

Contents File Not Found

The help file could not find the LLFTP.CNT file, and cannot display the table of contents.
Make sure that the LLFTP.CNT file is in the same directory as the LLFTP.HLP help file.

Overview of LapLink FTP

LapLink FTP simplifies [FTP](#) transfers whether you're a beginning, intermediate, or advanced FTP user. Working in LapLink FTP is much like working in Windows Explorer—you can even drag and drop files and folders.

With LapLink FTP you can:


- [Transfer](#) files and folders between an [FTP site](#) and your local computer in either direction.
- Skip large, unwanted files as they are being transferred.
- Receive step-by-step instructions for adding new FTP sites and transferring files and folders.
- Connect to multiple FTP sites simultaneously.
- Filter the view so that you see only the files you want.

Tips

Tips for the Welcome screen (removed for version 2)

- ✓ If you choose to work on your own, you can still receive step-by-step instructions during your LapLink FTP session: On the toolbar, click the Help button. Double-click the Getting Help book and choose the type of assistance you want.
- ✓ If you don't want to see the Welcome screen each time you start LapLink FTP, turn the Welcome screen off on the Welcome screen itself.

Tips for adding FTP sites

- ✓ Click the Help Me Add a New Site button  on the toolbar to receive step-by-step instructions for adding a new FTP site.
- ✓ To add unsaved sites from the address bar to your list of favorites, right-click the site and then click Save Site in Favorites.

Tip for adding FTP sites

✓ To add unsaved sites from the address bar to your list of favorites, right-click the site and then click Save Site in Favorites.


Tips for editing FTP sites

- ✓ You can edit FTP sites anytime.
- ✓ If you change the transfer mode, capitalization of file names, or file extensions to convert, the changes are immediately effective and used during the next transfer.
- ✓ If you're connected to the site when you make other site changes, such as your user name, password, or default folders, the changes don't become effective until the next time you connect to the site.
- ✓ If you set a default folder for a site, that folder is highlighted when you connect. To help you work faster, the folders above your default folder are not expanded to show all subfolders; they only show the direct path to your default folder. If you want to show all subfolders, click the folder you want to explore and press F5.


Tips for the General tab

- ✓ The Include Subfolders in Transfers box does not affect how subfolders are deleted; even if this option is unchecked, subfolders are still deleted when you delete the parent folder.
- ✓ You can still perform transfers immediately when Send Transfers to LapLink Queue is checked: Select the files you want to transfer. On the Transfer menu, click Copy to Site Now to upload the files or Copy to My Computer Now to download the files.

Tips for connecting

- ✓ After you connect to an FTP site its icon changes to look like this .
- ✓ You can have connections open to many sites at once; simply double-click the sites you want to connect to.
- ✓ View the number of open connections in the far right corner of the status bar.
- ✓ When you first connect, often the highlighted folder is not the root (or first level) folder in the site tree. To help you work faster, the folders above the highlighted folder are not expanded to show all subfolders; they only show the direct path to the highlighted folder. If you want to show all subfolders, click the folder you want to explore and press F5.

Tips for keeping connections open

- ✓ If you change this setting, the new setting only applies to future connections; current connections are not affected.
- ✓ After you connect to an FTP site its icon changes to look like this .
- ✓ View the number of open connections in the far right corner of the status bar.

Tips for connecting to unsaved sites

- ✓ To add sites from the address bar to your list of favorites, right-click the site and then click Save Site in Favorites.
- ✓ When you close LapLink FTP, your unsaved sites are removed from the LapLink tree. If you want to reconnect to these sites during later sessions, use the address bar's list. Only the unsaved sites you connect to are added to this list.
- ✓ You don't need to type **ftp://** before the FTP address; LapLink FTP adds it for you.
- ✓ While working in another program, you can copy an FTP address and LapLink FTP automatically connects to the site for you.
- ✓ When you first connect, often the highlighted folder is not the root (or first level) folder in the site tree. To help you work faster, the folders above the highlighted folder are not expanded to show all subfolders; they only show the direct path to the highlighted folder. If you want to show all subfolders, click the folder you want to explore and press F5.

Tips for the address bar

- ✓ When you close LapLink FTP, your unsaved sites are removed from the LapLink tree. If you want to reconnect to these sites during later sessions, use the address bar's list. Only the unsaved sites you connect to are added to this list.
- ✓ You don't need to type **ftp://** before the FTP address; LapLink FTP adds it for you.
- ✓ While working in another program, you can copy an FTP address and LapLink FTP automatically connects to the site for you.

Tips for using Hot Copy

- ✓ For LapLink FTP to automatically connect to FTP addresses you copy, they must begin with **ftp://** or **lftp://**
- ✓ Clear this option if you want to manually control pasting FTP addresses into the address bar.
- ✓ If the text you copy contains more than one FTP address, only the first address is pasted into the address bar and connected to.
- ✓ To add a site from the address bar to your list of favorites, right-click the site and then click Save Site in Favorites.

Tips for disconnecting

- ✓ When you disconnect from an unsaved site, it still remains in the LapLink tree. To reconnect to it during the current LapLink FTP session, click the site.
- ✓ If you transfer files using the standard progress dialog box, LapLink FTP can disconnect from the site for you: while the transfer is running check the Disconnect When Transfer Is Complete box on the Transferring Files dialog box.
- ✓ If you transfer files using the standard progress dialog box, the status bar displays **Queue off**. If you transfer files using LapLink Queue, the status bar displays **Queue on**.


Tips for selecting files and folders

- ✓ Select a group of files or folders by clicking at the right corner of the group and dragging to the opposite corner to form a box.
- ✓ Select all folders and files in the current folder by pressing CTRL+A.
- ✓ In the tree panes you can select only one folder at a time. In the file list panes you can select multiple files **and** folders.
- ✓ When you first connect, often the highlighted folder is not the root (or first level) folder in the site tree. To help you work faster, the folders above the highlighted folder are not expanded to show all subfolders; they only show the direct path to the highlighted folder. If you want to show all subfolders, click the folder you want to explore and press F5.

Tip for editing files

- ✓ If you can't perform an action such as moving or deleting a file on an FTP site, you may not have permission from the site to do so.

Tips for transferring files and folders

- ✓ Click Help Me Transfer on the Transfer menu to receive step-by-step instructions for transferring files and folders.
- ✓ Perform copies quickly with the Copy to Site  and Copy to My Computer



buttons on the toolbar.

Tip for converting file extensions

- ✓ With LapLink FTP you can turn off file extension conversions without losing any conversion pairs; on the Upload and Download tabs, clear the Convert File Extensions box.

Tips for changing capitalization

- ✓ Click Make All Lower Case if the files on your computer have mixed case or upper case names, but the FTP site requires them to be all lower case.
- ✓ Click Make All Upper Case if the files on your computer have mixed case or lower case names, but the FTP site requires them to be all upper case.

Tips for monitoring transfers

- ✓ For information on monitoring transfers with LapLink Queue, see LapLink Queue Help.
- ✓ You can cancel an entire transfer and even skip large, unwanted files as they are transferring in the Transferring Files dialog box.
- ✓ View the total number of files that have transferred and the time remaining in the Transferring Files dialog box.

Tips for viewing files and folders

- ✓ To determine which LapLink FTP pane is which, look for the path in the title bar at the top of each pane.
- ✓ To find a folder by name, type the first letter of its name. The highlight moves to the next item beginning with that letter. Typing the letter again finds the next occurrence.
- ✓ If you are displaying files in the Details view, you can sort them by name, size, type (file extension), or modification date: Click the corresponding button at the top of a column. Clicking the button again reverses the order.
- ✓ If you are displaying files in the Details view, an Attributes column appears in the LapLink file list pane. This column provides additional information for advanced FTP users.

Tip for resizing the panes

✓ You can also use the vertical and horizontal split bars to resize the panes.

Tips for filtering the view

- ✓ Filtering does not affect the files that are transferred. When you have filtering options set and select a folder to transfer, **all** of the contents of that folder are transferred with the folder.
- ✓ The filters you set are displayed in the title bar above each file list pane.
- ✓ Filtering only applies to files; folders are always shown in the file list panes.

Tips for choosing the transfer mode

- ✓ Use the Transfer menu or shortcut menu to conveniently change the transfer mode for the current site.
- ✓ If you experience problems viewing the files you just transferred, try re-transferring the files in binary mode.
- ✓ View the transfer mode (binary or ASCII) for each file as it is transferring in the Transferring Files dialog box.

Tips for logging

- ✓ If you experience problems using LapLink FTP, logged events can provide helpful troubleshooting information.
- ✓ If you aren't sure which types of activity to log, select the default activity by clicking the Use Defaults button.

Tips for selecting the overwrite notification

- ✓ Click Prompt Before Overwriting Any File if you are unsure of the contents in the destination folder.
- ✓ Click Overwrite Without Prompting if you have experience transferring all file types and don't want to receive additional message prompts.


Tips for deleting

- ✓ LapLink FTP deletes files on your computer according to your Windows setting; if you currently delete to the Recycle Bin, so does LapLink FTP.
- ✓ Files and folders deleted on an FTP site are **not** sent to the Recycle Bin.
- ✓ The Include Subfolders in Transfers box on the LapLink FTP Program Options General tab does not affect how subfolders are deleted; even if this option is unchecked, subfolders are still deleted when you delete the parent folder.

Tips for dragging and dropping

- ✓ Dropping onto a drive puts the selections at the highest level of the hierarchy of folders.
- ✓ Dropping onto a folder puts the selections inside the folder.
- ✓ Dropping onto a file puts the selections in the same folder as the file.

Tips for creating SmartXchanges

- ✓ Saved SmartXchanges are stored in the LapLink tree under My SmartXchanges.
- ✓ You can also create SmartXchanges that run once without saving; Select the site folder and local folder you want to SmartXchange. On the toolbar, click the SmartXchange button .

Tips for previewing SmartXchanges

- ✓ Saved SmartXchanges are stored in the LapLink tree under My SmartXchanges.
- ✓ Use the SHIFT and CTRL keys to select multiple file and folder pairs.
- ✓ Resize the Preview SmartXchange dialog box, if needed, to better view the files and folders set to transfer.

Tips for running SmartXchanges

- ✓ Saved SmartXchanges are stored in the LapLink tree under My SmartXchanges.
- ✓ You can also run SmartXchanges after previewing them; in the Preview SmartXchange dialog box, click the Transfer Now button.

Tips for editing SmartXchanges

- ✓ Saved SmartXchanges are stored in the LapLink tree under My SmartXchanges.
- ✓ If you want to organize your SmartXchanges into folders, create new folders under My SmartXchanges, and then drag the SmartXchanges and drop them onto the new folders.

Tips for scheduling SmartXchanges

- ✓ If you are transferring files in LapLink FTP when a SmartXchange is scheduled to run, the SmartXchange runs when the current transfer is complete.
- ✓ You can conveniently turn off scheduling in the Laplink file list: Clear the box in the Runs On column. When you want to re-enable scheduling, check the box to use your last settings.

Tips for the Site Welcome screen

- ✓ View the Site Welcome screen anytime while connected to the site; on the View menu, click Show Site's Welcome Message.
- ✓ You can resize the Site Welcome dialog box, if needed, to better view the site's welcome message.

Tips for connecting from the command line

- ✓ You can omit the characters **-c** before the site address. For example, type **LLFTP ftp.laplink.com** at the command prompt. Everything following **LLFTP** is considered the site address.
- ✓ View the number of open connections in the far right corner of the status bar.

Tips for the Advanced tab

- ✓ For LapLink FTP to automatically connect to FTP addresses you copy, they must begin with **ftp://** or **lftp://**
- ✓ Clear this option if you want to manually control pasting FTP addresses into the address bar.
- ✓ If the text you copy contains more than one FTP address, only the first address is pasted into the address bar and connected to.
- ✓ Although Use Passive Transfer by Default determines the connection mode for new sites you add, you can change the connection mode for individual sites anytime: Right-click the site and click Properties. On the Connect tab check or uncheck the Use Passive Transfer for This Site check box.
- ✓ Filter the view to make selecting files of the same type easy. The filters you set are displayed in the title bar above each file list pane.
- ✓ Filtering does not affect the files that are transferred; when you have filtering options set and select a folder to transfer, **all** of the contents of that folder are transferred with the folder.

Tip for passive mode

- ✓ If you check the Use Passive Transfer by Default box, passive mode is also the default for new sites you add. However, you can change this default for individual sites anytime: Right-click the site and click Properties. Click the Advanced button. On the Connect tab clear the Use Passive Transfer for This Site check box.

