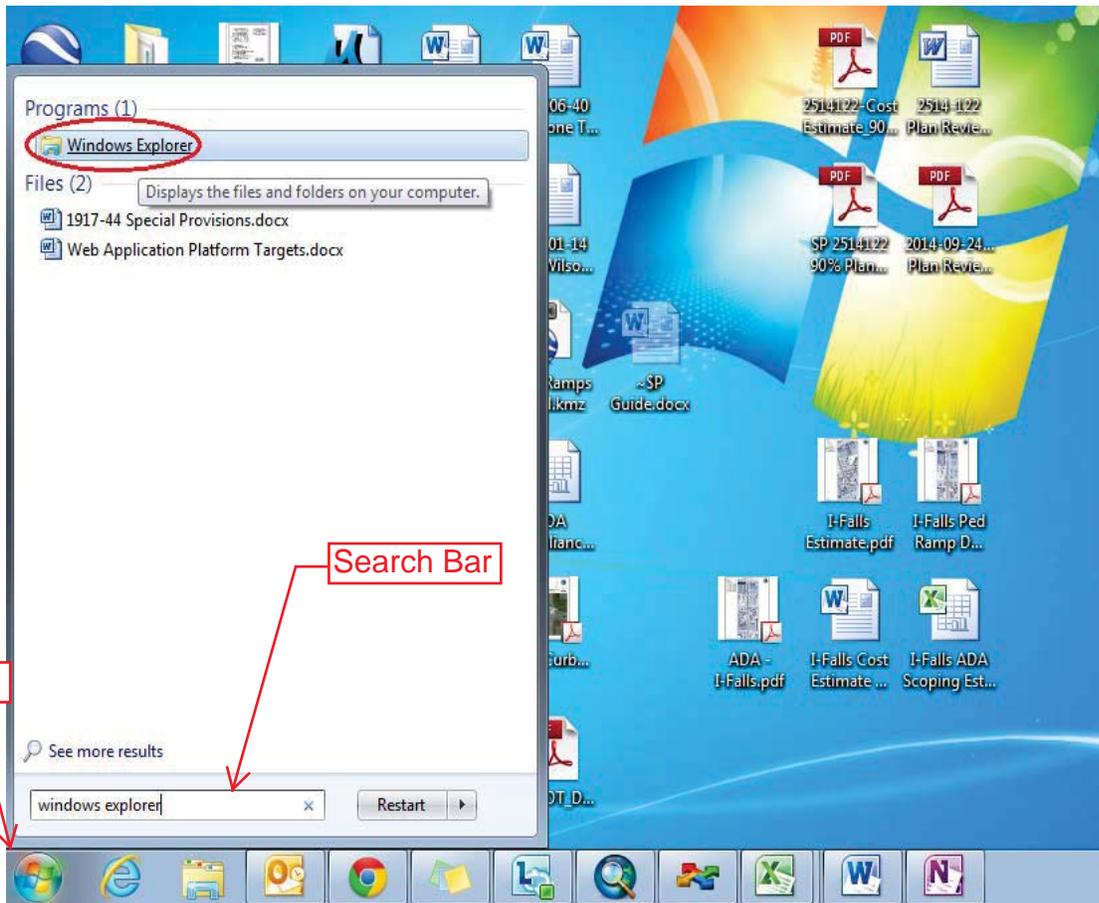
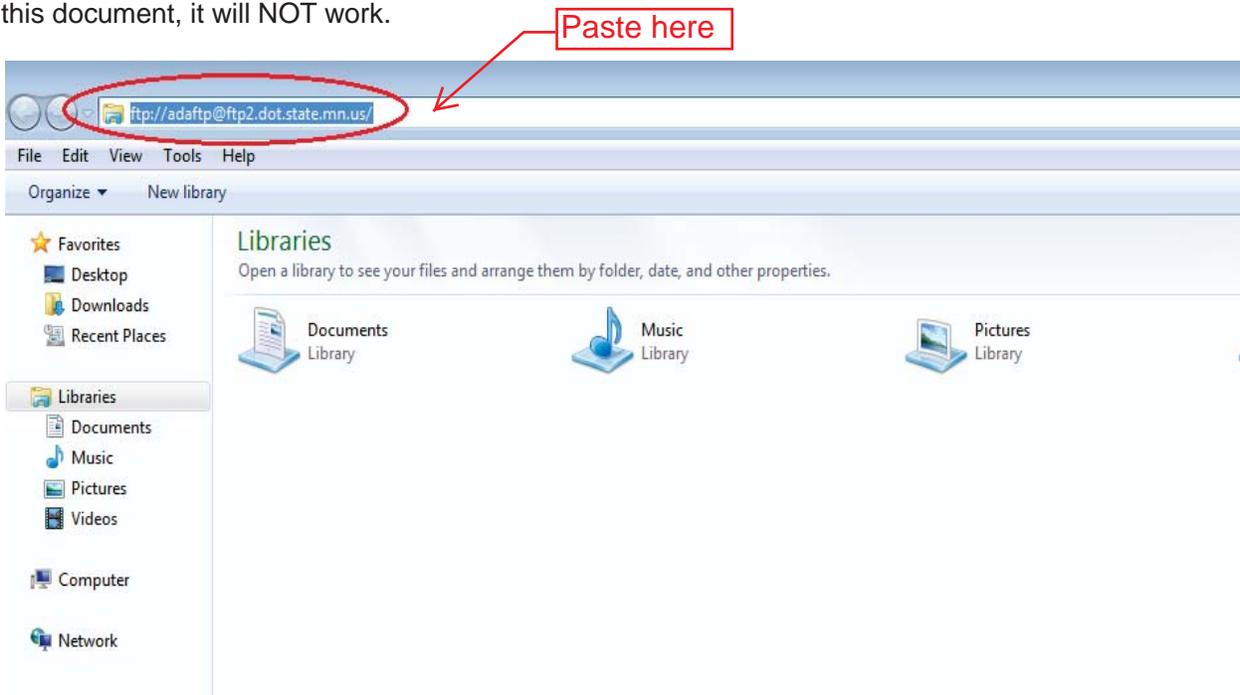


