

**easyname**

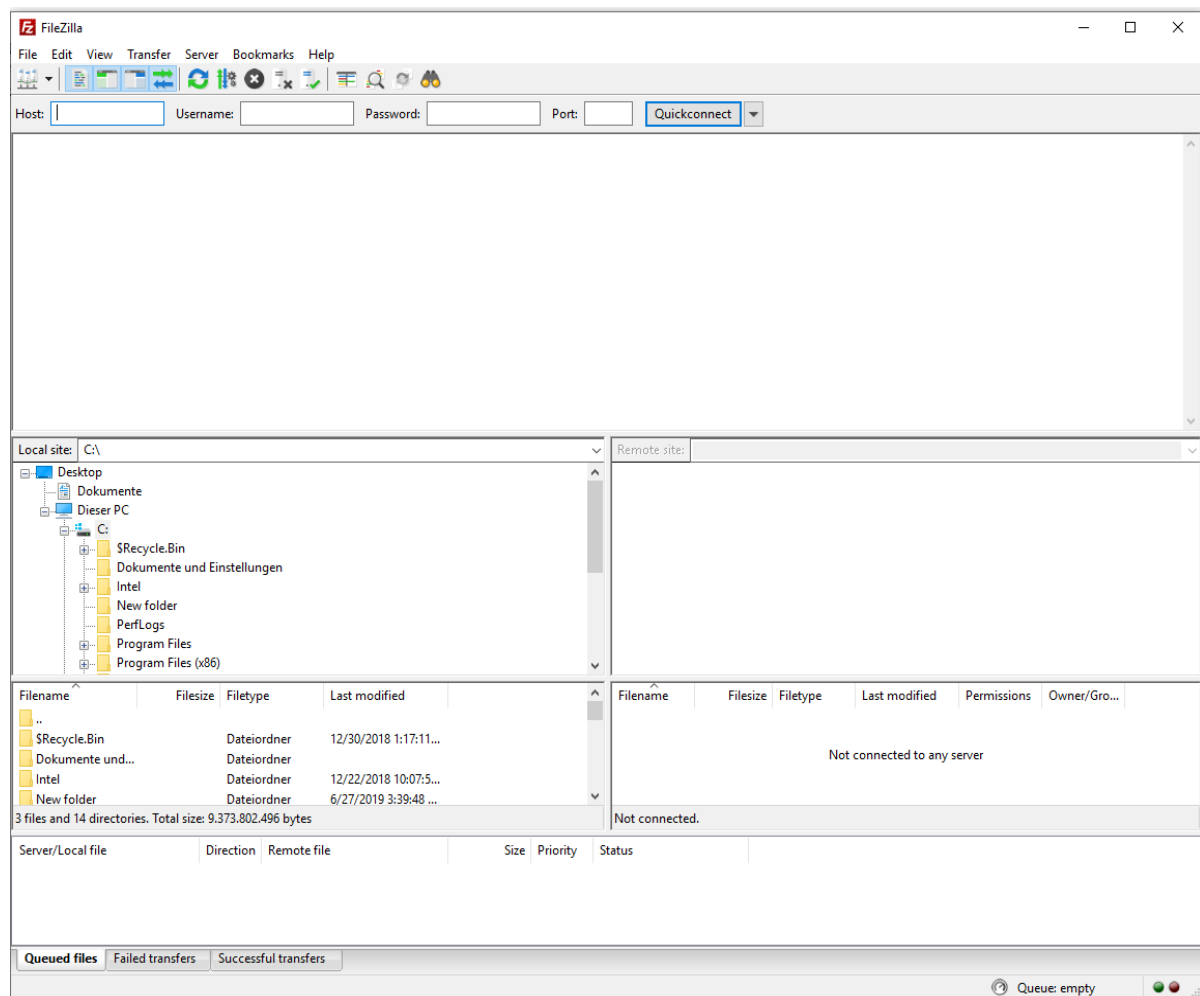
Manual  
**FileZilla**



Download the latest version of the „FileZilla Client“ to your computer. You can use the following link to find the latest version: <https://filezilla-project.org/>

