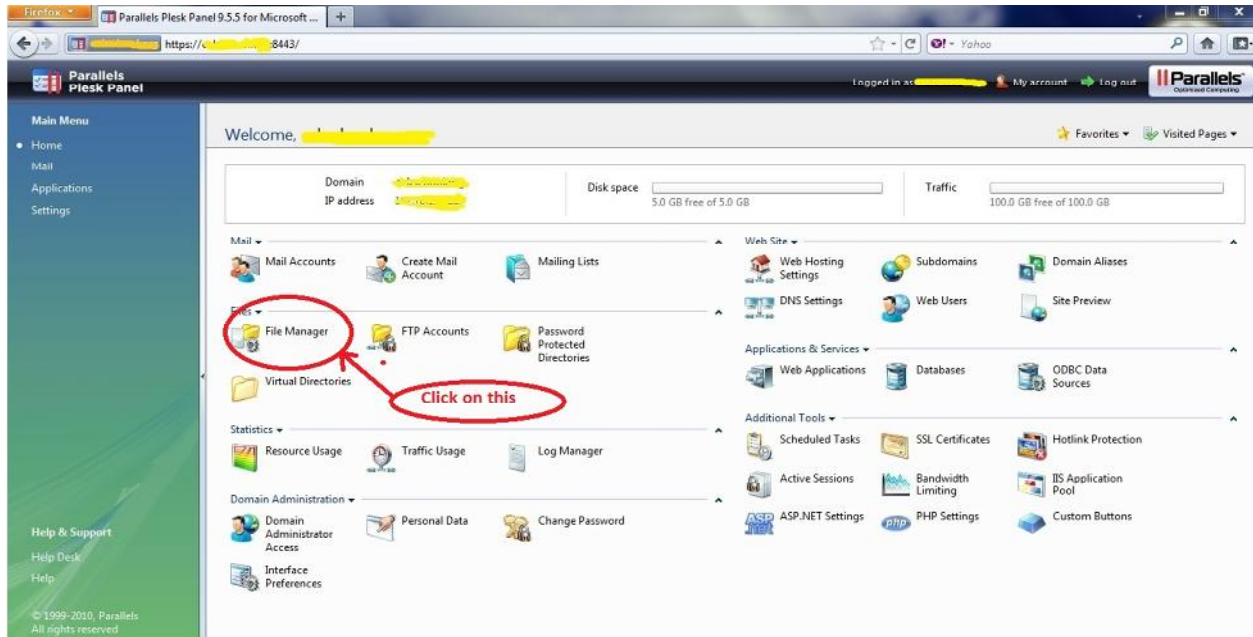


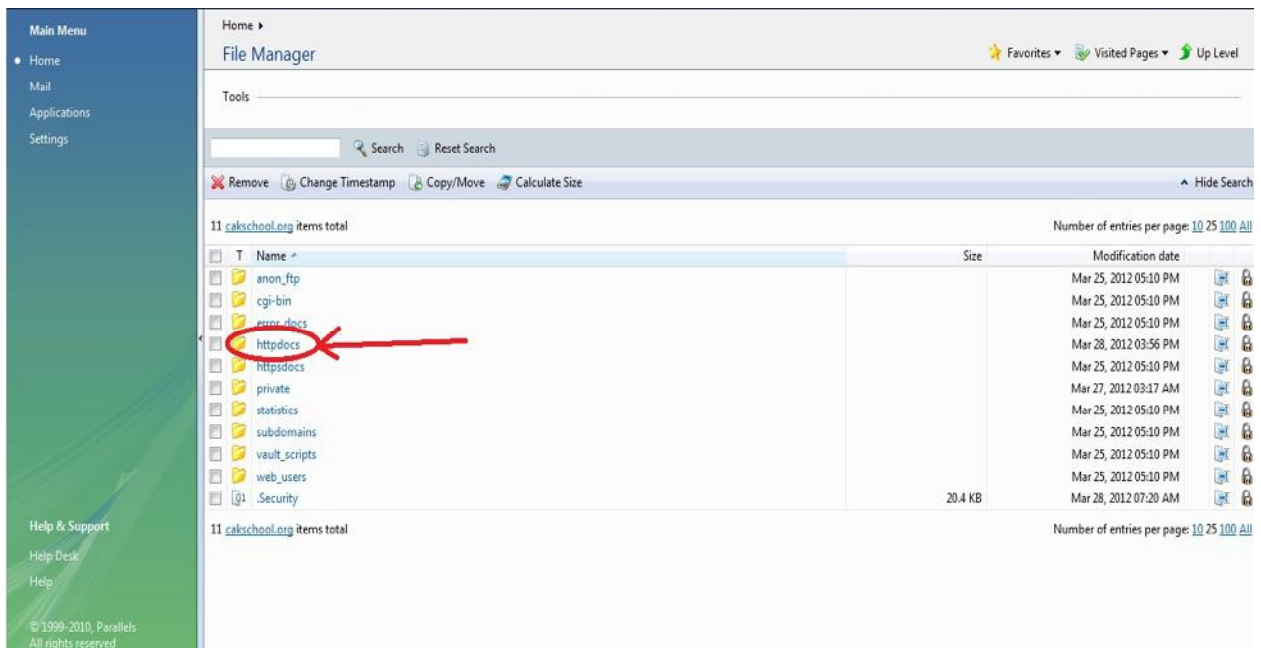
## Manually File Transfer

For manually file transfer, first