

## Filezilla Download/Installation

FileZilla is available for free from <http://filezilla.sourceforge.net>. Click the Download FileZilla Client All platforms icon. For detailed instructions, please visit: [http://wiki.filezilla-project.org/Client\\_Installation](http://wiki.filezilla-project.org/Client_Installation).

Please see Addendum 1 for additional information regarding security information windows and GCC's security certificates.

## Establish a connection to the S:\ Drive (Courses/Shared Folder)

### Configuration Quick Guide - S:/ Drive – Courses/Shared Folder

Access Type	Host	Username and Password	Port
Secured	<a href="https://myfiles.gccaz.edu/shared">ftps://myfiles.gccaz.edu/shared</a>	MeID and password	990

#### Instructions:

1. Enter the address **[ftps://myfiles.gccaz.edu/shared](https://myfiles.gccaz.edu/shared)** in the host field of the Quickconnect bar.
2. Enter **MeID** and **password** (MeID) in the corresponding fields.
3. Enter **990** in the Port: field. ***This number must be entered to establish a secure connection.***



4. Click on **Quickconnect** or press **Enter** to connect to the server.

## Establish a Connection to the H:\ Drive (Personal Space on eGCC)

### Configuration Quick Guide H:\ Drive - Personal Space on eGCC

Access Type	Host:	Username and Password:	Port
Secured	<a href="https://myfiles.gccaz.edu/home/YourMeID">ftps://myfiles.gccaz.edu/home/"YourMeID"</a>	MeID and password (MeID)	990

#### Instructions:

1. Enter the address **[ftps://myfiles.gccaz.edu/home/"YourMeID"](https://myfiles.gccaz.edu/home/YourMeID)** in the host field of the Quickconnect bar.
2. Enter **MeID** in the Username textbox and **password** (MeID) in the Password textbox.

- Enter 990 in the Port: field. **This number must be entered to establish a secure connection.**



- Click on **Quickconnect** or press **Enter** to connect to the server.

If you need assistance regarding your username, please contact:

<b>Glendale Community College Resources</b>	<b>District Resources</b>
In Person: Our main Helpdesk is located in HT1 inside the west entrance.	<a href="#">MCCCD's Account Lookup Tool</a>
Call: 623.845.3555	24/7 Support Line (Perceptis) – 1-888-994-4433
Email: <a href="mailto:helpdesk@gccaz.edu">helpdesk@gccaz.edu</a>	

## Sample Screens:

After establishing a connection, you will see screens similar to the ones below.

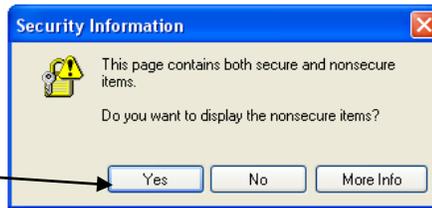
<b>H:Drive</b>	<b>S:Drive</b>

# Addendum I

**Security Notices:** When establishing an ftp connection, (depending upon your computer's operating system and security settings) you may see one or more security information notices. Possible notices may be:

- Security Information window

To continue select the **Yes** button.



- Information Bar

When you see a message in the **Information Bar**, click the message to see more information or to take action.



The following options will be displayed. You can choose to see additional information, but, to continue you will need to click the **Download File ...**option.



Server

## Certificate:

You may also see the following **Unknown Certificate** window indicating that GCC's certificate is "unknown" by your computer.

Please take time to examine the certificate before accepting the certificate and adding the server to your trusted sites.

To accept the certificate, check the **Always trust certificate in future session's** check box.

Next, click the **OK** button.

