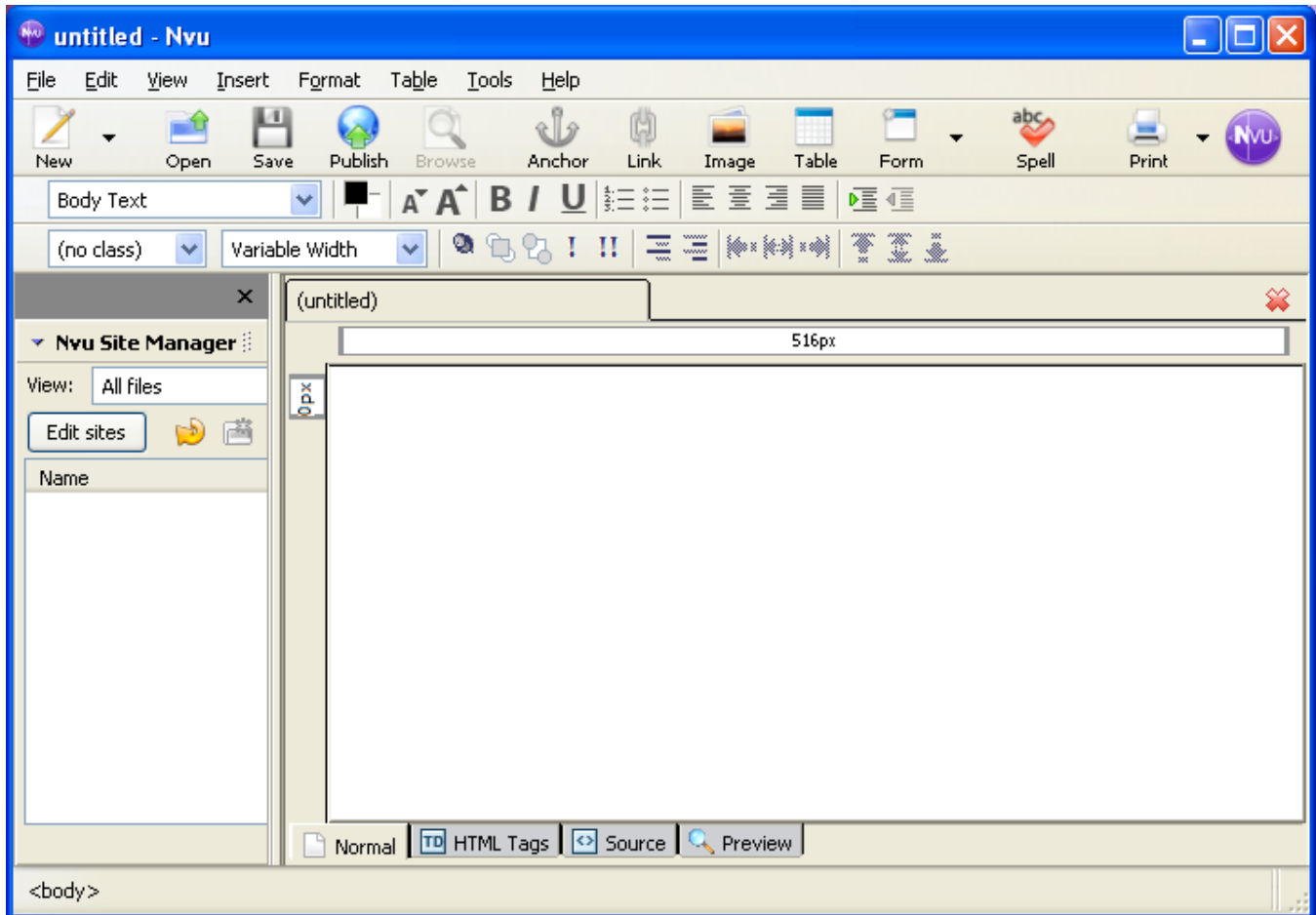


Site Setup in Nvu

Windows XP and Macintosh OSX

1. Choose **Show/Hide** from the **View** menu and if there is no checkmark next to **Site manager**, choose **Site manager**. If there is a checkmark next to **Site manager**, slide off the menu and click the mouse button.



2. Click on **Edit Sites** in the **Nvu Site Manager** pane.

3. Enter in a name for your site in the **Site Name:** area. This name is how you refer to your site and the public will not see this name so enter in something that makes sense to you. In this example we are using *Web Site* as the name.

The screenshot shows the 'Publish Settings' dialog box. On the left, under 'Publishing Sites', 'Web Site' is selected. Below this list are buttons for 'New Site', 'Set as Default', and 'Remove Site'. The main area contains the following fields and options:

- Site Name:** Web Site
- Web Site Information:** HTTP address of your homepage (e.g.: 'http://www.myisp.com/myusername'): http://www.southwestern.edu/~hoagm/
- Publishing Server:** Publishing address (e.g.: 'ftp://ftp.myisp.com/myusername'): ftp://ftp.southwestern.edu/public_html/ (with a 'Select directory' button next to it)
- User name:** hoagm
- Password:** ***** (with a checked 'Save Password' checkbox)

At the bottom right, there are 'OK', 'Cancel', and 'Help' buttons.

4. In the **Web Site Information** area enter **http://www.southwestern.edu/~** and after the tilde (~) enter in your Southwestern Login ID (email name).
5. In the **Publishing Server** area enter **ftp://ftp.southwestern.edu/public_html/**
6. Enter your Southwestern Login ID in the **User name:** area.
7. Enter your Southwestern password in the **Password:** area. You have the option for Nvu to save your password. If you are on a machine that is not accessible by others or is not in a public area, this is an option you may choose to select. If not, remove the checkmark in the box next to **Save Password**.
8. Click on the **New Site** button in the left area of the **Publish Setting** window.
9. Click on the **OK** button.