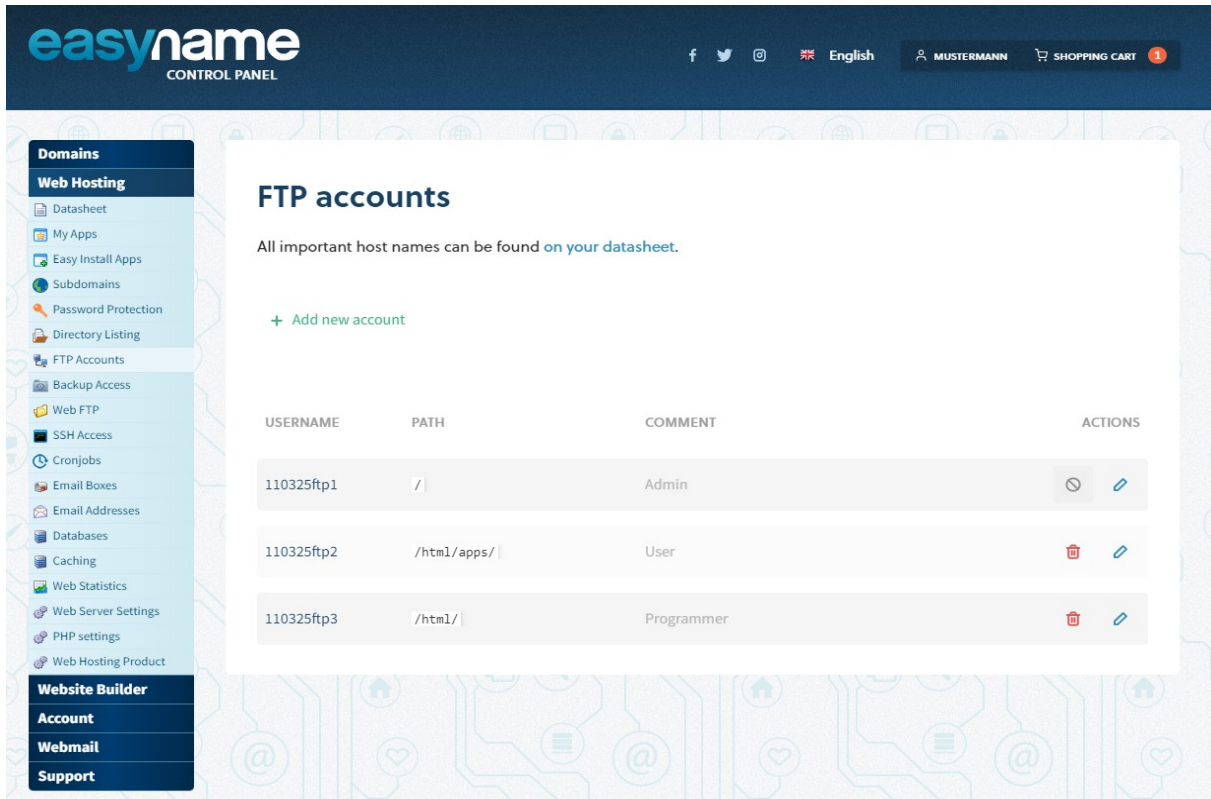
After downloading, install FileZilla to your computer.

By starting FileZilla, the following window opens:









On the left side of the program-screen you see the directory structure of your computer. In the right column you will find the directory structure of your webspace, after you've connected to the easyname webserver successfully.

In the top bar, you have to specify the login credentials of the easyname webserver. These can be found in your easyname control panel (<https://my.easyname.com>) by clicking on **[Web Hosting]** → **[FTP Accounts]**

