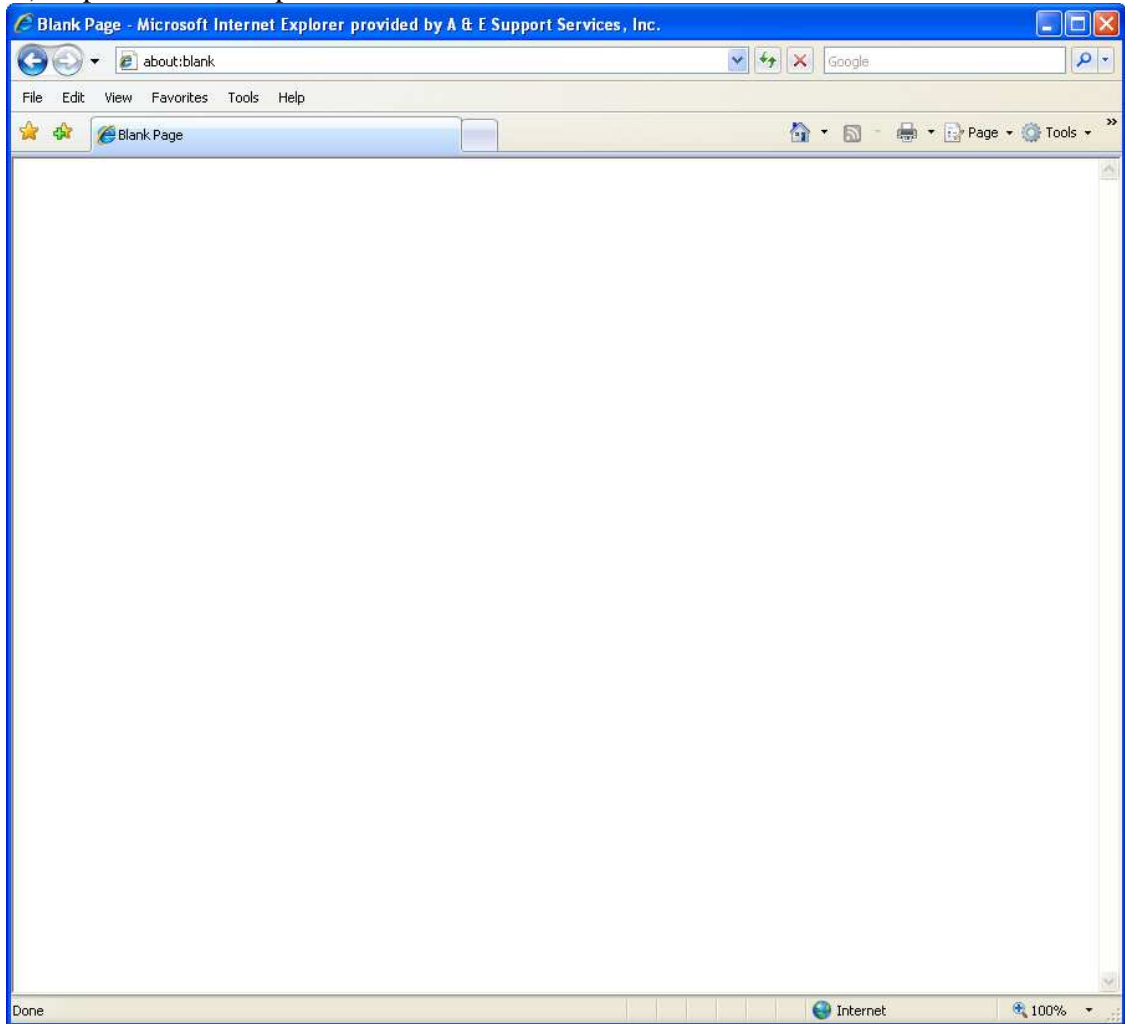
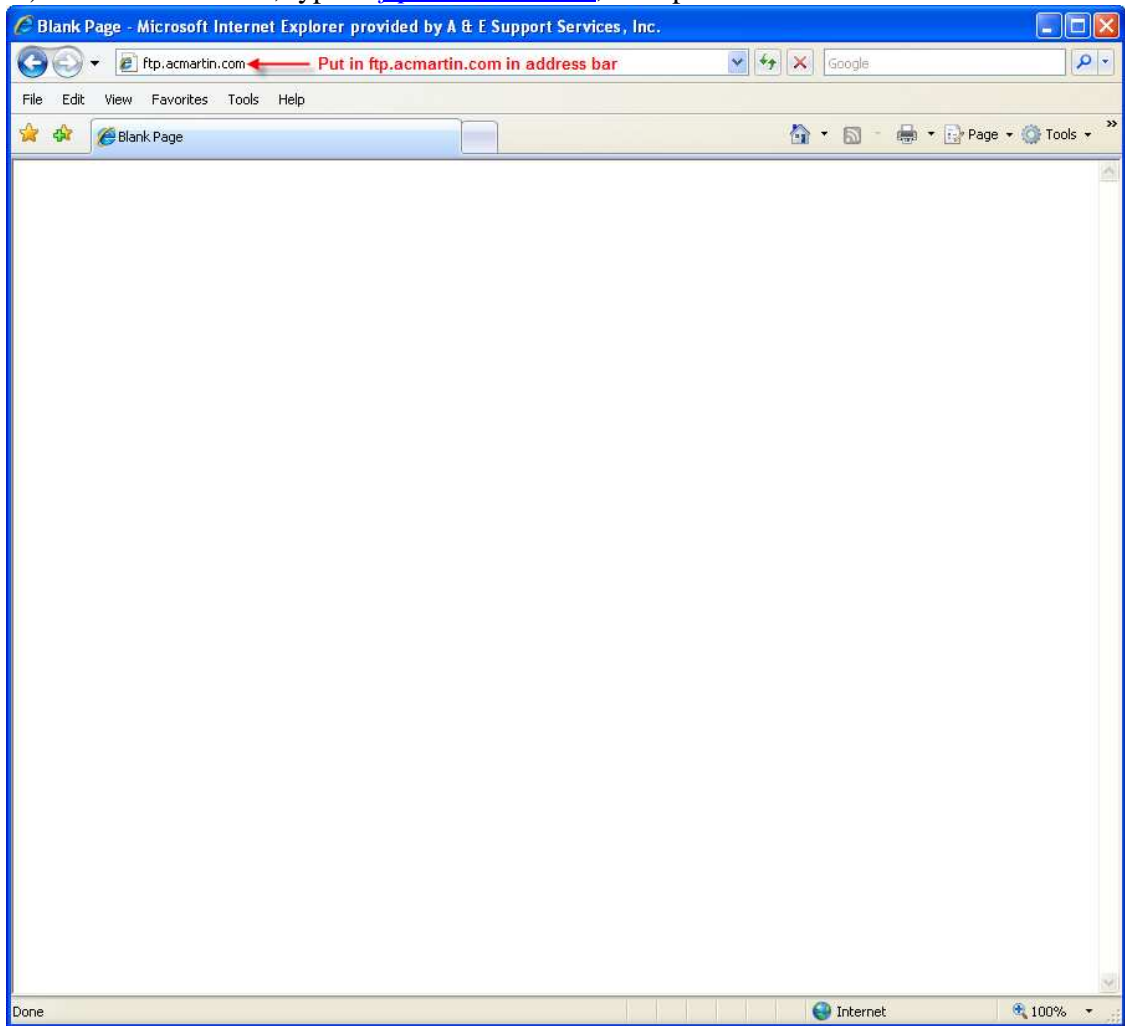


