

Hands-On Lesson

to accompany

Curriculum Webs

A Practical Guide to Weaving the Web into Teaching and Learning

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LESSON 5: Setting up

a new site

DREAMWEAVER

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Goals for this lesson

- Set up a new web site with a few linked files.
- Publish the pages in the web site to a web server.
- Download the web site onto a different computer, make some changes, and publish the changes to the server.
- Test to be sure you have published correctly.

Key concept

In order to create a web site, you need to create a folder to store the individual files as you are working on them. This folder will be on your “local” machine, that is, the computer that is right in front of you as you work on your web pages. The folder can have sub-folders within it.

The top-level folder—the folder that has all the files in your web site within it—is known as the “Local Root Folder.” (The word “root” comes from the image of a tree, starting at the root, and then branching out to the individual leaves. The Local Root Folder is the main directory. Any subfolders within it are like the branches of the tree. The individual files are like the leaves on the tree.)

When you **upload** or **publish** your files to a web server, you need to be very specific about where those files are going to be stored on the web server. You will need to tell your software the exact location of the directory that will hold your files. This directory is known as the “Host Directory.” All the files on your web site will be stored within the Host Directory or within subdirectories of the Host Directory.

The **path**, or file path, is a way to indicate the location of a file on a computer. See the Technical Appendix for a complete discussion of paths.

Defining your web site

If you only want your web pages to be available on your local computer, then you do not need to “define” a web site; you can simply create and edit your individual pages. But if you are going to publish your file on a **web server**, you need to have an account on the server, and you need to tell the software how to access the server.

If you have a web account, you need the following information about the account in order to publish your web pages to the server:

- The server’s name or hostname. This is usually something like `cuip.uchicago.edu` or `serviceprovider.com`.
- Username. This is the account name or the name you use to log in to the server.
- The password for that username. This is necessary to give you permission to put your file into your directory.
- The name of the directory you use for storing web pages, and the complete path to that directory (also called the file path). Normally, you do not place web pages directly into your main account directory on the server. Rather, web pages go into a subdirectory usually named “`www`” or “`public_html`.” The complete path to that directory will include the information showing where that directory is relative to the “root” of the server. An example path is `/home/cac/www`.
- **HTTP** address. This is the address that you use to browse to pages in your web account. It is usually something like `http://cuip.uchicago.edu/~cac/filename.htm` and often does not explicitly mention the subdirectory for web pages, which we saw as part of the file path. (*Note: The path you use for publishing your web pages may be different from the path you use for browsing your web pages! In this case, the `www` directory is omitted from the HTTP address.*)
- An **FTP** address. This is constructed from some of the elements listed above for your particular server and account. For example:
<ftp://cuip.uchicago.edu/~cac/www>. The full FTP address in this form is

used by some web page editing packages. Other packages ask you to enter it a piece at a time.

Once you have all of this information, you can define your site so your software can communicate with the server.

Note that most software refers to the computer you are using as the “local” computer, and the computer that is the web server (or any other computer away from your local computer) as the “remote” computer.

Dreamweaver

- Use Site | Define Sites.... Then click the “New” button.

The “Site Definition Window” will open up. See Figure 5-1. Along the left side are five different types of settings you will use only the first two.

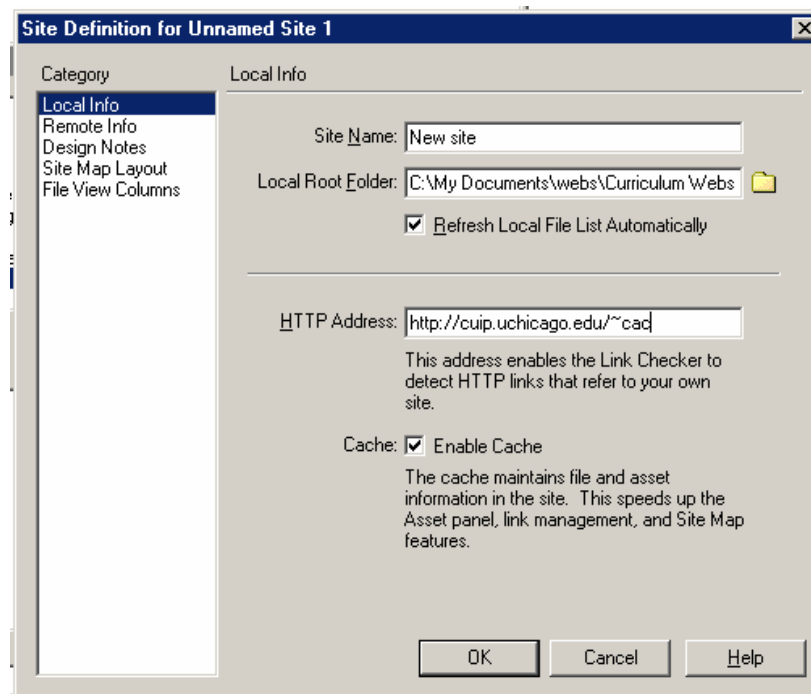





Figure 5-1: Dreamweaver’s site definition dialog box. Notice this categories listed along the left.

