

Quick Start Guide: Multi-Site for Windows2003[®] Accounts

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Distribution:

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1. Purpose

Purpose of present document is to facilitate the start with NTT Europe Online's newly developed Multi-Site technology. It is intended to be a manual that helps you to undertake first steps. Information on more features that are not covered here can be found in FAQ section on our website.

In order to give you a first overview, please find step-by-step procedure below:

1. Setup of an additional domain as childsite
2. Activation and use of FTP upload for the childsite
3. Activation and use of email functionality for the childsite

There will repeatedly appear examples in this manual. The domain names used are as follows:

- *mainaccount.com* → this is the main account that has Multi-Site functionality. Substitute "mainaccount.com" with the name of your domain
- *child.mainaccount.com* → this is a subdomain to your main account. Substitute "mainaccount.com" with the name of your domain and "child" with the name of your subdomain.
- *other-site.com* → this is the name of another domain that is placed as childsite under mainaccount. Substitute "other-site.com" with the name of the domain you want to put as childsite under your main account.

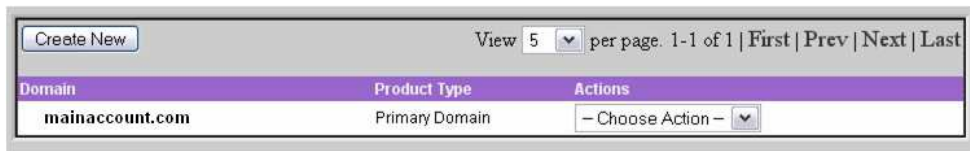
1.1. Setup of an additional domain as childsite

You can either set up a subdomain to your main account (go to 1.1.1.) or another domain name which is independent from the domain name of the main account (go to 1.1.2.)

1.1.1. Setup of a subdomain as childsite

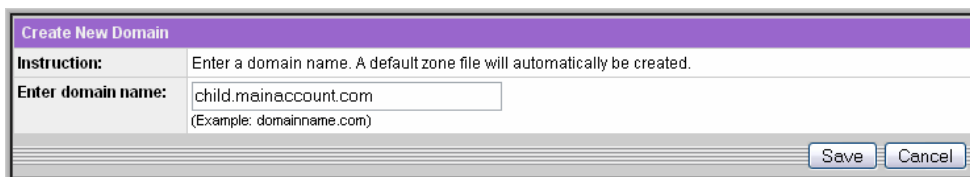
Go to the Zone Manager of your main account. You will find this feature when logging to your control panel with your access data (www.mainaccount.com/stats) and clicking on "Zone Manager". Possibly, you'll be asked to enter your access data, these are identical with the access data of your control panel.

If you have not yet set up additional domains in your main account, you will find in the table under "Domain" only the domain "mainaccount.com".



Domain	Product Type	Actions
mainaccount.com	Primary Domain	- Choose Action -

Click on "Create New". Enter "child.mainaccount.com" and click on "Save"



Create New Domain

Instruction: Enter a domain name. A default zone file will automatically be created.

Enter domain name:
(Example: domainname.com)

Confirm by clicking „Save“again

Create New Domain Confirmation	
Domain:	child.mainaccount.com
Price:	0.00
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

All DNS settings for the new childsite will now be set up automatically. As it may take up to 24 hours until the entries are spread through the whole internet, it can take a while until you'll be able to access your childsite by FTP oder email accounts of the childsite.

Skip section 1.1.2 and to directly to section 1.1.3.

1.1.2. Setup of another domain as childsite

Go to the Zone Manager of your main account. You will find this feature when logging to your control panel with your access data (www.mainaccount.com/stats) and clicking on "Zone Manager". Possibly, you'll be asked to enter your access data, these are identical with the access data of your control panel.

If you have not yet set up additional domains in your main account, you will find in the table under "Domain" only the domain "mainaccount.com".

<input type="button" value="Create New"/>			View <input type="text" value="5"/> per page. 1-1 of 1 First Prev Next Last
Domain	Product Type	Actions	
mainaccount.com	Primary Domain	- Choose Action -	

Click on "Create New". Enter "other-site.com" and click on "Save"

Create New Domain	
Instruction:	Enter a domain name. A default zone file will automatically be created.
Enter domain name:	<input type="text" value="other-site.com"/> <small>(Example: domainname.com)</small>
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

Confirm by clicking „Save“again

Create New Domain Confirmation	
Domain:	other-site.com
Price:	0.00
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

Order now the domain "other-site.com" by sending an register request to contact@ntteuropeonline.co.uk. Please provide all necessary contact data for the domain to be registrated.

