## How to Use Your CCAC Website

This information is extremely important and all aspects of it must be mastered to be successful in CIT125. This document will show you how to get webpages published on your CCAC website.

When you register for classes at CCAC you get an email account and web space. Your web address is:

http://web.acd.ccac.edu/~netid/

In my case for example, my web address is:

http://web.acd.ccac.edu/~kmoore/

because my netid is kmoore.

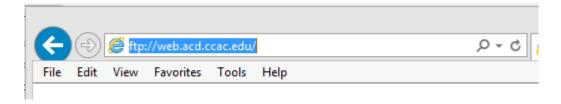
Note that the protocol is http (HyperText Transfer Protocol). This means that using this address allows the user to view a webpage that has been uploaded to the web.acd.ccac.edu server. This page must be named **index.htm** and must be placed in the **public\_html** folder.

So while http:// allows you to view a website, you need a protocol that allows you to transfer html pages to the server. This protocol is ftp:// or File Transfer Protocol and can be initiated for your space by using:

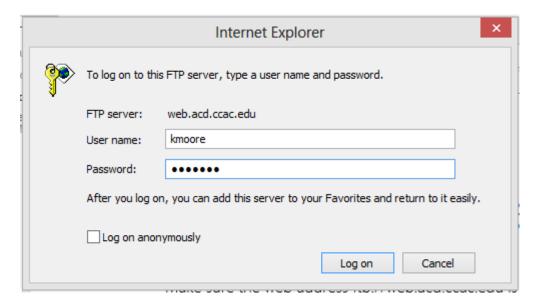
## ftp://web.acd.ccac.edu/

Note that there is no **netid**. Using ftp:// to access your web space will take you to a login page where you enter your netid and password. The netid and password result in you being taken to your individual web space.

Here is what this looks like in a browser:



Resulting in:

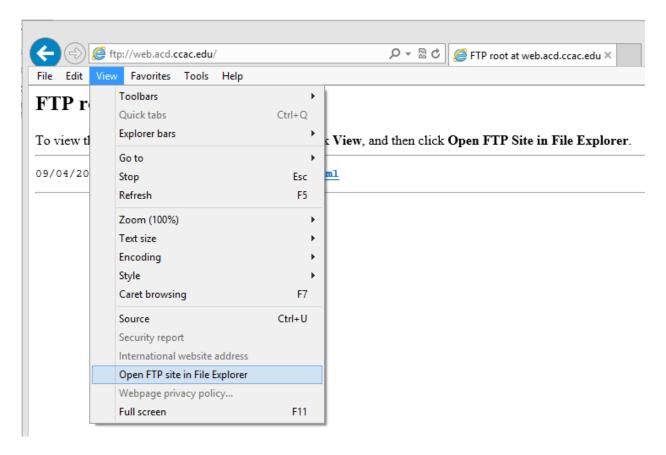


Which when you log in will take you to:

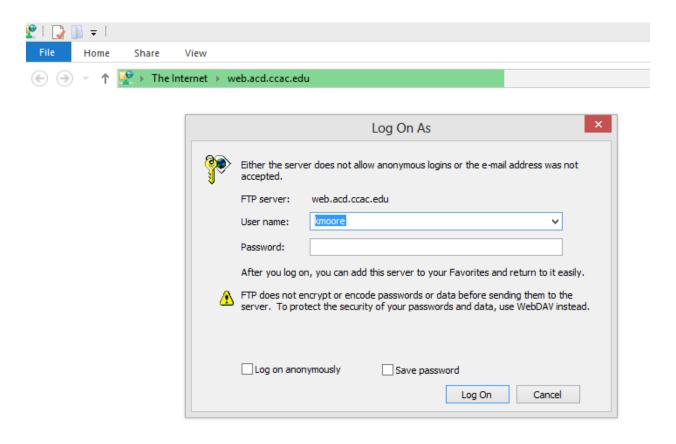


web.acd.ccac.edu is a unix system and public\_html is the folder that will hold your webpages. public\_html must not be modified in any way. It must not be deleted nor have its permissions changed.

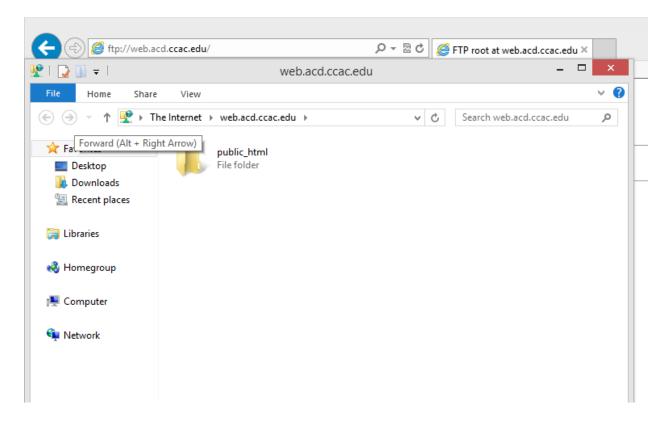
To open your web space as a file directory on your computer, do what the instructions say and change the view to Open FTP Site in File Explorer.



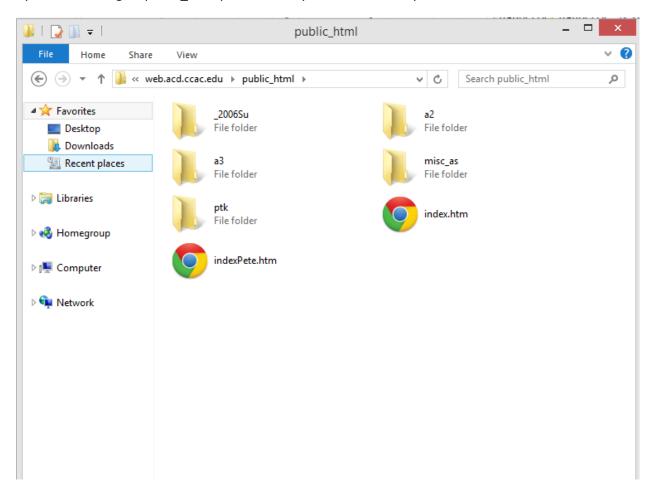
You will be prompted again for your netid and password.



Which results in a folder view that can be treated as you would any other folder on your computer.



By double clicking on public\_html you will be in your main directory.



Your folder should be empty and this is where you place your file index.htm.

To transfer your index.htm to your folder you can simply drag and drop it or cut and paste it.

Test this by adding this code to a notepad file and saving it as index.htm:

Then copy it from your computer to public\_html. This will copy the file over the internet to a computer located on the north side. It will then be on the hard drive on that computer (web.acd.ccac.edu)

To see if it all worked correctly, use HyperText Transfer Protocol to view your page:

## http://web.acd.ccac.edu/~netid

What will happen is that the server will get a request for your homepage. The server will go to your public\_html folder and look for index.htm. It will send index.htm back to your browser for viewing.

There are some important aspects to using ftp. You cannot edit a file while in ftp. So you cannot open a file with note pad in your public\_html folder, make changes and save them. You must copy index.htm to your computer, edit it, save it and then copy it back to public\_html.

The only actions you can perform while in ftp are copy and paste. You can copy and paste to and from public\_html but that is the limit of what actions you can perform. You cannot view a file correctly in ftp either. You must go to http to view your files.