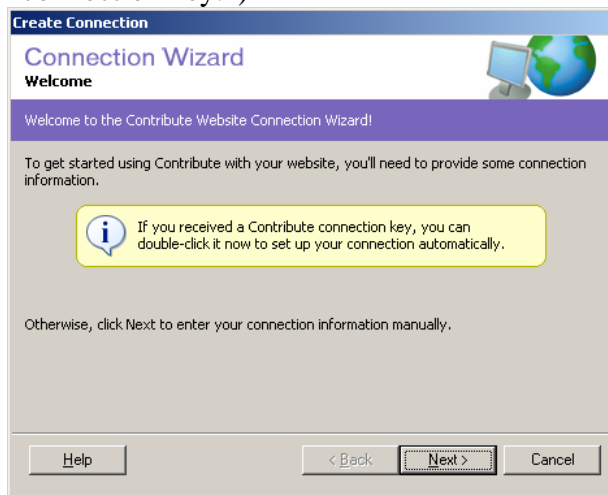
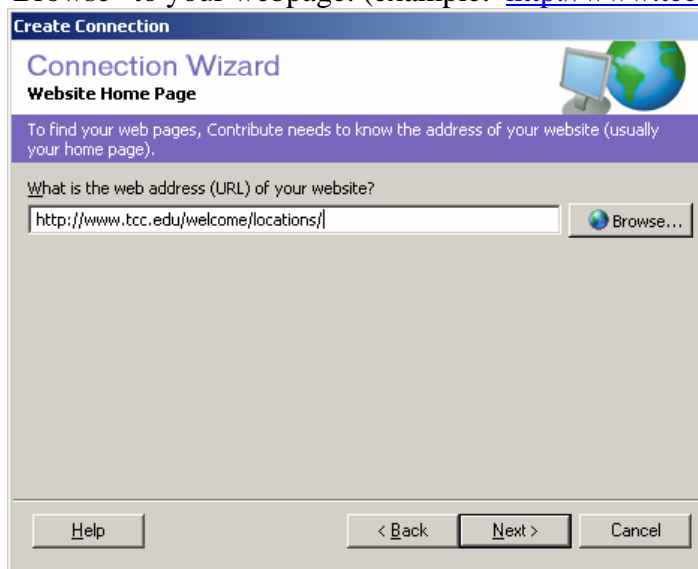


How to Create a Connection in Contribute

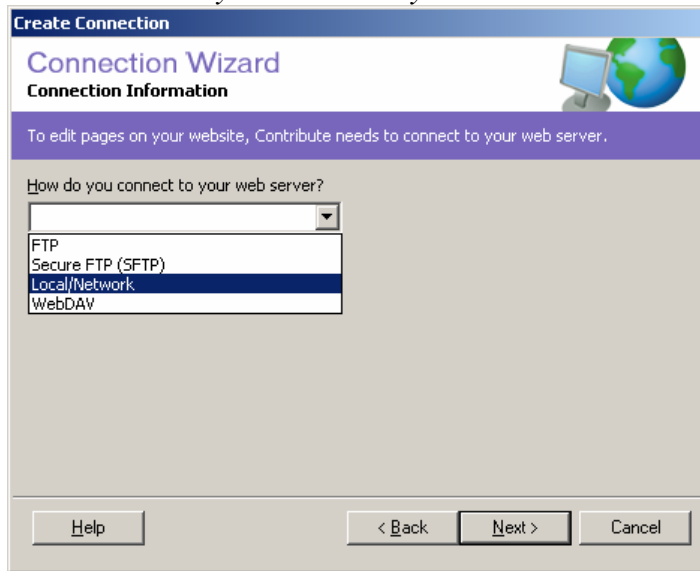
1. Open the software. (From icon on your desktop)
(If you need to delete a disabled connection before re-creating it, choose **Edit/My Connections**, then highlight your connection in the window and choose **Remove** in order to delete your disabled connection. Then start over at **Create a Connection**.)
2. Choose “**Create a Connection**” or “**Edit/My Connections**.”
3. When the Connection Wizard window opens, choose “Next” (We do not use a “connection key.”)



