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# Versa Press, Inc.



## FTP file transfer instructions for Mac

### Note:

- In order to do an FTP file transfer you will need to acquire an FTP software client.

### Step 1

- If you do not have an FTP Client, we recommend Fetch, a very popular software program used by many Macintosh users.
- Select It can be acquired at the URL: <http://www.fetchsoftworks.com>



### Step 2

- After you have purchased and installed the FTP client software, launch the program.
- The following window will appear.

New Connection

Make a new connection to this FTP account:

Host:

User ID:

Password:

Add to Keychain

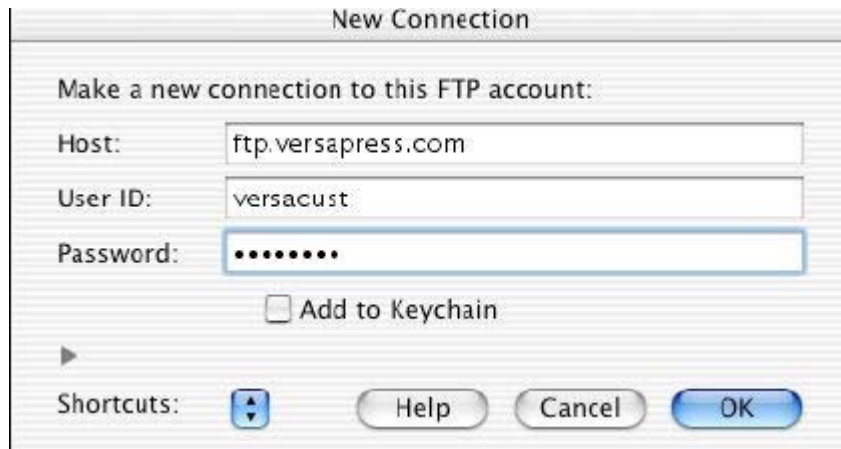
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Shortcuts:

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### Step 3

- Once you have received your User Name and Password use the URL <ftp://ftp.versapress.com> to access our FTP site. It will bring up the following dialog box.



### Step 4

- Enter the username and password then press the logon button. The following screen will appear.



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### Step 5

- Drag the file or files you would like to transfer on to the open area of the dialog box.
- When the files have transferred they will appear in the open area.
- Below is an example of a file transfer for Docuemt1.pdf.

