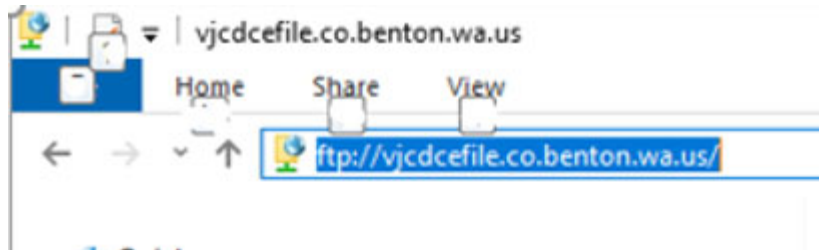
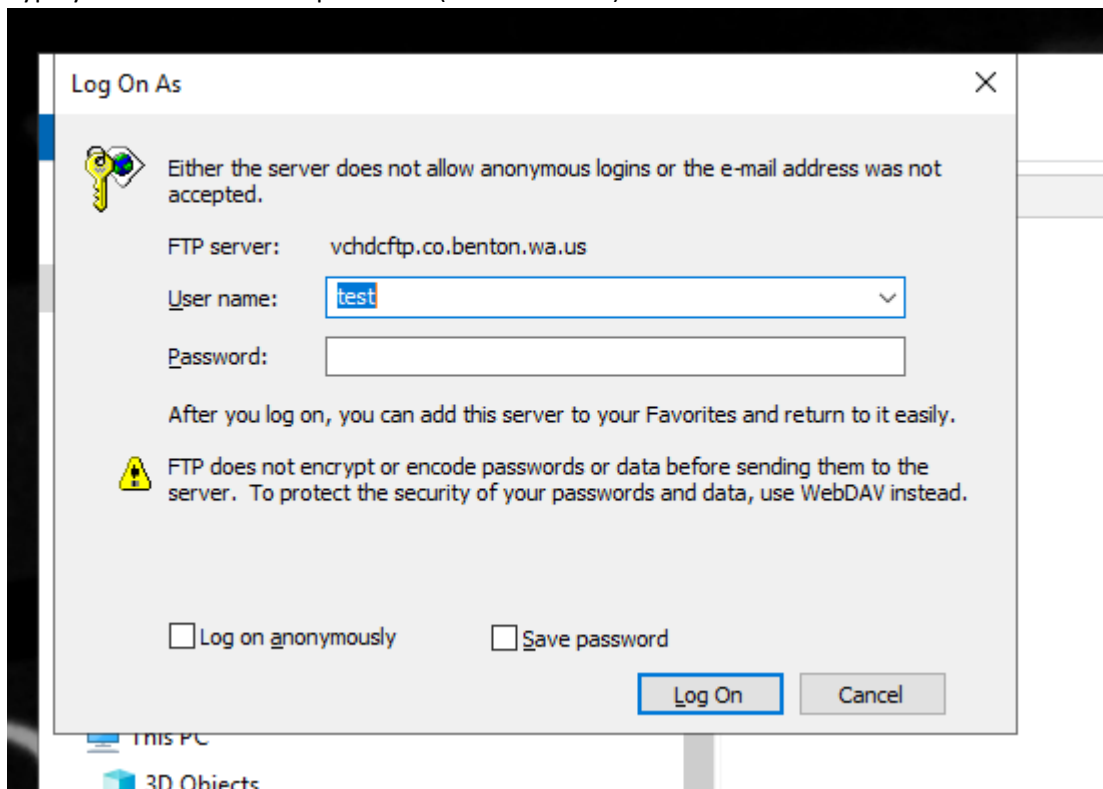


Guide Using Windows 10

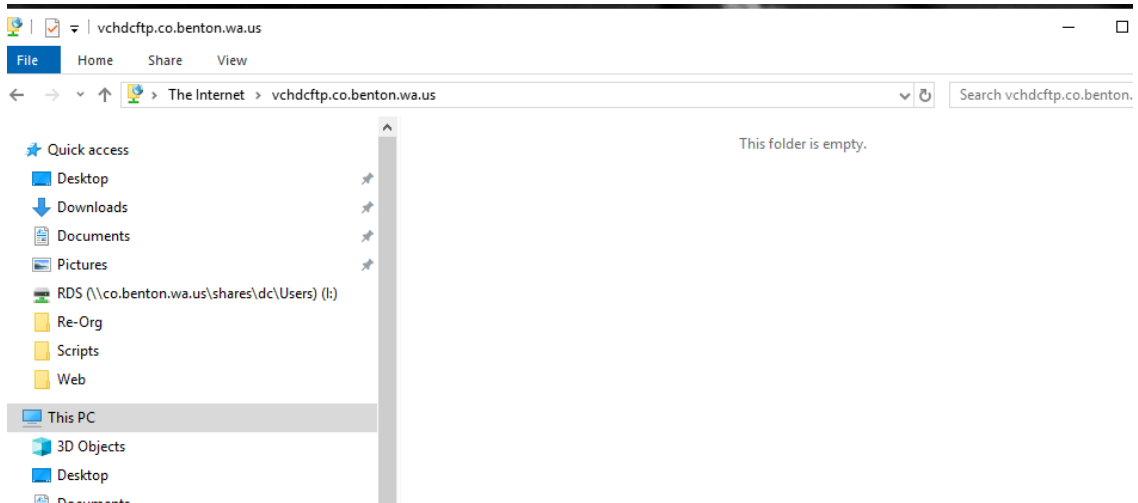
1. Open your file Explorer 
2. Type <ftp://USERNAME@vjdcefile.co.benton.wa.us> on the address bar