Tips for transferring files using LapLink Queue

- ✓ You can still perform transfers immediately when Send Transfers to LapLink Queue is checked: Select the files you want to transfer. On the Transfer menu, click Copy to Site Now to upload the files or Copy to My Computer Now to download the files.
- ✓ If you transfer files using LapLink Queue, the status bar displays **Queue on**. If you transfer files using the standard progress dialog box, the status bar displays **Queue off**.
- ✓ Click Help Me Transfer on the Transfer menu to receive step-by-step instructions for transferring files and folders.

Tips for transferring files using LapLink FTP

- ✓ You can still perform transfers using LapLink Queue when Send Transfers to LapLink Queue is cleared: Select the files you want to transfer. On the Transfer menu, click Copy to Site Using Queue to upload the files or Copy to My Computer Using Queue to download the files.
- ✓ If you transfer files using the standard progress dialog box, the status bar displays **Queue off**. If you transfer files using LapLink Queue, the status bar displays **Queue on**.
- ✓ Click Help Me Transfer on the Transfer menu to receive step-by-step instructions for transferring files and folders.
- ✓ You can cancel an entire transfer and even skip large, unwanted files as they are transferring in the Transferring Files dialog box.

Tips for hidden files and folders on FTP sites

- ✓ If you check this option after exploring folders on an FTP site, you may need to manually refresh these folders to show any hidden files and folders they contain: click the folder you want to view and press F5.
- ✓ Hidden and system files may not download successfully depending on the FTP site.

Tips for subscriptions

- ✓ You can disable scheduling on the Subscriptions menu: click the download again to remove the check mark.
- ✓ To enable the original scheduling information, click the download on the Subscriptions menu to add the check mark.
- ✓ You can also open LapLink Scheduler from the Start menu in Windows.
- ✓ The Subscriptions menu only appears if your version of LapLink FTP contains downloads.
- ✓ Scheduled downloads can also be stored in Microsoft Task Scheduler. For information on using Microsoft Task Scheduler, see Microsoft Task Scheduler Help.

Tip for connecting using a proxy server

- ✓ If you check the Use a Proxy Server box, you can still connect directly to FTP sites on your network: Right-click the site and click Properties. Click the Advanced button. On the Connect tab check the Bypass Proxy Server for This Site check box.

LLFTP reference topics

LapLink FTP Program Options dialog box (General tab)

{button ,AL('local_startup_folder;transfer_queue;include_subfolders',0,'NoALink')} Related Topics
{button ,PI('LLFTP.HLP','Tips_general')} Tips

Sets options for working in LapLink FTP.

| Option | Description |
|--|---|
| Anonymous Password | Type your e-mail address. This e-mail address is used when you log on anonymously to FTP sites . |
| Default Download Folder | Displays this folder in the My Computer panes when you start LapLink FTP. Also transfers files to this folder if LapLink FTP is closed when you copy a site address to the clipboard or click a LapLink Web link. Note This folder must be on a local drive, or a network resource mapped to a letter drive; it cannot be a network folder. If you're not sure which folder you can specify, click the Browse button (...) to search for a folder. |
| Browse button (...) | Opens a dialog box where you can search for a local download folder. |
| Include Subfolders in Transfers | Includes subfolders when folders are transferred. |
| Send Transfers to LapLink Queue | Transfers files and folders using LapLink Queue so you can perform multiple transfers. Note If you clear this option, you can't browse FTP sites or transfer additional files until the current transfer is complete. |

LapLink FTP Program Options dialog box (Notification tab)

{button ,AL('sound;notification',0,'NoALink')} Related Topics
{button ,PI('LLFTP.HLP','Tips_overwrite_notification')} Tips

Notifies you before files of these types are overwritten.

| Option | Description |
|---|--|
| Play Sounds for Confirmation | Plays a Windows sound to confirm connections, disconnections, and transfers. |
| Prompt Before Overwriting Any File | Prompts you to confirm the transfer before overwriting any file or folder. |
| Overwrite Without Prompting | Overwrites files without prompting. |

LapLink FTP Program Options dialog box (Logging tab)

{button ,AL('logging',0,'NoALink')} Related Topics {button ,PI('LLFTP.HLP','Tips_logging')} Tips

Specifies how to log LapLink FTP activity.

| Option | Description |
|---------------------------------------|---|
| Enable Logging | Records a log of LapLink FTP activity. |
| View FTP Log button | Opens today's log so you can review LapLink FTP activity. |
| Use Defaults button | Resets the Log Activity options to record connections and disconnections and failed file transfers , but not successful file transfers. |
| Connections and Disconnections | Writes a message to the log each time LapLink FTP connects to or disconnects from an FTP site . |
| Failed File Transfers | Writes a message to the log each time LapLink FTP is unable to transfer a file. |
| Successful File Transfers | Writes a message to the log each time LapLink FTP transfers a file. |

Removed for release 1. Append to the previous topic for release 2.

| | |
|-------------------------------------|--|
| Location | Specifies where to store the log. |
| Browse button (...) | Opens a dialog box where you can search for a folder to store the log. |
| Number of Daily Logs to Save | Specifies how many days to save the log before deleting it. |
| Empty Log button | Empties all records from today's log. |

LapLink FTP Program Options dialog box (Logging tab)

{button ,AL('logging',0,'NoALink')} Related Topics {button ,PI('LLFTP.HLP','Tips_logging')} Tips

Specifies how to log LapLink FTP activity.

| Option | Description |
|---------------------------------------|---|
| Enable Logging | Records a log of LapLink FTP activity. |
| View FTP Log button | Opens today's log in Windows NT Event Viewer so you can review your activity. |
| Use Defaults button | Resets the Log Activity options to record connections and disconnections and failed file transfers , but not successful file transfers. |
| Connections and Disconnections | Writes a message to the log each time LapLink FTP connects to or disconnects from an FTP site . |
| Failed File Transfers | Writes a message to the log each time LapLink FTP is unable to transfer a file. |
| Successful File Transfers | Writes a message to the log each time LapLink FTP transfers a file. |

LapLink FTP Program Options dialog box (Advanced tab)

{button ,AL('hidden_folders;filter_view;keep_alive;hot_copy;passive_default',0,'NoALink')} Related Topics {button ,PI('LLFTP.HLP','Tips_advanced')} Tips

Sets advanced options for connecting to [FTP sites](#).

| Option | Description |
|--|--|
| Keep Connections Alive | Prevents FTP connections from disconnecting during periods of inactivity. |
| Use Passive Transfer by Default | <p>Connects to sites you type in the address bar using passive mode.</p> <p>This option also makes passive mode the default connection method for sites you add to your favorites.</p> |
| Automatically Paste Any FTP Address I Copy into the Address Bar | <p>When you copy a site address to the clipboard, LapLink FTP automatically connects to the FTP site.</p> <p>These site addresses must begin with ftp:// or lftp://</p> |
| Show Hidden Folders on FTP Sites | Displays any hidden files and folders in the LapLink panes . |
| Show Only | <p>Displays only files with this criteria in the file list panes. Separate multiple criterion with a semicolon (;).</p> <p>For example, to view only Word documents and Excel spreadsheets, type this in the Show Only box: *.doc*;*.xls*</p> <p>Or to view only files with LapLink in their name, type this in the Show Only box: *LapLink*</p> <p>The default is *.* which displays all files.</p> |
| No Filter button | Resets the Show Only box to *.* and displays all file types in the file list panes. |
| Proxy Settings button | Opens the Proxy Settings dialog box where you can specify a proxy server . |

Proxy Settings dialog box

{button ,AL('connecting_with_proxy',0,'NoALink')} Related Topic {button ,PI('LLFTP.HLP','Tips_proxy')} Tip

Specifies the [proxy server](#) to use to connect to [FTP sites](#).

| Option | Description |
|---------------------------|---|
| Use a Proxy Server | Connects to FTP sites using the proxy server you specify. |
| Type | Specifies the proxy type. The proxy type determines whether a user name and password are required. |
| Address | <p>Type the proxy server's address.</p> <p>Hint: Proxy server addresses can look like web addresses, such as myproxy.company.com. They can also be numbers like 123.45.67.8</p> |
| Remote Port | Connects to the proxy server using this port . The default port number is 21. |

Note

The port number of the proxy server may be different than the port number of the FTP site.

User Name If the proxy server requires a user name, type your user name here.

Password If the proxy server requires a password, type your password here.

Select By dialog box

{button ,AL(`select_by_type',0,`NoALink')} Related Topic
{button ,PI(`LLFTP.HLP',`Tips_selecting_files_and_folders')} Tips

Selects the file types you specify in the current folder.

| Option | Description |
|--------|-------------|
|--------|-------------|

| | |
|---------------|---|
| Filter | Type the criteria for the files you want to select in the current folder. Separate multiple criterion with a semicolon (;). |
|---------------|---|

For example, to select only bitmaps and HTML files, type this in the Filter box: *.bmp*;*.htm*

Or, if you want to select all files named LapLink in a folder, type this in the Filter box: **LapLink.***

The default is *.* which displays all files.

| | |
|-------------------------|---|
| No Filter button | Removes all previously typed file extensions. |
|-------------------------|---|

Enter Password dialog box

{button ,AL(`connect_saved_sites;add_site',0,`NoALink')} Related Topics
{button ,PI(`LLFTP.HLP',`Tips_connecting')} Tips

Prompts you to enter your user name and password to connect to the [FTP site](#).

| Option | Description |
|--------|-------------|
|--------|-------------|

| | |
|------------------|---|
| User Name | Type the name that you use to log on to the FTP site. |
|------------------|---|

| | |
|-----------------|---|
| Password | Type the password that you use to log on to the FTP site. |
|-----------------|---|

| | |
|------------------------------------|---|
| Remember This for Next Time | Saves your user name and password so that you don't have to enter them each time you connect to the FTP site. |
|------------------------------------|---|

Site Welcome dialog box

{button ,AL(`site_welcome;Connect_tab',0,`NoALink')} Related Topics
{button ,PI(`LLFTP.HLP',`Tips_site_welcome')} Tips

Displays the welcome message from the [FTP site](#).

| Option | Description |
|--------|-------------|
|--------|-------------|

| | |
|--|--|
| Always Show This Site's Welcome Message | Displays the welcome message for the site each time you connect. |
|--|--|

Welcome screen

{button ,AL(`LL_welcome',0,`NoALink')} Related Topics {button ,PI(`LLFTP.HLP',`Tips_welcome')} Tips

Displays options for working in LapLink FTP.

| Option | Description |
|--------|-------------|
|--------|-------------|

**Run the
LapLink FTP
Helper
button**

Starts the LapLink FTP [wizard](#) that walks you through the steps for adding an [FTP site](#) and connecting to an FTP site.

**I'll Work on
My Own
button**

Opens the LapLink FTP window where you can add new sites and connect to sites independently.

**Each Time I
Start
LapLink FTP,
Show This
Welcome
Screen**

Displays the Welcome screen when you start LapLink FTP so you can choose how you want to work.

Glossary of terms

| |
|---|
| A |
| B |
| C |
| D |
| E |
| F |
| G |
| H |
| I |
| J |
| K |
| L |
| M |
| N |
| O |
| P |
| Q |
| R |
| S |
| T |
| U |
| V |
| W |
| X |
| Y |
| Z |

The following are terms used in the LapLink FTP documentation. Click a word to see its definition.

A

[address bar](#)
[anonymous logon](#)
[ASCII file](#)
[ASCII mode](#)

B

[binary file](#)
[binary mode](#)

C

[copy](#)

D

[default](#)
[destination](#)
[download](#)

E

[event](#)

[Event Viewer](#)

F

[file extension](#)

[firewall](#)

[FTP](#)

[FTP address](#)

[FTP site](#)

G, H

[hidden file](#)

I

[idle time](#)

J, K

[key](#)

L

[LapLink file list](#)

[LapLink FTP Favorites](#)

[LapLink Queue](#)

[LapLink tree](#)

[log](#)

M

[move](#)

[My Computer file list](#)

[My Computer tree](#)

N, O

[overwrite notification](#)

P

[pane](#)

[passive transfer](#)

[port](#)

[proxy server](#)

Q

[queue](#)

[Quick Addresses](#)

R

[read-only file](#)

[remote port](#)

S

[server](#)

[shortcut menu](#)

[site](#)

[site address](#)

[source](#)
[status bar](#)
[subfolder](#)
[system file](#)

T

[taskbar](#)
[toolbar](#)
[transfer](#)

U

[upload](#)

V, W

[window pane](#)
[Windows NT Event Viewer](#)
[wizard](#)
[WordPad](#)

X, Y, Z

Glossary definitions

address bar

The toolbar near the top of the LapLink FTP window that lets you quickly connect to your favorite FTP sites and new FTP sites.

anonymous logon

A method of registering with an FTP site that uses **anonymous** as the user name and your e-mail address as the password.

