

# CS1112/1142/1132 - Using FileZilla

Filezilla is an open source software that you can use to transfer files from your computer to the CSUG server and vice versa.

## a) Installing FileZilla

- Navigate to the website [filezilla-project.org](http://filezilla-project.org).
  - Download and install the Filezilla **Client** app on your computer. Choose **Client** not **Server**.
  - The app is ready to be run on your computer.
- For mac users, if your security settings do not allow you to open the FileZilla app: Right click on the app icon in Finder (do not use LaunchPad). Select open from the shortcut menu. Click open. The app will now be saved as a security exception.

## b) Connecting to CSUG server with Filezilla (for on-campus access)

- Open the Filezilla app.
- From the File menu, select **Site Manager**.
- Click on **New site**.
- Do **all** of the following steps **before** clicking OK:
  - o In the **Host** box, enter the address of the server you are connecting to. In our case, this would [csug##.csuglab.cornell.edu](http://csug##.csuglab.cornell.edu)  
## = one of the CSUG computers (01 – 20) – **PLEASE SEE CMS FOR YOUR ASSIGNED SERVERS**
  - o Select **SFT-SSH File Transfer Protocol**
  - o Logon Type: **Normal**
  - o User: your netId
  - o Password: your netId password
- Click on Ok.

For off-campus use, you will need to be sure the VPN service is installed and running. More information about that can be found here:

<http://www.it.cornell.edu/services/vpn/>

## c) Transfer files between remote server and local machine

- Open the FileZilla app.
- From the File menu, select **Site Manager**. Then click on the server that you set up in part (b) and select **Connect**.
- You are now connected to the server.
- Your computer (Local Site) is on the left and the server (Remote site) is on the right. You can navigate to different locations on either system.
- To transfer files or folders, you can either drag-and-drop or copy-and-paste.