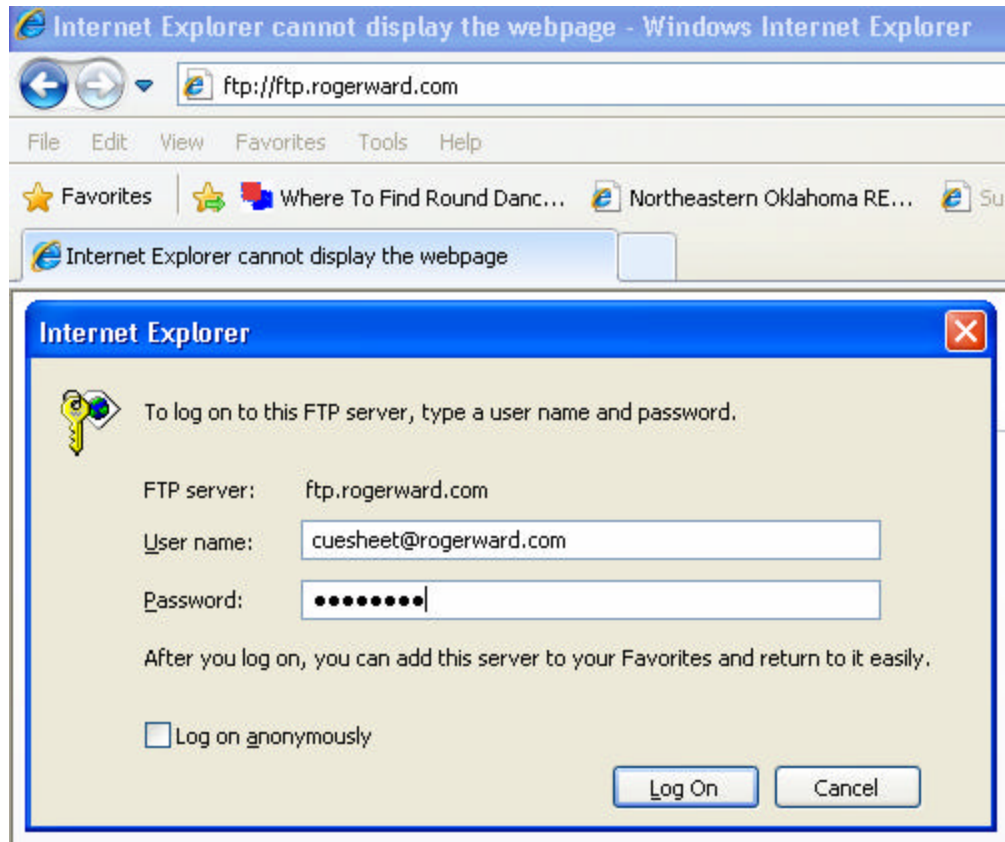


How to Upload a Cue Sheet

**After you start your Internet Browser,
You need to change the <http://www.rogerward.com>...etc...
To what is shown Below: <ftp://ftp.rogerward.com>**