ADA FTP File Upload Guide

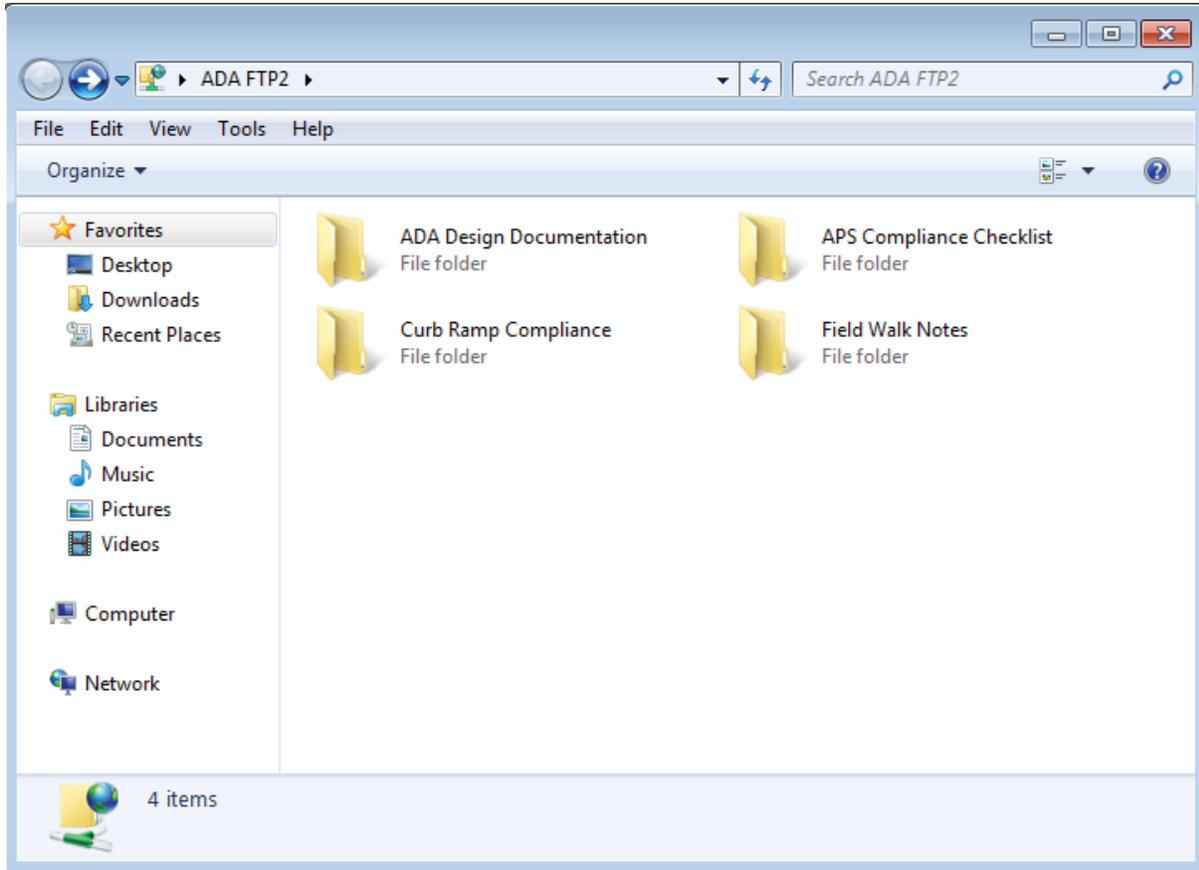
- 1) Open up Windows Explorer by typing "Windows Explorer" in the Search bar from Start menu.



