

# Using Windows Vista to Upload Your site

## Using Windows Vista Network Places as Your FTPClient

This article briefly describes what an FTP client is and how to use Windows Vista Network Places to upload your Web site to your hosting account.

Windows Vista comes with a network manager that you can use as an FTP client. You use an FTP client to transfer your Web site from your local computer to your hosting account. This transfer is often referred to as “uploading.”

## Getting Your FTP Settings

You will need to have your FTP settings on hand in order to use Windows XP Network Places to upload your Web site. This is the FTP information you will need in order to use an FTP client:

### FTP User Name

This is the user name for your hosting account.

### FTP Password

This is the password for your hosting account.

### Web Site URL

`http://www.yourdomainnamehere.com/`

### FTP Site URL

`ftp://www.yourdomainnamehere.com/`

### Start Directory

Leave the box blank or enter a single forward slash (/).

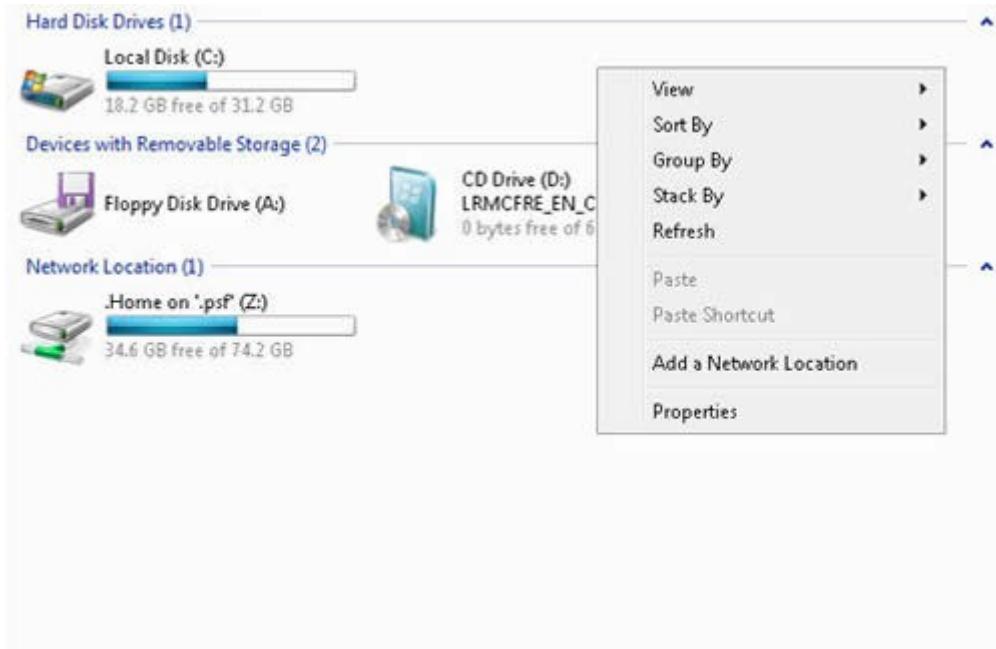
**NOTE:** If you are missing any of this information, you can log in to your Account Manager to find your user name, password, and URL.

