

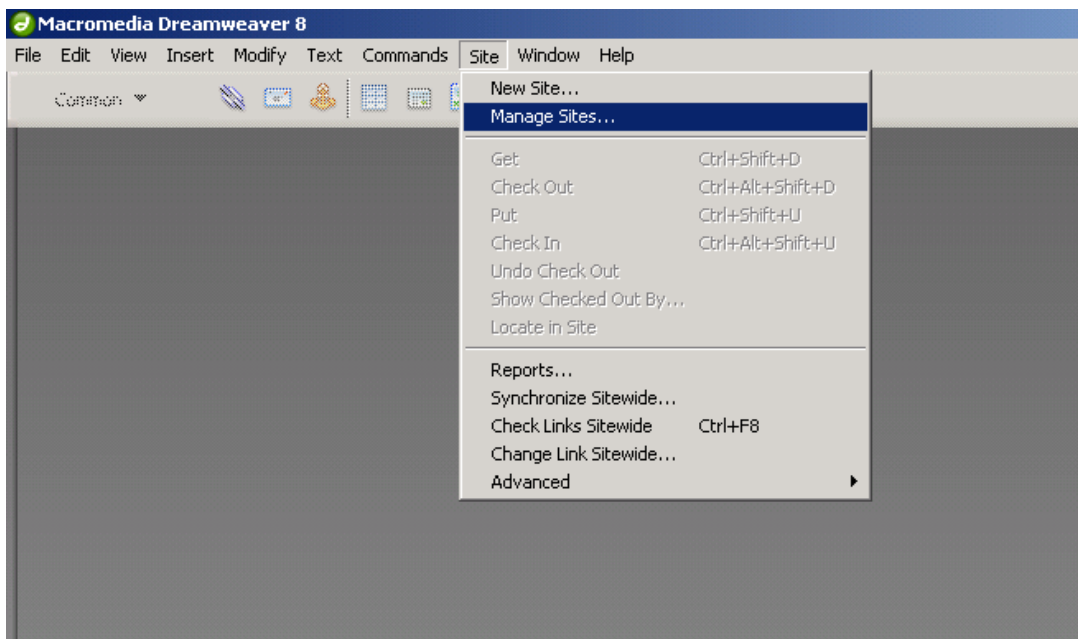
# Dreamweaver Login Directions

Before following these directions you must:

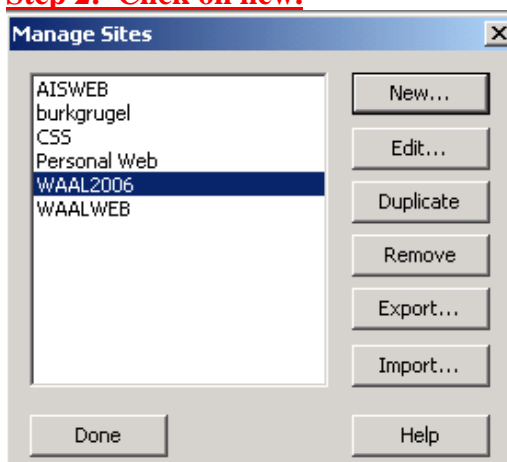
1. Create a folder on your own personal hard/flash drive and call it something like myweb, or lastnameweb, etc.
2. You must know your Novell Username and Password to access your account. If you do not know your password, go to <http://www.carthage.edu/password>.

These directions are for using your OWN LOCAL DRIVE attached to the machine.

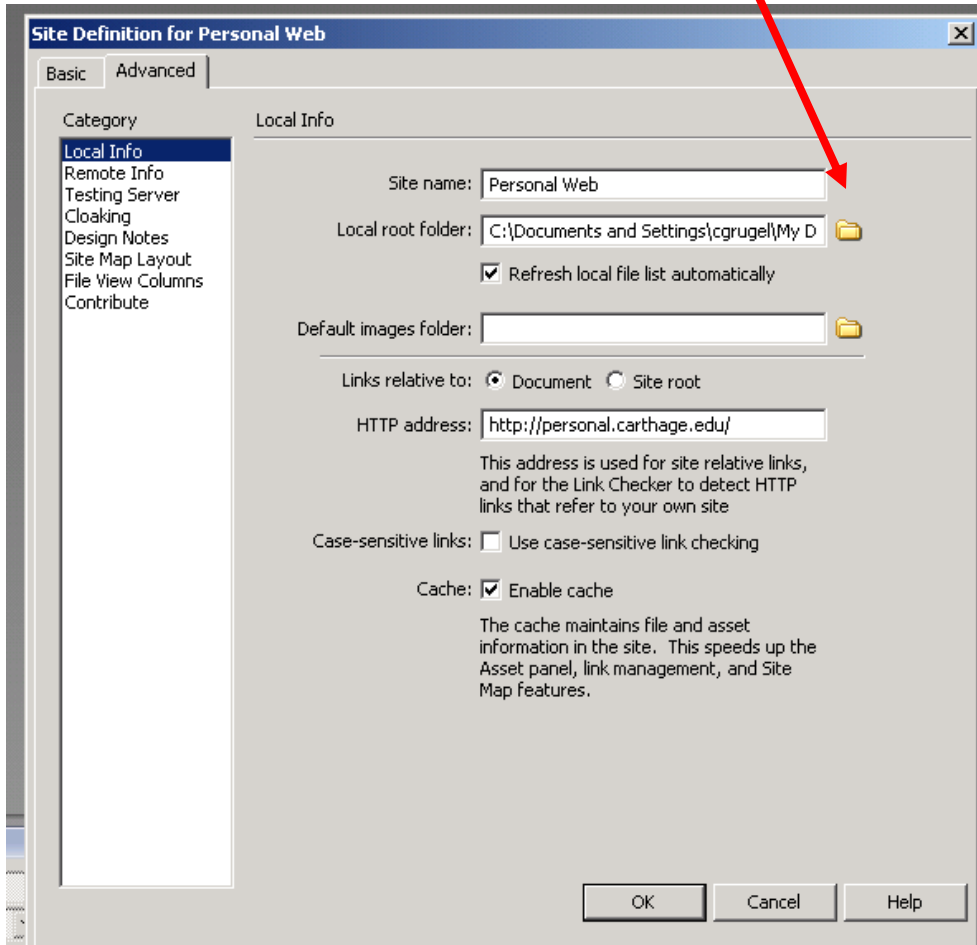
## **Step 1. Open up Dreamweaver and go to manage sites.**