**How to access AC Martin's FTP Server (<ftp.acmartin.com>)**  
**Internet Explorer 7**

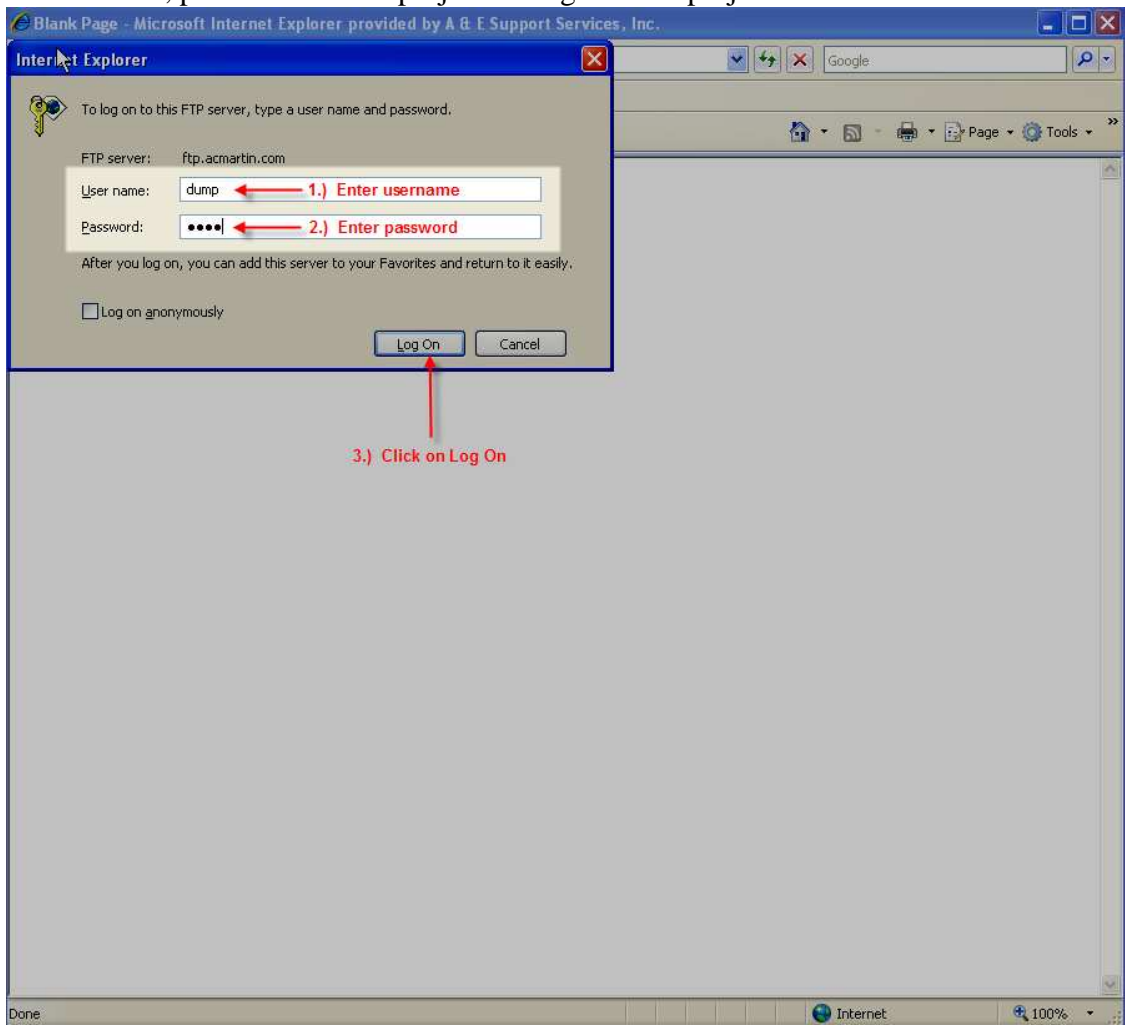
1.) Open Internet Explorer 7.



