Active mode

See PASV

Anonymous FTP

Method that allows a user to connect his computer to an FTP server without a user name (ID) or password. The FTP server in question must authorize this type of connection.

Archie

An Internet Service that uses a database, **Archie** assists in locating servers that contain files the user is searching for.

ASCII

Acronym for *American Standard Code for Information Interchange*. A table of codes made up of 7-bit characters, ASCII code enables 128 different characters to be represented (does not include accented characters and many symbols).

CHMOD (commands)

The CHMOD command is used when directory access permission is required. Normally, you have to know the exact name of the file you want to access.

Client

Computer or program that connects to another computer (called a server) to carry out file management operations on the server. The operations are initiated by the client and executed by the server.

Collision

A collision occurs when, during a file transfer, there is an encounter between two files that have the same name but feature differences (for example, when a file is being copied).

See **Definition of collision options**

Connection

Operation that establishes a communications link between two devices (e.g.: between 2 computers).

See **Connection with an FTP server**

Connection classes

Connection classes are useful for managing several FTP sites on an internal network (within a company, for example),or on the Internet (particularly if you manage several websites).

See **Connection classes**

Connection file

File containing all the parameters (properties) needed for a specific connection.

See **Site Manager**

Connection file properties

Files for connections created by the user which record the parameters required for each connection. The parameters may be viewed and modified by examining the properties of each connection file.

See **Properties window**

Connection properties

Parameters required by a connection to work properly.

See **Properties window**

DDE (Message)

DDE is the acronym for *Dynamic Data Exchange*, which is a communications mode—enabling dynamic data exchange—used

by software that works under Windows.

Downloading/Uploading

The process of transferring files from a server to another computer (*download*) or from the computer to the server (*upload)*.

Download/Upload

To transfer files from a server to another computer (*download*) or vice versa (*upload*).

EBCDIC

Acronym for *Extended Binary Coded Decimal Interchange Code* [IBM]. Table of characters used on very old IBM computers.

File Transfer Protocol

Acronym for FTP. *File Transfer Protocol* is a communications protocol used by two computers to carry out file transfers.

See **What is FTP**

Firewall

A firewall allows network access only to those who possess the appropriate passwords.

FTP

FTP, see **File Transfer Protocol**.

See **What is FTP**

Host

A computer that is called during a connection – for example, the server on which your website resides. A server called by AceFTP 2 plays the role of the host.

HTTP

An abbreviation for *HyperText Transfer Protocol*, this is the convention used by a computer and a web server that allows web pages to be transferred and interpreted.

IP Address

(see TCP/IP)

Local

A user's computer once it is connected to a server

Multipages

The simultaneous display of several files on the same server using several views.

See **Multipage mode**

Multiple connections

Simultaneous connections to one or more servers by a single computer.

See **Working with multiple connections**

Passive mode

See PASV

PASV

Passive file transfer mode, required by some servers which use a firewall.
Only the firewall can authorize the client to establish a connection with the server and vice versa, using firewall configuration parameters. By default, AceFTP uses active mode, which allows a connection to be established by the client only toward the server, using a port number.

Port

Number or code associated with a network application or service.

Protocol

A standardized language that enables two different types of computers to communicate. Computers can only communicate with each other if they use the same protocol. FTP is the protocol used by file transfer software. A file transfer software may also use TCP/IP to provide computer addressing information. Use of the latter is usually invisible.

Proxy

See Firewall.

Session Manager

AceFTP work space located under the main toolbar, containing the following tabs: **Log**, **Queues**, **View** and **Progress**.

See **Session Manager**

Site Manager

An application that enables all the user-defined Connection files to be managed.

See **Site Manager**

Server

A computer that provides service(s) to other computers using a network (e.g. : FTP server, Web server (http)).

Session

A session starts with the initial connection and ends when all connections have been terminated.

Sockets

A work method that allows different processes to communicate. For bilateral communication (on-line mode), *sockets* are required on both the server and client terminal (local); but they are required only on the server terminal if communication is in a single direction (off-line mode) – for receiving e-mail, for example.

TCP/IP

TCP/IP is the acronym for *Transmission Control Protocol/Internet Protocol*.
 TCP/IP protocol enables computers to recognize each other using a numerical address made up of four numbers (from 0 to 255). No two computers have the same address. When you access a website, the browser's status bar displays the address using the form `xxx.xxx.xxx.xxx`.
TCP/IP protocol properties need only be configured if you use the advanced functions of AceFTP, for example if you are using a firewall.

URL

Acronym for *Uniform Resource Locator*. A method for accessing servers on the Internet using a well-defined syntax for the address. In short, an FTP site address on the Internet. (e.g.: ftp.network.com)

File Mask

Display Manager

Graphic display of progress

Connect to URL

Connect

New connection

Browse

Properties

Preview of images

Create view

Destroy view

Delete

Connection bar

Disconnect

Connect using the Manager

Navigation list Web

Copy from left to right

Copy from right to left

Folder

Close button ☒

Maximize right view

File search

Introduction

FTP is the acronym for **File Transfer Protocol**.

A protocol is a uniform language that allows communication between two different types of machines. The FTP protocol is used to upload and download files.

FTP software works under a *client* /*server* environment. The program allows you to transfer files in both directions, between the host server where your Web site is located and your computer, or between two servers. You can perform many other activities, such as file and folder management.

AceFTP 2 overview

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()}

AceFTP 2 is a fully functional client FTP software. It allows the user to transfer files between his computer (*client*) and *servers* found in any network, including the Internet.

This version of AceFTP 2 must be installed on a system using the Windows 9x, Me, NT4, 2000 or XP or higher in order to connect with any type of server.

With its intuitive interface, AceFTP 2 makes *file transferring* fast and easy to the server – a computer acting as a *host*, or from the server to the user's computer –*local computer*. AceFTP 2 can also transfer files from server to server between two computer hosts.

These are AceFTP's main features:

- **Powerful site management**
- **Site Directory Tree**
- **Management of classes** (Pro)
- **Advanced customized configuration of each site**
- **Management of favorite sites**
- **Searching for files on the server** (Pro)
- **Preview of images on the server** (Pro)
- **File transfers between local computers**
- **File transfers between servers**
- **Multiple connections**
- **Simultaneous transfers**
- **Control of transfers using queues** (Pro)
- **Management of transfers** (Pro)
- **Display of transfer status**
- **Statistics on transfer history**
- **Resume transfers**
- **Multitasking operations** (Pro)
- **File transfers using drag & drop**
- **Directory cache to speed up connections** (Pro)
- **Transfer speed control**
- **Handling conflicts between files**
- **Internal viewer to preview HTML documents and images**
- **Automatic checking of URL's saved to the clipboard**(Pro)
- **An interface that can be customized** (Pro)

System requirements

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()}

System requirements:

§   Windows 9x, Me, NT4 or Windows 2000, XP or higher version.

If you are using Windows 95, you need to install Winsock 2.0 – This driver is freely available at Microsoft's site; it's also installed automatically when you install Internet Explorer 4.01 or a higher version.

§   Pentium Processor recommended.

§   16 MB RAM; 32 MB RAM under NT4 or Windows 2000 platforms, 128 MB for XP.

§   Microsoft Internet Explorer 4.01 or higher, in order to use AceFTP's integrated viewer (optional).

Download a trial version at the following address

http://www.visicommedia.com/aceftp

▶   To obtain more information on prices and how to order a registered version of AceFTP 2, go to the Help menu and select **How to order AceFTP 2.**

Registering AceFTP 2

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()}

For the Pro version:

You can register directly from the trial version. Upon receipt of payment, we will e-mail you a registration number which will remove the "trial version" message and will confirm your registration.

When you register, you will enjoy the following advantages:

§   Free updates.

§   You will receive a 50% discount on the purchase of the next upgrade.

§   Free technical support for a month on the Internet.

For the Freeware version:

You can register directly from Visicom Media by filling the form on website http://freeware.aceftp.com/

▶   To obtain more information on prices and how to order a registered version of AceFTP 2 Pro go to the Help menu and select **How to order AceFTP 2 Pro.**

Acknowledgements and credits

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()}

We wish to thank all those who have helped to improve AceFTP 2 through their comments, suggestions, and their reports of bugs in the program.

Acknowledgements

AceFTP™ (1997-2002) by Visicom Media Inc.

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Product License

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()}

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The right to distribute the software in its shareware form to third parties provided the latter agree to accept the terms of this Agreement.

For AceFTP 2 Freeware: A non-exclusive, non-transferable right to use the freeware version of AceFTP 2 Freeware.

The right to distribute the software in its freeware form to third parties provided the latter agree to accept the terms of this Agreement.

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Modify the software in part or in its entirety.

Decompile or reverse engineer the software.

Provide your registration number to third parties if you are a registered user.

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This software, including its code, documentation, appearance, structure, and organization is an exclusive product of Visicom Media inc., who retains the property rights to the software, its copies, modifications, or merged parts.

How to order AceFTP 2 Pro
{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()}

▶   To obtain more information on prices and how to order a registered version of **AceFTP 2 Pro** go to the Help menu and select **How to order AceFTP 2 Pro.**

List of Shortcuts

Description	Shortcut keys
Display the properties of the selected item in the exploration view	Alt+Enter
Exit AceFTP	Alt+X or Alt+F4
Up one level	BkSp
Copy all the messages found under the Log tab to the Clipboard	Ctrl+A (Log)
Select all the items in the exploration view	Ctrl+A (Views)
Display or hide the Middle Bar used to transfer files	Ctrl+B
Copy selected lines of messages found under the Log tab to Windows Clipboard	Ctrl+C (Log)
Copies the selected item(s) to the clipboard	Ctrl+C (Views)
Disconnect	Ctrl+D
Edit the selected item using the application found on the drop down list	Ctrl+E
Display or hide the Session Manager	Ctrl+G
Quick Connect	Ctrl+H
Lockstep folder navigation	Ctrl+I
File Mask	Ctrl+K
Copies the selected file to the left exploration view	Ctrl+L
Hide the left exploration view	Ctrl+M
Create a new folder	Ctrl+N
General Preferences	Ctrl+O
Paste from clipboard	Ctrl+P
Start or Stop processing queue	Ctrl+Q
Copy the selected file to the right exploration view	Ctrl+R
Save the information on the Log tab	Ctrl+S (Log)
Send a command defined in a site profile properties	Ctrl+S (Views)
Connect to URL	Ctrl+U
Paste item(s) from Windows clipboard	Ctrl+V
Connect – Show Site Manager	Ctrl+W
Cut the selected item(s) to the clipboard	Ctrl+X
Move an item up in the queue	Ctrl+Up
Move an item down in the queue	Ctrl+Down
Delete selected item(s)	Del (Views)
Delete item(s) from Queue	Del (Queue)
Help file contents	F1
Rename the item selected in the view	F2
Display a dialog box to search for files	F3
Display the active connection properties	F4
Refresh the view	F5
Manage Connection Classes	F6
Compare views	F9
Display the Transfer Progress Window	F12

"What`s this?" help	Shift+F1
Copy the selected file to the right view later	Ctrl+Alt+R
Copy the selected file to the left view later	Ctrl+Altl+L
Invert current selection	Shift+Ctrl+A
Move the selected file to the right view	Shift+Ctrl+R
Move the selected file to the left view	Shift+Ctrl+L
Move the selected file to the right view later	Shift+Ctrl+At+R
Move the selected file to the left view later	Shift+Ctrl+Alt+L
Move an item as the first item of the queue	Shift+Ctrl+Up
Move an item at the end of the queue	Shift+Ctrl+
	Down
Close the open dialog box	Escape

Searching for files

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Interface de FTPExpert",0,`',`')}

With AceFTP you can look for files in your computer or in the server's folders.

