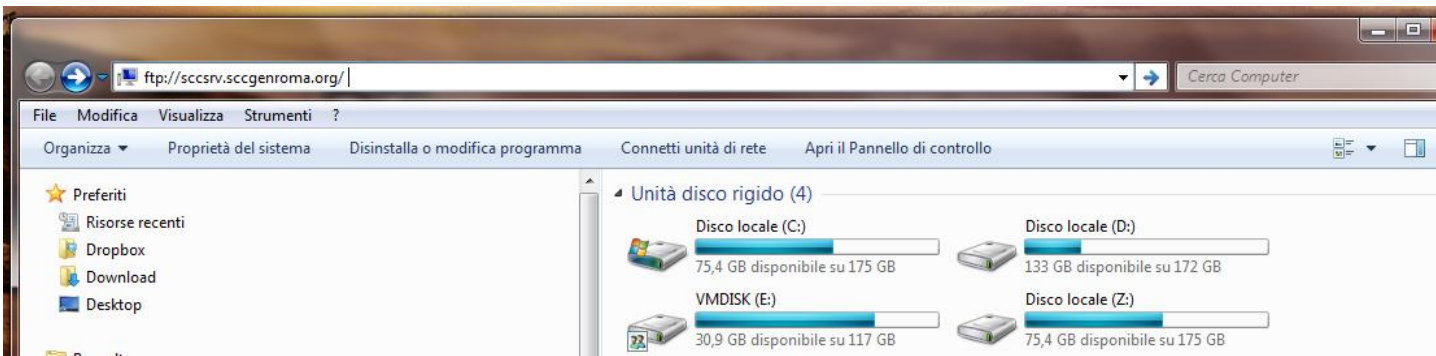


# FTP – USER GUIDE

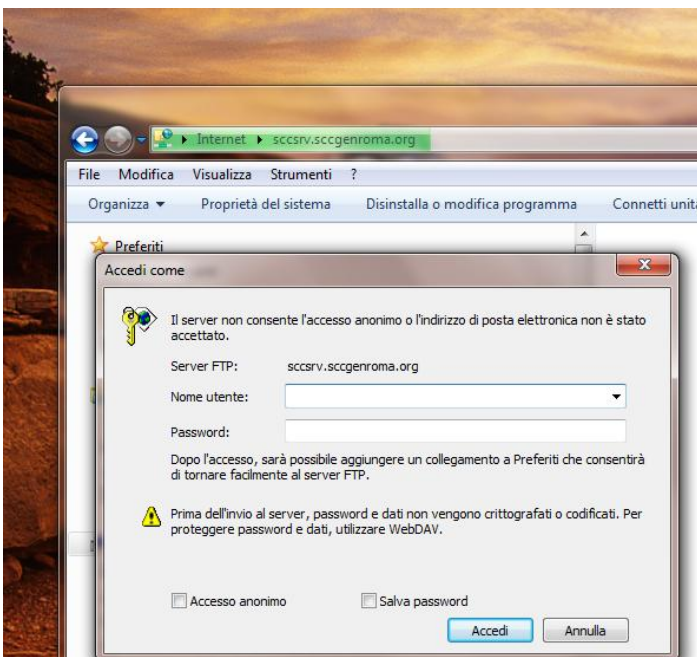
- On your PC open “ Computer “



- Type in address bar: <ftp://sccsrv.sccgenroma.org>
- Press **Enter**

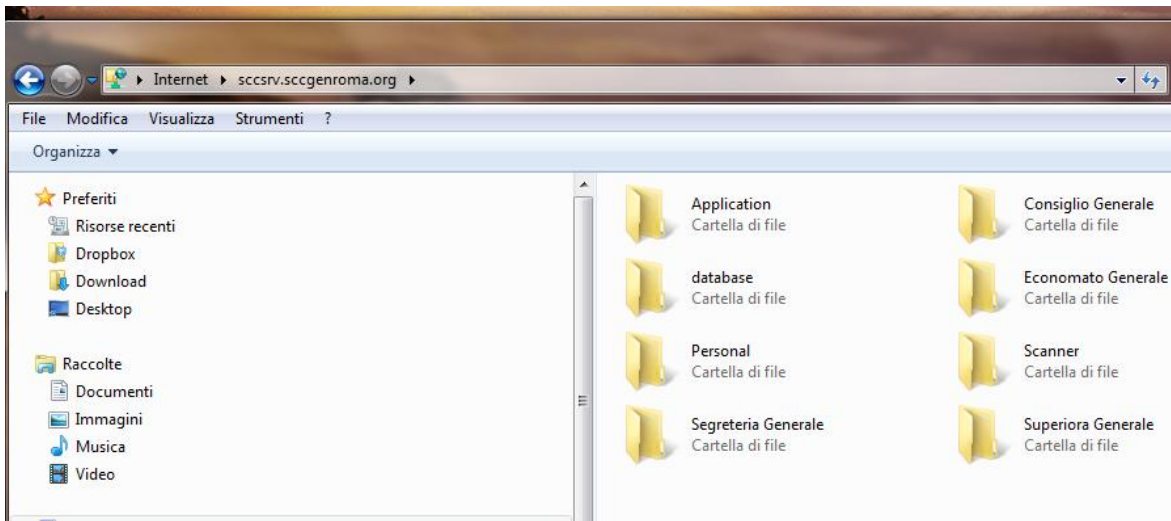


- Insert your user and password
- Click on **Log on**



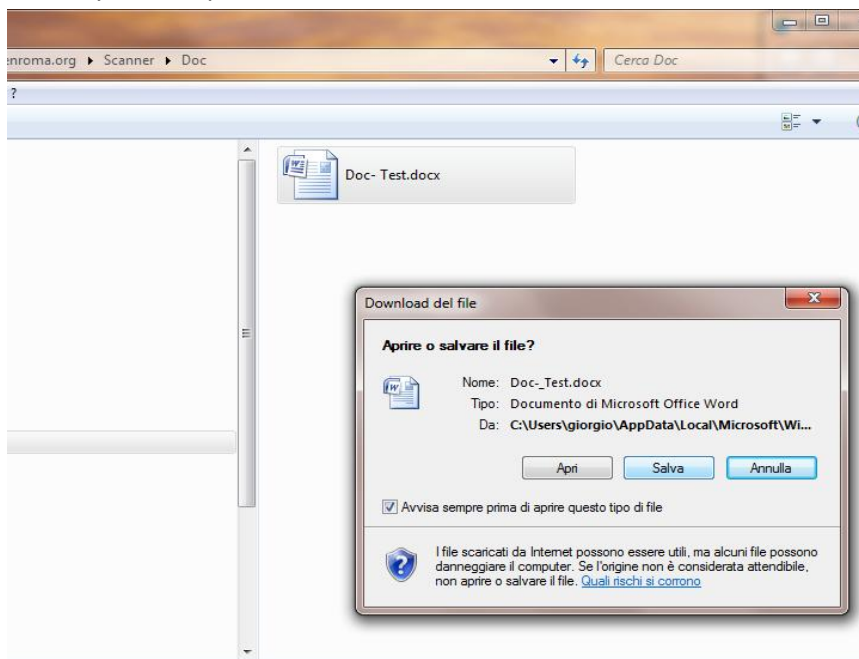
# FTP – USER GUIDE

- Browse on folder



## MODIFY A DOCUMENT

- Double click on document
- Click on **Save**
- Save in your computer



## SAVE MODIFIED DOCUMENT

- Drag and drop file on folder

