

HOW TO APPLY FOR WEB SPACE AND UPLOAD FILES AND ENJOY YOUR WEB PAGE

1. Go to www.personal.psu.edu, and click on the link that says “apply for web space.” Next, take the five question quiz when you get your web space, however, it has a temporary home page so the second thing you have to do is to create your own index page. This serves as your home page.
2. To create your home page’s index file quickly, just copy and paste the repeated html codes. If you fail to do this it could keep you from entering it in correctly. Also this can really slow you down if you don’t catch this mistake before you have most of the work done. It is also very sensitive to editing such as deleting lines or rearranging it.
3. If you want pictures on your web page this site <http://eportfolio.psu.edu/> makes it easy to add a picture as a link to a full screen picture window. All you have to do is copy and paste the index file and insert the pictures.
4. To see how your web page looks on your web space, go to <https://explorer.pass.psu.edu/> and log on so you can upload your index file and any pictures that are on your web page. They will show up on your web page at www.personal.psu.edu.

5. If you make any changes to the index file make sure to re-upload it on <https://explorer.pass.psu.edu/> to be able to see the updated version of your web page.

6. Once you are done with the fifth step then you are ready to enjoy your web page.