



# Access to Personal Web Area with FileZilla

## 1. Introduction

You need to have an FTP connection in order to broadcast your personal web page on web server.

In order to make FTP connection you can download and install the free software named FileZilla (Client) from <http://filezilla-project.org>.

## 2. Personal Web Areas FTP server addresses;

The FTP addresses used to access to personal web areas of İzmir University of Economics students, academicians and administrative personnel are stated below.

<b>For Students:</b>	<a href="ftp://stdhomes.ieu.edu.tr">ftp://stdhomes.ieu.edu.tr</a>
<b>For Academic and Administrative Personnel:</b>	<a href="ftp://homes.ieu.edu.tr">ftp://homes.ieu.edu.tr</a>

Table 1

## 3. Connection with FileZilla File Transfer Process

### 3.A. Quick Connection with FileZilla and File Transfer



Figure 1

1. Run **FileZilla**,
2. Enter the server address (see Table 1) that you will make FTP connection to Host section on Quick Connect tool bar.
3. Enter your user name that you use while signing in to your e-mail account to **Username** section and enter your password to **Password** section
4. Connect to the server you stated by clicking **QuickConnect** button.

After connection, your local files (A) and your files on the server (B) will be displayed on the monitor. After this stage, you can transfer files from local to server or from server to local by drag and drop method.

5. In order for the files on your Personal web page in local (A) to be published in internet, drag and drop these files to **public\_html** folder on the server (B).

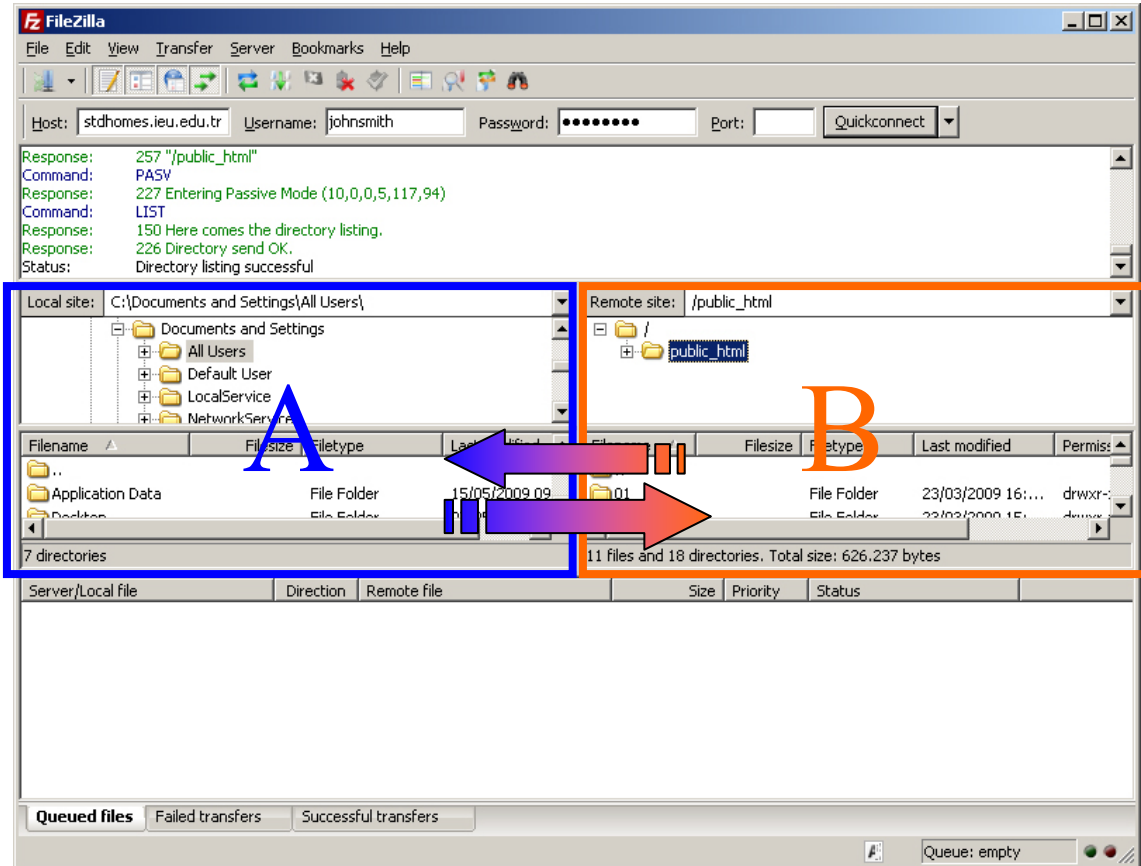


Figure 2

After completing the process stated above, your personal page can be visited on internet.

