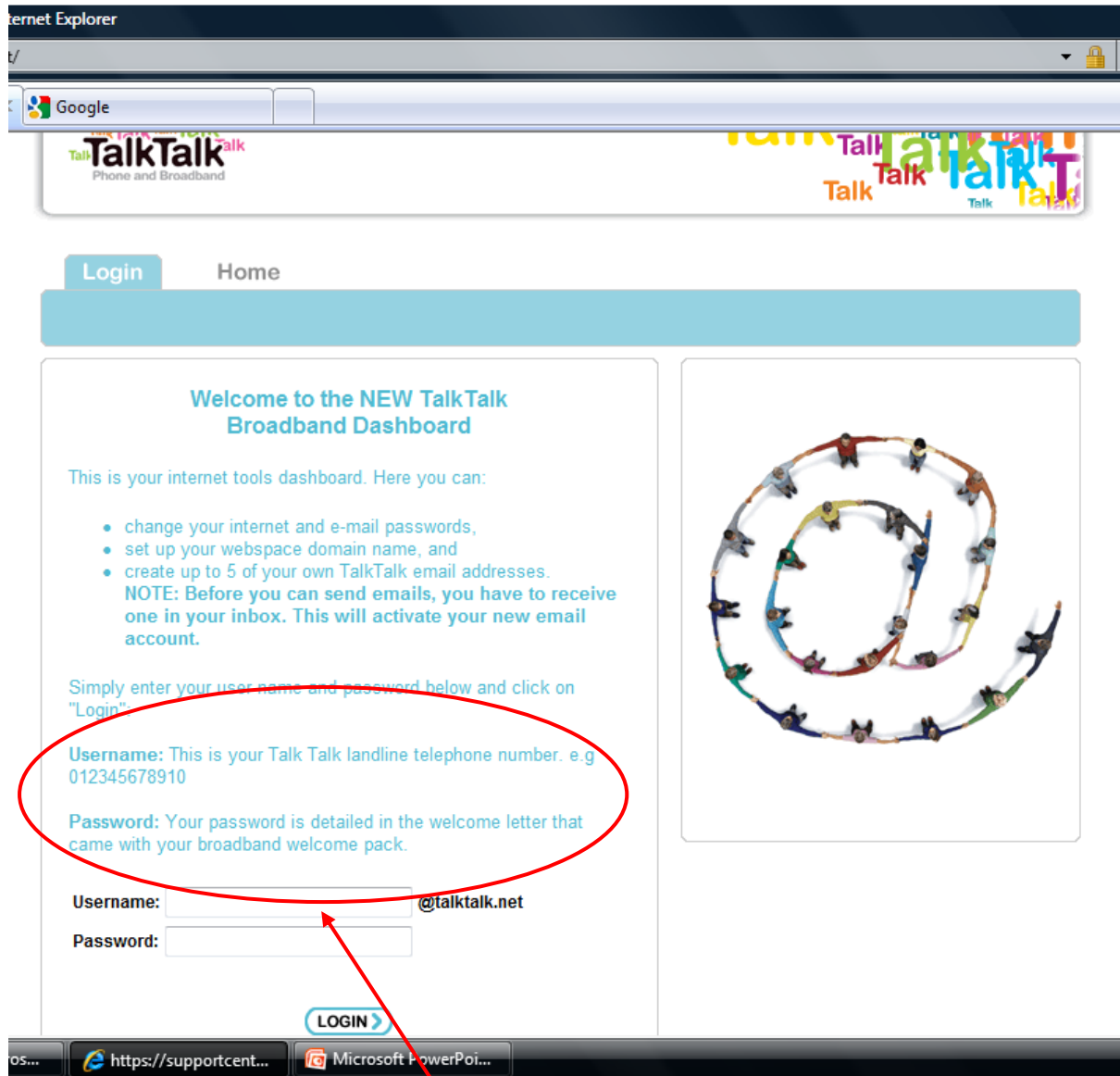


## How to Register Your Site With Talk Talk

The first thing you need to do is register the site and give it a name. To do this you need to go to the Talk Talk Broadband Dashboard, if you click this link it will take you straight there:

<https://supportcentre.talktalk.net/>

The image below is a copy of what you should see:



Login to this using the instructions here:

Remember to enter your area code as well as your telephone number. Do not leave any gaps.