## Creating a Windows Vista Network Place

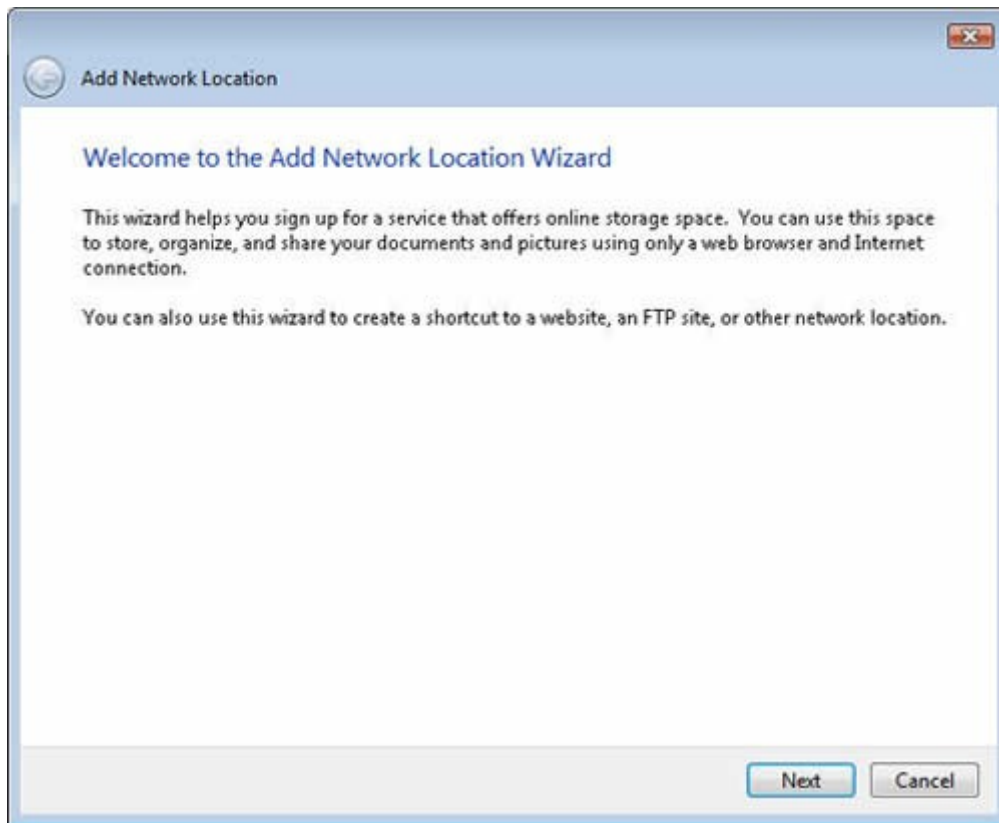
Once you create a network place for your Web site, you can access your Web site folders in the same way you access any of your folders in Windows.

### To Create a Network Place

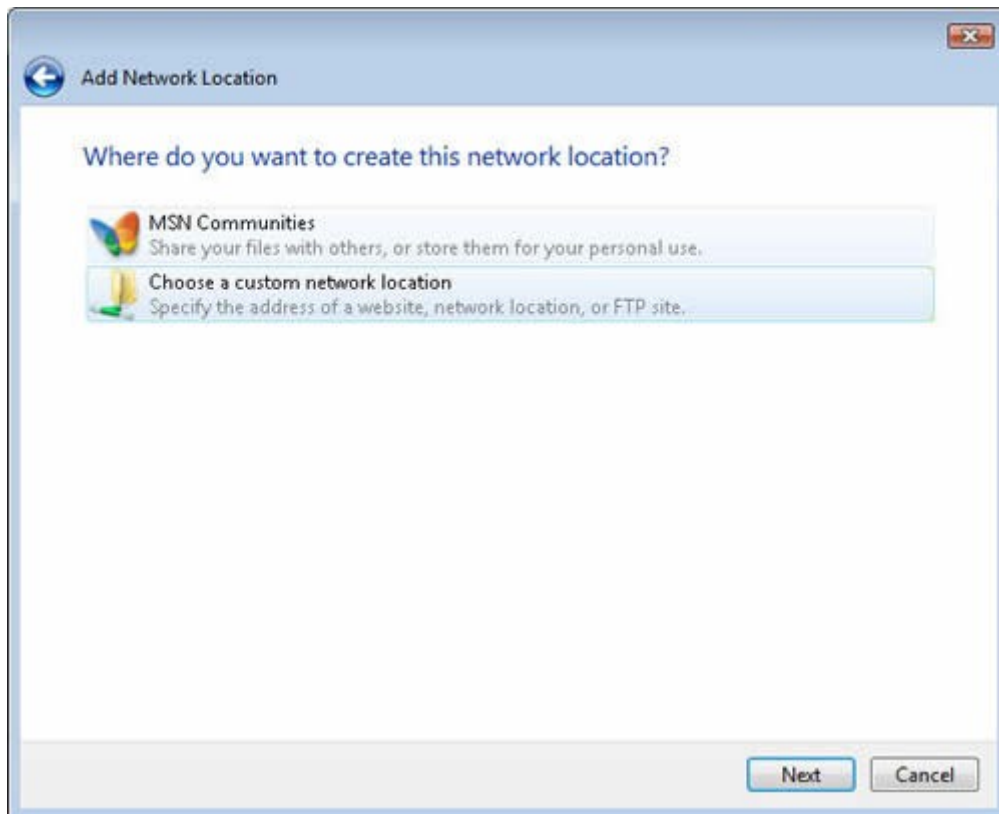
1. In Windows Vista, select Start > Computer.
2. Under the “Hard Disk Drives” panel, right click.
3. From the pop-up menu, click “Add a Network Location.”