In order to access to your personal page on any computer connected to internet write

**For students** : <http://stdhomes.ieu.edu.tr/username> \*  
**For academic and administrative personnel** : <http://homes.ieu.edu.tr/username> \*

to the web browser.

\* username is the same with the username you entered in ftp access.

**Important:** **public\_html** folder on FTP server (B) is the main folder of your web area; you should not delete it, change its name, or change the permissions of it. Otherwise, your web area will not be accessible.

### 3.B. Secure connection with FileZilla and file transfer

Run FileZilla, choose **File > Site Manager** from the horizontal menu on top -.

On **Site Manager** window;

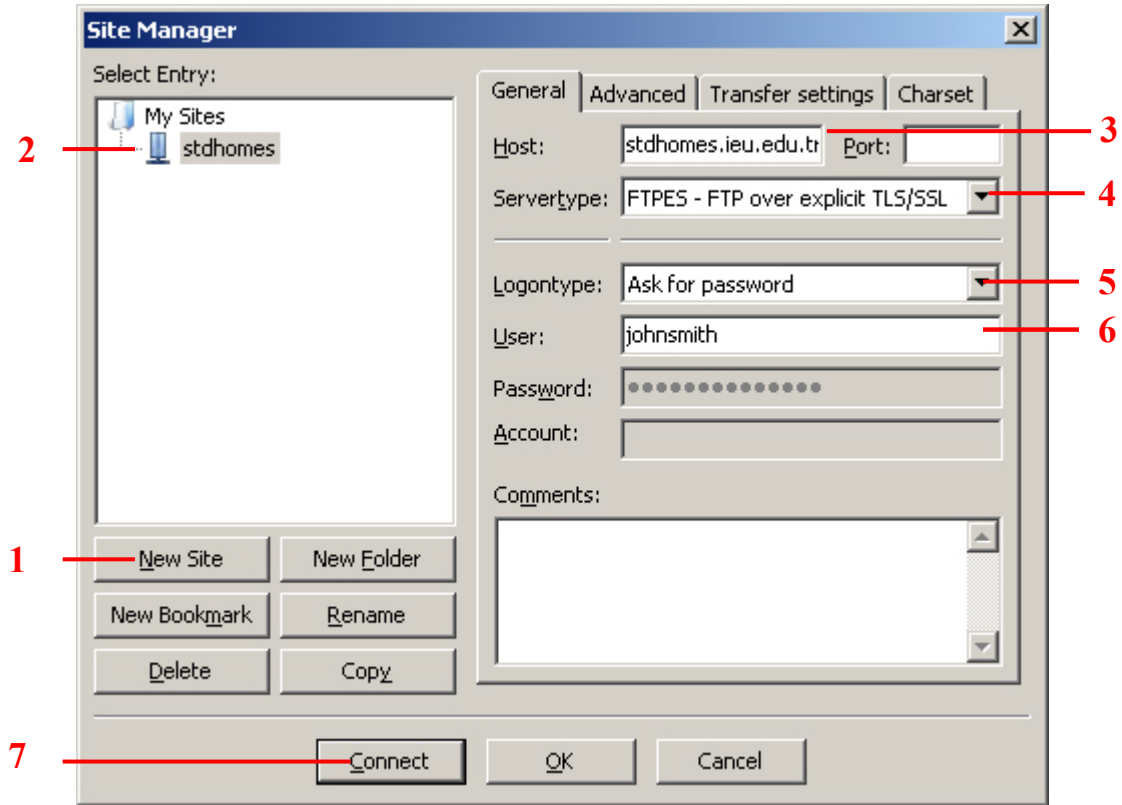


Figure 3

1. Click **New Site** button.
2. Write a name you prefer for your web site.
3. Enter the server address (see Table 1)that you will make FTP connection to **Host** section.
4. Choose “**FTPS – FTP over explicit TLS/SSL**” as **Server Type**.
5. Choose “Ask for password” as **Logon Type**.
6. Enter your user name that you use while signing in to your e-mail account to **User** section
7. Click **Connect** button, write your password to the screen you see and connect to the server you stated.

After connection, your local files (**A**) and your files on the server (**B**) will be displayed on the monitor. After this stage, you can transfer files from local to server or from server to local by drag and drop method

8. In order for the files on your Personal web page in local (A) to be published in internet, drag and drop these files to **public\_html** folder on the server (B).

