

Hobsons' FTP Instructions

Please use the following information to access Hobsons' FTP server to upload your materials.

PC users

You may use either Mozilla Firefox or Internet Explorer as your Web browser.

- Go to: <ftp://transfer.collegeview.com>
- You may be automatically prompted to enter in the login information. (For Internet Explorer users you may have to go to File – click Login As...)
- Type in User ID: hobsons, Password: hob639 [For Internet Explorer 7 users you will need to select the page menu (top right) and go to "Open FTP site in Windows Explorer"]
- Place materials in the Incoming folder (it is helpful if you "zip" or "stuff" the files before uploading)
- Supply the names of the files to your production team member once uploaded

MAC users

You will need an FTP client. You can download a free 15-day trial version at <http://fetchsoftworks.com>

- Go to: (host name): [transfer.collegeview.com](ftp://transfer.collegeview.com)
- Type in User ID: hobsons, Password: hob639
- Place materials in the Incoming folder (it is helpful if you "zip" or "stuff" the files before uploading)
- Supply the names of the files to your production team member once uploaded