When you log on anonymously, you normally have limited access rights on the FTP site.

ASCII file

A plain text file whose contents can be distinguished or read. Contrast this to a binary file, which is intended to be read by a computer.

Text files and HTML files are ASCII files.

ASCII mode

A transfer mode that translates end-of-line characters during the transfer so the destination computer can understand them. Files that you can transfer in ASCII mode include text files and HTML files.

binary file

A file that includes mostly unprintable characters and is intended to be read by a computer. Contrast this to an ASCII file, whose contents can be distinguished or read.

Word processing documents, spreadsheets, graphic files, sound files, program files, and compressed files are binary files.

binary mode

A transfer mode that transfers characters as exact duplicates of the originals. Files that you **must** transfer in binary mode include word processing documents, spreadsheets, graphic files, sound files, program files, and compressed files.

client

A computer program that requests a service of another computer system or process (a server).

copy

A transfer operation that places a copy of the files or folders from the source folder into the destination folder, leaving the originals where they were.

default

The initial settings in a program.

destination

A drive or folder that you want to transfer files to.

download

To transfer files and folders from the FTP

site to your computer.

Event Viewer

The Windows NT tool for tracking information about what occurs on your computer.

event

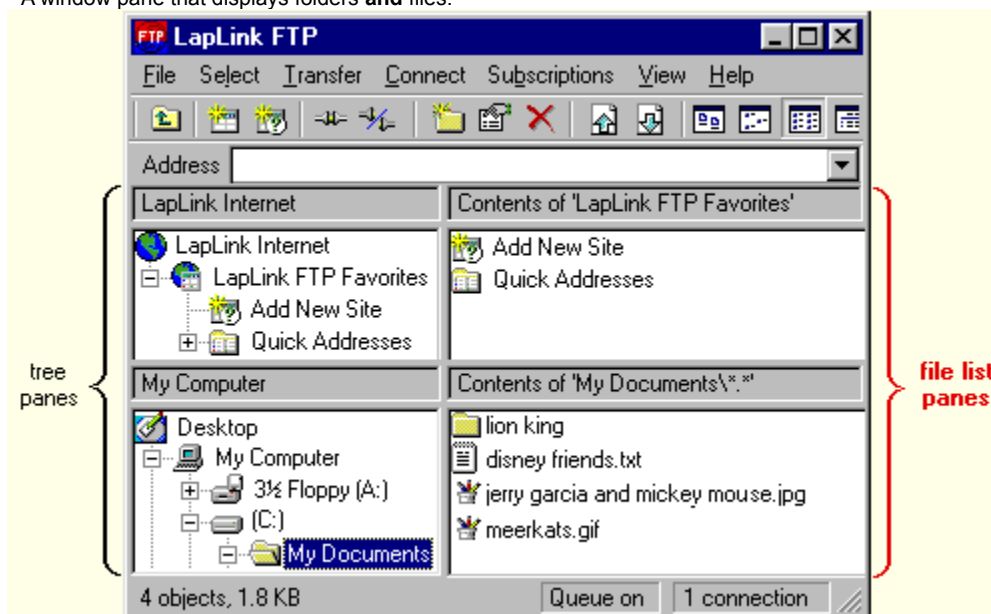
An action or occurrence on your computer, such as starting a connection or transferring a file.

file extension

A series of letters that identify a type of file.
For example, the file extension for text files is **txt**

file list pane

A window pane that displays folders **and** files.



firewall

A security barrier that prevents unauthorized users from accessing an organization's network.

FTP

File Transfer Protocol. A method of transferring files between computers connected to the Internet.

FTP site

A location on the Internet that stores files and folders.

hidden file

A file with the Windows hidden attribute, which indicates that most users will not be able to see it when browsing normally.

idle time

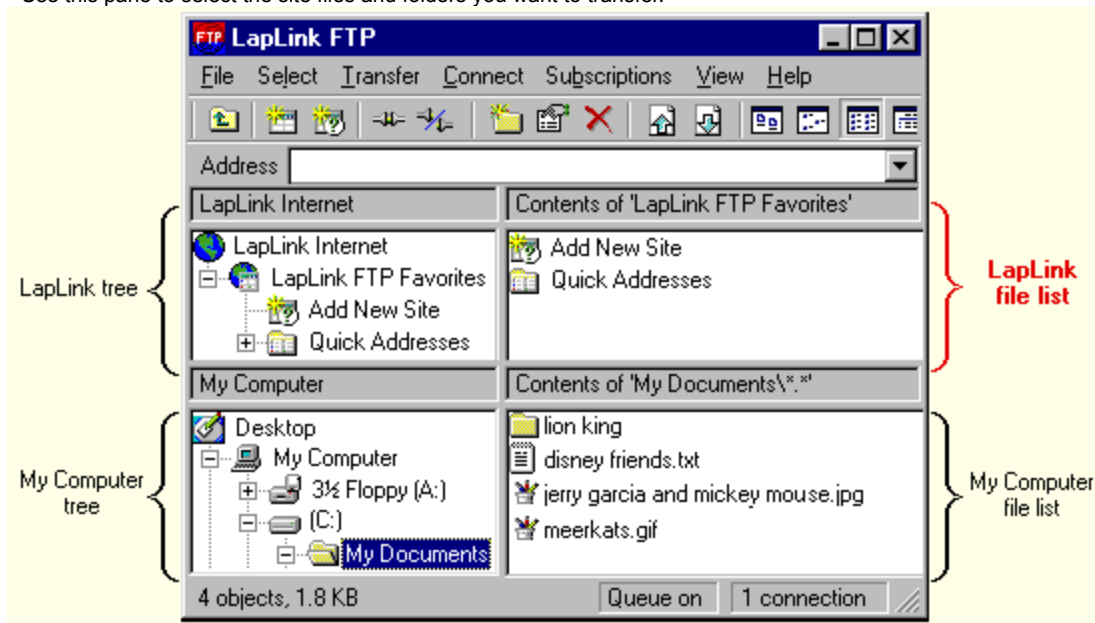
The time you have been connected but not transferring data across a connection.

key

The string of characters that registers your program.

LapLink file list

The window pane that displays the contents (files and folders) of the item selected in the LapLink tree. Use this pane to select the site files and folders you want to transfer.

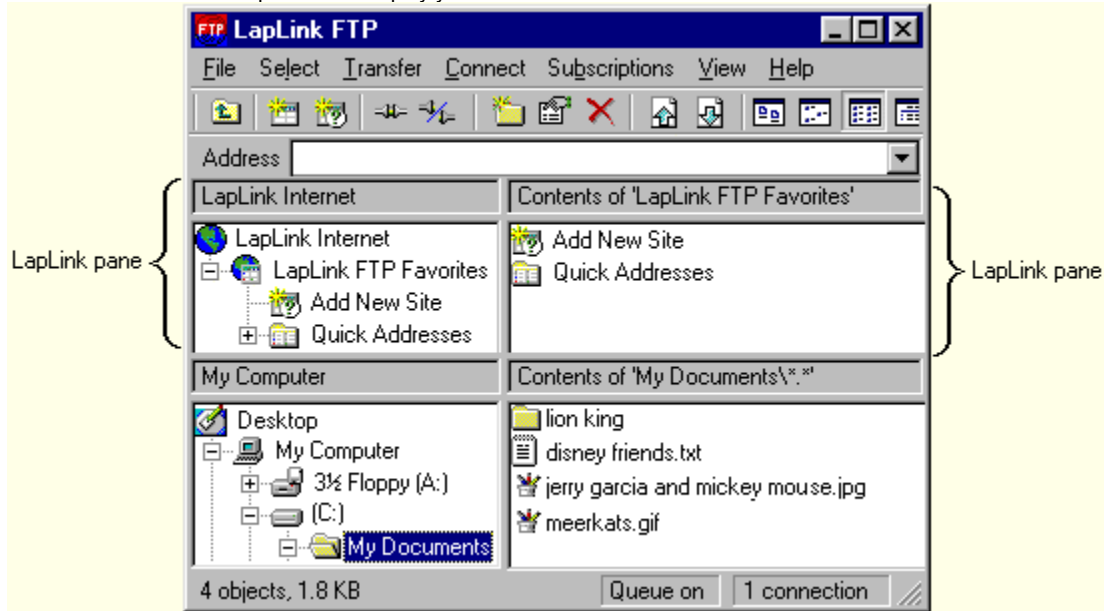


LapLink FTP Favorites

The location in the LapLink tree for storing your saved FTP sites.

LapLink pane

Either of the two window panes that display your FTP sites.



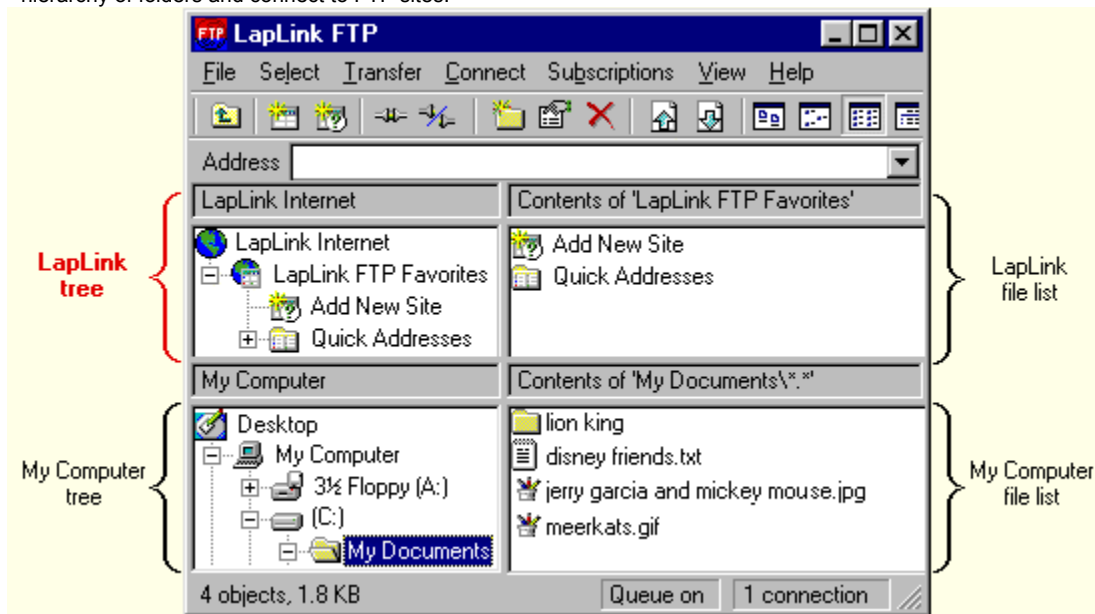
LapLink Queue

A program that holds files waiting to transfer and shows the progress of all files transferring and waiting.

LapLink Queue works in the background so you can continue browsing FTP sites and transferring files.

LapLink tree

The window pane that displays your FTP sites. You can use this pane to navigate through the hierarchy of folders and connect to FTP sites.



log

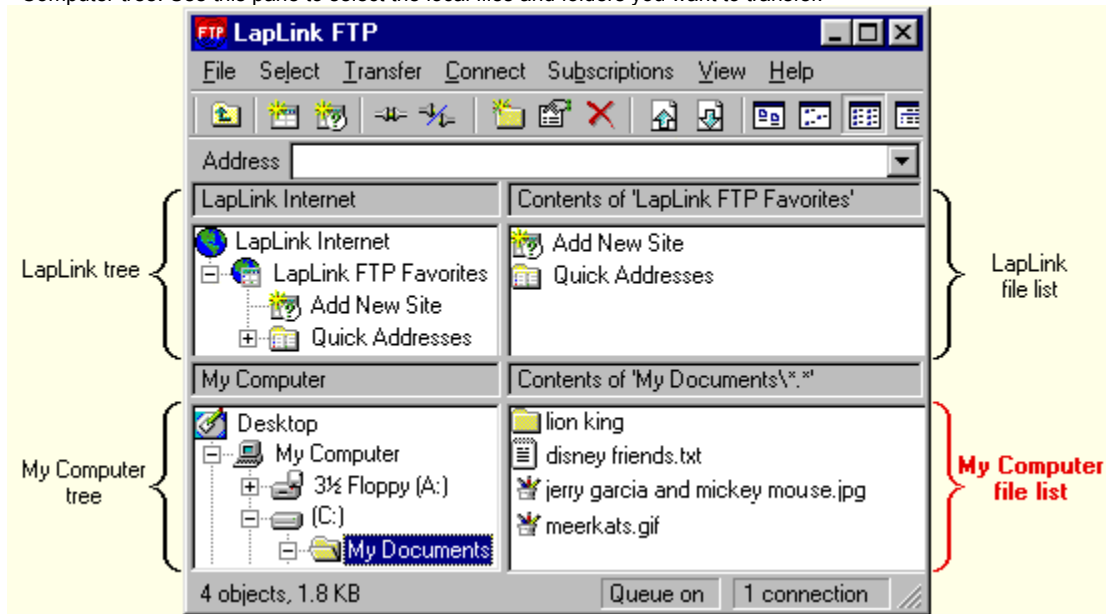
A record of the events that occur while LapLink FTP is running.

move

A transfer operation that places the files or folders from the source folder into the destination folder, deleting the originals.