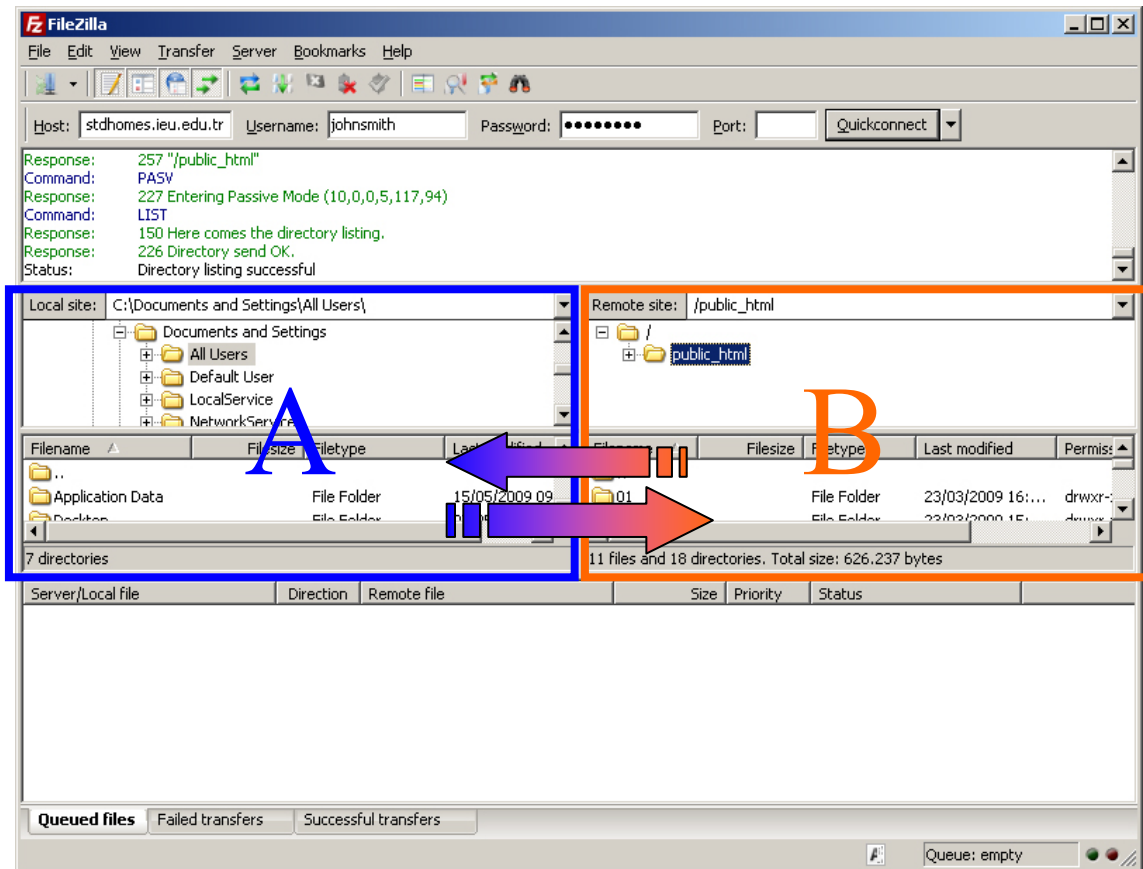


Figure 4

After completing the process stated above, your personal page can be visited on internet.

In order to access to your personal page on any computer connected to internet write

**For students** : <http://stdhomes.ieu.edu.tr/username> \*  
**For academic and administrative personnel** : <http://homes.ieu.edu.tr/username> \*

to the web browser.

\* username is the same with the username you entered in ftp access.

**Important:** **public\_html** folder on FTP server (B) is the main folder of your web area; you should not delete it, change its name, or change the permissions of it. Otherwise, your web area will not be accessible.

## 4. Usage of personal Web Area, Personal Disc Area

It is possible for personal web areas to be used as personal disc areas for the private files that are not wished to be seen by internet visitors. All the files you drop outside **public\_html** by connecting to FTP server with the connection methods stated in Article 3 will be special for you and they can be accessible only by your account information. In order to access to the related files and for procedures about the files you can connect to your FTP server by using the connection methods stated in Article 3.

## 5. Frequently Asked Questions

### 1. What is the quota of my personal web area?

The quota limits allocated for personal web areas are stated below.

<b>For Students:</b>	<b>120 mb</b>
<b>For Academic and Administrative Personnel:</b>	<b>300 mb</b>

Table 2

### 2. I am getting an error message saying “Failed to retrieve directory listing” how can I solve this?

Click **Edit > Settings** menu in FileZilla, select **FTP** in **Select Page** section on settings page, click **Active** option as **Transfer Mode**. Later click OK button and it is enough to connect to your FTP server by using the connection methods stated in Article 3.

