



## eSoftware Professionals Inc. SFTP Instruction Document

### Acquiring FileZilla

Connect to the Internet address: [www.filezilla-project.org](http://www.filezilla-project.org). On the landing page for the site you will see the download options below. Select the Download FileZilla Client option and follow the site instructions to download the installer.

**Quick download links**

**Download  
FileZilla Client**

All platforms

**Download  
FileZilla Server**

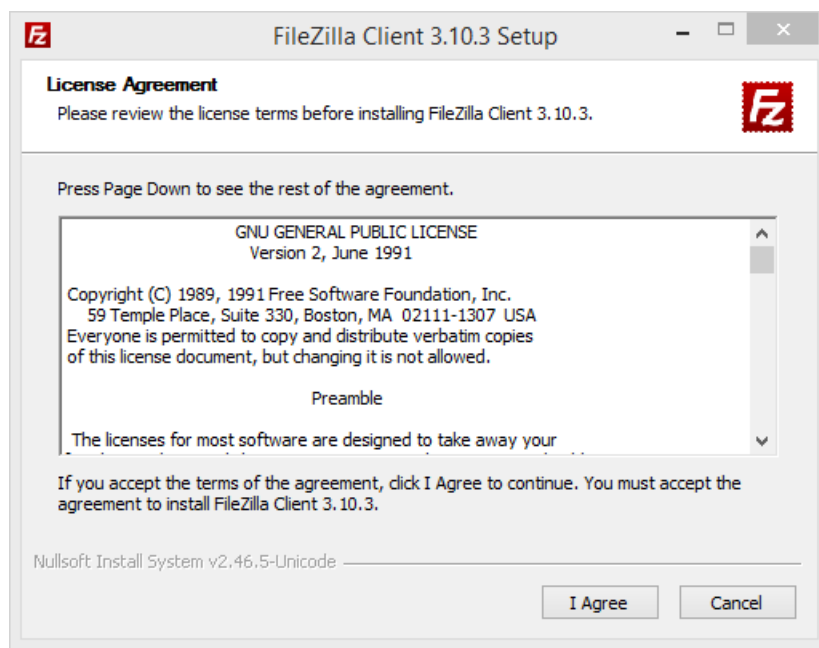
Windows only

Pick the client if you want to transfer files. Get the server if you want to make files available for others.

Locate the installer at the destination to which it was downloaded and launch it.

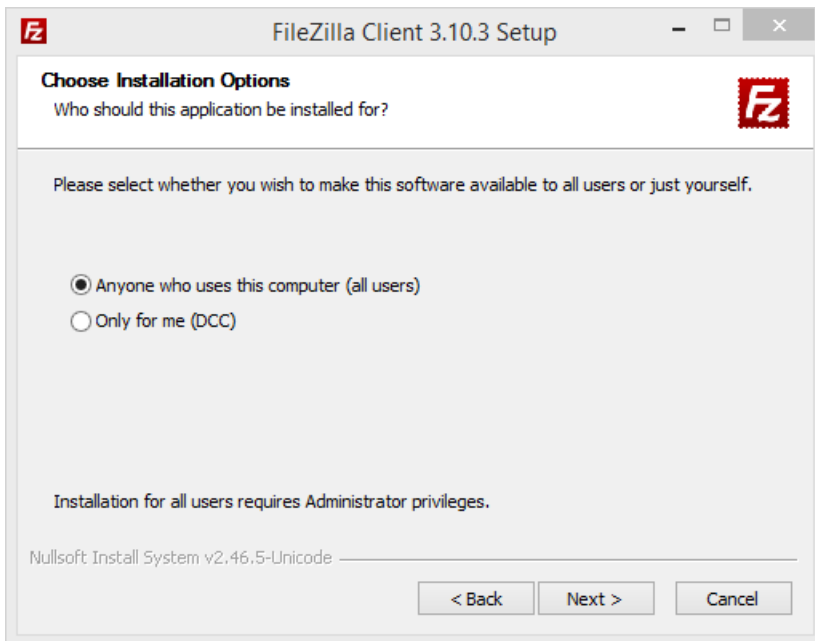
[FileZilla\\_3.10.3\\_win64-setup.exe](#)

On the License Agreement screen, select the “I Agree” button.

