

Setting Up a New FTP Site Using DreamWeaver CS3 for BGSU's Podcast Server

BGSU's Podcast server (podcast.bgsu.edu) requires SFTP and DreamWeaver CS3 supports that. You can use these instructions to set up a new SFTP site in DreamWeaver CS3. These instructions assume that you will not be using a server technology such as ColdFusion, JSP (Java Server Pages), etc.

1. On the **Site** menu, select **New Site...**
2. If you don't see the site definition window shown in Fig. 1, click on the Basic tab.
3. On the Editing Files window, enter your DreamWeaver site name and HTTP address of the directory where your homepage resides on the web server.

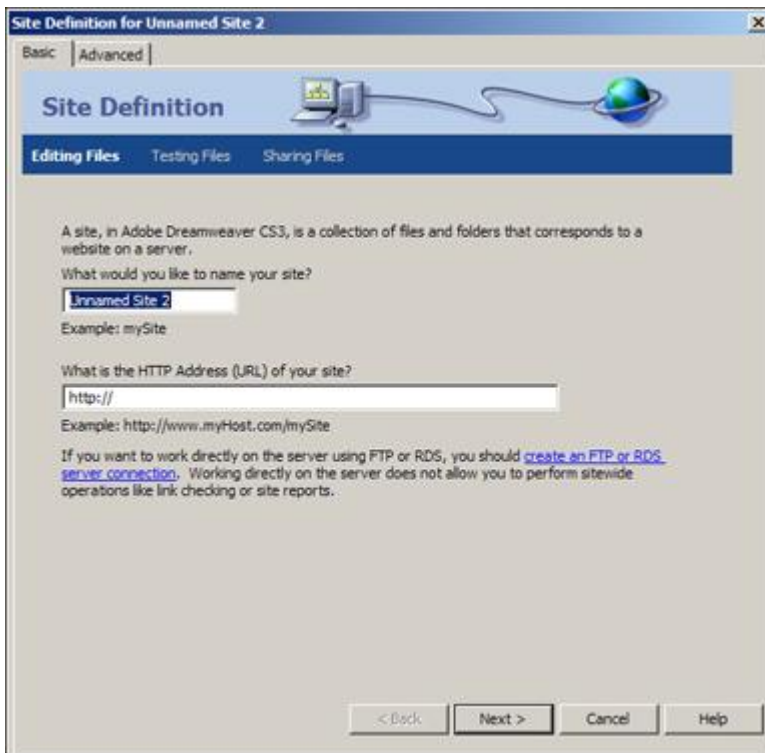


Fig. 1 Site Definition Editing Files window

What would you like to name your site?: This is the site name you will look for in DreamWeaver when you want to work on this site.

What is the HTTP Address (URL) of your site?: Put the URL of the directory that contains your site. For example, if your homepage is `http://podcast.bgsu.edu/ffalcon/index.html` you should enter just enter `http://podcast.bgsu.edu/ffalcon/` as the address of your site.

