

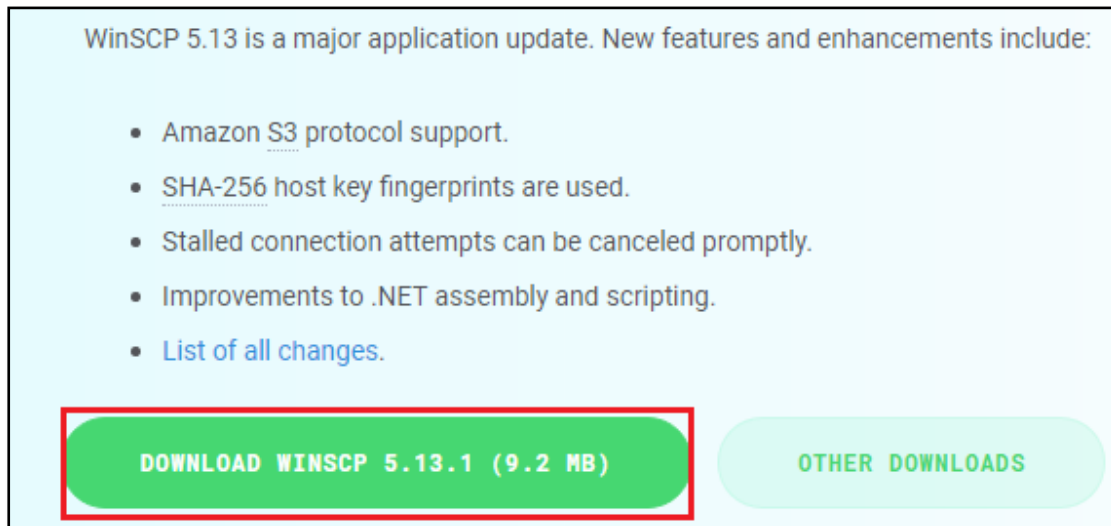
FTP Site Instructions for Sage 200 Evolution – ftp.sagesouthafrica.co.za

PHASE 1: DOWNLOADING OF WINSCP

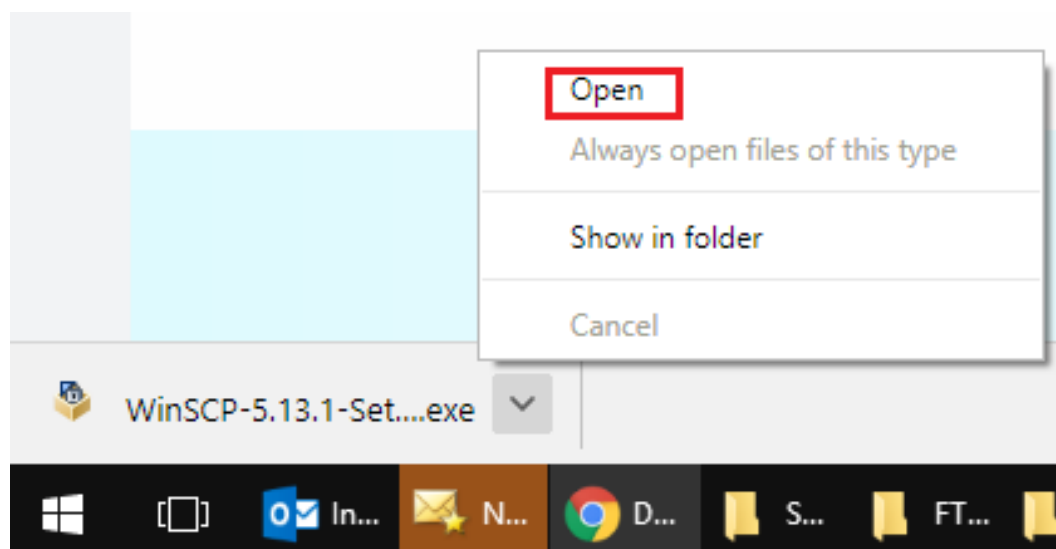
1. Go to:

<https://winscp.net/eng/download.php>

2. On the landing page, click on the button below to download WINSCP (note that the specific version may be different as displayed below as these versions are constantly updated)



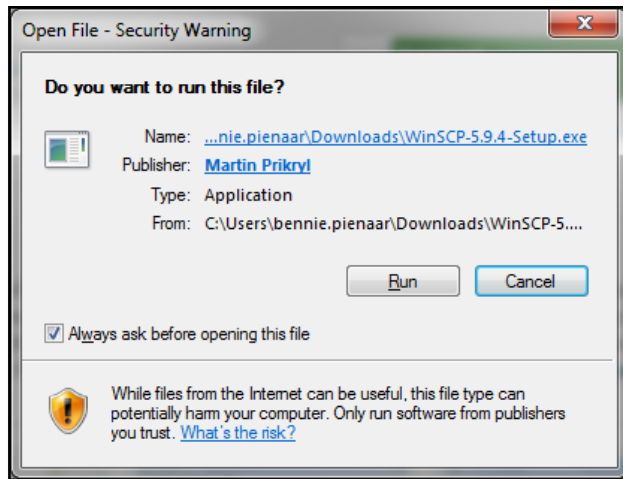
3. When the download has been completed, find and open the **WinSCP-5.13.1-Setup.exe** installation file



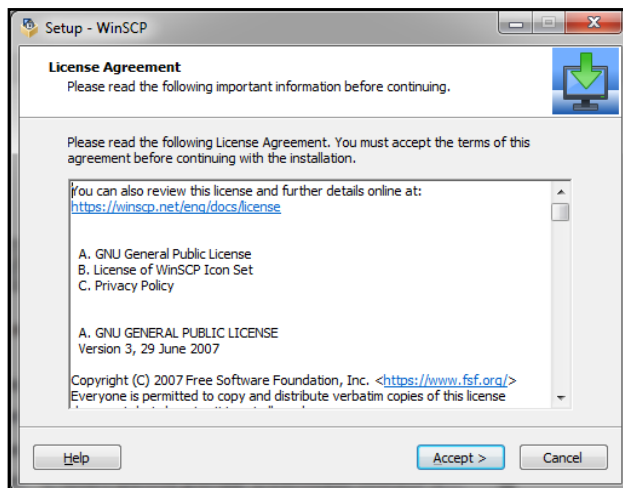
PHASE 2: INSTALLATION OF WINSCP

Double click on the installation file above to start the installation and follow the installation wizard as can be seen below.

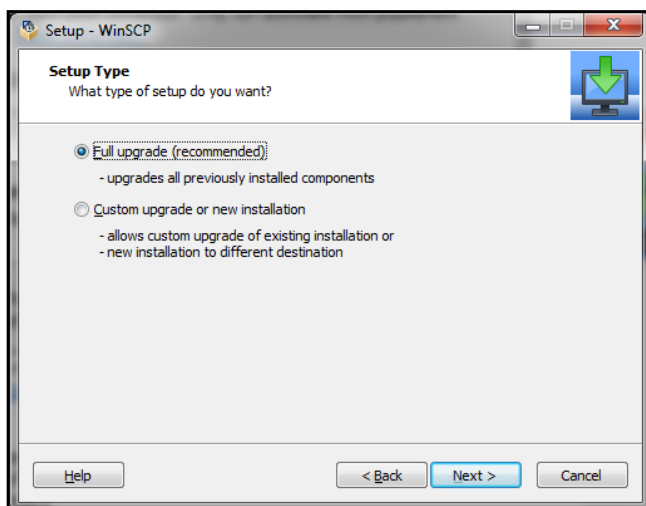
1. Click the Run button below.



