

Data Sheet for Domain Registration, cpanel, & FTP

1. Go to **namecheap.com**
2. Click "Sign up"
3. Choose a username (can be anything); write it in the space below
4. Choose a password (use letters, numbers, capital letter, symbol);
write it down in the space below so you won't forget!
5. Fill out the rest of the form, un-check the "sign me up" option
6. Click "Create Account and Continue."
7. Keep that tab open; go to a new tab, and go to **nc.me**
8. Type in the name of the domain you want, click "Search."
9. When you find a name that is available, click "ADD"
10. Click "Complete order"
11. On the next page, near the bottom, enter your LUJ email address; click "Finish up"
12. In a third tab, open Gmail, sign in to your LUJ Mail account
13. Open the message which is titled, "Namecheap – Please confirm your email"
14. Click on the "Verify your email" button
15. On the page saying your email has been verified, enter the username & password you chose in steps #3 and #4, then click "Login"
16. On the confirm page, enter an address & phone number (it can be fake, or you could use the LUJ address & phone number: **5-7-12 Shinjuku, Shinjuku-ku, Tokyo, 160-0022, +81-3-3225-0425**), then click "Confirm Order"
17. After you get the "Thanks" page, you can go back to the first tab at namecheap.com and check your account; if you reload, you should see the new domain appear.

namecheap.com Sign-up

Username: _____

Password: _____

Username: _____

Password: _____

Username: _____

Password: _____

nc.me Sign-up

Domain name: _____

lujweb.com Sign-up

Cpanel address: **lujweb.com/cpanel**

Host: **lujweb.com**

User name: **lujweb**

Password: **hug Ponta now**

Setting Up Your Domain

In order for a web site to work, you need two things:

1. A domain name
2. A web server

The domain name will be the "shortcut" to the IP Address. The IP address is the address of the web server. The web server computer has your web site files. The domain and the web server connect through the DNS system.

The web server requires many things in order to function:

1. A computer which is on all the time
2. A high-speed Internet connection (including high upload speeds)
3. A static (unchanging) and dedicated (private) IP address
4. Web server software—for example, Apache
5. Someone to install and maintain the software and server

All of these can be expensive to buy and difficult to maintain. Therefore, it is much easier to use a web host. A web host will provide all of these services for a monthly fee. For reliable service, plans costing at least \$10 a month are usually required. Lakeland College Japan has purchased a web hosting account, and everyone is free to use it for one year.

The Process

These are the steps you need to take:

1. Change the DNS address at your domain registrar (in our case, NameCheap)
2. Add your domain using cPanel at the web host (in our case, lujweb.com on BigScoots)

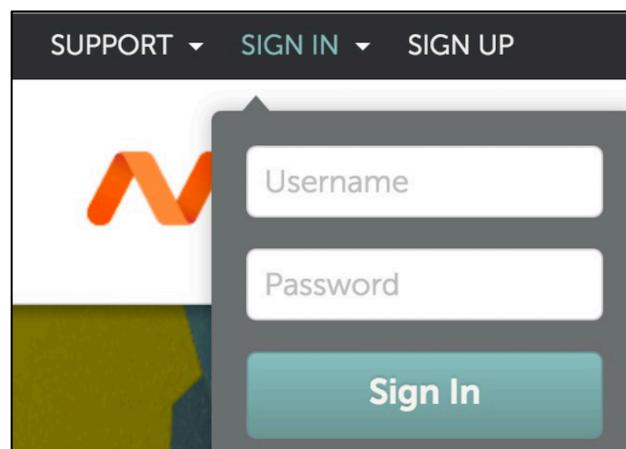
Here is the process:

1. Change Your Domain's DNS

Begin by logging in to your account at NameCheap. For this, you must have the **username** and **password** you used for the account when you created your domain name.

Go to <http://namecheap.com>

In the top-left corner, there is a "Sign in" menu item. Enter your username and password, and then click the "Sign In" button.



Your account page should appear, with your domain name listed.

The screenshot shows the Namecheap account dashboard. On the left is a sidebar with links: Dashboard, Expiring Soon, Domain List, Product List, and Profile. The main area displays a message 'Hello Art Kahn' and 'Last logged in on Nov 11, 2015, 09:44 AM (EST)'. It also shows 'Account Balance \$0.00 Top-up' and 'Two Factor Authentication OFF Manage'. Below this is a section titled 'Recently Active in Your Account' with columns for 'All', 'Products', and 'Expiration'. The first row in this table is highlighted with a red box and shows the domain 'artkham.me'. To the right of this row is a 'MANAGE' button, which has a red arrow pointing towards it from the right edge of the screenshot.

