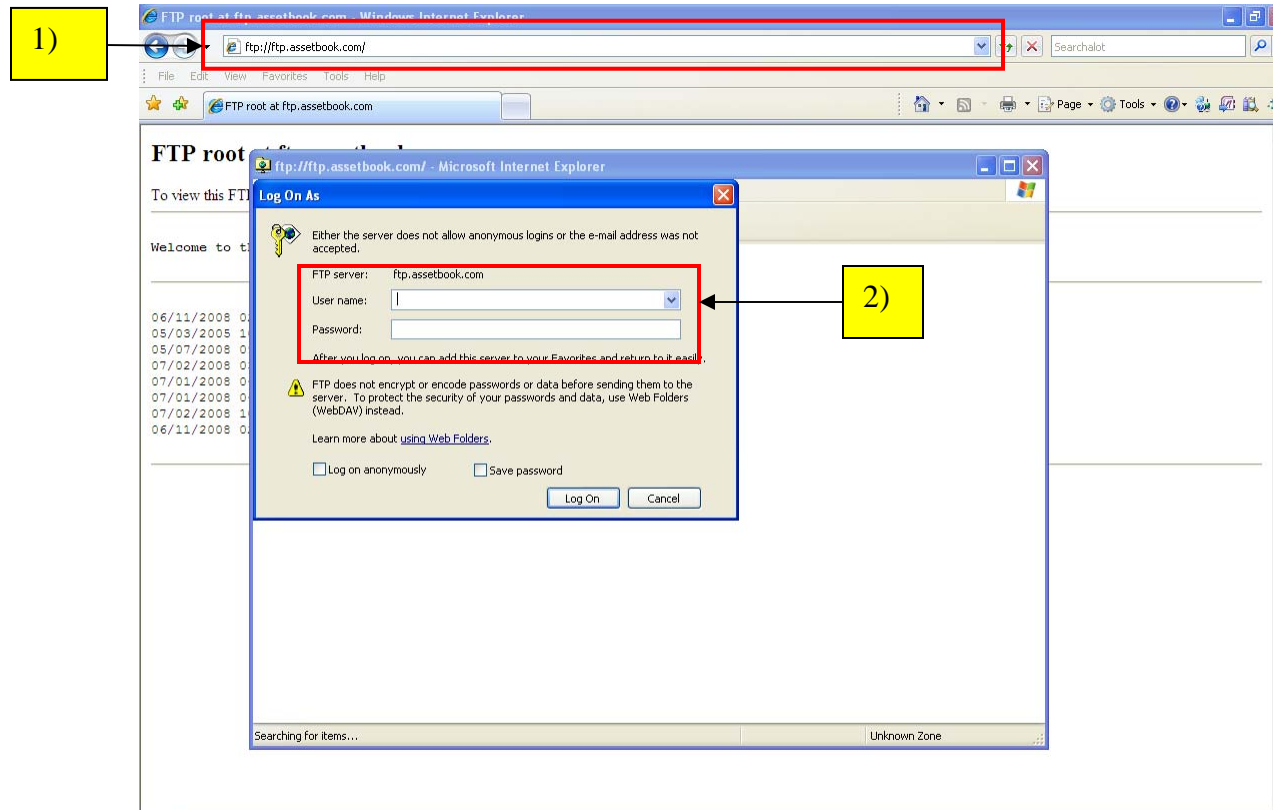
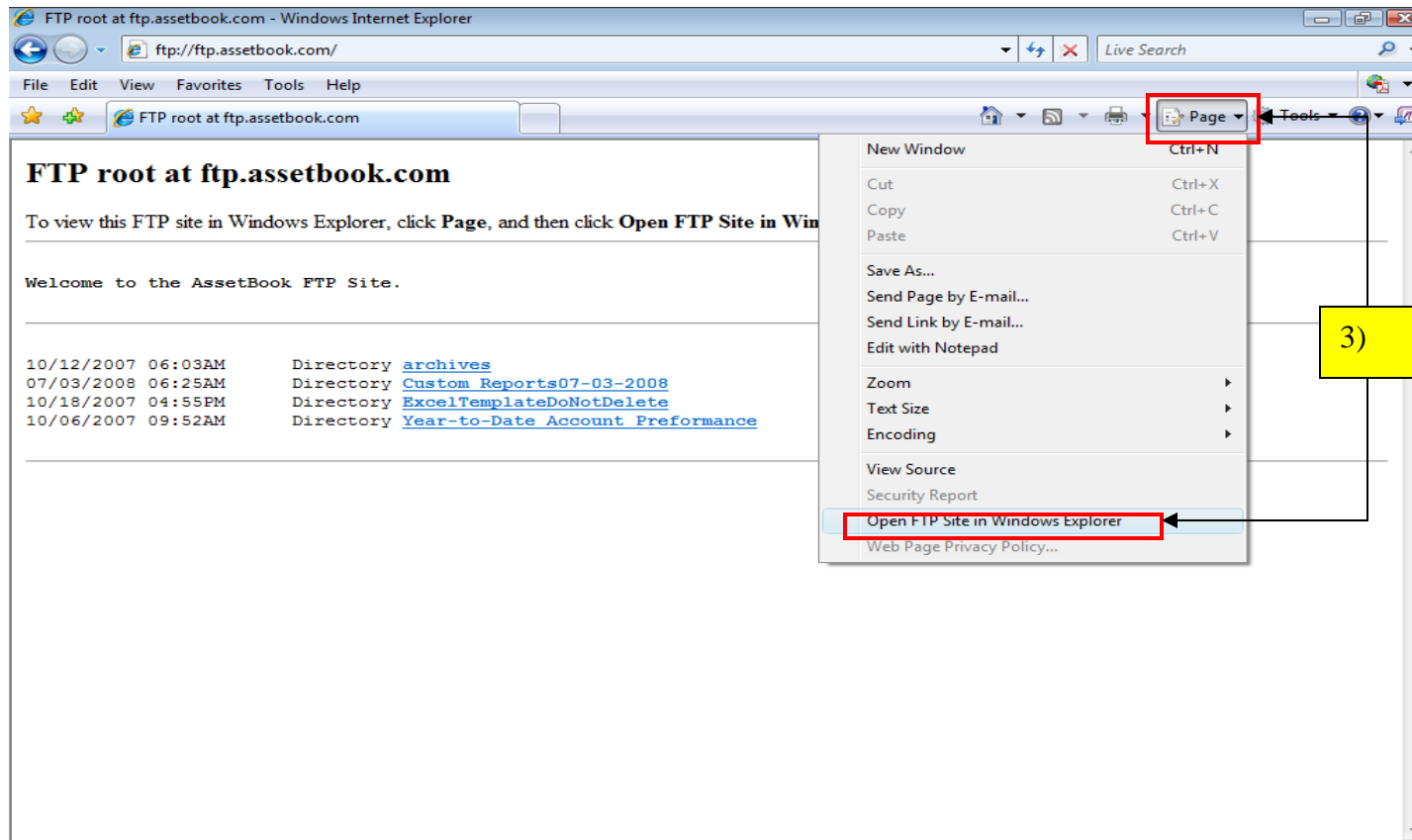