4. Click the **Next** button and answer the question on the Editing Files, Part 2 window.

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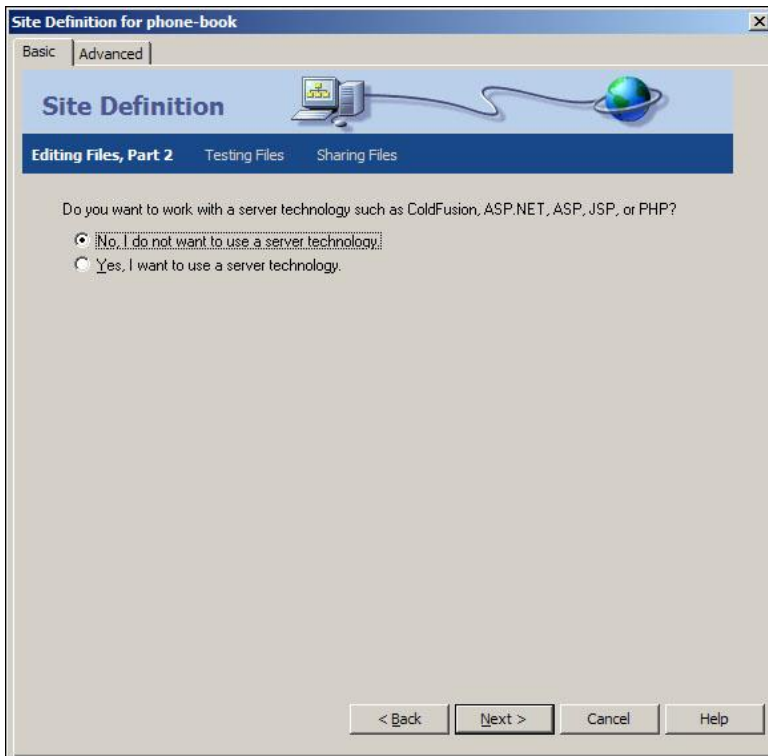


Fig. 2 Site Definition Editing Files Part 2 window

Do you want to work with a server technology?: For most everyone at BGSU, the answer to this question would be “No”.

5. Click the **Next** button and answer the questions on the Editing Files, Part 3 window. You will have to browse to the location on your desktop that contains the local copy of your site files.

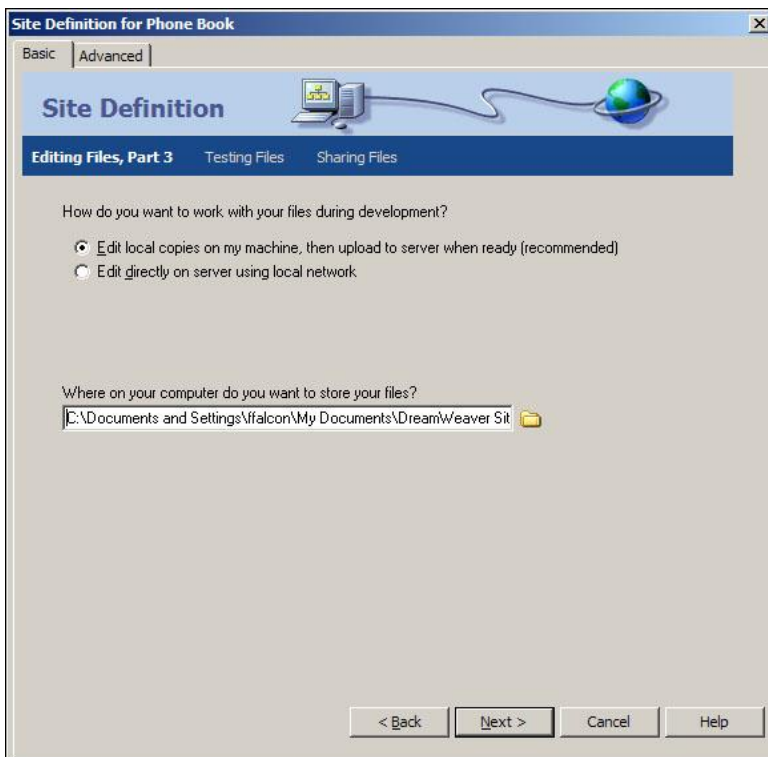


Fig. 3 Site Definition Editing Files Part 2 window

How do you want to work with your files during development?: Since you don't have login access to the server, you will be editing local copies of files on your machine.

Where on your computer do you want to store your files?: Click on the folder icon to browse to the root folder of your site stored on your desktop. Then open the root folder and click on the Select button. DreamWeaver will record the path for that folder as the answer to this question.

Note: It is suggested but not required that the name of the root folder of local files match the name of the root folder of your site on the server. For example, if your site is at <http://podcast.bgsu.edu/ffalcon/>, your site could be stored in your My Documents/DreamWeaver Sites/ffalcon folder so that the names of files and folders on your desktop will match those on the server.