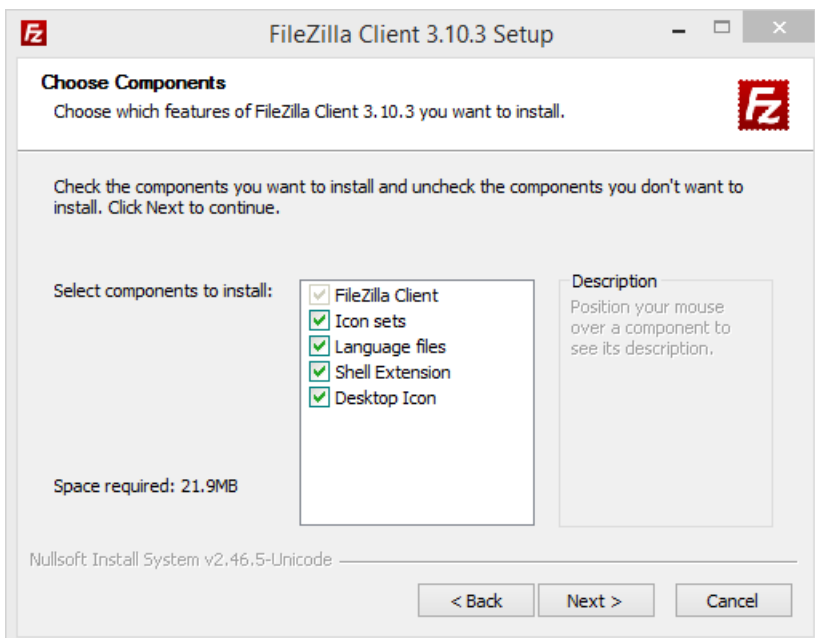




On the Choose Installation Options screen, accept the default installation and select the Next button.

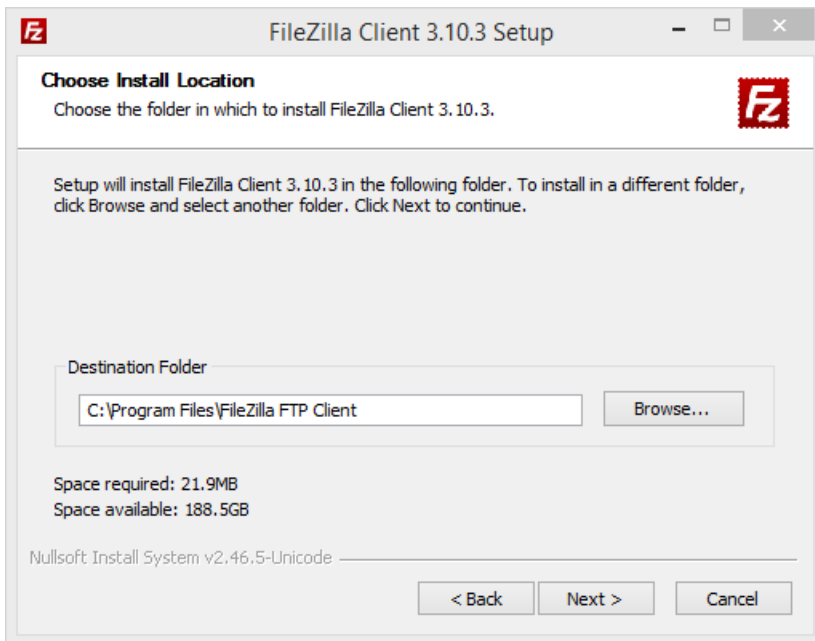


On the Choose Components screen accept the defaults or deselect those components that are not desired and select the Next button.

