

Uploading files to the Tallinn University webspace

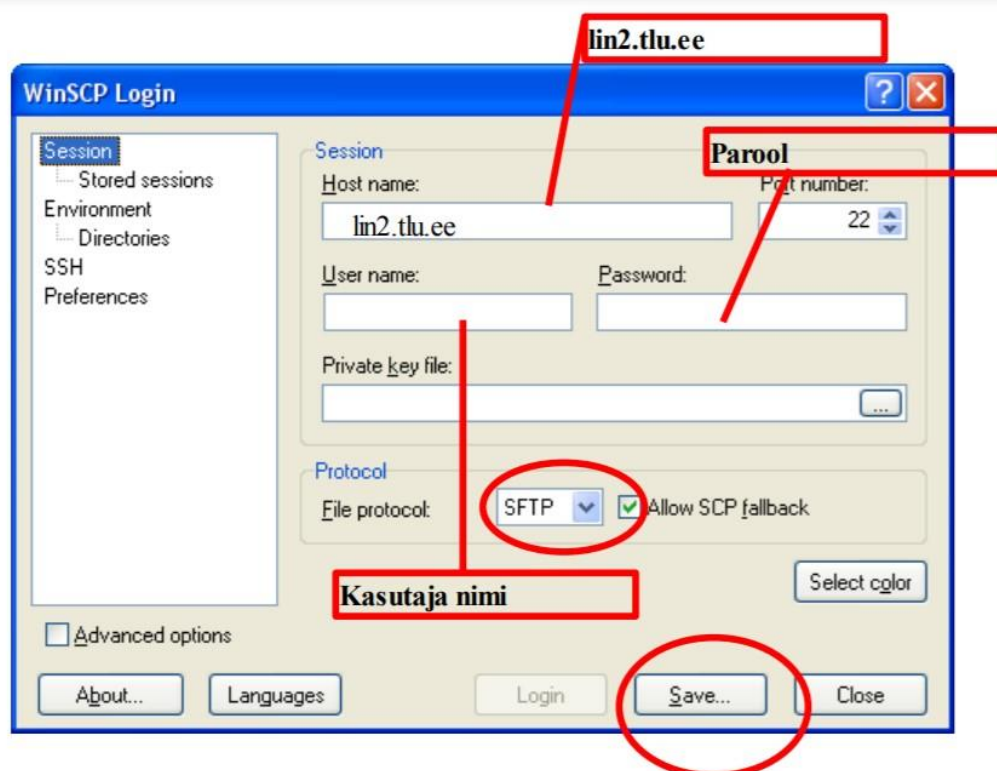
To upload files to the Tallinn University network, the user must use an FTP client such as WinSCP, Filezilla, ws_ftp, etc. The following instructions have been made using the WinSCP programme. It can be downloaded from: <http://winscp.net/eng/download.php> (portable executable).

NB! Portable executable file does not need installing, it can be started right after downloading.

Use

Start the programme and fill in the required fields:

- Host name: **lin2.tlu.ee**
- User name: Tallinn University **username**
- Password: Tallinn University username **password**
- Make sure 'File Protocol' is set to **SFTP**
- Click **Login**



NB! WinSCP has 2 different user interfaces, one based on 'explorer' and the other on 'commander'. The differences can be seen here: <http://winscp.net/eng/docs/interfaces>.