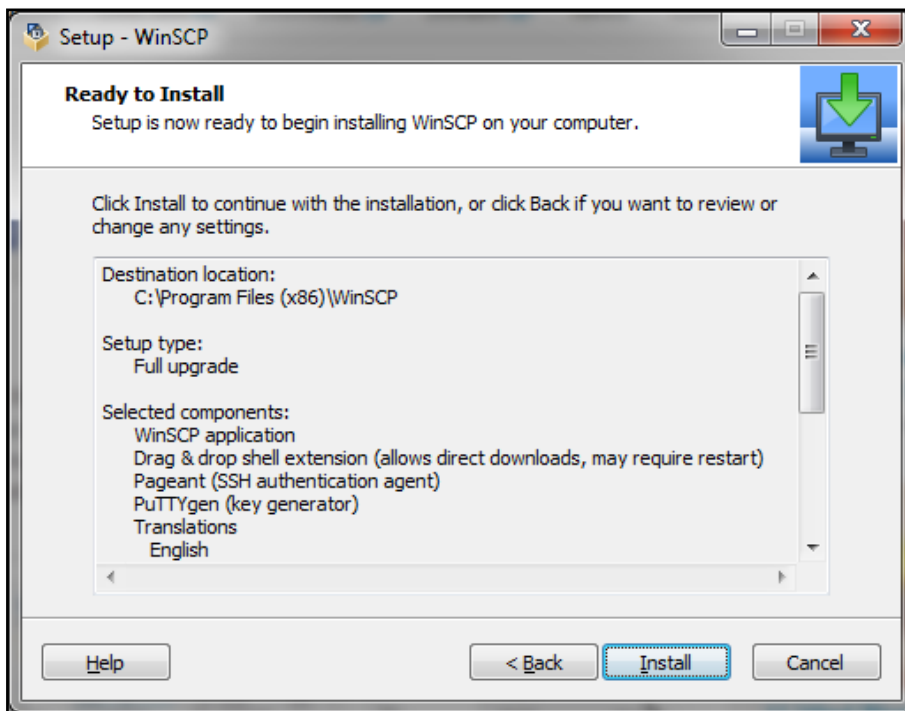
2. Click the Accept button below.



