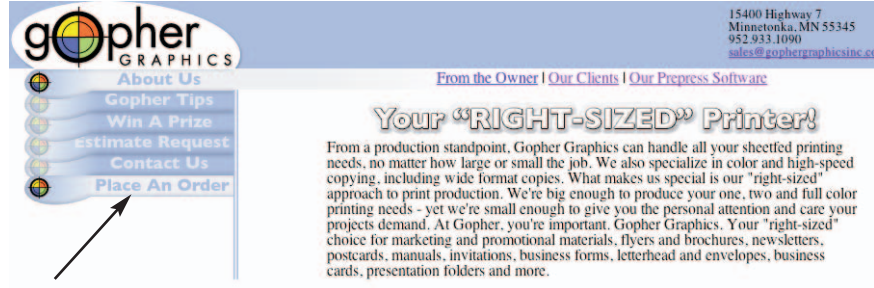


FTP File Uploading

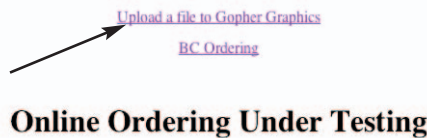
NOTE: Before starting the process, please stuff or zip job folders folders or multiple pages/files.

1. Using Your Web Browser, Type In: <http://www.gophergraphicsinc.com/>

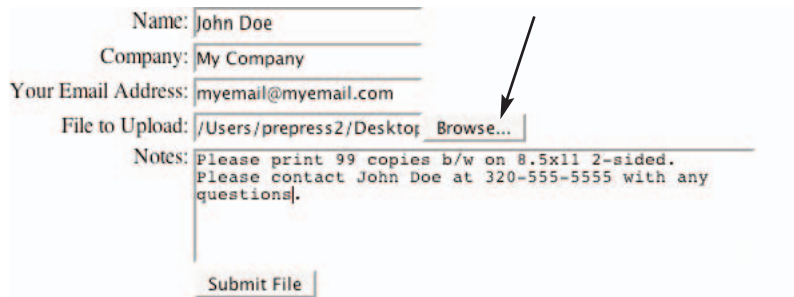
2. Click on **Place An Order**



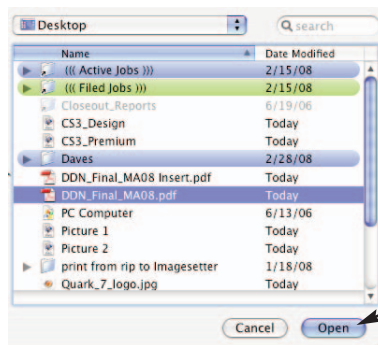
3. Click on **Upload a file to Gopher Graphics**



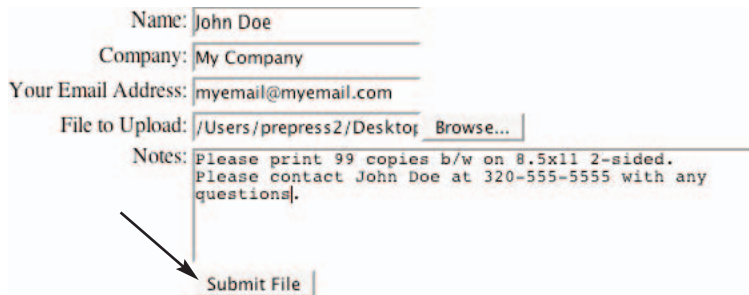
4. Next, enter your information and printing instructions. PLEASE make sure that your email address is correct. Click on **Browse** to choose your printing file(s).



4. Select the file(s) that you want to upload and click **Open**.



4. Finally, click **Submit** and your file will upload.



NOTE: You should see **Thanks for uploading your file!** if your file has been successfully uploaded.