

# Using Fetch to “Publish” Web Pages

When you “publish” a Web page, you are simply putting copies of your files on the server that hosts your Web site. To do this, you must use a set of commands that follow a set of rules referred to as “file transfer protocol” (ftp). There are several programs available that allow you to ftp files. Netscape Composer (before version 6) has an ftp module built in that allows you to publish your page directly from Composer. However, since Composer is not a full-featured ftp program, there are certain unchangeable settings that conflict with KU’s firewall (software that prevents hackers from illegally gaining access to KU’s server). In order to use the proper settings, we need a more robust program that will allow us to change the settings to be in compliance with KU’s firewall. On the Windows side, the easiest and cheapest (it’s free for educational use) ftp program is called WS\_FTP LE (for “Limited Edition”). On the Mac side, perhaps the most popular and easiest to use program is called Fetch. This document details how to use Fetch.

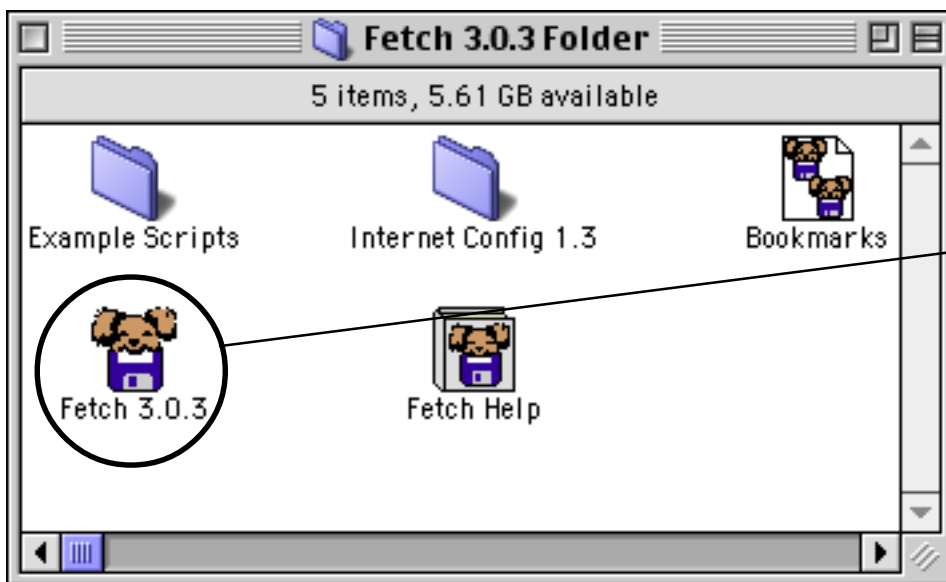
## Getting Fetch

Before proceeding, check to see that Fetch isn’t already installed on your computer. Although the newest version (Version 4) is not available for free, an older version (Version 3.0.3) is still being distributed free of charge. If you find that you do not already have it, then you can download it from a number of sources, including my site. Click on the link below to automatically download a copy. you will also need Stuffit Expander to “unstuff” the download (most Macs come with Stuffit Expander automatically installed, since it is distributed free of charge). If you do not already have it on your computer, click on the second link below.

[http://faculty.kutztown.edu/schaeffe/Tutorials/Easy\\_Homepages/fetch-303.hqx](http://faculty.kutztown.edu/schaeffe/Tutorials/Easy_Homepages/fetch-303.hqx)