you have to do all the 1 to 5 steps for login.

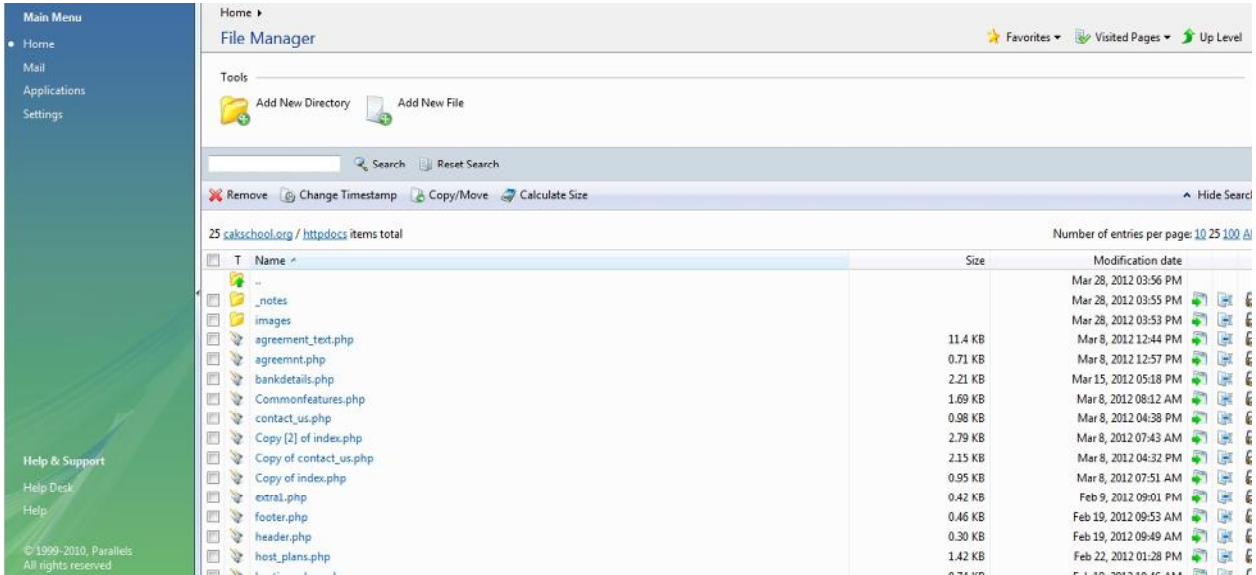
1. Now Click on **“File Manager”** in the panel window :