3. Select the Full Upgrade option and click the Next button below



4. Click the Install button below.

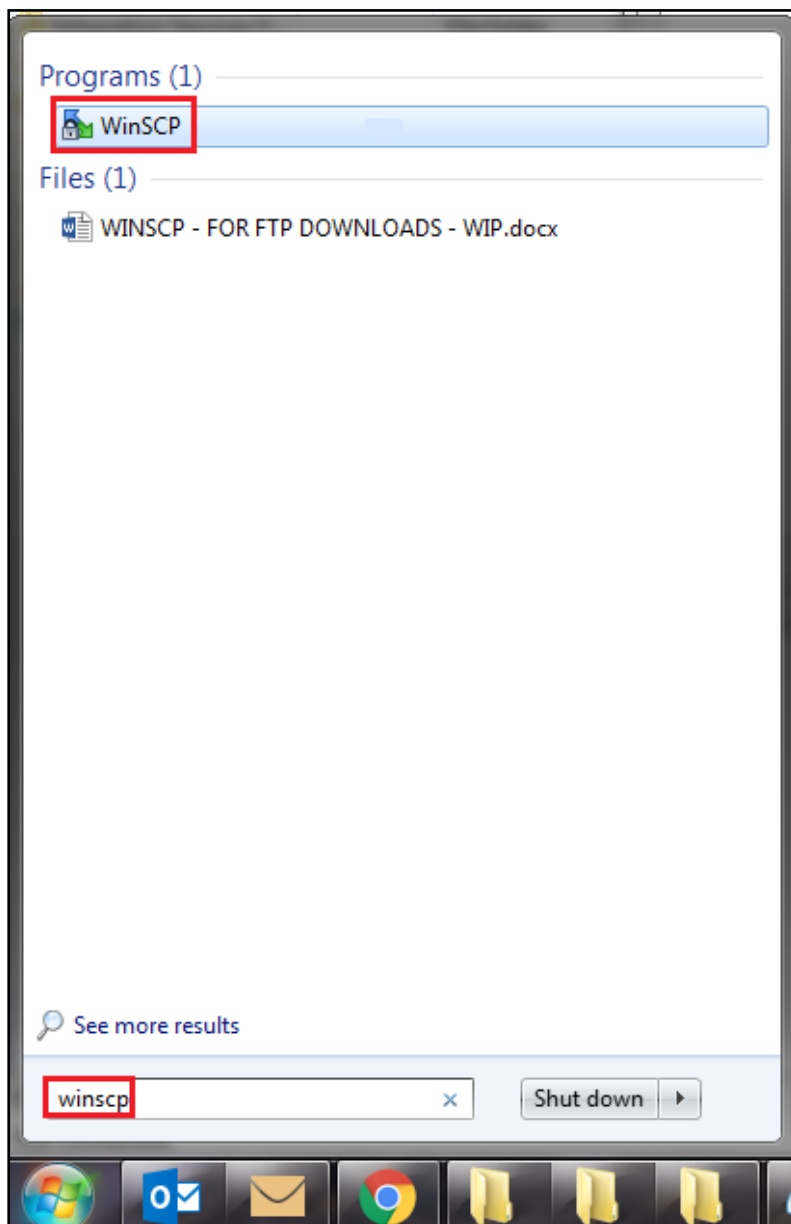


5. When successfully installed, the following screen should display. Click the Finish button



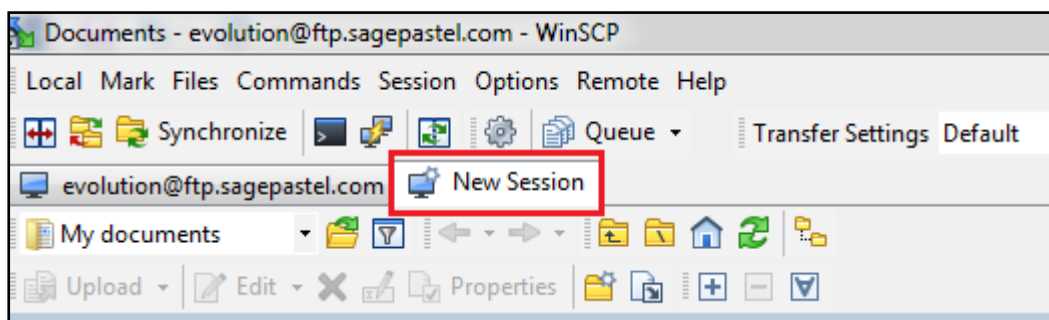
PHASE 3: SETUP OF WINSCP

1. When installed, go to **Start | Run** and enter: **WINSCP**. Then open it by double clicking it. From here you can also create a desktop shortcut for future use.

