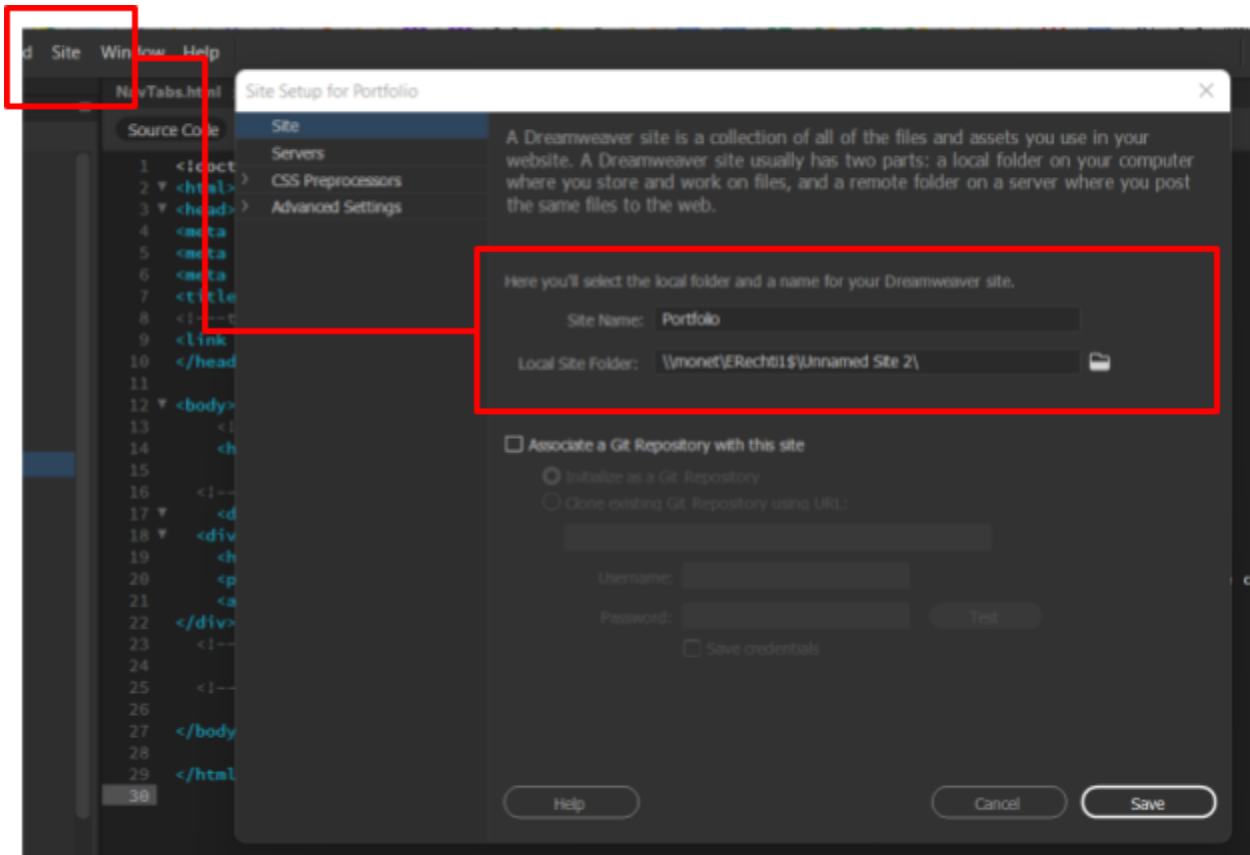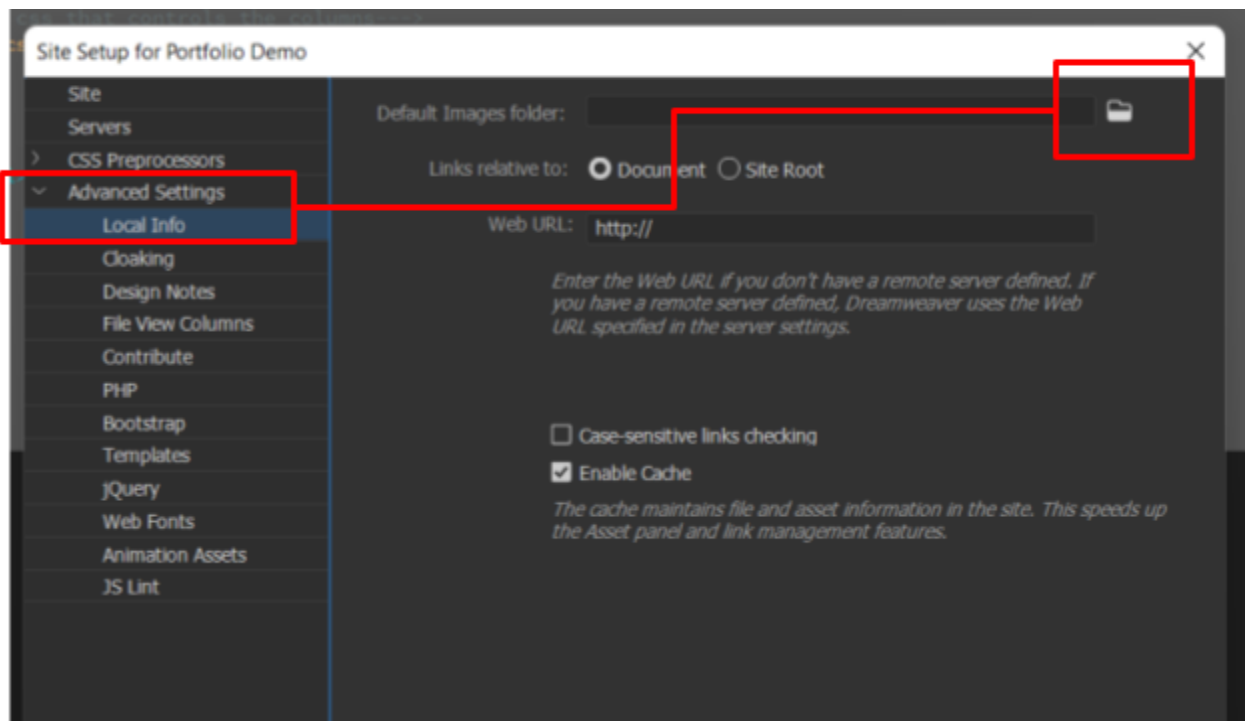