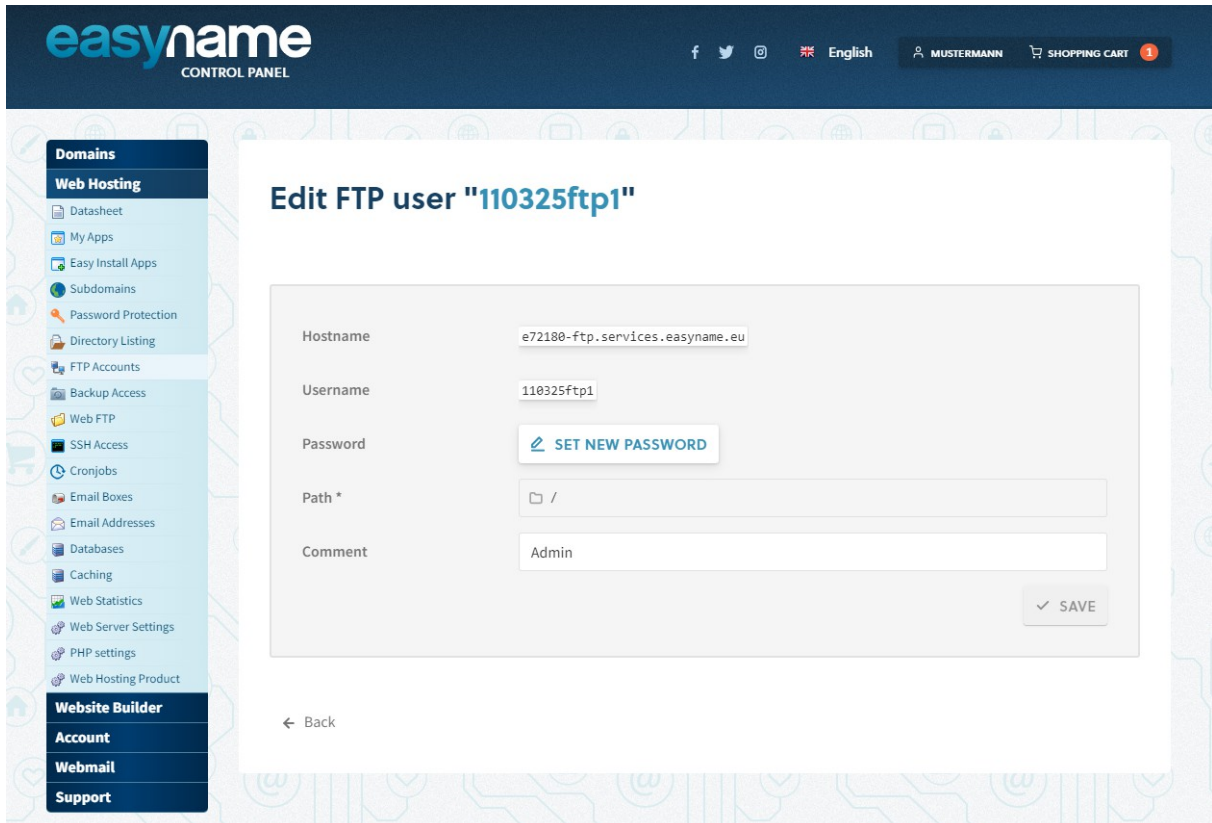


The screenshot shows the easyname control panel interface. The top navigation bar includes the easyname logo, social media icons, a language selector set to English, a user profile for MUSTERMANN, and a shopping cart icon with a notification badge. The left sidebar contains a menu with categories: Domains, Web Hosting (selected), Website Builder, Account, Webmail, and Support. The Web Hosting menu includes options like Datasheet, My Apps, Easy Install Apps, Subdomains, Password Protection, Directory Listing, FTP Accounts (selected), Backup Access, Web FTP, SSH Access, Cronjobs, Email Boxes, Email Addresses, Databases, Caching, Web Statistics, Web Server Settings, PHP settings, and Web Hosting Product. The main content area is titled "FTP accounts" and contains the text "All important host names can be found on your datasheet." Below this is a "+ Add new account" button. A table lists the existing FTP accounts with columns for USERNAME, PATH, COMMENT, and ACTIONS.

USERNAME	PATH	COMMENT	ACTIONS
110325ftp1	/	Admin	 
110325ftp2	/html/apps/	User	 
110325ftp3	/html/	Programmer	 

Here you will find all of your FTP accounts.

By clicking on **[Edit]** (pen-icon, on the right side of the respective user), the hostname, the username and the server path (to which the user is restricted) will be displayed (see picture below).