1– On the **Action** toolbar of the local or server view, click on the **File Search** button.

2– Indicate the search parameters on the appropriate tabs.
The search criteria will be slightly different depending on whether the search is carried out locally or on the server.

3– Click on the **Find Now** button to start searching

4– Click on the **Stop** button to stop the search process.

5– Click on the **New Search** button to change search criteria.

Criteria for conducting searches in the local computer

Criteria	Description
Name & Location Tab	
Look for files or folders named	Enter a string of characters contained in the file you are searching for. You can add an extension to identify the file format. Use the asterisk as a wildcard ((*.css = searches for all files with the extension css).
Case sensitive	Enable this option to distinguish between file names using uppercase and lowercase.
Look in	Enter the address of the server where the file or folder is located. If necessary, use the **Browse (…)** button to display the server's directory tree of folders.
Include subfolders	Place a check mark in this box to enable searching in subfolders.
Browse	Click on this button to search for a folder in the local computer.
Date Tab	
All files	This box is activated by default so that you can search in all files. Remove the check mark to apply a search filter.
Find all files created	Check this box to apply a filter to search according

or modified	to these parameters in the folder.
Between... and	Check this box to apply a filter related to dates you can enter in the corresponding fields.
During the previous... month	Check this box to search within a specific set of months (enter the months in the corresponding fields).
During the previous ... days	Check this box to search within a specific set of days (enter the days in the corresponding fields).
Advanced Tab	
Of type	By default, the search is carried out in all types of files and folders. You can apply a filter to search only for the type of file selected from the drop down list. The types of files on that list correspond to programs you have installed in your computer.
Size is	Indicate the size in kilobytes of the file with respect to the chosen operator: **at least** or **at most**.
KB	Indicate the size in kilobytes of the file with regards to the operator chosen in the Size field.

Criteria for searching for a file on the server

Criteria	Description
Name Tab	
Look for files or folders named	Enter a string of characters contained in the file you are searching for. You can add an extension to identify the file format. Use the asterisk as a wildcard (*.css = searches for all files with the extension css).
Case sensitive	Enable this option to distinguish between file names using uppercase and lowercase.
Look in	Enter the address of the server where the file or folder is located. If necessary, use the **Browse (…)** button to display the server's directory tree of folders.
Include subfolders	Place a check mark in this box to enable searching in subfolders.
Browse	Click on this button to search for a folder in the local computer.
Size tab	
Limit search to files of size	Check this box to apply a search filter based on the size of the file.
Lower to/Equal to/Higher than	Select the operator you want to use.
Bytes	Indicate the size in kilobytes based on the chosen operator.
Date tab	
Find all files created or modified	Check this box to apply a search filter based on the date the file was modified.
During the previous... month	Check this box to search within a specific set of months (enter the months in the corresponding fields).

During the previous ... days	Check this box to search within a specific set of days (enter the days in the corresponding fields).
Between... and	Check this box to apply a filter related to dates you can enter in the corresponding fields.

Changing display windows

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Interface de FTPExpert",0,`',`')}

The way AceFTP is displayed can be adapted to the way you usually work. Basically, you can:

Increase or reduce the size of a window

Change the size of the exploration views

Increase or reduce the size of a window

Changing the size of AceFTP's windows is done in the same manner it's done under Windows programs:

§   Click on the **Minimize** box to hide the window.

§   Click on the **Maximize/Restore** box to reduce or increase the size of the window.

§   Point to one of the window borders and when the pointer changes to a double arrow, click on the border, hold down the right button mouse and drag the border until you get the desired window size.

Close the window and exit AceFTP

§   To close the window and exit AceFTP, click on the **Close** button.
    You can also exit using the **File | Exit** menu.

File Masks

1– On the Action toolbar of the exploration view that you want to filter, click on the File Mask button.

2– In the **Mask** dialog box, select the type of file to be displayed and then click on **OK**.

The view displays only the file types you selected.

Toolbars

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Interface de FTPExpert",0,`',`')}

AceFTP has several other toolbars that allow quick access to the most frequently used commands:

Main toolbar
Two Action Toolbars, displayed on each of the exploration views (local and server)
Transfer Toolbar
Middle Toolbar, located between the two exploration views and used to transfer files
Two Navigation Toolbars
Connection Toolbar
Debug Toolbar

To hide or display a toolbar:

1– Click on the **View** menu and choose the desired toolbar in the correct category.

Main Toolbar

The main toolbar has the necessary tools for connecting to sites and configuring the program.
You can customize the main toolbar by modifying the size of icons or selecting the display of labels under each icon.
These options are available under **View | Main toolbar | Customize...**.

Displays the Site Manager window.

When you click on the arrow, a list of the most recent connections is displayed.

Interrupts the connection with the server.

If you are working with multiple connections, when you click on the arrow a list of the current connections is displayed.

Displays a window so that you can define a new *URL* to which you want to connect directly.

The arrow displays the most recent URL's visited.

Display or hide the Session Manager below the Main Toolbar.

Displays the server exploration view in a wide window. Click once more on the icon to display again both exploration views.

Displays a dialog box where you can modify AceFTP's configuration.

or   This icon changes depending on whether you want to interrupt a current process (indicated by an X) or you want to start one (indicated by a V).

Action Toolbars

Each exploration view has its own **Action** toolbar. The action take place on the items contained on the toolbar's corresponding exploration view.

After selecting a file, click on the **Edit** button in order to edit it with the appropriate program.

In order for this function to be available, you must first make application associations.

After selecting a file, click on the **View** button to launch the associated application so that you can view the file.

In order for this function to be available, you must first make application associations.

Refreshes the folder already displayed in the exploration view to reflect the most recent changes.

Used to create a new folder in the directory displayed in the exploration view.

Displays the name of the selected item in edit mode so that you can change it.

Deletes the selected item after displaying a dialog box requesting confirmation to delete it.

Applies a file mask and displays only the file types selected.

Displays the properties of the item highlighted in the exploration view.

Displays items in the directory as thumbnails in the exploration view. If the view is not available, an icon representing the item is displayed.

Used to add or remove buttons from the **Action** toolbar.

Displays a dialog box used to search for files. The options are different, depending from which exploration view (local or server view) the dialog box was called.

Transfer Toolbar

This toolbar only has one button which is used to copy files. The button displayed is different, depending on the exploration view (local or server view) from which it was called.

Copy the selected item from the left exploration view to the right exploration view.

Copy the selected item from the right exploration view to the left exploration view.

Middle Toolbar

Copy the selected item from the left exploration view to the right exploration view.

Copy the selected item from the right exploration view to the left exploration view.

Navigation Toolbars

Each exploration view has its own **Navigation** toolbar. The action takes place on the items contained on the toolbar's corresponding exploration view.

	Displays the directory tree of your *local* computer or the *server*.
	Up one level in parent folder directory displayed in the exploration view.
	Brings up the window **Select Folder to View** that displays a large directory tree of the folders found on the local computer or the server.
	Displays the contents of the folder shown previously in the exploration view. The arrow is used to choose a particular folder.
	Return to the contents of the folder previously displayed if the **Stop** button is pressed. The arrow is used to choose a particular folder.
	Shows a list of display types that may be applied to the exploration view.
	Places a new tab on the exploration view so that another connection can be made when you are working with multiple connections.
	Deletes the active tab on the exploration view.
	Used to add or remove buttons from the Navigation toolbar.

Connection toolbar

The Connection Toolbar is displayed in the Session Manager window under the tabs section. It is very useful when working with multiple connections. For each new connection, a button appears on the bar.

|	
	The highlighted button indicates the active FTP site that is displayed on the right exploration view (server side).

The buttons are added automatically when a connection is being dialed. The name on the button correspond to the name you gave the site when you defined the connection.

§   Click on a button to activate the corresponding FTP site.

Debug bar

The **Debug** toolbar is used to check the connection status and to find out why it failed. A report named `Debug.txt` is automatically generated and saved in the folder where AceFTP is installed.

This report is eventually sent to Visicom Media inc. so that AceFTP's programmers learn of possible problems with the program. This option is only used when requested by Visicom Media inc.
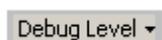
Debug Level ▾	Click on the button to choose from a list the level of debugging.

Main Menu
{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Interface de FTPExpert",0,`',`')}

The Main Menu provides access to all AceFTP's commands. Commands are classified under different categories to make it easier to locate them.

Menu	Description
File	Access to Site Manager and to exit the program.
Edit	Access to connection properties and management of *connection classes*.
Queue	Handling of files queued for transfer.
Log	Handling of log messages.
View	Modifying different view items.
Left	Handling of different items on the left exploration view.
Right	Handling of different items on the right exploration view.
Tools	Access to several of AceFTP's options such as General Preferences or monitoring the Clipboard.
Help	Access to the program's online help and to Visicom Media inc. on the Web.

File Menu

Menu	Description
Connect	Displays the Site Manager.
Disconnect	Interrupts the current connection.
Connect to URL	Displays the dialog box for a direct connection to an FTP server without using the Site Manager.
Exit	Exit AceFTP

Edit Menu

Menu	Description
Copy to Left	Copy the selected file to the left exploration view. The file being copied is not removed from the source folder.
Copy to Right	Copy the selected file to the right exploration view. The file being copied is not removed from the source folder.
Move to Left	Move the selected file to the left exploration view. The file moved is removed from the source folder. Before the file is moved, a message is displayed requesting confirmation so that you have a chance to copy the file instead of moving it and thus keep a copy of the selected file.
Move to Right	Move the selected file to the right exploration view. The file moved is removed from the source folder. Before the file is moved, a message is displayed requesting confirmation so that you have a chance to copy the file instead of moving it and thus keep a copy of the selected file.

Queue Menu

Menu	Description
Hold	Modify the status of the selected item on the **Queue** tab to add

it to the queue.

Release	Modify the status of the selected item on the **Queue** tab and release it so that it can be transferred. For this command to be available, said item must have been placed on Hold previously.
Remove from Queue	Remove selected item from Queue.
Clear All	Removes all the items listed in the **Queue** tab.
Start Processing Queue	Start transferring queued items.
Paused Queue Items	You can choose from different actions that should be applied to items on the list. Choose **Nothing** to prevent all actions in the queue from taking place; **File Transfers** to execute all the actions, except transfers; or **Everything** to place all items on **Pause**, that is, temporarily inactive.
Server Online State	To go from online to offline mode.
Properties	Displays the properties of the queued items that are found in AceFTP's General Preferences.

