

## Defining the Dreamweaver Site to Upload or Download Files

The Hope College web server stores all of the folders and files for the College's website. The files for your specific site need to be downloaded from the Hope server (remote) to your usb/flash drive (local). Dreamweaver needs to have the site "defined" in order to connect to the remote server and download your files.  
(Lab computers: **All Programs, Presentation and Publishing** to open Dreamweaver)

From the top menu bar choose **Site, New site**.

Site Definition for sample site

Basic Advanced

### Site Definition

Editing Files Testing Files Sharing Files

A site, in Macromedia Dreamweaver, is a collection of files and folders that corresponds to a website on a server.

What would you like to name your site?

Example: mySite

What is the HTTP Address (URL) of your site?

Example: http://www.myHost.com/mySite

If you want to work directly on the server using FTP or RDS, you should [create an FTP or RDS server connection](#). Working directly on the server does not allow you to perform sitewide operations like link checking or site reports.

Choose the Next button to move to additional site definition pages.

Type the web address to your site here. Some versions of Dreamweaver will not have this box.

< Back Next > Cancel Help

Site Definition for sample site

Basic Advanced

## Site Definition

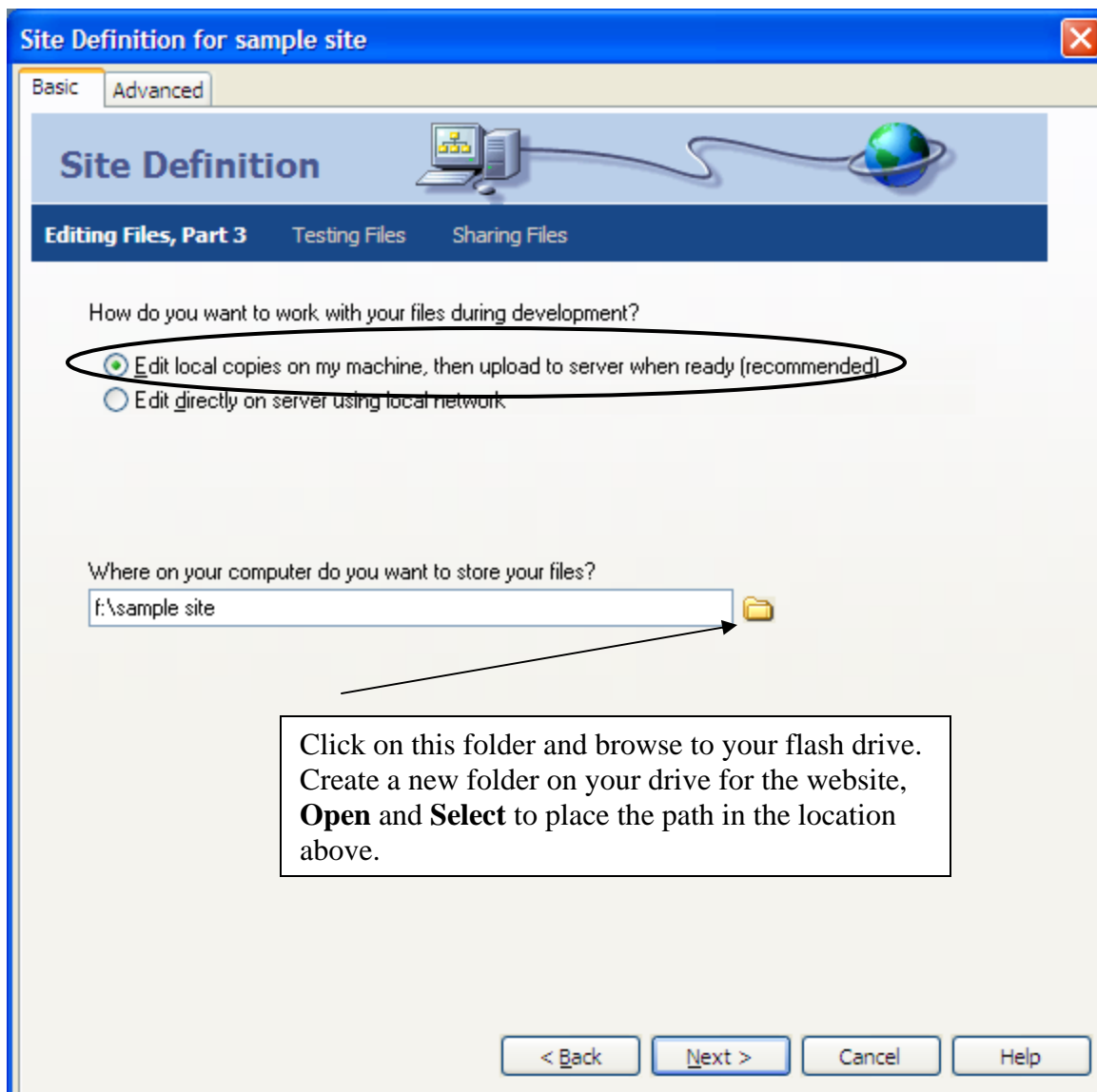
Editing Files, Part 2   Testing Files   Sharing Files

Do you want to work with a server technology such as ColdFusion, ASP.NET, ASP, JSP, or PHP?