<http://www.stuffit.com/expander/download.html>

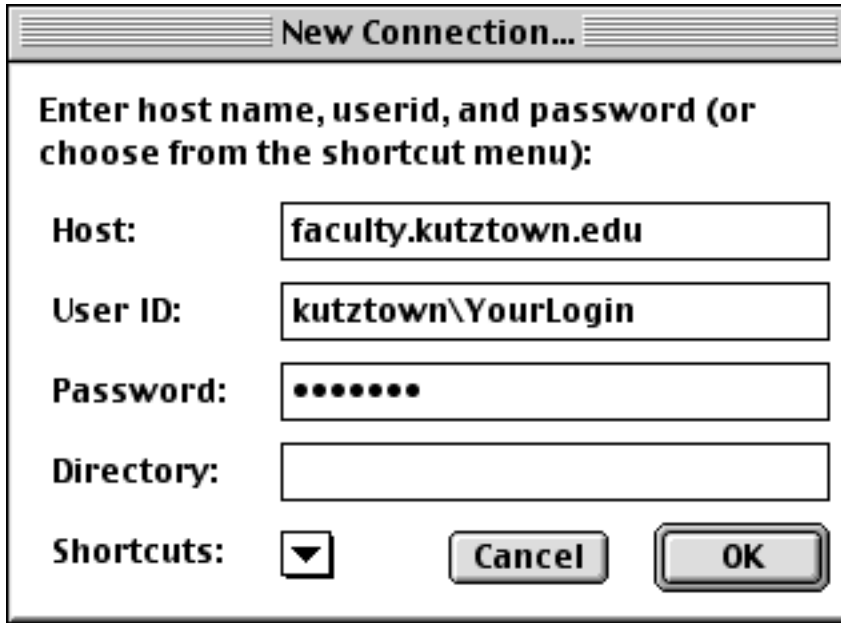
Both site sites are relatively easy to navigate and find what you need. After going through the installation process for Fetch, you should see a window similar to the one below (if not, find the Fetch folder on your hard disk and ope it).



Double click on the Fetch 3.0.3 icon to launch the program.

## Setting Up Fetch

When the program opens, you should be confronted by the following screen (if not, pull down the File menu to “New Connection...”).



For the **Host**, you must use the name of the server, in this case **faculty.kutztown.edu**

Fill in **User ID** with:

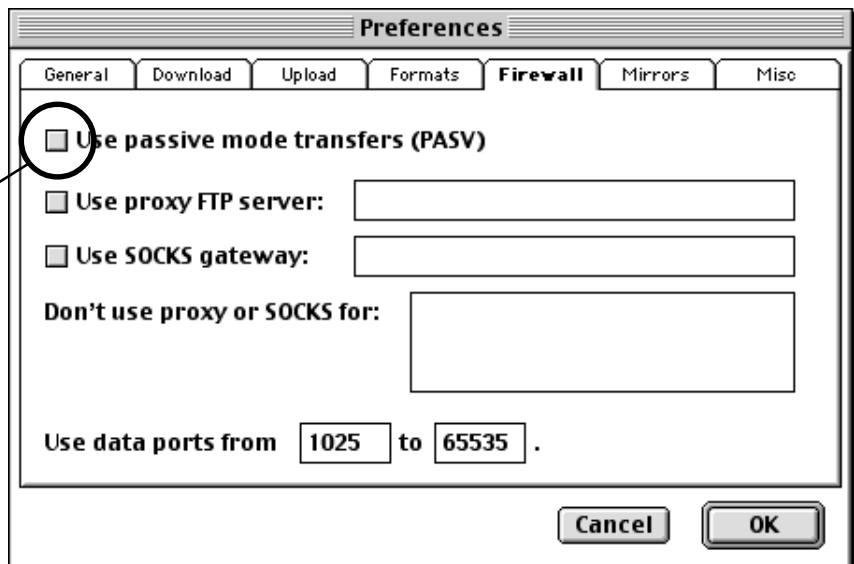
**kutztown\YourLogin**

where “YourLogin” is your login for Windows 2000. Fill in **Password** with your password for Windows 2000. (If you don’t have a Windows 2000 account, contact the Help Desk.)

You may leave **Directory** blank.

