

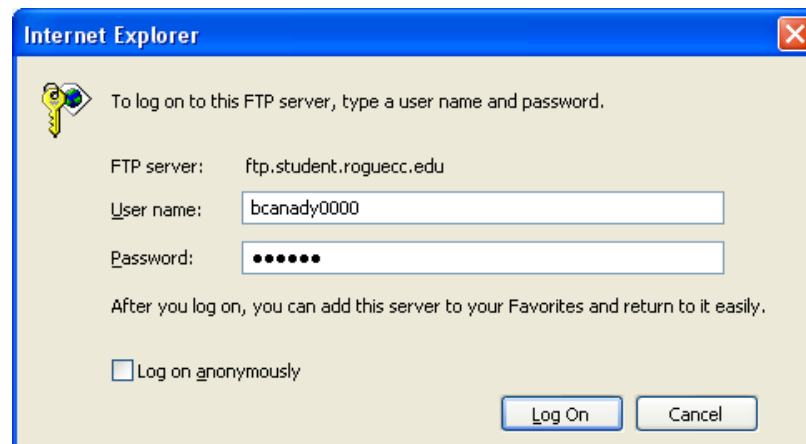
To Use Student FTP

Student FTP (File Transfer Protocol) allows you to **copy files from the Classes-drive** to your personal computer, or to **copy files to and from your H-drive**.

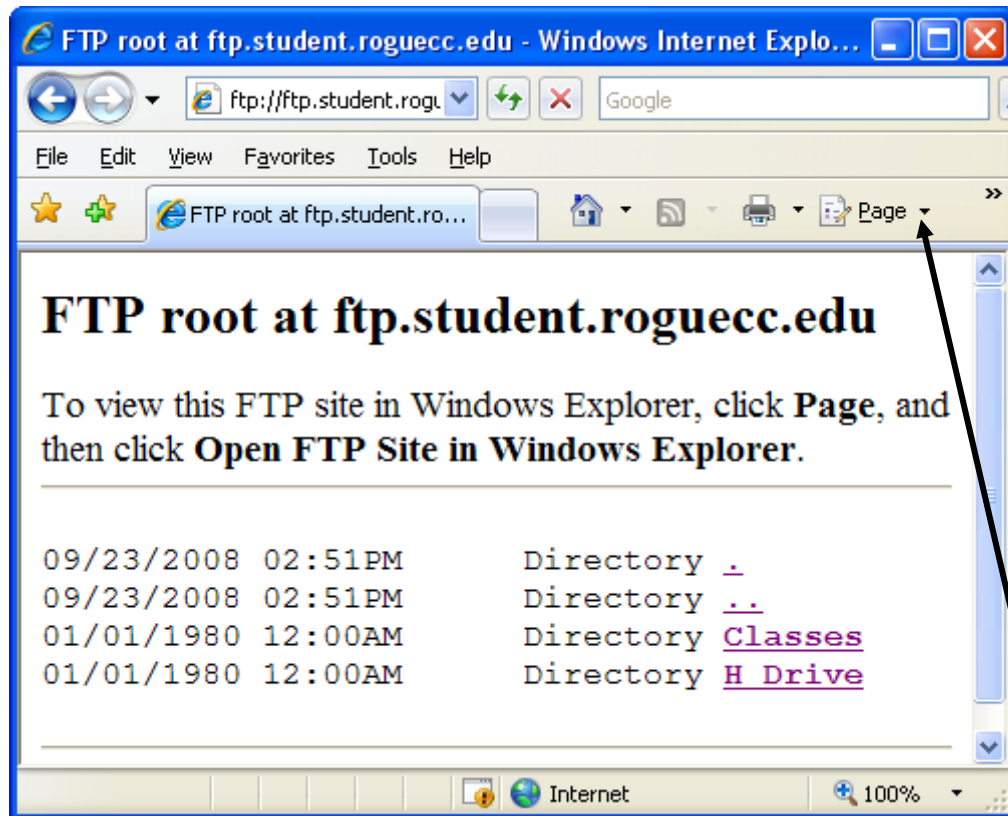
To use FTP you need to be on an internet connected computer. In the URL field type [ftp.student.roguecc.edu](ftp://ftp.student.roguecc.edu) and hit the **Enter** key.



When the logon window appears enter your student username and password, click **Log On**.



In the next window you will see the drives mentioned above, **Classes** & **H-Drive**.



To copy files, in the most familiar way, follow the instruction to **Open FTP site in Windows Explorer** and click.

To copy a file from the Classes-drive or your H-drive navigate to the class folder and then to the file needed. Right-click on the file and select **save**. **Be sure to save to your desktop or an easy to find folder on the C-drive. I recommend a folder you create & name Homework.**

Work on your assignment and when you are ready to return the file to your H-drive logon to the FTP site again and navigate to your H-drive. On your home computer copy the file and paste it in to your appropriate H-drive folder.