No, I do not want to use a server technology.

Yes, I want to use a server technology.

< Back   Next >   Cancel   Help



Site Definition for sample site

Basic Advanced

### Site Definition

Editing Files Testing Files **Sharing Files**

How do you connect to your remote server?  
FTP

What is the hostname or FTP address of your Web server?  
www.hope.edu

What folder on the server do you want to store your files in?  
/web/htdocs/student/organizations/activities

What is your FTP login?

What is your FTP password?  
 Save

Use Secure FTP (SFTP)

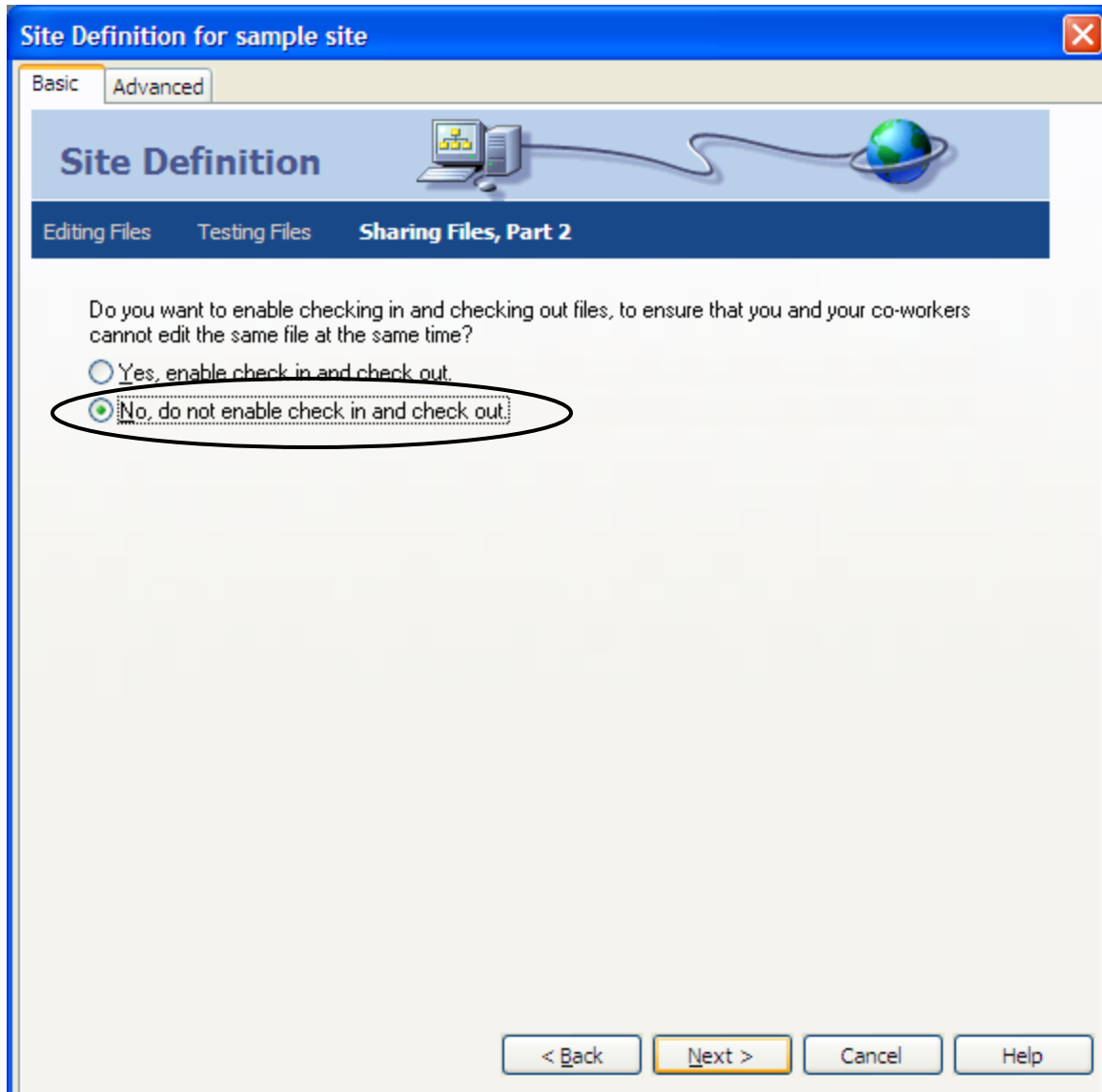
Test Connection

