
FileDrive Windows Client

Version 2.2.1 User Guide



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Chapter 1: Introduction to FileDrive Client Software

Overview

This chapter describes this manual and the conventions used in it. It also gives some background on the FileDrive family of applications, describes how to contact Receipt.com for support and upgrades, gives a brief overview of FileDrive Windows Client and describes how to install and uninstall FileDrive Windows Client.

About This Guide

This guide describes the FileDrive Windows Client application. It describes how to set up the Client and how to use it to send, receive and view files. This guide is written for users who are familiar with Windows NT or 95/98.

Conventions used in this Guide

The following conventions are used in this guide:

Text Formatting

Paths and links, (host names and world-wide web addresses), are printed in italics, for example,

www.wheredoIcomefrom.org

The *whatamacallit* link

File and Directory names are bold, for example **lost/manuscripts/need.txt**

Sample interactive sections that show command line input and system output are printed in courier. The prompt is displayed as the pound sign (#), or as `fdx>`. Commands that are user supplied, are printed in bold courier, for example:

```
Where is the FileDrive license located? (enter the pathname)
# home/users/hereitis
```

Some commands can include optional arguments that are displayed in brackets, ([]). Arguments listed as generic names are meant to be replaced with your input and are italicized. For example the command **ls** is used to display the contents of a directory which is the working directory or a specified remote directory. It is documented this way:

```
ls [remote-directory]
```

Generic Names

FileDrive Server and/or FileDrive Client are sometimes referred to as FileDrive.

FileDrive Client software for Windows 95/98 and Windows NT is sometimes referred to as the Win32 Client or the Windows Client.

Actions

Clicking the right mouse button is called right-clicking. A menu that appears when you right click is called the right mouse menu. Instructions for selecting an item from the right-mouse menu are documented like this:

- Right-click on the F.
- From the right-mouse menu, select Manager.

Menus and sub-menus are represented with the side carat, (>). Where appropriate, menu items are underlined and capitalized as they appear on the screen. For example, to start FileDrive you click

on the Start menu and select the Programs sub-menu and from that sub-menu you select the FileDrive sub-menu and from that sub-menu select FileDrive. This is documented like this:

From the Start menu select Programs > FileDrive > FileDrive

The FileDrive Family

FileDrive is a family of secure file transfer software products for critical data interchange and automated document processing. FileDrive products provide high performance file transfer capabilities and facilitate large-volume data movement. They are designed for the distribution and collection of commercially valuable files over the Internet. FileDrive products are fully compatible with FTP and HTTP standards.

In addition to integrating state-of-the-art security standards such as Secure Socket Layer (SSL) and digital certificates (X.509), FileDrive contains a sophisticated access control system, and EnGuard™ security auditing software that automatically warns of potential security issues.

FileDrive is client/server software, made up of the FileDrive Server and the FileDrive Client. FileDrive Server allows you to set up and maintain a secure file transfer site. FileDrive Client turns your PC or UNIX workstation into a powerful, secure and reliable download and upload manager. FileDrive Client runs both as a stand-alone application and as a web browser plug-in. FileDrive is scalable making it an ideal building block for industrial-strength extranet applications.

FileDrive also guarantees Extranet data delivery and data integrity while protecting corporate bandwidth. Auto Restart automatically re-establishes broken connections and resumes transfers where they left off until the data is delivered, regardless of network outages or computer crashes.

FileDrive's functionality can be easily extended through ActiveAgents™. ActiveAgents are transactional software agents that can initiate events based on file transfers and can also feed information into back-end applications such as databases, enterprise scheduling software and network printing operations. ActiveAgents also make it easy to add third-party functionality to FileDrive, such as virus scanning, file format conversion, or additional security mechanisms as required.

FileDrive Clients

FileDrive Clients are available for Windows NT/98/95, UNIX and MVS OS/390. You can also use a standard browser as a client.

FileDrive Windows Client

FileDrive Client software for Windows 95 and Windows NT provides high performance, reliable and secure file transfer of critical business documents from the FileDrive Server over your intranet, business extranet or the Internet. FileDrive Client connects with the FileDrive Server and safely transmits large documents, graphics, software, and a range of other file types to and from a remote network site.

The FileDrive Windows Client has all of the standard features of regular FTP and more. The Windows Client offers the following additional features to a typical file transfer:

- FileDrive's patent-pending Auto Restart technology provides unparalleled reliability when transferring large files (100Mb - 4Gb) over unreliable network connections, dial-up connections, overloaded servers or the Internet. Auto Restart allows you to restart a file transfer if the connection is interrupted or the transfer is terminated for some reason.
- FTP, HTTP or HTTPS file transfers.
- SSL.
- Security through encryption of all communications.
- Supports X.509 certificates for authentication of client and server identities.
- Supports Tunnel Mode, which is a firewall friendly mode that allows you to connect securely through a firewall or proxy server.
- MD5 checksums of local and remote files.
- Supports mirrored server locations.
- Provides highly reliable, high performance and secure transfer of large files over the Internet or private network when accessing a FileDrive Server.
- Client-side APIs allow you to embed FileDrive capabilities into your own applications.

FileDrive Features and Benefits

Features

Benefits

Supercharged File Transfer

- Secure and reliable downloading and uploading of very large files.
- Adds high performance file transfer capabilities to your Web browser.
- Secure server.
- Complete system customability and tensibility through ActiveAgents APIs.
- Compatible with FTP and HTTP protocols.

- Allows customers to design, deploy, and access a new generation of network-accessible business services, online software distribution systems, digital rights management systems and business-to-business commerce.

Rapid Resume

- Automatically restarts transfers if network connection fails.
- Restart transfers from where the last transfer left off.
- Allows you to pause and resume file transfers.
- Schedules file uploads and downloads for unattended transfer in one time or recurring fashions.
- Automatically rolls-over to alternate FileDrive mirrored servers.
- Keeps a log of file tranfers.

- Reliable high-performance transfer of large documents over unreliable network connections.
- Provides guaranteed “Fed-like” delivery of any number or size of files (documents, graphics, software, etc.), along with flexibility on scheduling automatic file uploads and downloads.
- Automatically accesses alternate mirrored FileDrive servers in case of a failed connection.

Features

Benefits

Built-In Full System Security

- Secure Sockets Layer (SSL) encryption, client and server.
- Support for X.509 digital certificates.
- Name and password support.
- FileDrive server has extensive security features.

- Provides a range of security options for ensuring that files, IDs and passwords are transferred securely.
- FileDrive Server provides a complete suite of access controls and security monitoring systems to ensure server security.

ActiveAgents

- Client and server-side Application Programming Interfaces (API).
- Automatically generate content processing based on client file requests.
- Automatic post-processing of transferred files.

- Allows the functionality of FileDrive to be easily extended by defining processes that take place on files coming or going from the client or server. (For example, automatically send notices on database changes, virus scan incoming data before accepted, serial number stamping, preload a file into a database).

Easy to use

- Drag-and-drop interface.
- Client runs as a standalone application and as a Netscape Navigator protocol handler.

- Makes the process of transferring files easy and intuitive.
- Seamlessly supercharges the file transfer functionality of your Netscape Navigator browser.

Features

Benefits

Cross-Platform

- Windows 95/NT.
- UNIX command-line client.
- Netscape Navigator support (versions 2.0 and up).
- Microsoft Internet Explorer 4.0.
- Microsoft Internet Explorer 3.0 via drag-and-drop links from your browser to FileDrive.

- Allows customers to deploy FileDrive on the industry-leading hardware and software platforms across the organization.

Note: Internet Explorer has a bug that prevents third parties from directly enhancing its file transfer capabilities. Microsoft has fixed this bug for Internet Explorer 4.0.

Based on Industry Standards

- TCP/IP
- FTP
- HTTP
- SSL
- HTML

- Allows seamless integration of FileDrive into your intranet or Extranet.

Install FileDrive Windows Client

FileDrive Win32 Client is distributed on a CD. To install, (or upgrade), the application:

- Insert the CD in your CD-ROM drive.
- Double-click on the Install icon.
- Follow the instructions.

Note: You must restart your system after you install FileDrive.

Uninstall FileDrive Windows Client

Once FileDrive Client has been installed, you can uninstall it. If you installed FileDrive Client in the default directory:

- From the **Start** menu select **P**rograms > FileDrive > Uninstall FileDrive.

Note: If you installed FileDrive in any other folders, substitute the appropriate folders.

FileDrive is uninstalled.

Chapter 2: Interface and Screens

Overview

This chapter describes how to start FileDrive Windows Client. It also describes the interface and controls and how to access the various screens.

Start FileDrive Windows Client

To start the Client, use the Start Menu.

Note: If you have the preference set to launch FileDrive at startup, FileDrive may be running.

If you installed FileDrive Client in the default directory:

- From the **Start** menu select Programs > FileDrive > FileDrive.

Note: If you installed FileDrive in any other folders, substitute the appropriate folders.

A small F will be displayed in the lower right hand corner of your screen.



Exit FileDrive Windows Client

To exit the Client:

- Right-mouse click on the F.
- From the right-mouse menu, select Exit.

User Interface

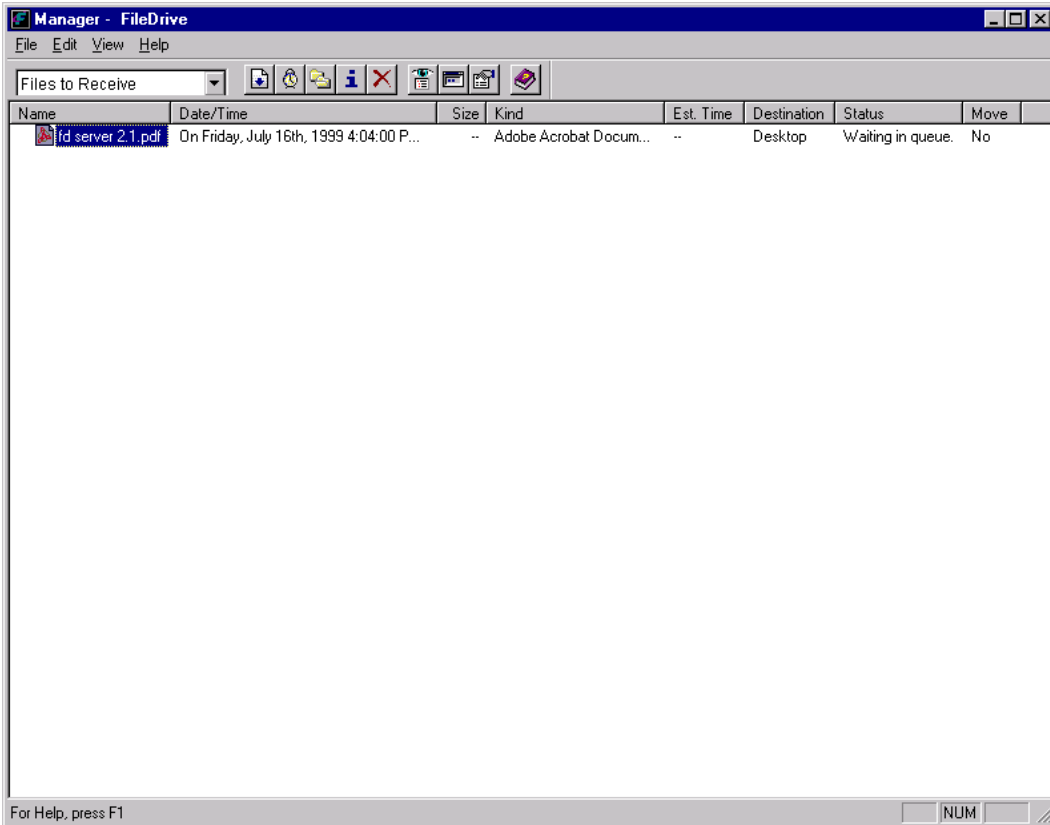
The controls for FileDrive Client are accessed through the buttons and menus in several different GUI, (graphical user interface), screens. They are the Explore, Progress, Manager and Preferences screens.