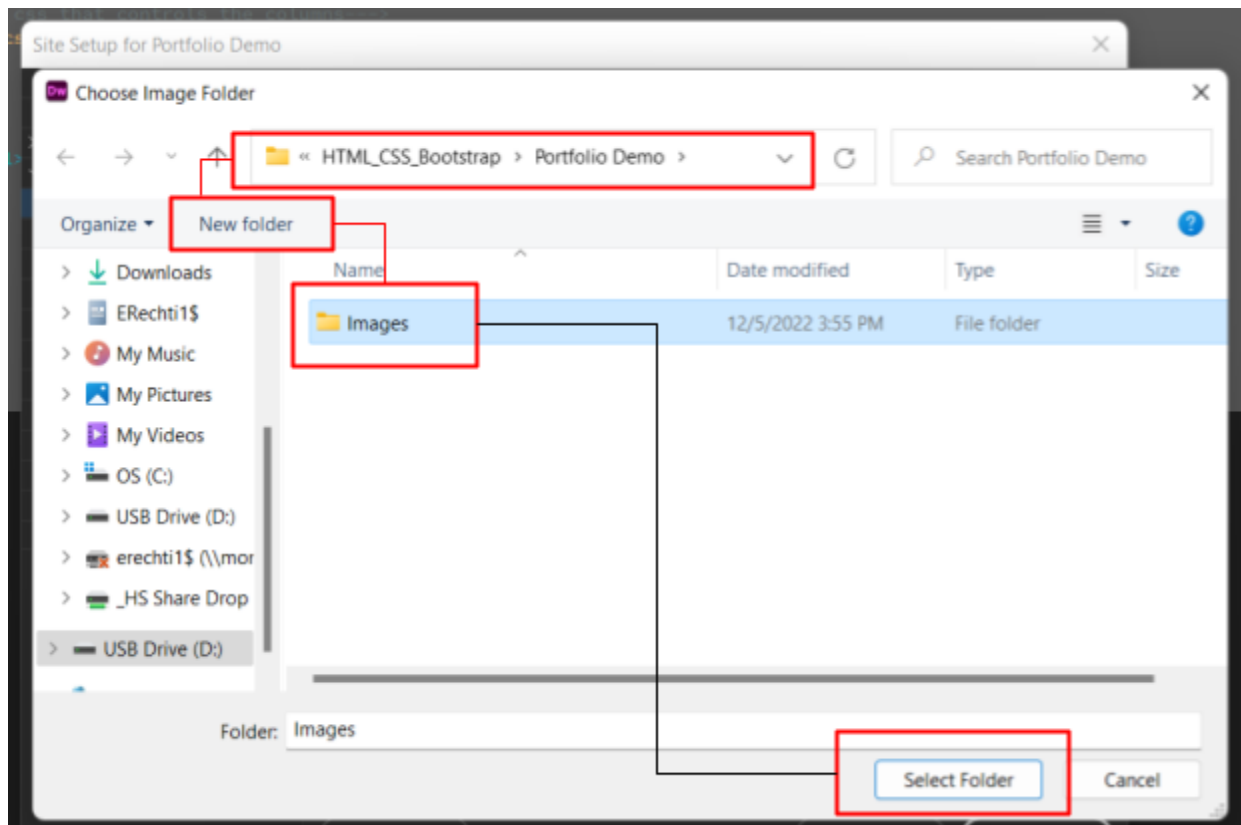1. Site > New Site > Name: Portfolio > Save on Monet Server:
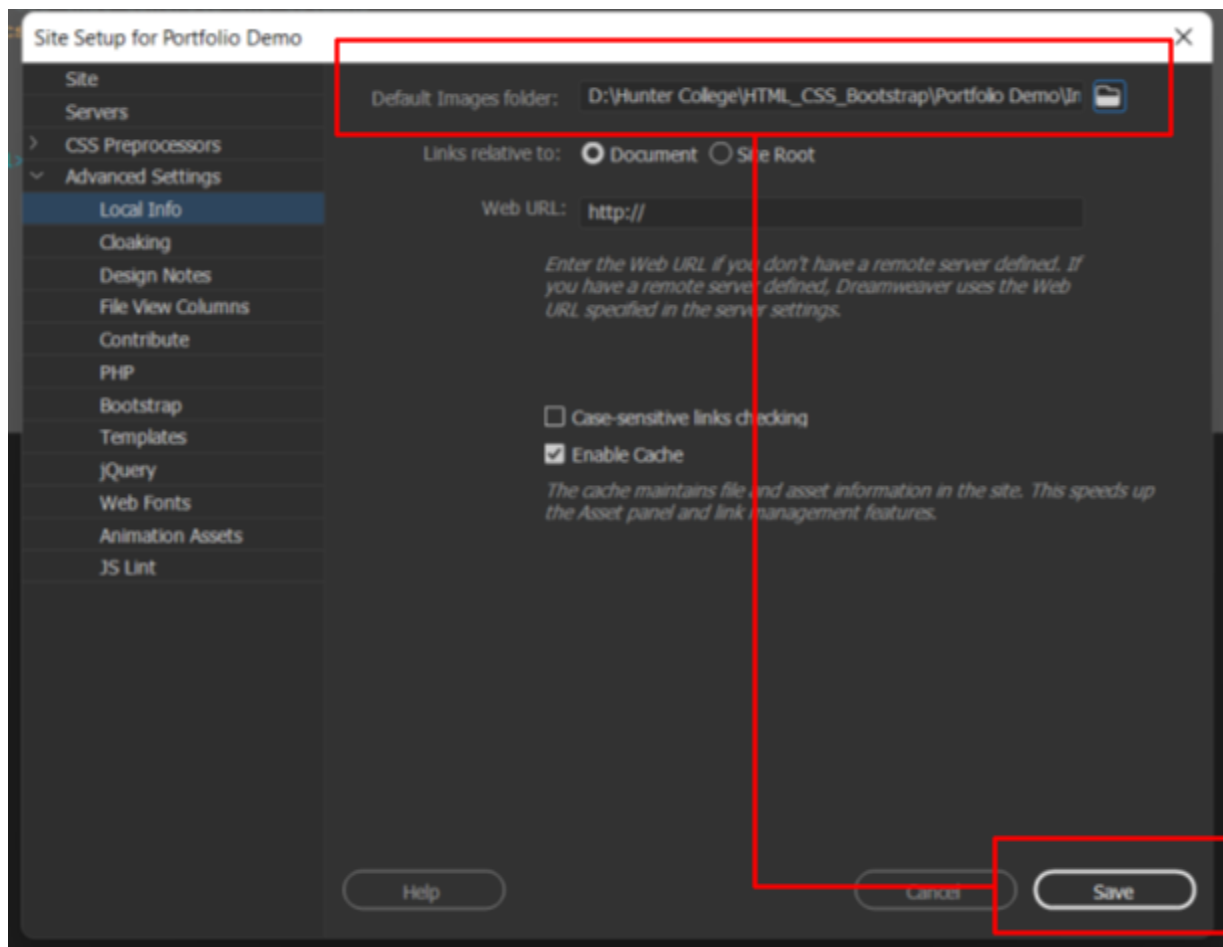

