

# Student Server Access Using FileZilla

Revision 10/29/2019

This process details how to access the student server using FileZilla.  
Students must be enrolled in one of the following WEB courses:

- WEB 110 HTML and CSS
- WEB 114 Web Scripting: JavaScript I
- WEB 124 Web Scripting: JavaScript II

Non WEB students do not have access to this server.

However, credit students do have the ability to utilize JCCC cloud storage technologies. (Google Drive or OneDrive)

Google Drive:

[www.google.com/drive/](http://www.google.com/drive/)

Microsoft OneDrive:

[www.office.com/?auth=2&home=1](http://www.office.com/?auth=2&home=1)

- 1) The FileZilla Application is installed on all Mac and Windows computers in labs and classrooms on campus.

If you are accessing the Student Server from off campus, download and install the FileZilla Client, available for free download here:

<http://filezilla-project.org/download.php?type=client>

## Download FileZilla Client for Windows (64bit)


The latest stable version of FileZilla Client is 3.45.1  
Please select the file appropriate for your platform below.

**Windows (64bit)**

**Download FileZilla Client**

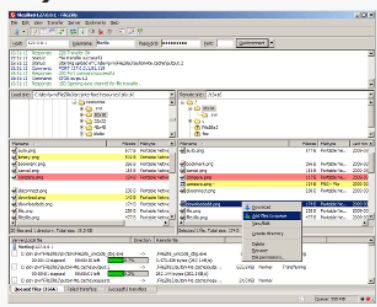
This installer may include bundled offers. Check below for more options.  
The 64bit versions of Windows 7, 8, 8.1 and 10 are supported.

**More download options**

Other platforms: 

Not what you are looking for?

[Show additional download options](#)

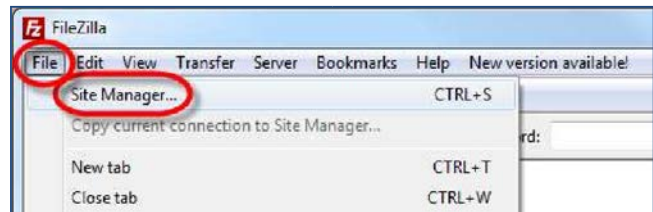


After FileZilla is configured, you can use the saved site to access your server space.

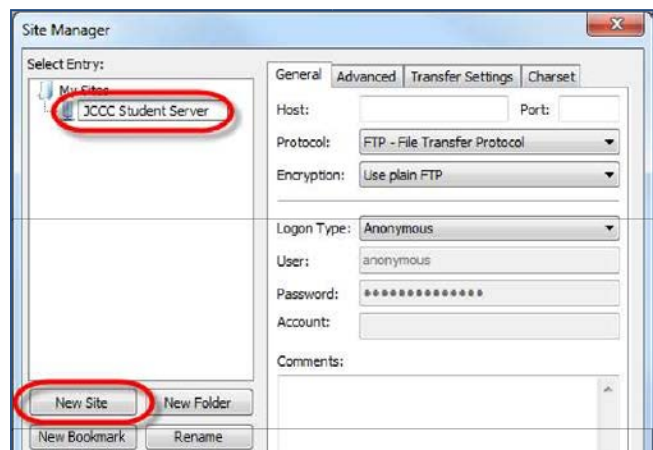
2) Open the FileZilla Client.



3) In the FileZilla Client, select File > Site Manager.



4) Select the New Site, and update the name to: JCCC Student Server

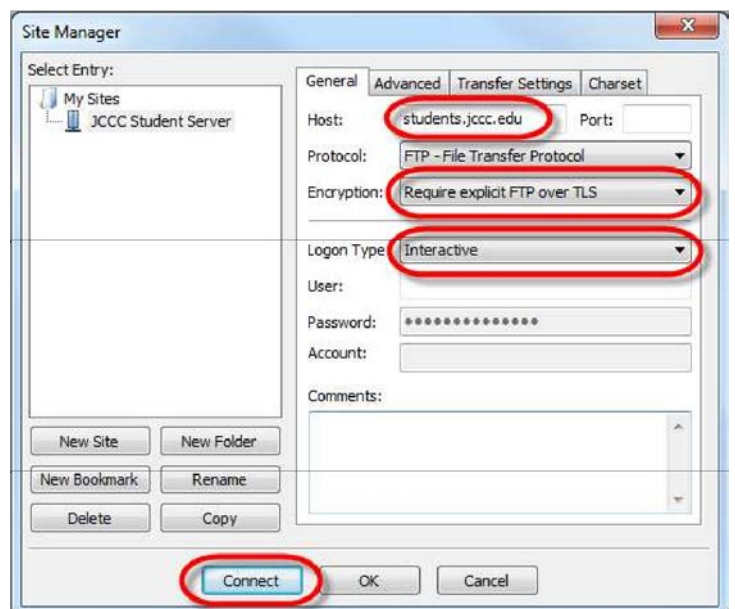


5) Enter the following information:

