



FTP File Transfer To GHP

GHP's FTP server has been updated to include a number of new features:

- File transfer via a web browser.
- Support for drag and drop uploads.
- Automatic file expiration/deletion.

Note: GHP prefers that clients use targeted uploads via Uploader or InSite whenever possible. Please ask your project manager for more information.

All files uploaded or those made available for download by GHP will automatically expire in 96 hours.

File Transfer via the Web File Manager

PUBLIC TRANSFER CREDENTIALS:

Please contact your project manager.

TO UPLOAD FILES VIA THE WEB FILE MANAGER:

- Compress all files into a single .zip or .sit archive.
- Open a web browser and point it to <https://ftp.ghpmedia.com>
- Authenticate using the credentials.
- Navigate to the To_GHP folder.
- Click "Upload files".
- Select "Drag and Drop Files" from the upload options.
- Allow access in Java security pop-up if necessary.
- Drag files into upload window.
- Upload files.
- Notify your GHP project manager that files have been transferred.

TO DOWNLOAD FILES VIA THE WEB FILE MANAGER:

- Open a web browser and point it to <https://ftp.ghpmedia.com>
- Authenticate using the credentials above.
- Navigate to the To_Client folder.
- Mouse over the file you wish to download.
- Click the download file icon.
- Repeat for each needed file.