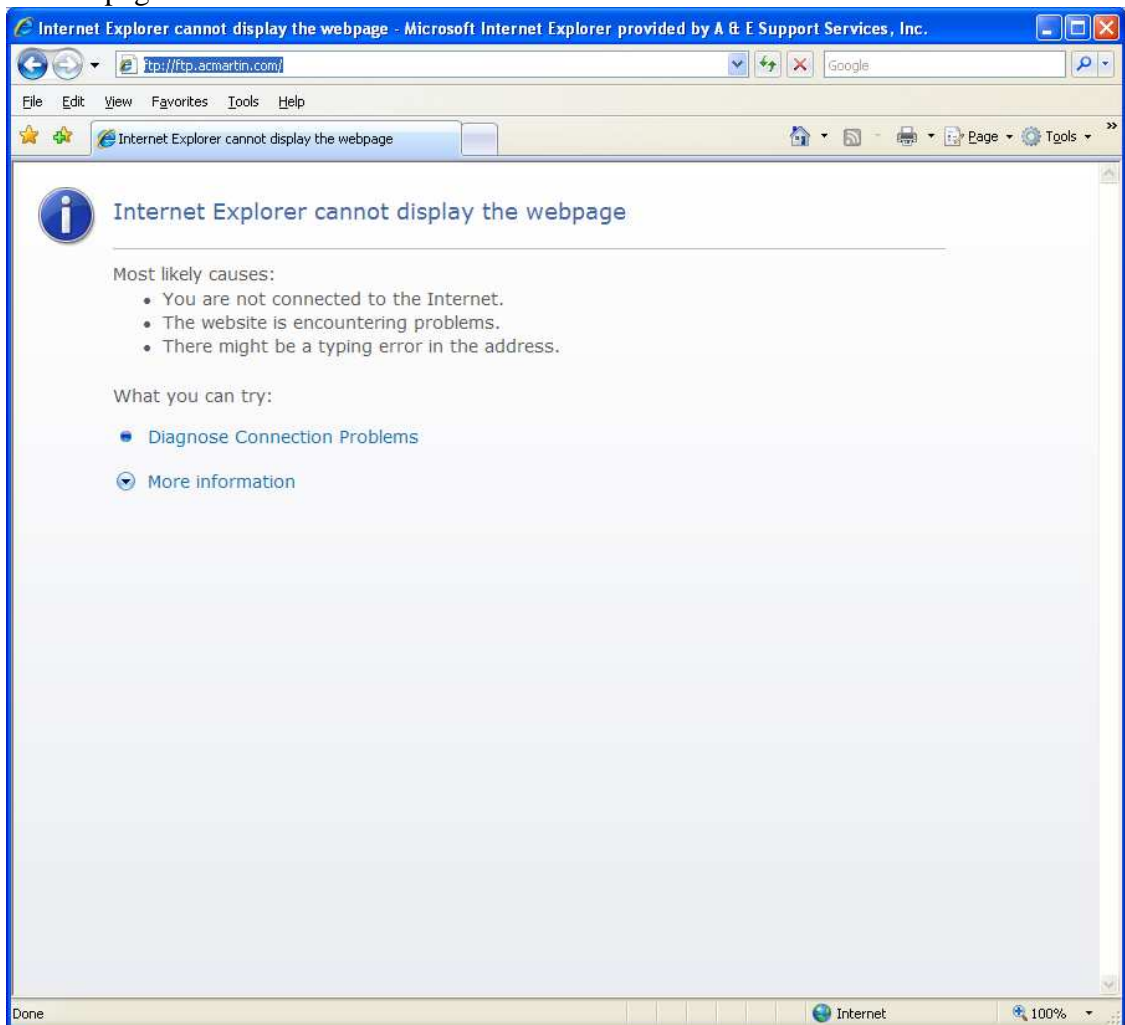
2.) In the address bar, type in <ftp.acmartin.com>, then press “enter”.