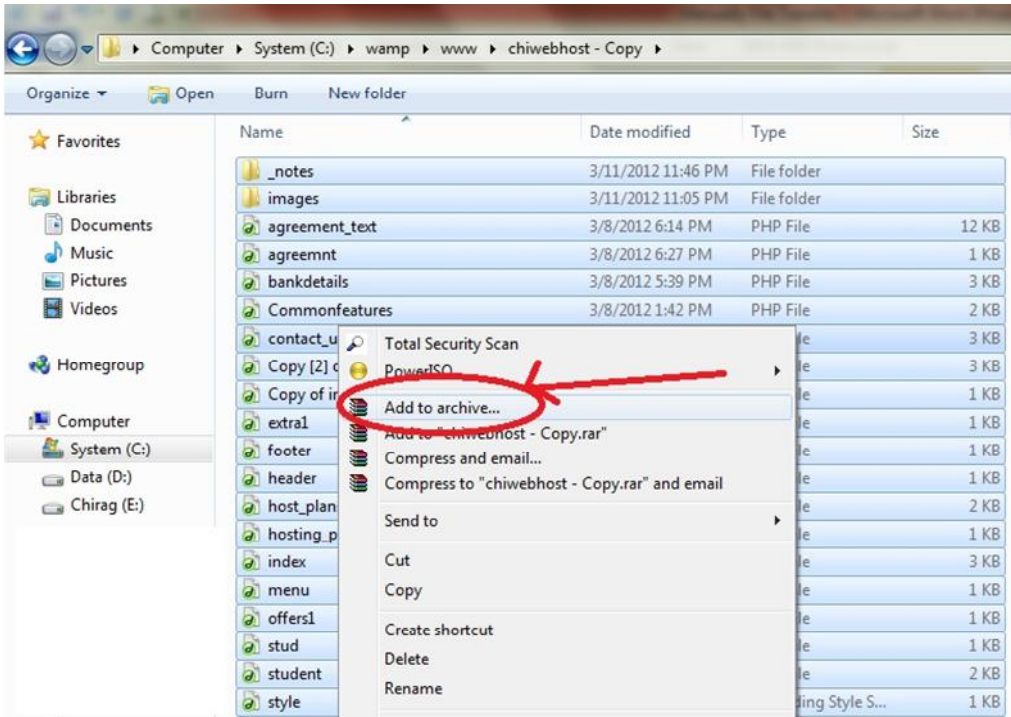
2. Now you can find this window. Click on **“httpdocs”** folder.



3. Now you can find this window. In this window, your web pages are saved. So give concentration to this window.



4. If you want to your whole website, open your web folder in your local machine, then select all files and folder from your website folder, right click and make them **“Add to archive...”** Like this:



5. Now go to "File Manager" and click on "Add New File" :

The screenshot shows a web-based File Manager interface. On the left is a blue sidebar with a 'Main Menu' containing 'Home', 'Mail', 'Applications', and 'Settings'. Below this is a 'Help & Support' section with 'Help Desk' and 'Help' links, and a copyright notice: '© 1999-2010, Parallels All rights reserved'. The main area has a header with 'Home', 'File Manager', and navigation links for 'Favorites', 'Visited Pages', and 'Up Level'. Below the header is a 'Tools' bar with 'Add New Directory' and 'Add New File' buttons. The 'Add New File' button is circled in red, and a red arrow points to it from the right. Below the tools bar is a search bar with 'Search' and 'Reset Search' buttons. A toolbar contains 'Remove', 'Change Timestamp', 'Copy/Move', and 'Calculate Size' buttons, along with a 'Hide Search' link. The main content area shows a table of files and folders for the path '25 rakschool.org / httpdocs items total'. The table has columns for 'Name', 'Size', and 'Modification date'. The files listed include folders like '\_notes' and 'images', and various PHP files such as 'agreement\_text.php', 'agreement.php', 'bankdetails.php', 'Commonfeatures.php', 'contact\_us.php', 'Copy [2] of index.php', 'Copy of contact\_us.php', 'Copy of index.php', 'extra1.php', 'footer.php', 'header.php', and 'host\_plans.php'. The table also indicates 'Number of entries per page: 10 25 100'.

