


CONFIDENTIAL

BEST GROUP REMOTE ACCESS TO SERVER

Prepared by the BEST Group

**Martin Peacock
Eric Lichtinger**

	<p align="center">BEST Group Remote Access to Server</p>	<p align="right"><i>DATE: 5/30/2012</i></p>
---	---	---

CONFIDENTIAL

REVISION HISTORY

REVISION NUMBER	PAGE NUMBER	REVISION	DATE	NAME
Rev. 1.0.0		Original Document	5/30/2012	Eric Lichtinger
Rev. 1.0.1		Revised Document	5/30/2012	Martin Peacock
Rev. 1.0.2		Revised Document with new URL address http://bestgroup.for-better.biz:8080/cgi-bin/filemanager/	7/22/2012	Martin Peacock

CONFIDENTIAL

TABLE OF CONTENTS

REVISION HISTORY 2

TABLE OF CONTENTS 3

EXECUTIVE SUMMARY 4

1 LOGGING ON TO THE SERVER..... 5

1.1 GO TO HTTP://BESTGROUP.FOR-BETTER.BIZ:8080/CGI-BIN/FILEMANAGER/5

1.2 ENTER YOUR LOG IN INFORMATION.....5

 Fig1.4: Web File Manager log in screen5

2 DOWNLOADING FILES FROM THE SERVER..... 6

2.1 NAVIGATING THE FOLDERS.....6

 Fig2.1: Folder navigation6

2.2 SELECT AND DOWNLOAD THE FILE7

 Fig2.2: Files in the folder7

3 UPLOADING A FILE 8


3.1 SELECT THE FOLDER WHERE YOU WANT THE FILE TO BE UPLOADED8

3.2 OPEN THE FILE UPLOAD INTERFACE9

 Fig 3.2.1: “Upload” button9

 Fig3.2.2: file upload interface.....9

3.3 UPLOAD THE FILE.....10

	BEST Group Remote Access to Server	DATE: 5/30/2012
---	------------------------------------	-----------------

CONFIDENTIAL

EXECUTIVE SUMMARY

This document is the standard operating procedure to view, download and upload files in the BEST Group server remotely.

CONFIDENTIAL

1 LOGGING ON TO THE SERVER

1.1 Go to <http://bestgroup.for-better.biz:8080/cgi-bin/filemanager/>

Type the URL <http://bestgroup.for-better.biz:8080/cgi-bin/filemanager/>

1.2 Enter your log in information

Enter your username in the field “User Name” and your password in the field “Password”. Username and Password will be provided by BEST Group. Click “Login” button.