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6. Click the **Next** button and select **FTP** as the answer to 'How do you connect to your remote server?'. Then the rest of the questions on the Sharing Files window will appear. Fill in as indicated.

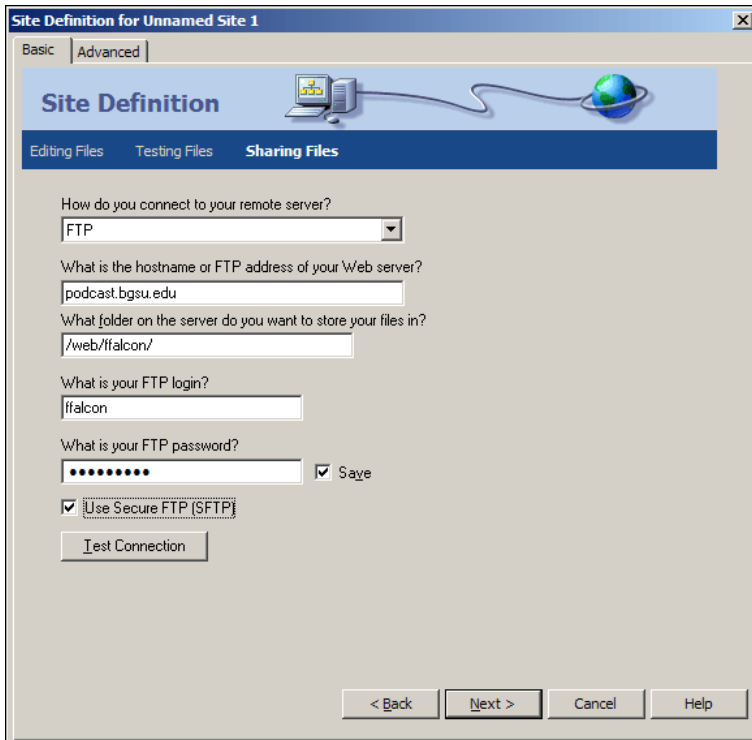


Fig. 4 Site Definition Sharing Files window

How do you connect to your remote server? FTP.

What is the Hostname or FTP address of your Web server? Enter 'podcast.bgsu.edu'

What folder on the server do you want to store you files in?: To come up with this answer, you will replace the `http://podcast.bgsu.edu/ffalcon/` for your home directory with `/web/your-userid`

What is your FTP login? Enter your account name on the podcast server.

Use Secure FTP (SFTP) Click on this checkbox to select it.

What is your FTP password? Enter the password for your podcast server account.

7. After you have entered all the values in the Sharing Files window, click the **Test Connection** button. If you connection is set up correctly, you will see a confirmation window like the one in Fig. 5. If that fails, make sure you have entered the correct userid and password for the campus server and your file pathnames are correct before testing the connection again.



Fig. 5 Result of Successful Connection Test

8. When you can successfully connect to the server, click the **Next** button and answer the questions on the Sharing Files, Part 2 window.

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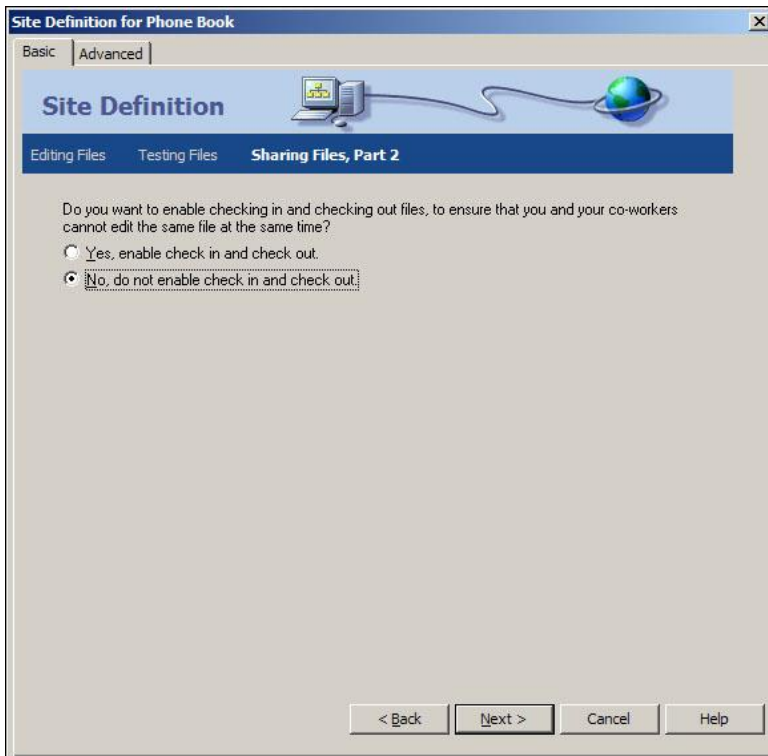