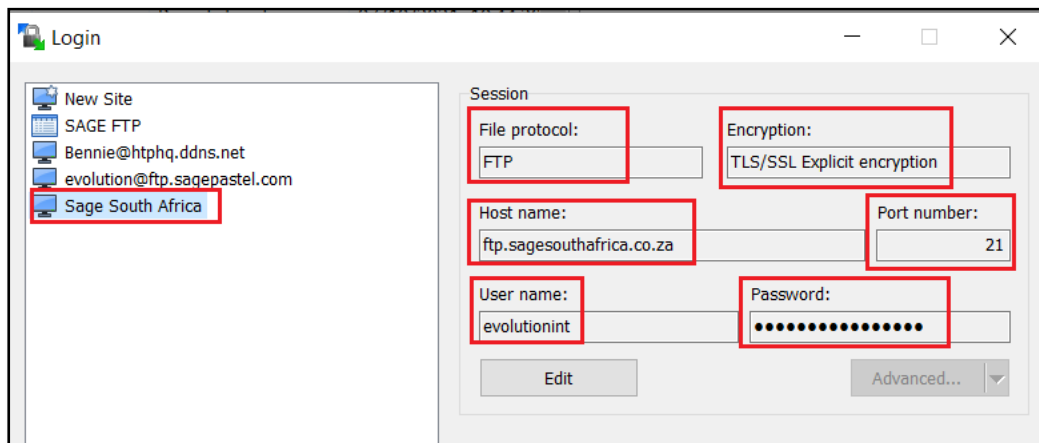


9

2. When opened, click on the **New Session** button below.



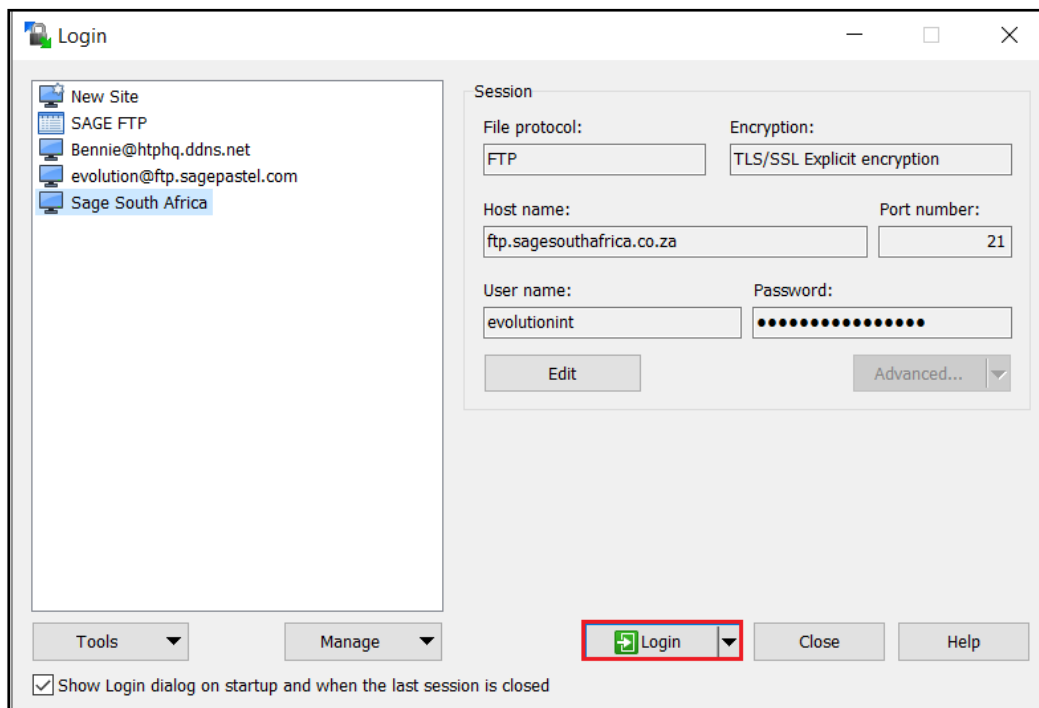
3. Setup a new FTP connection site profile as below



- Host Name of the site: **ftp.sagesouthafrica.co.za**
- File Protocol: **FTP** (File Transfer Protocol)
- Change Encryption: **TLS/SSL Explicit encryption**
- Anonymous Logon: **Unselected**
- User name: **evolutionint**
- Password: **n~uWv8skS><dS5,B**