Log Menu

Menu	Description
Clear All	Delete the contents from the **Log** tab.
Copy selected lines to clipboard	Copy selected lines of messages found under the **Log** tab to Windows Clipboard. You can copy the contents of the Clipboard to any other application.
Copy all to clipboard	Copy all the messages found under the **Log** tab to Windows Clipboard. You can copy the contents of the Clipboard to any other application.
Add Timestamps	Display under the **Log** tab the exact time each activity takes place.
Status only	Display under the **Log** tab only connection activity status.
Save to file...	Displays a Save dialog box in order to create or choose a log file (with a `.log` extension). A `.log` file can be opened with any word processor, including Windows Notepad.
Save to file when done	Once you have specified a file where to save the log, the process is carried out automatically after each work session.
Append to file	If this option is selected, the contents of the **Log** tab are added below the existing contents of the specified file. If this option is not selected, then the new information displayed in the Log replaces the existing contents in the specified file.

View Menu

Menu	Description
Main Toolbar	Allows you to display or hide the following toolbars: **Main Toolbar**; **Animation**; **Debug**.

You can customize the display of the Main Toolbar in three different ways:

§ **Show Text**: display labels below each icon.

§ **Large Icons**: displays small or large icons on the toolbar. |

	§ **Customize**: access to advanced options to customize toolbars.
Left Toolbars	Display or hide the toolbars of the left exploration view. These toolbars are:
	§ **Navigation**
	§ Action
	§ Transfer
Right Toolbars	Display or hide the toolbars of the right exploration view. These toolbars are:
	§ **Navigation**
	§ Action
	§ Transfer
Middle Bar	Display or hide the Transfer bar.
Tabs	Hide or display items on the Session Manager and modify the way they look:
	§ **Show Text**: Hide or display the text label on the tab.
	§ **Show Icons**: Display or hide the icon on the tab.
	§ **Log**: Display the activities taking place under the Log tab.
	§ **Queue**: Display the Queue tab containing the list of activities.
	§ **Viewer**: Display AceFTP's integrated Viewer.
	§ **Progress**: Display the Progress tab which shows the progress of current transfers.
Status Bar	Display the status bar at the bottom of the main window. The status bar displays information regarding transfers.
Manager	Display or hide the Session Manager.
Maximize Right View	Hides the left exploration view in order to maximize the right exploration view, i.e. server view.
Progress Window	Places a window on top of the screen that displays the progress status of ongoing transfers.

The Left and Right Menus

These two menus have the same commands; most of them are also found on the Action toolbar and apply to the items in the corresponding exploration view.

Menu	*Description*
Open	Open the selected item using the associated application.
Edit	Edit the selected item using the application found on the drop down list. The applications displayed in the list are those indicated under application associations under General Preferences.
View	Open the selected item using the application chosen from the drop down list.
	The applications displayed in the list are those indicated under application associations under the General Preferences.
Find Files	Display a dialog box used to search for files. The options are different, depending from which exploration view (local or server view) the dialog box was called.
Refresh	Refresh the folder already displayed in the exploration view to

reflect the most recent changes.

Create New Folder	Create a new folder in the directory displayed in the exploration view.
Rename	Display the name of the selected item in edit mode so that you can change it.
Delete	Delete the selected item after displaying a dialog box requesting confirmation to delete it.
File Mask...	Apply a file mask and display only the file types selected.
Cut	Delete the selected item and place it on Windows Clipboard from where it can be recovered.
Copy	Copy the selected item and place it on Windows Clipboard from where it can be recovered.
Paste	Paste the contents saved in Windows Clipboard.
Properties	Display the properties of the item previously selected in the exploration view.
Select All	Select all the items listed in the exploration view.
Invert Selection	After the user selects a number of items in the exploration view, this command will select those items that were not selected and deselect the ones the user had selected.
Send Command	Execute a command defined in the site profile properties.

Tools Menu

These tools are used with *URL addresses* of Web sites to connect through an *FTP server*.

You cannot recover theses addresses unless the Web pages were previously saved (using a browser). The information is temporarily saved to Windows Clipboard.

AceFTP can only establish a connection if you have access rights (password) or if you connect to an Anonymous FTP.

General Preferences	Displays the General Preferences window where you can modify AceFTP's properties.
Default Transfer Mode	Displays a list of different transfer modes found in General Preferences. From this menu choose a transfer mode; this mode will only be reflected in the current session.
Completion Actions	Displays a list of the Completion Actions defined in General Preferences. From this menu choose the action you want to perform; this will only be reflected in the current session.
Clipboard Monitoring	With this option you can use Windows Clipboard to copy URL addresses. To do so place a check mark in the **Monitor Clipboard for URL's** box. Select the type of URL you want to save by activating the corresponding box. *You can also change the Clipboard's default values in General Preferences.*
Paste URL(s) from Clipboard	Recover an address previously copied to the Clipboard.
Scan File(s) for URL's...	Enable saving addresses on a Web page and establish a connection.
Edit current	Display the active connection properties so that you can modify

connection	them.
Manage connection classes	Displays the current **General** tab of the connection properties so that you can modify the *FTP site class* parameters.

Help Menu

How to order AceFTP 2	Launches the browser so that you can access Visicom Media inc. directly.
Contents	Displays AceFTP's general online help.
What's this?	Displays help related to the item you select.
	§ Click this option on the menu and then click anywhere on the display and a popup explanation window will be displayed.
Visicom Media on the Web	In the list of options, choose the service category that meets your needs to contact to Visicom Media's Web site.
About...	Displays a dialog box indicating the program version and prompts you to update it if there is an update available. You will also need to use this dialog box to register your program or to order a registered version.

AceFTP's General Preferences

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration de FTPExpert",0,`',`')}

Most of the connection parameters, handling of messages and queues can be defined by default depending on the most frequent activities you perform when using AceFTP.

To open AceFTP's General Preferences window:

1– From the main menu select **Tools | General Preferences**.

The General Preferences window is divided into two sections:

§ The left side lists the parameters you can modify. Some parameter options are classified under different categories.
Click on the link to display the corresponding options. If there are more categories under one parameter, these are immediately listed below.

§ The left window displays the options corresponding to the selected parameter.
Click on a parameter. The right window displays the options available.

At any point you can reset all AceFTP's default values by simply pressing the **Set Defaults** button. This command provides two choices: set the default values for the displayed parameter or for all parameters (choose **All pages**).

You can specify the following parameters:

 Start-up options
 General parameters
 Message requesting confirmation on different activities
 File transfer modes
 Queue parameters
 Firewall Proxy Types (when using firewalls)

 File/Application Associations

 Files you can edit from within AceFTP

 Modifying Exploration Views

 Logging options

 Configuring temporary files

 Configuring sound events

 Clipboard Monitoring

 Dial Up options

Start-Up Options

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration de FTPExpert",0,`',`')}

By modifying these options you can change the way AceFTP behaves when it's launched.

§   In the General Preferences window, click on the **Application** parameter.

Sites to load on start up	Indicate the site to which you want to connect when AceFTP is launched.
None	Choose this option to prevent an automatic connection.
From last session	Choose this option to activate the connection from the last session.
Prompt	Choose this option so that you are prompted to indicate which connection you want to use when the program is launched.
After start up:	Indicate what action AceFTP should perform immediately when it's launched.
Do nothing	Choose this option to carry out no particular action; AceFTP's main window is displayed.
Show Site Manager	Choose this option to display the Site Manager.
Show URL dialog	Choose this option to display the **Connect to URL** dialog box so that you can specify a connection without using the Site Manager.
Default icon for site profiles:	Change the icons of Site Profiles.
Load	Change the icon of a particular profile. Icon files with extensions **.ico** or **.bmp** must be loaded.
Reset	Reset a previously changed icon.

General parameters

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()}{button Similar Topics,AL("Configuration de FTPExpert",0,`',`')}

General parameters are related to the history of transfer activities and the display of information.

§   In the General Preferences window, click on the **General** parameter.

Use the following password for Anonymous FTP sites	*Anonymous FTP sites* accept "Anonymous" as the user ID. This area is disabled when referring to an Anonymous FTP site.
Number of history entries to remember	Indicate the number of connections you want to keep in the list of recent connections that will be available in the **File** menu.
	For Sites: number of connections using the Site Manager.
	For URL's: number of sites using a direct connection.
Minimize to system tray	When you minimize AceFTP, an icon is placed in Windows system tray on the right side of Windows Taskbar.
Show status bar sizes in bytes	Display file size in bytes on the status bar. If the option is not checked, then the size is displayed in kilobytes or megabytes.

Notify when transfers are completed	Displays a message when transfers are successfully completed.
Focus a server when connecting to it	The right exploration view automatically displays the server's folders you accessed the last time you connected to it.
Enter newly created folders	AceFTP automatically displays the newly created folder.
Disable the use of cached folder listings	AceFTP will not save temporary copies of files in the computer's cache.
Hide passwords	Display an asterisk for every character in the password so as to conceal it.

Messages requesting confirmation

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration de FTPExpert",0,`',`')}

Select the confirmation messages you want displayed after you have performed any of the following actions:

§   On the General Preferences window, click on the **Confirmations** parameter.

[*Collision*](#) **action when downloading**	Display a message when the file you are downloading to your hard disk has an identical name to one located in the destination folder.
Collision action when uploading	Display a message when the file you are uploading to the server has an identical name to one located in the destination folder.
Delete files & folders	Display a message every time you delete any of these items.
Move files & folders	Display a message every time you move any of these items.
Delete source file when skipping the actual transfer of a move	Display a message every time you move a file, to remind you that you are removing the file from the source folder.
Disconnect from server	Display a message indicating AceFTP will disconnect from the server.
Perform configured actions at end of transfers	Display a message after each successful transfer.
	In the text box **Dialogs will automatically be dismissed after x seconds**, indicate the number of seconds.
Quit application	Displays a message very time you exit AceFTP.
Disconnect all connections when going offline	Display a message when AceFTP interrupts all the current connections when you go offline.
Automatically go on line when restarting queue processing	Display a message when AceFTP performs an automatic connection when executing queue commands.

File Transfer Modes

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration de FTPExpert",0,`',`')}

These options allow   you to indicate the type of file format you wish to use during transfers and to specify how AceFTP should respond during *collisions* and after certain activities are completed.

§   On the General Preferences window, click on the **Transfers** parameter.

The parameter's options are displayed.

Transfer	Select the default transfer mode you want to use for all your connections. Each connection can be modified individually according to the possibilities and limitations of the server you are connecting to, using Site Profiles.
ASCII Files	To associate filename extensions to *ASCII* file formats.
Collision Actions	Indicate how AceFTP should respond when two identical files are encountered.
Completion Actions	Indicate how AceFTP should respond after a successful transfer.

General Transfer Options

Default Transfer Mode	Select the default transfer mode you want to use for all your connections. Each connection can be modified individually according to the possibilities and limitations of the server you are connecting to, using the Site Profiles.
Resumable files	Indicate the type of files you want to resume transferring if the transfer is interrupted.
Delete source when a Move operation is skipped due to a collision action	Automatically delete the source file after a transfer.