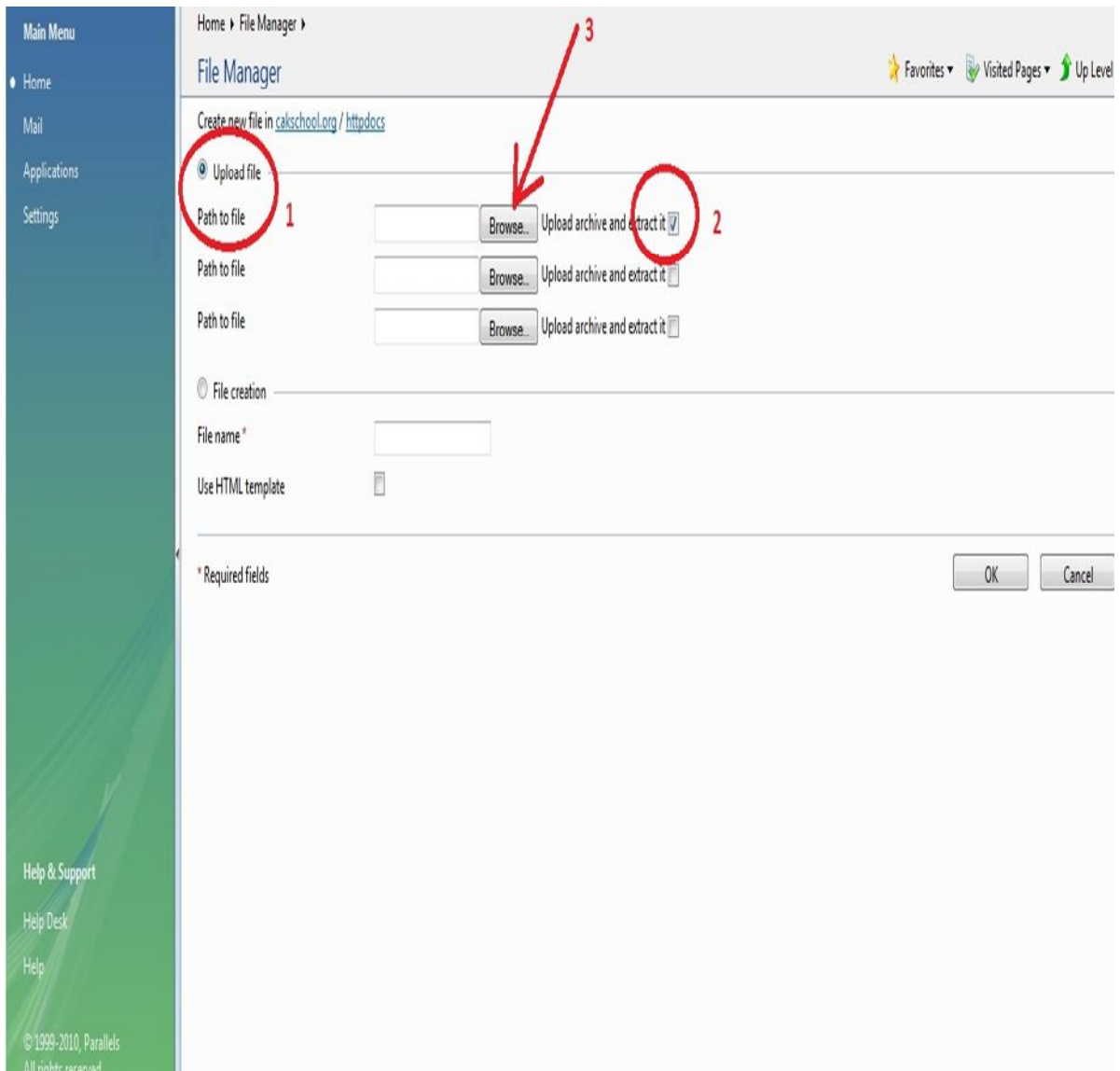
T	Name	Size	Modification date
	..		Mar 28, 2012 03:56 PM
	.._notes		Mar 28, 2012 03:55 PM
	images		Mar 28, 2012 03:53 PM
	agreement_text.php	11.4 KB	Mar 8, 2012 12:44 PM
	agreement.php	0.71 KB	Mar 8, 2012 12:57 PM
	bankdetails.php	2.21 KB	Mar 15, 2012 05:18 PM
	Commonfeatures.php	1.69 KB	Mar 8, 2012 08:12 AM
	contact_us.php	0.98 KB	Mar 8, 2012 04:38 PM
	Copy [2] of index.php	2.79 KB	Mar 8, 2012 07:43 AM
	Copy of contact_us.php	2.15 KB	Mar 8, 2012 04:32 PM
	Copy of index.php	0.95 KB	Mar 8, 2012 07:51 AM
	extra1.php	0.42 KB	Feb 9, 2012 09:01 PM
	footer.php	0.46 KB	Feb 19, 2012 09:53 AM
	header.php	0.30 KB	Feb 19, 2012 09:49 AM
	host_plans.php	1.42 KB	Feb 22, 2012 01:28 PM

