



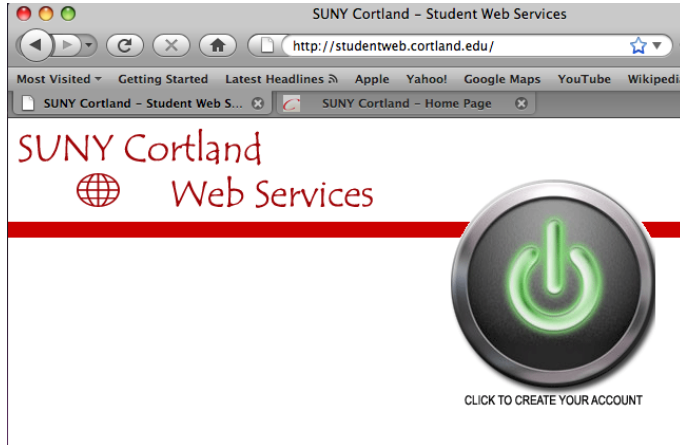
iWeb -

Creating a Website and Uploading it to StudentWeb

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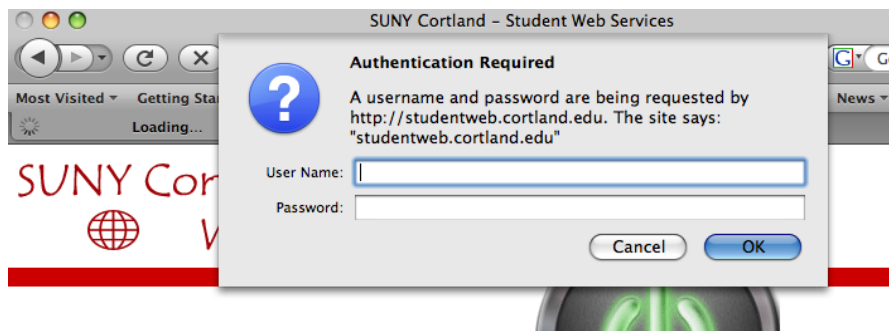
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Setting Up a Student Web Account on the SUNY Cortland Web Server

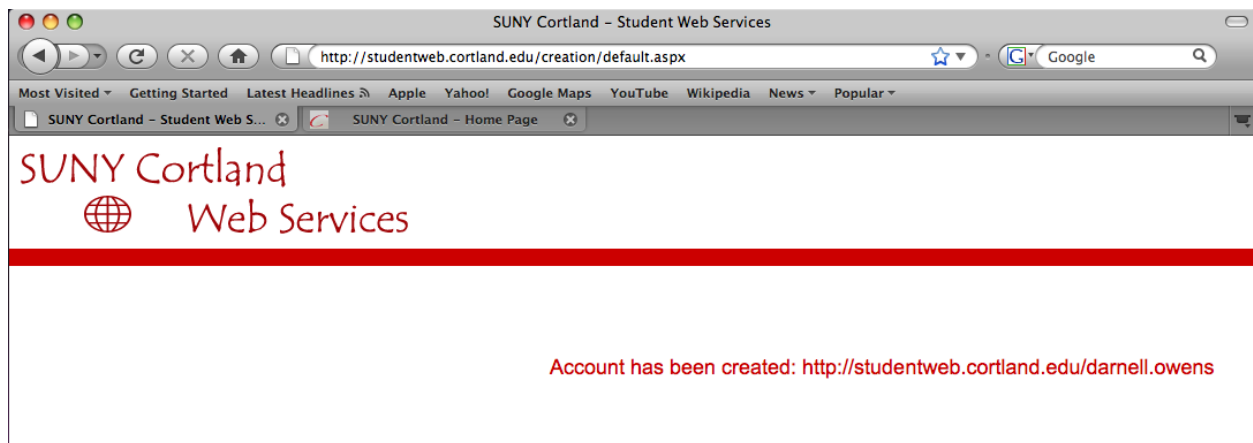


Open your browser (Safari, Firefox, Internet Explorer) and go to <http://studentweb.cortland.edu>. Click on the giant button that says 'Click To Create Your Account'.

You will be prompted to enter your username and password. This is your netid (usually firstname.lastname) and password. It is the same username and password that you would use to log into MyRedDragon. Enter your information and click OK.