ASCII Files

List	List of *ASCII* format file extensions.
Text box	If you click on one of the extensions it will be displayed in the text box where you can edit it. You can also enter in the text box a new extension and add it to the existing list.
Add	Adds the new extension to the list.
Replace	Replaces the selected extension in the list with the one you modified in the text box.
Remove	Delete the selected extension from the list.
Add Defaults	Restore AceFTP's default values.
Clear All	Delete all the extensions from the list.

Collision Actions

Ignore zero-sized destination files.	Disregard empty files.
Ignore date differences of less than 2 seconds	Disregards differences between files if the date difference is only 2 seconds.
Downloads	Indicate specific situations when downloading items and determine what action should be executed accordingly.
Uploads	Indicate specific situations when uploading items

	and determine what action should be executed accordingly.
FXP Transfers	Indicate the transfer conditions when it takes place from *server* to server and not from the server to the *local* computer.

Select an option from the column corresponding to the file's modification date:

§ **Older**: From the drop down list select the action that should be executed if one of the files is older than the other.

§ **The Same Age**: From the drop down list select the action that should be executed if the files have the same date.

§ **Newer**: From the drop down list select the action that should be executed if one of the files is more recent than the other (i.e. the date it was created).

Select an option corresponding to an operator:

§ **Lower to/Equal to/Higher than**: Action to carry out depending on the date the file was modified.

From the drop down lists you can choose the action that should be carried out depending on the situation encountered:

§ **Overwrite**: Overwrite the file according to the established condition.

§ **Rename**: Rename the file according to the name of the file that meets the established condition.

§ **Resume**: Resume an interrupted transfer.

§ **Skip**: Skip the file transfer (i.e. go to the next transfer) without taking any other action regarding the file that meets the established condition.

Completion Actions

Go offline	Interrupt the connection of the current profile.
Disconnect from server	Interrupt all connections that can be established with the same server.
Hang up modem, but only if AceFTP dialed	If the modem connection was initiated by AceFTP, hang up the connection.
Hang up modem	Interrupt all current connections that are being processed by the modem, regardless of the type of connection or server.
Quit FTP	Interrupt the connection and exit the program.
Log off current user	Interrupt the connection and log off the current user.
Shut down the computer	Shut down all the computer programs or activities and shut down the computer; a dialog box requesting confirmation is displayed.
Reboot the computer	Shut down all computer programs or activities and display a dialog box to restart the computer. You can select the necessary action from the dialog box.
Power off the computer	Shut down all computer programs or activities and display a dialog box to shut down the computer. You can select the necessary action from the dialog box.

Queue Parameters

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration de FTPExpert",0,`',`')}

These options are used to specify the way activities listed in the Queue should be carried out. These activities are displayed in the **Queue** tab found in the Session Manager.

§   On the General Preferences window, click on **Transfer Queues**. The parameter's directory tree opens and displays the sub-parameter **Persistent Items**.

Add folder listing items to top of queue	Automatically refreshes the folders list in the exploration view as items are transferred.
Resolve all items before transferring	Add all items to be transferred to the list so that you can manage them. It is not advisable to use this option if you have more than 100 items to transfer, as this would considerably slow down the process.
Expand new folder entries	Shows the directory tree of folders under the **Queue** tab. It is not advisable to use this option if you have a huge amount of items to transfer as this would considerably slow down the process.
Collapse completed folder entries	Close folder directory trees under the **Queue** tab when the transfer is completed.
Hide completed sub-entries until root entry completes.	Place in the computer's cache memory all entries in queue.
Persistent Items (sub-parameter)	After the transfer process, you can keep only those items that correspond to a particular status. Check the appropriate box to keep the items in the computer's queue.
Remove	Indicate the number of days you want to keep these items on the queue.

Firewall Proxy Types

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration de FTPExpert",0,`',`')}

If most of the time you work in _firewall_ proxy environments, you can indicate the default options you would like to use.

§   On the General Preferences window, click on **Firewall proxy types**.

List of defined firewall proxies	List of firewall proxies you defined.
Add	Click on this button to add the new firewall proxy you defined in the **Properties** text box.
Replace	Click on this button to accept the changes made to the firewall proxy properties.
Remove	Click on this button to delete the firewall proxy selected in the list.
Add Defaults	Restore AceFTP's default values.
Clear All	Click on this button to delete all the firewall proxies in the list.
Name	When you select a firewall proxy from the list, it's displayed in this text box. If none is selected, you can enter a name in the text box to create a new type of firewall proxy.
First open a connection	Start the connection before applying the firewall

	parameters.
Special commands	Enter in this field a customized command that you would like to use with this type of firewall proxy. Refer to the **Legend** area for syntax examples.
USER parameters	Enter in this field the special commands you would like to use. Refer to the Legend area to verify command syntax.
	For more information, check the option **Customized commands**.

Application Associations

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration de FTPExpert",0,`',`')}

In order to edit or view a file's content, you have to create associations between files (file extensions) and applications. An application can be associated to several extensions and a file format can also be associated to several applications, such as an editing or viewing application.

For example, you can associate a Web page – a file with the extension `.html` – to AceHTML to **edit** it, and to Internet Explorer to **view** it.

§ On the General Preferences window, click on **Applications**. Indicate the applications that you want to use with AceFTP. The parameter's directory tree is displayed so that you can choose options specific to scanner (anti-virus), editors and viewers.

List of applications used	Displays a list of applications already associated with certain files.
Add	Click on this button to add a new application to the list.
Replace	Click on this button to change the name of the application selected from the list.
Remove	Click on this button to remove the selected application.
Path	Indicate the directory path of the application you want to use in the associations.
…	Click on this button to display a dialog box to select an application. Only files with the `.exe` (executable) extension are displayed
Arrow	Click on the arrow to select one of the applications already in the list in order to make changes to it.
Display Name	When you select an application from the list, it's displayed in this text box. If none is selected, you can enter a name in the text box to create a new application.
Use *DDE*	Place a check mark in this check box in order to activate the fields related to Dynamic Data Exchange (DDE). You will need this information if you plan to use a server application, that is, an application not installed in your computer.
DDE Message	Enter the message you wish to send to the other application.
Topic	Enter the definition name of the server. Generally, the *Topic* refers to the name of the file and its address, as used by the server.

Application	Enter the name of the application you want to call.
DDE Application Not Running	The application's address is automatically entered in this field once the dialog box is closed.
Scanner Options	These options are used to check for viruses in files you download.
Scan downloaded files	Place a check mark in this box to request scanning of downloaded files. The dialog boxes are activated.
Scan files that match any of these masks	Select a mask from the list or add a new mask.
And that do not match any of these masks	Select a mask from the list or add a new mask.

If you select a mask from the list, its name appears in the adjacent text box. Make any necessary changes and click on the **Replace** button.

To add a new mask, enter its name in the text box, associate the application and click on the **Add** button.

To delete a mask from the list, select it and then click on the **Remove** button.

Using this application	Indicate the application you use to scan these type of documents. The applications displayed in this list are those indicated in the general options of the **Application** parameter.
List	Displays the list of masks already defined.
Field	If you click on one of the masks it will be displayed in the box where you can edit it. You can also enter in the text box a new file extension and add it to the existing list.
Add	Click on this button to add a new mask to the list.
Replace	Click on this button to change the name of the mask selected from the list.
Remove	Click on this button to remove the selected mask.
Editor Options	Used to associate an application for editing (changing) a particular file format. Once associations are made it will be possible to start the application to edit the file.
Viewer Options	Used to associate an application for viewing a file. Once associations are made it will be possible to start the application to view the file.

The associations for editing and viewer applications are made in the same manner.

File Mask	Used to determine the file extensions associated with an application (for example, `*.html`, `*.gif` – the asterisk indicates that all names with the corresponding extension are part of the association). If you leave both asterisks unchanged (*.*) then the association is extended to all types of files.
Application	Select the application to be associated to the file types. The applications displayed in this list are those indicated in the general options of the **Application** parameter.
Add	Click on this button to add a new association to the list.

Remove	Click on this button to delete a selected association from the list.

Definition of modifiable files

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration de FTPExpert",0,`',`')}

AceFTP allows you to identify the type of files you can edit or modify.

§   On the General Preferences window, click on **Viewable Files**.

List of files	Displays the extension of file types that AceFTP is authorized to open from the exploration view.
Field	The file type you select from the list is displayed in the text box. If none is selected, you can enter an extension in the text box to create a new one.
Add	Adds the new extension to the list.
Replace	Replaces the highlighted extension in the list with the one you modified in the text box.
Remove	Delete the selected file type from the list.
Add Defaults	Restore AceFTP's default values. Keep the asterisk as the wildcard to include any file name.
Clear All	Delete all the file types from the list.

Modifying exploration views

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration de FTPExpert",0,`',`')}

You can change the general display of the program, the way it responds to a single click or a double-click of the mouse, or how the preview of   images are displayed.

§   On the General Preferences window, click on **List Views**. The parameter's directory tree displays additional parameters.

Modifying the program's display

Show size in bytes	Check this box to display the size of files in bytes in the exploration view when a list is displayed. If the option is not checked, then the size is displayed in kilobytes or megabytes.
Full row select	Check this box to highlight the complete line of the item selected when file details are displayed in the exploration view. If the box is not checked, only the name of the item is highlighted.
Grid lines	Check this box to display grid lines in the exploration view when file details are displayed.
Auto-size columns	Check this box to auto-size columns when changing folders in the exploration view and file details are displayed.
Default View	Choose the display style you want to see when you start the program.

Mouse Selection

Use system folder settings	Choose this option if you want the mouse to behave as it usually does under Windows. If this option is checked, the other options in the dialog box are not available.
Single click to open (point to select)	Select this option so that file names are shown as hypertext links. You can change the display of file names when you move the mouse over it or when you select items in the exploration view.
Double click to open (point to select)	Choose this option so that file names do not change at all when the mouse is moved over them.

Double Click Action

Local double click action	Choose among the available options the reaction to double-clicking on an item in the local exploration view.
Server double click action	Choose among the available options the reaction to double-clicking on an item in the server exploration view.

Preview of images

Size	Click on the handle to modify the size of each thumbnail as they are displayed in the exploration view.
Spacing	Click on the handle to modify the spacing between thumbnails as they are displayed in the exploration view.

Logging Options

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration de FTPExpert",0,`',`')}

The **Logging** options are used to indicate what information should be displayed under the **Log** tab of the Session Manager.

§ On the General Preferences window, click on **Logging**.

Show only status information	Check this box to register in the log only information concerning connection status.
Add Timestamps to log entries	Check this box to register in the log the time every action takes place.
Limit the number of memorized lines to	Check this box to limit the number of lines displayed in the log by entering said number in the text box.
Save to file	Enter the path of your computer where you store the log information. This file has a `.log` extension. Click on the **Browse** (…) button to

	bring up a dialog box to search for an existing file. If you want to create a new file, replace the name displayed.
Append to file between sessions	Check this box to append the log's entries to the existing file after you finish a work session.

Configuring temporary files

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration de FTPExpert",0,`',`')}

The temporary folder contains information that is only saved temporarily during a work session (for example, backup copies).

§   On the General Preferences window, click on **Temporary Files**.