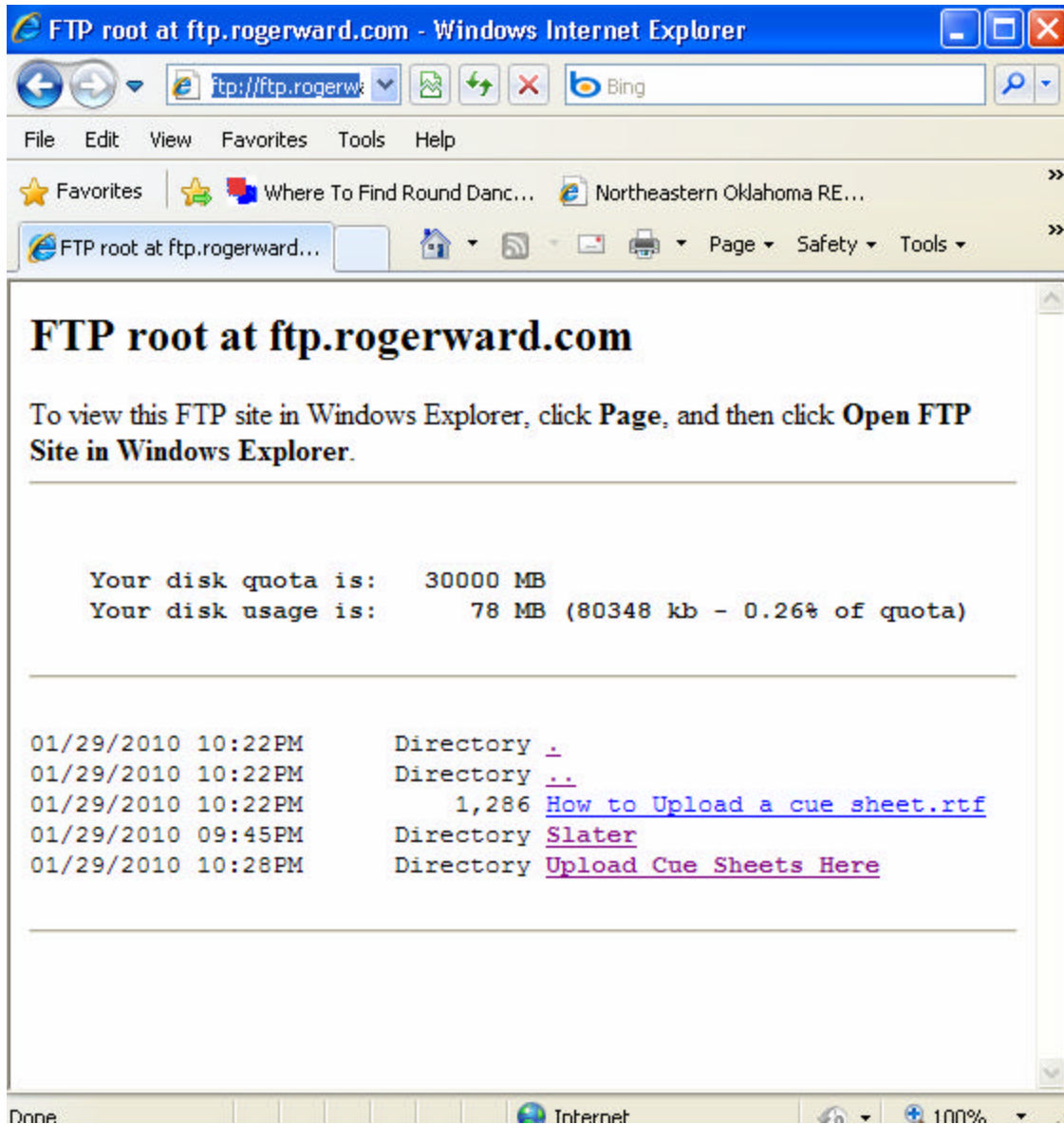


Above you will see this page asking for your User name: type in cuesheet@rogerward.com

On the next line it is asking for your Password: contact the webmaster@rogerward.com for this.

Click on [Log On](#)

The page below will open up next.
On the third line down you see **View**, select this command.



The screenshot shows a Windows Internet Explorer browser window titled "FTP root at ftp.rogerward.com". The address bar contains "ftp://ftp.rogerward.com". The browser's menu bar includes "File", "Edit", "View", "Favorites", "Tools", and "Help". The Favorites bar shows "Where To Find Round Danc..." and "Northeastern Oklahoma RE...". The main content area displays the FTP site's root directory listing, including disk quota information and a list of files and directories.

FTP root at ftp.rogerward.com

To view this FTP site in Windows Explorer, click **Page**, and then click **Open FTP Site in Windows Explorer**.

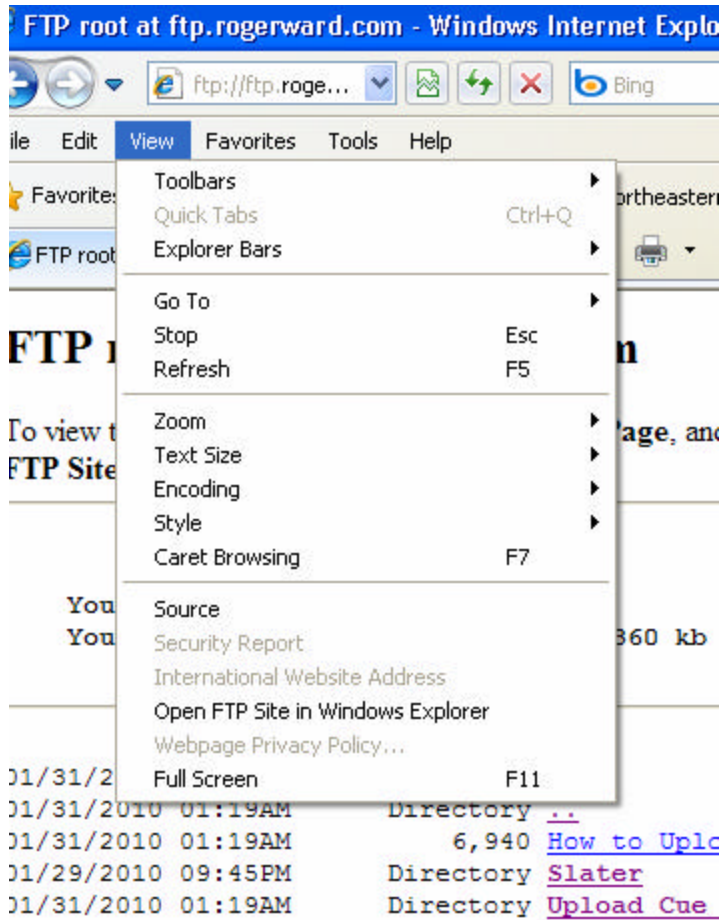
Your disk quota is: 30000 MB
Your disk usage is: 78 MB (80348 kb - 0.26% of quota)

