, you will be connected and can start your upload as per the **FTP How-To** instructions PDF.