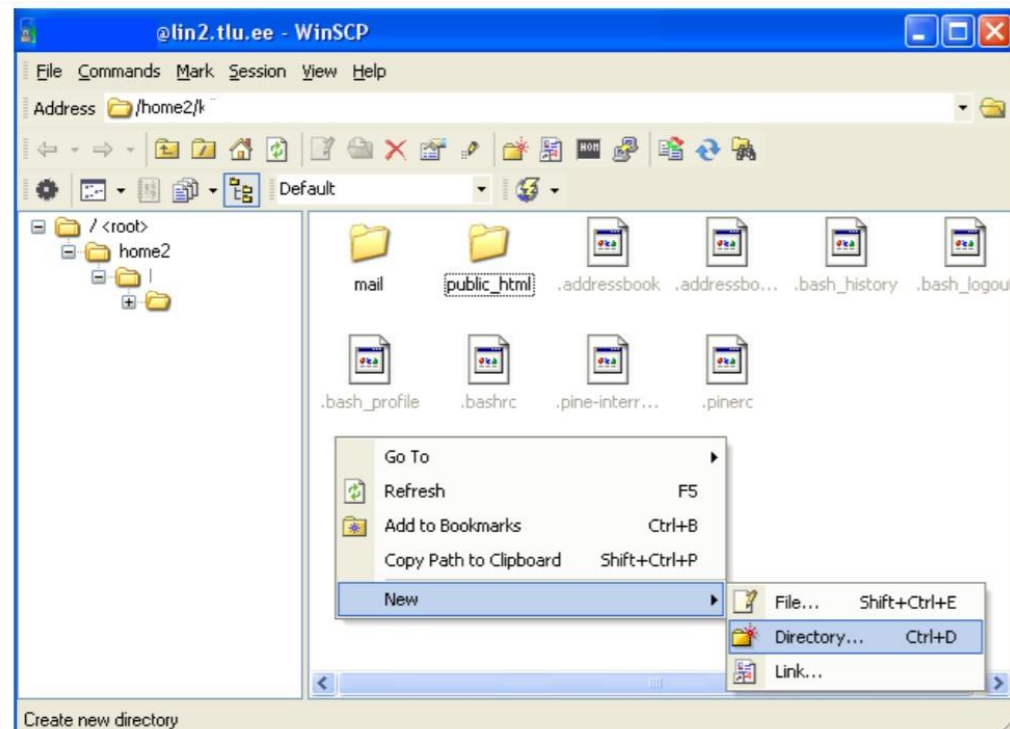
These instructions use the explorer-based user interface. To change the user interface, read the chapter "Changing the user interface".

First-time login

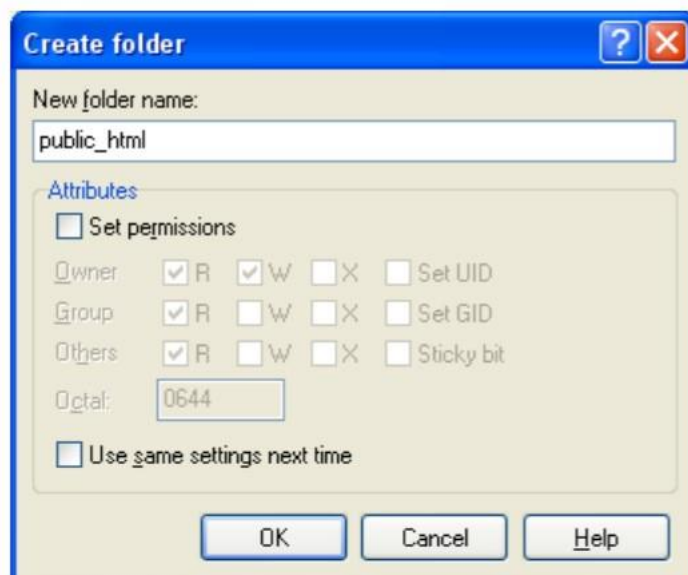
When logging in for the first time, a new folder has to be created as '**public_html**' on the server for uploading files. After it has been created, it does not have to be created again. From now on, all public files have to be uploaded into the 'public_html' folder.

public_html folder creation

Right-click on the white background and choose: New>Directory.