6. You can find below window. Make sure you can click as below image shows. Otherwise you get errors.

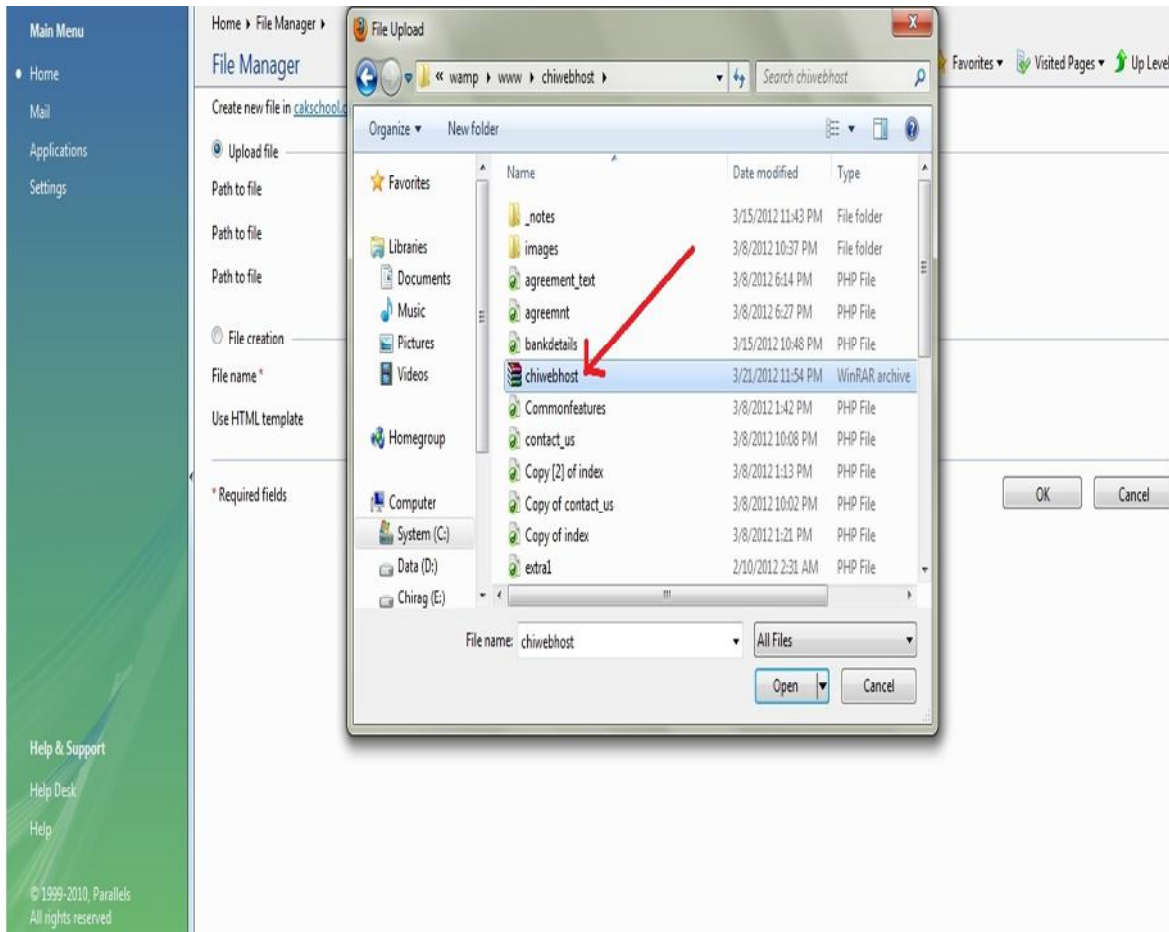
1: click on : **“Upload File”**

2: click on : **“Upload archive and extract it”**

3: at last click on **“Browse”**



7. Now upload the archive file which you have archive in your website folder:



Now wait for finish the process. After that not to forget click on “Log out”.