

## A Guide to Uploading Websites to the UConn Server

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To upload your website to the server:

- I. Launch Dreamweaver, go to Site > New Site.
- II. Select the Advanced tab at the top.
- III. Under “Category” on the left hand side, click on Local Info.
- IV. Make sure to fill out the Local Info with the following guidelines in mind:
  - **Site name:** Give your site a name (ideally this should match the name of your local root folder).
  - **Local root folder:** Locate your local root folder (where you keep all of your DW files).
  - **Default images folder:** Locate the same folder as above.
  - **Links relative to:** Make sure “Document” is checked.
  - **HTTP address:** Enter your homepage url (e.g., <http://homepages.uconn.edu/~jl295sao>)
  - **Case-sensitive links:** Leave box unchecked
  - **Cache:** Make sure “Enable cache” box is checked
- V. Now click on “Remote Info” under Category and follow the directions below:
  - **Access:** Select FTP
  - **FTP Host:** Enter: **sp.uconn.edu**
  - **Host Directory:** Enter: **public\_html**
  - **Login/pswd:** Enter those from your handout and click Test to make sure you successfully connect to the server.
  - **Use passive FTP:** Make sure box is checked
  - **Use firewall:** Make sure box is checked
  - **Maintain synchronization info:** Make sure box is checked
  - All other boxes should be left unchecked
- VI. Click OK and go back to your Dreamweaver page (Window > Files) to upload to the server by clicking on the blue “Put Files” arrow. You should be all set!