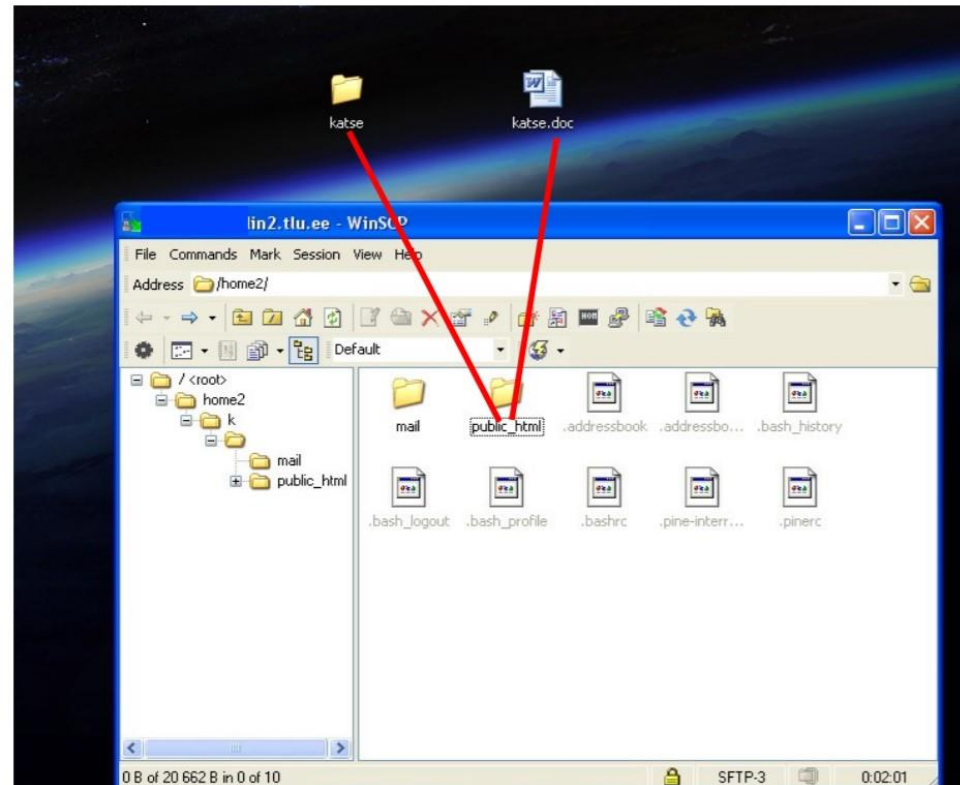


Enter the folder name into the newly opened window: public_html and click OK.

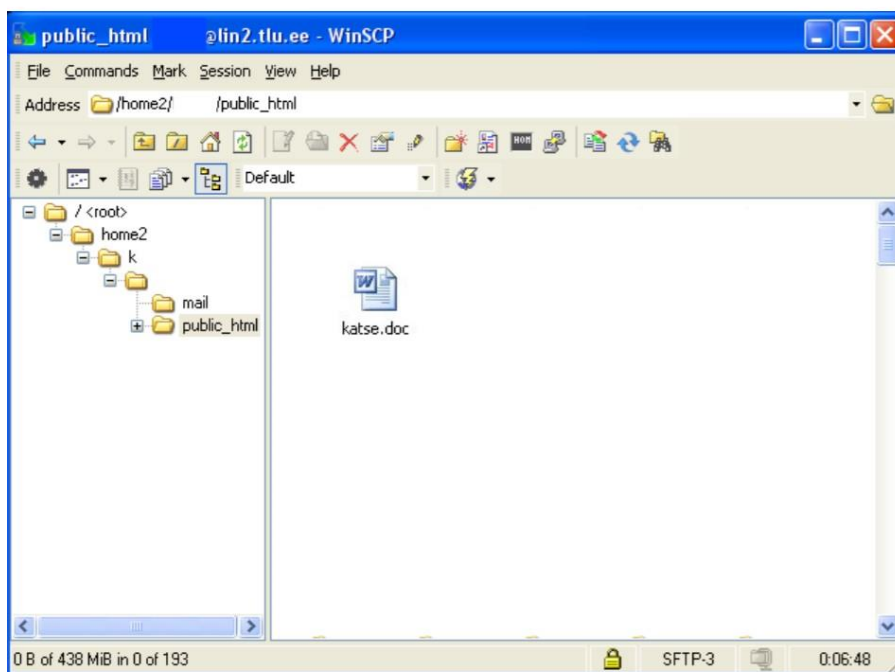


Uploading files

To upload files, they must be moved into the 'public_html' folder. For example, this can be done by dragging the files into the folder.



Double-clicking on the 'public_html' folder will open it, displaying its contents. It is possible to copy files into the open folder (by dragging the mouse or copy/paste) or to delete existing files from the folder (right-click and delete).