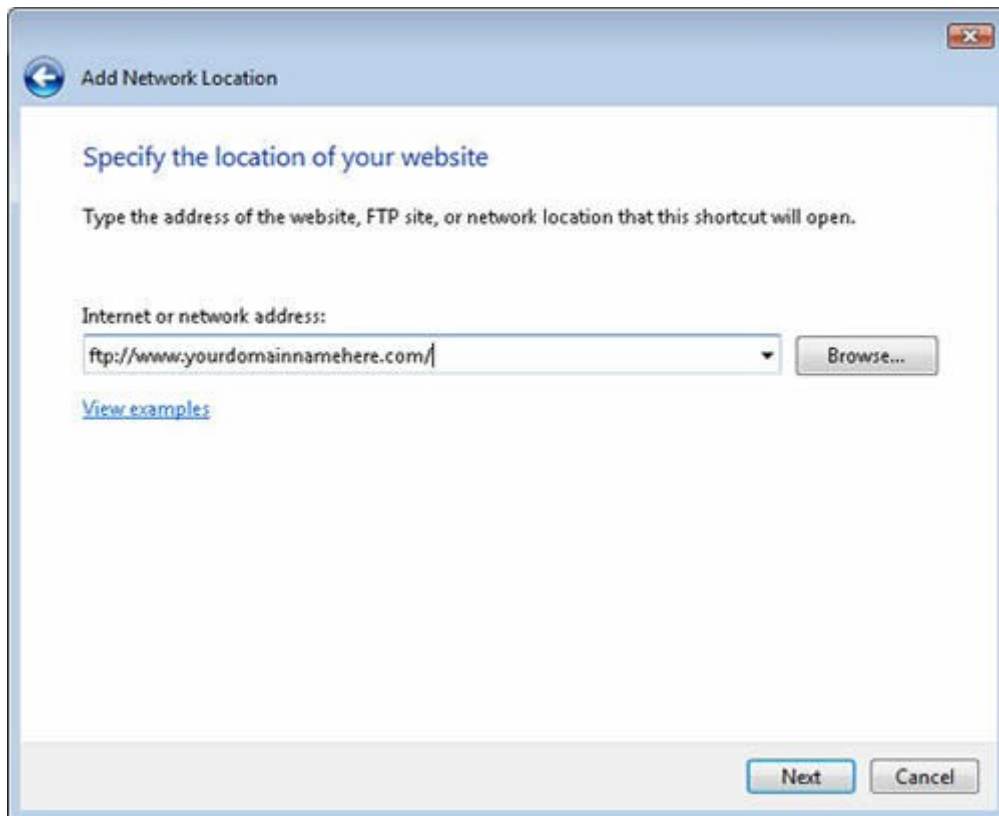
4. Click “Next.”



