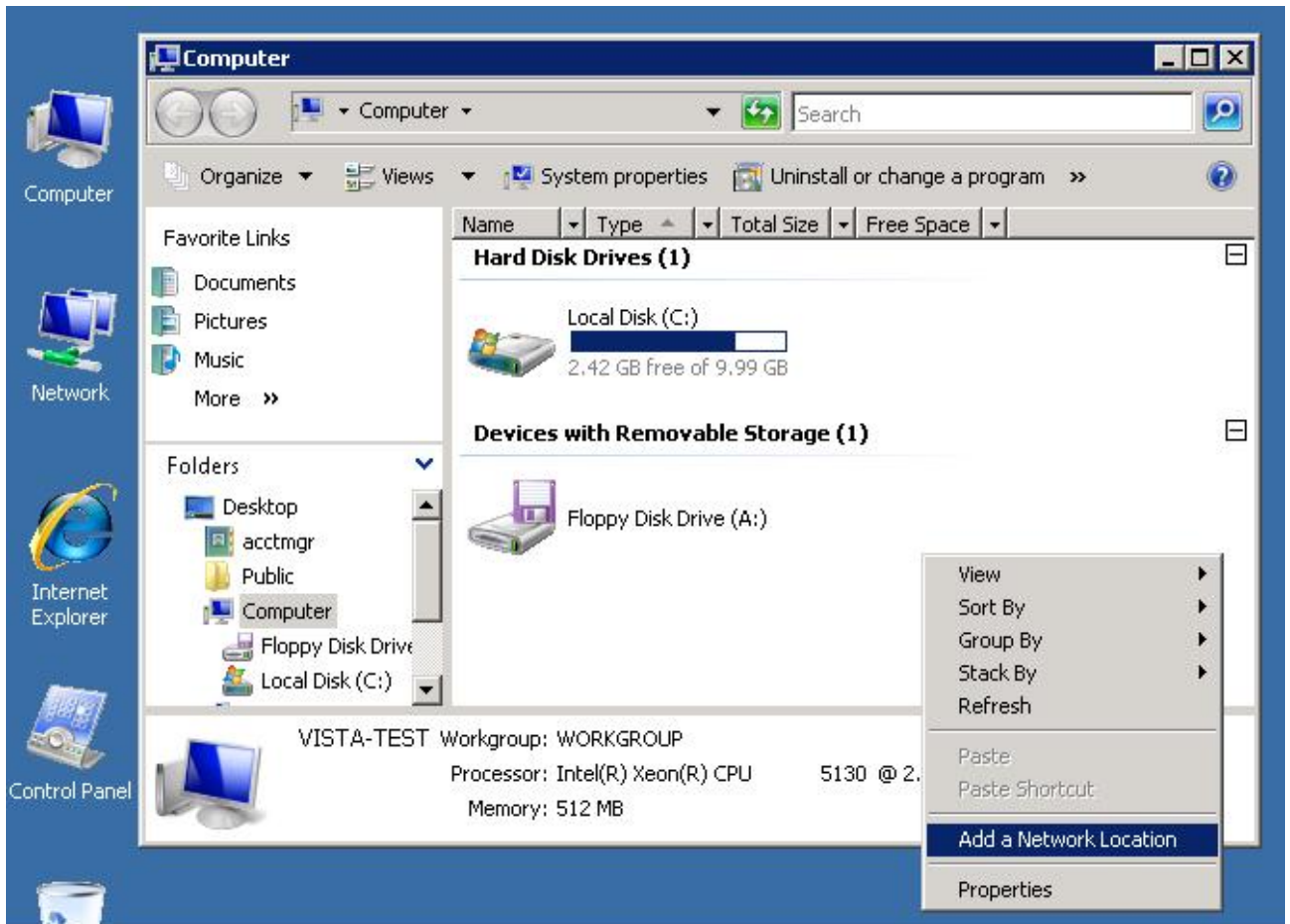


Windows Vista: FTP students.jccc.edu

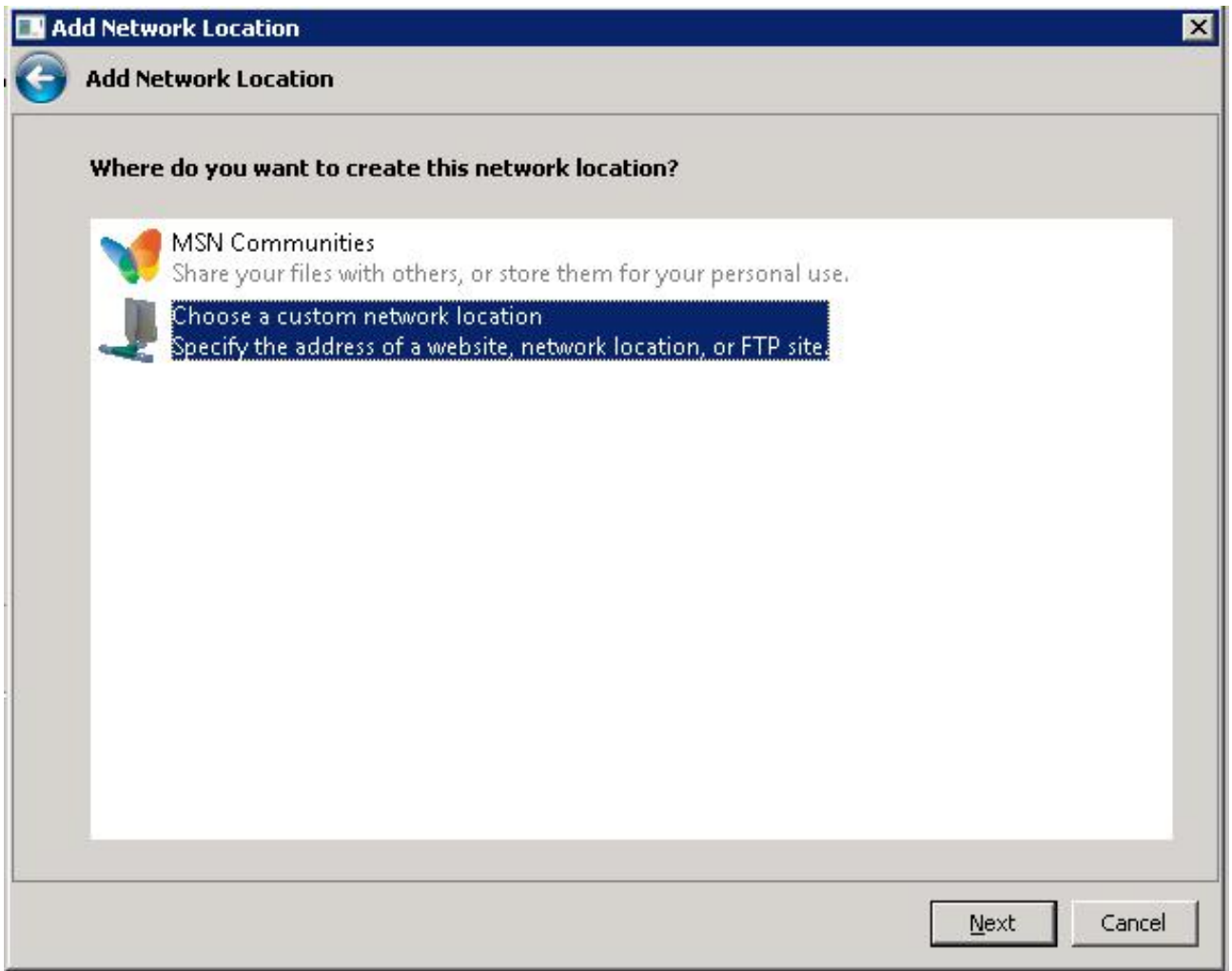
FTP Vista: Create a Network Location

The following instructions are for a Vista computer.