Please note that it can take up to 24 hours after registration of the domain name until the DNS entries are spread through the whole internet, so that it can take a while until you'll be able to access your childsite by FTP or email accounts of the childsite.

Note: If you ordered other-site.com not at NTT Europe Online but at a different provider and don't want to transfer this domain to us, please ask the other provider how to reroute the entries to the IP of your main account. Please note that DNS data at your other provider needs to match our DNS data.

1.1.3. Adding of the childsite in Multi-Site Control Panel

Go to your Multi-Site Control Panel by logging to the Control Panel of your main account on www.mainaccount.com/stats with your access data. Click on "Multi-Site Control Panel". Possibly, you will be asked to enter your access data, these are identical with the access data of your control panel.

The Multi-Site Control Panel appears. Under "Website Tools" click on "Add Site"

Multi-Site Control Panel for Account jenn13

Welcome to the Multi-Site Control Panel. Begin by choosing a task below.



Web Site Tools

Web Sites
Manage existing web sites

Add Site
Add a new web site

AppPools and Resources
Manage application pools

Administrative History
Logs of your administrative actions

Bandwidth Summary
Bandwidth summary

Resource Dashboard
Server and account resource summary

Web Disk Management
View disk usage and manage quotas

Enter child.mainaccount.com respectively other-site.com into the field "Domain Name" and leave the other two fields empty for now. Click on "Create New Site"

Add New Site

To create a new site, enter the domain name (or third level domain) below. If you would like enable a WebMaster account, enter the password below as well. Once complete, click the **Create New Site** button only once as this operation may take up to a few minutes.



Domain Name:

WebMaster Password: (Optional)

Retype WebMaster Password:

Create New Site

A confirmation page for the setup of a new childsite appears.

Account Control Panel > Multi-Site Control Panel > Sites > Add New Site > **New Site Created**

✓ Your web site child.mainaccount.com has been created

New Web Site Created Successfully

Important information about your web site is listed below. **Please note** the URL for FTP access to your new site. For more information, click on the Site Details link below.



Site Name: jenn130004
Web Root: <http://child.mainaccount.com>
FTP Root: <ftp://123.123.123.123/jenn130004>

1.2. Activation and use of FTP upload for the childsite

In your Multi-Site Control Panel under "Website Tools" go to "Websites". An overview of all existing childsites appears. Go to site details of the new childsite (child.mainaccount.com respectively other-site.com) by clicking on the bold name, jenn130004 in example.

Web Site Maintenance

Welcome to the Web Site Maintenance Control Panel. To create a new site, click on the **Add Web Site** icon below. Otherwise, to manage one of your sites, begin by clicking it in the list below.



Web Sites

Add a New Website...

jenn13 (parent site)
http://mainaccount.com

jenn130004
http://child.mainaccount.com

Search

Site details for jenn130004 appear. Under „Website Tools“, click on „Authoring“

Site Details for child.mainaccount.com (jenn130004)

The Site Details page shows an overview of the selected Web Site such as general info and bandwidth used. In addition, this page has the necessary tools for site maintenance and management.



Site Information

Site Name: jenn130004
Domain Name: child.mainaccount.com
Site IP: 123.123.123.123
Status: Running
Web Root: <http://child.mainaccount.com>
FTP Root: <ftp://123.123.123.123/jenn130004>

Site Controls

[Start Site] [Stop Site] [Delete Site]

IIS Web Site Settings



Default Document
Configure Default Document Order



Custom Errors
Configure IIS Custom Error Pages



Directory Perms
Configure Directory Permissions



Host Headers
Manage Host Headers for MultiDomain functionality

Web Site Tools



Authoring
Configure Webmasters, passwords and FrontPage



Troubleshooting
Troubleshoot site problems



LogFiles
Download Web Site Logfiles



Administrative History
Logs of your administrative actions



Bandwidth Summary
Bandwidth Summary



Web Disk Management
Manage and Control Disk Usage and Quotas



Archive Gateway
Extract archives (zip, gzip, tar, etc) into your web site



AppRoots
Create Application Roots in your web site



Urchin Statistics
View and manage

Authoring settings for jenn130004 appear. Under "Set Webmaster's Password" enter a password twice and click on "Set Password"

You can use FTP access to the childsite with this password and jenn130004 as UserID.