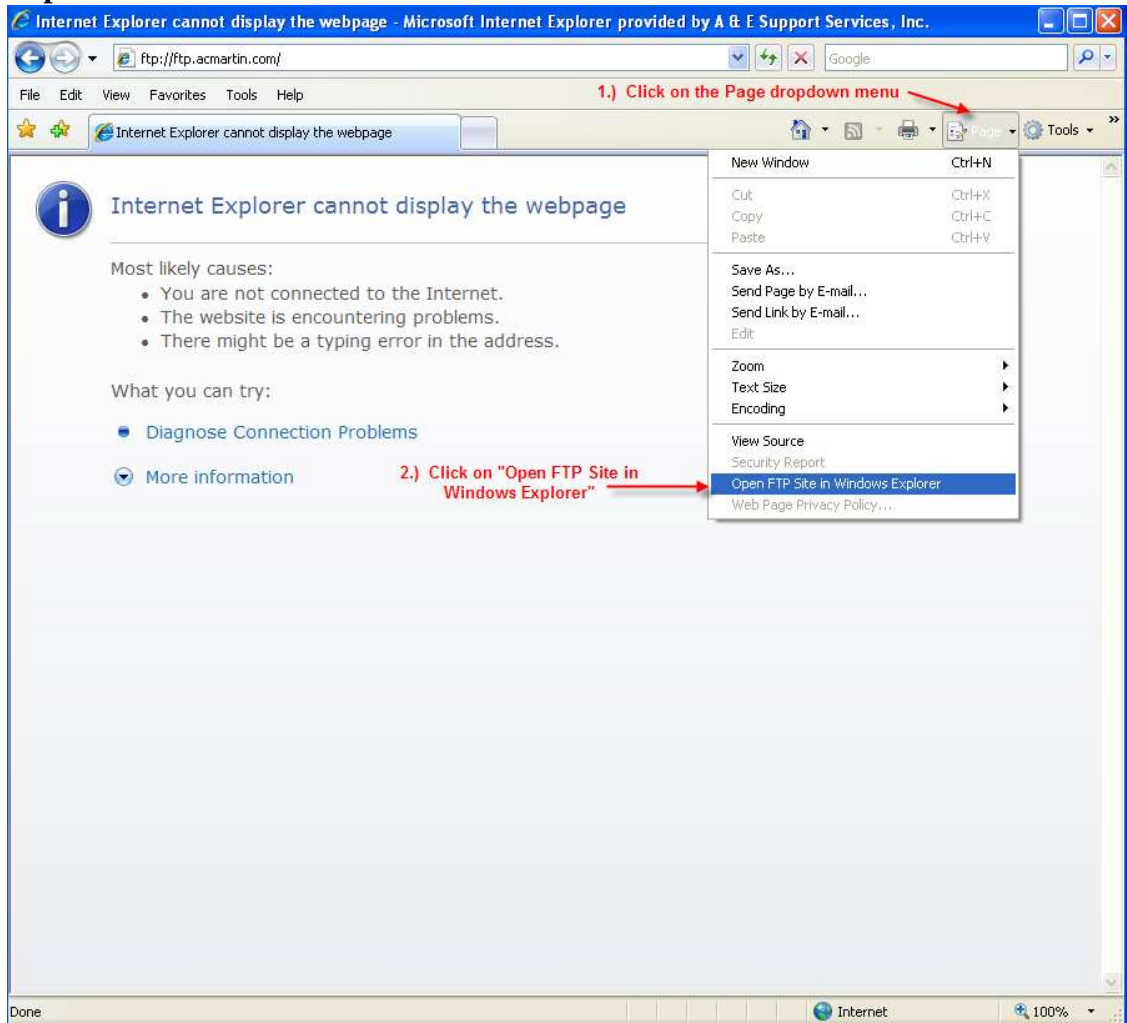
3.) Enter your credentials (User name and Password) given to you. If you do not have one, please talk to the project manager of the project.