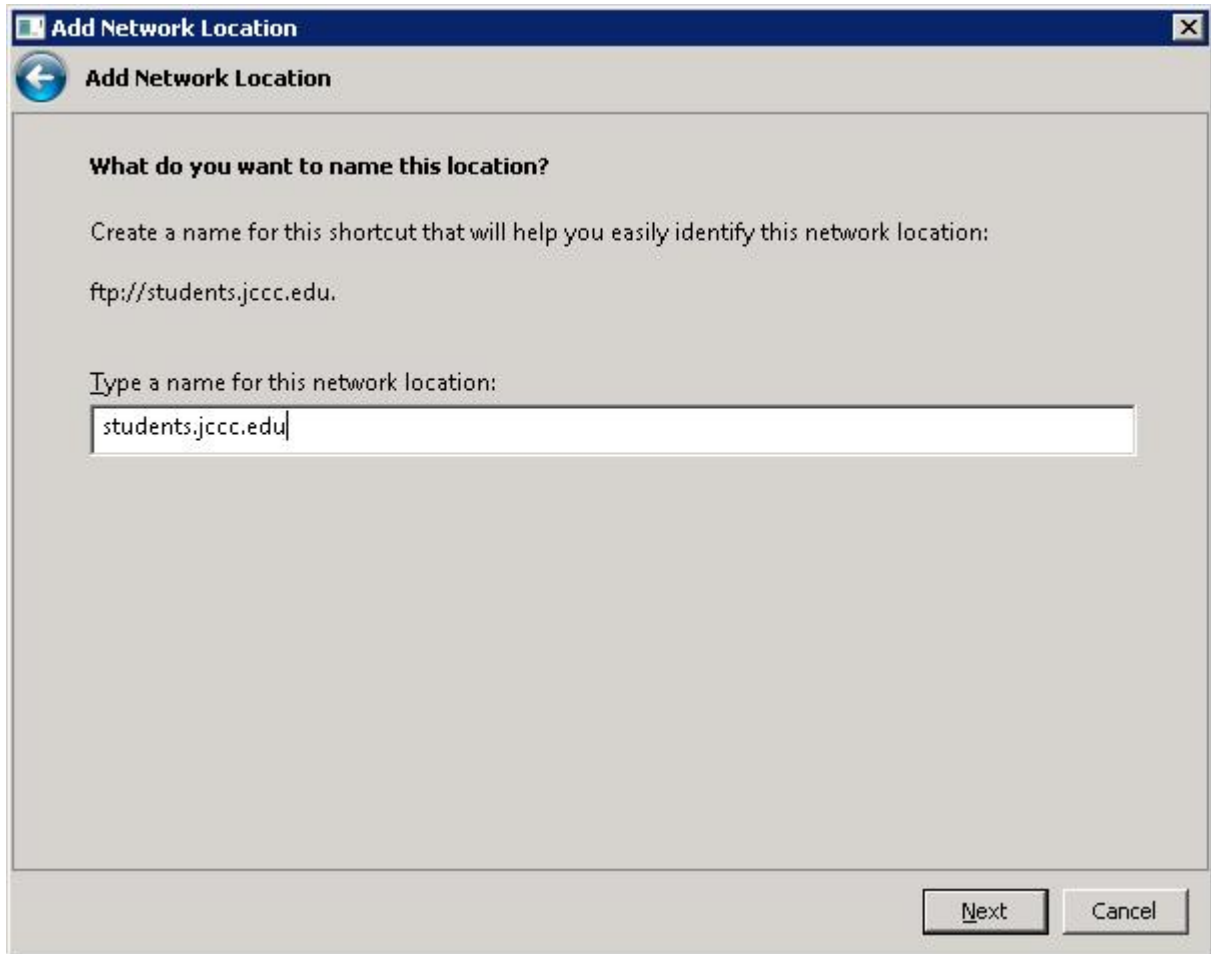
- **Open My Computer and right-click an open area on the right side of the window.**
 - **Select Add a Network Location.**