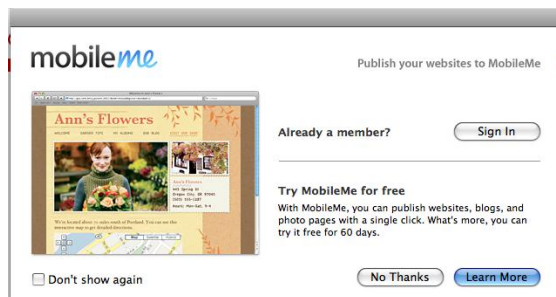
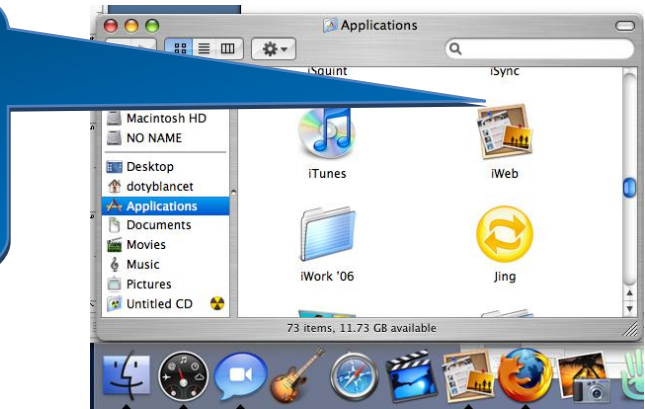


You will then see a confirmation screen with the url to your website – <http://studentweb.cortland.edu/yournetid>



Opening the iWeb Application and Choosing a Template

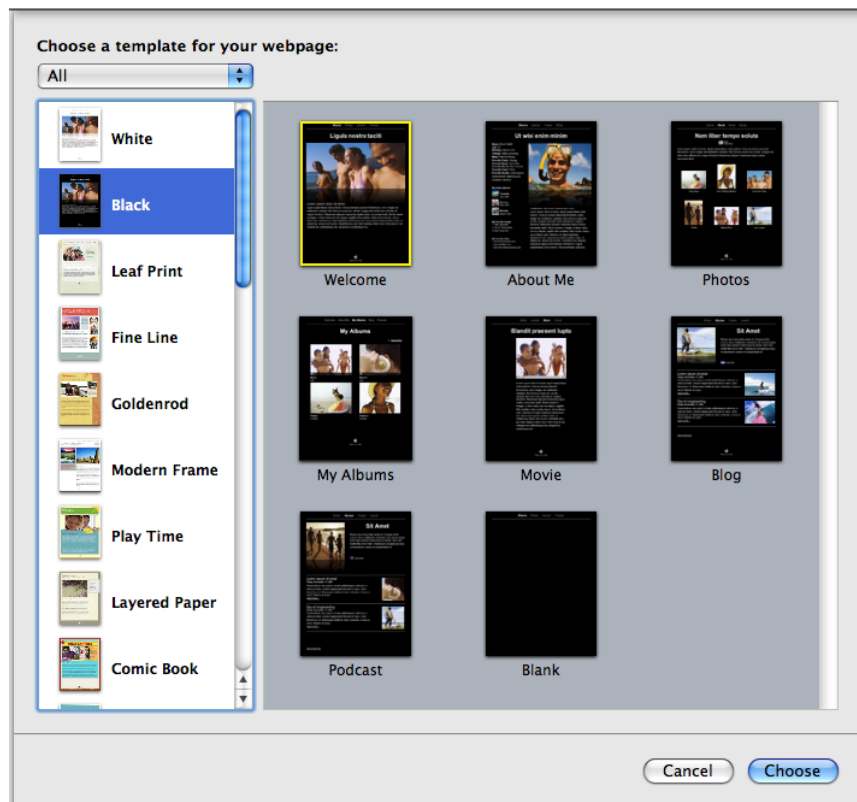
To open iWeb, click on the icon in the dock. If the icon is not located on the dock, open the Finder (click on the blue, square smiley face in the dock) and then browse to the applications directory. Locate the icon for iWeb in the application directory and double click to launch

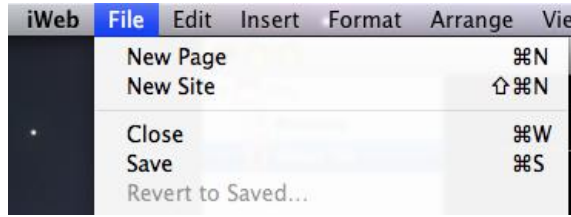


You may see a window that contains information about subscribing to the MobileMe service. Just click the 'No Thanks' button.

