



## **The Handbook**

### **Codex**

[http://codex.wordpress.org/Using FileZilla](http://codex.wordpress.org/Using_FileZilla)

### **Version Date**

9 August 2005

# Using FileZilla

**FileZilla** (<http://filezilla.sourceforge.net>) is an open-source FTP-client and FTP-server developed for the Windows operating system by Tim Kosse (Germany) et.al. It comes in both a Javascript and non-Javascript version.

Filezilla may be used to manage your WordPress site by uploading and downloading files and images. This article will guide you through the process of installing and using Filezilla to manage your WordPress powered blog hosted on the server.

For more information about FileZilla, view the [list of features](http://filezilla.sourceforge.net/documentation/introduction.htm) (<http://filezilla.sourceforge.net/documentation/introduction.htm>) at the project site.

## Download and Install FileZilla

FileZilla is available for Windows 9x, ME, NT4, 2000 and XP platforms. The source is also available so that you may compile it according to your needs, if that is your cup of tea.

Download the latest release of FileZilla from the [SourceForge download page](http://sourceforge.net/project/showfiles.php?group_id=21558) ([http://sourceforge.net/project/showfiles.php?group\\_id=21558](http://sourceforge.net/project/showfiles.php?group_id=21558)).

For help installing FileZilla, refer to the included documentation and read the [online documentation](http://filezilla.sourceforge.net/documentation) (<http://filezilla.sourceforge.net/documentation>).

Help is also available for [compiling FileZilla from source](http://filezilla.sourceforge.net/documentation/compiling.htm) (<http://filezilla.sourceforge.net/documentation/compiling.htm>).

## Set Up FileZilla

When you run it for the first time, you should see:

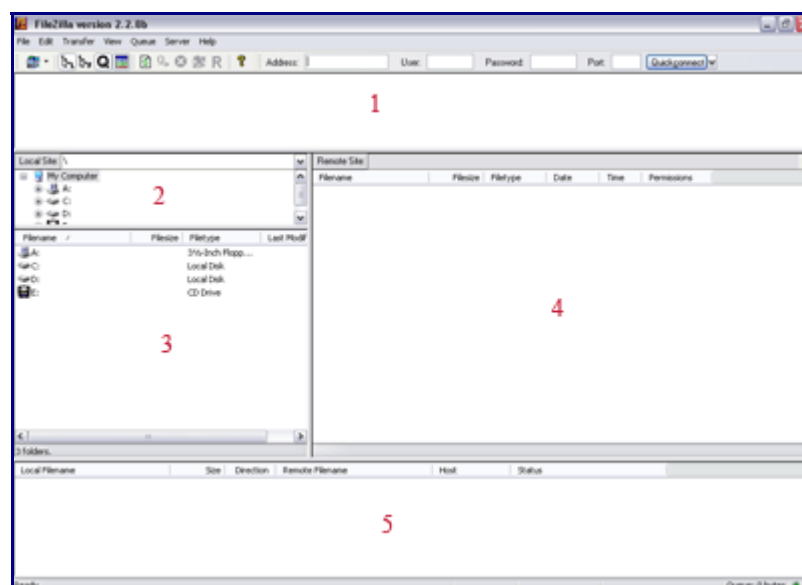


Figure 1: Initial screen

The numbered areas do the following:

1. This area shows **server activity**. You don't really need to bother with anything here.
2. This is a listing of the **directory structure** on your computer. This part usually shows the folder view of files in your local computer.
3. Still your computer, this shows what is inside the highlighted part in **2**.
4. Files on the remote server. All your files, what their permissions are, when they were last altered -- it is all there.
5. The queue. This part shows either a list of what you are uploading or downloading.