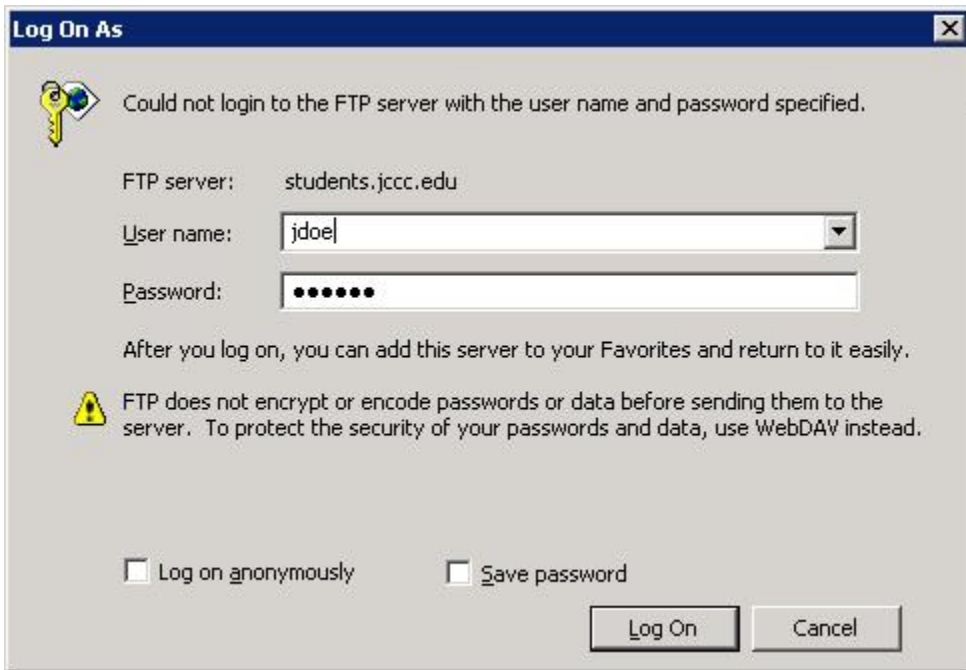
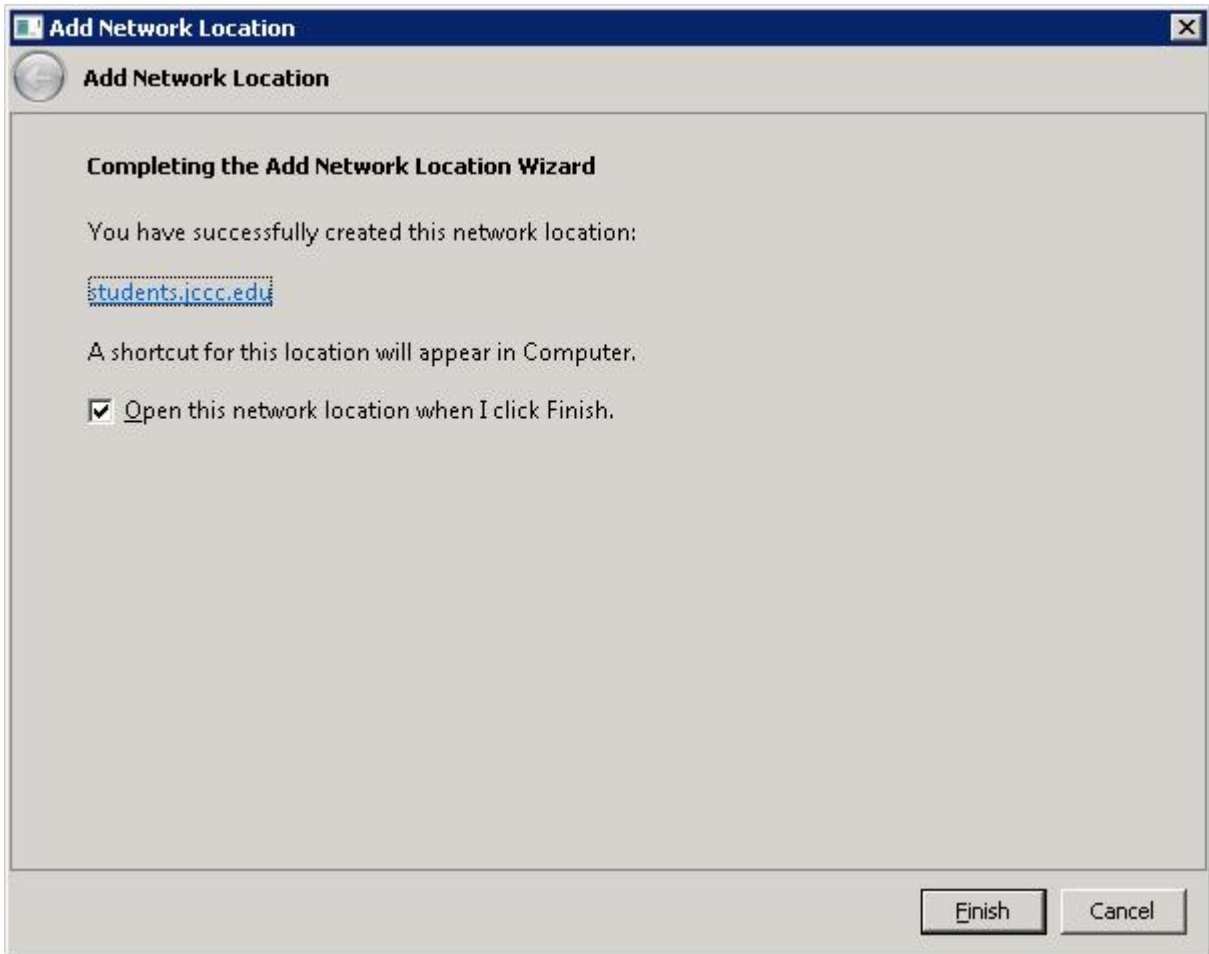
- **The Add Network Location wizard will appear. Select Next.**
- **When asked, "Where do you want to create this network location?" select Choose a custom network location > Next.**



