



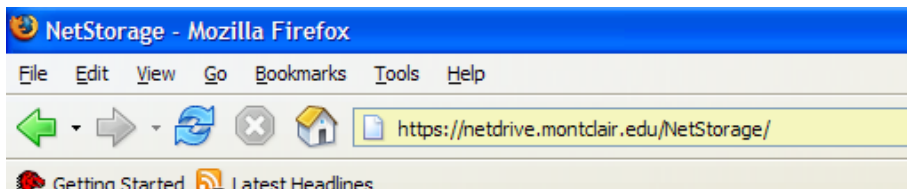
Web Publishing through NetStorage

(off-Campus use only)

Getting Started:

- 1) Open any browser (i.e Firefox, Window XP)
- 2) Type in the address: <https://netdrive.montclair.edu/NetStorage/>

(Note: Make sure that the N and S are in upper case)



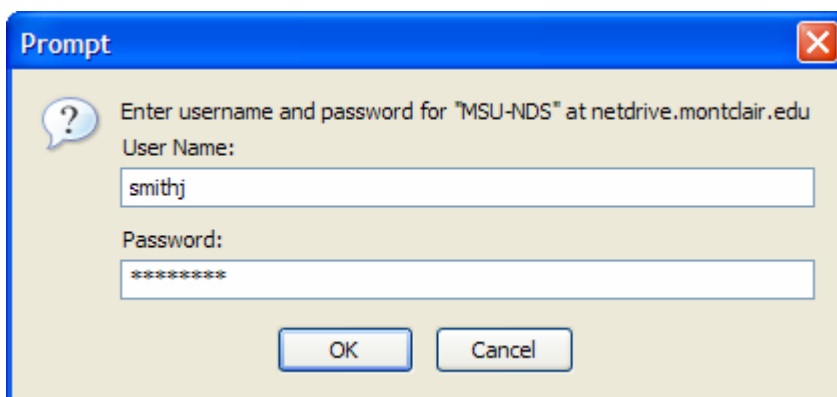
A login prompt will appear.

- 3) Enter your MSU NetID

User Name (MSU NetID): last name, first initial

Password: Your NetID password

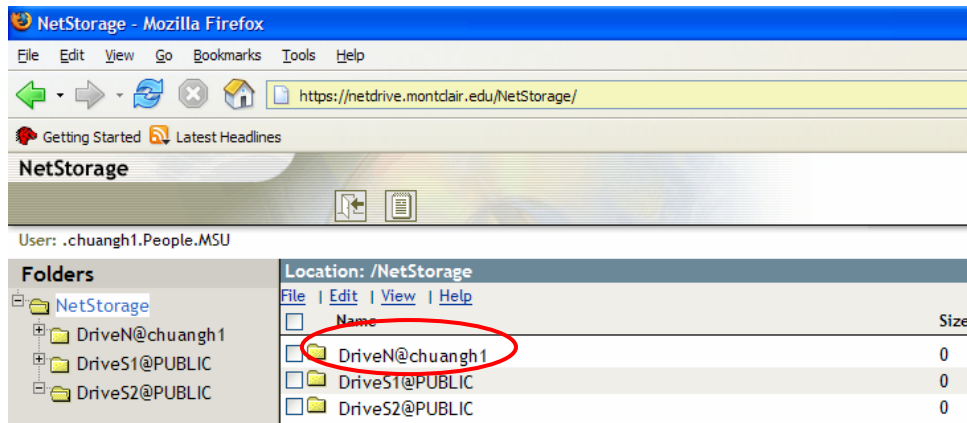
(Note: Do not select the "Use Password Manager to remember these values" option unless you are on your own private computer and it is secure from public access)



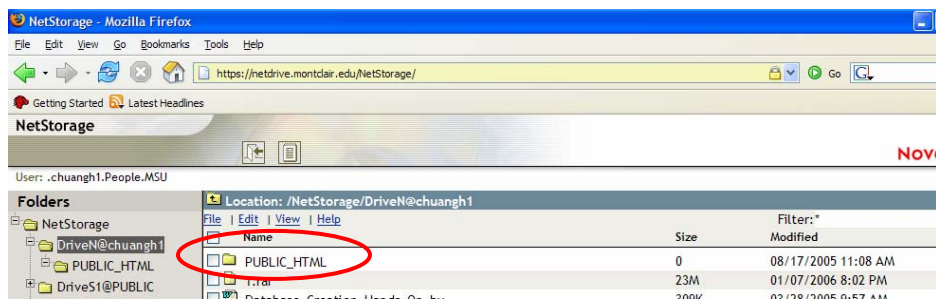
Where to Upload Your HTML Files

Public_html is the location to place web pages. It is located in your **DriveN@Your NetID** folder.