| | | |
|--------------------|-----------|---|
| 01/29/2010 10:22PM | Directory | . |
| 01/29/2010 10:22PM | Directory | .. |
| 01/29/2010 10:22PM | | 1,286 How to Upload a cue sheet.rtf |
| 01/29/2010 09:45PM | Directory | Slater |
| 01/29/2010 10:28PM | Directory | Upload Cue Sheets Here |

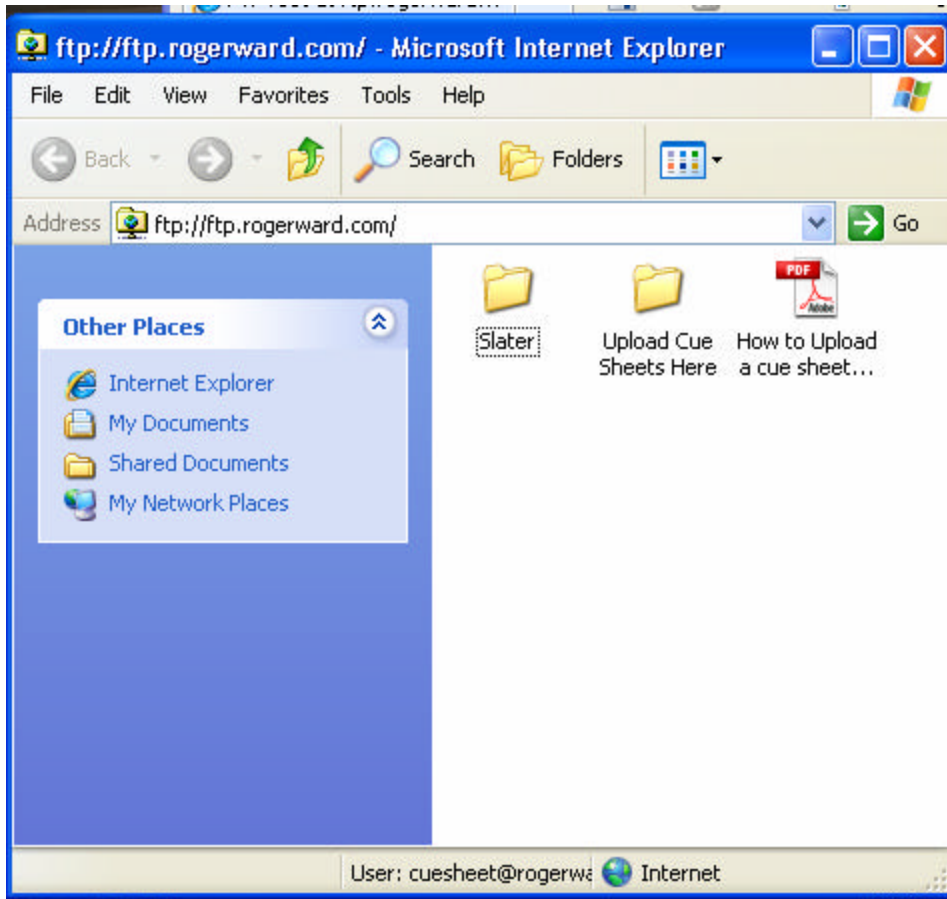
Done Internet 100%

Below is the menu after you selected **View**.

Now select from the Menu (below), **Open FTP Site in Windows Explorer**.



This page opens next. In the center of the white area is where you "PASTE" your files or cue sheets



Please note:

After you have completed this procedure the first time on your computer. The next time you start, the Program advances forward a few pages. So you don't have to go through this entire process.

If you are not able to copy and paste or use this procedure, email your cue sheets To: webmaster@rogerward.com