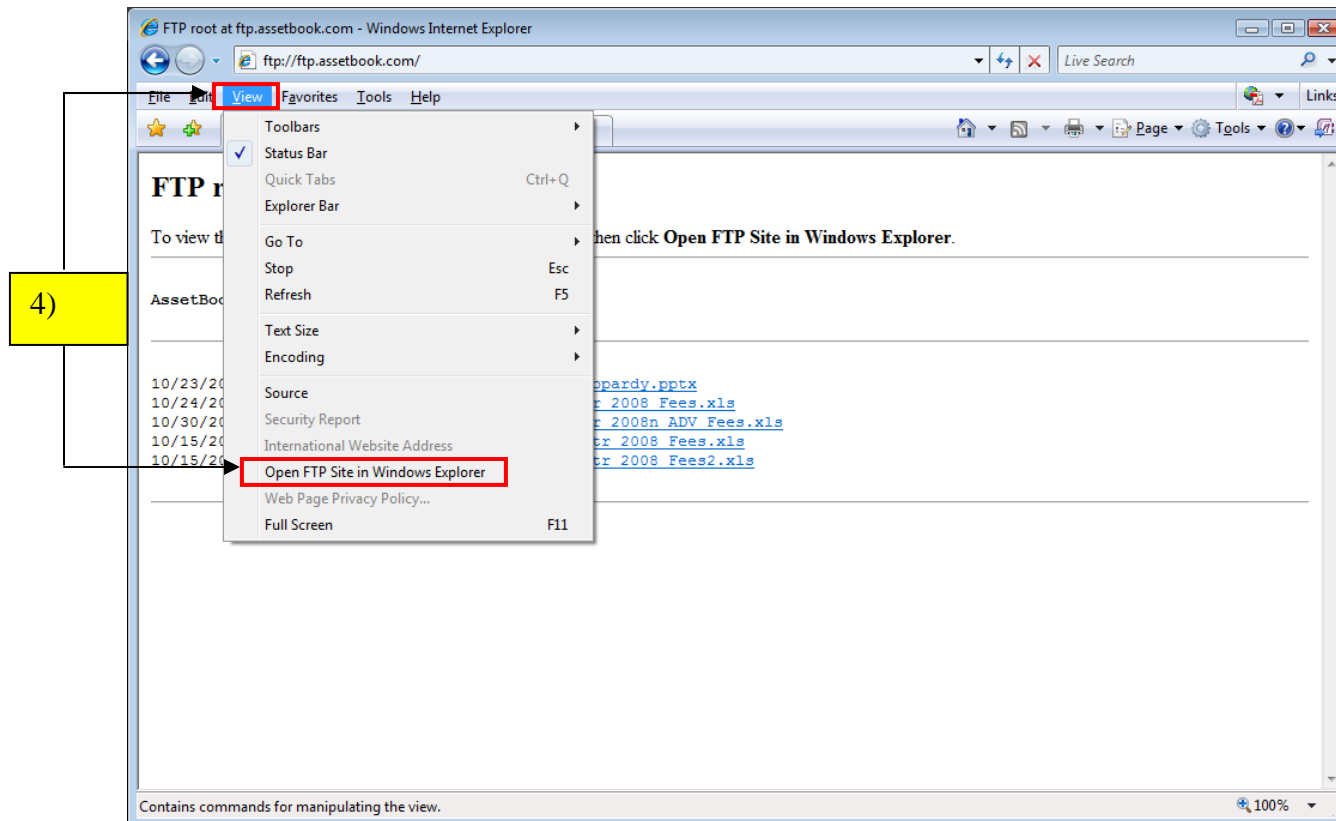
1) Open you Web Browser and type <ftp://ftp.assetbook.com> or click the link on this page.