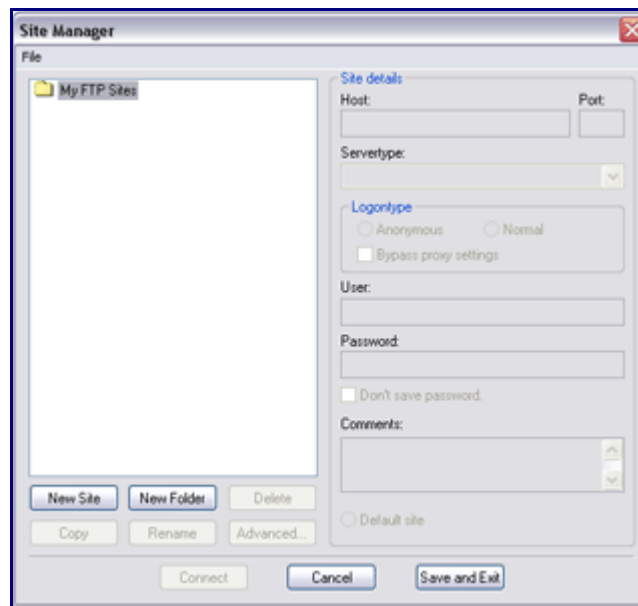
## ***Setting Up the Options***

You will need the following details regarding the FTP account on your server:

1. Your website ftp address (usually <ftp://example.com> if your URL is <http://example.com>)
2. Your ftp username
3. Your ftp password

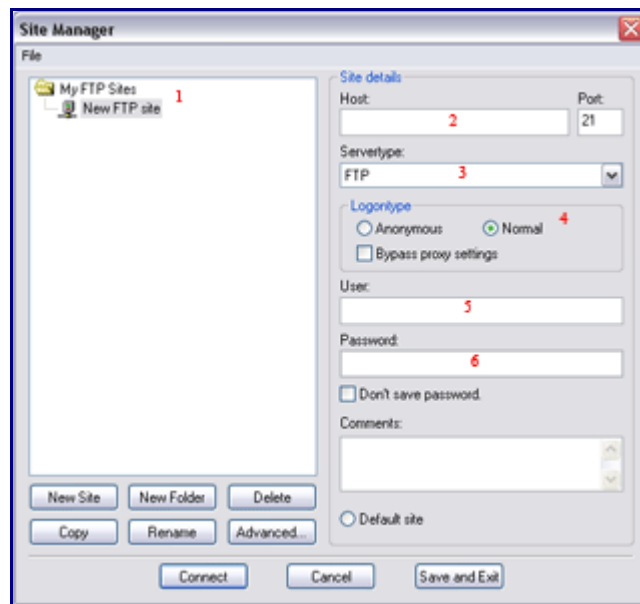
If you do not already have an FTP account on your server, use your cPanel or website administration tool to set one up -- it will have all the information needed. If in doubt, ask your host for directions or help regarding an FTP account for your use to access your webspace.

In the top left, click **File** then **Site Manager**



**Figure 2: Site Manager screen**

This next screen needs completing, and then we can get down to business.



**Figure 3: Ftp details**

1. Click **New Site** then name the new connection to what you want (example: My blog server).
2. Enter the ftp address for your website. Usually, if your website is <http://www.example.com>, then the ftp address will be <ftp://ftp.example.com> or <ftp://example.com>. Do not put a / at the end unless specifically told to do so on your cpanel or by your host.
3. Leave this setting at FTP, and the Port number should also be left at 21. Only change these if your FTP account details explicitly indicate that you should.
4. Ensure that the **Normal** button is checked.
5. Put in the full username that you have been given. It may be just a username, or it may look like an email address (but it isn't one). For instance, it would look similar to *user* or *user@example.com*
6. Now enter your password. Remember that the password might be case sensitive.

Click **Save and Exit**.

## **Connecting**

In the top left of the Initial Screen (Figure 1), click Site Manager, and the screen you last saw (the FTP details screen, Figure 3) will pop into view. This time though, click the **Connect** button on the bottom.

If all is well, then in the top window of Figure 1, you will have seen a series of messages, and in the large window, you will see a listing of the files will appear.

## **No Connection**

If you had a problem, then it is time to go troubleshooting! Look at the top area (Figure 1) and check the messages.

1. If there was no attempt to connect, then the ftp address is wrong. All it needs is one

character to be incorrect and it will fail. Click the red X, break the connection and click the Site Manager to check what you entered.

2. If it says that the user does not exist, check the Site Manager setting and ensure that it reflects what your FTP account details provided by your host says, or use the webserver administration interface provided to you by your host to re-check the existence of the FTP account. You may want to ask your web host for some assistance, too.
3. If it says **Incorrect Login**, your password could be wrong -- again, check it carefully, and watch your case (capitals and small letters).

>> **NEXT:** [Next Page : Uploading WordPress to a remote host](#)