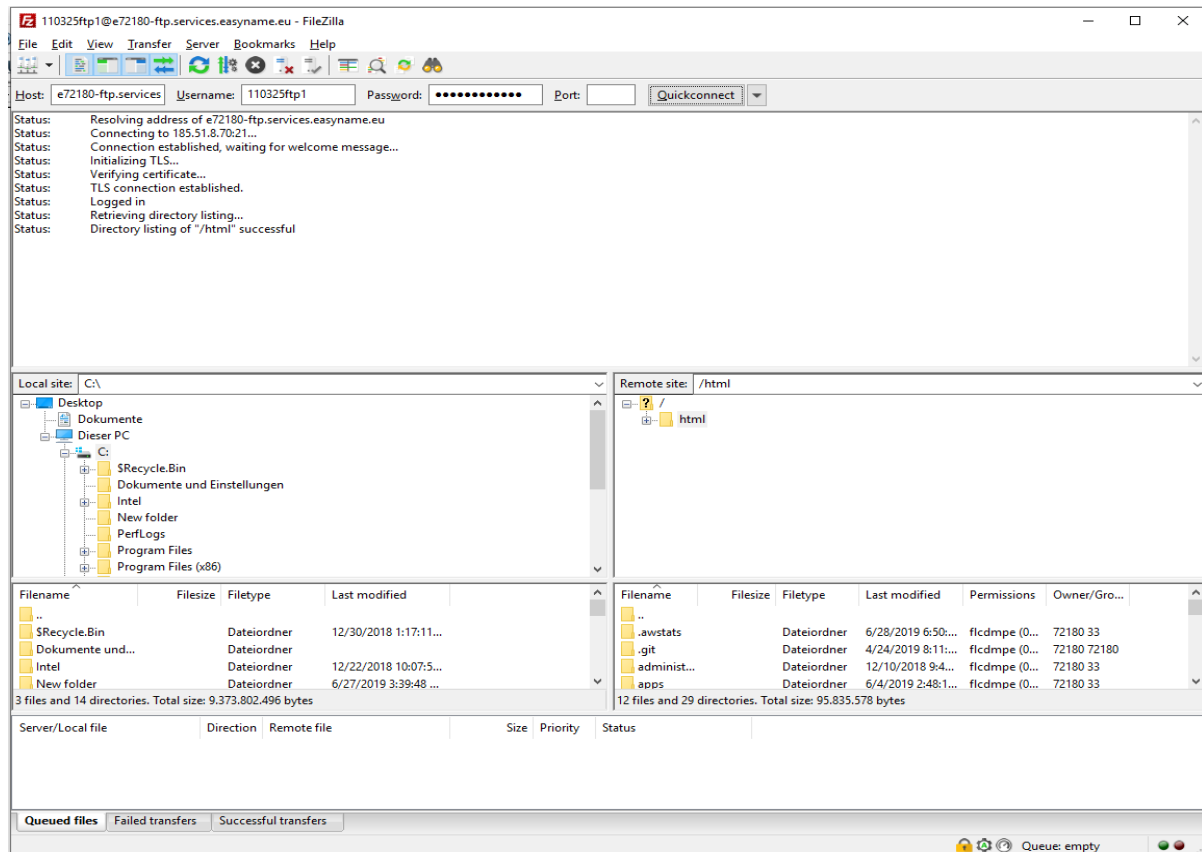


The screenshot displays the Easyname Control Panel interface. The top navigation bar includes the 'easyname CONTROL PANEL' logo, social media icons, a language selector set to 'English', and a shopping cart icon with a notification badge. A left-hand sidebar menu lists various services under categories like 'Domains', 'Web Hosting', 'Website Builder', 'Account', 'Webmail', and 'Support'. The main content area is titled 'Edit FTP user "110325ftp1"'. It contains a form with the following fields: 'Hostname' (e72180-ftp.services.easyname.eu), 'Username' (110325ftp1), 'Password' (with a 'SET NEW PASSWORD' button), 'Path \*' ( / ), and 'Comment' (Admin). A 'SAVE' button is located at the bottom right of the form. A 'Back' link is visible below the form.

If you have never connected to the FTP-server before, please make sure that you set a new password first. This can be done by clicking on **[SET NEW PASSWORD]**

Should you have forgotten your password, you can reset it with the respective link.

Now copy the login information from the control panel and enter them into the top bar of FileZilla (see picture below). The „Hostname“ is the „Server“ and the field „Port“ can be left empty. After you've entered the required data click on **[Quickconnect]**



In the left column you have to navigate through the directory structure of your computer until you get to the folder where the data of your website are. Then select the entire content of this folder and drag them to the right side into the /html/-folder.

After this action all the selected files will be transferred to your webspace on easyname.

