

3 WAYS TO GET YOUR ARTWORK TO US

① **FTP (FILE TRANSFER PROTOCOL)**

FIRST- COMPRESS YOUR FILES

Please place all your files into a folder with your company name and compress the files using a software such as "Stuffit" or "Win Zip."

TRANSFER OPTIONS

• *OPTION A*

Use a stand alone FTP software such as "**Fetch**" (Macintosh) or "**WSFTP**" (PC). These can be downloaded online.

HOST:private.displaysonthenet.com

USERNAME:displaysonthenet

PASSWORD:exhibit

Label your folder with your company name and place it in the "Incoming" folder.

• *OPTION B- A much less reliable means to connect to our FTP server.*

PC users may be able to use Internet Explorer or Netscape Navigator:

Type in the following address: FTP://private.displaysonthenet.com

If prompted for a username or password, use the information in Option A.

Label your folder with your company name and place it in the "Incoming" folder.

****If you have difficulty maintaining a connection. Access the Preferences of your FTP client and try unchecking "Passive Mode Transfers" or "PASV"- this is found under "firewall."*

After your upload is complete, please notify us by phone or e-mail so that we know that your artwork has arrived.

PLEASE! Read this section if you have trouble connecting to our FTP server!

• *ALTERNATELY*, websites such as **YouSendIt.com** and **WhaleMail.com** offer user friendly transfer services.

② **E-MAIL**

If you have files no larger than 7 MB they can be sent via e-mail to: doug@DisplaysOnTheNet.com

③ **DISK**

If your deadline affords the time, burn your artwork on a CD or DVD (must be readable by MAC and PC) and send it to us via courier service. Please include a print out or PDF proof for reference.

Our address is:

Displays on the Net

Attn.Graphics Dept.

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