1) Double-click on **DriveN@Your NetID**

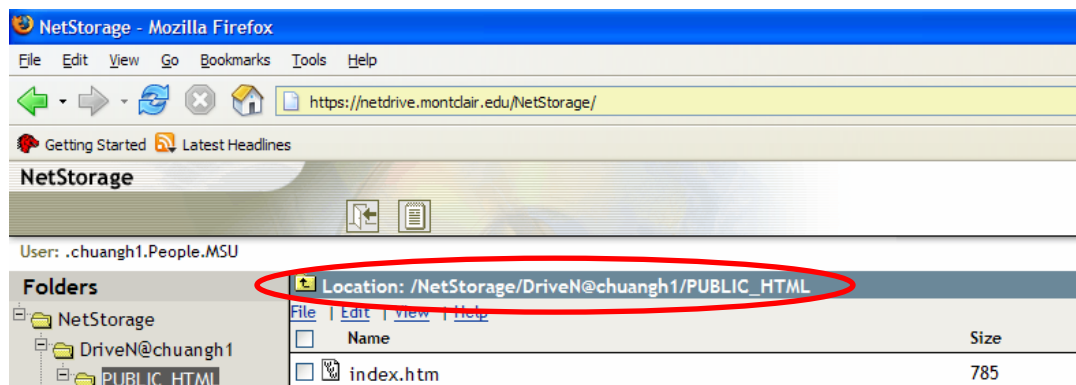


2) Double-click on **Public_html**

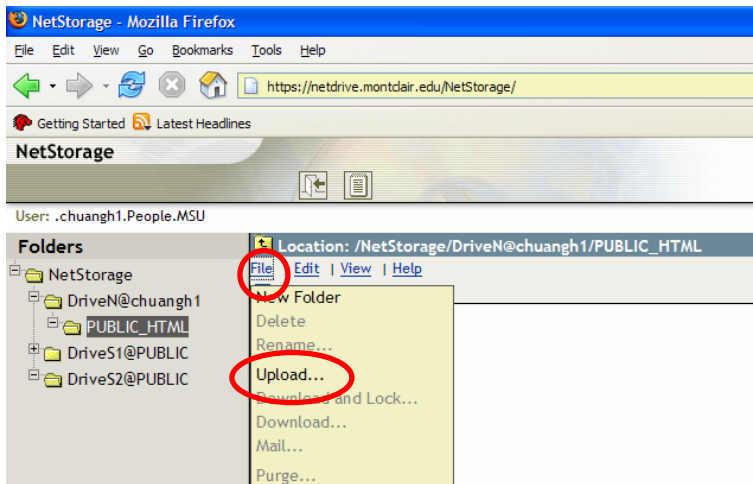


To Upload an HTML Page:

1) Make sure you are within the **PUBLIC_HTML** directory

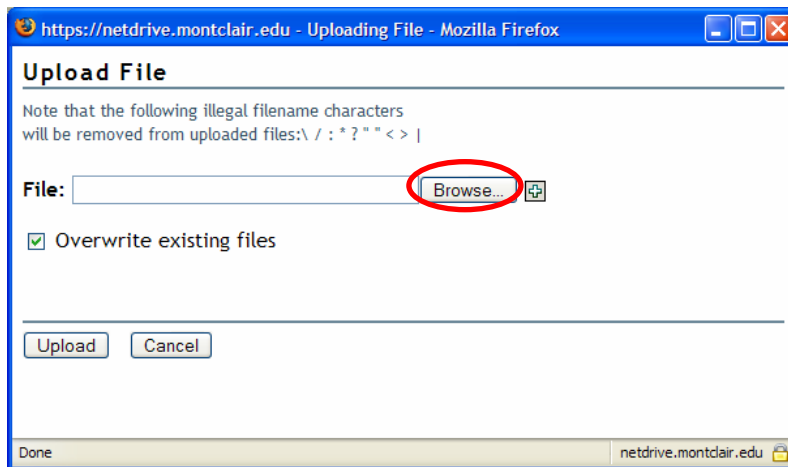


- 2) Select **File**
- 3) Select **Upload**

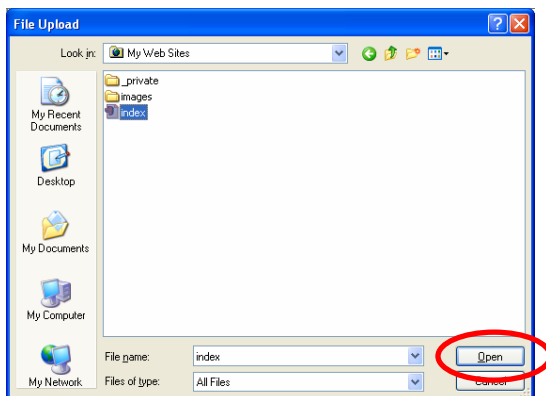



A dialog will ask you to browse for the HTML page you want to upload.

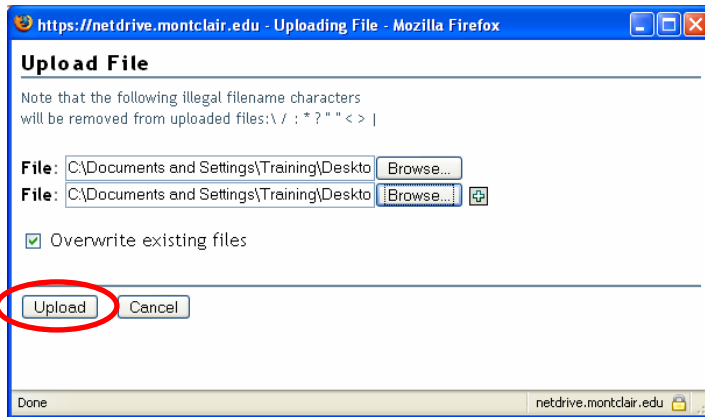
- 4) Select **Browse**



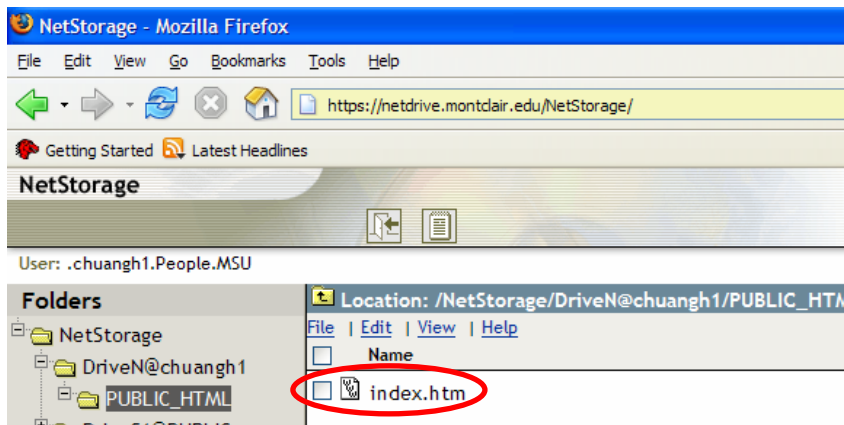
- 5) Select the HTML page and **Open**



- 6) To add multiple files. Click on the 
- 7) Once you've selected the page, click on **Upload**



Your file is now in the PUBLIC_HTML directory.