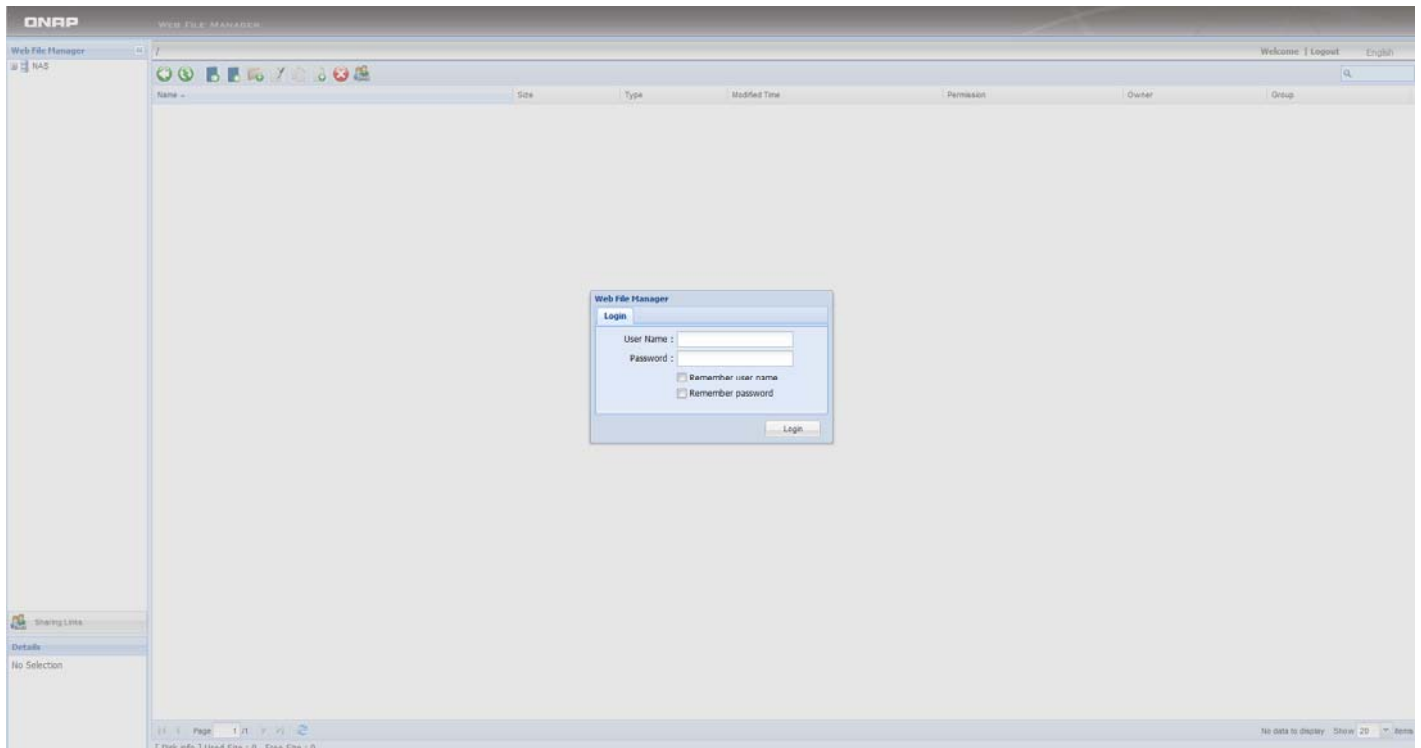


Fig1.4: Web File Manager log in screen

You are now logged in the BEST Group server.

CONFIDENTIAL

2 DOWNLOADING FILES FROM THE SERVER

2.1 Navigating the folders

You can navigate the available folders by clicking on them in the left hand side of the screen.

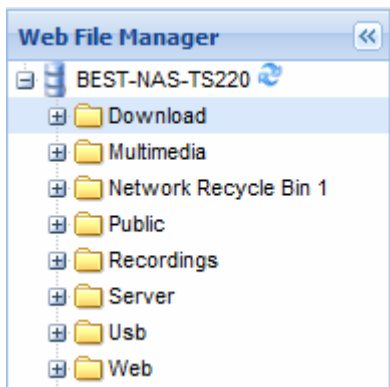


Fig2.1: Folder navigation

Find the folder in which the desired file is located and click on it.

CONFIDENTIAL

2.2 Select and download the file

The files in the folder will appear in the center of the screen. Double click on the file you want to download. This will download the file through your browser.

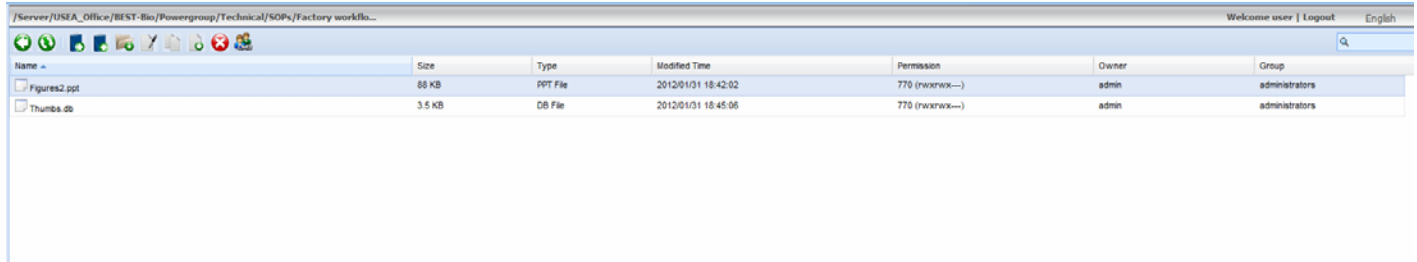


Fig2.2: Files in the folder

CONFIDENTIAL

3 UPLOADING A FILE

3.1 Select the folder where you want the file to be uploaded

Find the desired folder through navigating the folders on the left side of the screen.

CONFIDENTIAL

3.2 Open the file upload interface

Click on the “Upload” button in the upper left center side of the screen.



Fig 3.2.1: “Upload” button

This will open up the file upload interface on a new browser window.

