



WS_FTP Professional 12 and WS_FTP Home 12



Getting Started Guide

Welcome

Ipswitch WS_FTP Professional 12 and Home 12 is the leading file transfer client with millions of users worldwide. You can easily and securely transfer files between your home and office and to and from customers, clients, or vendors.

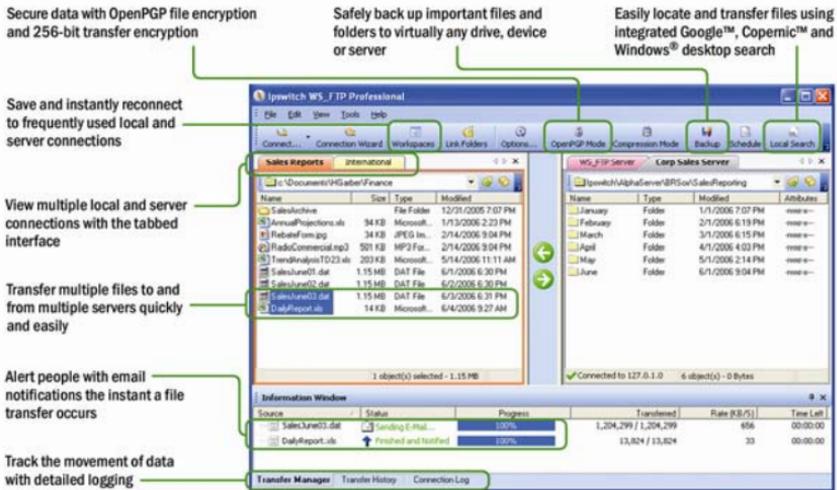
How WS_FTP works

When your computer is connected to the Internet, WS_FTP can connect to any computer that has a valid Internet address and is running an FTP, SFTP, or HTTP server program. After a connection is established, you can upload files and folders to the FTP server, and download files and folders from the FTP server.

Using WS_FTP

When connected to a server, WS_FTP displays the contents of your local computer on the left and the contents of the remote server on the right. WS_FTP provides powerful transfer management tools that are easily accessible and customizable.

The main screen for WS_FTP Home and WS_FTP Professional both show the local and remote file lists in separate, side-by-side views. The WS_FTP Professional main screen includes advanced security and productivity features, some of which are highlighted below.



System requirements

- Windows® XP, Windows Server® 2003, Windows Vista; WS_FTP Professional also supports Windows 2008
- 32 MB minimum RAM
- 32 MB of disk space

What do you need?

You must obtain the following information, usually from the FTP server administrator or your Internet service provider, to make a connection:

- Server Address** can be either the host name (for example, ftp.ipswitch.com) or the IP address (156.21.50.255) of the server.
- User Name**

- **Password**

Installing WS_FTP

If you purchased a WS_FTP CD-ROM, insert the CD in a drive. If the CD does not automatically display a "Welcome" screen, click the Windows **Start** button and select **Run**. Enter the CD-ROM drive letter followed by `autorun.exe`. For example, `D:\autorun.exe`. Follow the instructions on your screen.

If you downloaded the WS_FTP installation executable, double-click the downloaded file to start the installation. Follow the instructions on your screen.

Activating (All applications)

There are four ways you can make a WS_FTP installation active:

- If you installed WS_FTP using an installation application downloaded from a link in a purchase confirmation email, then the program will be fully functional immediately after installation. No further action will need to be taken.
- If you downloaded the installation application from another source, when you run the installation, it will automatically ask you for your license serial number and attempt to activate.
- If the WS_FTP license is not activated during installation, or if you are upgrading from a previous WS_FTP version, you can manually activate WS_FTP (see below).
- If for some reason you cannot activate your license via Internet connection, you can opt for an offline activation. To force offline activation, on the Activation screen, clear the check mark for **Use active Internet connection**. You will then need to go to www.myipswitch.com, click on **Offline Activation**, and follow the instructions displayed.

To manually activate the license on an existing installation:



Note: Before you start the manual activation process, make sure that you have your product serial number, Mylpswitch account name, and password available for use during activation.

- Click **Start > Programs > Ipswitch WS_FTP > Activate or Refresh WS_FTP License**.

- or -

- If you run the WS_FTP installation, near the end, it will display a License dialog. Enter your serial number and click **Activate** to start the license activation process.

Follow the on-screen instructions, entering your product serial number, Mylpswitch account name, and password.



Note: When the activation is complete, a confirmation page indicates the license has been activated. If the activation does not complete successfully, you may be behind a proxy or firewall that is blocking the activation request. In this case, click the Offline button, then follow the onscreen instructions.

For more help and information about licensing, go to the Mylpswitch (www.mylpswitch.com) licensing portal.

Uninstalling (All Applications)

The uninstall function removes all files associated with WS_FTP from your computer, including your configured sites. It also removes the WS_FTP icon from your desktop. To uninstall WS_FTP, you need to use the "Add/Remove Programs" function located in the Control Panel. Select WS_FTP Professional 12 (or WS_FTP Home 12) from the program list and click the "Change/Remove" button.