4. For “*What is the web address (URL) of your website?*”
In a separate browser window highlight the whole URL and copy/paste, or choose “Browse” to your webpage. (example: <http://www.tcc.edu/welcome/>)

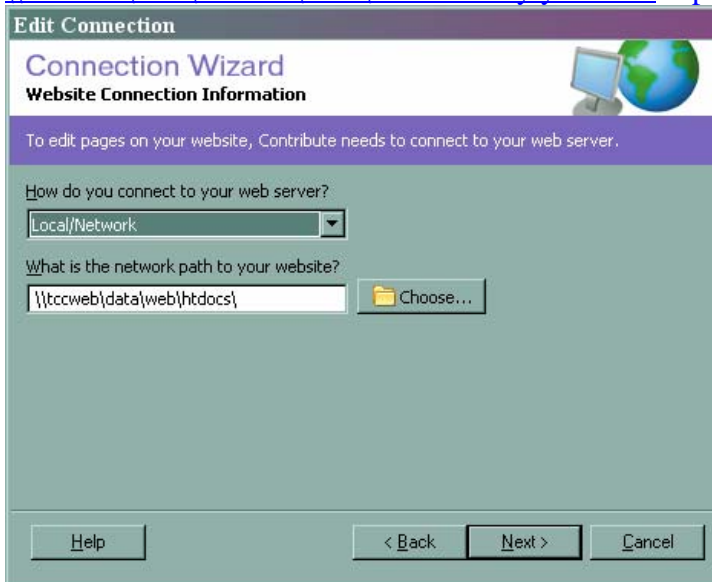


5. Next: “How do you connect to your webserver?” Choose **Local/Network**.

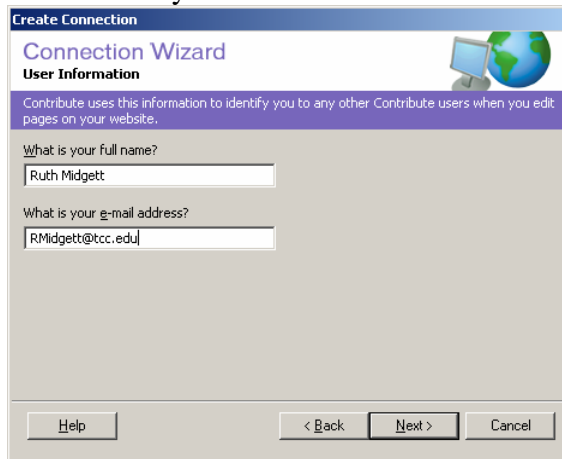


6. Next: “What is the Network Path to your website?”
(If you need help with this step call 822.1784.)
All TCC network paths to the *public* site begin exactly like this:
[\\tccweb\data\web\htdocs\...](#) followed by the folder path of your web address.
Example: [\\tccweb\data\web\htdocs\welcome\](#)

NOTE: Paths to InsideTCC begin with a different directory structure:
[\\stccweb\data\intranet\docs\](#) followed by your folder path

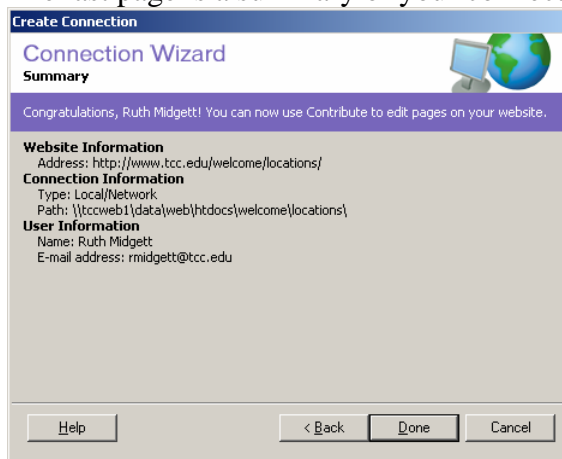


7. Next: Enter your name and email address.



The screenshot shows a 'Create Connection' dialog box titled 'Connection Wizard' with a 'User Information' section. It contains two text input fields: 'What is your full name?' with the value 'Ruth Midgett' and 'What is your g-mail address?' with the value 'RMidgett@tcc.edu'. At the bottom, there are buttons for 'Help', '< Back', 'Next >', and 'Cancel'.

8. The last page is a summary of your connection information.



The screenshot shows the 'Summary' step of the 'Create Connection' dialog box. It displays the following information: 'Website Information' (Address: http://www.tcc.edu/welcome/locations/), 'Connection Information' (Type: Local/Network, Path: \\tccweb1\data\web\htdocs\welcome\locations\), and 'User Information' (Name: Ruth Midgett, E-mail address: rmidgett@tcc.edu). At the bottom, there are buttons for 'Help', '< Back', 'Done', and 'Cancel'.

9. Choose "Done."
10. Your website homepage should display with the top button in bold: "Edit Page."
11. If you need to create a connection to different folders, *repeat the procedure*.

Example URL: <http://www.tcc.edu/nextfolder/subfolder/lastfolder/>

Example Directory Path: <\\tccweb\data\web\htdocs\nextfolder\subfolder\lastfolder>

For InsideTCC: <\\stccweb\data\intranet\docs>.....

12. Access your connections in Contribute from the **Homepages** button.

Study a great site on WEB DESIGN BASICS:

<http://www.webdesignfromscratch.com/basics.cfm>

View Contribute excellent audio/video tutorials at:

http://www.adobe.com/devnet/contribute/interactive_tutorials.html