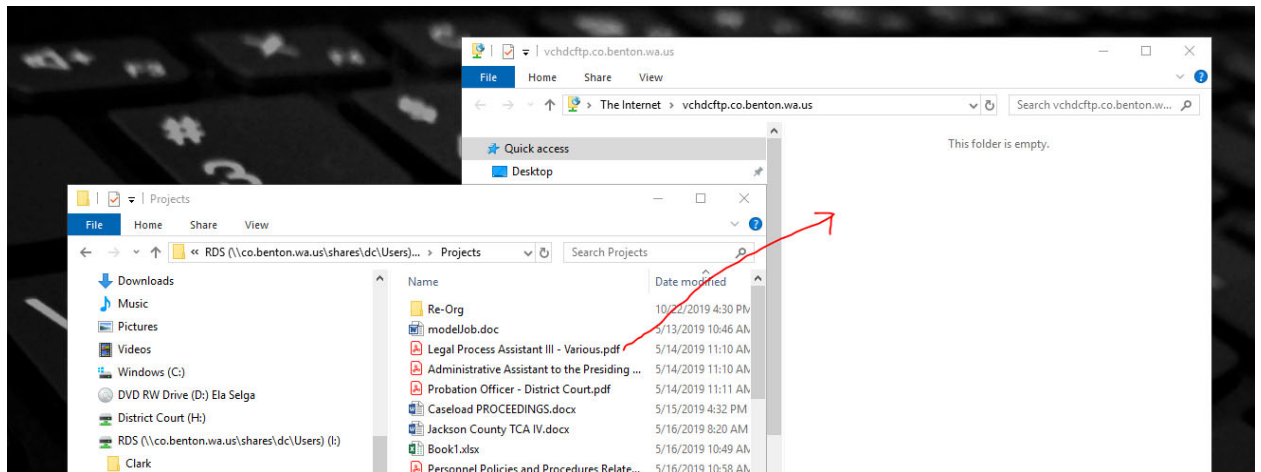
3. The Log On screen below comes up
4. Type your user name and password (Case sensitive)



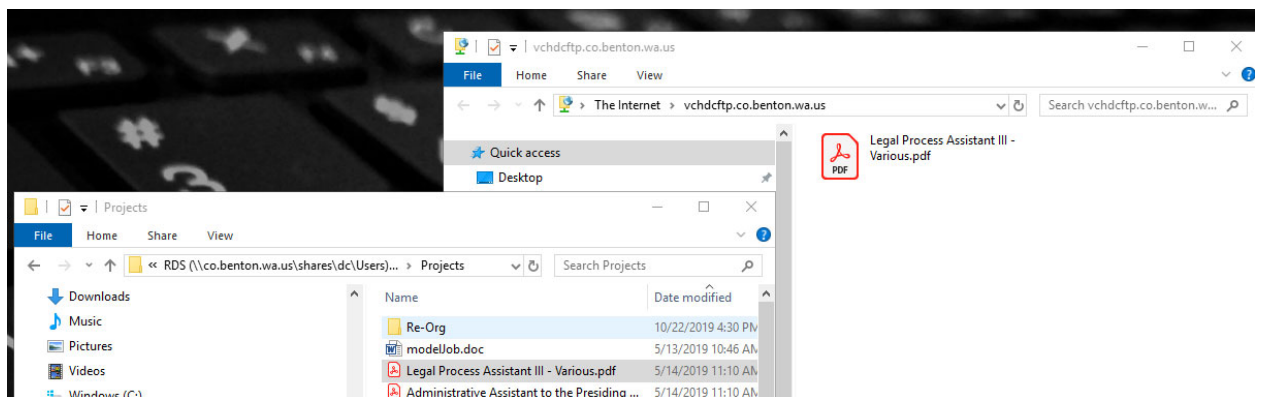
5. This empty folder will pop up



Hint: Open a second file explorer, then you can copy and paste to the e-file folder



Or drag and drop the file in the e-file folder.



6. When you are done, exit the file explorer.