Silent Install (All Applications)

As an administrator, you can automate the WS_FTP Professional installation by creating a silent installation file. The silent installation does not prompt

the user for input, but instead gets user input from an InstallShield Silent Response File (.iss extension). A response file is a plain text file with sections of data entries that include information similar to that which an end user would enter as responses to dialog boxes during a normal setup. InstallShield Silent reads the input from the response file at run time.

When you play back the silent installation file, no messages are displayed. To view information about the installation, you can view the log file. For more information about setting up a log file, see [To playback an InstallShield Silent Response File](#).



Note: Depending on the installation type (clean install vs. upgrade install), you need to create a unique InstallShield Silent Response File for each installation type.

To record an InstallShield Silent Response File:

- 1 From a DOS prompt, change to the drive where the install CD is located (for example, d:\), enter: **Setup.exe -r -f1"c:\setup.iss"**
 - **-r** starts the WS_FTP Client installation program in the record mode.
 - **-f1** lets you set the path and file name where the resulting .iss will be written. Make sure that you include the path and file name in quotations.
- 2 Press **Enter** and select the installation options you want to use for the silent installation. A new silent response file is created. You can view and edit the .iss file in a text editor.

To playback an InstallShield Silent Response File:

- 1 From a DOS prompt, change to the drive where the new InstallShield Silent Response File was saved (for example, c:\), enter: **Setup.exe -s -f1 "c:\setup.iss"**
 - **-s** starts the WS_FTP Client silent installation program in the playback mode.
 - **-f1** lets you set the path and file name for the .iss file. Make sure that you include the path and file name in quotations.
 - **-f2** lets you set the path and file name for the log file. Make sure that you include the path and file name in quotations.
- 2 Press **Enter**. The silent response file is executed.

Silent Uninstall (All Applications)

To uninstall the application silently, execute the following command at the command prompt:

```
"C:\Program Files\InstallShield Installation Information\{AD88355B-A4E0-4DA1-BAC3-EA4FEA930691}\setup.exe" silent
```

Getting started

To make a connection to a remote server and transfer a file:

- 1 **Making the First Connection.** When WS_FTP is first opened, the New Connection wizard helps you connect to an FTP, SSH, or HTTP/S server, providing instructions and examples on each screen. The wizard also saves the connection, similar to saving a favorite, so that you can easily re-connect later. (If the wizard is not displayed, select **Connect** in the toolbar).
- 2 **Transferring a File.** After you have connected to a server, you can transfer files in one of three ways:

- **Transfer Arrows.** Select a file, then click the arrow that points away from the pane that file is in to transfer it.
- **Drag and Drop.** Click on a file and hold the left mouse button while you drag the file to where you want to transfer it. Select multiple files by holding down the **Ctrl** key while selecting.
- **Copy and Paste.** Right-click on a file and select **Copy**. Then, right-click where you want to transfer the file and select **Paste**.

What's next?

Now that you know how to connect to a server and make a transfer, you can use some of the other WS_FTP features listed below to make transferring files even easier and more efficient.

Securing your transfers

WS_FTP can secure and protect your files while they are being transferred using SSL, SFTP/SSH, and OpenPGP. For detailed information on each of these, as well as other ways to secure your files, see the WS_FTP Security Guide <http://www.ipswitch.com/ftp12secureen>.

Using tools

WS_FTP Professional comes equipped with several tools and utilities that allow you to:

- When a transfer has completed, use post transfer actions to delete, move, or rename the source files.
- Automate transfers to run unattended.
- Synchronize files and folders so that the most recent versions are maintained in multiple locations.
- Back up files to local and remote drives.
- Search for files and folders on multiple FTP servers with a remote site search tool.

- Search for files and file content on your local computer, with a Microsoft® desktop search tool, Google™ Desktop Search, or Copernic Desktop Search™.
- Integrate WS_FTP Professional into your Web browser, so that when you enter an FTP URL into the address bar of a browser or click on a link to an FTP server, WS_FTP Professional handles the transfer.
- Create HotDrops (shortcuts) to frequently used FTP servers.
- Use file integrity verification, with encryption for CRC32, MD5, SHA1, SHA256, and SHA512, to validate that transferred files have not been compromised.
- Use the skip unmodified files content comparison option to determine whether files should be updated between sites. Files are transferred only when they are not the same on the source and target sites.
- Customize the look-and-feel with new skins.

For detailed information on the above features, see the WS_FTP Tools Guide <http://www.ipswitch.com/ftp12toolsen>.

For more assistance

Help is available by clicking **Help**, pressing **F1**, or selecting **Help > Help Topics**.

A Getting Started Tour provides a video-based introduction to WS_FTP. You can view it by selecting **Help > Tutorials** from the menu.

The WS_FTP Support Center

http://www.ipswitchft.com/support/ws_ftp_professional/index.asp provides product-related resources such as Knowledge Base articles, peer support forums, patches and documentation downloads. It also lists the Technical Support contact information, support hours, and information about service agreements.