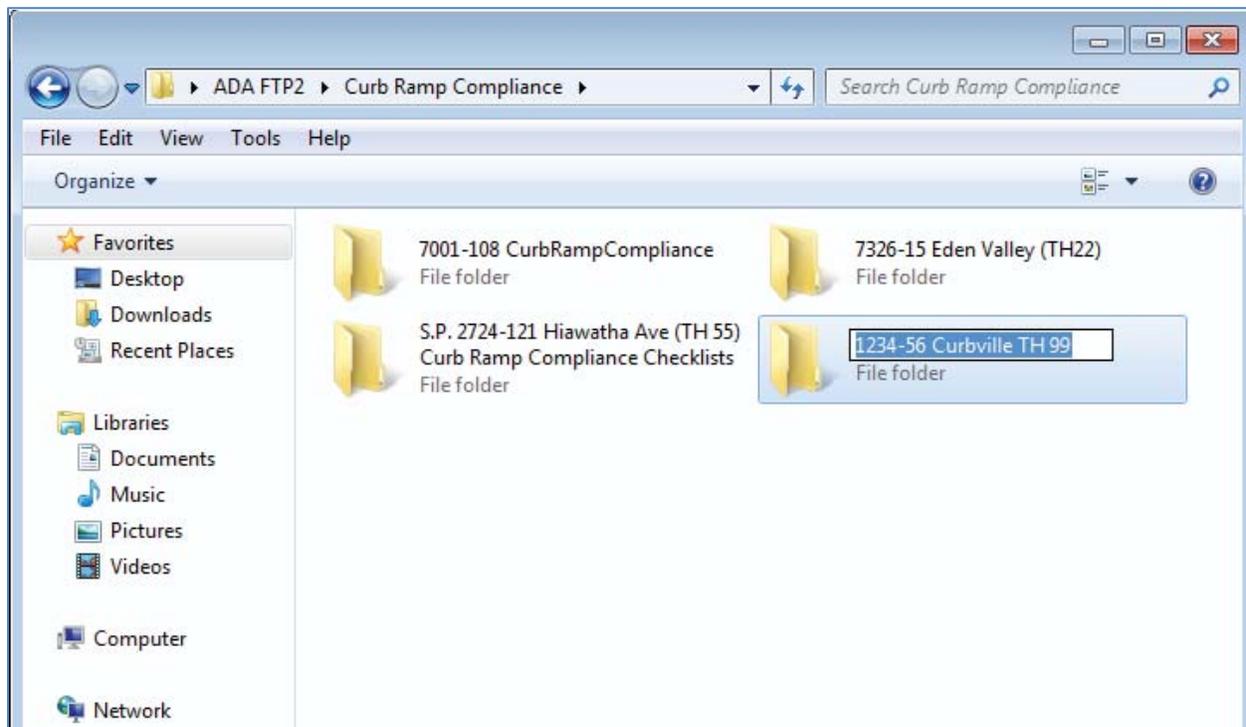
- 2) Copy this link: <ftp://adaftp@ftp2.dot.state.mn.us/> and paste it into the address bar. Don't click on the link in this document, it will NOT work.



- 3) Once the folder shows up, double-click into relevant folder (i.e. If uploading compliance checklist for curb ramp, go to Curb Ramp Compliance folder)



- 4) Create a new folder, name it with project SP number – with city name and TH (optional) i.e. SP 1234-56 Curbsville TH 99 before uploading.



5) Drag & drop or copy files into folder to upload.

