

Uploading to Sphinx's FTP Site

FTP (File Transfer Protocol) is a method for transferring large files via the internet. FTP is a direct connection that does not rely on Internet Service Providers (ISP). AS a result, FTP is not subject to the size limits imposed by IPS's. FTP utilizes validation so that large files will be transferred correctly.

Instructions for uploading to Sphinx's FTP site (from a high speed connection):

From your browser, enter <ftp://70.154.214.194>

You should see a "Log On As" dialogue box.

Enter:	Username:	<i>anthony</i>	All lower case letters
	Password:	<i>classic</i>	

You will see multiple folders. Click on the folder that has your company name on it. (You do not have the ability to create a new folder. If an appropriate folder is not there, please call 478-788-7171 for assistance.)

NOTE - in some cases, you will not see the actual folders. Instead, you will see:

FTP root at 70.154.214.194

To view this FTP site in Windows Explorer, Click **Page**, and then click **Open FTP Site in Windows Explorer**.

The **Page** button is in the upper right corner. You may be asked to enter login and/or password again. This is normal.

Paste your file into the appropriate folder (or drag-n-drop.) You will be copying directly to our computer.

ONCE THE UPLOAD IS COMPLETE – please contact us to let us know the files are uploaded. Please call 478-788-7171.