

How To Send Edit Materials to Home Accents Today Using FTP Software (for PCs or Macs):

You must have your computer connected to the Internet and have a software utility for communicating with ftp sites. These are adequately available as freeware or more robust versions for a small cost. We recommend FTP Voyager [<http://www.ftpvoyager.com/>] for the PC, or Fetch [<http://www.fetch.com/>] for the Mac.

The example below demonstrates what you will see when connecting to Home Accents Today's edit department. To login, use the exact site name, directory, user ID, and password information, as listed below, then click "Connect".

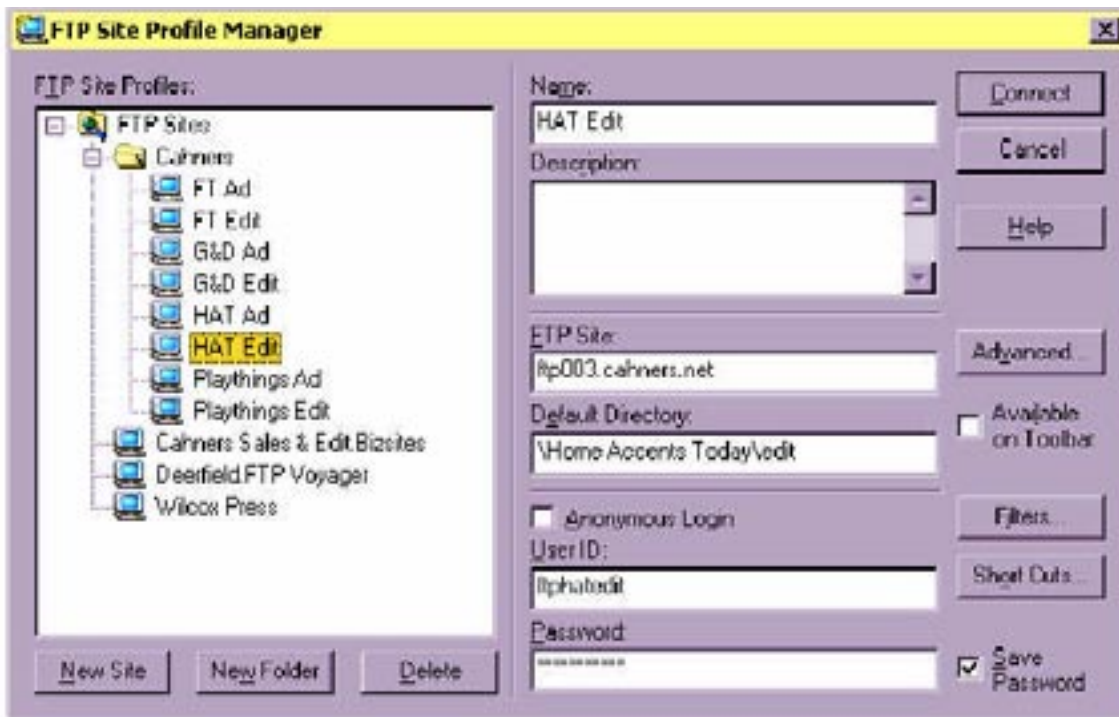
For Home Accents Today Edit

The FTP site name is: <ftp://ftp003.cahners.net>

The default directory is: \Home Accents Today\edit

The user ID is: ftphatedit

The password is: HATedit



Once connected, simply drag and drop your files to HAT Edit to download.

Files can also be uploaded by going to the File menu and selecting "Put". This will bring up an "Open" dialog box; identify the location of the files you wish to transmit, then click "Open".

****Important****

Always identify images using your company name so we can correctly match them with other forms and information received. Place all images in a folder named for your company, and include a text or Word document including your name, company name, contact phone number, e-mail address and fax number, as well as which feature you are submitting products for (ex. October High Point or Design Directions Rugs). Drop the entire folder into the corresponding folder on the Home Accents Today FTP site.

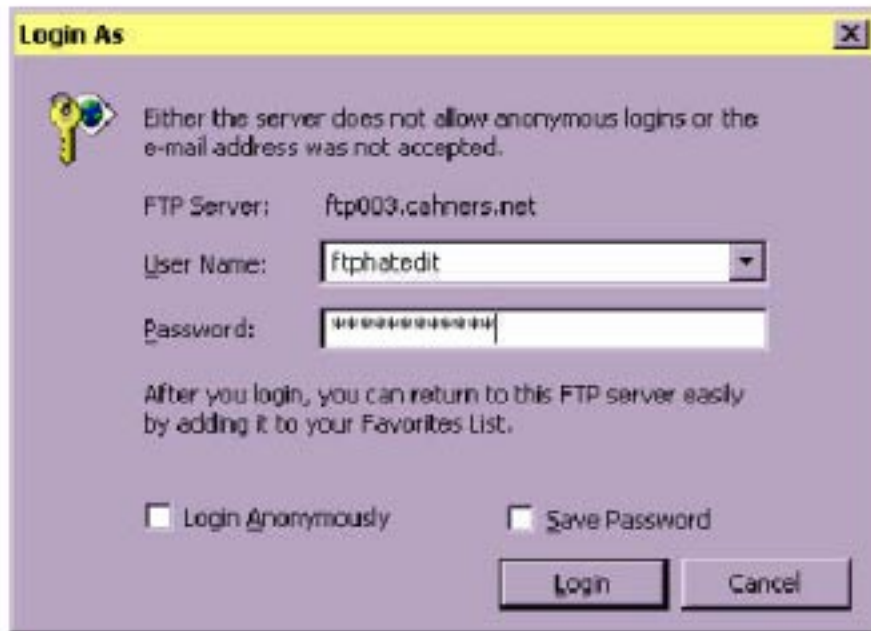
****Important****

Remember to send the corresponding labels, forms, etc. (by e-mail, mail or FTP) to complete the submission. Email the product editors at HATmarket@reedbusiness.com, or call Tracy Bulla at 336-605-3794 or Kara Cox at 336-605-1043 to notify them of a completed FTP submission. We will not be able to consider your products for publication if these guidelines are not followed.

*****If you have any problems transmitting files using either a software utility (as above) or Internet Explorer (as explained below), contact Jenny Heinzen York, Home Accents Today's managing editor at jheinzen@reedbusiness.com or 336.605.1116***

How To Send Edit Materials To Home Accents Today Using FTP and Internet Explorer (for PCs Only):

In Your Internet Explorer Browser window, type this address: <ftp://ftp003.cahners.net>



Enter username and password (exactly as listed below) when prompted:

For Home Accents Today Edit

The FTP site name is: <ftp://ftp003.cahners.net>

The default directory is: \Home Accents Today\edit

The user ID is: ftphatedit

The password is: HATedit



Once connected, simply drag your files to HAT Edit to download.