



Wright State University
Computing and Telecommunications Services (CaTS)
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Creating Your Personal Website

Anyone with a CaTS CAMPUS account can create a personal webpage and have access to it from both on and off campus. Simply follow the steps below, and soon you'll have your own personal website. Anyone using WSU resources to store and/or serve web files must adhere to the WSU Web Policy posted at <http://www.wright.edu/wrightway/2001.html>.

1) CaTS CAMPUS Account

Get your CaTS CAMPUS account from the Help Desk in 025 Library Annex. Your account gives you access to WINGS, email, and provides you with a personal directory.

www Subdirectory - A www subdirectory is generated within all CaTS CAMPUS accounts. You will store your web files in the www directory, so they are viewable by others.

2) Create Your Home Page

A home page is the entry point to a website. It serves as an introduction to the site and, often, as a table of contents. You can create your home page with any number of web development tools, including an [Automated Personal Page Service](#) which creates a basic home page for you.

Whether you use the automated service, webpage creation software, or you write your own HTML code, use index.html or index.htm as the filename for your main webpage. Using any other name for your home page will prevent you from using the default URL (in the form of http://www.wright.edu/~email_name). You will also not be indexed by the WSU search engine. Storing your webpages in any directory other than www will prevent them from being seen on the Internet.

3) Download and Install an SFTP Client

You must use an SFTP (Secure File Transfer Protocol) client in order to upload web files to your WSU website. CaTS recommends using SSH (for Windows) or Fetch (for Mac), both of which are available for free on the CaTS [ConnectWright](#) website.

4) Post Your Home Page to the Web

Transfer your web files to the www subdirectory of your CaTS CAMPUS account.

1. Open your SFTP (Secure File Transfer Protocol) software and connect to **unixapps1.wright.edu**, and login using your **CAMPUS Username (w123abc)** and **password**.
2. Change the remote directory to your **www** subdirectory.
3. Transfer your home page files (and any associated image files) to this subdirectory.
 - a. This process varies depending on the SFTP software used, but typically involves two windows, one showing files located on your computer, the other showing files on the web server. To transfer files, you will drag the files that you want to transfer from the local side to the www side.
4. Close the SFTP session.

5) View Your Webpages on the Internet

Now that you have created your home page and posted it on the World Wide Web, you can view it at your unique URL (Universal Resource Locator). Your URL is in the form of:

http://www.wright.edu/~email_name

For example, if your email address is smith.1@wright.edu, your email name is smith.1 and your URL would be <http://www.wright.edu/~smith.1>

Note that this address is case sensitive, so /~Smith.1 will not work.

To view your pages:

1. Open a web browser (i.e., Internet Explorer, Firefox or Safari).
2. In the **Location (or Address) field**, type your URL.
3. Press Enter. Your home page should load and be viewable. If it is not, refer to section 6, Troubleshooting Your Website, for help.

6) Troubleshooting Your Website

If you find that your webpages are not loading or appearing the way you planned, maybe one of the following will help:

- Do you have an active Internet connection? You may be offline. If you are on the campus network, this shouldn't be a problem. If you are connecting from off campus, you may have lost your connection to your Internet Service Provider.
- Did you enter the correct web address into the location bar? Remember, your URL is case sensitive.
- Did you put your web files in the **www** subdirectory?
- If your images are not appearing, did you transfer them as well, and did you maintain case-sensitivity? Try resending them, or editing your HTML code.
- Is your HTML correct? Did you use closing tags where they are needed? Are there quotes or brackets missing from any of the code?

If none of the tips listed resolve your problem, call the Help Desk at 775-4827.

7) HTML Help

HTML (Hypertext Mark-Up Language) and web publishing are widely supported by WSU.

- CaTS, CTL, the University Libraries, and the Center for Professional Development offer many web-related workshops.
- WSU has an online web publishing guide at <http://www.wright.edu/cwis/publish.html> and a WSU Style Guide at <http://www.wright.edu/cwis/style/>.
- Countless free online tutorials and getting started guides can be found on the World Wide Web. A simple search should reveal many helpful sites.

8) Technical Support

If you are experiencing difficulties that are not resolved with the measures in section 6, you can contact the Help Desk by calling 775-4827, by sending email to helpdesk@wright.edu, or by visiting 025 Library Annex.