

Quickie Steps for Uploading Files

(For a full explanation of all the steps, print out the whole web page!)

FTP (File Transfer Protocol) files from your computer to the UL server

1. Copy your folder to the desktop and pop out your zip.
2. Copy your folder to local drive (C:/)
3. Open the file transfer application Start>WS_FTP LE
4. In the WS_FTP program, set up a session profile:
 - a. If this screen is not blank, click NEW to set up your profile for your UCS account.
 - b. In the Profile Name, type: UCS WebSite Account
 - c. Under Host: type d##.ucs.louisiana.edu (replace ## with a number between 1 and 116)
 - d. User ID, type: your UCS identification number (3 letters plus 4 numbers)
 - e. Under Password, type: your UCS password
 - f. Click apply
5. Select your profile name from the session list, and connect to the UL servers by clicking the Connect button
6. Double click on your **public_html** folder to open it.
7. Transfer files from your computer to your UL server account:
 - a. Select the files to be transferred in the left window
 - b. Click the transfer arrow
 - c. Right hand window will refresh when the transfer is complete, showing the new files.

Give UL server permission to show your files:

1. Open Telnet (Start>Run>type in telnet>OK
2. Type: **o d##.ucs.louisiana.edu** (replace ## with 1-116)
3. Type in user id and password
4. At the command prompt (d##.ucs.louisiana.edu%), type this command exactly as you see it here with spaces and underscores: **chmod 755 public_html**
5. Type: **cd public_html**
6. Type: **chmod 644 *** (one space between 644 and *)
7. Type: exit