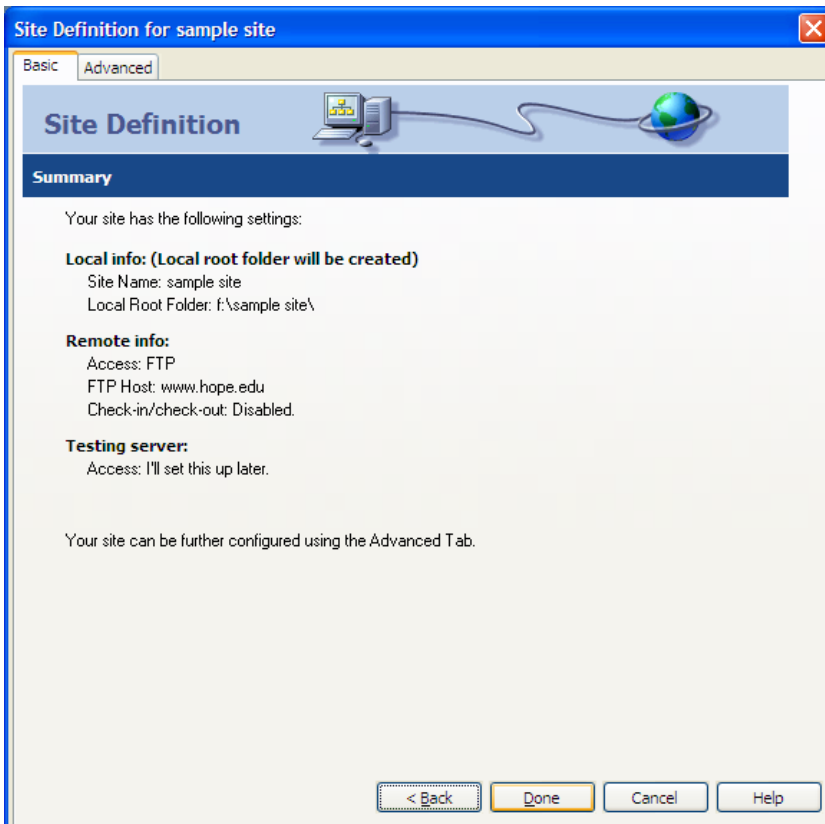
< Back Next > Cancel Help

To find the correct folder on the server, go to your website through Internet Explorer and copy the pathname from the IE address area. Copy what is to the right of the [www.hope.edu](http://www.hope.edu). Paste that pathname in this location and add the /web/htdocs/ before it.

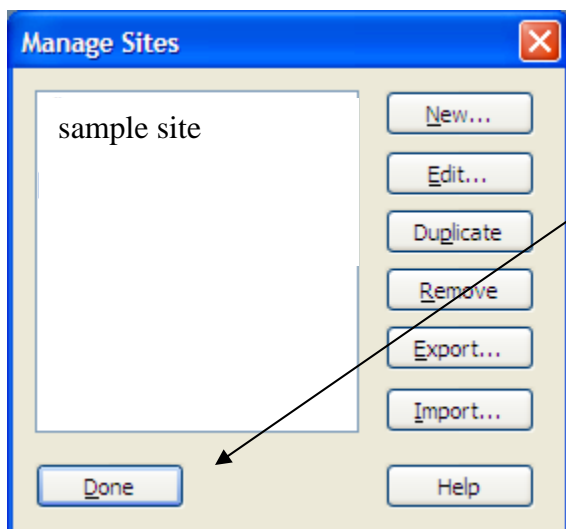
Your FTP login and FTP password are on the Hope College Linux Account Authorization sheet. Use the **Test Connection** button to make sure the above entries are correct.

Do not check this box. (This box may not be displayed in some DW versions.)