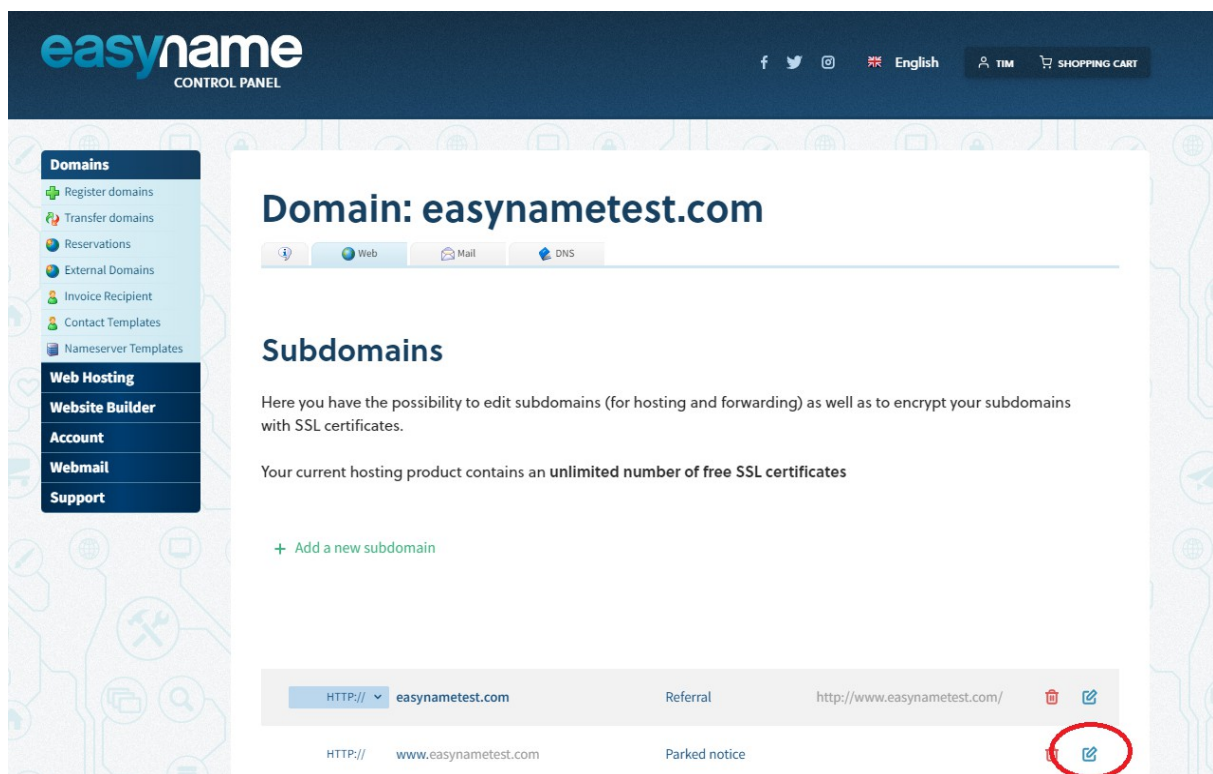
Once all data has been copied, you can close FileZilla.

**Please note** that the starting page of your website has to be named **index.html**, **index.htm** or **index.php**

Last but not least, you have to configure your subdomain-settings, so that the uploaded files can be displayed.

Login to your easyname control panel again (<https://my.easyname.com>) and click on **[Domains]** → **[Subdomains]** (next to the respective domain) → **[Edit]** (pen icon; see picture below)