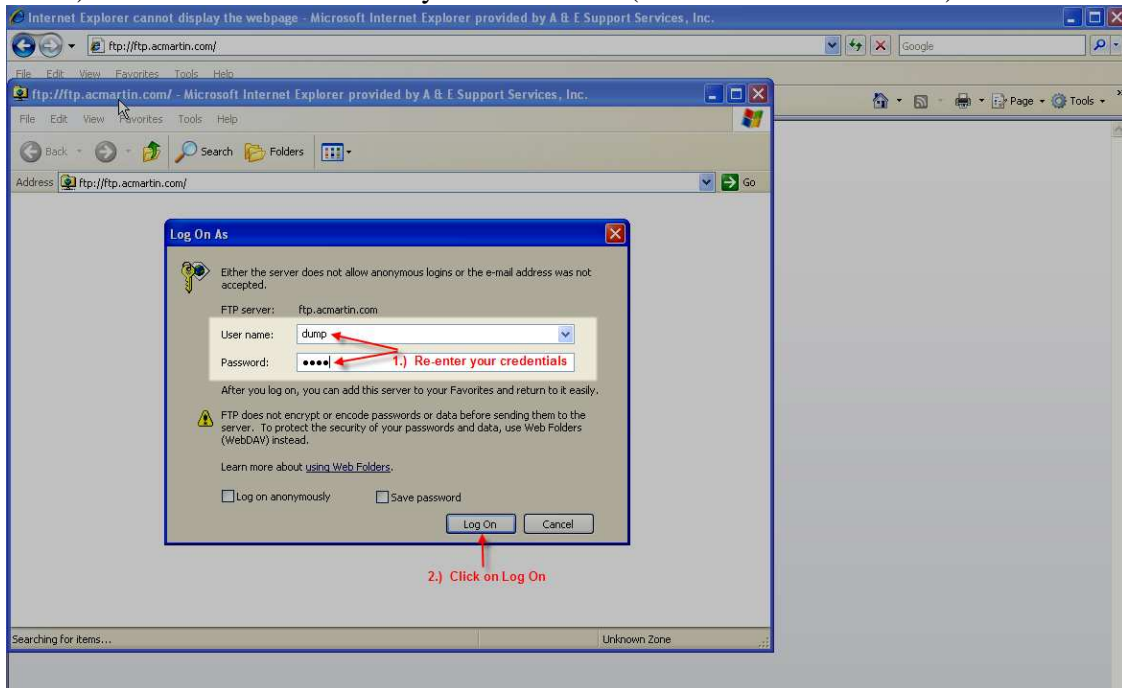
4.) Internet Explorer will display an error “Internet Explorer cannot display the webpage.” This is normal.



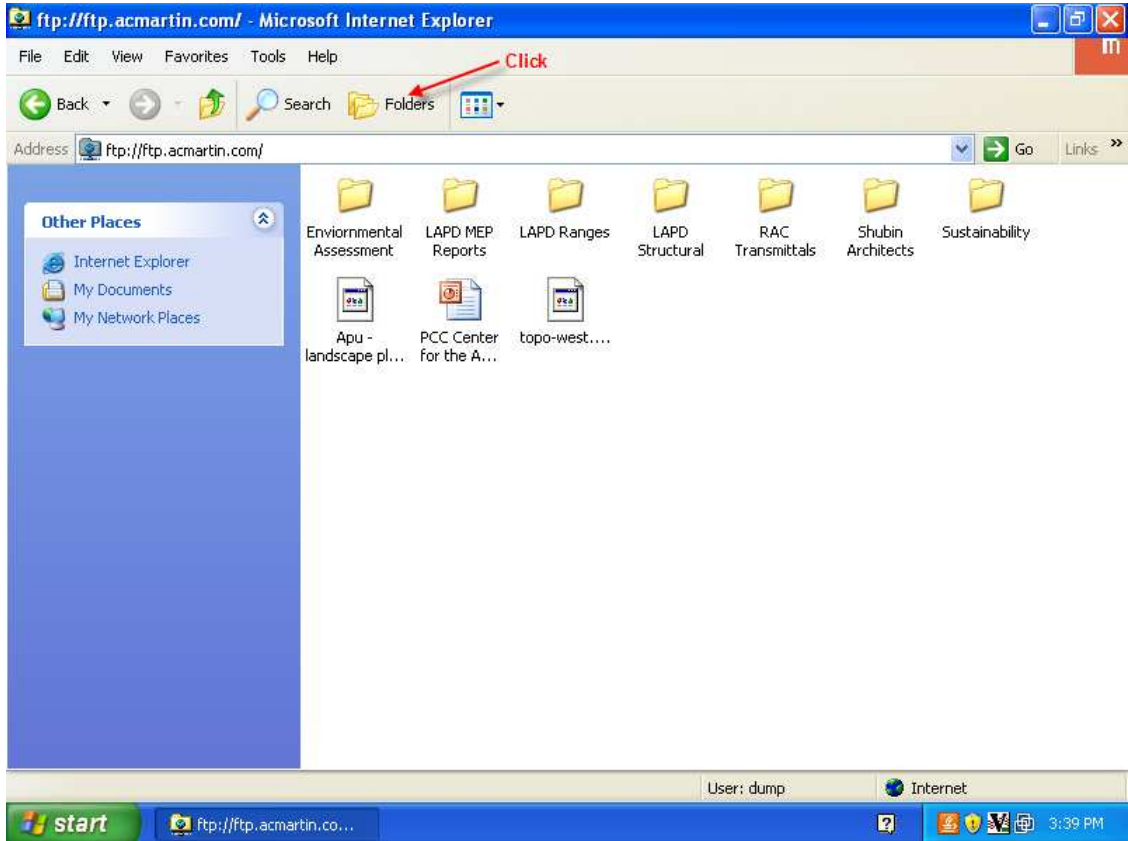