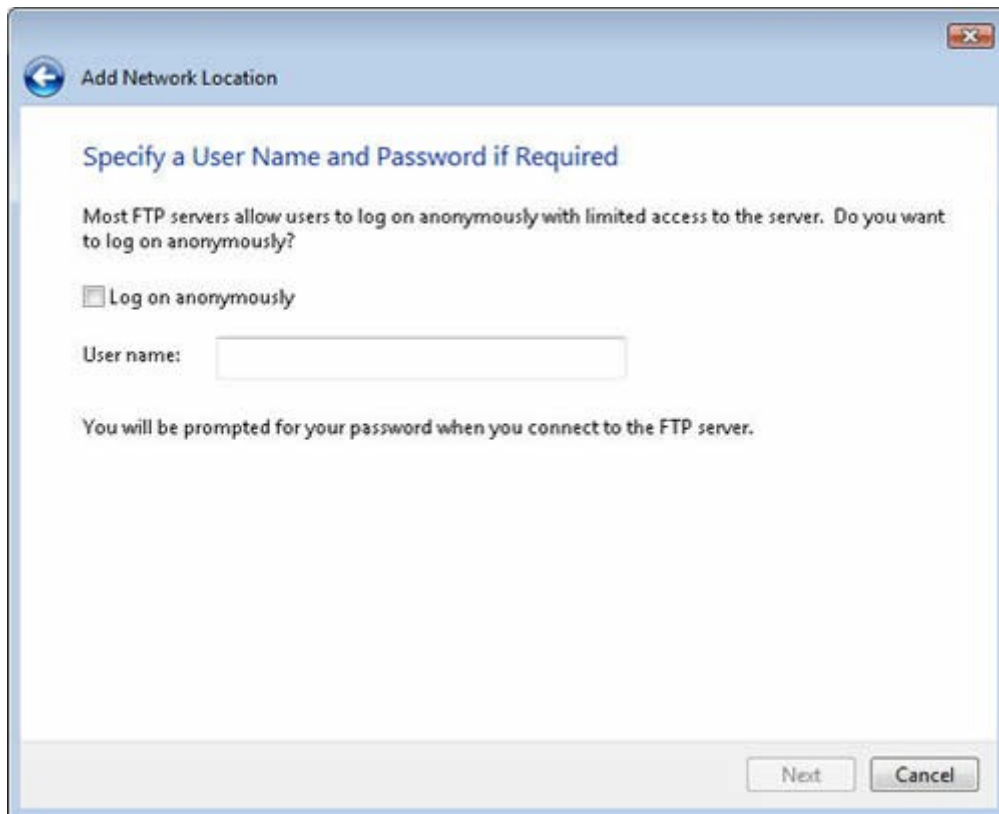
5. Select "Choose a custom network location" and click "Next."



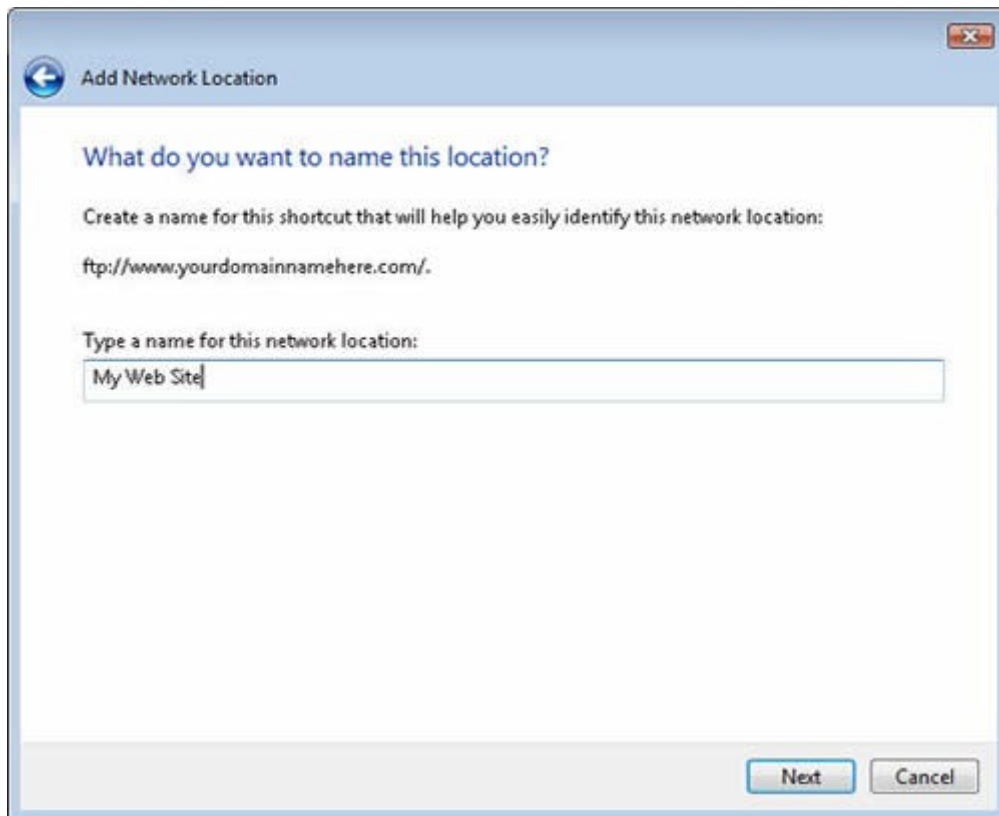
6. Enter the address of your FTP site. For example, `ftp://www.yourdomainnamehere.com/`. Click "Next."