Don't use system Temp folder, use this one	By default, AceFTP uses the system folder to save temporary information. You can specify a different folder by indicating its path and name in the text box or by selecting it from the dialog box that is brought up when you press the **Browse (…)** button.
Delete temporary files upon exit	Check this box to delete items created in the temporary folder once the work session is completed (when you exit AceFTP).
Use Temp folder when performing the following actions on remote files	Enable the appropriate buttons to indicate the situation when you would like to have a backup copy saved.

Configuring Sound Events

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration de FTPExpert",0,`',`')}

You can associate different sounds to events performed by AceFTP during the work session.

§   On the General Preferences window, click on **Sounds**.

Your computer must have a sound card installed in order to listen to these sounds.

Enable sound events	Select this box if you want to listen to sounds as certain events take place.
Events	List of events performed by AceFTP that can be associated to a sound.
Sound	Choose a sound from the drop down list. If a sound is not associated with an event, the name displayed is None.
Open file(s)	Click on this button to open the dialog box and select a sound file.
Preview	To listen to the sound selected: Click on the ▶ button to play the sound file; click on the ■ to stop playback.

Clipboard Monitoring

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration de FTPExpert",0,`',`')}

With this feature you can use Windows Clipboard to copy URL addresses.

§ On the General Preferences window, click on **Clipboard Monitoring**.

Monitor clipboard for URL's of the following type	If the box is not checked, the options in the dialog box are not available.
	Check this box to activate these options.
Types of protocol	Select the type of URL's you want to save to the clipboard by activating the corresponding button.
Prompt for acceptance of the URL's	Check this box to have a message of confirmation brought up before the command is executed.

Dial Up Options
{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration de FTPExpert",0,`',`')}

This parameter is used to configure a dial up connection.

§ On the General Preferences window, click on **Dial Up**.

Dial up connection to a server	Check this box to activate the dial up options.
Enter the dial-up entry to use	Choose the connection you want to use to dial up. The drop down list displays the dial up connections used under Windows.
Refresh List	Click on this button to refresh the list if you have made changes to the dial up connections recently.
Authentication	By default AceFTP uses the values saved for the connection chosen. You can change the authentication and identification values.

*Keep the boxes checked: **Use the stored values** to use the default parameters for the chosen connection. If you deactivate this option, the corresponding text box is activated and you can modify the parameter.*

User ID	Enter your user name.
	This information is supplied to you by your Internet Service Provider.
Password	Enter your password. This information is supplied to you by your Internet Service Provider
	When connecting to an *Anonymous FTP* site, this information is not necessary.
Domain	Enter the domain name.
Callback	This option is used to authorize the number of times the callback function is performed. Select the button **Disable** if you do not want to use this option.

Connect using a Web Site's URL
{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Connexion FTP;Profils de site",0,`',`')}

You cannot recover theses addresses unless you saved the Web pages previously (using a   browser). The information is temporarily saved to Windows Clipboard.

AceFTP can only establish a connection if you have access rights (password) or if you are connecting to an [Anonymous FTP](#) site.

1– From the menu select **Tools | Scan File(s) for URL's...**. A dialog box is displayed.

2– Select the Web page whose address you want to access. A dialog box displays the complete list of URL's found on the page. This list contains the main page's URL as well as other links found on the page.

3– Place a check mark on the boxes next to the addresses you want to copy.
Remove the check mark from those URL's you do not want to copy.

4– Click on **OK**. The dialog box **Browse for folder** is displayed.

5– Select the folder where you want to store the addresses selected.

6– Click on **OK**.

AceFTP tries to connect automatically.

Disconnect

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Connexion FTP;Profils de site",0,`',`')}

1– Make sure you have selected from the exploration view the connection from which you want to disconnect. The button that identifies the connection should be highlighted on the connection bar.

2– Click on the **Disconnect** button on the main toolbar. You can also choose the connection you want to interrupt from the lists of active connections listed under the **Disconnect** button.

Customizing the Main Toolbar

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Interface de FTPExpert",0,`',`')}

You can access the dialog box to configure the toolbars in three different ways:

By selecting Customize **found under** View | Main toolbar**.**

§   By selecting **Customize** from the drop down list on the toolbar. This list is displayed when you click on the small arrow located at the extreme right of the toolbar.

§   By selecting **Customize** from the context menu that appears when you right-click on the main toolbar.

Dialog box

The **Customize** dialog box has three tabs under which are grouped the different commands for customizing the toolbars: **Toolbars**, **Commands** and **Options**.

Toolbars tab

This tab lists the different toolbars you can customize. To display a toolbar, place a check mark on the corresponding box. To hide a toolbar, remove the check mark from the corresponding box.

New	You can create a new toolbar using this button. This option is useful to have easy access to most common commands on one toolbar.
Rename	To change the name of a toolbar. This command can only be used with a toolbar you have created.
Delete	To permanently delete a toolbar. This command can only be used with a toolbar you have created.
Reset	Reset default values of toolbars and tabs.
Close	Close the dialog box.

To create a toolbar:

1–   Bring up the **Customize** dialog box.

2–   Click on **New** button.
     A small dialog box is displayed. Enter a name for the new toolbar.

3–   Click on **OK**.
     A new toolbar appears under the **Toolbars** tab and an empty toolbar is displayed next to the dialog box.

4–   Add the necessary commands.

You can drop down the context menu on the new button to have access to other commands, for example, to rename an option.

The Commands tab

The window under this tab is divided into two sections. The left section displays a list of the command categories, while the right section displays the commands associated with the selected category on the left.

1–   Click a category on the left side to view the list of commands on the right side.

2–   Click on a command and hold down the mouse button and drag the command to the main toolbar or to the new

Options tab

Under this tab you can configure the main toolbar and the menu bar.

Menus show recently used commands first	This option activates the chevrons at the end of menus. Only the most used commands are displayed; more commands are added as you use them. This option is active by default. If the option is not checked, AceFTP displays complete menus.
Show full menus after a short delay	This option is not available unless the **Menus show recently used commands first** option is checked. The full menu is displayed automatically after a short delay. Enabled commands are displayed normally, while disabled commands appear grayed out.
Reset my usage data	This option resets the menu bars and toolbars default values.
Large Icons	This option is used to display large icons if its checked, and small icons if it's not checked.
Show ToolTips on toolbars	If checked, ToolTips are displayed when the mouse is placed over an icon.
Show shortcut keys in ToolTips	This option is not available unless the **Show ToolTips on toolbars** option is checked. The shortcut key is displayed with the ToolTip.
Menu animations	From his drop down list you can choose different types of animations for the menus.

Modifying an ongoing connection

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Connexion FTP;Profils de site",0,`',`')}

You can change the properties of an ongoing connection.

1– Select the connection you want to modify.

2– From the menu select **Tools | Edit current connection <name of current connection>**.

The Connection properties dialog box is displayed.

Connect to URL

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Connexion FTP;Profils de site",0,`',`')}

You can connect quickly to an FTP site using this command without using the Wizard.

Using this option you cannot define the advanced connection properties but rather you use parameters from another connection. To change properties, use the Site Profiles.

    For more information check the topic Site Manager. With the Manager you can save connection information, define advanced parameters and manage Site Profile folders.

1– From the menu select **File | Connect to URL** and the **Open URL** dialog box is displayed.
Or
Click on the **Connect to URL** icon on the main toolbar.

The arrow next to the icon displays the addresses you used recently.

2– To use a previous connection, drop down the list and select it.
To create a new connection, complete the necessary information.

Defining a direct connection

As you complete different fields, the dialog box is updated. You can access the server once you complete the **URL** section where the complete address is shown and the other required information.

URL	Enter the address of the server.
Properties	
URL Type	Select the button that corresponds to the URL addressed entered.
	Depending on your selection, the dialog box changes.
FTP	To access an FTP site that requires a user ID and a password.
Anonymous FTP	To access a public FTP site.
HTTP	To access a Web Server.
User ID	Enter your user name. This information is supplied to you by your Internet Service Provider. If you selected an Anonymous FTP site, then this field automatically displays the value `anonymous`.
Password	Enter your password. If you selected an Anonymous FTP site, then this field is not available.
Server	Enter the address of the server you want to access. By default, the name of the server appears in this field when you type the address of the server's URL.
Port	The port normally used to connect to an FTP server is Port 21. If necessary, you can modify the port number. You can obtain more information from your Internet Service Provider.
Folder	Enter the folder you want to access once you are connected to the server. (You must enter the proper slashes in the path.)
File name	Enter the file name you want to access once you are connected to the server.

Open using Microsoft Internet Explorer	This field is displayed when you select the HTTP protocol. The URL will be open by Internet Explorer.
Referer URL	This field is displayed when you select the HTTP protocol. Enter the Web address of the site to which you want to connect.

Connecting to an FTP Server

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Connexion FTP;Profils de site",0,`',`')}

With AceFTP you can connect to an FTP server in two different ways:

Supplying a server's exact URL address,
With the assistance of the Site Manager.

To establish a connection with your host server, you need the following information:
The FTP address of your server,

§   Your user name,

§   your password.

You don't need a user name and password to connect to an Anonymous FTP site.

If you don't have this information, contact your Internet Provider technical support.

You may also select the folder that you want to display in the local   or server exploration view when starting a work session.

Site Manager

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Casses de connexion;Connexion FTP;Coupe feu;Profils de site",0,`',`')}

The Site Manager is an application built into AceFTP 2. It is very useful to create, change or delete files that contain connection parameters as the need arises. The Site Manager is very similar to Windows Explorer.

To open the Site Manager,

1– From the menu select **File | Connect**.
or
Click on the **Connect** button on the main toolbar.

The Site Manager window is displayed. The window is divided into two sections and has the usual tool bars, (main menu and toolbar).

You can switch between the sections simply by clicking on the corresponding side of the window. If you want to keep the Site Manager in plain view, from the main menu select **View | Stay on Top**.

The left and right windows

§   The **left window** displays the structure of folders.
These folders are used to classify the connection files according to the needs of the user.

§   The **right window** displays the site profiles, stored under the folder you have selected on the left window. You can carry out different   operations on these files.

To copy or move a connection file, you can use Windows **Copy & Paste** or **Drag & Drop**.

AceFTP comes with folders containing popular sites; for example, there are sites for upgrading system files or upgrading programs, as well as certain sites with games.

Site Manager's Toolbar

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Connexion FTP;Coupe feu;Profils de site",0,`',`')}

	To connect to the address of the selected site profile.
	Display the **New Site Profile Wizard** to create a new connection file.
	Display the contents of the folder viewed previously.
	Return to the contents of the folder displayed previously if you click on the **Stop** button.
	Move up one level of the parent folder displayed.
	Hide (or display) the left window to maximize the right window and display all the site profiles.
	Add the connection information to the list of favorites of Microsoft Internet Explorer.
	Create a new folder.
	Move a connection folder to another folder. To move the file, when you click on the icon the **Browse for folder** dialog box is displayed so that you can choose the destination folder.
	Copy a connection folder to another folder. To move the file, when you click on the icon the **Browse for folder** dialog box is displayed so that you can choose the destination folder.
	Delete the selected item after displaying a dialog box requesting confirmation to delete it.
	A window displays the different properties of the item selected.
	Shows a list of display types that may be applied to the window.
	Used to add or remove buttons from the toolbar.