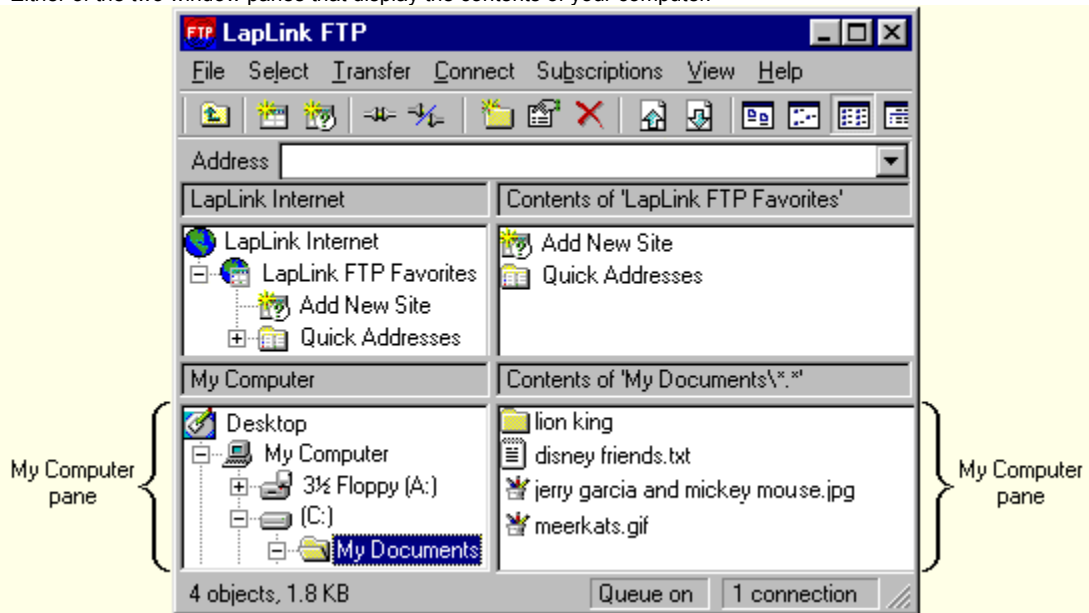
My Computer file list

The window pane that displays the contents (files and folders) of the folder or drive selected in the My Computer tree. Use this pane to select the local files and folders you want to transfer.



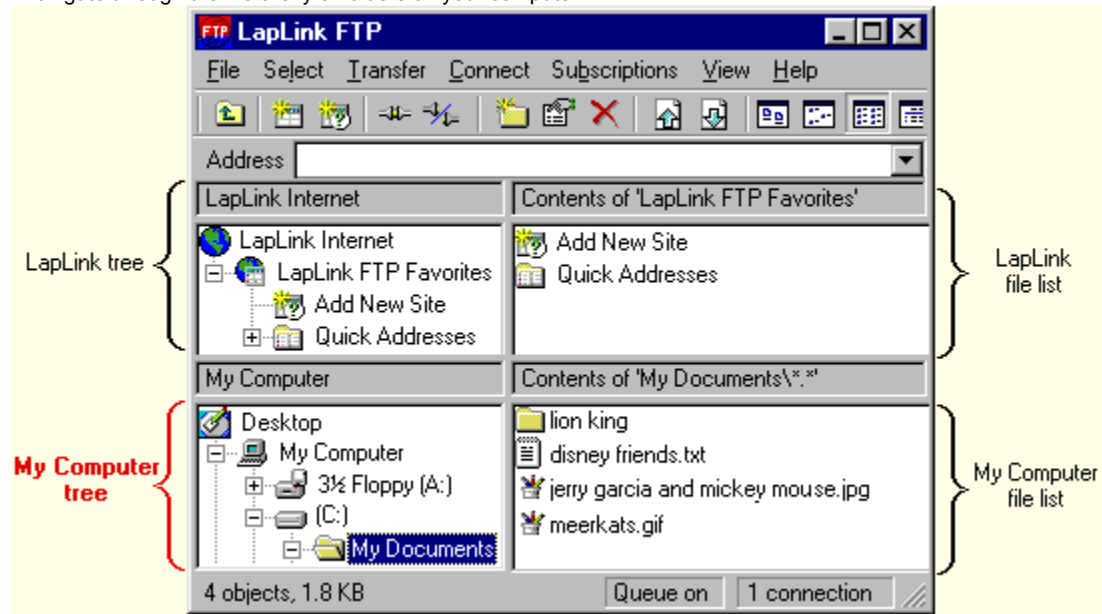
My Computer pane

Either of the two window panes that display the contents of your computer.



My Computer tree

The window pane that displays the drives and folders on your computer. You can use this pane to navigate through the hierarchy of folders on your computer.



My SmartXchanges

The location in the LapLink tree for storing your saved SmartXchanges.

overwrite notification

A message that prompts you to confirm the transfer settings before any files or folders are transferred.

passive transfer

A method of connecting to an FTP site; in addition to dialing in to the FTP site, your computer also establishes the connection with the FTP site to transfer data. (In normal FTP situations the server actually establishes the connection.)

port

A virtual connection point that passes requests to the server.

To connect to an FTP site, you must specify the port number in the FTP site's properties. The default port number for FTP sites is 21.

To connect to an FTP site using a proxy server, you must also specify the proxy server's port number. The default port number for proxy servers is 21.

proxy server

A server that controls access to FTP sites that are outside of your company network.

If your company uses a firewall, specify a proxy server to successfully connect to FTP sites.

Quick Addresses

The location in the LapLink tree for temporarily holding the sites you connect to using the address bar.

When you close LapLink FTP, these sites are discarded.

read-only file

A file with the Windows read-only attribute, which indicates that you can view the file, but not make changes to it.

server

A program that provides some service to other (client) programs.

shortcut menu

A menu, displayed by right-clicking an object, that lets you perform common tasks on the object.

site address

A site address can look like a web address, such as www.laplink.com or [ftp.laplink.com](ftp://laplink.com). It can also be a number like 123.45.67.8

SmartXchange

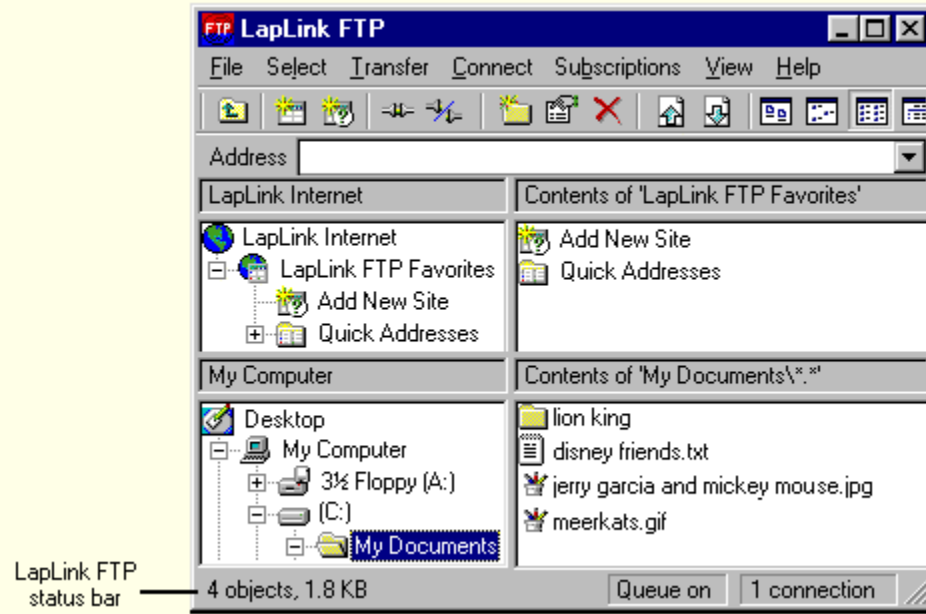
A pair of folders set to transfer. You can save your SmartXchanges to run later and even schedule them to run automatically.

source

A folder that you want to transfer files from.

status bar

An area at the bottom of a window that shows helpful information about the program currently running.



subfolder

A folder within a folder.

synchronize

A transfer operation that transfers files between folders so that each folder has the newest versions of all the same files.

Equivalent to a two-way transfer
SmartXchange.

system file

A file with the Windows system attribute, indicating that the computer uses it to run a program.

taskbar

The dynamic toolbar in Windows that lets you run programs and switch between tasks.

toolbar

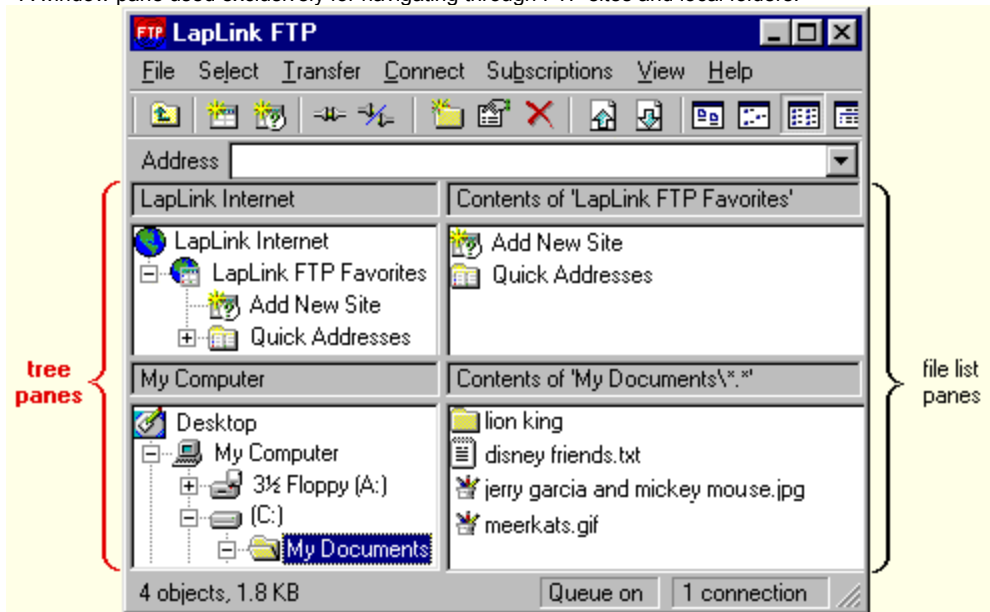
A group of buttons that provide easy access to common tasks.

transfer

The process of moving data from one computer location to another.

tree pane

A window pane used exclusively for navigating through FTP sites and local folders.



upload

To transfer files and folders from your computer to the FTP site.

window pane

An area in the main LapLink FTP window that displays sites, folders, or files.

wizard

A series of screens that help you complete a task.

WordPad

A text editor that comes with Windows.

LL FTP Procedures

Connecting and disconnecting

To connect to your saved FTP sites

► In the [LapLink tree](#), double-click the [site](#) you want to connect to.

—or—

In the [address bar](#), type the name of the site, and then press ENTER.

If the site is stored in a folder, type the folder name and a slash mark (/) before the site name.

[{button .AL\('connect_unsaved_sites:disconnect;disconnect_all;hot_copy:keep_alive',0,'NoALink'\)} Related Topics](#)

[{button .PI\('LLFTP.HLP','Tips_connecting'\)} Tips](#)

[{button .BookmarkDefine\(\) } New Bookmark](#)

[{button .BookmarkMore\(\) } Go to Bookmark](#)

To connect to unsaved **FTP sites**

- ▶ In the [address bar](#), type the [site's FTP address](#), and then press ENTER.

For example: **ftp.laplink.com**

Note

- If you want to specify a user name, password, [port](#) number, or default folder, use this format:
ftp://username:password@ftp.address.com:port/defaultfolder
You can specify all of these settings, or specify only some and leave the others blank.

{button .AL('connect_saved_sites;disconnect;disconnect_all;hot_copy;add_site_favorites;passive_default',0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_connecting_unsaved_sites')} Tips

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

To add sites from the address bar to your favorites

- 1 While you're connected to the [site](#), right-click the site, and then click Save Site in Favorites.
- 2 Follow the instructions on your screen for naming and storing the site.