Fig. 6 Site Definition Sharing Files, Part 2 window

Do you want to enable checking in and checking out files? It is up to you if you want to use this option or not. You may want to use it if a lot of staff members work on your site so only one staff member can get access to edit a page of content at a time.

9. Click the **Next** button to review a Summary of your site definition.

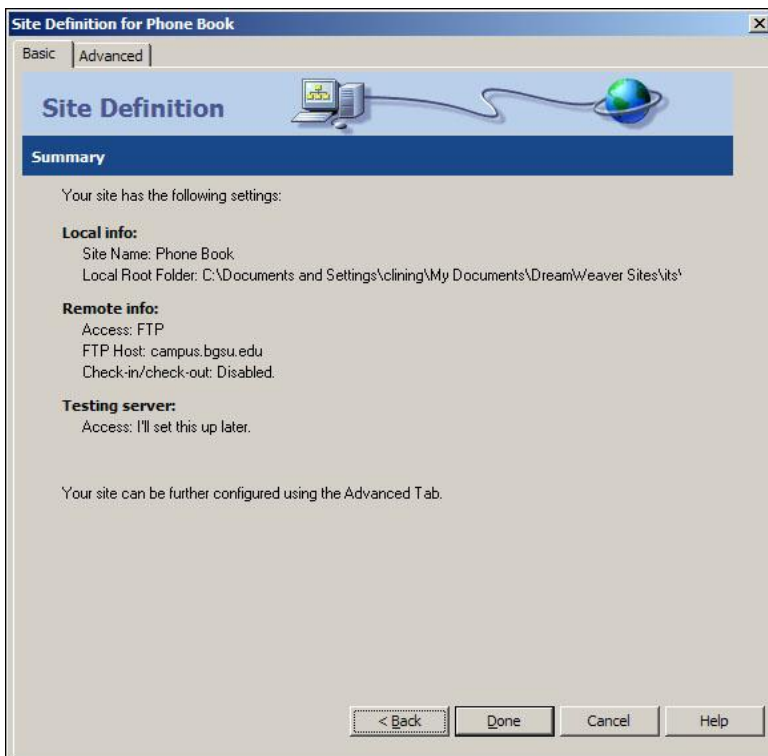


Fig. 7 Site Definition Summary window

Local info: your DreamWeaver site name and its location on your desktop.

Remote info: the access method, the FTP host name you entered and the choice you made for check-in/check-out of files.

Testing server: This should say "Access: I'll set this up later."

Note: you can further configure the site by clicking on the Advanced Tab.

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10. Click the **Done** button. You will see an indicator that your site cache is being generated. As soon as that is finished, you will see a display of the local files on your desktop that you can access through DreamWeaver to maintain your site.

When you become familiar with the process of setting up an FTP site in DreamWeaver, you can skip entering values from the Basic tab and go directly to the Advanced tab. If you are not using server technology or check-in/check-out files, all you need to do is to fill out the content requested in the Local Info and Remote Info categories and click **OK** to set up a site.