Site Manager's menu bar

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Connexion FTP;Coupe feu;Profils de site",0,`',`')}

Menu	Description
File	File and folder management.
Edit	Copy and move site profiles.
View	Change display options and views.
Connection	Connection and management of connection classes.
Favorites	Manage favorites.

Site Manager's File Menu

Menu	Description
Create	Displays the Connection Wizard to create a new connection.
Create shortcut	Create a connection shortcut on Windows desktop
Delete	Delete the selected site profile.
Rename	Change the selected site profile's name.
Properties	Opens the Properties dialog box of the selected item.
Import	Displays the Site Import Wizard used to import connection files from a previous version of AceFTP or other FTP software.

Close	Exit Site Manager.

Site Manager's Edit Menu

Menu	*Description*
Cut	Deletes the selected item and places it on Windows Clipboard from where it can be recovered. *When you cut an item it's deleted from its original location when the command is executed.*
Copy	Copies the selected item and places it on Windows Clipboard from where it can be recovered. *When you copy an item you create an additional copy that is placed in the selected destination and the original is kept in the source folder after the command is executed.*
Paste	Places the contents of the Windows Clipboard in the location chosen.
Move to...	Move a connection to another folder in the computer. The **Browse for Folder** window is displayed so that you can choose the destination folder. You can start AceFTP by double clicking on said file. § When you cut an item it's deleted from it's original location when the command is executed.
Copy to...	When you copy an item you create an additional copy that is placed in the selected destination and the original is kept in the source destination after the command is executed. § When you copy an item you create an additional copy that is placed in the selected destination and the original is kept in the source destination after the command is executed.

Site Manager's View Menu

Menu	*Description*
Status Bar	Display Windows status bar at the bottom of the window that supplies information on the folders selected.
Panels	To change the folder displayed in the window. You can display AceFTP Sites (default folder), the **Favorites** folder, or another folder in your computer. The option **None** hides the left window.
Stay on Top	The Site Manager remains on top of the display.
Large icons/ Small cons/ List/ Details	Change the display of folders accordingly.
Order by	Change the order items are presented in the display.
Refresh	Refreshes the folder already displayed in the window to reflect the most recent changes.
Folder Properties	Displays the Folder Properties dialog box of the selected folder.

Site Manager's Connection Menu

Menu	Description
Connect	Activate the selected connection.
New Site Profile	Display the New Site Profile Wizard window
Manage Connection Classes	Displays the General Preferences window in order to Manage Connection Classes.

Site Manager's Favorites Menu

Menu	Description
Add to Favorites	Add a favorite to Internet Explorer's **Favorites**.
Manage favorites	Display the **Manage favorites** dialog box. The **Favorites** organized with AceFTP are kept in Windows (Internet Explorer) **Favorites** folder.
	Managing of favorites (creating folders, naming them, etc…) is done in the same way it's done using Internet Explorer.

Creating a site profile

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Casses de connexion;Connexion FTP;Coupe feu;Profils de site",0,`',`')}

A site profile contains all the information concerning a particular connection.

Creating a site profile is a two-step operation. To help you get started, AceFTP suggests you use the **New Site Profile Wizard**.

To create a new site profile

1– Start Site Manager.

2– From the menu select **File | Create | New site profile**,
or
from the menu select **Connection | New site profile**,
or
click on the **New site profile** on the toolbar.

3– In the Wizard's dialog box, enter the information requested:

Certain connections require special parameters that the Wizard cannot supply. Therefore, you have to edit the site profile to enter these parameters.

Please enter a descriptive name for this site	This name identifies the new connection. Enter the name you find most appropriate.
Server	Enter the URL address of the server.
Port	The port normally used to connect to an FTP server is Port 21. If necessary, you can modify the port number. You can obtain more information from your Internet Service Provider.
User ID	Enter your user name. This information is supplied by your Internet Service Provider. When connecting to an *Anonymous FTP*, this information is not required. Enter a check mark in the **Anonymous** check box. When this box is checked, the

	User ID and **Password** fields are disabled.
Password	Enter your password.
	If you selected an Anonymous FTP site, then this field is not available.
Enter your password	Place a check mark in Save Password so that you are not required to enter it each time you connect.
	However, if the box is checked, other users can connect to your servers when they use your computer.
Connect to this site when the Wizard finishes.	Connects to the site automatically after the site profile is completed.

4– Click on the **Next** button to go to the next stage

Specifying initial folders

In this second stage the Wizard helps you specify the folders you want to display in AceFTP's exploration views.

You can click on the **Back** button to go back to the previous stage and verify the connection parameters.

Enter local folder	Enter the full disk directory path of the folder you want to display in the *local* exploration view. You can click on the **Browse** button to view your computer's directory tree of folders.
Enter the *host* folder	Enter the address of the folder you want to access. Use slashes to indicate the different levels of subfolders (for example, `folder1/folder2`)

Click on the **Finish** button once you have entered the information.

Certain connections require special parameters that the Wizard cannot supply. Therefore, you have to edit the site profile to enter these parameters.

You can designate more than one source folders for the same connection. To do so, you must open the site profile properties.

Importing connection data from other programs

In the past you might have used another FTP program or AceFTP's older version. You can import the connection data you saved under these other programs.

The connection parameters are usually stored under files with the `.ini` extension and found in one of the program's folders.

1– Open Site Manager.

2– From the menu, select **File | Import...**.

The Site Import Wizard helps you through the different stages to import data.

In the **first stage** you have to choose the type of file you want to import:

A previous version of AceFTP	To import the connection information of a previous version of AceFTP.
Another FTP application	To import connection parameters from another program, such as CuteFTP.
List of URL's in a text file	To import information found in a `.txt` file.
List of URL's saved to the clipboard	Import all the URL's you previously saved to the clipboard.

In the **second stage** you must indicate the location of the connection files. You can press the **Browse** button to locate the files in your computer.

In the **third stage**, you must indicate the location where you want to save the file. AceFTP saves the site profile in a subfolder of the program. All you have to do is enter a name for the new profile.

When the file is imported, AceFTP displays a message advising the name of the connection files that were added to the Site Manager.

The Site Profiles Properties window

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Casses de connexion;Configuration des profils de site;Profils de site",0,`',`')}

With AceFTP you can change the parameters of the connection files that you defined with the New Site Profile Wizard.

You can also modify several types of information related to the connection, add personal information or obtain statistics.

1– Start Site Manager.

2– Select the site profile you want to modify.

3– From the menu, select **File | Properties**,
 or
 click on the **Properties** button on the toolbar.

The **Properties** window is brought up. This window is divided into two sections:

§   The Ancestor Class window on the left displays the directory tree of connection classes.

§   The right window has several tabs grouping several parameters and options that can be applied to a connection or a *connection class*.

You can change the size of the window by clicking and dragging the borders.

Options for modifying connection files

Site Specific options
Information concerning downloads and managing the connection
Information on failed connections
The address and parameters of a source file
Firewall parameters (proxies)
Customizing access options
Adding comments to connections
Obtaining a statistical report on transfer and connection status

The General Tab

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration des profils de site;Profils de site",0,`',`')}

Under the **General** tab you can specify parameters for transferring and saving files.

Modifying different window items.

The list of options under the **General** tab is enabled by clicking on the bracket located on the right side of the window.

By default, the items are shown in detail. You can close the directory tree by placing a check mark in the **Automatically expand or contract overridden properties** check box.

To view the description of a property if it is closed, click on the **+** sign; click on the **–** sign to close it again.

The profile's general parameters:

1– To modify a parameter, first click on the corresponding box and then modify the options.

2– To reset the default values, click on the corresponding **Override ancestor's values** option.

Auto-upload	Indicate if you want to automatically upload the files to the server (**Active**) or **upon request**.
Keep-alive	Check this box to make sure that AceFTP stays connected to the server.
Keep-alive interval	Indicate the interval lengths (NOOP commands) that AceFTP must observe in order to remain connected to the server.
Hide keep-alive commands	AceFTP's commands related to maintaining connections will not be part of the information displayed under the **Log** tab.
Listing Parameter	Enable this parameter to display cached files under the **Queue** tab.
	Under the **Custom** field you can enter a mask in order to display only one type of file; place a check mark in the **Show hidden files** box to display all the files found in the server's folders.
Hide files beginning with a "."	Hide files that ensure the server's correct performance.
Cached folders valid period	Limit the number of days temporary files are kept.
Use slow disconnection	When this check box is checked, AceFTP sends a QUIT message to the server and immediately it's disconnected.
Preserve download timestamps	Check this box so that AceFTP displays the date files are transferred.
	By default, AceFTP keeps the file's original date when they are transferred.
	This option applies to transfers to your computer.
Preserve upload timestamps	Check this box so that AceFTP displays the date files are transferred.

By default, AceFTP keeps the file's original date when they are transferred.

This option applies to transfers to the server.

Time offset	Indicate the number of hours to calculate the time offset between the server and your local hard disk.
Download only newer files	Check this box to avoid conflict when downloading newer files.

This option applies to transfers to your computer.

Upload only newer files	Check this box to avoid conflicts when uploading newer files.

This option applies to transfers to the server.

Connection Tab

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration des profils de site;Profils de site",0,`',`')}

The **Connection** tab is used to define parameters related to connection attempts, speed of transfers and how to handle failed connections.

Modifying different window items

The list of options under the **Connection** tab is enabled by clicking on the bracket located on the right side of the window.

By default, the items are shown in detail. You can close the directory tree by placing a check mark in the **Automatically expand or contract overridden properties** check box.

To view the description of a property after it was closed, click on the **+** sign; click on the **–** sign to close it again.

The profile's general parameters:

1– To modify a parameter, first click on the corresponding box and then modify the options.

2– To reset the default values, click on the corresponding **Override ancestor's values** option.

Max connection attempts	Indicate the number of times AceFTP should attempt to connect to the server after the first failed attempt.
Max connection count	Indicate the maximum number of simultaneous connections allowed.
Max download attempts	Indicate the maximum number of attempts to download files to your computer after the first failed attempt.
Max download speed	Indicate the maximum speed for downloads. Indicate the value in bytes per second.
Max upload attempts	Indicate the maximum number of attempts to upload files to the server after the first failed attempt.
Max upload speed	Indicate the maximum speed for uploads. Indicate the value in bytes per second.
Pause between connection attempts	Indicate the time (in seconds) between attempts to connect to the server.
Pause between download	Indicate the time (in seconds) between attempts to

attempts	download files after a failed attempt.
Pause between upload attempts	Indicate the time (in seconds) between attempts to upload files after a failed attempt.
Response timeout	Indicate the time (in seconds) that you consider reasonable to determine that the server is not available.
Use passive mode	The *passive mode* is required by some servers that use firewalls. The passive mode is used so that the server can establish the connection with your computer. By default AceFTP uses the active mode.
FXP transfer settings	The FXP mode is used to transfer files between servers.
Use double login	Use this option if the server supports double connections. A double connection is used to open two simultaneous connections to the same server; one for navigating the server and the other to transfer files.
Command to perform after logging in	Check this box if you want AceFTP to execute a custom command. The Custom commands you define are displayed in the drop down list.