5.) Next, click on the **Page** dropdown menu, then select **Open FTP Site in Windows Explorer**.



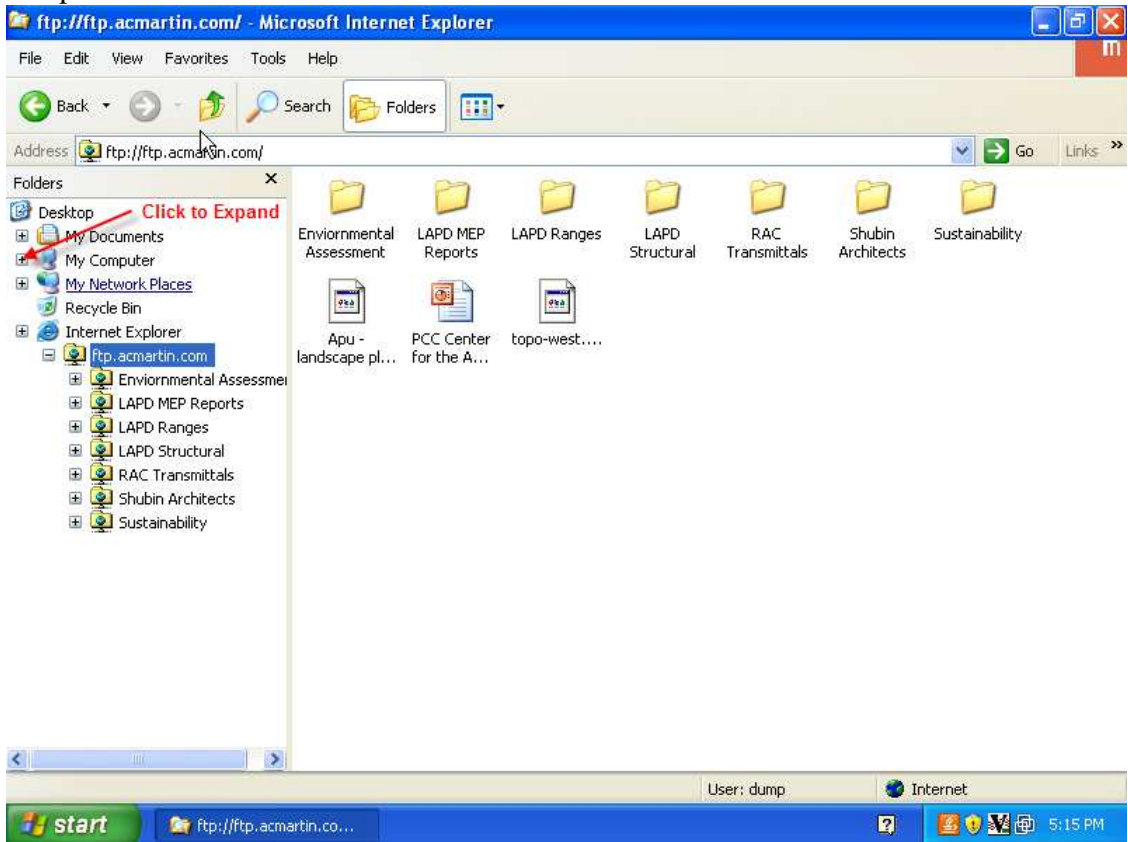
6.) You will need to re-enter your credentials (Username and Password).