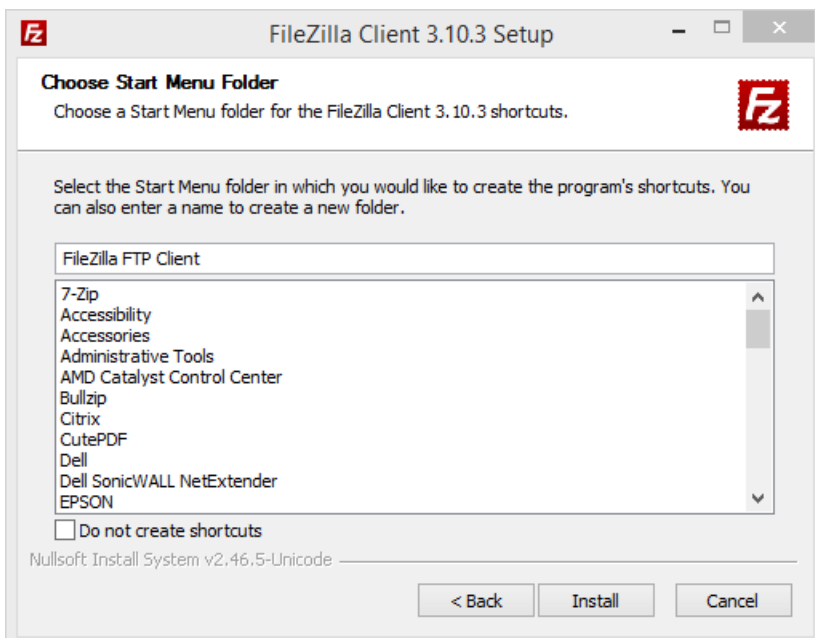




On the Choose Installation Location, accept the default location and select the Next button.



On the Choose Start Menu Folder screen, accept the default location and select the Next button.



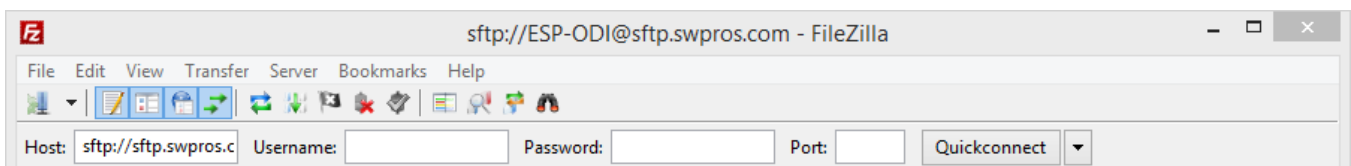


Complete the installation by selecting the Finish button.