Initial Folders Tab

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration des profils de site;Profils de site",0,`',`')}

The **Initial folders** tab contains information on folders that should be opened by default, on the local computer or the server, which you defined when you created the site profile. The window is divided into two sections: One section for the local folders, the other for the server's folders.

If you didn't define an initial folder in the local side, this section is disabled when you first open it; however, on the server side, the section is activated automatically when you open the URL site.

To enable a section or to restore the default values of the Initial Folders, place a check mark in the box **Override ancestor's values**.

Defining Initial Folders

1– In the text box available in the **Local** or **Server** sections, enter the exact path of the folder you want displayed when you connect.

2– Click on the **Add** button to add the folder to the list.

You can add as many folders as you like. Each folder defined as an initial folder is shown in the exploration view when the connection is established. For more information, refer to the topic <u>Working in multipage mode</u>.

Modifying Initial Folders

1– From the list of folders, select the folder you want to modify.
The folder's path is displayed in the text box.

2– Make the necessary changes.

3– Click on the **Replace** button.
Click on the **Remove** to delete the folder from the list.

*Click on the **Clear All** button to remove all folders from the list.*

Site Specific Tab

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration des profils de site;Profils de site",0,`',`')}

The **Site Specific** tab is used to modify the basic parameters you defined using the New Site Profile Wizard. Besides, here you can set parameters concerning restricted access.

The **Site Specific** tab is divided into two sections. A section called **Connection** and a section called **Properties**.

Connection options:

Server	Enter the server's *URL* address.
Port	Port 21 is usually used to connect to an FTP server. If necessary, you can modify the port number. You can obtain more information from your Internet Service Provider.
User ID	Enter your user name. This information is supplied by your Internet Service Provider. When connecting to an Anonymous FTP, this information is not required. Enter a check mark in the **Anonymous** check box. When this box is checked, the **User ID** and **Password** fields are disabled.
Password	Enter your password. If you selected an *Anonymous FTP*, then this field is not available.
Enter your password	Place a check mark in Save Password so that you are not required to enter it each time you connect. *However, if the box is checked, other users can connect to your servers when they use your computer.*
Account	Some servers require an account name besides the user name. Enter the information.
Save account	Place a check mark in Save Account so that you are not required to enter it each time you connect.

Properties options:

The list of options under the **Properties** tab is enabled by clicking on the bracket located on the right side of the window.

These options are used to disable a set of parameters when you connect to the server.

Resume of broken transfers is disabled	AceFTP does not try to resume a connection when it's interrupted.
Persistent transfer modes are not saved from one transfer to another	File transfers are made using the standard mode. Any modification of a transfer type is automatically reinitiated.
Setting of timestamps is not	Enable this option if the server does not support

supported	options concerning the time and date of transfers or modifying items.
Absolute paths are ignored	Enable this option if the server does not support options related to Initial Files.
***PASV* mode is not supported**	The PASV mode is used to avoid conflicts during simultaneous file transfers. When using PASV (passive) mode, the new port required for transfers opens automatically. Some servers do not support this mode. Enable this option to change to active mode. This ensures that the connection is stable from the *client* to the server only, by using a port number.
Indirect *PORT* values are not supported (used in FXP).	Enable this option if your server does not allow server to server transfers (FXP).
SITE Commands	SITE commands are specific to FTP4 servers. They are useful for establishing advanced settings for FTP sites.
CHMOD Commands	These commands are used to set limits to access and use with regards to the type of files you can transfer to a server. Using these commands you can indicate if users can read and write to a file, or if they are authorized to execute commands (for example, a Web page containing CGI scripts).

The Firewalls Tab

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration des profils de site;Profils de site",0,`',`')}

The options found on the *Firewalls* tab are used when the server you are connecting has security features. Firewalls are used to prevent access to users who are not authorized to enter the network.

To modify firewall parameters, enable the box **Override ancestor's values**. The **Type** section is enabled.

Type section

Select the options depending on the type of connection:

§ Choose **None** if you don't want to configure a firewall.

§ Select *proxy, of type* to define specific settings.

§ Select the *socket* version used for the connection if you are not using the default connection.

When you enable one of the options, **Proxy, of type** or **Socket,** the **Connection** section is enabled.

The system administrator is responsible for information regarding firewall parameters.

Connection section

Server	Enter the server's *URL* address.
Port	Port 21 is usually used to connect to an *FTP server*. If necessary, you can modify the port number. You can obtain more information from your Internet Service Provider.
User ID	Enter your user name. This information is supplied by your Internet Service Provider. When connecting to an *Anonymous FTP*, this

	information is not required. Enter a check mark in the **Anonymous** check box.
	When this box is checked, the **ID** and **password** fields are disabled.
Password	Enter your password. If you selected an Anonymous FTP site, then this field is not available.
Enter your password	Place a check mark in Save Password so that you are not required to enter it each time you connect.
	However, if the box is checked, other users can connect to your servers when they use your computer.

Custom Commands

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Casses de connexion;Configuration des profils de site;Profils de site",0,`',`')}

With the **Custom commands** options, you can define your own connection values and the way the server behaves when you connect.

Each custom command is displayed   in AceFTP's main menu bar, under the **Left** or **Right** menus. You simply select the command from the menu and execute it.

To enable the options, **Override ancestor's values**.

1– On the left section of the Properties window, select the *connection class* which you want to associate with the custom command.

2– Under the **Custom commands** tab, enter a name for the command in the **Name** text box in the **Properties** section.
For example, `SEND TO SITE`

3– In the **Commands** field, enter the command you want to specify.
For example, SITE %p%
Refer to the **Legend** area for syntax examples.

4– Click on the **Add** button to add the folder to the list.

5– Click on the **Apply** button to save the command and click on **OK** to close the Properties window.

To modify a command, select it from the list. The command properties are displayed in the **Properties** section. Make the desired changes and click on the **Replace** button.

To delete a custom command from the list, select it and then click on the **Remove** button.

Comments Tab

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration des profils de site;Profils de site",0,`',`')}

Under the **Comments** tab you can insert information on the profile site and the different tasks you can perform.

You can also change the icon that identifies the profile by clicking on the **Load** button. Icon files with extensions **.ico** or **.bmp** must be loaded.

To delete an icon you chose previously, click on the **Clear** button.

Statistics Tab

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Configuration des profils de site;Profils de site",0,`',`')}

Displays statistics on transfers, particularly those related to the server status and the connection.

The information refers to files downloaded and uploaded.

You can delete the information by pressing the **Clear All** button.

Connect using the Site Manager

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Casses de connexion;Connexion FTP;Coupe feu;Profils de site",0,`',`')}

1– In the Site Manager window, select the icon of the site to which you want to connect.

2– Click on the **Connect** button on the tool bar, or
double click on the site's icon.

Deleting a Site Profile

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Connexion FTP;Coupe feu;Profils de site",0,`',`')}

You can delete a site profile in the same way you delete files in Windows Explorer.

1– On the Site Manager window, select the site profile you want to delete.

2– Click on the **Delete** button on the toolbar or click on **Delete** from the context menu.

A message requesting confirmation for deletion is displayed. Click **Yes** to delete, **No** to cancel.

Create and manage a site profile folder

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Casses de connexion;Connexion FTP;Coupe feu;Profils de site",0,`',`')}

Creating and managing folders is done in the same manner as in Windows Explorer. Commands for managing folders are found under the **File** menu in the menu bar.

To create a new folder

1– Place the cursor on the folder where you want to create a subfolder.

2– Select **File | Create | Folder**, or
Click on the **Create folder** icon on the toolbar.

3– A folder appears in the window.

4– Enter a name for the folder.

To rename the folder

1– Select the folder.

2– Click on the **F2** key on the keyboard, or
Select **Rename** from the context menu.

3– Enter a new name for the file.

To copy or move a folder or item

1– Select the items you want to copy or move.

2– Select **Copy** or **Cut** from the **Edit** menu, or
from the context menu.

3– Next, place the cursor in the folder where you want to copy or move the selected items, and click on **Paste** on the **Edit** menu or from the context menu.

To delete an item

1– Select the item you want to delete.

2– Press the **Del** key on the clipboard, or
select **Delete** from the context menu.

You can also

Rename site profiles
Delete site profiles
Work with advanced site profile properties

Working with multiple connections

Using AceFTP you can connect to more than one FTP server at the same time. The servers to which you are connected are displayed on the Connection Toolbar that is placed under the tabs **Log**, **Queue** and **Viewer** of the Session Manager.

For each new connection, a button appears on the bar. The name on the button corresponds to the name you gave the site when you created the connection

The highlighted button indicates the active FTP site that is displayed on the right exploration view (server side).

For every connection a new view is placed in the server exploration view.

§   Click on a button to activate the corresponding FTP site.

You can also work with several folders of the same FTP server.

Queue

With AceFTP you can transfer several files by batches. When you use the **Queue** function several options are available that allow planning to upload several files at a later time; this frees you from having to supervise transfers so that meanwhile you can carry out other activities.

The transfers you want to make are added under the **Queue** tab of the Session Manager. Besides retaining the list of files you want to upload, this feature also keeps track of the failed downloads you attempted, for example, when a connection problem was encountered.

You can access the different options available under **Queue** found on AceFTP's main menu bar. You also have access to many of the options using the context menu.

The **Queues** tab has a toolbar to perform usual activities.

The default parameters of queues can be modified from the   General Preferences window.

The Queues tools

	Connecting or disconnecting from a server. This icon changes depending on the situation.
or	Used to either stop or start a process from the queue.
	This icon changes depending on the situation.
	You can define several types of actions for items in queue. Choose **Nothing** to prevent all actions in the queue from taking place; **File Transfers** to execute all the actions, except transfers; or **Everything** to place all items on **Pause**, that is, temporarily inactive.
	Display the contents of the **Queues** tab.
	Display the activities that have been completed.
	A small window to the right of the **Queues** tab displays the messages that are taken place under the **Log** tab.

Adding transfers to the queue

When you transfer files, you can either copy or move the files to the server.

§   When you copy a file to another server, you keep a copy in your folder and create a copy in the destination folder.

§   When you move a file, it's removed from the original location and placed in the destination folder.

1– Start the connection to the server where you want to transfer files.

2– Select the items you want to transfers with the server and select the destination folder.

3– On the middle bar, click on the arrow in the direction of the transfer and select **Copy to... queue**.
The items are added to those found under the **Queues** tab of the Session Manager.

Use the Queue to work with multiple connections.

Starting a recent connection

1– Click on the arrow on the **Connect** icon.
  The list of the most recent connections is displayed.

2– Click on the desired connection.

File Transferring

Transferring files over a Web server is simply copying a file from one location to another. The process is the same as copying or moving files in your computer using Windows Explorer, except that you are transferring files to and from a server.

File transfers can be made in both directions. That is, you can upload files from your computer to the server, or download files from the server to your computer.

Transfer of   Files

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Transferts de fichiers",0,`',`')}

When you transfer files, you can either copy or move the files to the server.

§   When you copy a file to the server, you keep a copy in your source folder and create a copy in the destination folder;

§   When you move a file it's deleted from its original location.