Next, you'll be prompted to choose a template for your website. This overall theme, such as font type, background color, etc., will be carried through all the pages of your website. Choose a template from the list on the left and then choose a starting page from the right. Typically, you would start with the Welcome page. Make your selections and then click the Choose button.

Your starting page will load in iWeb. You can then change the text, images, links, etc.





To add a new page to your website, click on the file drop down menu and choose 'New Page'. The 'Choose a Template for Your Webpage' window will open again. This time, choose a new page layout from the options on the right. In this example, we chose the 'About Me' page layout.

After you have added and edited the pages for your website, you will want to upload them to your web space on the studentweb web server.

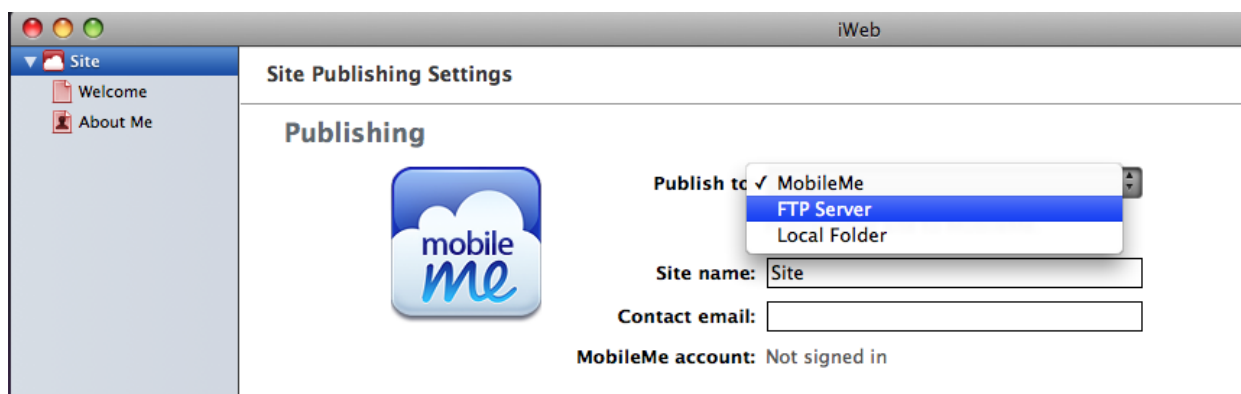
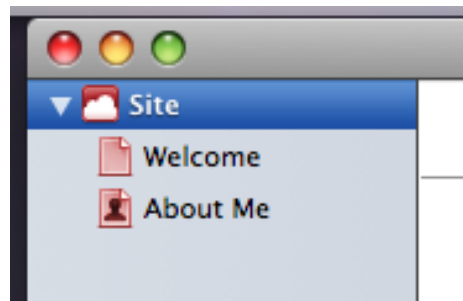


Publishing Your iWeb site to Student Web

When you are ready to publish your website to your web space on studentweb, click on the name of your site (In this case it is 'site') at the top left of the iWeb window.

You will then see the options for setting up a connection to a web server.

Click on the field next to where it says 'Publish to' and select FTP Server.



Next, give your site a name and add your email address as the contact email.