- Under “Local Info,” give the site a name (just call it something that makes sense to you, such as “Geography Lesson”)

- Next, choose the “Local Root Folder” where you have saved your web-based lesson. (Do not leave the default entry in this field. Otherwise, you may end up with all of the Dreamweaver program files in your web site!) You should have created a folder in Lesson 4 when you saved your edited bookmark file. To choose the folder, click on the little yellow folder next to the “Local Root Folder” field. This will open a standard file browser window and allow you to find the file and click OK. Or, you can create a new folder in the dialog box that opens up, using the folder icon with the asterisk on it (on a pc: ) or the folder with “New” written next to it (on a Mac: )).
- Enter the HTTP address of your site into the next field. This should be the HTTP address of your main web page directory on the server, such as <http://cuip.uchicago.edu/~cac>. Notice that in this example the HTTP address does not explicitly mention the “www” directory name.
- Do not click OK yet. Click on “Remote Info” in the list to the left.
- A drop-down box labeled “Access” will appear. Choose FTP. (Some situations will call for selecting a different choice from this list. Please talk to your technical coordinator or Internet Service Provider if you have questions about this.)
- Fill in the fields. “FTP host” will be the server name or hostname mentioned above.
- The host directory will be “www” or “public_html” or a path to a subdirectory of this directory.
- “Login” is your username on the server. Fill in the password. Check “Save password” only if the local computer you are working on is a secure or private computer not accessible to the public.
- Leave the check boxes the way they are (unless you know that you need to use them).
- Click OK. Click OK again when Dreamweaver asks you if you want the site cache to be created.
- Click Done.
- Test your settings by clicking the Connect button  in the Site View. If you did not enter your password (and did not check “Save Password”) while setting up the site, you will be asked for your password.

- If you have entered the settings correctly, you will see the server directory listing on the right of the window. Otherwise, you may get an error. If you get an error message, you might try the following:
 - ❖ Use Site | Define Sites... and then double-click on the site you just created. Check the information in Local Info and Remote Info.
 - ❖ Check your login and password. It usually matters whether these are lower or upper case.
 - ❖ Make sure the directory you listed under “Host Directory” in the Remote Info window actually exists. (You can’t use the site definition settings to create a directory. To do that, you’ll need to connect to an existing directory and then use Dreamweaver’s commands to create a new directory.)

Creating new files in the site

Dreamweaver

- You can create new files easily in the Site View. Use File | New File. The new file will appear in the Local Root Folder with the name “untitled.htm” or “untitled1.htm.” Right-click on the filename and choose Rename.
- Or, you can use File | New Window, and then add content to the file, and save it into your Local Root Folder or into a subfolder of your Local Root Folder.

While some people find it more difficult, you can also create new files in the Site Map, but only after you have created at least one file using the above techniques and defined it as the “home page” of the site. This is usually a file called index.htm that is served whenever someone browses to the main directory of the site.

- To define your site’s home page, use Site | Define Sites..., choose your site and click Edit. (You will get the screen shown in Figure)
- Choose “Site Map Layout” from the categories on the left. Use the little yellow folder icon to find a page in your Local Root Folder to designate as the home page.
- Click OK and then click Done.

- The Site Map will now appear on the right-hand panel of the Site View. The home page will be front and center. If the home page has any links to other pages in the site, those will appear as well.
- Click your right mouse button on the home page. Choose Link to New File...
- Give the file a name, a page title, and (optional) text for the link in the home page. Click OK. The new file appears on the Site Map with a link indicating a link from the home page to the new file.
- Repeat until the pages you need to begin work on the site are created.
- Dreamweaver allows you to set whether you want new files to have the .html or .htm extension. Use Edit|Preferences; then choose General, then change the Add Extension when Saving field.

Managing files and folders

Dreamweaver

- Use the Site View. Right click (or hold down the mouse button on a Mac) on files to cut, copy, paste, and rename. Click and drag files to move them.

Dreamweaver automatically adjusts links to account for new file locations. However, you need to make sure you are not moving files outside of the Local Root Folder. Click OK when the program asks you if you want to update links.

Publishing your page to your web server

Here are the steps for publishing a single web page or multiple web pages to your server.

Dreamweaver

- Highlight the file or files you want to publish and click on the Put button (it looks like a blue arrow pointing up), or right-click on the file and choose Put.

- If you want to publish the entire site, highlight the Local Root Folder and then click the Put button.
- When Dreamweaver asks you if you want to include dependent files, normally click No. Choose “Yes” only if there are images or templates or other files that should be uploaded along with the page itself.
- To test whether the publishing routine has worked, switch to your browser and type the expected HTTP address into the location bar and press Enter.

Downloading an entire existing site

If you have already created a web site and want to download it to a different computer (or the same computer in which the local root folder has been deleted or damaged), follow this procedure. You'll also want to use this procedure to continue to work on a web site on another day, if your local root folder has been deleted or you're at a different computer.

- Set up the local and remote info in the site define dialog boxes
- Connect to the server.
- Choose the highest level folder, or all the files you want to download. Download or “get” the files. If the software asks you if you want to get the entire site, click OK.

NOTE: This procedure will not work for Composer, which does not possess site management capabilities. The only way to download an entire site using Composer is to browse to each individual page and save it. You also need to individually save any images. Internet Explorer makes this easy by using the “Make available offline” check box when you Add to Favorites.

The other alternative is to use a standalone FTP program to download (and for that matter to upload) your web sites. See our companion web site at <http://curriculumwebs.com> for more information about FTP programs.