Authoring Settings for child.mainaccount.com (jenn130004)

The Authoring page shows an overview of the selected Web Site such as general info and bandwidth used. In addition, this page has the necessary tools for site maintenance and management.



Web Site Information

Site Name: jenn130004
Domain Name: child.mainaccount.com
Site IP: 123.123.123.123
Web Root: <http://child.mainaccount.com>
Administrative FTP Root: <ftp://123.123.123.123/jenn130004>

FrontPage Extensions

Install | Uninstall

WebMaster User Settings

Set WebMaster's Password:

The WebMaster user has not been enabled for this site. To enable, set a password above.

WARNING: Using advanced coding techniques, WebMasters can gain access to the content of other sites in this application pool. To see which sites may be visible to this account, go to your AppPool Summary.

The confirmation for setup of password appears (under „WebMaster User“, you can see know „Enabled for this site“).

Account Control Panel > Multi-Site Control Panel > Sites > Site: jenn130004 > **Authoring Settings**

✔ WebMaster has been successfully enabled. You may now begin using the account.

Authoring Settings for child.mainaccount.com (jenn130004)

The Authoring page shows an overview of the selected Web Site such as general info and bandwidth used. In addition, this page has the necessary tools for site maintenance and management.



Web Site Information

Site Name: jenn130004
Domain Name: child.mainaccount.com
Site IP: 123.123.123.123
Web Root: http://child.mainaccount.com
Administrative FTP Root: ftp://123.123.123.123/jenn130004

FrontPage Extensions

Install | Uninstall

WebMaster User Settings

WebMaster User: Enabled for this site [Click here to disable]
WebMaster UserID: jenn130004
WebMaster FTP Root: ftp://123.123.123.123/jenn130004

Set WebMaster's Password:

Now enter the FTP address you see under „Administrative FTP Root” (in example: <ftp://123.123.123.123/jenn130004>) to your FTP program and log in with your UserID (=name of the childsite, jenn130004 in example) and password (as chosen before under “WebMaster password”) and upload data as usual.

Please note that user with advanced programming techniques may gain access to other childsites or to the main account. Hence the Multi-Site technology is not suited for subhosting several customer accounts on one Multi-Site account.

1.3. Activation and use of email functionality for the childsite

1.3.1. Activation of email functionality for a childsite

Go to the Zone Manager of your main account (Control Panel → Zone Manager). Subdomain child.mainaccount.com respectively the new domain other-site.com now appears there. Choose from the Dropdown of child.mainaccount.com respectively other-site.com “Enable/Disable Email”.

Create New			View 5 per page. 1-2 of 2 First Prev Next Last
Domain	Product Type	Actions	
child.mainaccount.com	DNS Only	- Choose Action -	
mainaccount.com	Primary Domain	- Choose Action -	

Choose „Enabled“and click „Save“

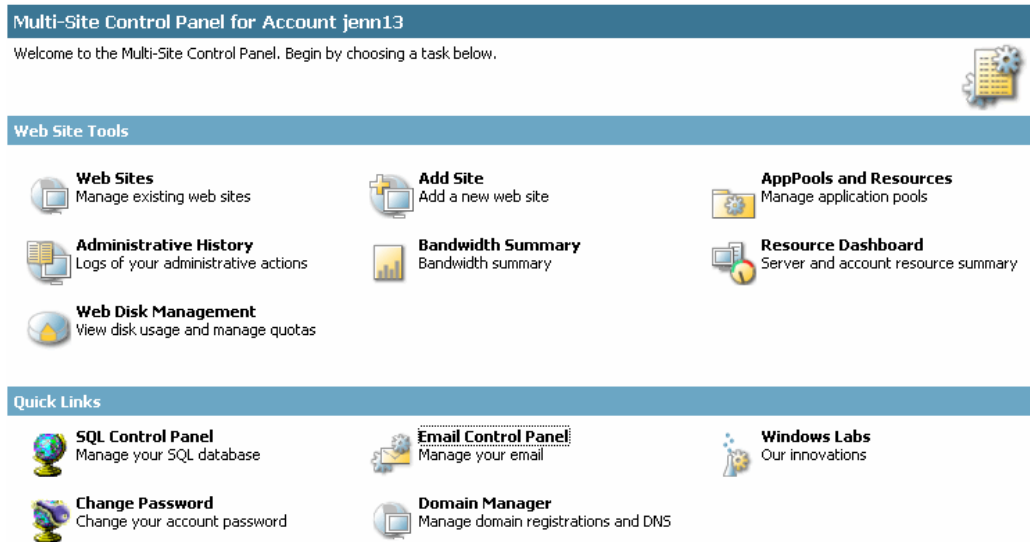
NOTE: Disabling/Deleting Email functionality will cause all Mail settings for this domain to be lost. Any used Mail Products will be freed for use on other domains under your account.

