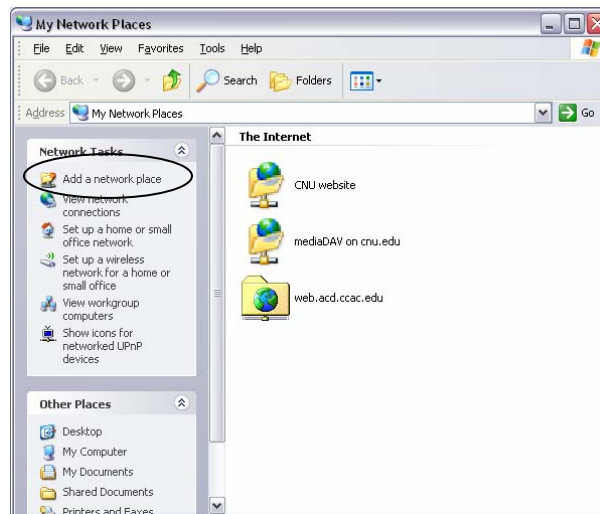


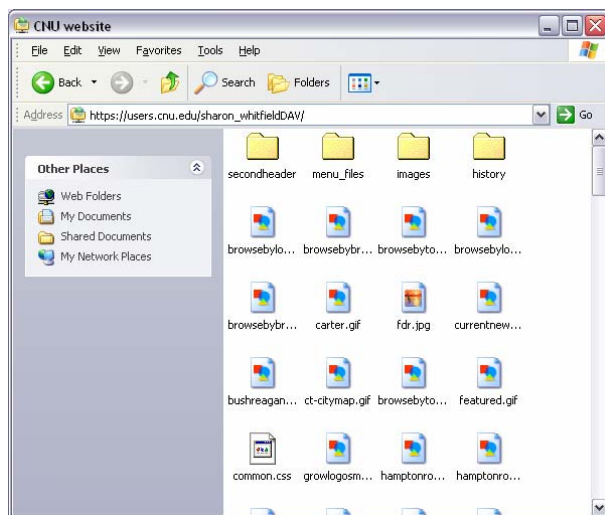


CONNECTING TO YOUR CNU WEB SPACE

1. Click on **Start** and then navigate to **My Network Places**.
2. In the My Network Places window, click on “**Add a Network Place**” under the Network Tasks header in the left pane of the window.



3. Click **Next** in the Add Network Place Wizard. When prompted to choose where the network place should be created, click **Choose another location**. Click **Next**.
4. Now, enter your web space account information. Your web space should look like something like this: https://users.cnu.edu/john_smith_04DAV
5. After entering your web space information, a login prompt will display. Please enter in your username and password (Note: Your web space login information will be the same as your email information.).
6. If your web space setup is correct, you will be prompted to name the web space connection.
7. Your web space icon should now be located in My Network Places. Click on your web space in the My Network Places window. Once again, a login prompt will display.
8. Once your web space login information has been entered successfully, you will see all the files located in your web space.



9. Simply drag and drop any created html files into your web space. To make a html file your default website, name the file index.html.