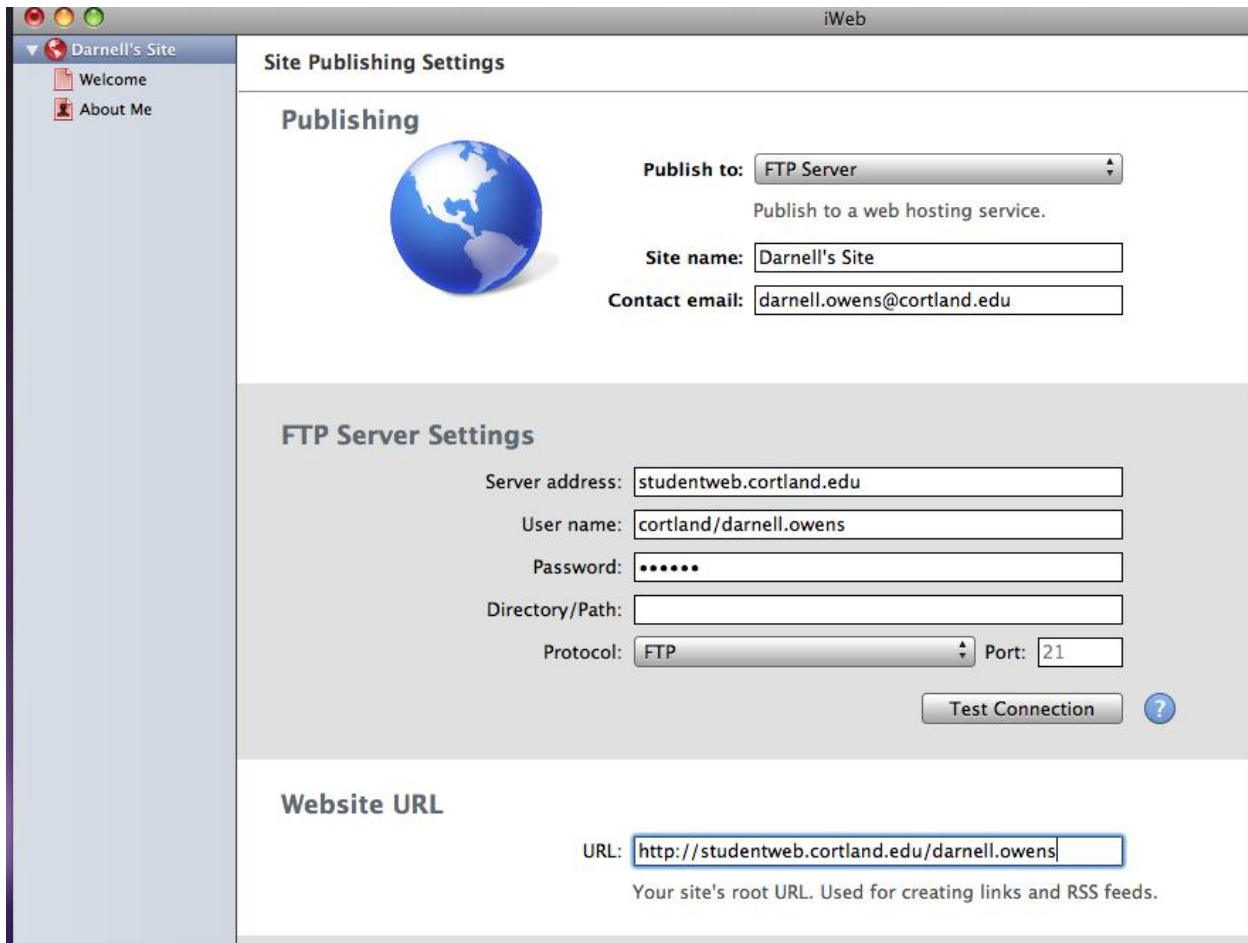
Under the FTP Server Settings, enter the following information

Server Address: studentweb.cortland.edu

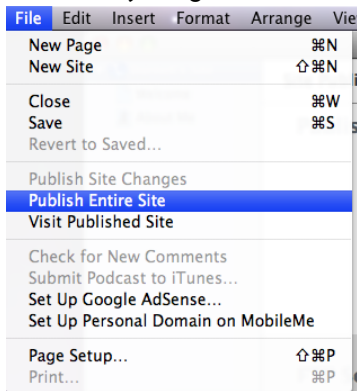
User Name: cortland/yournetid (You must include cortland/ before your netid)

Password: the password you normally use with your netid

Under Website Url, enter your website address – <http://studentweb.cortland.edu/yournetid>

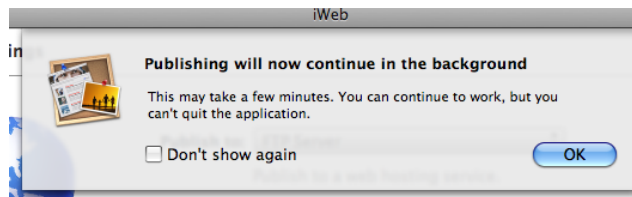


Leave everything else as the default information.

