

# Starterskit FTPS

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FTPS is the way which is being used by Parentix for a secured data transfer when starting as a new customer at Parentix or when requesting a backup. In this document you will find detailed information how to log on and connect to FTPS, in order to download or upload files.

## Download and install WinSCP

In order to achieve access to FTPS there is some software which is required to be installed and used. The software is WinSCP. This is a free tool which can be downloaded from:  
<https://winscp.net/eng/download.php>

From the link above you can download the software. When the installation file has been downloaded you can start it up. You need to follow through the next few steps.

1. Click on “Accept” in the following screen:
2. Choose the option “Typical installation (recommended)” and click on “Next”
3. Click on “Install”
4. Click on “Finish” to complete the installation

## Configure an FTPS account

When the program has started you can start to configure the required setup. Please fill in all the fields as shown in the screenshot displayed below:

The screenshot shows the 'Login' dialog box in the Parentix software. The dialog is titled 'Login' and has standard window controls (minimize, maximize, close). On the left side, there is a 'New Site' area. The main area is titled 'Session' and contains the following fields and controls:

- File protocol:** A dropdown menu set to 'FTP'.
- Encryption:** A dropdown menu set to 'TLS/SSL Explicit encryption'.
- Host name:** A text box containing 'The address provided by us'.
- Port number:** A spinner box set to '21'.
- User name:** A text box containing 'The username provided by us'.
- Password:** An empty text box.
- Anonymous login:** An unchecked checkbox.
- Save:** A button.
- Advanced...:** A button.

At the bottom of the dialog, there are several buttons: 'Tools', 'Manage', 'Login' (highlighted with a blue box), 'Close', and 'Help'.

- In the field "Host name" you can fill in the address as provided by Parentix.
- In the field "User name" you can fill in the username as provided by Parentix.
- In the field "Password" you can fill in the password as provided by Parentix.

**When you are logged in you can download, or upload documents as required.**