4. When done click on the **Save** button.

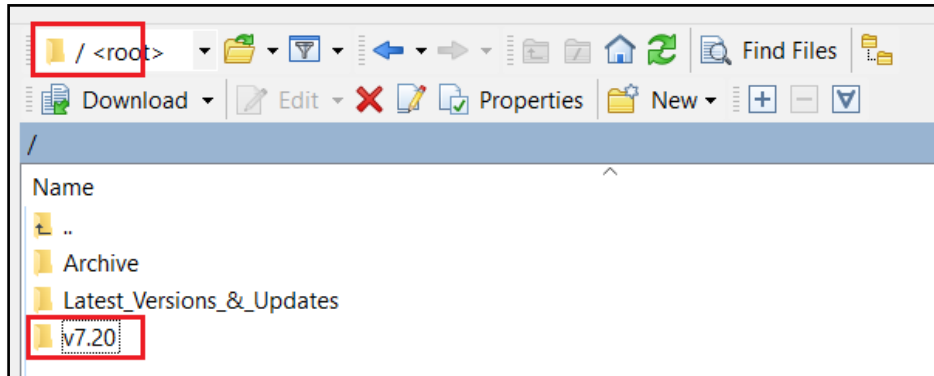
5. Re-open it, click on the **Login** button



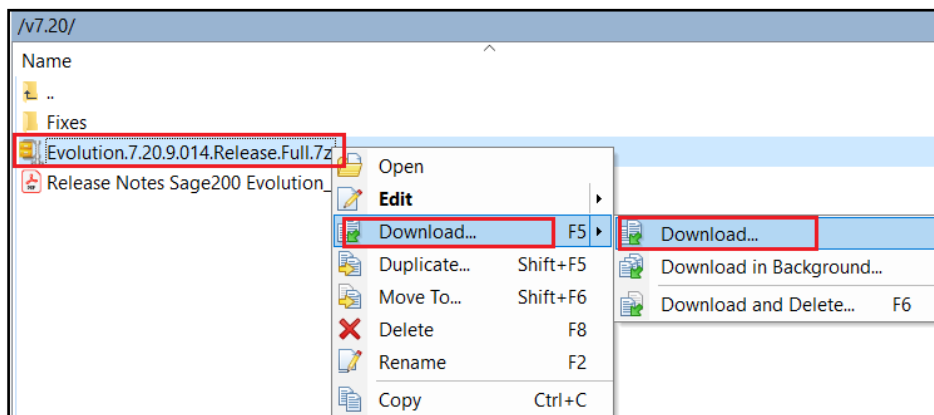
PHASE 4: DOWNLOADING SAGE 200 EVOLUTION

When opened, the main FTP site screen should look like the image below, with the **<root>** option selected on the top. Do the following from this point forward.

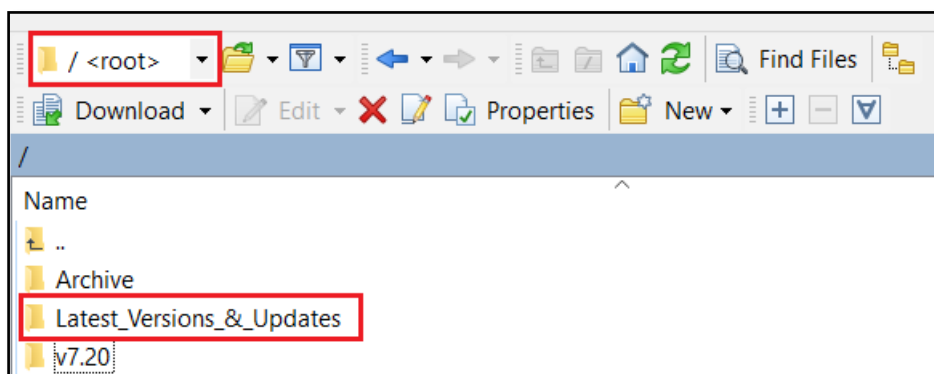
1. For Evolution version 7.20, double click on the v7.20 folder.



2. Right click on the Evolution install file maker below and download it to you local PC.



3. For the other Evoluton versions, go back to the Root and open the **Latest_Versions_&_Updates** folder below.



4. Notice the various Evolution version folders. Double click on the relevant folder and continue from there to download the relevant version.