Click on the "Manage" button. You will see a new page:

The screenshot shows the domain management page for 'mmartian.me'. At the top, there are tabs: Domain (which is active), Products, Sharing & Transfer, and Advanced DNS. Below these are sections for 'STATUS & VALIDITY' (Active, Nov 21, 2016 - Nov 22, 2017) and 'WhoisGuard' (Protection, Nov 21, 2016 - Nov 21, 2017). Further down is a 'PremiumDNS' section (powered by VERISIGN) with a 'BUY NOW' button. At the bottom, there is a 'NAMESERVERS' tab (highlighted with a red box) and a dropdown menu showing 'Namecheap BasicDNS', 'Namecheap Web Hosting DNS', and 'Custom DNS' (which is highlighted with a blue background).

In the list, it will say "Nameservers." Normally, this is set to "Namecheap BasicDNS." You need to change it to "Custom DNS."

The screenshot shows the 'NAMESERVERS' settings page. It features a 'NAMESERVERS' tab and a 'REDIRECT DOMAIN' tab. Below these are dropdown menus. The first dropdown is set to 'Namecheap BasicDNS'. The second dropdown is open, showing three options: 'Namecheap BasicDNS', 'Namecheap Web Hosting DNS', and 'Custom DNS'. The 'Custom DNS' option is highlighted with a blue background.

In class, I asked you to use the nameservers NS1.BIGSCOOTS.COM and NS2.BIGSCOOTS.COM, but I have since learned that the nameservers have changed. Please enter the following nameserver addresses instead:

The screenshot shows a form with a dropdown menu set to "Custom". There are two input fields containing "NS1.BIGSCOOTS.COM" and "NS2.BIGSCOOTS.COM". Below the fields is a red button labeled "ADD NAMESERVER". At the top right, there are green checkmark and red X icons.

If you put the NOCDIRECT addresses before, I need you to change those to the new ones.

Once you change them, you have to save the changes: click the green check mark.

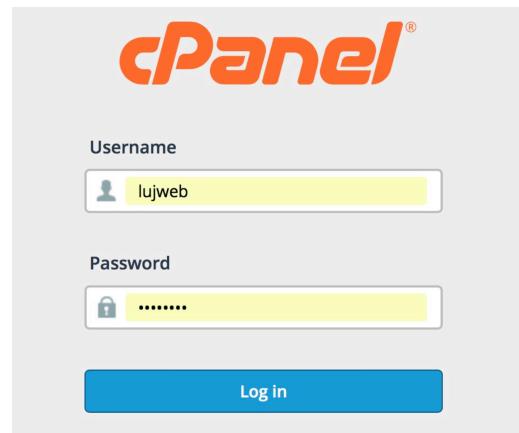
That's it! You're finished!

2. Add Your Domain to the **lujweb.com** Web Host Account

Next, you have to go to the cPanel at **lujweb.com**
Go to:

lujweb.com/cpanel

The address will change to a different one;
that's okay. The username is **lujweb** and the
password is **hug Ponta now**
(the # is part of the password)



Once you log in, you will see a lot of buttons.

In the section named "Domains," you should see a button named "Addon Domains," or you can type "addon" or "domain" in the search window.

Click it!



This will take you to the Addon domains page; on that page, you can link your domain to the web host.

The Addon domain page gives you this form:

Create an Addon Domain

New Domain Name
mydomain.me

Subdomain
mydomain

Document Root /
public_html/project3/spring2020/mydomain.me

Create an FTP account associated with this Addon Domain.

Add Domain

Under "New Domain Name," put in the **.me** domain name you got from NameCheap.

When you go to another box, the first three boxes will automatically fill in.

IMPORTANT: the "Document Root" will simply repeat your domain name. **You must change this.** Type in "`public_html/project3/spring2020/mydomain.me`" (use the name of your domain).

Do not check the box for an FTP account.

When the information is filled in, click **Add Domain**.

The page will take a minute or two to process your request. Do **not** click the "Add Domain" button a second time; just be patient. Eventually, you will see a success message and a note.

 **Addon Domains**

 The addon domain "mydomain.me" has been created.

 If you would like to manage the files for this domain, you can do so here: [File Manager](#)

 Go Back

That's all! You can log out and quit.

After a short while (at least a few minutes, but maybe a few hours) your domain will become live on the Internet!