{button .AL('connect_unsaved_sites:disconnect;disconnect_all:add_site'0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_address_bar')} Tips

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

To connect to **FTP sites** using Hot Copy

- 1 On the View menu, click Options.
- 2 On the Advanced tab, check the Automatically Paste Any FTP Address I Copy into the Address Bar box.
- 3 Click OK.

Now when you copy an [FTP address](#) from any program, LapLink FTP pastes it into the [address bar](#) and connects to it for you.

{button.AL('connect_saved_sites;connect_unsaved_sites;disconnect;disconnect_all;add_site_favorites;LL_Advanced_tab'0,'No
ALink'))} Related Topics

{button.PI('LLFTP.HLP','Tips_hot_copy')} Tips

{button.BookmarkDefine()} } New Bookmark

{button.BookmarkMore()} } Go to Bookmark

To keep connections open

LapLink FTP can keep your connections to [FTP sites](#) open, even when you remain [idle](#) for periods of time.

- 1 On the View menu, click Options.
- 2 On the Advanced tab, check the Keep Connections Alive box.
- 3 Click OK.

{button .AL('connect_saved_sites;disconnect;disconnect_all;LL_Advanced_tab'.0,'NoALink')} Related Topics


{button .PI('LLFTP.HLP','Tips_keeping_alive')} Tips

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

To disconnect from sites

1 In the [LapLink tree](#), select the [site](#) you want to disconnect from.

2 On the [toolbar](#), click the Disconnect button .

[{button .AL\(`disconnect_all'.0.`NoALink'\)} Related Topics](#)

[{button .PI\('LLFTP.HLP',`Tips_disconnecting'\)} Tips](#)

[{button .BookmarkDefine\(\) } New Bookmark](#)

[{button .BookmarkMore\(\) } Go to Bookmark](#)

To disconnect automatically from FTP sites

- ▶ While the [transfer](#) is running, check the Disconnect When Transfer Is Complete box on the Transferring Files dialog box.

{button .AL('disconnect;disconnect_all',0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_disconnecting')} Tips

{button .BookmarkDefine()} New Bookmark

{button .BookmarkMore()} Go to Bookmark

To disconnect from all active sites

- ▶ On the Connect menu, click Disconnect All.

{button .AL('disconnect',0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_disconnecting')} Tips

{button .BookmarkDefine()} New Bookmark

{button .BookmarkMore()} Go to Bookmark

Working with files and folders

To select files and folders

- To select a single file or folder, move the mouse pointer to its name or icon and click the left mouse button.
- To select a group of items, click the first item, and then press SHIFT while you click the last item.
- To select two or more items out of sequence, press CTRL while you click the items.
- To select all folders and files in the current folder, click Select All on the Select menu.
- To select everything on a drive, click the drive and click Select All on the Select menu.

{button.AL('select_by_type:filter_view:edit_files'.0,'NoALink')} Related Topics

{button.PI('LLFTP.HLP','Tips_selecting_files_and_folders')} Tips

{button.BookmarkDefine()} New Bookmark

{button.BookmarkMore()} Go to Bookmark

To select files based on file name or type

1 Click the folder that contains the files you want.

2 On the Select menu, click Select By.

3 In the Filter box, type the criteria for the files you want to select. Separate multiple criterion with a semicolon (;).

For example, if you want to select all of the Word documents and bitmap graphics in a folder, type this in the Filter box:

.doc*;*.bmp

Or, if you want to select all files named LapLink in a folder, type this in the Filter box: **LapLink.***

4 Click OK.

{button .AL('select;filter_view;edit_files;Select_By_dialog'.0.'NoALink')} Related Topics

{button .PI('LLFTP.HLP'.`Tips_selecting_files_and_folders')} Tips

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

To drag and drop files and folders

1 [Select the files and folders](#) you want to transfer.

2 Do one of the following:

- To [copy](#), press your left mouse button and then CTRL as you move the pointer to the [destination](#) folder.
- To [move](#), press your left mouse button and then SHIFT as you move the pointer to the destination folder.

3 Once the destination is highlighted, release the mouse button, and then the CTRL or SHIFT key.

[{button .AL\('^upload;download;include_subfolders'.0.`NoALink`\)} Related Topics](#)

[{button .PI\('LLFTP.HLP'.`Tips_drag_and_drop`\)} Tips](#)

[{button .BookmarkDefine\(\) } New Bookmark](#)

[{button .BookmarkMore\(\) } Go to Bookmark](#)

To edit files

- Double-click the file you want to edit to open it in its associated program.

Note

- To edit a file on the FTP site, double-click the file to download it to the folder selected in the [My Computer tree](#). Then, in the [My Computer file list](#), double-click the file again to open it in its associated program.

[{button .AL\('select:download:upload',0,'NoALink'\)} Related Topics](#)

[{button .PI\('LLFTP.HLP','Tips_editing_files'\)} Tip](#)

[{button .BookmarkDefine\(\) } New Bookmark](#)

[{button .BookmarkMore\(\) } Go to Bookmark](#)

Transferring

To transfer files and folders to an FTP site

- 1 [Connect to the FTP site](#) that you want to [transfer](#) files and folders to.
- 2 In either [LapLink pane](#), select the [destination](#) folder.
- 3 In the [My Computer file list](#), select the files and folders you want to transfer.
- 4 On the Transfer menu, click one of the following:
 - To [copy](#) the files and folders, click Copy To Site.
 - To [move](#) the files and folders, click Move To Site.

[{button .AL\('download;upload_commandline;drag_drop;include_subfolders'0,'NoALink'\)} Related Topics](#)

[{button .PI\('LLFTP.HLP','Tips_transferring'\)} Tips](#)

[{button .BookmarkDefine\(\)} New Bookmark](#)

[{button .BookmarkMore\(\)} Go to Bookmark](#)

To transfer files and folders to your computer

- 1 [Connect to the FTP site](#) that you want to [transfer](#) files and folders from.
- 2 In either [My Computer pane](#), select the [destination](#) folder.
- 3 In the [LapLink file list](#), select the files and folders you want to transfer.
- 4 On the Transfer menu, click one of the following:
 - To [copy](#) the files and folders, click Copy To My Computer.
 - To [move](#) the files and folders, click Move To My Computer.

[{button .AL\('upload;download_commandline;drag_drop;include_subfolders'0,'NoALink'\)} Related Topics](#)

[{button .PI\('LLFTP.HLP','Tips_transferring'\)} Tips](#)

[{button .BookmarkDefine\(\)} New Bookmark](#)

[{button .BookmarkMore\(\)} Go to Bookmark](#)

To include subfolders in transfers

- 1 On the View menu, click Options.
- 2 Check the Include Subfolders in Transfers box.
- 3 Click OK.

{button .AL('LL_General_tab;upload;download;drag_drop',0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_transferring')} Tips

{button .BookmarkDefine()} New Bookmark

{button .BookmarkMore()} Go to Bookmark

Changing how files and folders are transferred

To transfer files and folders using LapLink Queue

- 1 On the View menu, click Options.
- 2 Check the Send Transfers to LapLink Queue box, and then click OK.

The next time you [transfer files](#), the files are added to [LapLink Queue](#) and transferred in the order that they are listed in LapLink Queue. You can continue browsing [sites](#) and transferring files during the transfer.

[{button .AL\('download;upload;transfer_ftp:drag_drop'.0,'NoALink'\)} Related Topics](#)

[{button .PI\('LLFTP.HLP','Tips_transferring_queue'\)} Tips](#)

[{button .BookmarkDefine\(\) } New Bookmark](#)

[{button .BookmarkMore\(\) } Go to Bookmark](#)

To transfer files and folders immediately using LapLink FTP

- 1 On the View menu, click Options.
- 2 Clear the Send Transfers to LapLink Queue box, and then click OK.

The next time you [transfer files](#), the transfer begins immediately and a dialog box shows the progress of the transfer.

[{button .AL\('download;upload;transfer_queue;drag_drop',0,'NoALink'\)} Related Topics](#)

[{button .PI\('LLFTP.HLP','Tips_transferring_ftp'\)} Tips](#)

[{button .BookmarkDefine\(\)} New Bookmark](#)

[{button .BookmarkMore\(\)} Go to Bookmark](#)

To transfer files and folders

- 1 [Select the files and folders](#) you want to [transfer](#).
- 2 On the Transfer menu, click one of the following:
 - To [copy](#) the files and folders to the FTP site, click Copy To Site.
 - To [move](#) the files and folders to the FTP site, click Move To Site.
 - To copy the files and folders to your computer, click Copy To My Computer.
 - To move the files and folders to your computer, click Move To My Computer.

Subscribing to downloads

To subscribe to downloads

- 1 On the Subscriptions menu, click the download you want to subscribe to.
- 2 In the Save Download Information dialog box, change the name of the download and local folder if you like.
- 3 Click the Save button.

At the scheduled time, the files are automatically [downloaded](#). To change the scheduled time, click here
{button ,JI('LLFTP.HLP','PROC_scheduling')}.

{button ,AL('download;upload:schedule'0,'NoALink')} Related Topics

{button ,PI('LLFTP.HLP','Tips_subscriptions')} Tips

{button ,BookmarkDefine() } New Bookmark

{button ,BookmarkMore() } Go to Bookmark

To change the scheduled time for downloads

- 1 Start LapLink Scheduler by double-clicking its icon on the Windows [taskbar](#).
- 2 Right-click the download, and then click Properties.
- 3 On the Date/Time tab, click the appropriate options.
- 4 Click OK.

{button .AL('subscribe',0,'NoALink')} Related Topic

{button .PI('LLFTP.HLP','Tips_subscriptions')} Tips

{button .BookmarkDefine()} New Bookmark

{button .BookmarkMore()} Go to Bookmark

Monitoring transfers

To receive notifications before files are deleted

- 1 On the View menu, click Options.
- 2 On the Notification tab, click Prompt Before Overwriting Any File.
- 3 Click OK.

{button .AL('LL_Notification_tab;sound',0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_overwrite_notification')} Tips

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

To use sound to confirm events

- 1 On the View menu, click Options.
- 2 On the Notification tab, check the Play Sounds for Confirmation box.
- 3 Click OK.

{button .AL('LL_General_tab;notification',0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_monitoring_transfers')} Tips

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

Viewing files and folders

To change the appearance of items in a window pane

1 Select the [file list pane](#) you want to modify.

2 On the View menu, click one of these commands:

- Large Icons shows the names of files in rows with large icons representing their file types.
- Small Icons shows the names of files in rows with small icons representing their file types.
- List shows the names of files in columns with small icons representing their file types.
- Details shows file names, types, sizes, dates, and attributes.

`{button .AL('filter_view:resize_panes',0,'NoALink')}` Related Topics

`{button .PI('LLFTP.HLP','Tips_viewing_files')}` Tips

`{button .BookmarkDefine() }` New Bookmark

`{button .BookmarkMore() }` Go to Bookmark

To filter the view

- 1 On the View menu, click Options.
- 2 On the Advanced tab, in the Show Only box, type the criteria for the files you want to view. Separate multiple criterion with a semicolon (;).

For example, to view only Word documents and Excel spreadsheets, type this in the Show Only box: ***.doc*;*.xls***

Or to view only files with LapLink in their name, type this in the Show Only box: ***LapLink***

- 3 Click OK.

The filtering applies to both [file list panes](#).


{button .AL('icon_view:resize_panes:select:select_by_type:LL_General_tab'0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_filtering')} Tips

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

To resize the window panes

- 1 Place the mouse pointer over the junction of the four [panes](#) until the pointer looks like this .
- 2 Press the left mouse button as you move the pointer to resize the panes.

{button .AL('icon_view;filter_view',0,'NoALink')} Related Topics

{button .PI('LLFTP:HLP','Tips_resizing_panes')} Tip

{button .BookmarkDefine()} New Bookmark

{button .BookmarkMore()} Go to Bookmark

To change the local download folder

When you start LapLink FTP, the local download folder automatically opens in the [My Computer panes](#). This same folder also receives the files you [download](#) if LapLink FTP is closed when you copy a site address to the clipboard or click a LapLink Web link.

You can change the local download folder to quickly access the files you need.

- 1 On the View menu, click Options.
- 2 In the Default Download Folder box, type the name of the local download folder to use. Or click the Browse button (...) to search for the folder.
- 3 Click OK.

{button .AL('default_folder:local_persite_folder:LL_General_tab'0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_viewing_files')} Tips

{button .BookmarkDefine()} New Bookmark

{button .BookmarkMore()} Go to Bookmark

To display the LapLink FTP welcome screen

- 1 On the View menu, click Options.
- 2 Check the Show Welcome Screen on Startup box.
- 3 Click OK.