2. Set up you Images folder: Click on Advanced Settings > Local Info, then click on the folder icon to place it inside your Portfolio Folder:

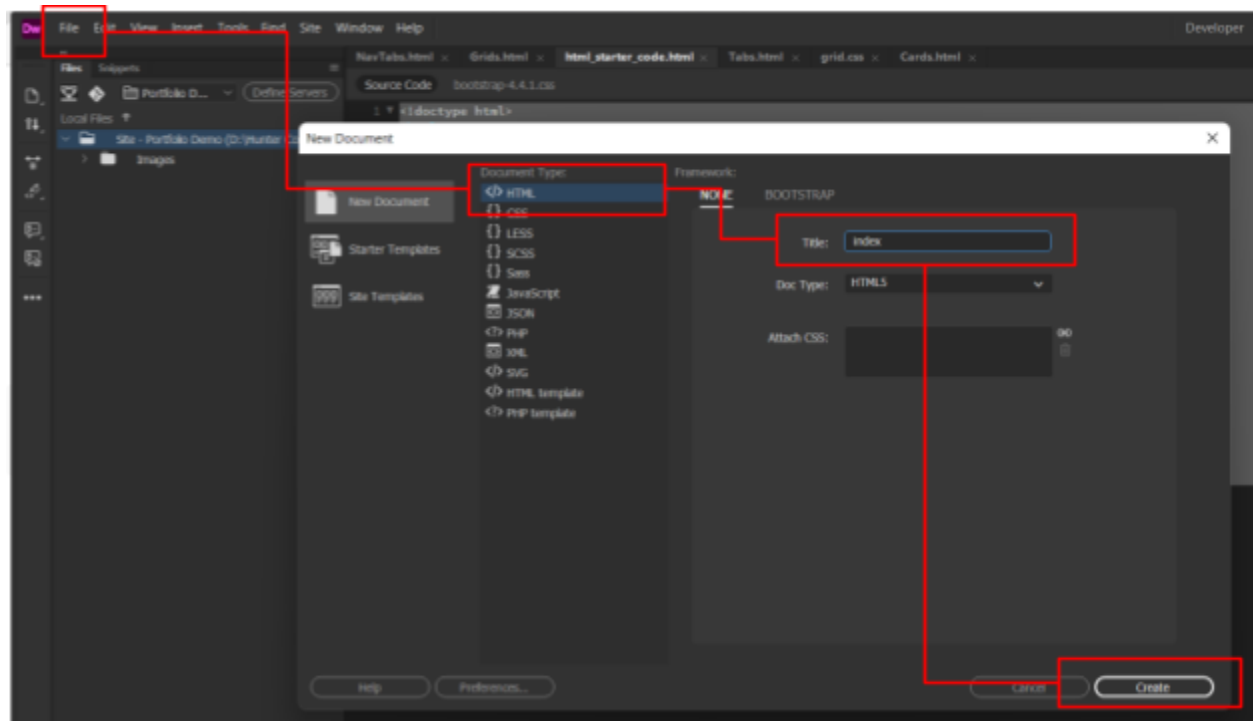3. Make a new folder named Images > Select Folder:

4. Double check to see that you have the correct folder selected > Save:

5. Browse to your site folder on the server, check to see that you have your Images folder inside:

6. Go to New > File > </>HTML. Name it index > Create:

7. Choose File > Save (it should open to your site folder). Name it index > Save.

➔ Resource Video for more information.