**Information needed to publish your files to your school’s web server:**

|  |  |
| --- | --- |
| **School name** |  |
| **Your name** |  |
| **User name** |  |
| **Password** |  |
| **What process is required to request web server space at my school?** |  |
| **What software is used to publish webpages to the web server?** |  |
| **What special software settings are required?** |  |
| **Root web folder** |  |
| **Root URL** |  |
| **What URL is created by the server?** |  |
| **How do I contact my school’s Help Desk if needed?** |  |
| **Where can I get additional help on how to publish my webpages?** |  |

**Sample solution:**

|  |  |
| --- | --- |
| **School name** | Johnson County Community College, JCCC |
| **Your name** | Dan Clark |
| **User name** | dclark555 |
| **Password** | 1990dclark! |
| **What process is required to request web server space at my school?** | Go to: <https://students.jccc.edu/selfhelp/>  Enter your userid and password and click Login.  From there, you can activate your Web Server Space.  More information is provided in this pdf file:  <http://www.jccc.edu/files/pdf/help-desk/enable-web-publishing.pdf> |
| **What software is used to publish webpages to the web server?** | JCCC recommends Filezilla Client, a free FTP (file transfer protocol) program. FileZilla Client can be downloaded for free at:  <https://filezilla-project.org/> |
| **What special software settings are required?** | Three FileZilla settings are required to publish to the JCCC file server as shown in the FileZilla dialog box below:  **Host**: students.jccc.edu  **Encryption**: Require explicit FTP over TLS  **Login Type**: Interactive  More information for JCCC students is provided in this pdf file:  <http://www.jccc.edu/files/pdf/help-desk/student-server-filezilla.pdf> |
| **Root web folder** | public\_html/ |
| **Root URL** | http://students.jccc.edu/ dclark555/ |
| **What URL is created by the server?** | **Files and folders copied into the root web folder such as:**  **public\_html/chapter1/index.html**  **resolve with this URL…**  **http://students.jccc.edu/dclark555/chapter1/index.html** |
| **How do I contact my school’s Help Desk if needed?** | **913-XXX-XXXX (Ask for the student Help Desk)** |
| **Where can I get additional help on how to publish my webpages?** | **FileZilla Client tutorials:**  [**http://www.youtube.com/watch?v=Wtqq1Mn1ltA**](http://www.youtube.com/watch?v=Wtqq1Mn1ltA) **(15:39)**  [**http://www.youtube.com/watch?v=A-gr0LIWT64**](http://www.youtube.com/watch?v=A-gr0LIWT64) **(12:47)** |