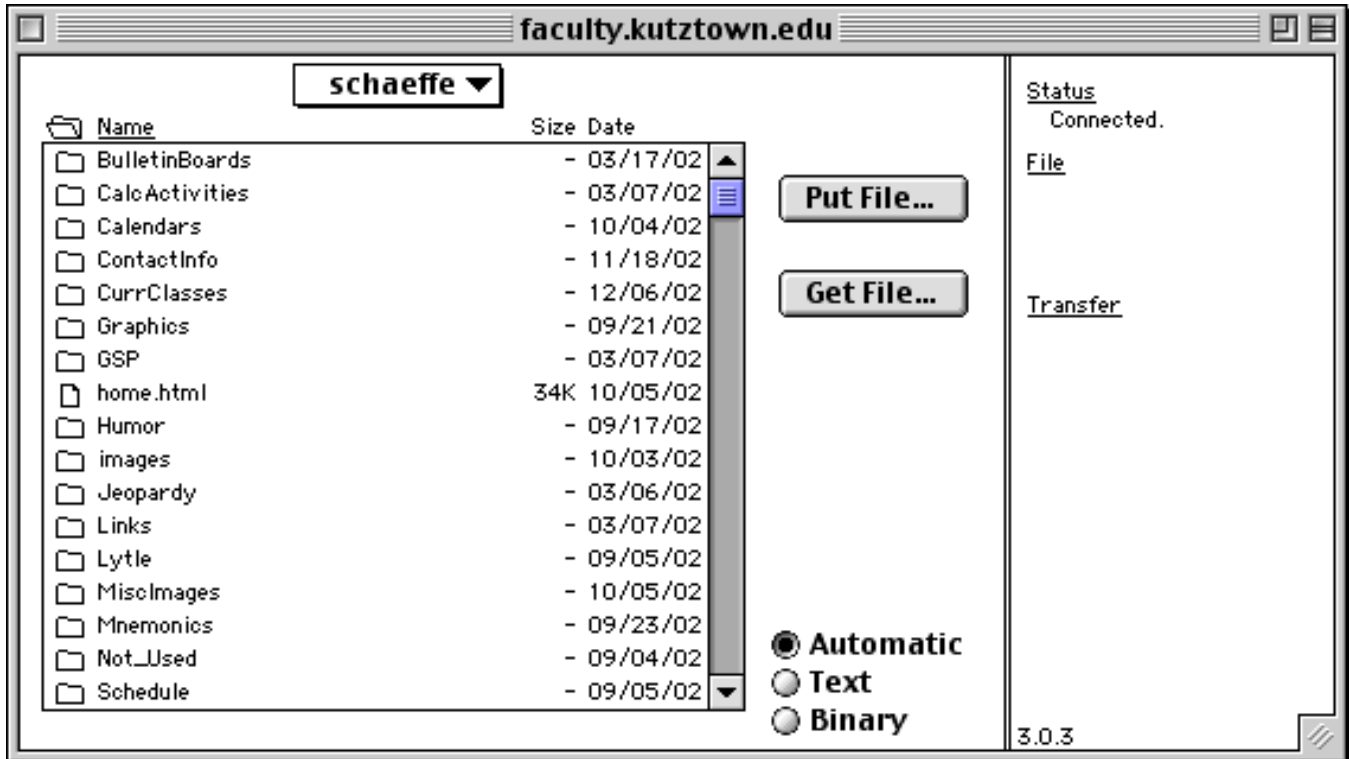
After clicking on “OK,” you should be connected and see a list of your files. If you don’t see your files after a few seconds, then you may have to change one of the preference settings. Pull down the Customize menu to “Preferences...” Click on the “Firewall” tab. You should see a screen similar to that shown to the right.

If “Use passive mode transfers” is checked, uncheck it. If it is not checked, check it. (Again, this only needs to be done if you aren’t connected to a list of your files right away.) Click on “OK.” You will have to now quit Fetch, and begin the start-up process (previous page) again.



# Using Fetch

Once you are successfully connected, you should see a screen similar to that below.



The left side of the screen shows your files on the KU server. The right side has a button for uploading files to the server ("Put File"), a button for downloading files from the server to your desktop computer ("Get File"), and information about the transfer in progress.

## Uploading a File

To upload a file, click on the "Put File..." button. You will then see the standard Mac dialog box. Navigate to the file you want, and click on "OK." Accept the default settings in any dialog boxes that follow. After a few seconds, the file will have been uploaded. That's all there is to it!

## Graphics

Unlike Netscape Composer, in Fetch, you must upload all your graphic files individually (a good reason to give them reasonable names so you recognize them), following the same procedure as above.

## Deleting Files

After you've been doing Web pages for awhile, you may discover that there are some files on the server you no longer need. With Fetch you can now delete them. Simply click on the file's name on the left (so that it is highlighted), pull down the "Remote" menu to "Delete Directory or File...", then click on the "Delete" button in the box that follows.