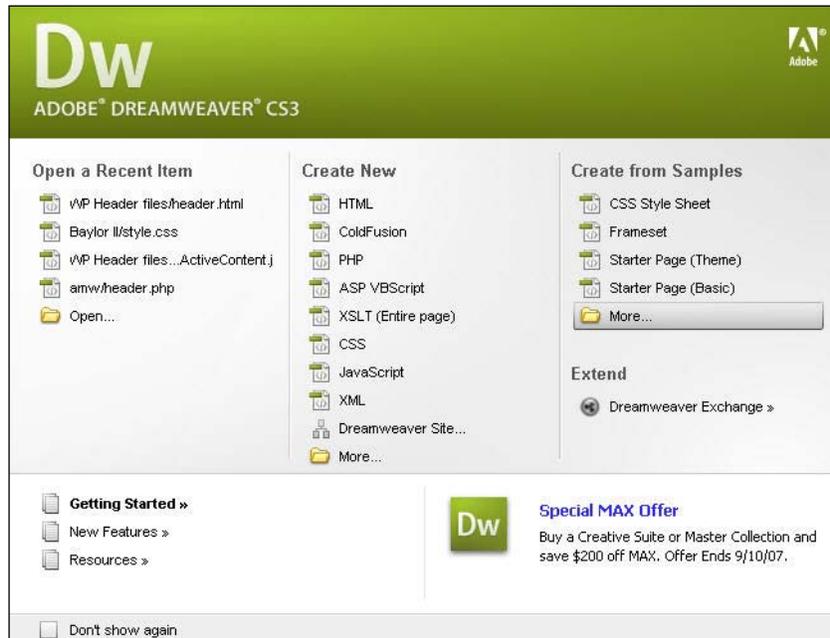


Setting up a BearSpace site in Dreamweaver CS3

Transferring files to and from your BearSpace account is easily done with Adobe Dreamweaver CS3. If you have never used your BearSpace account as a personal Web site, you'll want to create a new site in Dreamweaver that communicates directly with Bearspace in order to facilitate the transfer of the files that are required to make your site appear when someone visits it. You'll eventually use Dreamweaver's built-in communication tools to manage your site and edit your pages once it's up and going. This document details the step-by-step instructions involved in setting up a site in Dreamweaver CS3 for the first time.

Step One: Create a new site.

To start, you must first create a local site in Dreamweaver (or in other words, a site on your computer) using the application's "wizard." When you open Dreamweaver for the first time, you'll see the dialog box like this:

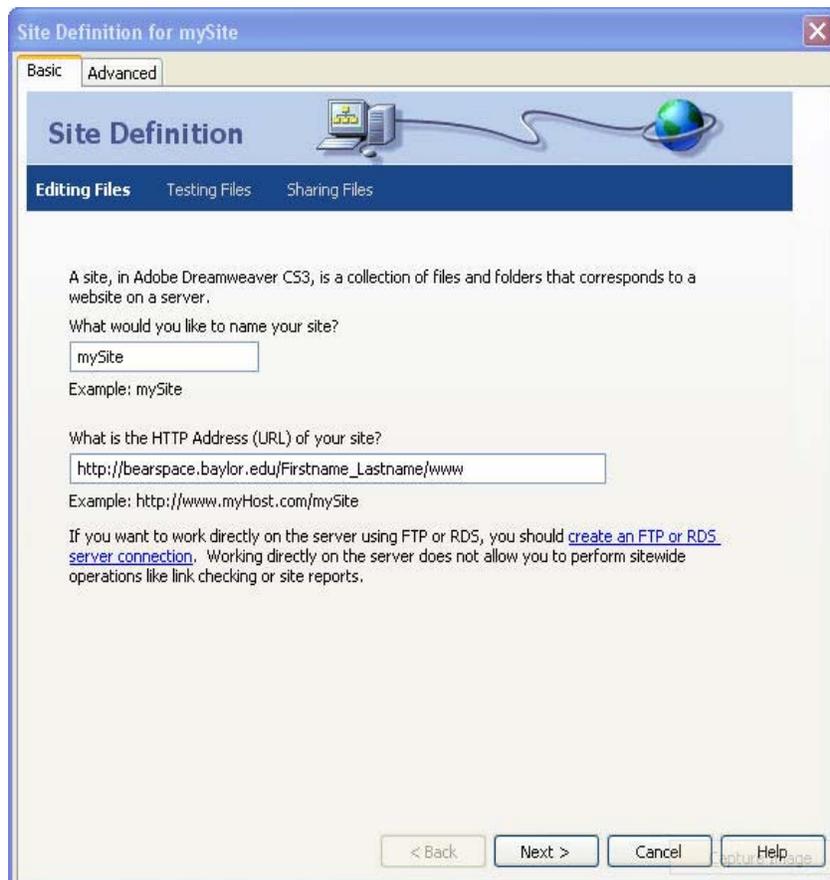


In the middle column near the bottom, click the *Dreamweaver Site ...* option. You will then be guided through the steps necessary to create your first site.

Step Two: Name your local site, and specify your Web address (URL).

Once you click *Dreamweaver Site*, you will be asked to give your local site a name and specify what your URL (or Web address) will be on the remote Web server in BearSpace. Your URL is the text users will type in their browsers to access your site once it's live.

