

SITE MANAGEMENT —

—To create or alter a web site with DreamWeaver, the site must first be defined, so that files and hyperlink information may be maintained.

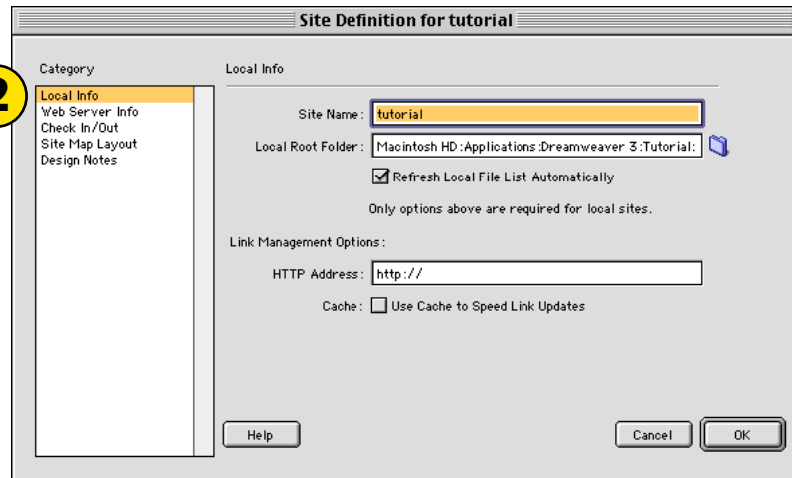
1) To create a new web site in DreamWeaver
SITE: New Site...

—opens the Site Definitions dialog box

2) Click on Category: Local Info

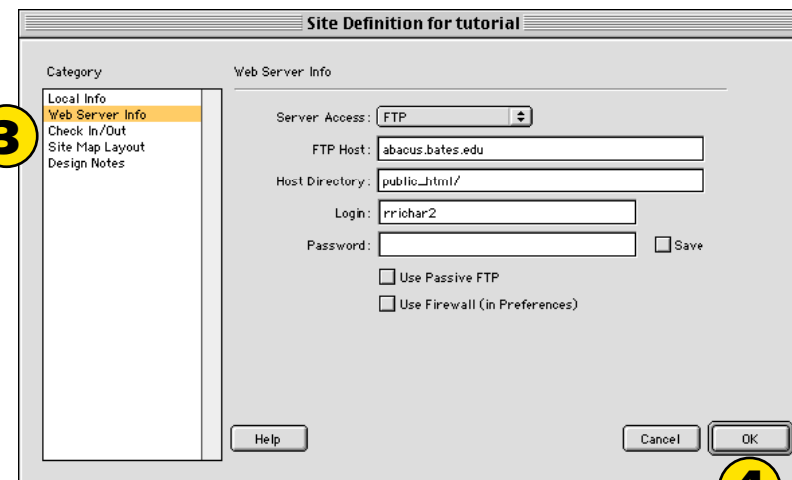
—type in a Site Name

- name used only by DreamWeaver to define the site
 - set the Local Root Folder
- all files associated with this site will be saved here
- site relative links will be based from this location
 - click the Browse button to select a folder
 - create a new folder for a new site
 - select an existing folder to alter a site
- set the HTTP address, to specify a root URL
- specify where your site will be when it is on the WWW
- absolute path links will be based from this location
- i.e. *http://www.bates.edu/computing* (for Computing)

2

3) Click on Category: Web Server Info

- specifies the server where your website will be published
- enter information only if you want DW to transfer files
 - Server Access: select FTP
- to store your files in your personal web directory:
 - FTP Host: *abacus.bates.edu*
 - Host Directory: *public_html*
 - Login: *<your abacus userid>*
 - DO NOT** enter your password
you will be prompted for it later

3**4**

NOTE: web hosting on other servers/directories will require different FTP settings, these only work for your personal Bates public_html directory

4) Click OK to exit the Site Definition dialog box
 —Click Done on the Define Sites... dialog box

5) To change any Site Definition settings
SITE: Define Sites...

—opens the Site Definitions dialog box
 —select the appropriate site and click **Edit...**

5