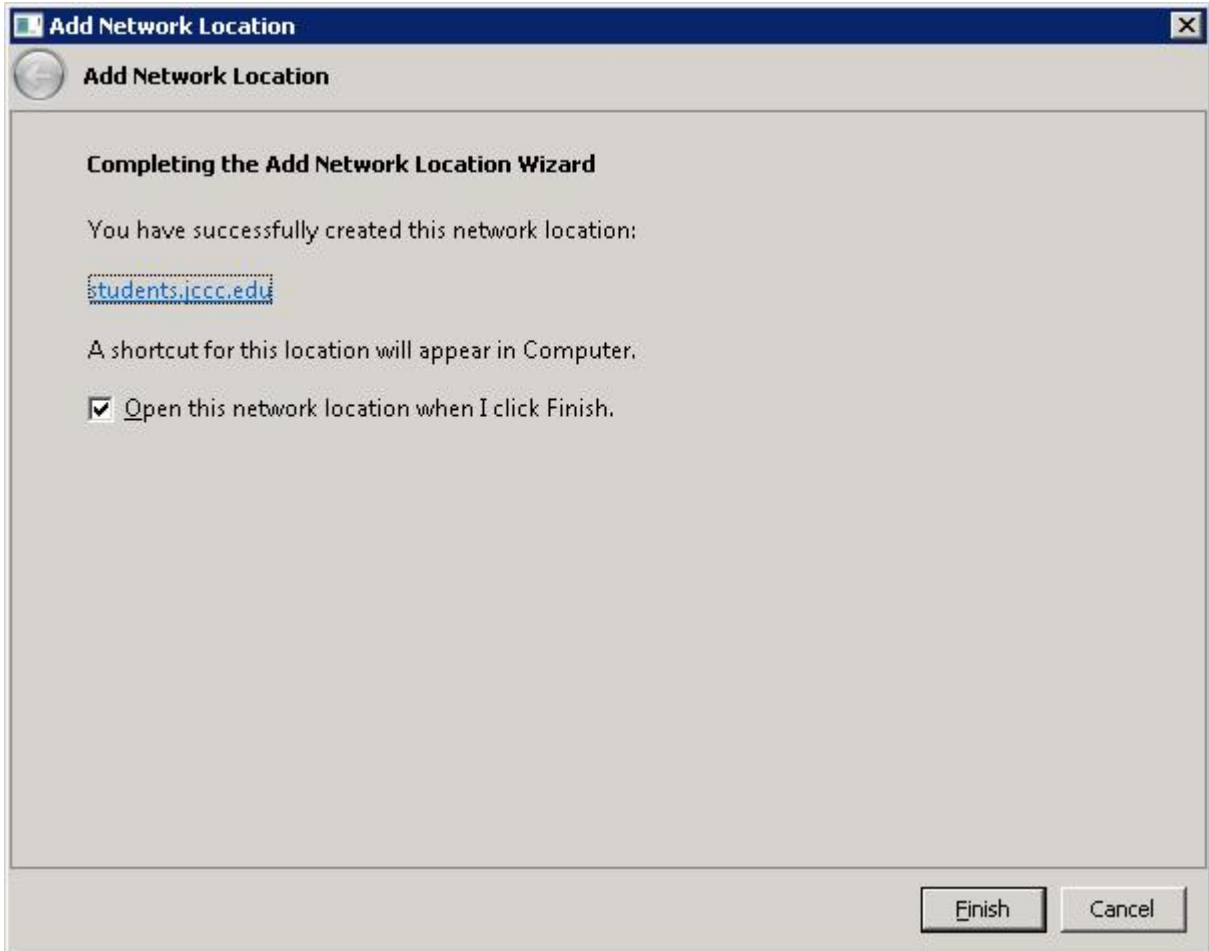
- **When asked for the address of the network location, enter: `ftp://students.jccc.edu` > Next.**



- **Enter your JCCC Account username and password (the account you created to gain access to FTP access.**
(if you need to create an account go to: <https://cssdb.jccc.edu/selfhelp/> and setup an FTP account).
- **Enter a name for the network location to identify it, e.g. students.jccc.edu > Next.**



- **Make sure that you uncheck the box: **Log on anonymously** : must be un-checked.**
- **A window will open - Completing Add Network Location Wizard >Click Finish**



- **You may have to reenter your User Name and Password. -**

Completed- You now have access to your server space.

