

## **FTP** Instructions

• Wilson & Company has the following FTP sites...

Albuquerque	<u>ftp.wilsonco.com</u>
<ul> <li>Colorado Springs</li> </ul>	<u>ftp.cos.wilsonco.com</u>
<ul> <li>Kansas City</li> </ul>	<u>ftp.kcm.wilsonco.com</u>
<ul> <li>Salina</li> </ul>	ftp.sal.wilsonco.com
San Bernardino	ftp.sbd.wilsonco.com

- Open Windows Explorer (do NOT use Internet Explorer)
- Copy\Paste, or Type, the address of the appropriate "FTP site address" (see above).
- Make sure that "Log on Anonymously" is NOT checked
- Enter the username\password...
- The username\password is the same for all sites... Username = wcea Password = wcea-ftp
- If you have issues accessing either of these sites, one more step may be required... Open Internet Explorer, click on "Tools", click on "Internet Options", go to the "Advanced" tab, scroll down a bit and uncheck the "Use Passive FTP" setting. Close Internet Explorer and try again, using above instructions.
- Please contact the WCI Helpdesk at 785-820-2698 for assistance.