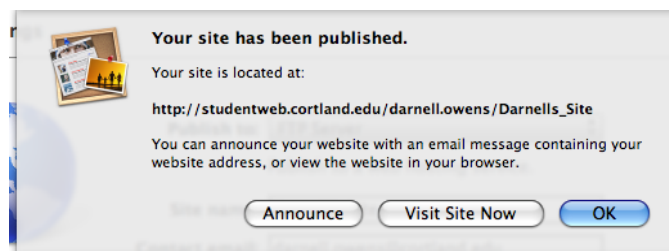


Now you are ready to publish your site. Click on the file drop down menu and click on 'Publish Entire Site'

If you see the following window, just click OK



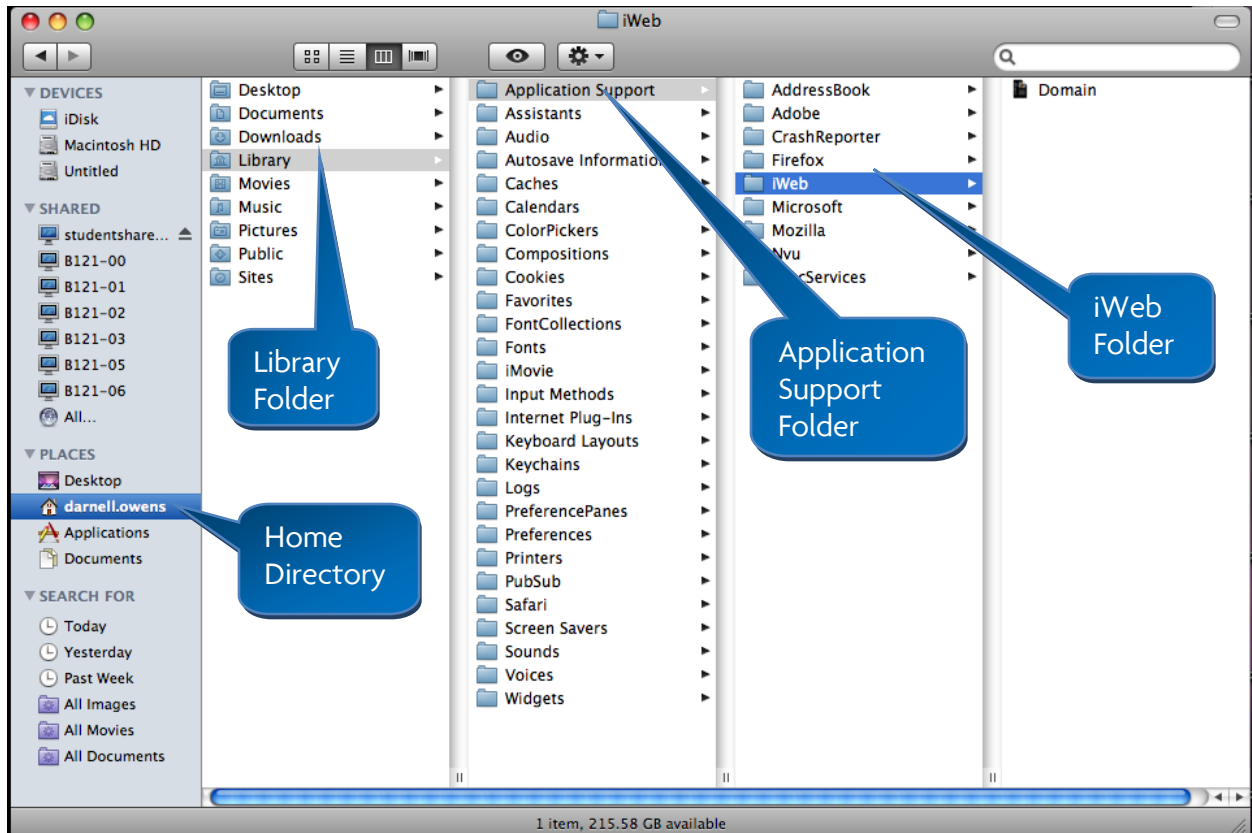
Your website has been published. To see your website, click on the 'View Site Now' button. NOTE THE ADDRESS OF YOUR WEBSITE.