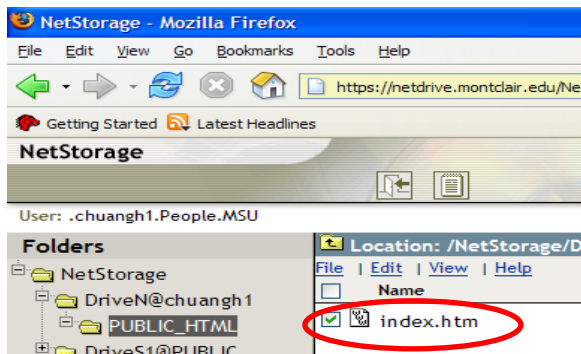
To Update a Web Page:

To update a web page, you will need to download it, edit the web page, and upload it back to the public_html directory when you are finished.

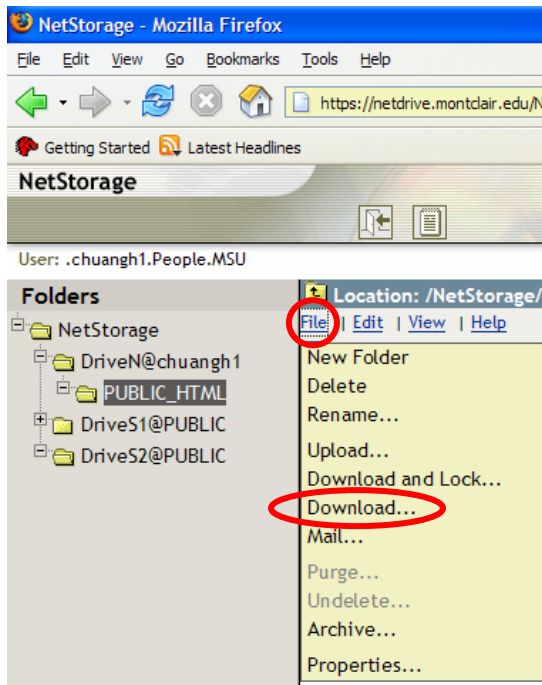
Note: Before uploading, be sure the file is saved and closed

To Download a Web Page:

- 1) Highlight that HTML file by clicking it once.

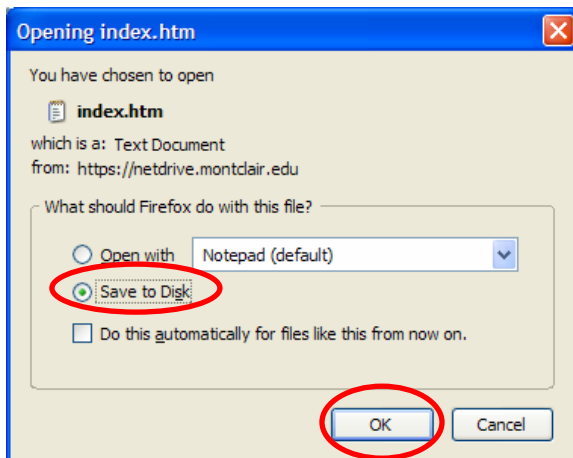


- 2) Select **File**
- 3) Select **Download for Viewing**

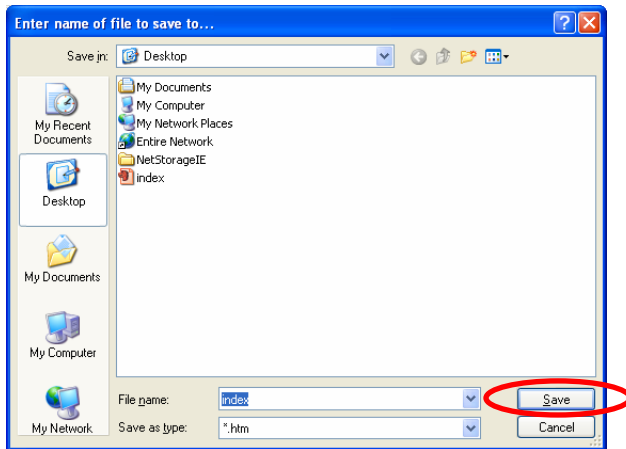


A save dialog will appear.

- 4) Select **Save it to disk**
- 5) Click **OK**



- 6) Browse to the folder you want to save to
- 7) Click **Save**



Web Address:

Your web address will be <http://netdrive.montclair.edu/~YourNetID>

To Logout from NetStorage:

A logout icon is located on the top. Simply click it to logout.

Note: *Be sure to logout to protect the contents of your account*