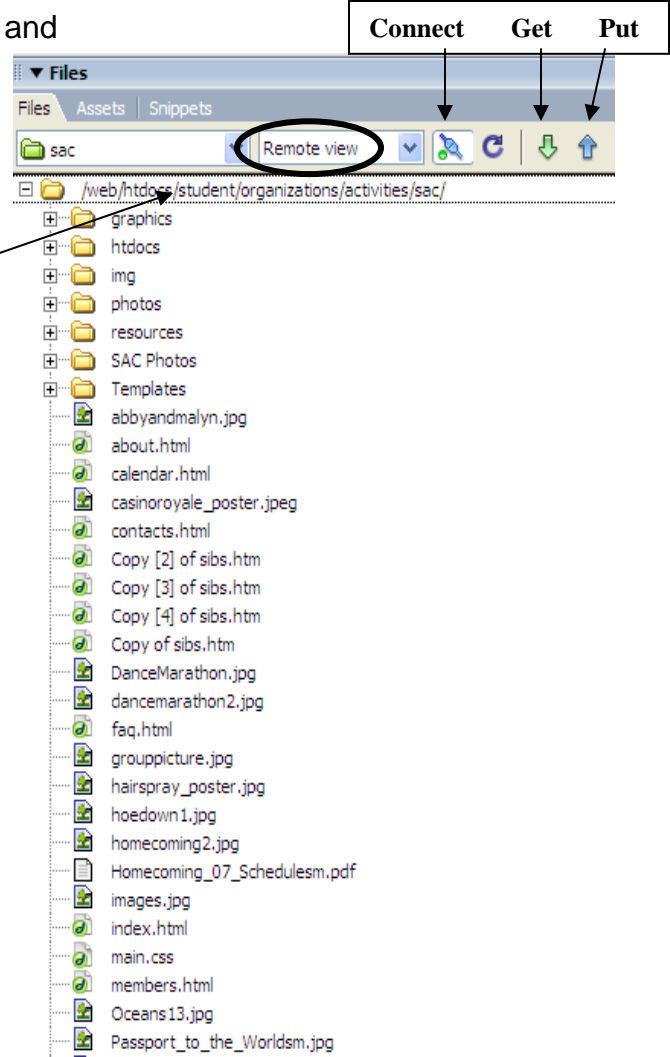


Click **Done** here. (If this Manage sites window appears, click **Done** here as well to finish this process.)



## Downloading and Uploading Files

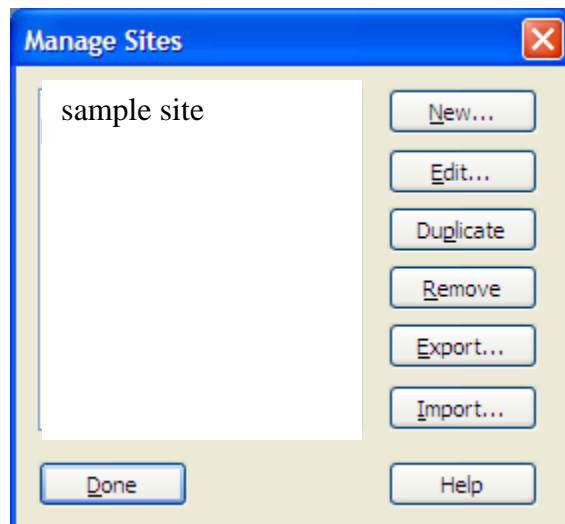
1. Click the **Connect** button to see folders and files like the image to the right. (If a message appears about the remote server, just click on **OK**.) This will bring you to the **Remote View**.



Select the site's main folder (very top folder) and click the green down-arrow in the Files panels group. This is the "get" button which will download your whole site from the remote server to your local (flash drive). Click Yes to "get" the entire site.

2. When the download is complete, change the view from Remote View to **Local View**.
3. Once all of the folders and files are on your flash drive and you are still connected, you can open the files in the local view by double-clicking on a filename (be sure you are in the local view-NOT the remote view).
4. Once you update the file, click **File, Save**. Select the filename in the local Files panel group and click the blue up-arrow to "put" (upload) the file onto the remote. Choose Yes to include dependent files.

5. It is important to disconnect from the remote site. From Dreamweaver's top menu bar choose **Site, Edit Site** (or **Manage site**). Select your site name and choose **Remove**.



6. When you are disconnected from the remote you can open your local (flash drive) files on any computer that has Dreamweaver without defining the site again. Start Dreamweaver, use **File, Open**, and browse to your flash drive to open a file you want to update. Update the file and save it back to your flash drive (local website folder).
7. When you are ready to upload your updated files to the remote site for publishing, define the Dreamweaver site again so you are connected to the remote. Have your local folders and files in view on the right side of the Dreamweaver screen. Click on the specific files you want to upload or select the site's main folder (very top folder) and click the blue up-arrow in the Files panels group. This is the "put" button (upload). Open your web browser and test out your updated files.