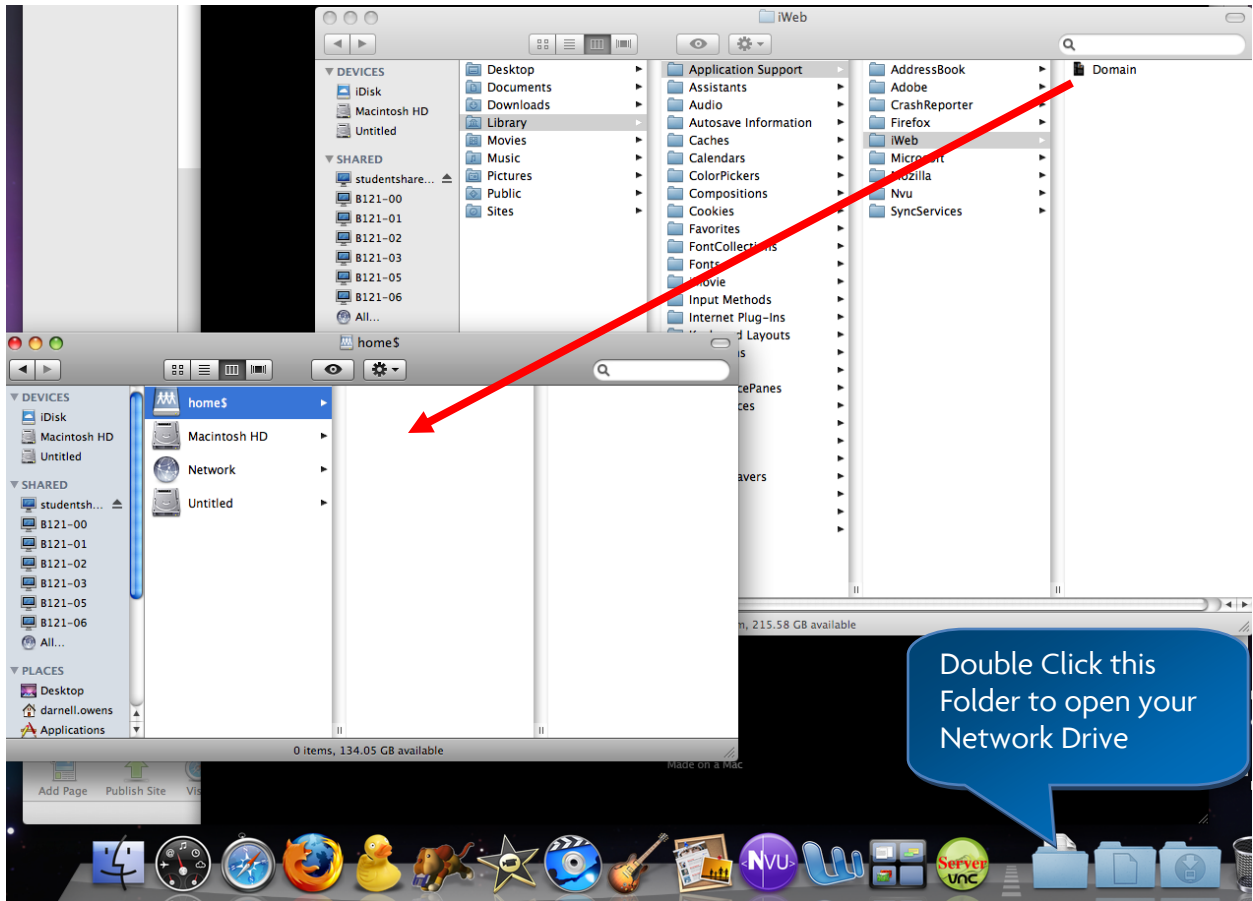
Creating a Copy of the iWeb Domain File

If you are working on a university mac (not your personal machine) you will need to transfer a copy of the iWeb domain file from the hard drive to your network drive or to a flash (usb) key. This domain file contains all the information from your website in the form of the iWeb templates. If you do not make a copy of this file, you will have to rebuild your website from the beginning in order to make any changes.

To transfer the domain file, click on the Finder, and then click on the home directory. The home directory looks like a little house with your username next to it. Then double click on the Library Folder. Next, double click on the Application Support folder and then the iWeb folder.



In the iWeb folder there will be a single file named Domain. Click and drag the Domain file to your Network Drive or to a Flash Drive.



The next time you want to work on your iWeb site, double click on the copy of the Domain file on your Network drive (or Flash drive). This will launch iWeb. After you make changes, remember to publish to your web site. (File<Publish Site Changes).

IF YOU DO NOT TAKE A COPY OF THE DOMAIN FILE WITH YOU, YOU WILL HAVE TO RETURN TO THE SAME EXACT MACHINE WHERE YOU HAD PREVIOUSLY WORKED ON YOUR IWEB BASED WEBSITE.