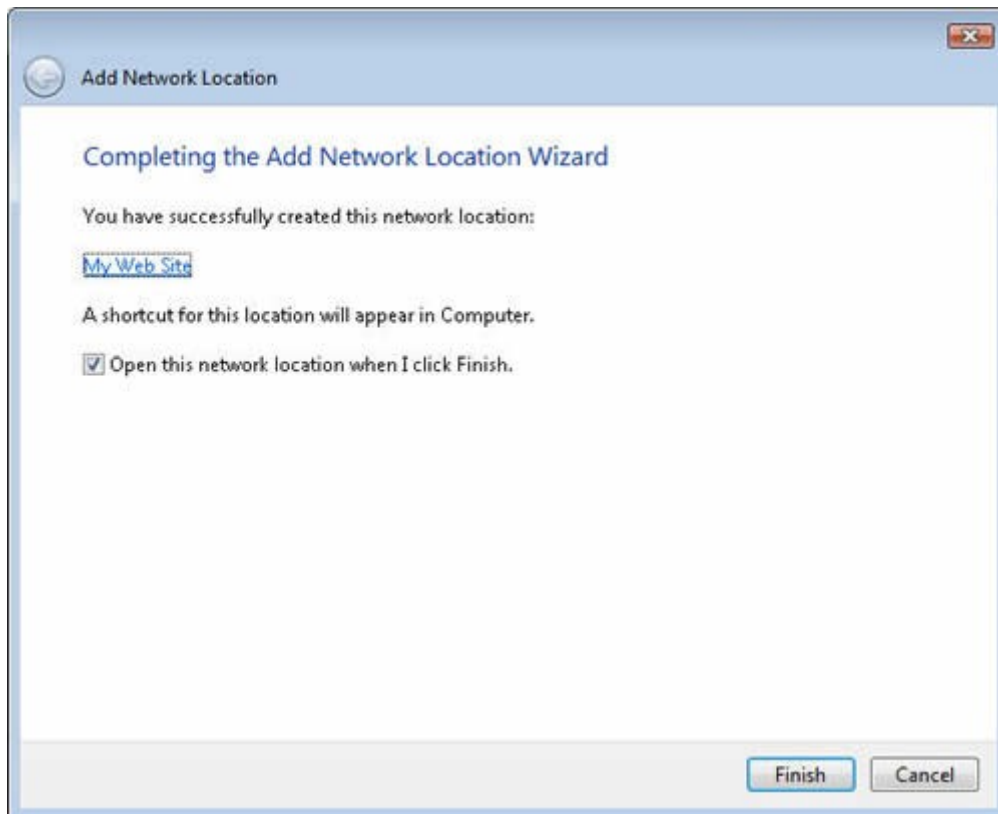
7. Make sure that the “Log anonymously” option is not selected. Enter your FTP user name. Click “Next.”



8. Enter a name for the network place you are creating and click “Next.”



9. Click "Finish."



After you click “Finish,” your network place opens in a new window, and the “Log On As” window displays. Enter your FTP password and click “Log On.”

You can open your network place at anytime by selecting Start > Network and clicking on your domain name.

## Transferring Files to Your Web Site

To transfer your files on your computer to your Web site, simply copy the files you want to upload and paste them into your network place directory.

You can move files back in forth in the same way that you move files around in Windows Explorer.

When you are finished uploading your files, check your Web site in your favorite browser to make sure that your files uploaded correctly.