After uploading the files, they are accessible at:

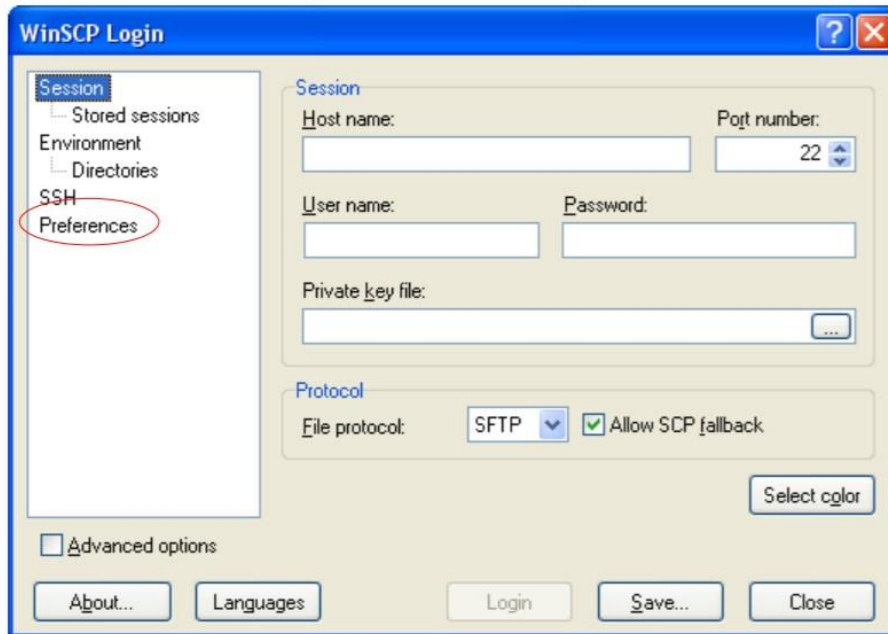
<http://www.tlu.ee/~kasutajanimi>

The Tallinn University user account name is the username.

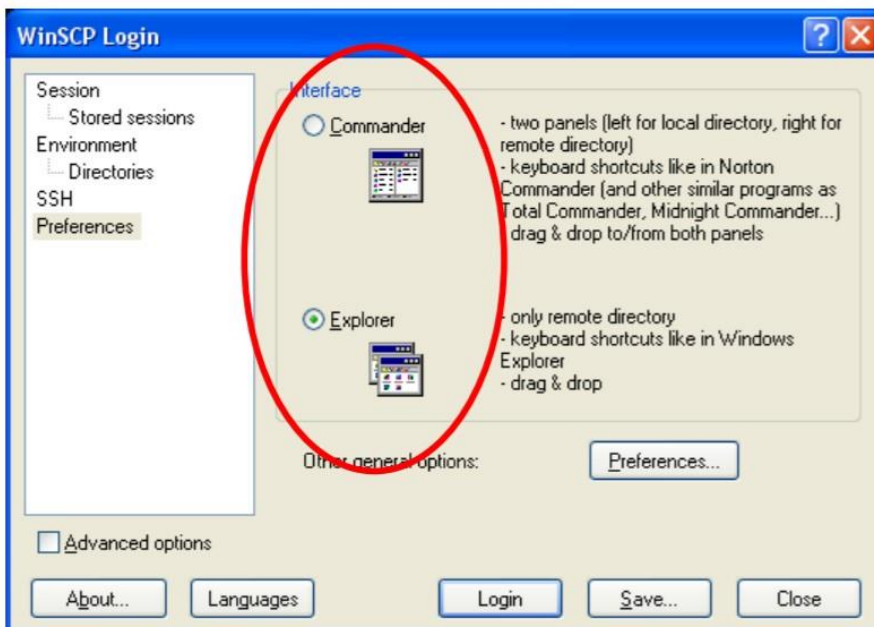
To exit the programme, use the mouse to click the window close button (X) in the top right corner and in the pop-up window, click OK.

Changing the user interface

After starting the programme, choose preferences from the menu on the left side.



Then choose the desired user interface and click save.



In the newly opened window, use the navigation panel on the left to choose Interface and then pick a user interface. To finish, press OK.