Manager Screen

The main screen for accessing the Client controls is the Manager screen. To access the Manager screen:

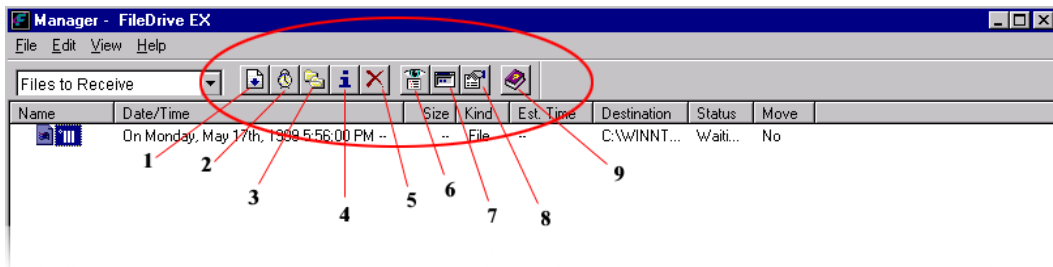
- Double-click on the F icon in the lower right-hand corner of the screen
- OR
- Right-mouse click on the F.
 - From the right-mouse menu, select Manager.

The Manager screen displays.



Manager Toolbar

The FileDrive Manager toolbar, at the top of the Manager screen, has nine buttons to simplify sending and receiving files. Please refer to the diagram below to identify each button with its name and function.



1. Transfer Now—Starts transfer of any selected entries.
2. Schedule—Opens a window so you can set a specific time for a transfer to occur.
3. Change Destination—Opens a Save As window so you can set the download directory for the selected entries and if desired change the name.
4. Info (Information)—Opens the transfer log screen for the selected items.
5. Delete—Deletes any selected files from the transfer list.
6. Explore—Opens the Profiles - New Explore screen to allow you to search for files or to create profiles.
7. Progress—Displays the Progress screen, which gives you the status of any files being transferred.
8. Preferences—Displays the Preferences screen to configure FileDrive for your environment and other preferred settings.
9. Help—Launches the online help system for FileDrive Client.

View Options

The Manager displays one of four different views, depending on what is selected in the first drop down list. Use the drop down list to select one of these options:

- Files to Receive—The Manager displays a list of files that are being received or scheduled to be received.

- **Files to Send**—The Manager displays a list of files that are being sent or scheduled to be sent.
- **Files Received**—The Manager displays a list of files that have been received.
- **Files Sent**—The Manager displays a list of files that have been sent.

Menu Options

The following options are available from the menus in the Manager screen.

File Menu

The following options are available in the File menu of the Manager screen.

- **E**xplore—Opens an Explore Profiles window which allows you to add, modify, and delete user profiles for file transfers.
- **O**pen URL—Opens a window in which you can enter a fully qualified “http”, “ftp”, “gxp”, “ftpu”, or “gxpu” URL. For example to send files type:

ftpu://user:password@host/pathname

A Send Files window displays for you to select the files to send.

To explore a site, enter a pathname that ends in /. An Explore screen displays.

- **S**end Files—Opens a window in which you can enter a server address (such as *ftp.YourCompany.com* or *205.115.164.123*), the port number (for FTP the default is 21), the user name (leave blank for anonymous), the password (leave blank for anonymous), and the path name on the server to send the files. This window is similar to entering an “ftpu” link.
- **R**eceive Files—Opens a window in which you can enter a server address (such as *ftp.YourCompany.com* or *205.115.164.123*), the port number (for FTP the default is 21), the user name (leave blank for anonymous), the password (leave blank for anonymous), and the path name on the server to send the files. This window is similar to entering an “ftpu” link.
- **T**ransfer Now—Starts transfer of any selected entries.
- **S**chedule—Opens a window so you can set a specific time for a transfer to occur.
- **C**hange Location—Opens a Save As window so you can set the download directory for the selected entries and if desired change the name.
- **I**nformation—Opens the transfer log screen for the selected items.
- **R**emove—Deletes any selected files from the transfer list.
- **C**lose—Closes the Manager screen.
- **E**xit—Exits FileDrive.

Edit Menu

The Edit menu of the Manager screen contains the standard Windows controls for Undo, Cut, Copy, Paste, Select All and Invert Selection. You can also access the Preferences screen.

To access the preferences screen from the Edit menu, select Edit > Preferences.

View Menu

The following options are available in the View menu of the Manager screen.

- Toolbar—Toggles the display of the Manager toolbar.
- Status Bar—Toggles the display of the Status bar at the bottom of the screen.
- Progress Window—Displays the Progress screen.

Help Menu

The Help menu of the Manager screen contains access to the online help for FileDrive. To find out information about FileDrive, for example the version number, select Help > About FileDrive.

Profiles - New Explore Screen

Use the Profiles - New Explore screen to create, modify, copy or delete connection profiles or to explore a location to find files to transfer. You can explore any local drive or any remote site that has a profile. You can also use this screen to create a desktop shortcut to a profile.

Profiles

A profile is information about a connection that is stored. This is what you use to connect to a server with the client. Profiles make it easy to connect to common servers without having to retype information. Profiles can be selected when sending or receiving files, but need to be created in the Profiles - New Explore screen.

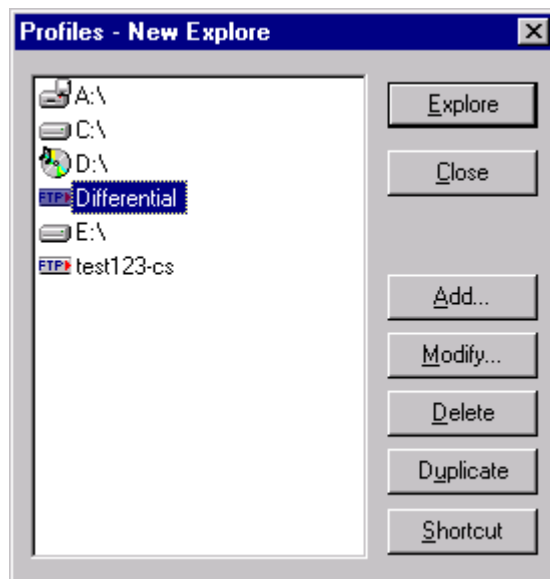
Access Profiles - New Explore Screen

To access the Profiles - New Explore screen:

- Right-mouse click on the F.

- From the right-mouse menu, select Explore.
OR
- From the Manager screen, select File > Explore.
OR
- Click the Explore button, in the toolbar.

The Profiles - New Explore screen displays.

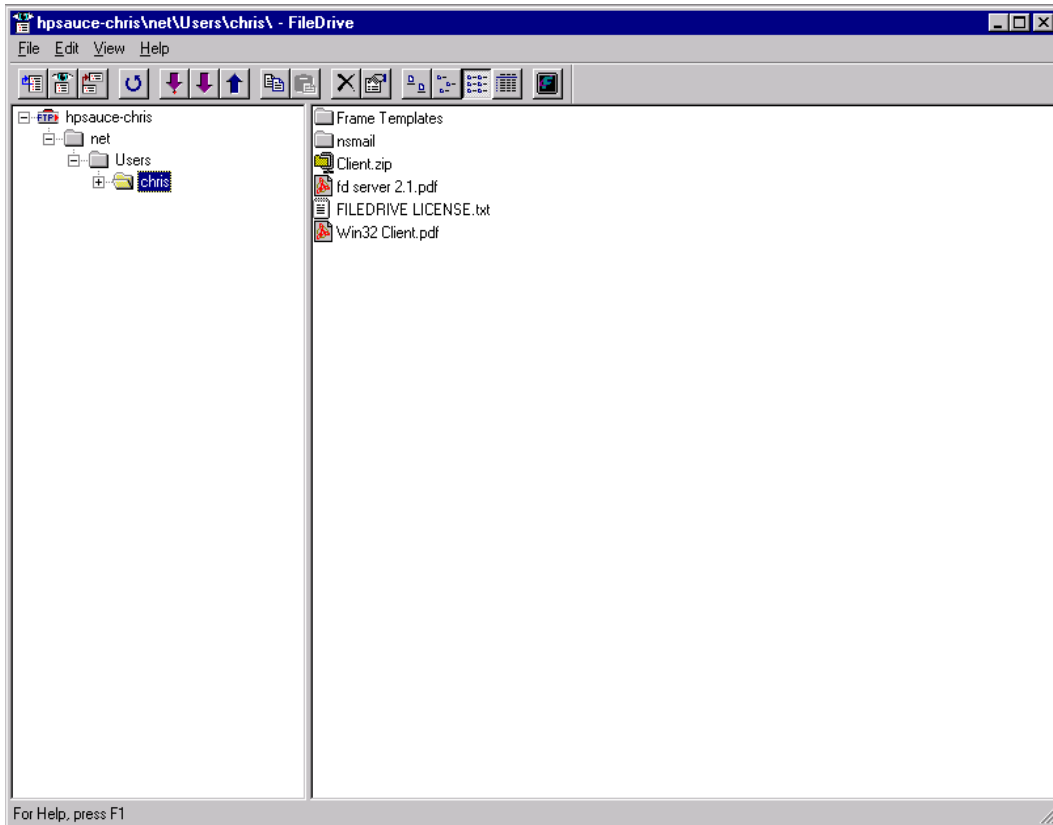


Explore Profile

To Explore a connection or local drive:

1. Select a drive or profile from the window of the Profiles - New Explore screen.
2. Click Explore.

An Explore screen displays.

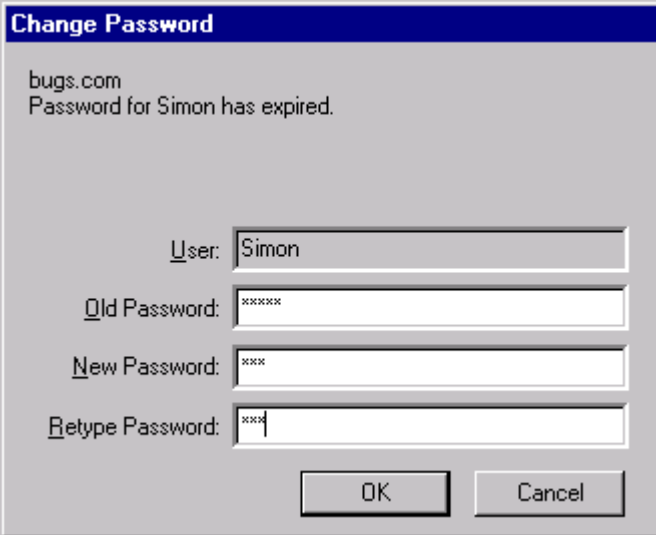


The Explore screen displays the contents of the drive or folder you selected.