{button .AL('LL_Welcome_screen';0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_viewing_files')} Tips

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

To display hidden folders on FTP sites

- 1 On the View menu, click Options.
- 2 On the Advanced tab, check the Show Hidden Folders on FTP Sites box.
- 3 Click OK.

{button .AL('icon_view;filter_view',0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_hidden_folders')} Tips

{button .BookmarkDefine()} New Bookmark

{button .BookmarkMore()} Go to Bookmark

Logging activity

To log LapLink FTP activity

- 1 On the View menu, click Options.
- 2 On the Logging tab, check the Enable Logging box.
- 3 Click OK.

{button .AL('logging:Logging_tab',0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_logging')} Tips

{button .BookmarkDefine()} New Bookmark

{button .BookmarkMore()} Go to Bookmark

Removed for release 1. This note should be added to the topic "To log LapLink activity" in release 2.

Note

- In Windows 95 and 98, logs are named after the date they were created; for instance, a log for LapLink FTP on July 15, 1999 would be named LLI0715.LOG.

To change which LapLink FTP activity is logged

- 1 On the View menu, click Options.
- 2 On the Logging tab, under [Log](#) Activity, check the appropriate options.
- 3 Click OK.

[{button .AL\('logging:Logging_tab',0,'NoALink'\)} Related Topics](#)

[{button .PI\('LLFTP.HLP','Tips_logging'\)} Tips](#)

[{button .BookmarkDefine\(\)} New Bookmark](#)

[{button .BookmarkMore\(\)} Go to Bookmark](#)

To view the log

- On the View menu, click View LapLink FTP Log.

{button .AL('logging;Logging_tab',0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_logging')} Tips

{button .BookmarkDefine()} New Bookmark

{button .BookmarkMore()} Go to Bookmark

Using the command line

To connect to sites from a command line

For further flexibility, LapLink FTP lets you connect to [sites](#) from the command line. When you connect to a site from the command line, the connection occurs just as it would if you initiated the connection from within LapLink FTP.

To connect to a site, type this command:

```
LLFTP -c "SITE PATH"
```

For *SITE PATH* type the location and name of the site.

For example, this command connects to a site named Koshi stored in a folder named Music:

```
LLFTP -c Music/"Koshi"
```

{button .AL('download_commandline;upload_commandline;connect_saved_sites;connect_unsaved_sites',0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_commandline')} Tips

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

To download files and folders from a command line

With LapLink FTP you can also [download](#) files and folders from the command line. When you download from the command line, the [transfer](#) occurs just as it would if you downloaded files from within LapLink FTP.

To download files and folders, type this command:

```
LLFTP -d "SITE PATH" "REMOTE PATH" "LOCAL PATH"
```

For *SITE PATH* type the location and name of the [site](#).

For *REMOTE PATH* type the location and folder or file to download.

For *LOCAL PATH* type the [destination](#) folder.

For example, this command downloads a folder named Zeke from a site named Cute Puppies:

```
LLFTP -d "Cute Puppies" "Zeke" "My Documents"
```

[{button .AL\(`download;upload_commandline;connect_commandline',0,`NoALink'\)} Related Topics](#)

[{button .PI\('LLFTP.HLP',`Tips_transferring'\)} Tips](#)

[{button .BookmarkDefine\(\) } New Bookmark](#)

[{button .BookmarkMore\(\) } Go to Bookmark](#)

To upload files and folders from a command line

With LapLink FTP you can also [upload](#) files and folders from the command line. When you upload from the command line, the [transfer](#) occurs just as it would if you uploaded files from within LapLink FTP.

To upload files and folders, type this command:

```
LLFTP -u "SITE PATH" "REMOTE PATH" "LOCAL PATH"
```

For *SITE PATH* type the location and name of the [site](#).

For *REMOTE PATH* type the [destination](#) folder.

For *LOCAL PATH* type the location and folder or file to upload.

For example, this command uploads a folder named Images to a site named Eclectic Art:

```
LLFTP -u "Eclectic Art" "Images" "My Documents"
```

{button .AL('upload;download_commandline;connect_commandline',0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_transferring')} Tips

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

From the Index and Find tabs

Connecting to sites in the address bar using passive transfer

- 1 On the View menu, click Options.
- 2 On the Advanced tab, check the Use Passive Transfer by Default box.
- 3 Click OK.

{button .AL('passive_transfer;connect_unsaved_sites;add_site_favorites;LL_Advanced_tab',0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_passive')} Tip

{button .BookmarkDefine()} New Bookmark

{button .BookmarkMore()} Go to Bookmark

To connect to sites using a proxy server

If your company uses a [firewall](#), specify a [proxy server](#) to connect to [FTP sites](#). For help specifying a proxy server, contact your system administrator.

- 1 On the View menu, click Options.
- 2 On the Advanced tab, click the Proxy Settings button.
- 3 Check the Use a Proxy Server box.
- 4 In the Type list, click the type of proxy server your company uses.
- 5 In the Address box, type the proxy server's address.
- 6 If the proxy requires a user name and password, type your user name in the User Name box. In the Password box, type your password.
- 7 Click OK, and then click OK again.

[{button .AL\('passive_transfer;Proxy_dialog'.0.'NoALink'\)} Related Topics](#)

[{button .PI\('LLFTP.HLP'. 'Tips_proxy'\)} Tip](#)

[{button .BookmarkDefine\(\)} New Bookmark](#)

[{button .BookmarkMore\(\)} Go to Bookmark](#)

Troubleshooting (logging procedures here)

Troubleshooting LapLink FTP

(New topic text goes here.)

What's This? Help

General tab

Type your e-mail address. This e-mail address is used when you log on anonymously to FTP sites.

Displays this folder in the My Computer panes when you start LapLink FTP. Also transfers files to this folder if LapLink FTP is closed when you copy a site address to the clipboard or click a LapLink Web link.

Note: This folder must be on a local drive, or a network resource mapped to a letter drive; it cannot be a network folder. If you're not sure which folder you can specify, click the Browse button (...) to search for a folder.

Opens a dialog box where you can search for a local download folder.

Includes subfolders when folders are transferred.

Transfers files and folders using LapLink Queue so you can perform multiple transfers.

Note: If you clear this option, you can't browse FTP sites or transfer additional files until the current transfer is complete.

Displays the Welcome screen when you start LapLink FTP so you can choose how you want to work.

Notification tab

Plays a Windows sound to confirm connections, disconnections, and transfers.

Prompts you to confirm the transfer before overwriting any file or folder.

Prompts you to confirm the transfer before overwriting files with the read-only attribute (in Windows).

Overwrites files without prompting.

Logging tab

Opens today's log so you can review LapLink FTP activity.

Resets the Log Activity options to connections and disconnections and failed file transfers, but not successful file transfers.

Writes a message to the log each time LapLink FTP is unable to transfer a file.

Writes a message to the log each time LapLink FTP connects to or disconnects from an FTP site.

Writes a message to the log each time LapLink FTP transfers a file.

Specifies where to store the log.

Opens a dialog box where you can search for a folder to store the log.

Specifies how many days to save the log before deleting it.

Empties all records from today's log.

Advanced tab

Prevents FTP connections from ending during periods of inactivity.

Connects to sites you type in the address bar using passive mode.

This option also makes passive mode the default connection method for sites you add to your favorites.

When you copy a site address to the clipboard, LapLink FTP automatically connects to the FTP site.
These site addresses must begin with **ftp://** or **llftp://**

Displays any hidden files and folders in the LapLink panes.

Displays only files with this criteria in the file list panes. Separate multiple criterion with a semicolon (;).
The default is *.* which displays all files.

Displays all file types in the file list panes.

Opens the Proxy Settings dialog box where you can specify a proxy server.

Proxy Settings dialog box

Connects to FTP sites using the proxy server you specify.

Specifies the proxy server to use.

Specifies the proxy type. The proxy type determines whether a user name and password are required.

Describes how the selected proxy type connects to FTP sites.

Type the proxy server's address.

Hint: Proxy server addresses can look like web addresses, such as myproxy.company.com. They can also be numbers like 123.45.67.8

Connects to the proxy server using this port. The default port number is 21.

Note: The port number of the proxy server may be different than the port number of the FTP site.

Connects to the proxy server using the login information you specify. If the proxy server doesn't require a user name and password, leave these boxes blank.

If the proxy server requires a user name, type your user name here.

If the proxy server requires a password, type your password here.

Select By dialog box

Type the criteria for the files you want to select in the current folder. Separate multiple criterion with a semicolon (;).
The default is *.* which displays all files.

Removes all previously typed file extensions.

LapLink FTP Welcome screen

Displays the Welcome screen when you start LapLink FTP so you can choose how you want to work.

Starts the LapLink FTP wizard which walks you through the steps for adding an FTP site and transferring files and folders.

Opens the LapLink FTP window where you can transfer files and folders independently.

Enter Password dialog box

Type the name that you use to log on to the FTP site.

Type the password that you use to log on to the FTP site.

Saves your user name and password so that you don't have to enter them each time you connect to the FTP site.

Site Welcome dialog box

Displays the site's welcome message.

Displays the welcome message for the site each time you connect.

File Properties dialog box

Displays the icon for the file or folder you are viewing.

Displays the name of the file or folder.

Displays the type of file or folder.

If this type is a shortcut, you are viewing the properties for the shortcut file or folder, not the original item.

Displays where the file or folder is located on the FTP site.

Displays the size of the file.

Displays the date the file was last changed.

Folder Properties dialog box (most IDs shared with File Properties dialog box)

Displays the size of the folder.

Displays how many files and folders are in the folder you are viewing.

Displays the date the folder was created.

Mixed Properties dialog box (most IDS shared with the File and Folder Properties dialog boxes)

Displays how many files and folders you selected before choosing to view their properties.

Transferring Files Tutorial

Welcome to the Transferring Files Tutorial!

LapLink FTP makes transferring files between your computer and an [FTP site](#) easy—even if you don't have any experience using [FTP](#).

In this tutorial you'll learn how to quickly [transfer](#) files and folders with an FTP site.



Are you using **LapLink Queue** to transfer your files?

Yes. The **status bar** displays **Queue on**.



No. The status bar displays **Queue off**.



What would you like to do?

I want to **download** files from the FTP site to my computer.



I want to **upload** files from my computer to the FTP site.



Choose the destination folder



Connect to the FTP site if you haven't done so already.

- In the **My Computer tree**, click the folder that you want to transfer files and folders to.

Select the files and folders to transfer



- In the [LapLink file list](#), [select the files and folders](#) you want to transfer to your computer.

Do you want to copy or move the files?

I want to copy the files and folders.

I want to move the files and folders.

Copy the files to the new location



- Press your left mouse button and then CTRL as you move the pointer to the destination folder.
- Once the destination is highlighted, release the left mouse button, and then the CTRL key.

Move the files to the new location



- Press your left mouse button and then SHIFT as you move the pointer to the destination folder.
- Once the destination is highlighted, release the left mouse button, and then the SHIFT key.

▪

Choose the destination folder



[Connect to the FTP site](#) if you haven't done so already.

- In the [LapLink tree](#), click the folder that you want to transfer files and folders to.

▪

Select the files and folders to transfer



- In the [My Computer file list](#), [select the files and folders](#) you want to transfer to the FTP site.

Do you want to copy or move the files?

I want to copy the files and folders.

I want to move the files and folders.

Copy the files to the new location



- Press your left mouse button and then CTRL as you move the pointer to the destination folder.
- Once the destination is highlighted, release the left mouse button, and then the CTRL key.

Move the files to the new location



- Press your left mouse button and then SHIFT as you move the pointer to the destination folder.
- Once the destination is highlighted, release the left mouse button, and then the SHIFT key.

▪

Viewing transfer progress



While the files are transferring, you can view their progress in LapLink Queue.

You can even continue working in LapLink FTP during the transfer.

■

What would you like to do?

- I want to [download](#) files from the FTP site to my computer.

- I want to [upload](#) files from my computer to the FTP site.

Choose the destination folder

- [Connect to the FTP site](#) if you haven't done so already.

- In the [My Computer tree](#), click the folder that you want to transfer files and folders to.

Select the files and folders to transfer

- - In the [LapLink file list](#), [select the files and folders](#) you want to transfer to your computer.
-

Do you want to copy or move the files?

I want to copy the files and folders.

I want to move the files and folders.

Copy the files to the new location

- Press your left mouse button and then CTRL as you move the pointer to the destination folder.
- Once the destination is highlighted, release the left mouse button, and then the CTRL key.