You can transfer files between your computer and a server. You can also transfer files from local to local, or server to server, if you move from one exploration view to another by dragging &   dropping a tab with the help of the mouse from one side to another. For example, if you have displayed   a view of a server on the right side and a view of a server on the left side, you can transfer files between servers (also called FXP) as long as the two servers support this function.

1– Start the connection to the server where you want to transfer files.

2– With the help of the navigation list on the **Navigation** toolbar, find the appropriate folder in each of the exploration views.

3– Select the items you want to transfer.

4– Depending on the direction of the transfer, click on the **Copy to right** or **Copy to left** icon in the middle bar.

§   If you want to defer the transfer, drop down the commands on the Copy to… icon by clicking on its arrow and select Copy to... queue.
The items are added to those found under the Queues tab of the Session Manager gestion_session. You can make your transfers with the help of the Queuefile_attente options.

§   You can also move the item by selecting the appropriate command from the list of commands on the Move to the Right button.

You can also use the method of clicking and dragging used in Windows to move files.

If AceFTP detects there is an identical file in the destination folder, the dialog box **Confirm Collision Action** is displayed. There are several possibilities:

Rename	AceFTP transfers the file and renames the existing file found in the destination folder adding "_ancien" to it in order to identify it.
Overwrite	AceFTP transfers the file by overwriting the file with the same name.
Skip	AceFTP skips the file and goes on to transfer the following file.
Cancel	The transfer is canceled.
Set action as default for rest of queue	Check this box before carrying out any of the commands so that AceFTP performs the same action on the rest of the queue.
Don't show this information again	Select this box if you do not want to see the message again. From then on, AceFTP will use the parameters defined in the General Preferences window.

Defining access rights for folders

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Interface de FTPExpert",0,`',`')}

1– Open the context menu on a file or folder on the server.

2– In the **Attributes** section, place a check mark in the boxes corresponding to the rights you want to grant.

You can grant read, write or execution rights. The rights are defined depending on the intended user.

AceFTP's Main Window

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Interface de FTPExpert",0,`',`')}

AceFTP has an intuitive and user-friendly interface which users can easily understand and can rapidly learn how to use the most important features.

AceFTP makes available for the user an array of advanced management commands for transferring files which make it easy to automate tasks.

The menu bar supplies access to all AceFTP's commands and options. The many toolbars and easy access to several shortcut keys provide quick access to most frequent commands.

AceFTP's main window is divided into several sections; each section has its own toolbar.

§   The upper section is reserved for the Session Manager. In this section the user can follow step-by-step status messages on each transfer and check related statistics. Certain connection and transfer operations can be automated using the Queue features.

§   The bottom section is divided into two exploration views: by default, the left view displays the *local* folders while the right view displays the folders found on the *server*. You can also move the views in different ways to facilitate local to local transfers as well as server to server transfers.

Modifying the exploration views

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Interface de FTPExpert;Transferts de fichiers",0,`',`')}

By default, the left view displays the _local_ folders while the right view displays the folders found on the _server_. You can also move the views in different ways to facilitate local to local transfers as well as server to server transfers. Besides, you can also change the size of the exploration views or hide the left exploration view.

Move one view to another exploration view

You must have at least two views open to transfer one view to another in the exploration view.

1– Click on the tab of the view you want to move.

2– While holding the mouse button down, drag the view over the other view. Two green arrows are displayed while you are dragging the view.

Changing the size of exploration views

1– To modify the size of views, place the pointer over the area that separates them; the pointer changes to a double arrow. Click on the border while holding down the left mouse and drag the border to change the size.

Hiding the left exploration view

1– Click on the **Maximize Right View** **icon.**

§   Click once more on the icon to display again both exploration views.

Session Manager

When you first start AceFTP, three tabs are displayed in the upper section of the window:

§ The **Log** tab displays information on connection and transfers, as well as the status of activities taking place. You are advised when an operation is successful or fails; the details might help you to understand the situation and to solve it. The information on the log is saved to a text file.

§ The **Queues** tab displays a list of the all transfers successfully accomplished, those being made or those still in the queue. To the left of each line is an icon which indicates the file's status. The **Queues** tab is also used to manage future queued lists of transfers.

§ The **Viewer** tab is used to view selected files. You can view items such as Java Applets or animated GIF's. A bar with buttons is used to control the display in the **Viewer**.

↻	Refreshes the window to reflect the most recent changes.
◄	Display the previous item.
►	Return to the contents of the folder previously displayed if the **Stop** button is pressed.
✗	Stop loading the current file.
🗗	Open the external browser, Microsoft Internet Explorer.
■	Clear all files from the **Viewer** window.
⬍	Enlarge or reduce the image displayed.

The Session Manager can be displayed or hidden using the **Manager** *icon.*
To use the **Viewer** *you need to have installed Microsoft Internet Explorer 4 or higher.*

You can also display a fourth tab: the **Progress** tab. This window displays the progress of file transfer activities. The icons on the far right of the tab are used to hide the display and to show only a graphic view of progress.

To display or hide the Progress tab

1– Select **View | Tabs**.

2– Place a check mark next to the tab to be displayed or remove it to hide the tab.

You can also click on the Manager icon.

Exploration views

By default, the right exploration view displays the directory tree of files and folders found on the server; the left exploration view displays the local computer folders.

With AceFTP you can make several simultaneous transfers by opening a new view of the folder. The name of each open page is indicated on the tab of each connection shown at the bottom of the view.

§   You can execute commands on the files using the shortcut keys or the **Action Toolbar** located to the left of the view.

§   You have easy access to the navigation tools using the shortcut keys or the toolbar **Navigation** located on top of the view.

You can also use AceFTP to make file transfers from local to local or server to server by moving the exploration views to the other section of the window.

   To learn more about multiple connections or working on multipages mode.

Multipages mode

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Interface de FTPExpert",0,`',`')}

Using AceFTP you can make several file transfers simultaneously since the program allows opening a new view for every folder.

Additionally, you can make simultaneous transfers over one connection or over *several connections*. When you connect to a second server, a new view is opened in the server exploration view.

The name of new connection is shown on a tab at the bottom of the view. If you open several pages using the same connection, the name of the server is followed by a number.

You can create different views on both exploration views.

To open a new view

1– Click on the **Create View** icon on the **Navigation** toolbar.

To close a view

1– Click on the **Destroy view** icon on the **Navigation** toolbar.

Preview of Images

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Interface de FTPExpert",0,`',`')}

– On the **Action** toolbar of the exploration view to be modified, click on the **Preview of images**.

The exploration view displays thumbnails:

If the image is a (`.gif`, `.jpg`), the thumbnail displays the image.

visicom.gif

If the file is another type of application (`.doc`, `.html`, `.pdf`) the thumbnail displays the icon of the application used to view or edit the file.

index.html

If displaying a folder, the icon is that of a folder.
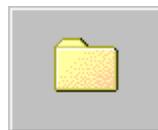
images

Renaming Site Profiles

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Connexion FTP;Coupe feu;Profils de site",0,`',`')}

You can rename a site profile in the same you rename files in Windows Explorer.

1– On the Site Manager window, select the site profile you want to rename.

2– Click on the **F2** key on the keyboard, or select **Rename** from the context menu.

3– Enter a new name.

{button A,JI(`',`a')} {button C,JI(`',`C')} {button D,JI(`',`D')} {button E,JI(`',`e')} {button F,JI(`',`f')} {button H,JI(`',`h')} {button I,JI(`',`i')} {button L,JI(`',`l')} {button M,JI(`',`m')} {button P,JI(`',`p')} {button S,JI(`',`S')} {button T,JI(`',`T')} {button U,JI(`',`u')}

A

Active Mode (see PASV)

Anonymous FTP

Archie

ASCII

C

CHMOD (commands)

Client

Collision

Connection class

Connection files

Connection properties

Connections

D

DDE

DDE Message (see DDE)

E

EBCDIC

F

File Transfer Protocol

File transferring

Firewalls

FTP

H

Host

HTTP

I

IP Address (See TCP/IP)

L

Local

M

P

S

T

U

Connection Classes

{button Glossary,JI(`>Second',`glossaire')} {button Close Glossary,CS()} {button Similar Topics,AL("Casses de connexion;Configuration des profils de site;Gestionnaire de sites;Profils de site",0,`',`')}

Class connections are helpful to manage several FTP sites, in an internal net (for example, a company network) or on the Internet (especially if you manage several Web sites).

Connection classes contain connection parameters and each class can be associated to one or more connections. Moreover, if you modify one of the parameters (for example, an *IP* address of a *firewall*), you only have to modify the properties of the connection class; these changes will be reflected on all the connections that are associated with that particular class.

Connection classes are managed from the properties window of Site Profiles found under the Site Manager.

To view connection classes

1– Start Site Manager.

2– From the menu select **Connection | Manage Connection Classes**.
The window under the **General** tab is displayed.

To the right a window displays the directory tree of the connection classes. All the connection classes that you create will be placed under the **Default** main folder. Under this hierarchy, you can create your own directory tree.

The class connection structure must be interpreted as a hierarchy. This means that each class created in a directory tree inherits the default values of the parent class (or that of the ancestor).

All the parameters you change in a selected connection class will be reflected in its definition. Check the site profiles properties to learn about parameter values.

Creating a connection class

1– Select the connection class that will act as the ancestor or parent of the new class.

2– Open the context menu of the selected class.

3– Select **Add Class**.
A new branch appears on the directory tree.

4– Enter a name for the new class.

5– Define the properties for the new class.

Associate a site profile to a class

1– Edit the site profile.

2– In the properties window, select the connection class to which you want to associate the site.

3– Click on the **Apply** icon if you want to make further changes, or
click on **OK** to close the window and return to the Site Manager.

Available resources

To help you create attractive Web pages and transfer them to your server, you can use additional software that you can download from our Web site from the address shown below:

- **AceFTP**: to transfer Web pages, images and other files.

    http://www.visicommedia.com/aceftp/

- **Gograph**: to download images for your Web pages.

    http://www.gograph.com/

- **Visicom Media Community of Web builders**:

    http://www.visicommedia.com/community/

Additional tools:

Below you will find a list of additional available tools which you can download from our site at the following address:

http://www.visicommedia.com/download/

1.   AceHTML electronic manual.

2.   AceFTP electronic manual.

Frequently asked questions

Find answers for the most common questions at the following address:
http://www.visicommedia.com/support/faq/

Our Web site has a list of frequently asked questions which is constantly being updated to add the questions submitted by our clients so that everyone can readily find answers to common problems and questions.

Managing connection classes

To modify a connection class:

1– Display the properties window of the Site Manager.

2– Select **Connection | Manage Connection Classes**.

3– Make the necessary changes under the appropriate tab.

4– Click on **OK** to return to the Site Manager window.

To remove a connection class:

1– Display the properties window of the Site Manager.

2– Select **Connection | Manage Connection Classes**.

3– Select the connection class you want to remove.

4– Select **Remove class** from the context menu.

To remove all the classes in a branch:

1– On the properties window of the connection profile, select the branch's ancestor.

2– Select **Remove All Classes In Branch** from the context menu.

All classes belonging to the selection are removed, including the ancestor.

*The **Default** connection class cannot be removed.*