OR

If you selected a connection profile, FileDrive attempts to connect to the directory specified in the profile.

If your password is expired, the Change Password screen displays.



The image shows a 'Change Password' dialog box with a blue title bar. The text inside reads 'bugs.com' and 'Password for Simon has expired.' Below this are four input fields: 'User:' with 'Simon', 'Old Password:' with '*****', 'New Password:' with '***', and 'Retype Password:' with '***'. At the bottom are 'OK' and 'Cancel' buttons.

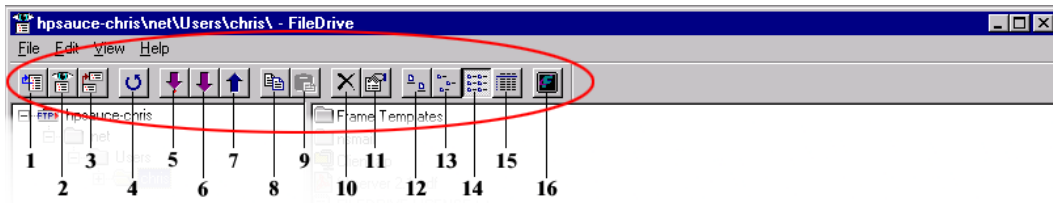
3. Enter your old password and a new password.
4. Click OK.

If the connection is successful, the contents of the folder specified in the Startup Path field of the profile are displayed.

5. Click on folders to explore further or use the Explorer toolbar to upload or download files.

Explore Toolbar

The Explore toolbar, at the top of the Explore screen, has sixteen buttons. Please refer to the diagram below to identify each button with its name and function.



1. Up one level—Changes the current view up one folder or directory level.
2. New Explore—Opens a new Explore screen.
3. Explore From Here—Opens a new Explore screen with the current folder as the starting point.
4. Refresh—Refreshes the current view.
5. Download To—Opens a Download To window, which downloads the selected file to a location that you specify in the window.
6. Download—Downloads the selected file to the default location.
7. Upload—Opens an Upload screen to select a file. The file is uploaded to the location that is selected in the Explore screen.
8. Copy—Copies the selection to the clipboard.
9. Paste—Pastes the clipboard contents.
10. Delete—Deletes the selected file or folder.
11. Properties—Displays properties of files and folders.
12. Large Icons—Shows large icons.

- 13. Small Icons—Shows small icons.
- 14. List—Shows a list of files and folders.
- 15. Details—Shows details of files and folders.
- 16. Manager—Switches to the Manger screen.

Transfer Files From Explore Screen

You can transfer files several ways from the Explore screen. You can use buttons in the toolbar, you can use the right-mouse menu or you can drag and drop.

Drag and Drop

You can drag and drop files to and from the Explore screen. You can do this to upload or download files or folders.

You can drag and drop to and from:

- The desktop.
- The Manager screen.
- Another Explore screen.
- A Microsoft Explorer window.

Download

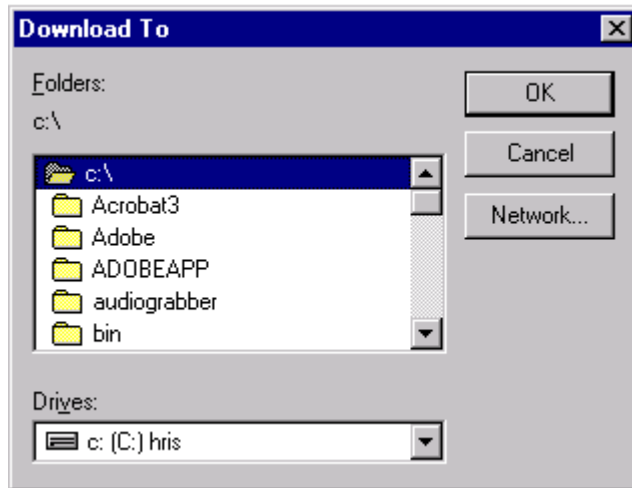
Other ways to download a file, from the Explore screen:

1. Explore to locate a file and if necessary click once on the file to select it.
2. Use the right-mouse menu to select download or download to.

OR

Click the download button, (the down-pointing arrow), in the Explore toolbar.

If you select download, FileDrive attempts to download the selected file. If you select download to, the Download To screen displays.



3. Use the Drives drop down list to locate the drive to which to download the file.
4. Use the Folders drop down list to locate the desired folder.
5. If desired, click Network to locate a drive on your network.
6. Click Cancel to abort the download.
7. Click OK to start the download.

FileDrive downloads the selected file.

Upload

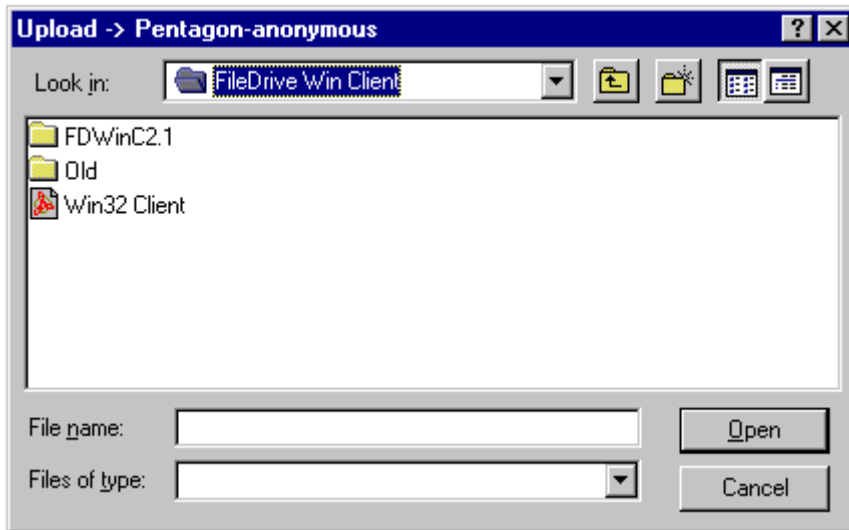
Other ways to upload a file, from the Explore screen:

1. Explore to locate the directory or folder you want to upload a file into.
2. Select upload from the right-mouse menu.

OR

Click the upload button, (the up-pointing arrow), in the Explore toolbar.

An Upload screen displays.



3. Use the Look in drop down to locate the file to be uploaded.

4. Click on the file to select it.

The file name displays in the File name field.

5. Click Open to start the upload.

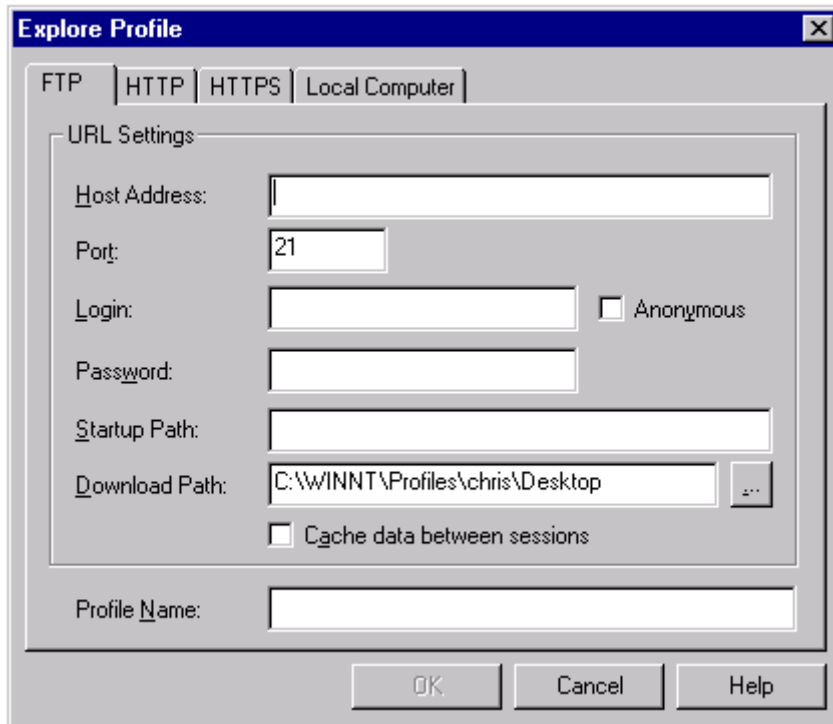
The file is uploaded.

Add Profile

To create a connection profile, in the Profiles - New Explore screen:

1. Click Add.

An Explore Profile screen displays.



The Explore Profile screen contains four pages; one for each connection type. The connection types are FTP, HTTP, HTTPS and Local Computer. The FTP, HTTP and HTTPS pages are identical except the FTP page contains an option to login as an anonymous user.

2. Select the appropriate Tab for the connection type.
3. Enter information in the following fields:

For FTP, HTTP and HTTPS profiles:

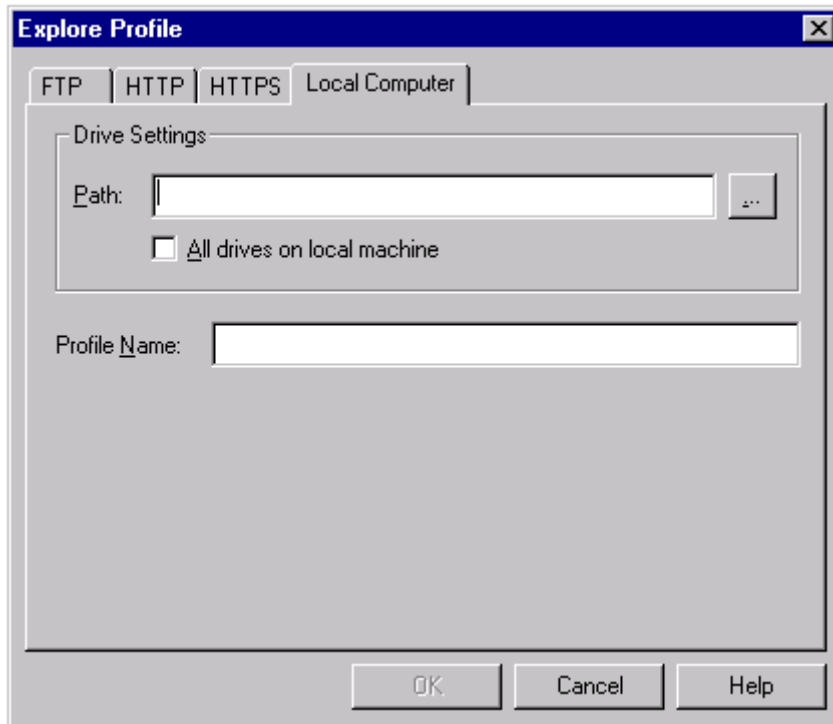
- Host Address—Enter the address of the host to connect.
- Port—Enter a port. The default ports are already entered, but you can enter any desired value.


