Manage SFTP Users

> You must have the Administrator role in the Monetate platform to set up SFTP users in the platform settings.

Follow these steps to create an SFTP user.

1. Click the settings icon and then click **Sites**.

2. Select the domain for which you want to create the SFTP user.

3. Click **CREATE SFTP USER**.

4. Type into **Description** the purpose for the SFTP user.

5. Select an authentication method for connecting to the Monetate SFTP server.

6. Enter the appropriate credentials for the authentication method you selected.
   - If you selected **Password**, then type a password into **Create password** and then into **Confirm password**.

     > There are no format requirements for a password.

   - If you selected **Public key**, then paste a RFC 4716-formatted OpenSSH public key into the field. See Public Key Requirements in this documentation for more information.

7. Click **SAVE**.

You do not have to assign an SFTP user with a user role in the Monetate platform.

Public Key Requirements

Monetate only accepts RFC 4716-formatted OpenSSH public keys. RFC 4716 keys are identified by the presence of the following header and footer markers:

`---- BEGIN SSH2 PUBLIC KEY ----` and `---- END SSH2 PUBLIC KEY ----`.

Monetate ignores any text outside of the begin and end markers.

The following is a sample of a correctly formatted public key:

```
---- BEGIN SSH2 PUBLIC KEY ----
AAAAB3NzaC1yc2EAAAADAQABAAACAQDCrJb5WK6TP3RQ0WPW8qoV+E9w2dk1IkCyqpLv3x
jIaPK8Rb3BpNWIZmK0wbgfQKJIoGPUm/JoxgA+r3aVK/j5Uuqmg44kf/8CLrVPVwyvpfmw
ryoeUraHKiB2FGsD4stSeKMFE+587dtV6mVLDtyHAfSHRXn1+AVeYrT5kWXF9zBQ6YHC6w
CDcq6KNxteeKh+kF2hat/6xuiB/dUDUabzx4TZCHzPOnH+PyuM2euKdjAr7ZCwqroiTaG0
AzYEWQvDCjTtjm9Dhhn/nIQT46uIyxSbtMFG9aqLR6shJz4Jo0dimtgCMAaN27Bn8rJOCK
8G0eLnLNzIJvcJqibF0drvWhD2Rq5GhASD+pKTBLfD0a2ZgPA1P0tO7wnGYAqs7ZAwjuiS
absuHnvqMwiojEohuq60gbfMCh1RunvYIsHdIxD8BQz0QzSMIvXrjFxTSvYq66RdVLkkB9
Ik69CuT08+msdMS1u4oE2T8s6BxgK3mutD9oSp2A8qAsy8i6KrleRxOGsC4pEFY9JfT9cW
uJRXOS7IKtfvNzdmxgAm/Nyu5HH/VdrdhEefGm4Rdcqi2FZmWg/CuFFGWoD3knt+B2YLt5
hFqeKLdhED/Xnnzgd2VnrcYuDUaAEYTDS4TXWXL4/VO7dV0WxLWnNedVAtSIbxFjDiIEIV
SY32ANNJVenjaQ==
---- END SSH2 PUBLIC KEY ----
```

Refer to the Internet Engineering Task Force's RFC 4716 for more information about the Secure Shell (SSH) public key file format.

Editing an SFTP User

You can change a password for an existing SFTP user or delete an SFTP user from the **Sites** tab.

First, click the additional options menu (**...**) at the far-right side of a user entry in the SFTP Users table. Next, select **Edit** to access the SFTP User Details modal to revise the authentication method, or select **Delete** to remove the user entirely.