Move the files to the new location



- Press your left mouse button and then SHIFT as you move the pointer to the destination folder.
- Once the destination is highlighted, release the left mouse button, and then the SHIFT key.

▪

Choose the destination folder



[Connect to the FTP site](#) if you haven't done so already.

- In the [LapLink tree](#), click the folder that you want to transfer files and folders to.

▪

Select the files and folders to transfer



- In the [My Computer file list](#), [select the files and folders](#) you want to transfer to the FTP site.

▪

Do you want to copy or move the files?

I want to copy the files and folders.

I want to move the files and folders.

Copy the files to the new location

- Press your left mouse button and then CTRL as you move the pointer to the destination folder.
- Once the destination is highlighted, release the left mouse button, and then the CTRL key.

Move the files to the new location

- - Press your left mouse button and then SHIFT as you move the pointer to the [destination](#) folder.
 - Once the destination is highlighted, release the left mouse button, and then the SHIFT key.
-

Viewing transfer progress



When the transfer is complete, the Transfer Complete dialog box appears.

- View the results of the transfer, and then click OK.

▪

Continuing your LapLink FTP session



Congratulations! Now you know how to transfer files and folders with an FTP site.

If you want more help using LapLink FTP, try using one of these resources:

- On the [toolbar](#), click the Help Me Add a New Site button to receive step-by-step instructions for adding a new FTP site.
- From any dialog box in LapLink FTP, click the Help button.
- On the Help menu, click Help topics and then double-click the help book for the subject you need help on.

Close

Selecting files

- To select a single file or folder, move the mouse pointer to its name or icon and click the left mouse button.
- To select a group of items, click the first item, and then press SHIFT while you click the last item.
- To select two or more items out of sequence, press CTRL while you click the items.

Connecting to FTP sites

In the LapLink tree, double-click the site you want to connect to.

Common Controls--What's This help

Closes the dialog box and continues the task.

Closes the dialog box and does not continue the task.

Closes the dialog box and saves any changes you've made.

Closes the dialog box without saving any changes you've made.


Closes the dialog box.

Displays help for the currently selected tab or dialog box.

Applies any changes you've made without closing the dialog box.

Click on a tab to display additional options in that tab.

No help is available for this option.

Help is available for each item in this dialog box. To get help, either right-click an item, or click  at the top of this dialog box, and then click the item.

Logging What's This help (IDs will be found in app .HM files, not in COMMON.HM)

If checked, records a log of LapLink FTP activity.

Options in this area control which accelerator activity is stored in a log.

If checked, records general activity such as connections and disconnections.

If checked, records errors. Errors usually indicate problems with your LapLink Enterprise program or connection and often provide useful troubleshooting information.

If checked, records warnings. Warnings indicate events that may need attention.

Resets the Log Activity options to record general tracking and errors, but not warnings.

Options in this area control where the log file is stored and how many log files to keep, and let you view and empty the log file.

Type the path to the folder where you want to store the log files, or click the Browse button to locate a folder on your computer or network.

Click this button to search for a folder on your computer or network where you want to store the log files.

Specifies how many days to save a log before deleting it. Type the number of logs you want to save, or click the arrows to select a number of logs.

Click this to remove all messages from today's log file. New logging information will be written to the empty log file.

Click this button to open today's log so you can review your activity.

NT Logging

Click this button to view LapLink Enterprise log information in the NT Event Viewer.

Address Book Procedures

Adding and editing FTP sites

To add FTP sites

1 Click [LapLink FTP Favorites](#) to add the site under LapLink FTP Favorites. Or click a folder under LapLink FTP Favorites to add the site to that folder.

2 On the [toolbar](#), click the Add New Site button 

3 In the Name box, type a descriptive name for the [site](#).

4 In the Address box, type the [site address](#).

5 Do one of the following:

- If you access the site with a user name and password, in the User Name box, type your user name. In the Password box, type your password.

- If you don't access the site with a user name and password, check the [Anonymous](#) box.

6 Do one of the following:

- Click Connect Now to save the site and immediately connect to the site.

- Click OK to save the site and connect to it later.

[{button .AL\('add_site_favorites;move_site;delete_site;AddSite_dialog;add_site_wizard',0,'NoALink'\)} Related Topics](#)

[{button .PI\('LLFTP.HLP','Tips_adding_sites'\)} Tips](#)

[{button .BookmarkDefine\(\)} New Bookmark](#)

[{button .BookmarkMore\(\)} Go to Bookmark](#)

To add a new site with the helper

- 1 On the [toolbar](#), click the Help Me Add a New Site button ■.
- 2 Follow the instructions on your screen for adding a new [FTP site](#).

{button .AL('add_site'.0.'NoALink')} Related Topic

{button .PI('LLFTP.HLP'.`Tips_adding_sites_wizard')} Tip

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

To move FTP sites

- 1 Click the [FTP site](#) you want to [move](#).
- 2 Press SHIFT and your left mouse button as you drag the FTP site to the destination folder.
- 3 Once the destination is highlighted, release the mouse button and then the SHIFT key.

[{button .AL\('add_site;delete_site',0,'NoALink'\)} Related Topics](#)


[{button .PI\('LLFTP.HLP','Tips_editing_sites'\)} Tips](#)

[{button .BookmarkDefine\(\)} New Bookmark](#)

[{button .BookmarkMore\(\)} Go to Bookmark](#)

To delete FTP sites

1 In the [LapLink tree](#), click the [site](#) you want to delete.

2 On the [toolbar](#), click the Delete button .

{button .AL(^add_site;move_site'.0.`NoALink') } Related Topics

{button .PI('LLFTP.HLP',`Tips_deleting')} Tips

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

Changing site properties

To edit general site properties

- 1 In the [LapLink tree](#), right-click the [site](#) you want to edit, and then click Properties.
- 2 Make the appropriate changes, and then click OK.

{button .AL('SiteProp_dialog'.0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_editing_sites')} Tip

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

To set the number of connection attempts

- 1 In the [LapLink tree](#), right-click the [site](#) you want to edit, and then click Properties.
- 2 Click the Advanced button.
- 3 In the Retry box, type a number or click an arrow to select a number.
- 4 Click OK, and then click OK again.

[{button .AL\('connect_timeout;Connect_tab;general_siteprop'.0,'NoALink'\)} Related Topics](#)

[{button .PI\('LLFTP.HLP','Tips_editing_sites'\)} Tips](#)

[{button .BookmarkDefine\(\)} New Bookmark](#)

[{button .BookmarkMore\(\)} Go to Bookmark](#)

To set the connection timeout

- 1 In the [LapLink tree](#), right-click the [site](#) you want to edit, and then click Properties.
- 2 Click the Advanced button.
- 3 In the Timeout box, type a number or click an arrow to select a number.
- 4 Click OK, and then click OK again.

[{button .AL\('connect_attempts;Connect_tab;general_siteprop',0,'NoALink'\)} Related Topics](#)

[{button .PI\('LLFTP.HLP','Tips_editing_sites'\)} Tips](#)

[{button .BookmarkDefine\(\)} New Bookmark](#)

[{button .BookmarkMore\(\)} Go to Bookmark](#)

To display the site's welcome message each time you connect

- 1 In the [LapLink tree](#), right-click the [site](#) whose welcome message you want to view, and then click Properties.
- 2 Click the Advanced button.
- 3 Check the Show the Site's Welcome Message box.
- 4 Click OK, and then click OK again.

Note

- To display the site's welcome message while you are connected to the site, right-click the site and click Show Site's Welcome Message.

{button .AL('Connect_tab:SiteWelcome_dialog:general_siteprop',0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_site_welcome')} Tips

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

To open a default site folder after connecting

- 1 In the [LapLink tree](#), right-click the [site](#) you want to edit, and then click Properties.
- 2 In the On Site box, type the name of the site folder to display when you connect to the site.
- 3 Click OK.

{button .AL('SiteProp_dialog;AddSite_dialog;general_siteprop;local_persite_folder;local_startup_folder',0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_editing_sites')} Tips

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

To open a default local folder after connecting

- 1 In the [LapLink tree](#), right-click the [site](#) you want to edit, and then click Properties.
- 2 In the On My Computer box, type the name of the local folder to display when you connect to the site. Or click the Browse button (...) to search for the folder.
- 3 Click OK.

{button .AL('default_folder;local_startup_folder;SiteProp_dialog;AddSite_dialog;general_siteprop',0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_editing_sites')} Tips

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

Working with files names

To convert file extensions

- 1 In the [LapLink tree](#), right-click the [site](#) you want to edit, and then click Properties.
- 2 Click the Advanced button.
- 3 Do one of the following:
 - To convert [extensions](#) for files [transferred](#) from an [FTP](#) site to your computer, click the Download tab.
 - To convert extensions for files transferred from your computer to an FTP site, click the Upload tab.
- 4 Click the New button.
- 5 In the Convert This Extension box, type the file extension you want to change.
- 6 In the To This Extension box, type the file extension you want to replace it with.
- 7 Click OK to add the pair to your list of file extensions.
- 8 Click OK, and then click OK again.

[{button .AL\('force_capitalization;Download_tab;Upload_tab;NewExt_dialog;general_siteprop'.0,'NoALink'\)} Related Topics](#)

[{button .PI\('LLFTP.HLP','Tips_file_names'\)} Tip](#)

[{button .BookmarkDefine\(\) } New Bookmark](#)

[{button .BookmarkMore\(\) } Go to Bookmark](#)

To force the capitalization of file names

- 1 In the [LapLink tree](#), right-click the [site](#) you want to edit, and then click Properties.
- 2 Click the Advanced button.
- 3 Do one of the following:
 - To force the name capitalization for files [transferred](#) from an [FTP](#) site to your computer, click the Download tab.
 - To force the name capitalization for files transferred from your computer to an FTP site, click the Upload tab.
- 4 Under Capitalization, click the option you want.
- 5 Click OK, and then click OK again.

{button .AL('convert_extension;Download_tab;Upload_tab;general_siteprop'.0.'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_capitalization')} Tips

{button .BookmarkDefine()} New Bookmark

{button .BookmarkMore()} Go to Bookmark

From the Index and Find tabs

To set the transfer mode

- 1 In the [LapLink tree](#), right-click the [site](#) you want to edit, and then click Properties.
- 2 Click the Advanced button.
- 3 On the Transfer tab, click one of the following:
 - Always Binary [transfers](#) all files in [binary mode](#).
 - Always ASCII transfers all files in ASCII mode.
 - Automatic ASCII for These Types of Files transfers the listed file types in [ASCII mode](#). All other files are transferred in binary mode.
3. Click OK, and then click OK again.

{button .AL('Transfer_tab:general_siteprop',0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_transfer_mode')} Tips

{button .BookmarkDefine()} New Bookmark

{button .BookmarkMore()} Go to Bookmark

To perform **passive transfers**

- 1 In the [LapLink tree](#), right-click the [site](#) you want to edit, and then click Properties.
- 2 Click the Advanced button.
- 3 Check the Use Passive Transfer for This Site box.
- 4 Click OK, and then click OK again.

{button .AL('Connect_tab;general_siteprop'0,'NoALink')} Related Topics

{button .PI('LLFTP.HLP','Tips_connecting')} Tips

{button .BookmarkDefine() } New Bookmark

{button .BookmarkMore() } Go to Bookmark

To change the remote port

- 1 In the [LapLink tree](#), right-click the [site](#) you want to edit, and then click Properties.
- 2 Click the Advanced button.
- 3 In the Remote Port box, type the number of the FTP site's remote [port](#).
- 4 Click OK, and then click OK again.

[{button .AL\('Connect_tab;general_siteprop',0,'NoALink'\)} Related Topics](#)

[{button .PI\('LLFTP.HLP','Tips_editing_sites'\)} Tips](#)

[{button .BookmarkDefine\(\)} New Bookmark](#)

[{button .BookmarkMore\(\)} Go to Bookmark](#)

To set the site's time zone

- 1 In the [LapLink tree](#), right-click the [site](#) you want to edit, and then click Properties.
- 2 Click the Advanced button.
- 3 In the Site's Time Zone box, click the FTP site's time zone.
- 4 Click OK, and then click OK again.