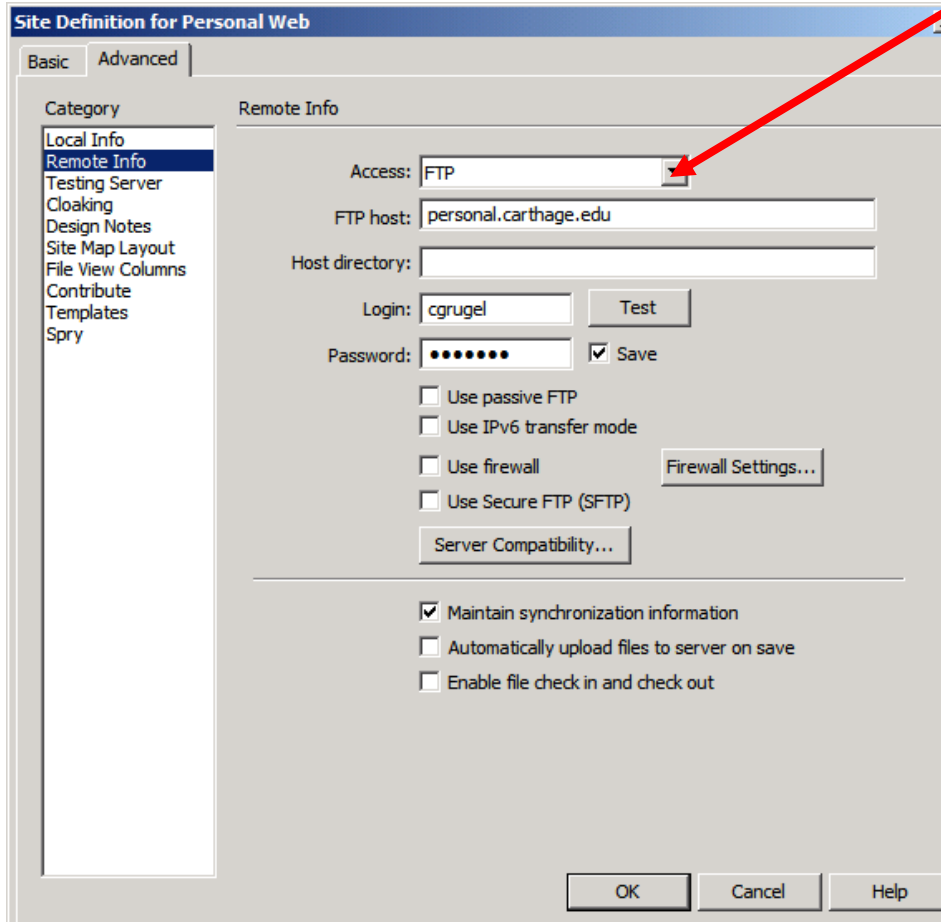
## **Step 2: Click on new.**



**Step 3:** Go to the advanced tab. Give the site a name, such as personal web. Under local info, make sure that the local root folder points back to your local drive, (portable hard drive, thumb drive, etc). Make sure this folder is pointed towards your personal storage device. You should have already created the folder that says something like myweb, etc.



**Step 4:** Click on Remote Info and under the Access pull down menu choose FTP. Your login and password name should be your NOVELL login and password. If you click on Test it should tell you if you have done it correctly.



The screenshot shows the 'Site Definition for Personal Web' dialog box with the 'Remote Info' tab selected. The 'Access' dropdown menu is set to 'FTP', indicated by a red arrow. The 'FTP host' is 'personal.carthage.edu'. The 'Login' is 'cgrugel' and the 'Password' is masked with dots. The 'Test' button is visible. There are also checkboxes for 'Use passive FTP', 'Use IPv6 transfer mode', 'Use firewall', and 'Use Secure FTP (SFTP)'. The 'Server Compatibility...' button is also present. At the bottom, there are 'OK', 'Cancel', and 'Help' buttons.

Site Definition for Personal Web

Basic | Advanced

Category

- Local Info
- Remote Info
- Testing Server
- Cloaking
- Design Notes
- Site Map Layout
- File View Columns
- Contribute
- Templates
- Spry

Remote Info

Access: FTP

FTP host: personal.carthage.edu

Host directory:

Login: cgrugel Test

Password: ●●●●●● Save

Use passive FTP

Use IPv6 transfer mode

Use firewall Firewall Settings...

Use Secure FTP (SFTP)

Server Compatibility...

Maintain synchronization information

Automatically upload files to server on save

Enable file check in and check out

OK Cancel Help