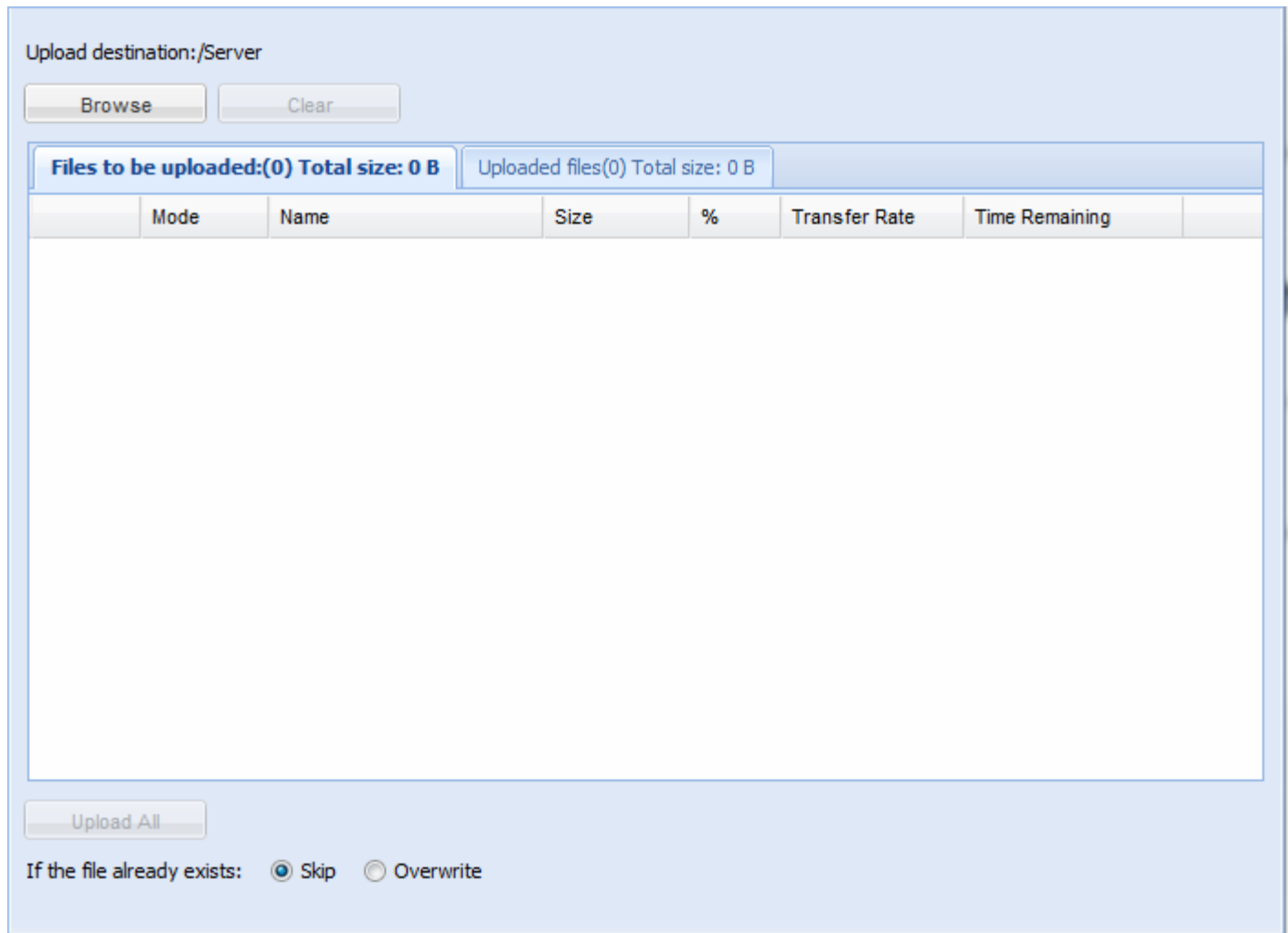



Fig3.2.2: file upload interface

	BEST Group Remote Access to Server	DATE: 5/30/2012
---	------------------------------------	-----------------

CONFIDENTIAL

3.3 Upload the file

Click on the “Browse” button to browse your computer and find the desired file. You can upload more than one file at a time. Once you have selected all files to be uploaded, click on “Upload all”. This will upload all the files to the selected folder.