

Using Internet or Windows Explorer to Upload Your Site

This article briefly describes what an FTP client is and how to use Internet Explorer or Windows Explorer to upload your Web site to your hosting account.

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."

NOTE: Internet Explorer 7 does not support uploading to FTP sites. If you have Internet Explorer 7 and want to upload files to your site you will either need to use Windows Explorer (explained below) or another FTP client.

Getting Your FTP Settings

You will need the following information from your FTP settings in order to use Internet Explorer to upload your Web site:

FTP User Name. The user name for your hosting account.

FTP Password. Your password for your hosting account.

FTP Site URL. The URL of the FTP site for your domain name, for example, <ftp://www.coolexample.com>, where *coolexample.com* is the name of your Web site.

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

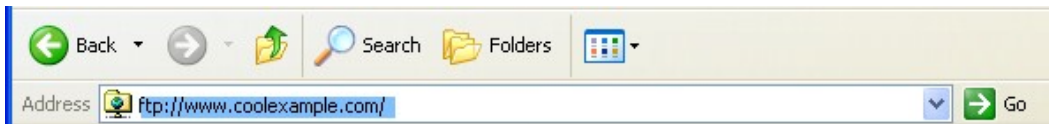
Using Internet Explorer 6 to Upload Files

Once you have your FTP settings, you're ready to connect to your Web server and start using Internet Explorer 6 to upload your Web site. If you are using Internet Explorer 7, you must use the instructions for Using Windows Explorer to Upload Files, which begin on page 4 of this document.

NOTE: Your Internet Explorer FTP client functionality might not be turned on by default. To enable your FTP client, go to **Tools >Internet Options >Advanced** tab, and select **Enable Folder view for FTP sites**.

To Connect to Your Web Server

1. Open Internet Explorer.
2. In the Address bar, enter your FTP Site URL. For example:
ftp://www.coolexample.com. Note that you are using ftp:// and not http://.



3. In the **Log On As** window, enter your **FTP User Name** and **Password**.



4. Click **Log On**.

NOTE: If the **Log On As** window does not automatically display, go to **File >Login As** to open the FTP login prompt.

Your Web site's file structure displays in the browser window. You can now upload and download files to your Web site.

NOTE: You should place files in the root, not in sub folders of the root. The root is the home directory that opens when you first log on.

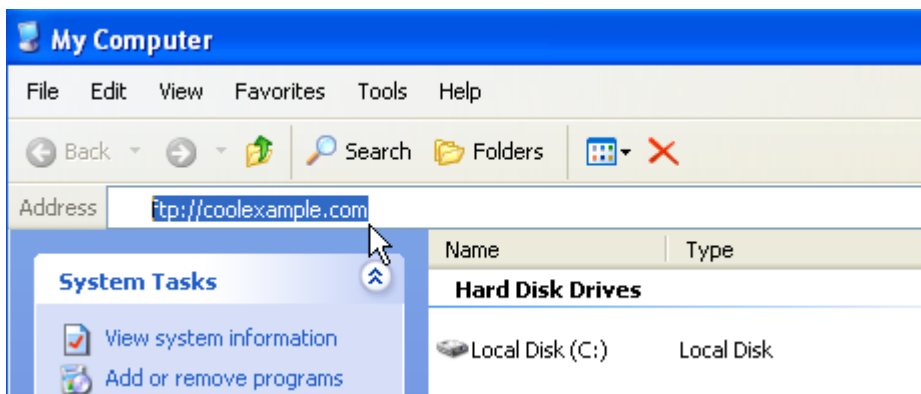
When you are finished uploading your files, you can check your Web site in your Internet browser to make sure that your files were uploaded correctly.

Using Windows Explorer to Upload Files

Once you have your FTP settings, you're ready to connect to your Web server and start using Windows Explorer to upload your Web site.

To Connect to Your Web Server

1. Open a My Computer window by clicking on the Start Menu and selecting My Computer.
2. In the Address bar, enter your FTP Site URL. For example: <ftp://coolexample.com>. Note that you are using ftp:// and not http://.



3. In the **Log On As** window, enter your **FTP User Name** and **Password**.



4. Click **Log On**.

NOTE: If the **Log On As** window does not automatically display, go to **File >Login As** to open the FTP login prompt.

5. Your Web site's file structure displays in the Windows Explorer window. You can now upload and download files to your Web site.

NOTE: You should place files in the root, not in sub folders of the root. The root is the home directory that opens when you first log on.

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