Enabled
 Delete/Disabled
 Suspended

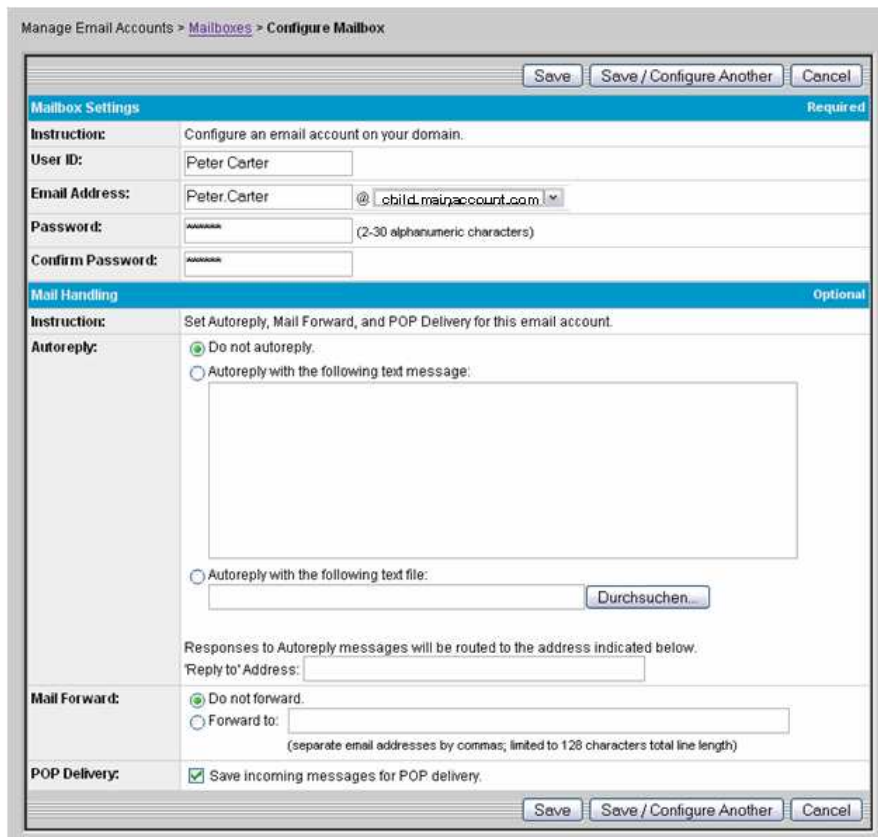
A confirmation about activation of email functionality for the childsite appears.

1.3.2. Setup of an email account for the childsite

Go to the Multi-Site Control Panel (Control Panel of main account → Multi-Site Control Panel). Under “Quick Links”, click on “Email Control Panel”



The Email Control Panel for the main account appears. Click on „Configure New“



Enter the following data:

- User ID: Later, users will use this User ID to log on. It can be used per main account only once. This means you cannot use “Peter Carter” as User ID for another account as well.

-
- Email Address: The part before “@” can be chosen as you like. From the dropdown menu, choose for which child site the email account shall be configured.
 - Password/Confirm Password: Enter the password of your choice for the new email account twice.
 - Optionally, you can change settings under “Mail Handling”

Click on „Save“. The new email account is now configured.

1.3.3. Use of an email account for a childsite

You can either receive your emails as usual with an email program or use our Webmail tool for reading your email in a browser.

If you want to use an email program, use the following data when setting up a new email account in your program:

- Email address: the email address you configured in Email Control Panel, e.g. Peter.Carter@child.mainaccount.com
- UserID/Login/Name: the UserID you defined in Email Control Panel for this email account, e.g. Peter.Carter
- Password: the password you defined in Email Control Panel for this email account
- Incoming server: the domain name of your main account without “www”, e.g. mainaccount.com
- Outgoing server: also the domain name of your main account without “www”, e.g. mainaccount.com

If you prefer to use our Webmail tool, choose webmail.mainaccount.com/webmail in your browser. Enter UserID and password as you configured before and click on “Login”. You arrive at the Webmail tool for the email account of your childsite. You can use this as usual.