- Login—Enter your login name (if not anonymous).
- Anonymous—For anonymous logins, (FTP only), select this check box.

Note: The Login and Password fields fill in automatically.

- Password—Enter your password for connect.
- Startup Path—Enter the startup path on the server you are exploring.
- Download Path—This field displays any current default download path. Enter a path or use the Browse button to find where you want to download files.
- Cache data between sessions—Select this option to have FileDrive cache data between sessions.
- Profile Name—Enter a Profile name. This field automatically displays information you enter into the Host Address and Login fields, but you can enter any desired name.

For Local Computer profiles:



- Path—Enter the desired local path, use the  button to select a local path or select the all drives option below.
- All drives on local machine—Select this option to include all drives.
- Profile Name—Enter a Profile name. This field automatically displays any information entered in the Path field, but you can enter any desired name.

For all profiles:

4. Click OK.

Note: If you have not entered all the required information for a new profile, the OK button is greyed out.

The Profile name is displayed in the list of profiles in the Profiles - New Explore screen.

Modify Profile

To modify a connection profile:

1. Select a profile from the list of profiles in the Profiles - New Explore screen.
2. Click Modify.
3. Make the desired changes.
4. Click OK.

The profile is modified.

Duplicate Profile

To copy a connection profile:

1. Select a profile from the list of profiles in the Profiles - New Explore screen.
2. Click Duplicate.

A copy of the profile is created in the list of profiles in the Profiles - New Explore screen. A suffix is added that includes the copy number, for example the first copy of the profile **New Profile** is called **New Profile-1**.

Delete Profile

To delete a connection profile:

1. Select a profile from the list of profiles in the Profiles - New Explore screen.
2. Click Delete.

The profile is removed in the list of profiles in the Profiles - New Explore screen.

Create Shortcut

To create a shortcut to a connection profile:

1. Select a profile from the list of profiles in the Profiles - New Explore screen.
2. Click Shortcut.

A shortcut to the selected profile is added to your desktop.

Exit Profiles - New Explore Screen

To exit the screen:

- Click Close.
- OR
- Click the X in the upper right-hand corner of the screen.

Progress Screen

The Progress screen shows the status of any files that are waiting to be transferred and the progress of files that are transferring. If a file is being transferred, you can pause it from this screen.

To access the Progress screen:

- Right-mouse click on the F.
 - From the right-mouse menu, select Progress.
- OR
- From the Manager screen, select View > Progress window.

The Progress screen displays.



Progress Screen Options

The following options are available when a file is transferring. (If no file is transferring, the Pause and Cancel buttons are greyed out).

- To pause a transfer, click Pause.
- To cancel a transfer, click Cancel.
- To access the Manager screen, click Manager.

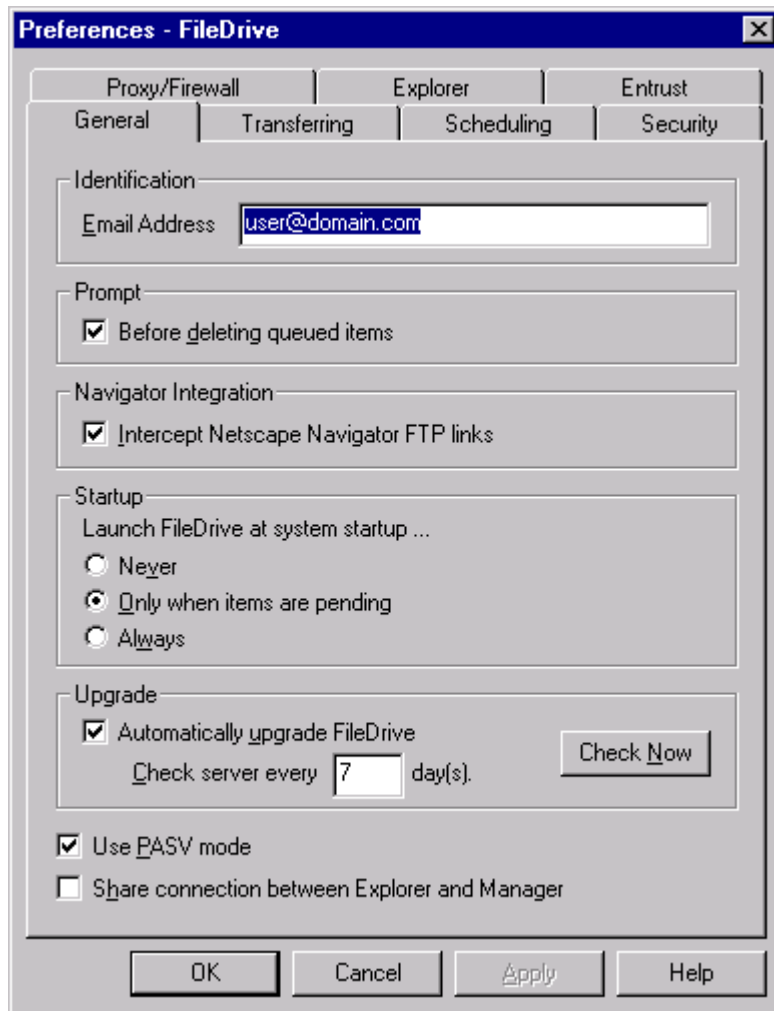
Preferences Screen

Preferences allow you to create your own business and security standards for using FileDrive. The Preference screen is where you set your preferences.

To access the Preferences screen:

- Right-mouse click on the F.
 - From the right-mouse menu, select Preferences.
- OR
- From the Manager screen, select Edit > Preferences.

The Preferences screen displays.



Preference settings are contained on seven pages within the Preferences screen. Each page has a tab at the top with its name. The pages are:

- General
- Transferring

- Scheduling
- Security
- Proxy/Firewall
- Explore
- Entrust

Note: The Entrust Preferences screen is only displayed in the Entrust-ready client.

To display a page:

- Click the appropriate tab at the top of the Preferences screen.

To set preferences:

1. Use the tabs to switch pages.
2. Select any desired options.
3. Click Apply.

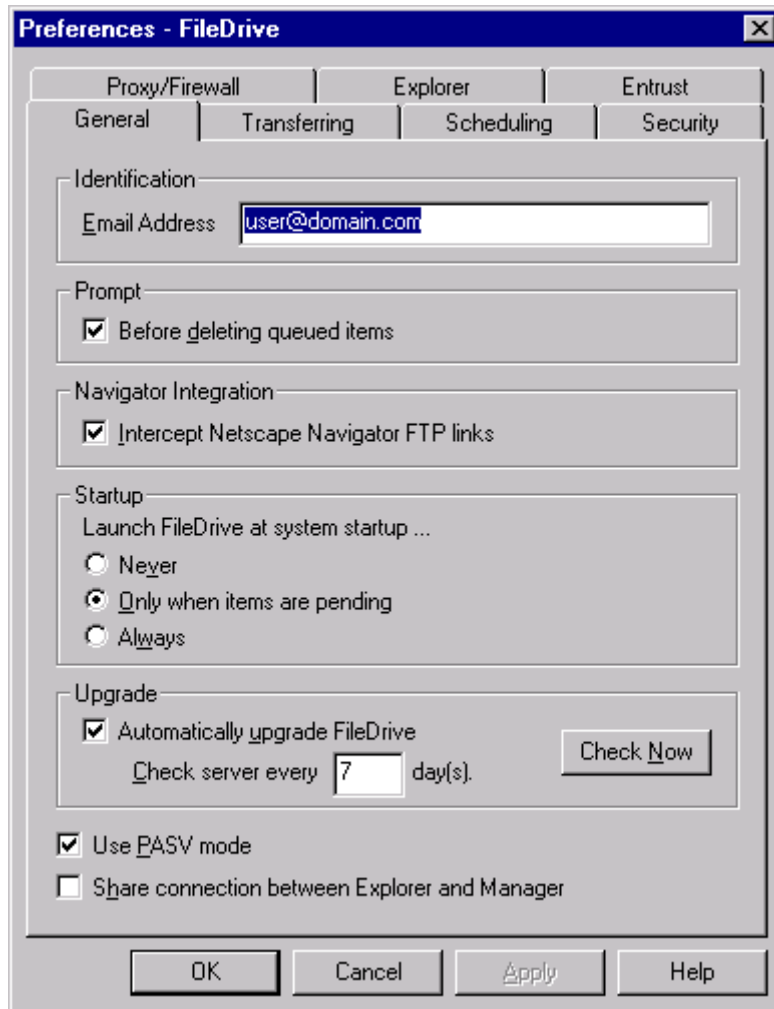
To cancel any changes you have made:

- Click Cancel.

To display the Help file:

- Click Help.

General Preferences



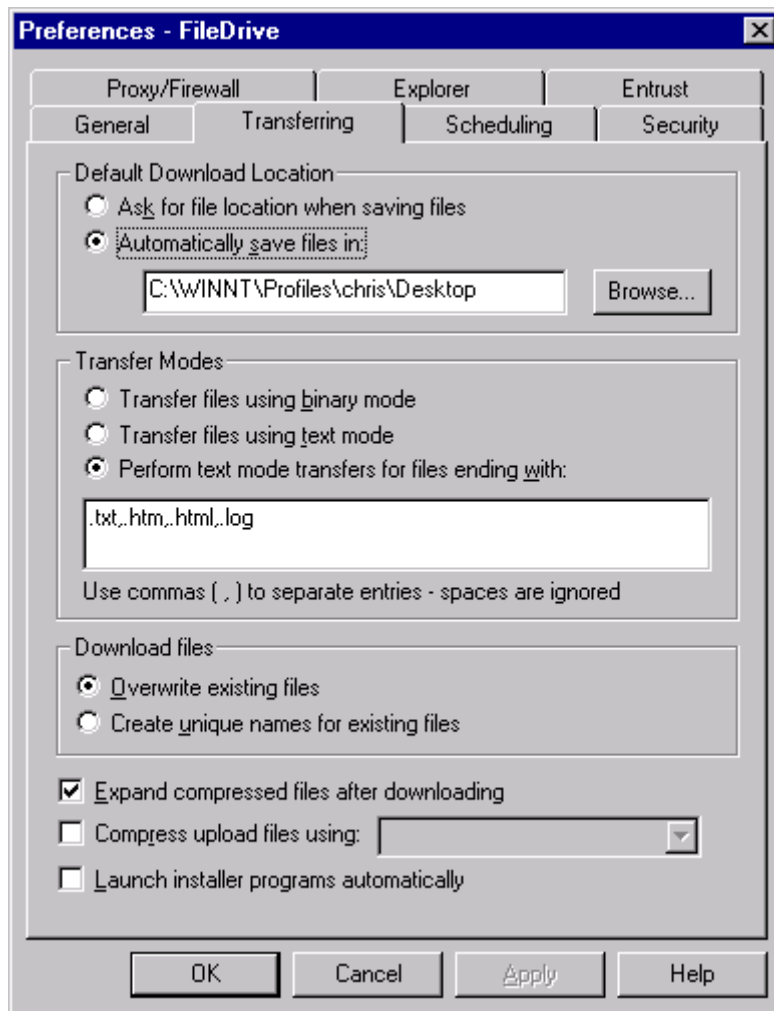
The following options are available on the General page:

- Identification: Email address—Enter your email address. It is used as your password when you log in as an anonymous user.

