Sftp Client Instructions (WinSCP in this example)

**STEP ONE: DOWNLOADING AND INSTALLING SFTP CLIENT**

* Download WinSCP at <https://winscp.net/eng/download.php> 
* Save the file and open to install.

# STEP TWO: CONFIGURATION

# After installing the client, open the client and enter the credentials given to you. To save these details for future use, click save. To start connection, click Login.

#

# The first login will prompt you to download the SSH key.   Accept the key and afterwards, you can log into the server successfully using an automated or manual method

#

**STEP THREE: UPLOADING DATA**

* An example of what the interface should look like when you connect



* Click on the file you would like to upload. Click upload. Press OK.
* You will see the file appear on the right side.
* Click on the X to exit WinSCP.