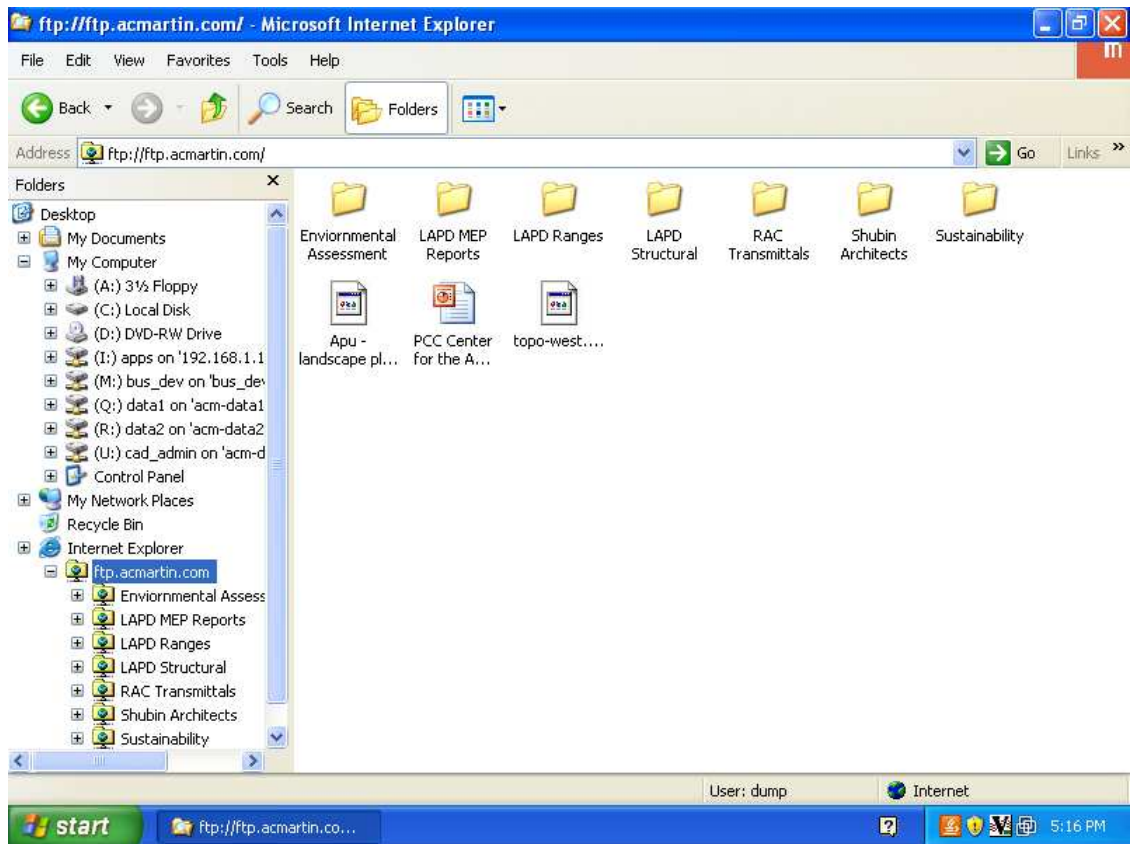
7.) You are now connected to the FTP server and will see the folders within the project. To allow viewing of both your local computer and the FTP, click on the “Folders” button.



5.) Expand “My Computer” and you can drag and drop files to and from your local computer and the FTP.







If you have any questions or problems, please email us at [ftpsupport@acmartin.com](mailto:ftpsupport@acmartin.com).