- **Prompt: Before deleting queued items**—If this option is selected, you are prompted when you try to delete items that are waiting to be transferred.
- **Navigator Integration: Intercept Navigator links**—If this option is selected, FileDrive launches when you go to an FTP site using Netscape Navigator.
- **Startup: Launch FileDrive at system startup**—Select one of the radio buttons to determine if you want the Client to start automatically at System Startup. Select Never, Only when items are pending, or Always.
- **Upgrade**—FileDrive automatically checks for newer versions and upgrades automatically. If you select the Automatically upgrade FileDrive option, enter how often you want to check in the Check Server every days field. You can also click Check Now to check right away.
- **Use PASV mode**—If this option is selected, the Server provides the address and port for the Client to connect to when transferring. If not checked, the Client is in PORT mode and provides the address and port for the Server to connect to when transferring.
- **Share connection between Explorer and Manager**—If this option is selected the Client is limited to one connection with the Server, (some Servers are set up to only allow one connection per login). If this option is not selected, you can transfer a file while exploring. A new connection is made to the Server so you can continue exploring while the transfer occurs.

***Note:** The advantage of using this option, (if not required), is that transfers occur more quickly since the overhead of re-login is eliminated. The disadvantage is that you can not explore while performing a transfer.*

Transfer Preferences



The following options are available on the Transferring page:

- Default Download location—Use the radio buttons to select whether you want the Client to Ask for file location when saving files or to Automatically save files. If you choose to have FileDrive ask for a location, you are prompted each time you download a file. If you choose

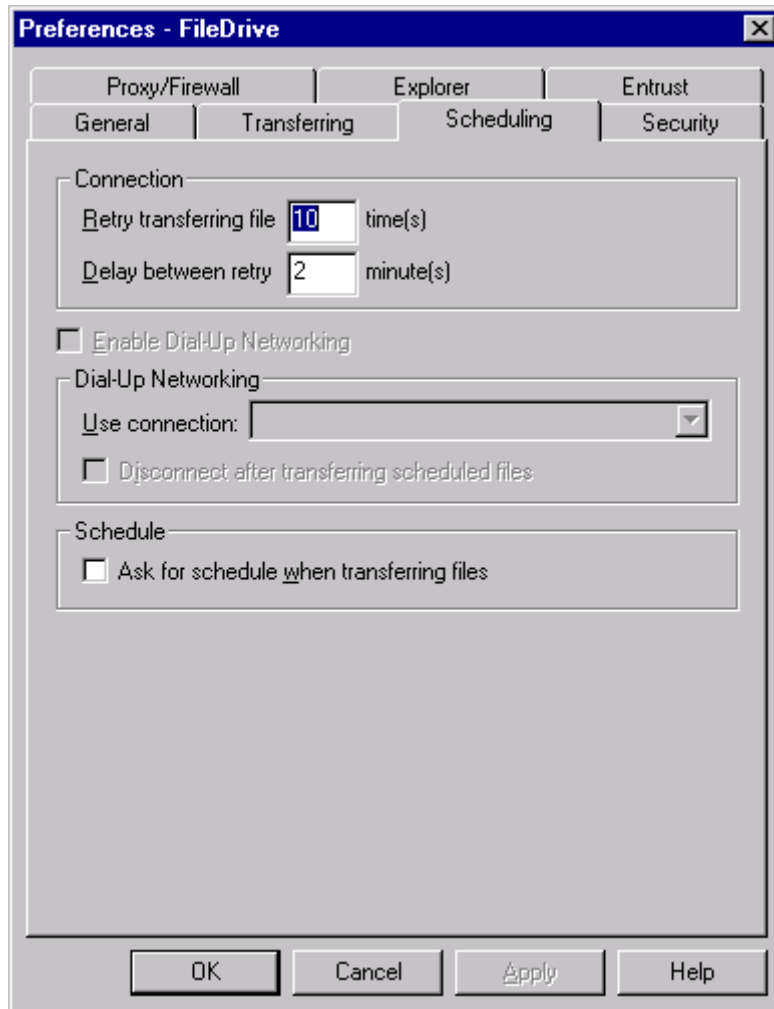
to automatically save, enter the path name or use the Browse button to locate the desired folder.

- **Transfer Mode**—Use the radio buttons to select the transfer mode. Select binary, text or select the Perform text mode transfers for files ending with: option. If you select the last option, enter the file suffixes, (for example .html or .txt), separated by commas, in the field below. Files of types not specified are transferred in binary mode.
- **Download files**—Use the radio buttons to select whether to overwrite files on your system that have the same name as files that are downloading or to create new unique name for the downloading file.
- **Expand compressed files after downloading**—Select this option to have the Client decompress compressed files after download.
- **Compress upload files using**—Select this option to have the Client compress files that you are sending. If you select this option, use the drop down menu to select a compression application.

Note: We recommend using WinZip™ with FileDrive Client.

- **Launch installer programs automatically**—Select this option to have the Client start installer programs that you download.

Scheduling Preferences

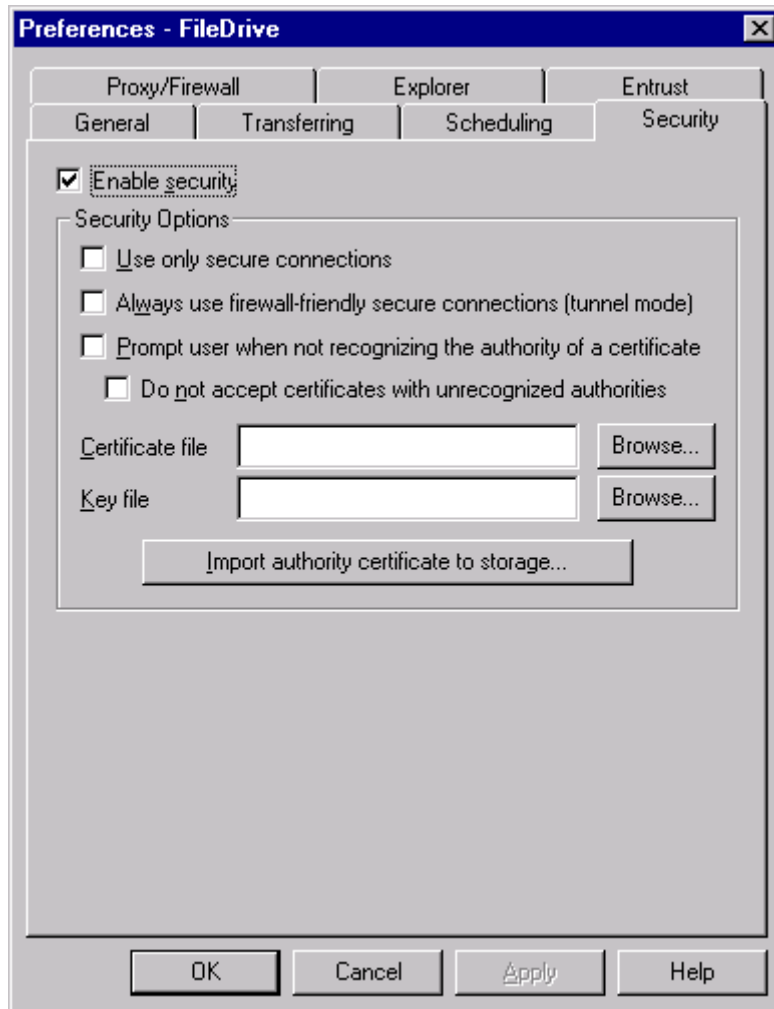


The following options are available on the Scheduling page:

- **Connection**—Enter the number of times you want to retry a failed connection in the **Retry Transferred file** field. Enter the number of minutes to wait between retries in the **Delay between retry** field.

- **Enable Dial-up Networking**—Select this option to use a dial-up account. If you select this option, use the drop-down menu to select from your phone list entries, (that have been set up through your control panel). For Windows 95 and 98, your password must be specified in the dial-up login window.
- **Schedule**—Select this option to have the Schedule screen open before any transfer occurs.

Security Preferences



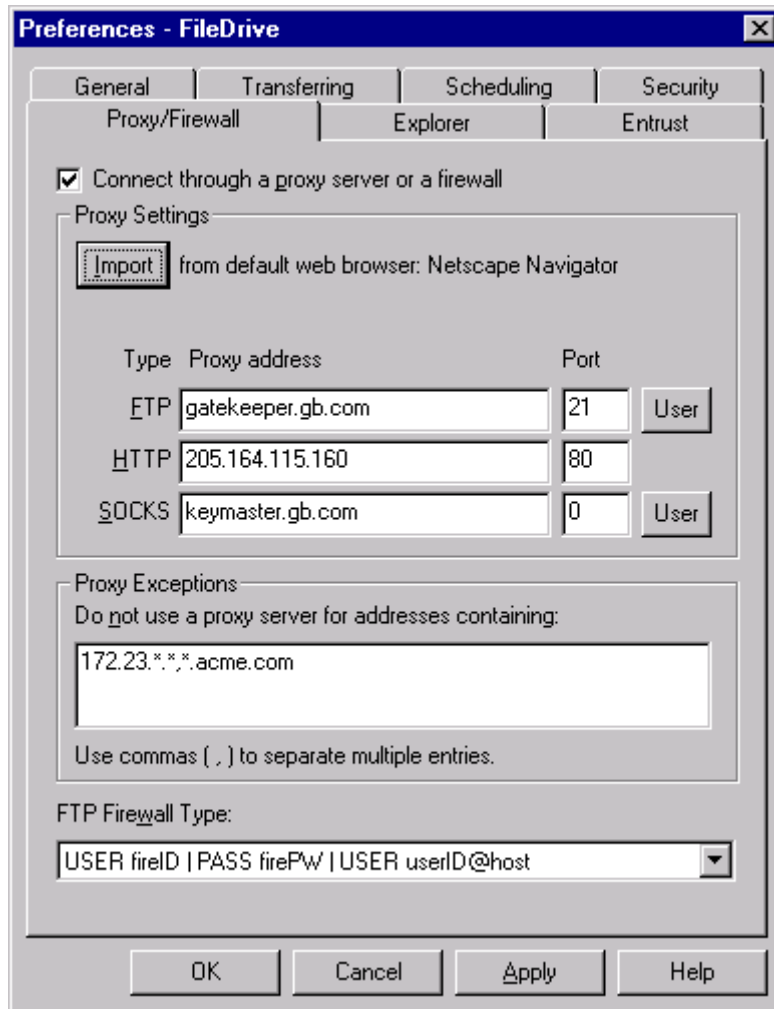
The following options are available on the Security page:

- **Enable Security**— Select this option to have the Client negotiate to use the Server’s security system upon connection. Use the checkboxes below to set the desired level of security. This checkbox must be selected for Entrust.