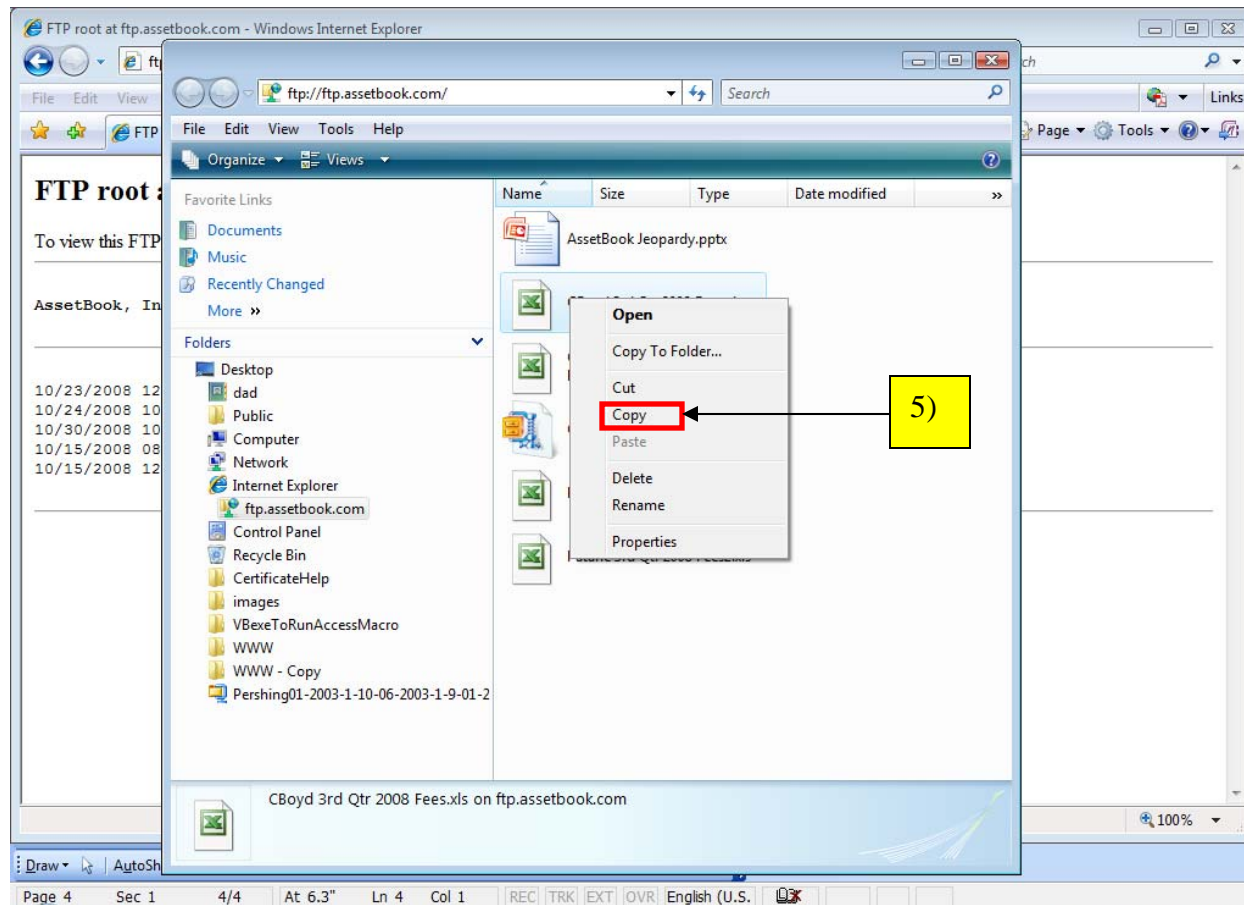
2) Login Credentials are the same ones you would use to login to AssetBook.