### Connecting to the eSoftware Professionals Inc. secure FTP site.

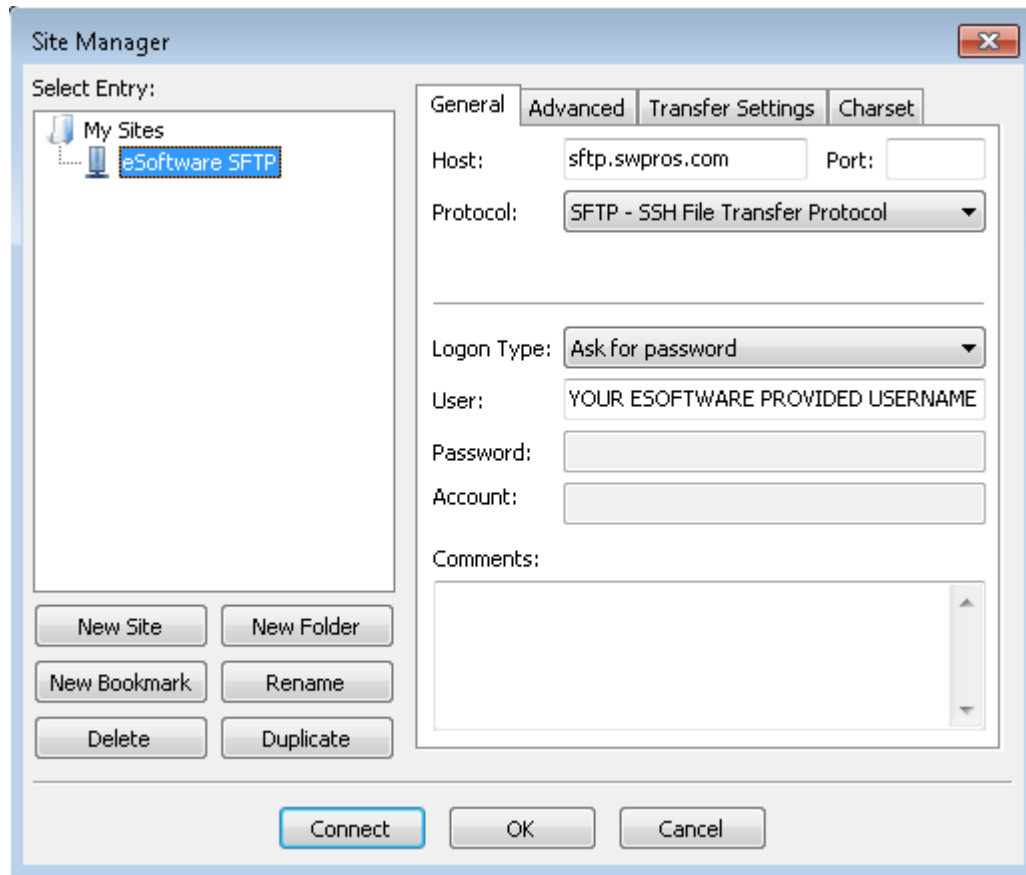
Launch FileZilla. Provide the Host address as `sftp://sftp.swpros.com`, your eSoftware issued site login, and your eSoftware issued password. Select the Quickconnect button.



Alternatively, you can configure and save the eSoftware SFTP site information within FileZilla. This will subsequently reduce the steps required to connect to the eSoftware SFTP site. To configure and save the eSoftware SFTP site information, navigate File → Site Manager.



You will be presented with the Site Manager Window similar to below.



Select the “New Site” button and name the site as desired (e.g. eSoftware SFTP or similar).

1. On the General tab in the Host field, specify sftp.swpros.com.
2. On the General tab in the Protocol drop down, select SFTP – SSH File Transfer Protocol.
3. On the General tab in the Logon Type drop down, select Ask for password.
4. On the General tab in the User field, specify you eSoftware provided user name (a.k.a. FTP Site Login).

Select the OK button to save the site configuration.

Now that you have configured and saved the eSoftware SFTP site information, you may connect by navigating File → Site Manager and selecting the Connect button.



eSoftware Professionals

You will be presented with the Enter Password dialog similar to below. To complete the SFTP site connection, specify your eSoftware provided password (a.k.a. FTP Site Password) and then select the OK button.

Enter password

Please enter a password for this server:

Name: eSoftware SFTP

Host: sftp.swpros.com

User: ftpadmin

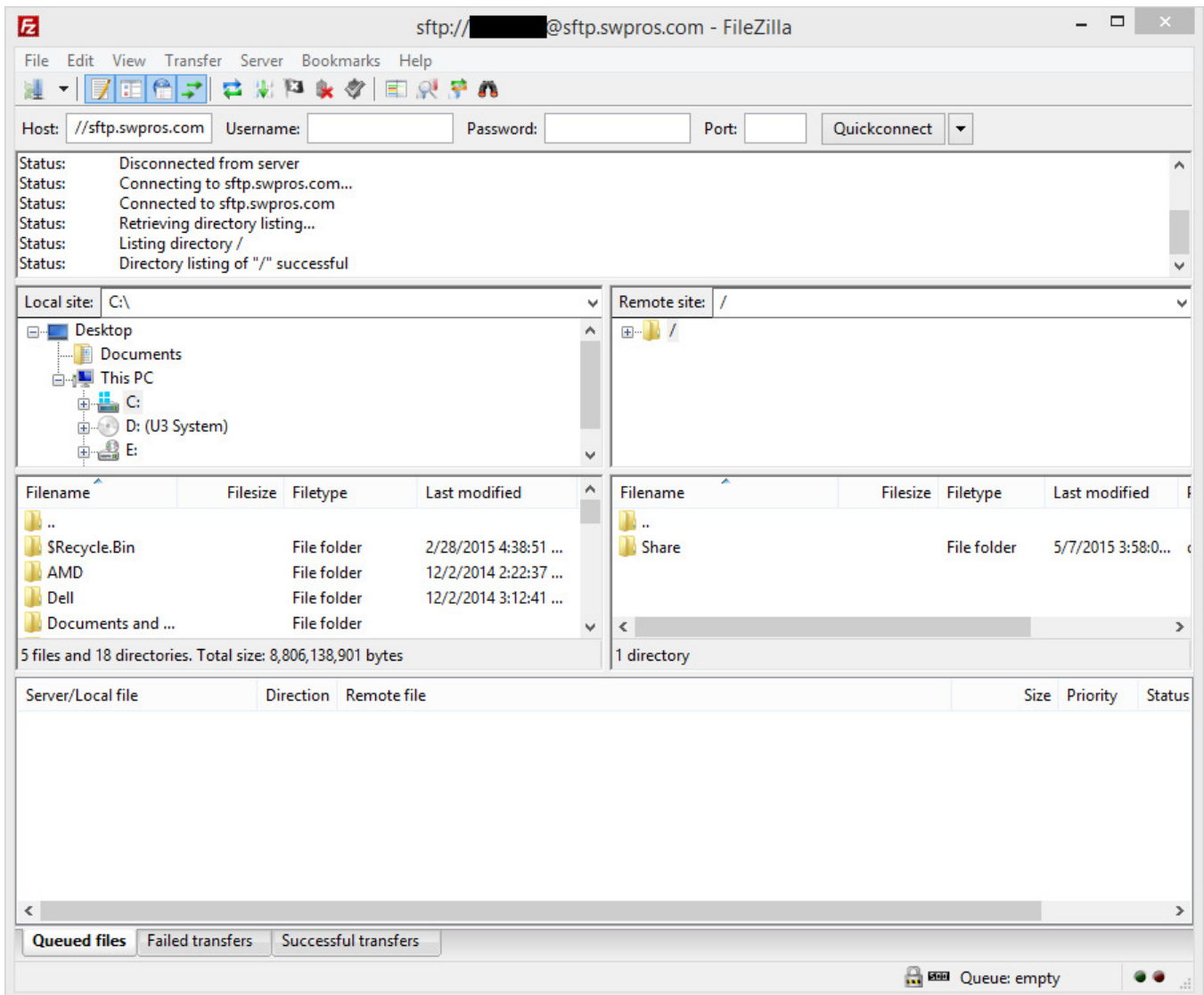
Password:

Remember password for this session

OK Cancel



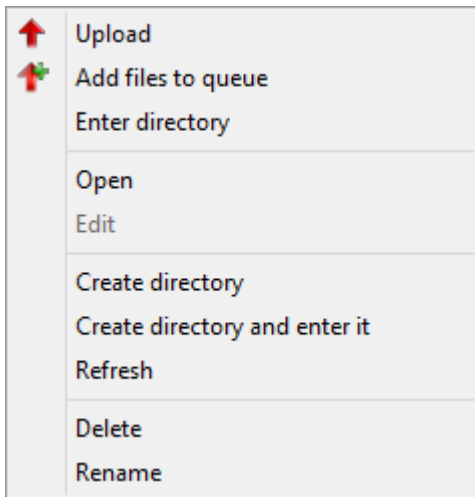
Once connected, you will see several panes in the FileZilla application. The Local sites and the Filename pane just below it, allow you to navigate your local computer's file structure. The Remote sites pane and the Filename pane just below it, allow you to navigate the SFTP site's file structure which will include your root directory on the SFTP site as well as the Shared directory which contains NAV libraries and components.



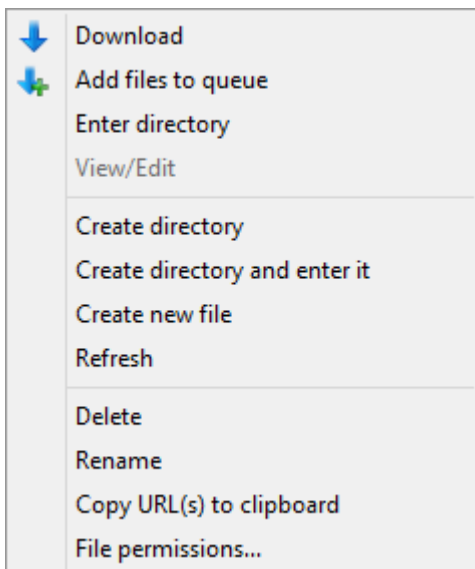


Many of the common Windows file management operations are available from within the FileZilla application.

Right clicking a file or folder in the Local site will present the operations shown below. To upload a file or folder to the SFTP site select the Upload link. Alternatively, you can drag and drop files or folders from the Local site to the Remote site.



Right clicking a file or folder in the Remote site will present the operations shown below. To download a file or folder from the SFTP site select the Download link. Alternatively, you can drag and drop files from the Remote site to the Local site.







During a file or folder transfer, the Server/Local file pane will display one or more progress bar (one progress bar for each file being transferred). When all files have been transferred, (e.g. no data transfers are being displayed in the Server/Local file pane), review the Failed transfers tab to ensure that all files transferred successfully.

Note: It is recommended that transferred materials by compressed (WinZip, 7zip, RAR, etc.) in order to decrease transfer times.

Server/Local file	Direction	Remote file	Size	Priority	Sta ^
<input type="checkbox"/> sftp://ftpadmin@sftp.swpr...					
<input type="checkbox"/> C:\Users\dcc\Desktop\Te...	-->>	/users/ftpadmin/Temp Desktop/OldBaseCU.txt	1,601,829	Normal	Tra
	00:00:04 elapsed 00:00:31 left	14.3% 229,376 bytes (46.0 KiB/s)			
<input type="checkbox"/> C:\Users\dcc\Desktop\Te...	-->>	/users/ftpadmin/Temp Desktop/OldBaseNavigatorCU.txt	407,247	Normal	Tra
	00:00:02 elapsed 00:00:10 left	24.1% 98,304 bytes (37.4 KiB/s)			
<input type="checkbox"/> C:\Users\dcc\Desktop\Te...	-->>	/users/ftpadmin/Temp Desktop/OldComparison.txt	2,454,116	Normal	
<input type="checkbox"/> C:\Users\dcc\Desktop\Te...	-->>	/users/ftpadmin/Temp Desktop/OldCustomCU.txt	1,707,716	Normal	
<input type="checkbox"/> C:\Users\dcc\Desktop\Te...	-->>	/users/ftpadmin/Temp Desktop/OldCustomCU.txt	1,707,716	Normal	

Queued files (546) Failed transfers Successful transfers (16)

If you encounter issues in the use of the FileZilla application (failed transfers, connectivity issues, etc.), please visit the FileZilla support site at: <https://filezilla-project.org/support.php>