

University of Toledo Homepage Account

To request a UT homepage account:

Go to <http://www.utoledo.edu>

Click on EIT on the left side of the screen under resources.

The Educational and Information Technology page will appear.

Choose Faculty/Staff > EIT Service > Web Hosting > Request a Website

The How to obtain web space screen will appear.

Click on the Click here to fill out a form to request a site link.

To fill out the form:

Web Site URL wanted: **homepages.utoledo.edu/userid**

Additional URL: *leave blank*

Enter your personal information

Click SAME AS ABOVE for administrator

Will an outside Web Contractor be editing this site? NO

Will you be using FrontPage to edit this site? YES

Your website will be **<http://homepages.utoledo.edu/userid>** such as
<http://homepages.utoledo.edu/asmith>

Dreamweaver FTP Directions

Open Dreamweaver

Choose Site, New Site.

Enter any descriptive name.

Locate the folder where your files are stored.

Click Remote Info, then choose FTP.

Enter the following information

Access: FTP

FTP Host: web00.utad.utoledo.edu

Host Directory: *leave blank*

Login: utad\userid or utoledo\userid

Password: use the password you log into Exchange/outlook email

Click OK

Remote Info

Access: FTP

FTP Host: web00.utad.utoledo.edu

Host Directory:

Login: utad\asmith Test

Password: Save

Use Passive FTP

Use Firewall Firewall Settings...

Automatically upload files to server on save

Check In/Out: Enable File Check In and Check Out