



Procedures for connecting to the DWS Printing FTP Site.

1.

To transfer files to and from the DWS Printing FTP site, you will need an FTP application. FTP applications can be found at the following websites.

For Mac:

Fetch–

www.fetchsoftworks.com

Transmit–

www.panic.com/transmit

Cyberduck–

www.cyberduck.ch

For PC:

Smart FTP–

www.smartftp.com

Golden–

www.goldenftpserver.com

2.

To “log on” to the DWS Printing FTP site, launch the Fetch program and fill out the information provided (see image 1A). This will log you onto our client FTP site. For a more permanent, secure connection, please email us at info@dwsprinting.com with a request for a user name and password.

3.

Once you are logged on, you will be provided incoming and outgoing folders (see image 1b). To send files to DWS Printing, please drop them in the incoming folder. All files must be a self extracting stuffed file. “StuffIT DropStuff” can be downloaded at www.aladdinsys.com/downloads/index.html. When downloading files from the outgoing folder, all files will be self extracting, stuffed files.

4.

All files sent to the DWS Printing FTP site, must be followed by a phone call, or email to inform us of any incoming transmitted data. The incoming files will be checked immediately for integrity, and incorporated into our workflow.

Image 1A

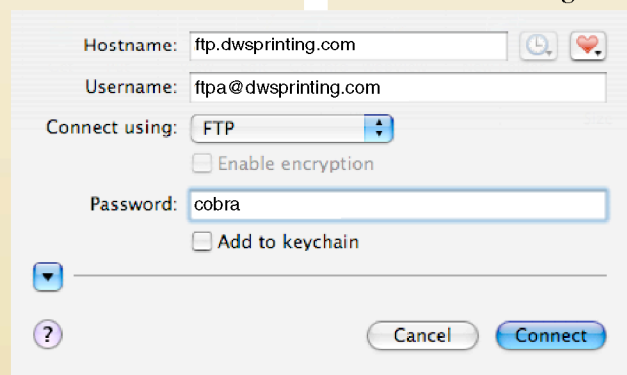
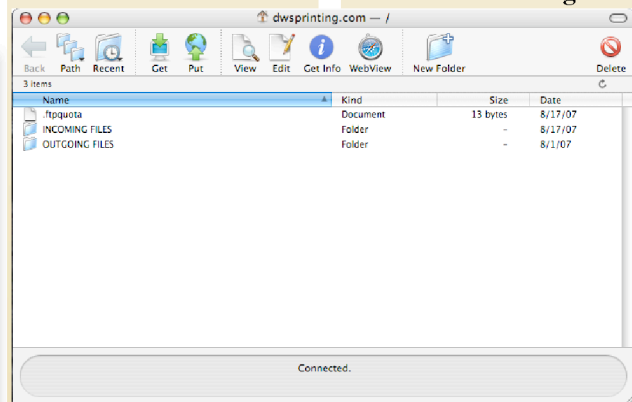


Image 1B



DWS Printing Associates, Inc.
240 South Fehr Way Bayshore, NY 11706
631.667.6666 | Fax 631.667.0704 | dwsprinting.com