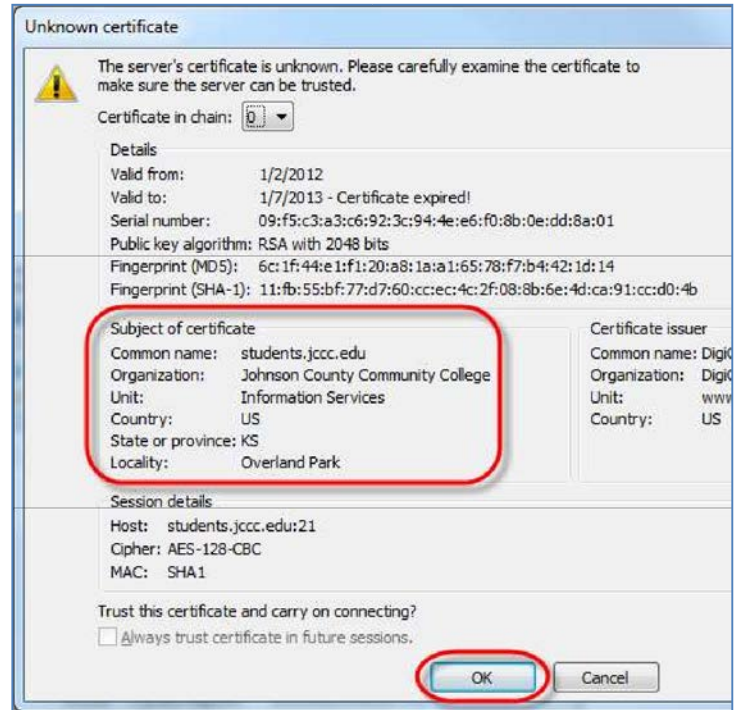
Host: **students.jccc.edu**  
Encryption: **Require explicit FTP over TLS**  
Logon Type: **Interactive**

6) Remove any text from the User: field

7) Select the Connect button.



- 8) A valid certificate will list JCCC as shown. Select the OK button.



- 9) You will be prompted for a username.

Students enter:

Your MyJCCC username

Instructors or Staff enter:

jccc-employee\username



- 10) You will be prompted for a password.

Students and Instructors enter:

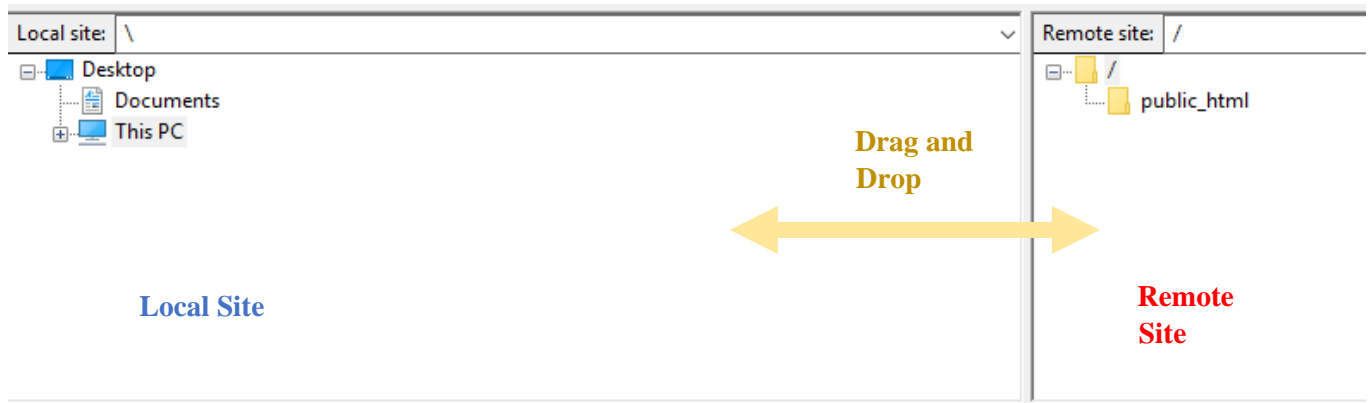
Your MyJCCC password



If successful, a connection will be established between your computer and your Student Server Space.

Your computer is the **Local Site (left pane)**, your Student Drive Space is the **Remote Site (right pane)**.

11) Drag and drop to move files between your computer and Student Drive Space.



If you want to access the desktop of your local machine, in the left pane:

**Windows 10:** Click C:\ > Users > **username** > Desktop  
Or type C:\Users\**username**\Desktop in the “Local site:” box.

**Mac:** Click Users > **username** > Desktop  
Or type /Users/**username**/Desktop in the “Local site:” box.

12) To **disconnect** from your Personal Drive Space:

From the Server drop-down menu, select Disconnect.