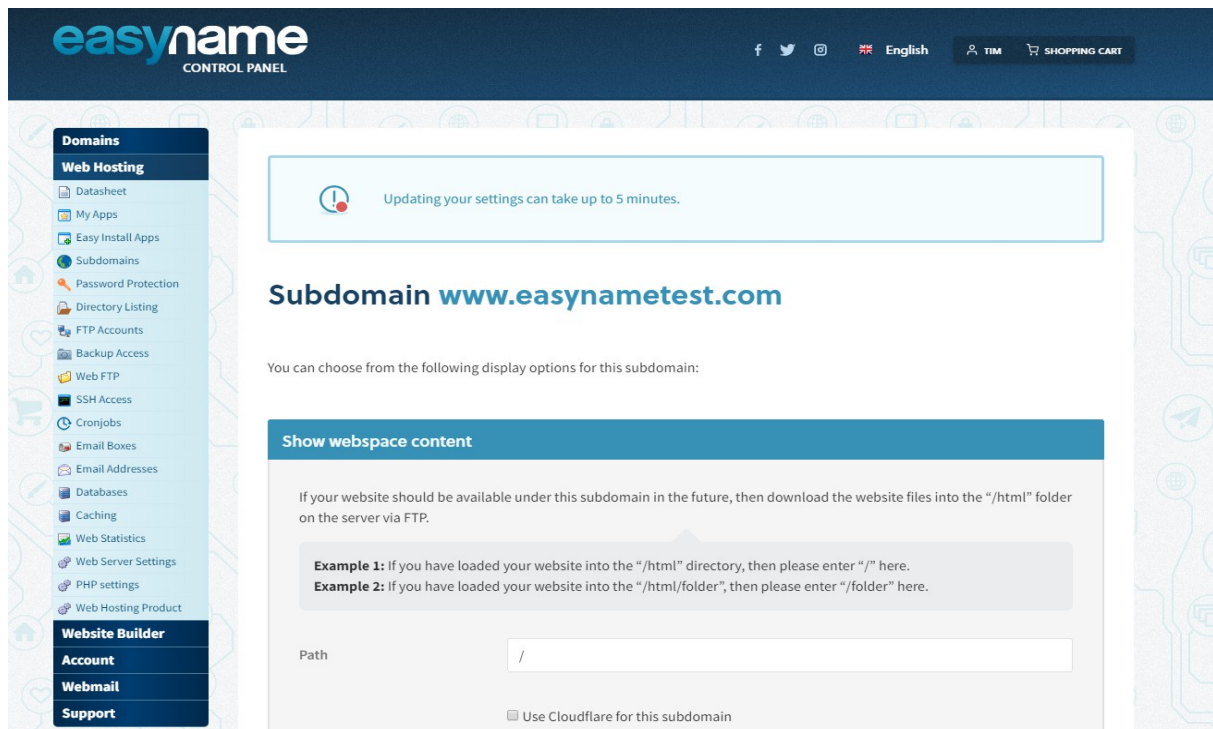
If there is no entry for your subdomain click on **[Add a new subdomain]** → type "www" into the textfield → **[ADD]**



The screenshot shows the easyname control panel interface. The main content area is titled "Domain: easynametest.com" and displays the "Subdomains" configuration. The "Subdomains" section includes a description: "Here you have the possibility to edit subdomains (for hosting and forwarding) as well as to encrypt your subdomains with SSL certificates." and a note: "Your current hosting product contains an unlimited number of free SSL certificates." Below this, there is a link to "+ Add a new subdomain". At the bottom, a table lists subdomains with their status and actions. The "www.easynametest.com" entry is highlighted with a red circle around its edit icon.

Protocol	Subdomain	Status	Target	Actions
HTTP://	easynametest.com	Referral	<a href="http://www.easynametest.com/">http://www.easynametest.com/</a>	[Delete] [Edit]
HTTP://	www.easynametest.com	Parked notice		[Delete] [Edit]

Finally, select **[Show webspaces content]** and enter a slash in the field „Path“ (see picture below) before clicking on **[Save]**. Now the webserver knows that the webcontent of the /html/-folder has to be published. If you have uploaded your files into a subfolder of the /html/-folder (e.g., /html/apps/), you will have to define this specific folder (e.g., /apps/).



The screenshot shows the EasyName Control Panel interface. At the top, there is a navigation bar with the EasyName logo, social media icons, language selection (English), and user information (TIM, SHOPPING CART). The left sidebar contains a menu with categories: Domains, Web Hosting, Website Builder, Account, Webmail, and Support. The main content area is titled 'Subdomain www.easynametest.com' and includes a notification: 'Updating your settings can take up to 5 minutes.' Below this, it states: 'You can choose from the following display options for this subdomain:'. A section titled 'Show webspaces content' provides instructions: 'If your website should be available under this subdomain in the future, then download the website files into the "/html/" folder on the server via FTP.' It includes two examples: 'Example 1: If you have loaded your website into the "/html/" directory, then please enter "/" here.' and 'Example 2: If you have loaded your website into the "/html/folder", then please enter "/folder" here.' A 'Path' input field contains the character '/'. At the bottom of this section, there is a checkbox labeled 'Use Cloudflare for this subdomain' which is currently unchecked.

After a few minutes your webpage should be visible by typing your domainname into the browser. In this example it would be <http://www.easynametest.com/>