How do I publish using Frontpage?

Author:

Your-Site.com

Created On: 22 Apr 2005 04:45 PM

If you are publishing with FrontPage, there are a few steps necessary. First, you must request that we install FrontPage extensions. You can request those at http://your-site.com/addons.html . The next step is to make sure your domain is accessible on our servers. An easy way to test to see if it is, is to go to http://www.DOMAIN.com (replace DOMAIN.com with your actual domain name). If you see our main helper page, you should be all set. Lastly, here is a step by step guide for publishing correctly using FrontPage 2000/2002. We recommend you follow this guide exactly to avoid publishing incorrectly.

If you do not have an exisitng site saved on your PC:

Open Front Page.

Click on "File" .

Click on "Open Web" .

In the "Folder Name" box enter your actual domain name including "http://" . Do not put the www in front.

Click "Open".

A box will pop up asking for your username and password. These are the same as the master username and password that was assigned to you for our servers.

Click "Ok".

The box will display the folders in your account.

Click on "Open".

There should be three columns listed. On the far left will be "views" in the middle will be "Folder List" and the far right will be whatever page you have open. If you do not see "Folder List". You will need to click on "View" button and then select "Folder List" option.

You can now edit and create your pages (see below if you want to just publish an exisiting page to your new, blank space). It is important that you name your actual main website file 'index.htm' or

index.html'.

When you are finished, and would like the page to be online, you just need to select "File" and then "Save As" Name the file, and click "Save".

If you have an existing website on your PC that you create in Frontpage and want to publish:

Open Front Page.

Click on "File" .

Click on "Open Web" .

In the "Folder Name" box choose the existing web on your hard drive.

Click "Open".

Click "Ok".

The box will display the folders in your web on your hard drive.

Click on "Open".

There should be three columns listed. On the far left will be "views" in the middle will be "Folder List" and the far right will be whatever page you have open. If you do not see "Folder List." You will need to click on "View" button and then select "Folder List" option.

You can now publish these files to our server by clicking on "file", then "publish web". When prompted for a location to publish to, enter your domain name as "http://yourdomain.com" (replace yourdomain.com with your actual domain name) and click "publish". It shoud now prompt you for a username and password, which have been supplied by us to you. Enter these in and the files will begin to upload. Once finished, you will be notified by Frontpage.

If you are using Frontpage 2003, these instructions will work, but some of the wording has been changed in the client. Instead of "Web" it uses "Site".