You should see the following dialog box, called *Site Definition*:



In the field titled *What would you like to name your site?*, give your site a name. The name can be anything you want and is only for your reference when using Dreamweaver. In the second field *What is the HTTP Address (URL) of your site?*, enter your BearSpace Web address by substituting your first and last name (make sure to capitalize the first letter of each) into the following URL:

http://bearspace.baylor.edu/Firstname_Lastname/www

The *Firstname_Lastname* in this URL is your Bear ID. When someone types this into a browser's address field, they will be able to view your Web site.

When you have finished this, click *Next >*.

Step Three: Just say 'no' to server technology!

The next dialog will ask you whether you would like to use a server technology (or in other words, a server-side scripting language). By default, Dreamweaver has selected 'No' for you--accept this default. Without getting too technical, it's worth noting that BearSpace will only support static HTML and CSS (Cascading Style Sheets) files, nothing more; so don't worry about using scripting languages like PHP and ASP.

When you have finished with this dialog box, click *Next >*.

Step Four: Choose your editing scheme and create local site folder.

The next dialog box should look like this:



You now need to tell Dreamweaver how you want to edit your Web pages, either locally or directly on the Web server. In general, it's a good idea to edit your files locally and the upload them when they're ready, but you can edit directly on the BearSpace Web server if you wish. By default, Dreamweaver chooses the local option, so stick with that.

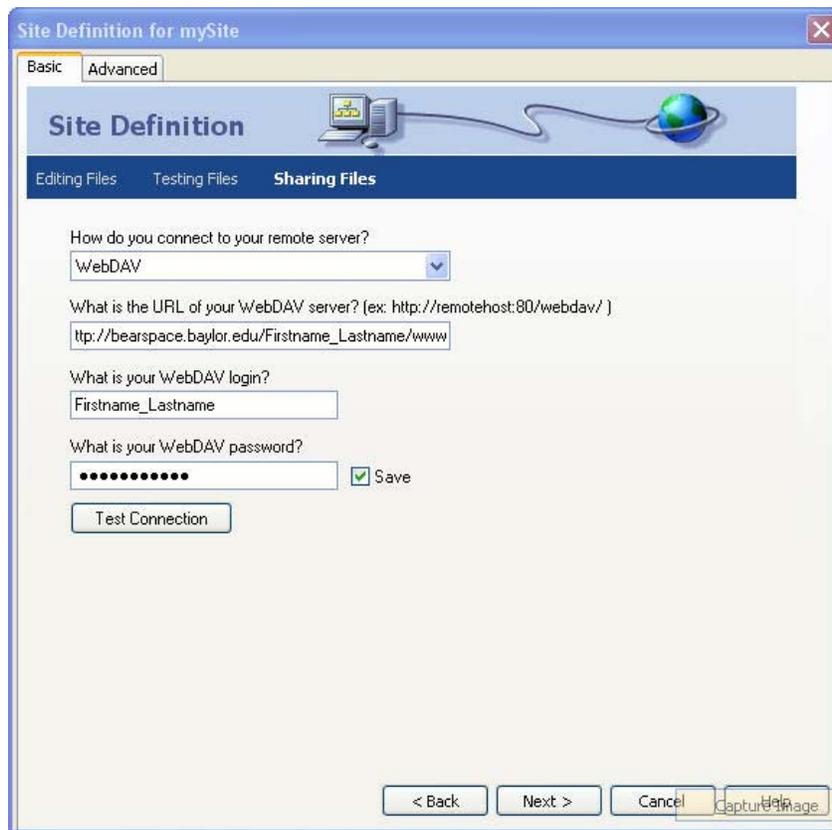
The second field asks you where you want to store your Web files on your computer. Dreamweaver automatically names a folder for you, but this is the place where you can change that folder's name to make it consistent with your site name (which you chose in *Step Two*).

When you're finished, click *Next >*.

Step Five: Connect to your Web server.

The next dialog box is perhaps the most important part of setting up your site for the first time. In this step, you will need to tell Dreamweaver how to "talk" to the BearSpace Web server. In the pull-down menu titled *How do you connect to your remote server?*, select the *WebDAV* option. When you do this, Dreamweaver will present you with three other fields you'll need to fill out.

The dialog box looks like this:



After selecting the *WebDAV* option, you'll once again need to enter your BearSpace Web address just as you did in *Step Two*. The WebDAV login should be your Bear ID (first and last name, with an underscore connecting the two), and your WebDAV password should be your Baylor password you use to check e-mail. *Note: BearSpace will not support FTP.*

When you have entered the necessary information, click the *Test Connection* button. If you have entered something incorrectly, your connection test will fail; otherwise, Dreamweaver will notify you that it has successfully connected to the server.

Step 6: Enable check-in, check out (optional).

The final dialog box will allow you to enable the checking in and out of files in the event you decide to allow someone else to edit your site for you.



However, since you will be using this site for personal reasons, you will most likely not want someone else editing your files, so accept the default option *No, do not enable check in and check out.*

... And that's it! You've successfully set up your own site in Dreamweaver that can communicate with your remote Web server in BearSpace. Now you may begin adding content to your site and uploading files as you go. *Note: The default page of your Web site must always be called "index.html" or "index.htm."*