Note: If this option is selected, files will still transfer without security if the Server has no security, unless you select the Use only secure connections option.

- Use only secure connections— Select this option to require encrypted, (SSL), connections.
- Always use firewall-friendly secure connections (tunnel mode)—Select this option to require the Client to connect in tunnel mode.
- Prompt user when not recognizing the authority of a certificate— Select this option to have the Client warn you if a certificate is from an unknown source.
- Do not accept certificates with unrecognized authorities— Select this option to require certificates from known sources, (present in your certificate file).
- Certificate file— Enter the pathname for a certificate file or use the Browse button to locate a certificate file.
- Key file— Enter the pathname for a key file or use the Browse button to locate a key file.
- Import authority certificate to storage—Click this button to import a certificate.

Proxy/Firewall Preferences

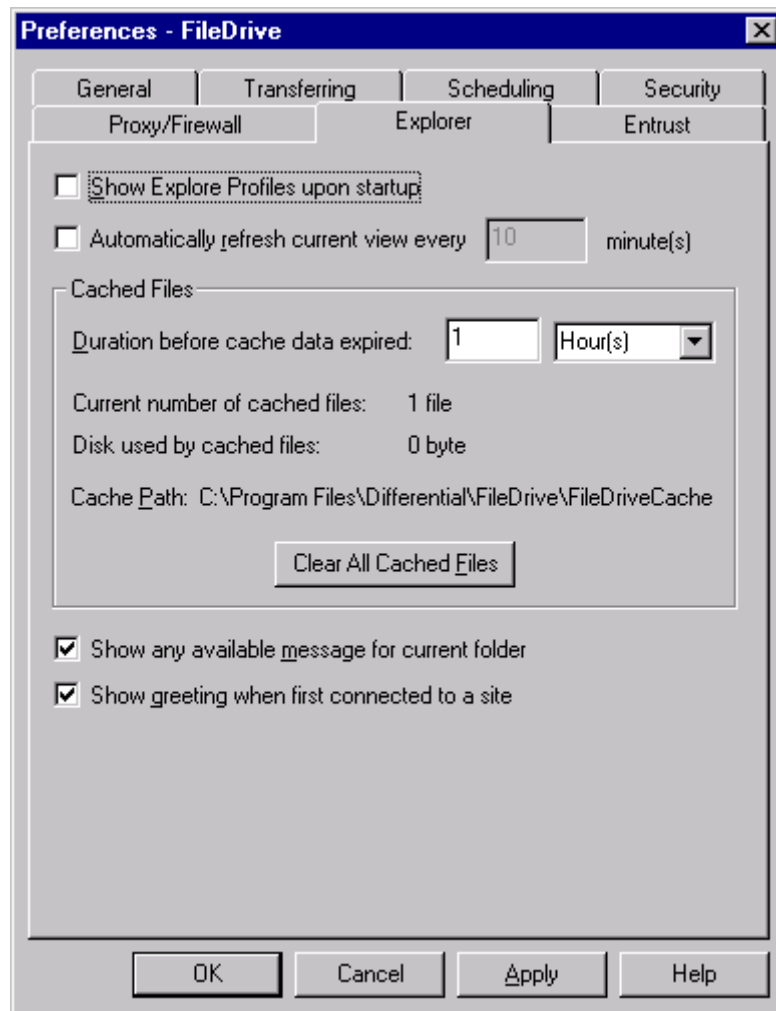


The following options are available on the Proxy/Firewall page:

- Connect through a proxy server or a firewall—Select this option to configure the Client to connect to other local network computers through a proxy server or through a firewall.

- **Proxy Settings**—Enter the Proxy address the type of proxy you are using, FTP, HTTP, or SOCKS, in the appropriate fields or to import the settings from your default browser, click the Import button.
For FTP or SOCKS servers that require a user name and password, click User and enter your user name and password.
- **Proxy Exceptions**—Enter any addresses for which you do not want to use a Proxy Server. Use commas to separate multiple entries. Wildcards can be used in this field.
- **FTP Firewall Type**—For FTP firewalls, select the firewall type from the drop down menu.

Explorer Preferences

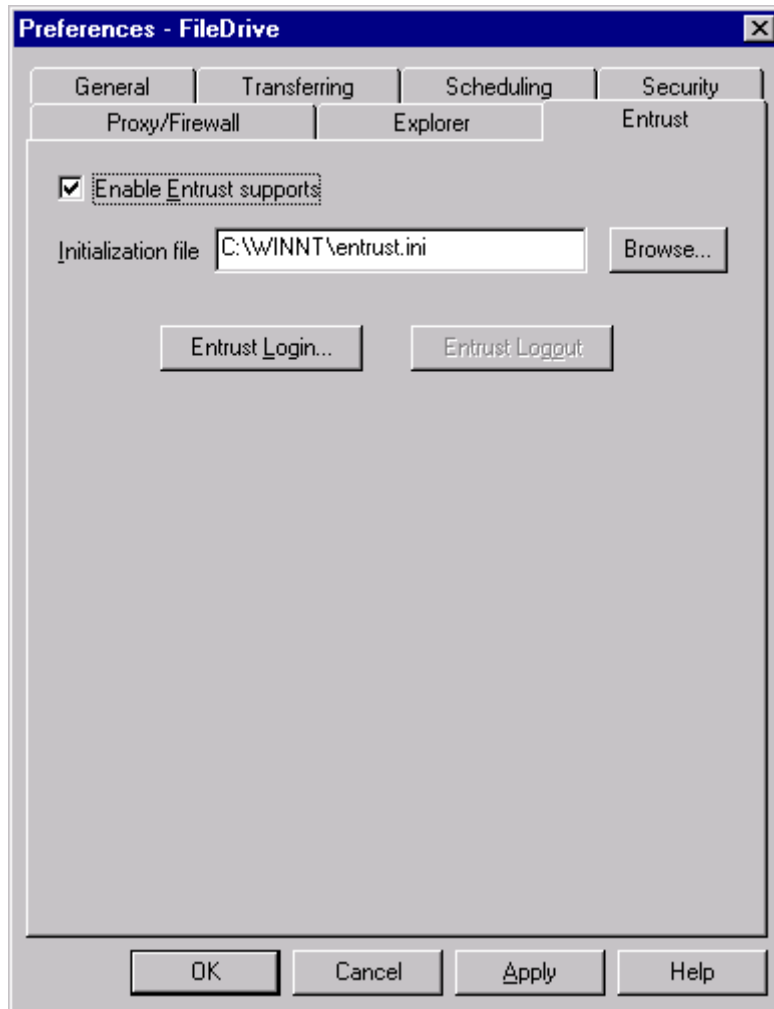


The following options are available on the Explorer page:

- Show Explore Profiles upon startup— Select this option to have the Client show the Explore profiles. For more on profiles, see *Profiles* on page 20.

- Automatically refresh current view—Select this option to have the Client automatically refresh the current directory view. The Client connects to the current Server and updates the view periodically based on the number of minutes entered in the minutes field.
- Cached Files—Enter a time period for the cache data to expire. To manually clear the cache, click the *Clear All Cached Files* button. This section also lists the current number of cached files, the amount of disk space used and the path of the cache.

Entrust Preferences

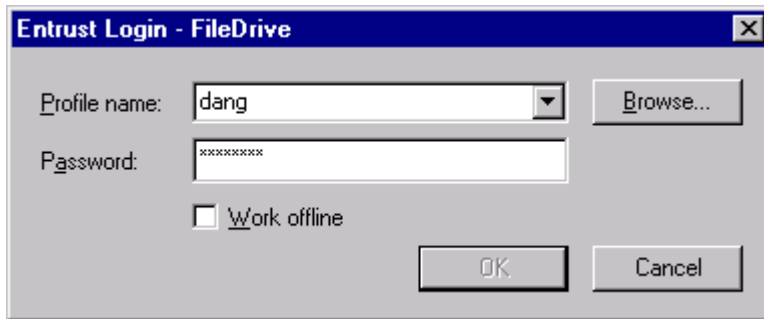


The following options are available on the Entrust page:

- Enable Entrust supports— Select this option to have the Client use Entrust. You must configure the rest of the options and login for Entrust to work.

Note: You must also select the Enable Security checkbox on the Security preferences page.

- Initialization file—Enter the location of your Entrust initialization (INI) file or click Browse to locate it.
- Entrust Login—To enable Entrust for FileDrive you must enter the password for your Entrust Profile file (EPF). Once you have logged in, the Entrust Login button is greyed out. To logout, click Entrust Logout.
To Login, click Entrust Login and a Login window displays.



- Profile Name—The profile name comes from the selected EPF file. To change the user name use the drop down list or click Browse to locate another EPF file.
- Password—Enter the password for the EPF file.
- Work offline—Click in this checkbox to use Entrust in offline mode. In online mode (the default) the Server certificate is verified by accessing the X500 directory. In offline mode the Server certificate is verified by accessing the Personal Address Book (PAB).
Note: Offline Mode is less secure since the certificate can not be checked for revocation status, but may be useful if the Entrust PKI is not available or inaccessible.
- Click OK.

Chapter 3: Transfer Files

Overview

This chapter describes different ways to transfer files and folders with FileDrive Client. This chapter also describes how to schedule transfers.

Transferring files or folders can be sending or receiving, (downloading or uploading). Scheduling of transfers is done to optimize resources and for regularly occurring transfers.

Send Files or Folders

Use FileDrive Windows Client to send, (or upload), large files, groups of files or folders from your machine or network to another user over the Internet, quickly and securely. To send files or folders use the File menu from the Manager screen or the Explore screen. You can also use your browser as a Client, (see *Browser Client* on page 64).

Send From Explore Screen

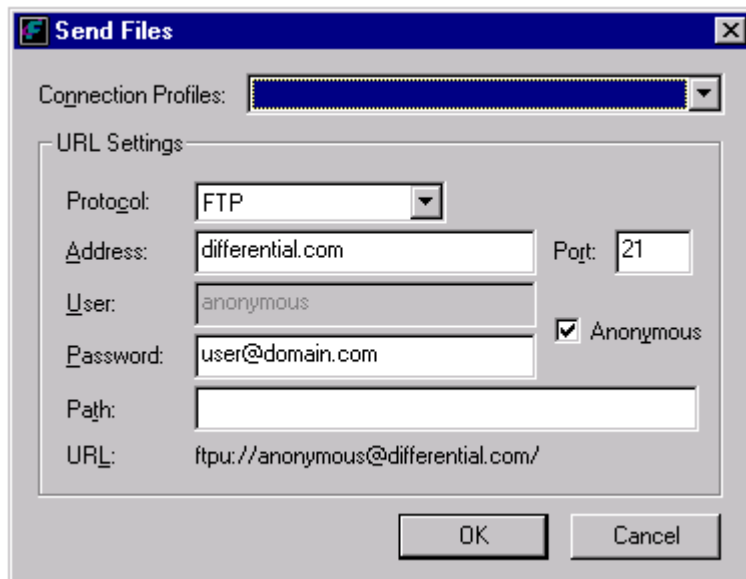
For instructions on how to send or upload files from the Explore screen, see *Transfer Files From Explore Screen* on page 26.