- 3) To change to a more standard view click “Page”, and then click “Open FTP Site in Windows Explorer”. You will then need to reenter your login credentials. If you don’t see the “Page” option, look below for alternative action.

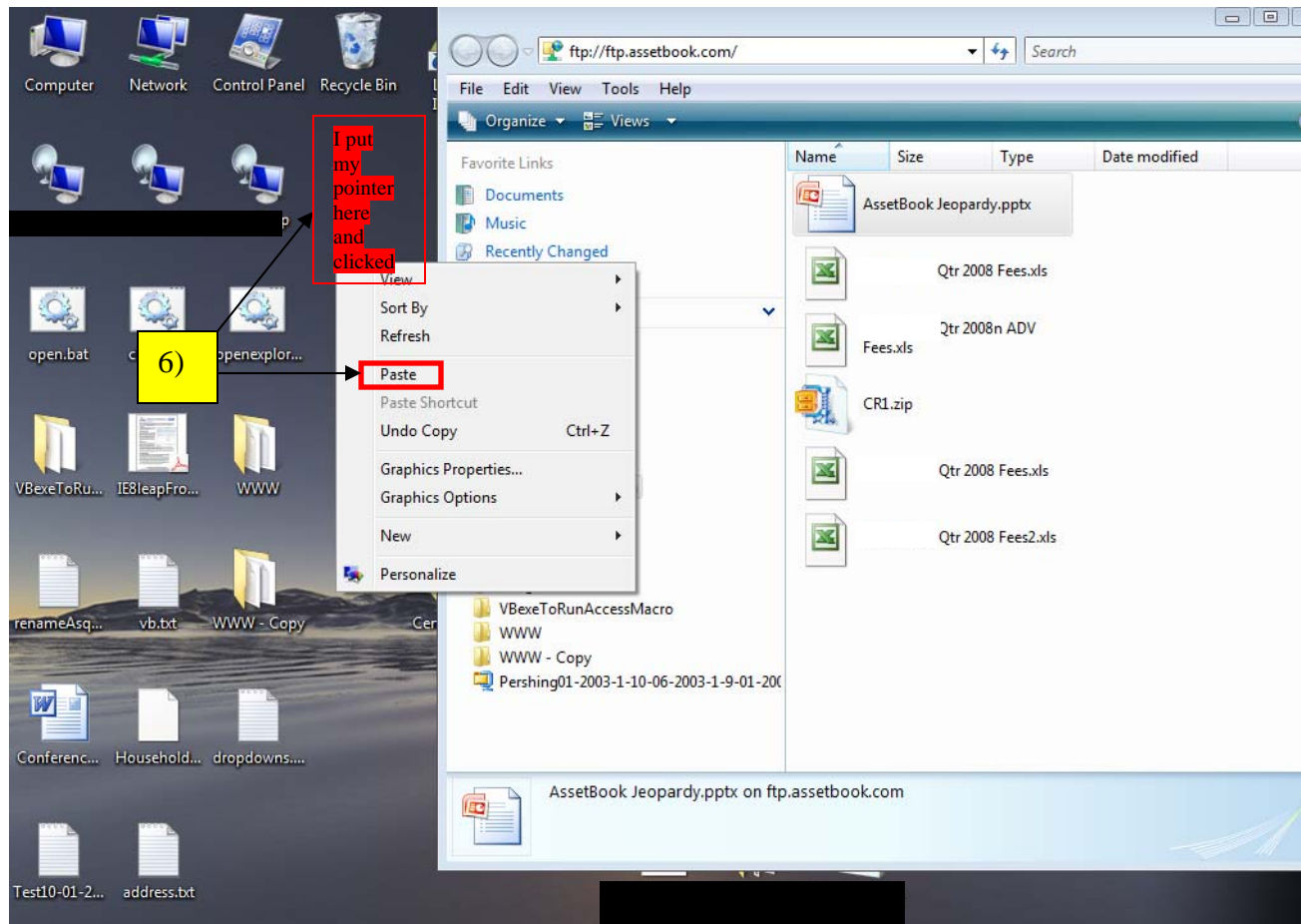




4) Click “View” and then click “Open FTP Site in Windows Explorer”. You will then need to reenter your login credentials.



5) Right click the file you would like to view and select copy.



- 6) Right click any empty space on your desktop and select “Paste”. The file will then be saved on you desktop where you can open and make changes to it.