[{button .AL\('Connect_tab;general_siteprop',0,'NoALink'\)} Related Topics](#)

[{button .PI\('LLFTP.HLP','Tips_editing_sites'\)} Tips](#)

[{button .BookmarkDefine\(\)} New Bookmark](#)

[{button .BookmarkMore\(\)} Go to Bookmark](#)

Address Book Reference topics

Add a New Site dialog box

{button ,AL('default_folder;local_persite_folder;add_site;connect_saved_sites',0,'NoALink')} Related Topics{button ,PI('LLFTP.HLP','Tips_adding_sites')} Tips

Adds a new site to the [LapLink tree](#).

| Option | Description |
|--------|-------------|
|--------|-------------|

| | |
|-------------|--|
| Name | Type a descriptive name for the FTP site . |
|-------------|--|

| | |
|----------------|---|
| Address | Type the site address . Hint: Site addresses can look like web addresses, such as ftp.laplink.com. They can also be numbers like 123.45.67.8 |
|----------------|---|

| | |
|----------------------------------|--|
| Anonymous | Logs on to the FTP site using anonymous as the user name and your e-mail address as the password. |
|----------------------------------|--|

| | |
|------------------|--|
| User Name | If you have a user name and password that let you access the FTP site, type your user name here. |
|------------------|--|

| | |
|-----------------|---|
| Password | If you have a user name and password that let you access the FTP site, type your password here. |
|-----------------|---|

| | |
|----------------|---|
| On Site | If you have a preferred folder on the FTP site, you can type the folder name here. Then each time you connect to this site, the contents of your site folder will be displayed automatically. |
|----------------|---|

| | |
|-----------------------|---|
| On My Computer | If you have a preferred folder on your computer, you can type the folder name here. Then each time you connect to this site, the contents of your local folder will be displayed automatically. |
|-----------------------|---|

Note

This folder must be on a local drive, or a network resource mapped to a letter drive; it cannot be a network folder. If you're not sure which folder you can specify, click the Browse button (...) to search for a folder.

| | |
|----------------------------|---|
| Browse button (...) | Opens a dialog box where you can search for a local folder to display when you connect to the site. |
|----------------------------|---|

| | |
|---------------------------|--|
| Connect Now button | Closes the dialog box, saves your changes, and connects to the FTP site. |
|---------------------------|--|

| | |
|------------------------|---|
| Advanced button | Opens the Advanced Site Options dialog box where you can specify connection settings and transfer settings for this FTP site. |
|------------------------|---|

Site Properties dialog box

{button ,AL('default_folder;local_persite_folder;general_siteprop',0,'NoALink')} Related Topics {button ,PI('LLFTP.HLP','Tips_editing_sites')} Tips

Changes the properties for the [FTP site](#).

| Option | Description |
|--------|-------------|
|--------|-------------|

| | |
|-------------|---|
| Name | Displays the FTP site's descriptive name. |
|-------------|---|

| | |
|----------------|---|
| Address | Type the site address . Hint: Site addresses can look like web addresses, such as ftp.laplink.com. They can also be numbers like |
|----------------|---|

123.45.67.8

Anonymous

Logs on to the FTP site without a user name and password.

User Name

If you have a user name and password that let you access the FTP site, type your user name here.

Password

If you have a user name and password that let you access the FTP site, type your password here.

On Site

If you have a preferred folder on the FTP site, you can type the folder name here. Then each time you connect to this site, the contents of your site folder will be displayed automatically.

On My Computer

If you have a preferred folder on your computer, you can type the folder name here. Then each time you connect to this site, the contents of your local folder will be displayed automatically.

Note

This folder must be on a local drive, or a network resource mapped to a letter drive; it cannot be a network folder. If you're not sure which folder you can specify, click the Browse button (...) to search for a folder.

Browse button (...)

Opens a dialog box where you can search for a local folder to display when you connect to the site.

Connect Now button

Closes the dialog box, saves your changes, and connects to the FTP site.

Advanced button

Opens the Advanced Site Options dialog box where you can specify connection settings and transfer settings for this FTP site.

Advanced Site Options dialog box (Connect tab)

{button ,AL('site_welcome;passive_transfer;time_zone;connect_attempts;connect_timeout;remote_port',0,'NoALink')} Related Topics {button ,PI('LLFTP.HLP','Tips_connecting')} Tips

Specifies how LapLink FTP connects to this [FTP site](#).

Option

Description

Bypass Proxy Server for This Site

Connects directly to this [FTP](#) site, even if you've specified a [proxy server](#) in LapLink FTP. Choose this option if your company uses a [firewall](#) and this FTP site is on your network.

Use Passive Transfer for This Site (PASV Command)

Lets your computer establish the connection to the FTP site used to transfer data. Choose this option if your company uses a firewall and the FTP site accepts [passive transfers](#).

Retry

If the first connection is unsuccessful, LapLink FTP attempts to connect to the FTP site this number of times or until the connection is successfully established, whichever occurs first.

You can set this value between 0 and 99.

Timeout

Sets the number of seconds to try connecting before timing out.

You can set this time limit between 10 and 120 seconds. This time does not include dialing time.

Remote Port Connects the FTP site using this [port](#). The default port number is 21.

Show the Site's Welcome Message If the site has a welcome message, displays the site's welcome message when you connect to the FTP site.

This is especially important if you are synchronizing files or automating transfers. (removed from the Site's Time Zone description for release 1)

Advanced Site Options dialog box (Download tab)

{button ,AL(`force_capitalization;convert_extension;NewExt_dialog',0,`NoALink')} Related Topics
{button ,PI(`LLFTP.HLP',`Tips_file_names')} Tip

Specifies how to treat file names for files transferred from this [FTP site](#) to your computer.

| Option | Description |
|------------------------------------|--|
| Don't Change Capitalization | Keeps the original case of file names (upper case, lower case, or mixed) during transfers to your computer. |
| Make All Lower Case | Changes file names to all lower case letters during transfers to your computer. |
| Make All Upper Case | Changes file names to all upper case letters during transfers to your computer. |
| Convert File Extensions | <p>If checked, replaces the first file extension with the second file extension during transfers to your computer.</p> <p>For example, if the FTP site uses the extension .html for HTML files and your computer uses the extension .htm, LapLink FTP can convert the file extensions automatically.</p> |
| New button | Opens the New Extension Conversion dialog box where you can add a new pair of file extensions. |
| Delete button | Removes the highlighted pair of file extensions. |

Advanced Site Options dialog box (Upload tab)

{button ,AL(`force_capitalization;convert_extension;NewExt_dialog',0,`NoALink')} Related Topics
{button ,PI(`LLFTP.HLP',`Tips_file_names')} Tip

Specifies how to treat file names for files transferred from your computer to this [FTP site](#).

| Option | Description |
|------------------------------------|---|
| Don't Change Capitalization | Keeps the original case of file names (upper case, lower case, or mixed) during transfers to the FTP site. |
| Make All Lower Case | Changes file names to all lower case letters during transfers to the FTP site. Choose this option if the FTP site is case-sensitive. |
| Make All Upper Case | Changes file names to all upper case letters during transfers to the FTP site. Choose this option if the FTP site is case-sensitive. |
| Convert File Extensions | <p>If checked, replaces the first file extension with the second file extension during transfers to the FTP site.</p> <p>For example, if your computer uses the extension .htm for HTML files and the FTP site uses the extension .html, LapLink FTP can convert the file extensions automatically.</p> |
| New button | Opens the New Extension Conversion dialog box where you can add a new pair of file extensions. |
| Delete | Removes the highlighted pair of file extensions. |

button

Advanced Site Options dialog box (Transfer tab)

{button ,AL(`transfer_mode',0,`NoALink')} Related Topics {button ,PI(`LLFTP.HLP',`Tips_transfer_mode')} Tips

Determines how files are transferred.

| Option | Description |
|--------|-------------|
|--------|-------------|

| | |
|----------------------|--|
| Always Binary | Transfers all files in binary mode . |
|----------------------|--|

| | |
|---------------------|---|
| Always ASCII | Transfers all files in ASCII mode . Warning: Don't use this option if you transfer binary files . Binary files can be damaged when transferred in ASCII mode. |
|---------------------|---|

| | |
|---|---|
| Automatic ASCII for These Types of Files | Transfers only the listed file types in ASCII mode. Other files are transferred in binary mode. |
|---|---|

| | |
|-------------------|--|
| Add button | Adds a new file type to the list of files transferred in ASCII mode. |
|-------------------|--|

| | |
|----------------------|---|
| Delete button | Deletes a file type from the list of files transferred in ASCII mode. |
|----------------------|---|

New Extension Conversion dialog box

{button ,AL(`convert_extension',0,`NoALink')} Related Topic {button ,PI(`LLFTP.HLP',`Tips_file_names')} Tip

Replaces the first [file extension](#) with the second file extension during [transfers](#).


| Option | Description |
|--------|-------------|
|--------|-------------|

| | |
|-------------------------------|---|
| Convert This Extension | Type the file extension to change during transfers. |
|-------------------------------|---|

| | |
|--------------------------|------------------------------|
| To This Extension | Type the new file extension. |
|--------------------------|------------------------------|

Address Book What's This? Help

Add New Site dialog box

Help is available for each item in this dialog box. To get help, either right-click an item, or click  at the top of this dialog box, and then click the item.

Type a descriptive name for the FTP site.

Hint: You can't rename a site after you've saved it.

Type the site address.

Hint: Site addresses can look like web addresses, such as `ftp.laplink.com`. They can also be numbers like `123.45.67.8`

Logs on to the FTP site using **anonymous** as the user name and your e-mail address as the password.

If you have a user name and password that let you access the FTP site, type your user name here.

If you have a user name and password that let you access the FTP site, type your password here.

If you have a preferred folder on the FTP site, you can type the folder name here. Then each time you connect to this site, the contents of your folder will be displayed automatically.

If you have a preferred folder on your computer, you can type the folder name here. Then each time you connect to this site, the contents of your local folder will be displayed automatically.

Note: This folder must be on a local drive, or a network resource mapped to a letter drive; it cannot be a network folder. If you're not sure which folder you can specify, click the Browse button (...) to search for a folder.

Opens a dialog box where you can search for a local folder to display when you connect to the site.

Opens the Advanced Site Options dialog box where you can specify connection settings and transfer settings for this FTP site.

Closes the dialog box, saves your changes, and connects to the FTP site.

Advanced Site Properties (Connect tab)

Connects directly to this FTP site, even if you've specified a proxy server in LapLink FTP. Choose this option if your company uses a firewall and this FTP site is on your network.

Lets your computer establish the connection to the FTP site used to transfer data. Choose this option if your company uses a firewall and the FTP site accepts passive transfers.

Sets the time zone for the FTP site.

If the first connection is unsuccessful, LapLink FTP attempts to connect to the FTP site this number of times or until the connection is successfully established, whichever occurs first.

You can set this value between 0 and 99.

Sets the number of seconds to try connecting before timing out.

You can set this time limit between 10 and 120 seconds. This time does not include dialing time.

Connects the FTP site using this port. The default port number is 21.

If the site has a welcome message, displays the site's welcome message when you connect to the FTP site.

Advanced Site Properties (Download tab)

Keeps the original case of file names (upper case, lower case, or mixed) during transfers to your computer.

Changes file names to all lower case letters during transfers to your computer.

Changes file names to all upper case letters during transfers to your computer.

Check this box to convert the listed file extensions during transfers.

Replaces the first file extension with the second file extension during transfers to your computer.

For example, if the FTP site uses the extension .html for HTML files and your computer uses the extension .htm, LapLink FTP can convert the file extensions automatically.

Opens the New Extension Conversion dialog box where you can add a new pair of file extensions.

Removes the highlighted pair of file extensions.

Advanced Site Properties (Upload tab)

Keeps the original case of file names (upper case, lower case, or mixed) during transfers to the FTP site.

Changes file names to all lower case letters during transfers to the FTP site. Choose this option if the FTP site is case-sensitive.

Changes file names to all upper case letters during transfers to the FTP site. Choose this option if the FTP site is case-sensitive.

Replaces the first file extension with the second file extension during transfers to the FTP site.

For example, if your computer uses the extension .htm for HTML files and the FTP site uses the extension .html, LapLink FTP can convert the file extensions automatically.

Opens the New Extension Conversion dialog box where you can add a new pair of file extensions.

Removes the highlighted pair of file extensions.

Advanced Site Properties (Transfer tab)

Transfers all files in binary mode.

Transfers all files in ASCII mode.

Warning: Don't use this option if you transfer binary files. Binary files can be damaged when transferred in ASCII mode.

Transfers only the listed file types in ASCII mode. Other files are transferred in binary mode.

Type the file extension for files that you want to transfer in ASCII mode when Automatic ASCII for These Types of Files is selected.

Lists the file types that are transferred in ASCII mode when Automatic ASCII for These Types of Files is selected.

Adds a new file type to the list of files transferred in ASCII mode.

Deletes a file type from the list of files transferred in ASCII mode.

New Conversion dialog box

Type the file extension to change during transfers.

Type the new file extension.

Unused IDs

HIDC_DEFAULT_FOLDER

HIDC_SAVE_PASSWORD_CHECK

HIDC_PORT2

HIDC_RETRY_SPIN2

Address Book Troubleshooters