Send With File Menu

To send a file, from the Manager screen:

1. From the menu, select **F**ile > **S**end Files.

A Send Files window displays.



2. If desired, select a connection profile from the Connection Profiles drop down list.

The URL settings display the information from the selected profile. You can change any of the following fields.

Note: *If you change any of the fields, the profile name is not displayed in the Connection Profiles field.*

3. Use the Protocol list to select a transfer protocol; FTP, HTTP or HTTPS.
4. Enter the address of the server to which you would like to send files, in the Address field. You may specify the exact IP address of the server using the standard dot format, for example *205.164.115.160*.

5. Enter the port on which the server is listening for a connection in the Port field.

Note: Keep in mind your transfer protocol.

6. Enter your user name in the User field or select the Anonymous checkbox. If the Anonymous checkbox is selected, this field is greyed out with the word anonymous displayed.
7. Enter your password in the Password field. If you selected the Anonymous checkbox, enter your user and domain name, for example *alien@wigglytreats.org*.
8. Enter the path to where you want the file uploaded in the Path field. The path is the name of the directory to which you want to upload files.

Note: The path names consist of a list of directories or folders separated by the “/” character. Path names are generally case-sensitive.

If you specify a directory in the Send Files window, the path may be left empty to specify the root path. On Windows 95 and NT, in DOS and in other programs, the “\” character is used in the file paths. Do not use the “\” character in the path field to delimit path names. The FTP standard is “/”.

Some examples of path names are as follows:

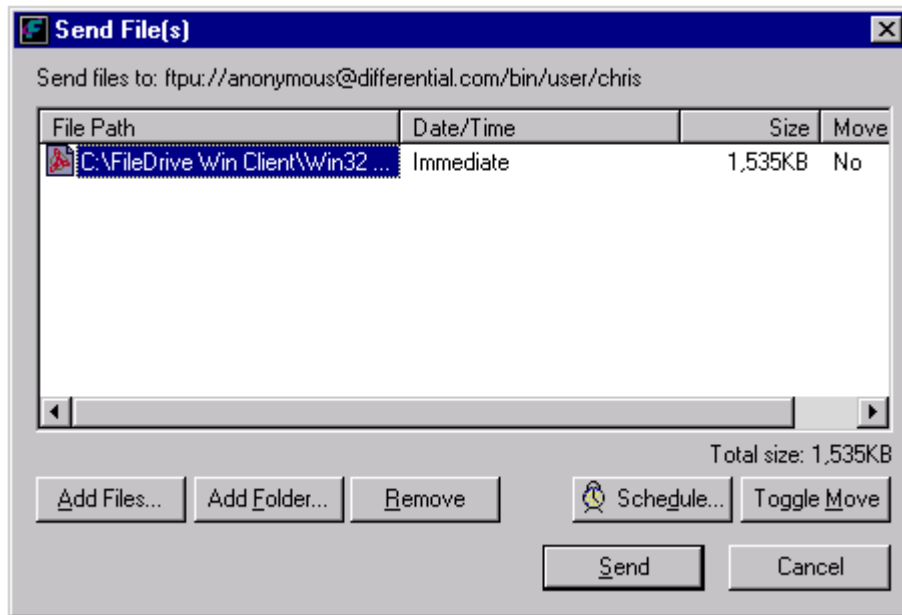
- */home/joe/*
- */pub/test/samples*
- */incoming*

When specifying path names, remember that all path names are absolute path names, from the root directory of the server. A path name that starts with “/” is not relative to the login directory. Because this window is a form-based way to specify a URL, and the URL standard does not allow for relative path names from the login directory, relative path names are not supported.

The entire URL for where the file is being sent is displayed next to the word URL.

9. Click Cancel to abort the cancel.
10. Click OK to start the transfer.

After you click OK, the Send File(s) window displays where you select the files or folders to transfer.



Add Files

To select a file to transfer:

1. Click Add Files.

An Open window displays.

2. Browse to locate a file in the Open window.
3. Double-click on the file, to add it to the list of files to send.

The file is added to the list of files to Send.

Add Folders

To select a folder to transfer:

1. Click Add Folder.

An Open window displays.

2. Browse to locate a folder in the Open window.
3. Double-click on the folder, to add it to the list of files to send.

The folder is added to the list of files to Send.

Remove Files or Folders

1. Select a file or folder from the list of files to send.
2. Click Remove.

Toggle Move

To have the original file deleted after you upload it, enable the move feature. When move is enabled, the word yes is displayed in the list of files to send, in the Move column.

To toggle the move feature:

- Select a File or folder.
- Click Toggle Move.

The move column displays yes or no depending on what was previously selected.

Start Transfer

To transfer the file either start the transfer or schedule it for another time.

To cancel the transfer:

- Click Cancel.

To schedule the upload for a different time:

- Click Schedule, (see *Schedule File Transfers* on page 59).

To start the transfer:

- Click Send.

The Client attempts to transfer any files for immediate transfer or queues any files that are scheduled for later.

Receive Files or Folders

Use FileDrive Win32 Client to receive large files or folders from a server over the Internet, quickly and securely. To receive files or folders use the File menu from the Manager screen or the Explore screen.

Receive With Explore Screen

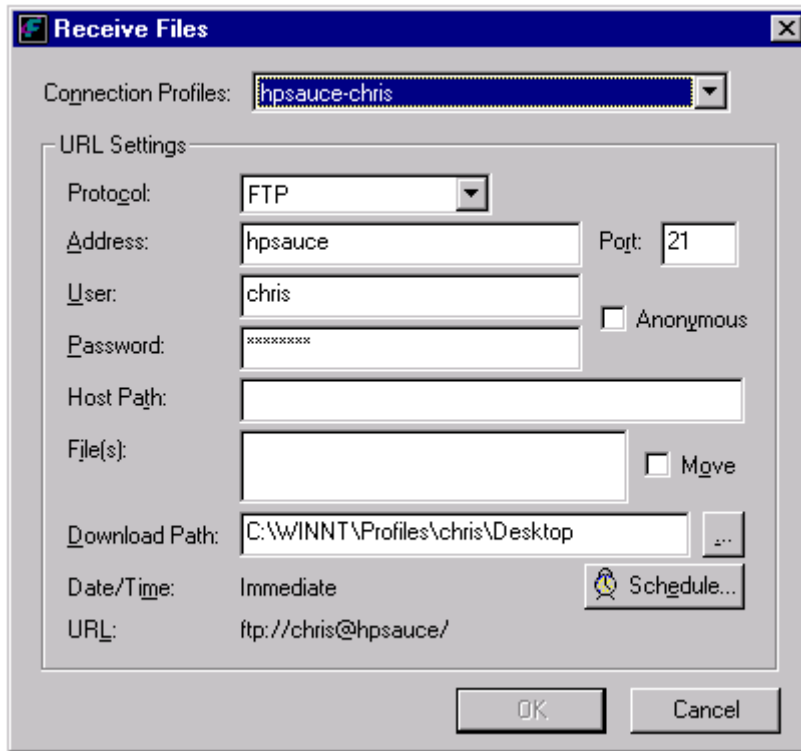
For instructions on how to receive or download files from the Explore screen, see *Transfer Files From Explore Screen* on page 26.

Receive With Manager

To receive, (or download), a file, from the Manager screen:

1. From the menu, select File > Recieve Files.

A Receive Files window displays.



2. If desired, select a connection profile from the Connection Profiles drop down list.

The URL settings display the information from the selected profile. You can change any of the following fields.

Note: If you change any of the fields, the Profile name is no longer displayed in the Connection Profile field.

3. Use the Protocol drop down list to select a transfer protocol; FTP, HTTP or HTTPS.
4. Enter the address of the server from which you would like to download the file or files, in the Address field. You may specify the exact IP address of the server using the standard dot format, for example *205.164.115.160*.

5. Enter the port on which the server is listening for a connection in the Port field.

Note: Keep in mind your transfer protocol.

6. Enter your user name in the User field or select the Anonymous checkbox. If the Anonymous checkbox is selected, this field is greyed out with the word anonymous displayed.
7. Enter your password in the Password field. If you selected the Anonymous checkbox, enter your user and domain name, for example *Imyoung@heart.org*.
8. Enter the path from where the file is to be downloaded, in the Host Path field. The path is the name of the directory where the file or files are located. Separate multiple entries with Returns, (not commas).

Note: The path name consists of a list of directories or folders separated by the “/” character. Path names are generally case-sensitive.

If you specify a directory in the Receive Files window, the path may be left empty to specify the root path. On Windows 95 and NT, in DOS and in other programs, the “\” character is used in the file paths. Do not use the “\” character in the path field to delimit path names. The FTP standard is “/”.

Some examples of path names are as follows:

- */home/joe/*
- */pub/test/*
- */incoming*

When specifying path names, remember that all path names are absolute path names, from the root directory of the server. A path name that starts with “/” is not relative to the login directory. Because this window is a form-based way to specify a URL, and the URL standard does not allow for relative path names from the login directory, relative path names are not supported.

9. Enter the name of any files you want to download, in the File(s) field.
10. To delete the file from the server after you download it, select the Move checkbox.
11. To schedule the download, click Schedule, (see *Schedule File Transfers* on page 59).
The entire URL for any files being downloaded is displayed next to the word URL.
12. Click Cancel to abort the transfer.

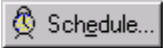
13. Click OK to start the transfer.

After you click OK, FileDrive attempts to download any files for immediate transfer or queues up any files for scheduled downloading.

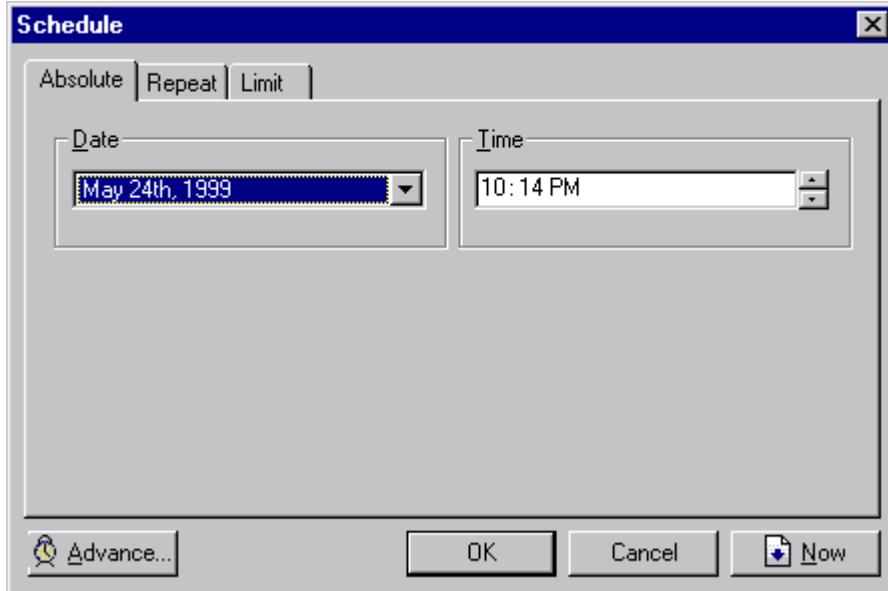
Schedule File Transfers

FileDrive has a schedule feature that allows you to choose when and how often you want to transfer files. This is especially useful if you are moving large files or folders and want to perform the transfer at the end of the business day when the server is not as busy.

