

YOU WILL HAVE TWO SITES TO MANAGE THIS TERM
AN INDIVIDUAL SITE
ACCESS TO YOUR TEAM SITE

LOCAL FILE ORGANIZATION

Navigate to your folder for this class (4713_files) stored on your internal HD or an external Flash drive. You'll be adding an additional folder in this folder.

TEAM FOLDER (named: team_local)

Also create a second folder in your 4713_files folder. Name it: team_local. This is where you will access your Team site. Be aware that ALL members of your team will have access to the site, but not your local files (unless you upload them).

Make sure you only put files into your local web folders that are meant to go onto your site(s) and are in a web appropriate file type. Research files, photoshop files, videos, etc., should be stored in a separate location. Teams may wish to create a shared folder on a file sharing service.

SITE MANAGEMENT VIA DREAMWEAVER – DO FOR EACH FOLDER

TEAM: Select your local folder for your team site (team_local).

All files for this site should be in the selected folder for proper site functionality.

In Dreamweaver →

- Site → New Site (or Site → Manage Sites if you need to make changes after set-up)
 - (Site Tab) Site Name: Name of your Site
 - (Site Tab) Local Site Folder: Navigate to your team_local folder.
 - Click Save

If you do not manage your site, it is possible that your links and images will not work when previewing your page. Another advantage to managing your site with Dreamweaver is that Dreamweaver will update pages in your site to reflect any changes, such as renaming or moving a file. Managing with Dreamweaver helps you maintain consistency between local and remote files and prevents many problems from occurring.

All files (html, images, pdfs, etc...) must be located in the chosen site folder.

WHEN READY TO UPLOAD SITE

Make sure you are connected to the Cisco AnyConnect VPN to connect to the server from an off-campus connection.

In Dreamweaver: Site → Manage Site if you have already set up your site

- Choose the Servers tab.
- Click the “+” in the bottom left
- Match the screen shot below (use your netID and password)
 - *adjust for team 2, team 3, or team 4 in the root directory*

TEAM SITE

The screenshot shows the 'Site Setup for team1' dialog box in Dreamweaver. The 'Basic' tab is active. The 'Server Name' field contains 'msu'. The 'Connect using' dropdown is set to 'SFTP'. The 'SFTP Address' field contains 'co4713-01.comm.msstate.edu' and the 'Port' field contains '22'. Under 'Authentication', the 'Username and Password' radio button is selected. The 'Username' field contains 'netID' and the 'Password' field is masked with dots. The 'Save Password' checkbox is checked. The 'Root Directory' field contains '/home/team1/public_html'. There are 'Test', 'Help', 'Cancel', and 'Save' buttons at the bottom of the dialog.

- Click Save when finished. It's a good idea to TEST your connection.
- Use the “PUT” command from the Files Panel in Dreamweaver to select files to UPLOAD.
- View your page on a browser after the upload for a final check

Team Location: <https://co4713-01.comm.msstate.edu/~team1/>
(or /~team2, or /~team3, or ~/team4)

- You may need to refresh the page if you've visited it recently