



OD SIGNS

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FTP INSTRUCTIONS

To submit a file through Microsoft® Internet Explorer® 5 or above:

1. Open Internet Explorer.
2. In the address field, enter ftp:// ftp.odsigns.com.
3. For Internet Explorer 5 or 6,
Click the "Go" button.

For Internet Explorer 7 or above,
Click the Page menu to select the "Open FTP in Explorer" option.

4. You may see a dialog asking you to enter your user name and password.
If you do not see this dialog, click the "File" menu in the upper-left corner of the window and select "Login As..."
5. Put in the username: transfer@odsigns.com and password: [transfer](#)
6. After upload please send us a detail email regarding your order.

To submit a file through Mozilla Firefox® or any ftp software:

Download and install the FireFTP plugins to firefox. For free software visit <https://addons.mozilla.org/en-US/firefox/addon/684>

Then,

1. Under the accounts menu, select "Create an account..."
2. In the host address enter ftp:// ftp.odsigns.com.
3. In the User Name (ID) enter: transfer@odsigns.com;
4. In the Password Field enter: [transfer](#).
5. After you have enter all the information above click connect.

Uploading Files- PC users

- Please use a compression software to allow for faster download time and to prevent corruption of files during file transfers. For free software visit www.winzip.com
- Please include all accompanying files for the document (linked images, bitmaps, scans, etc.) Including a PDF of your file.

Uploading Files- Mac Users

- Please use a compression software to allow for faster download time and to prevent corruption of files during file transfers. For free software visit (www.aladdinsys.com)
- Please include all accompanying files for the document (linked images, bitmaps, scans, etc.) Including a PDF of your file.

Make sure to send an e-mail notifying us of your upload.

Should you have problems, please e-mail info@odsigns.com and we'll help answer any questions that may arise.
Use of OD Signs FTP services is strictly for our clients only and is monitored regularly.