You will then be presented with the following screen:



Fill in the empty boxes and most importantly ***remember exactly what you typed and/or write it down somewhere safe.*** Where it says Username think “Website Name” as that is what your website address will be and it won’t in fact be your username. I used the password Talk Talk gave me in the welcome letter so that I didn’t have too many to remember. Don’t worry if it’s quite complicated you do get used to it.

Click “add” and you have now registered and named your website.

## How to upload website

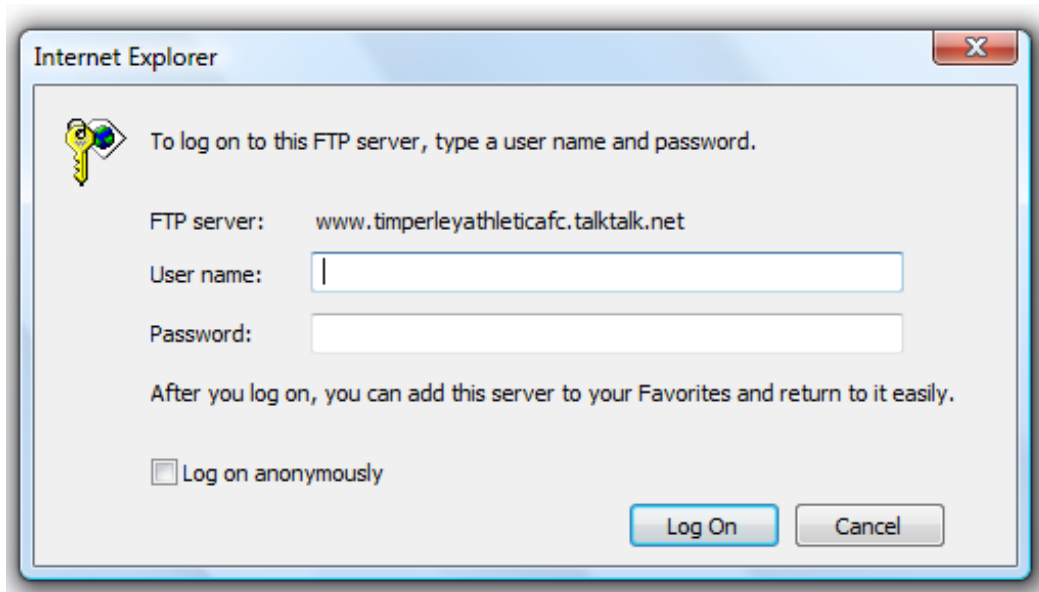
Once you have created your website on your home computer, you will then need to upload it to your webspace. Depending on what software you used to make the website it may have an FTP application built into it, if not you can use Internet Explorer or Firefox, or another application.

The following shows how to upload your site using Internet Explorer.

Open Internet Explorer and type into the address bar at the top:

ftp://www.thenameyougaveyourwebsite.talktalk.net

The dialogue box below will appear on the screen. Fill in the empty boxes.



### **IMPORTANT**

**The Username is the name of the website in the form of an email address.**

**e.g. timperleyathleticafc@talktalk.net**

**NOT www.timperleyathleticafc.talktalk.net**

The password is the one you created earlier when registering your website.

You will then be presented with a webpage with

“FTP root at www.thenameofyourwebsite.talktalk.net” at the top. It may have a file named .ftpquota within it but this isn’t a problem.

All you now have to do is click on “page” and then click on “Open FTP site in windows explorer”. An empty window will then open and all you have to do is copy all your Web Pages along with any pictures etc and paste them into this empty window.

You have now uploaded your website.

To check your site has uploaded properly you then need to type into the internet explorer address bar:

Http://www.thenameofyourwebsite.talktalk.net

***NB Sometimes it can take time for Talk Talk to catch up but if you can't see your site properly within 24 hours then you have done something wrong. See also the other information on my website.***

All you need to do to update your website is to complete the above FTP procedure and copy and paste the new/updated files into the site.