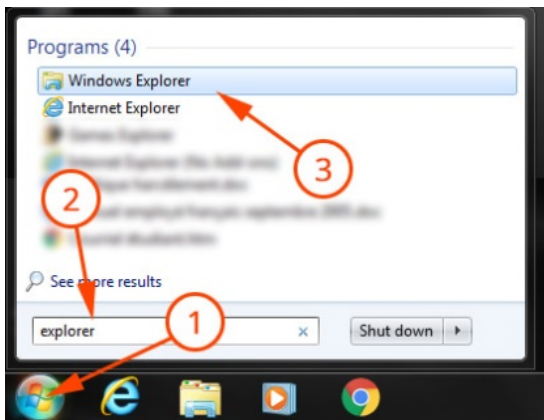


# FTP TRANSFER WITH WINDOWS

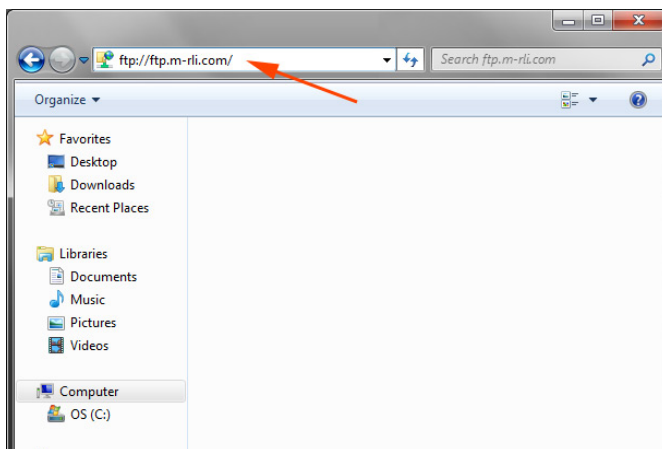
1. Get your user and password from your representative.
2. Open the Start Menu in the bottom-left corner of your screen.
3. In the search field, enter “explorer”.
4. Launch the “Windows Explorer”.



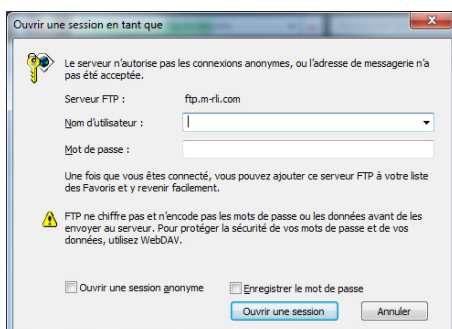
Please note that under **Windows 10**, the search field is just next to the Start Menu :



5. In the address bar, enter “ ftp://ftp.m-rii.com ”.



6. Enter the username / password that were given at step 1.



7. Copy your files into the folder that has just opened up.