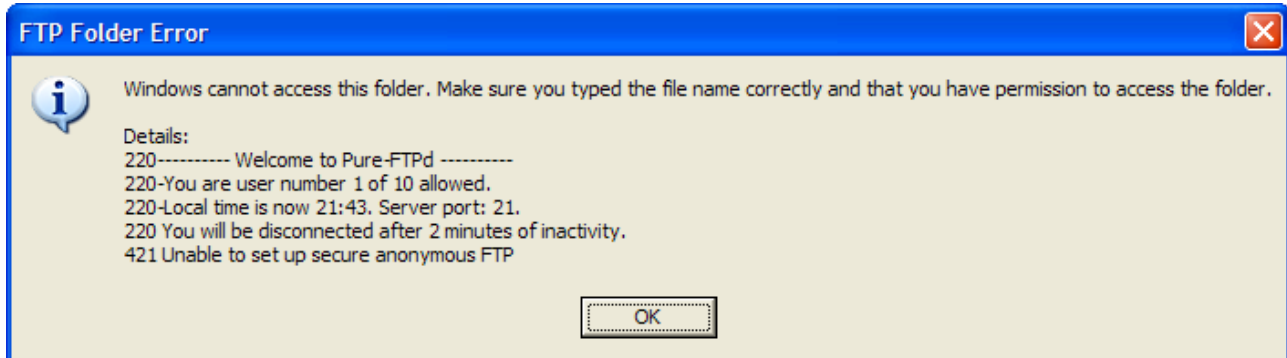


FTP Access to Advantage Northampton Ltd

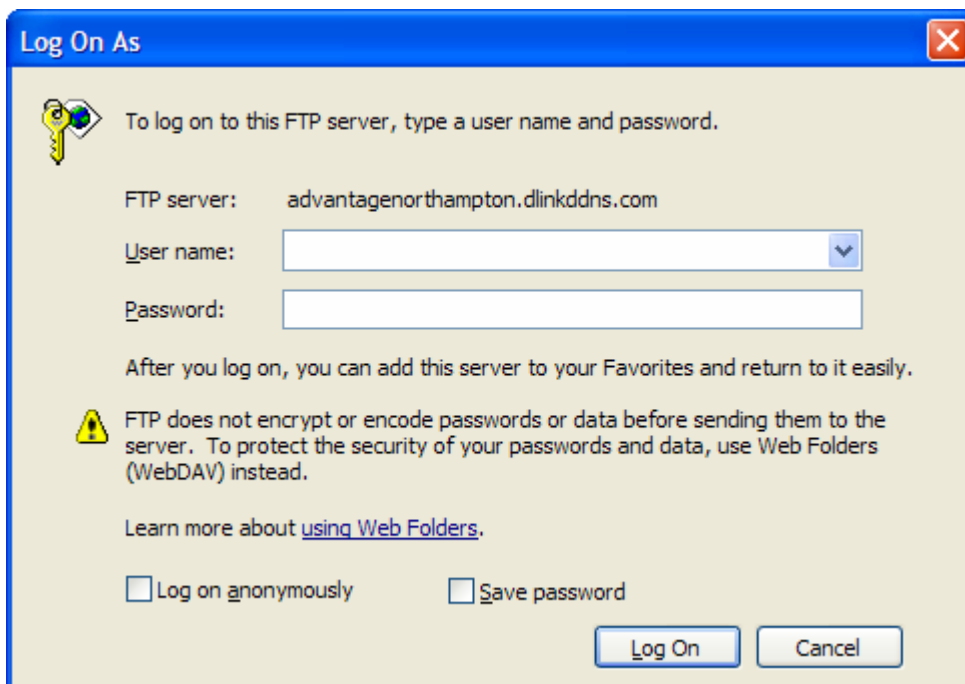
1. Open **Windows Explorer**, NOT Internet Explorer and copy and paste the following line into the address bar, then press 'Enter':

<ftp://advantagenorthampton.dlinkddns.com/>

2. The following message box will appear on the screen:



3. Click on the 'OK' button
4. Select 'File' from the Menu Bar and then 'Login As...'
5. The following prompt box appears:



6. In the 'User Name:' field, enter the name provided to you by Advantage Northampton Ltd.
7. In the 'Password:' field, enter the password provided to you by Advantage Northampton Ltd.
8. Ensure the 'Save password' box is NOT checked. Now click on the 'Log On' button.
9. You are now logged directly onto the Advantage Northampton Ltd FTP server. You can drag and drop files from your local computer directly onto the FTP server and from the FTP server onto your local computer.
10. When you have finished, simply close Windows Explorer and your connection will be terminated.