To schedule any transfer:

- When you set up a file transfer, click on  .

A Schedule window displays.



In the scheduling window, you have the following choices for scheduling file transfers:

- Absolute
- Repeat
- Limit

You can also schedule multiple transfers for the same file or folder with the Advance Feature, (see *Advance Schedule* on page 63).

Setting an Absolute Time

An absolute transfer is a one-time transfer for which you set the day and time. To set an absolute transfer:

1. Click on the Date drop down list.

A calendar appears.

2. Click on the date you want to transfer the file. (Use the left and right pointing arrows to display a different month).
3. To select the time you want the transfer to occur, click the arrow keys next to the Time field. To adjust hours, minutes or AM/PM, click on the hours, minutes or AM/PM and then click the arrows to adjust the desired time.
4. Click Advance to schedule multiple transfers.
5. Click OK to schedule the transfer.
6. Click Cancel to abort the scheduling (not the transfer).
7. Click Now, to transfer right away.

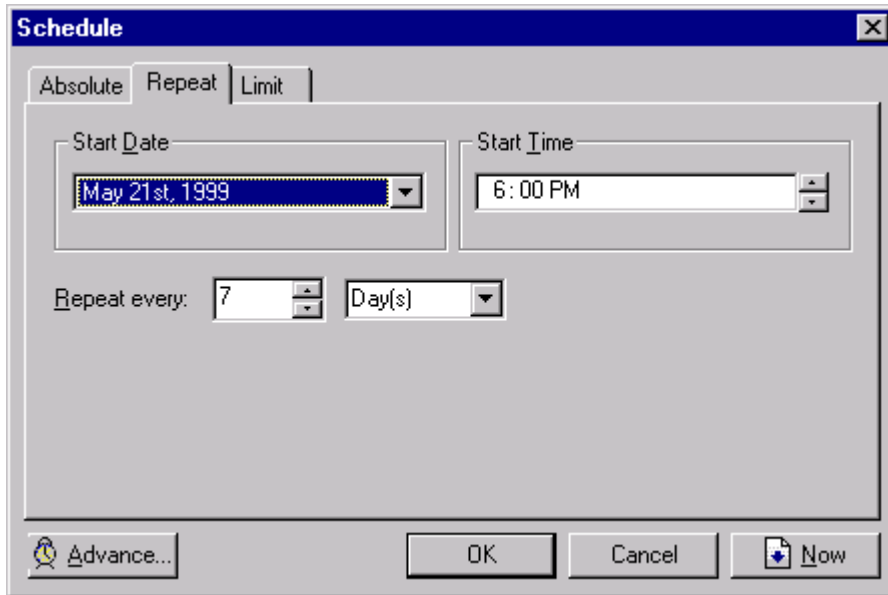
Repeat Transfers

The Repeat feature allows you to set a transfer to occur on a periodic basis from a specific starting date and time. Set the period to be a number of minutes, hours, or days.

To use the Repeat schedule feature:

1. Click on the Repeat tab, in the Schedule window.

The Repeat page displays.



2. Click on the Start Date drop down list, to select the start date.

A calendar appears.

3. Click on the date you want to transfer the file. (Use the left and right pointing arrows to display a different month).
4. To select the time for the first transfer to occur, click the arrow keys next to the Start Time field. To adjust hours, minutes or AM/PM, click on the hours, minutes or AM/PM and then click the arrows to adjust to the desired time.
5. Enter the repeat number in the Repeat every field.
6. Use the drop down list to select the period, either days, hours or minutes.
7. Click Advance to schedule multiple transfers.
8. Click OK to schedule the transfer.

9. Click Cancel to abort the scheduling (not the transfer).
10. Click Now, to transfer right away.

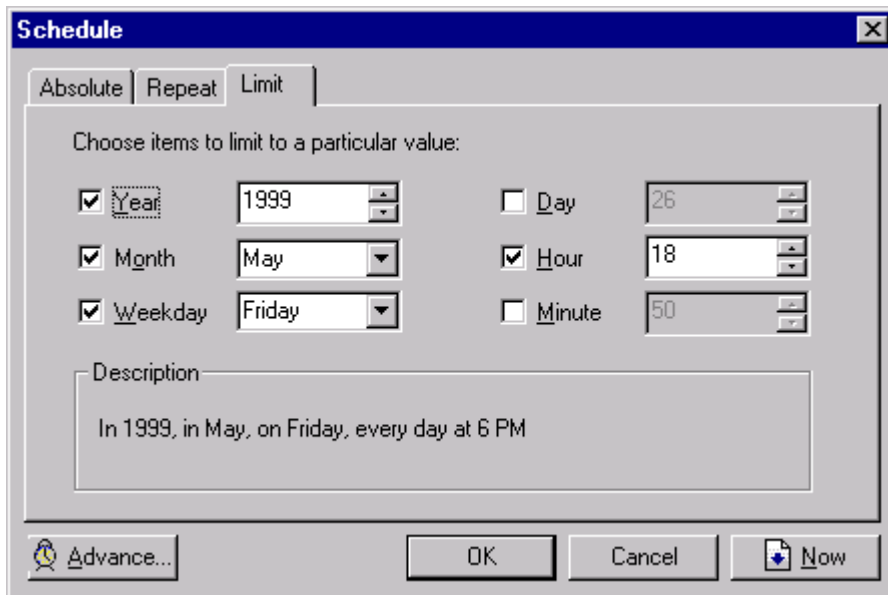
Set Time Limits

The Limits feature lets you choose specific values such as the year, month, day, hour, minute.

To use the Limit schedule feature:

1. Click on the Limit tab, in the Schedule window.

The Limit page displays.



2. Use the checkboxes to choose parameters to limit the transfer.
3. When you select a checkbox, use its arrows or drop down list to select the desired values.
The Description box describes the limit you have selected.

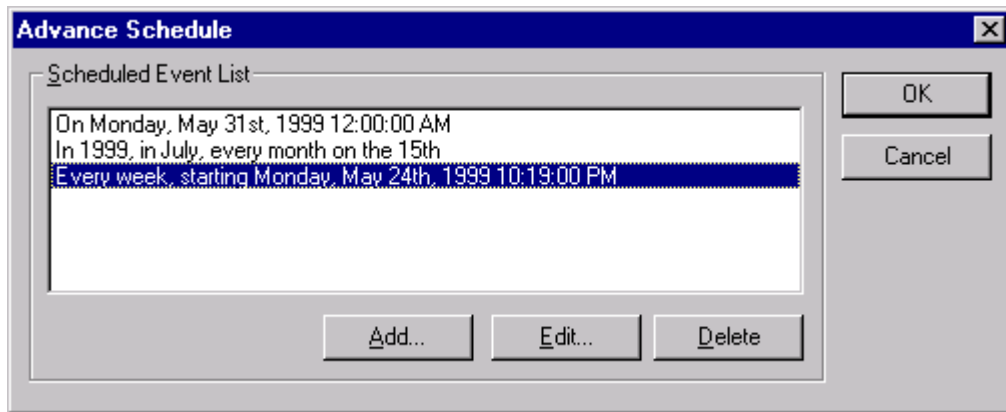
4. Click Advance to schedule multiple transfers.
5. Click OK to schedule the transfer.
6. Click Cancel to abort the scheduling (not the transfer).
7. Click Now, to transfer right away.

Advance Schedule

Use the Advance feature to schedule multiple transfers for the same file or folder. To use the Advance feature:

1. At the bottom of the schedule window, click Advance.

The Advance window displays. Any scheduling that has been set up is displayed in the Scheduled Event List.



2. Click Add to add a scheduled event.

A schedule window displays.

3. Schedule a transfer, (see previous sections for instructions).
4. Click OK.

The Advance Schedule window displays with the new entry in the Scheduled Event List.

5. Click Edit to change a selected entry.
6. Click Delete to remove an entry from the Scheduled Event List.
7. Click OK when you are done.
8. Click Cancel to abort the scheduling of the transfer.

Browser Client

An alternate way to transfer files through a firewall, is to use a standard browser, like Netscape Navigator or Microsoft Internet Explorer, to connect to a FileDrive Server.

To connect to a FileDrive Server with a browser:

1. Start your browser.
2. Enter the URL of the server in this format:

[scheme]://[hostname]:[port]


Scheme is FTP, HTTP or HTTPS. You can specify a directory as part of URL for the hostname.





3. Login, if necessary.

4. Click on the FileDrive Logo, if necessary.























Your home directory, (or the specified directory), on the server displays in the browser window.



-  /
-  [net](#)
-  [Users](#)
-  [chris](#)

Upload File Browse...

Name	Size [B]	Date	
 _Xauthority	358	28-May-1999 10:03	
 .cshrc	2779	14-Apr-1999 19:25	
 .history	1752	03-Jun-1999 11:15	
 .login	78	06-Apr-1999 11:15	
 .netscape		14-Apr-1999 19:26	
 .ssh		06-Apr-1999 11:18	
 Frame Templates		29-Apr-1999 11:26	
 Stuff		03-Jun-1999 11:15	
 Temp		28-May-1999 16:41	
 a_arrow.gif	1683	01-Jun-1999 17:03	
 activeagents.html	13628	25-May-1999 15:20	
 fdserver.pdf	1265927	24-May-1999 19:21	
 nsmail		14-Apr-1999 19:26	

This page displays links to the directories and files to which you have access on the Server. At the top of the screen the folder or directory structure is displayed. Below the double lines, the contents of the selected file or directory is displayed.

Navigate

To navigate the site:

1. Click on the folder or directory links to display their contents.
2. Click on a file to display it.

Download or Delete File

To download a file from the Server:

1. Locate the file to download.
2. Click on the tools to the right of the file's link.

A download window displays.



Download as [application/octet-stream](#)

Download as [text/plain](#)

Download as [text/html](#)

Delete [/net/Users/chris/Client.zip](#)

3. Click on the desired download or Delete option.

- Download as application/octet-stream to save to disk

A Save As window displays. Use the Save As window to name the file, (and if desired to select the location on your local system to save to) and click OK to save it.

- Download as text/plain to view text in the browser window.

- Download as text/html to view an HTML file in the browser window.
- Delete to remove the file from the Server.

Upload a File

To upload a file to the Server, from the initial page:

1. Select the directory to which you want to upload a file.
2. Enter the pathname of the file in the Upload File field.

OR

Click Browse.

A File Upload window displays. Use the File Upload window to locate the desired file and click OK to enter the file and pathname in the Upload File field.

Note: Use the Files of Type drop down list to select the appropriate file type.

3. Click Upload File.

The file is uploaded and the screen refreshes to display the file name in the list.

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