

Introduction

For Fall 2002, all Writing Program computer classrooms have been upgraded with new software called WebDrive. This software allows you or your students to save any files or work to your RCI or Eden "ftp" file space. Not only does this mean you won't have to lug around floppy disks which can get lost or damaged, and not only will this make your files easier to access from computers with web connections, but it's also necessary because the new computers in the computer classrooms wipe all added or new files with each reboot, for security purposes. This initial tutorial will introduce you to WebDrive.

You can also print out a handout for your students in [Word](#) or [PDF](#) that gives basic information on using this software.

I have RCI space?

Every faculty member at Rutgers can sign up for an account with [RCI](#). Your RCI account allows you to receive e-mail with a Rutgers address (username@rci.rutgers.edu), as well as use a variety of computing services at Rutgers University (such as the various computer labs).

When you sign up for an RCI account, you're also given storage space on the RCI server for school-related web pages, mail, etc. Twenty megs (20MB) are allowed for mail, and sixty megs (60MB) are allowed for web storage space.

Setting Up Your RCI Account

If you have not yet established a faculty account on an ICI (Instructional Computing Initiative) server at Rutgers University in New Brunswick, called "RCI" after its address, you will need to do so first. All faculty and staff are eligible; however, you must first be within the Rutgers system, which generally occurs after the first or second paycheck.

Just click on the URL below (which will open in a new window), read the "Acceptable Use Policy" guidelines, then go to the bottom and click on the "Accept" button. A form will appear on your screen. Fill in the form, press "Create Account," and in 15 minutes you will have a new RCI account.

Start here to establish your RCI account: < <http://www.rci.rutgers.edu/rats/rats.cgi> >

Setting up your WebDrive: Basic

Click on the "Connect to RCI" link on the desktop in the computer classrooms to start WebDrive. You will be asked for your RCI username (without the "@rci.rutgers.edu") and password (remember it's case sensitive!). Then you'll be connected to your server space and a window will open showing that it has been "mapped" as a drive. That means you'll be able to access it from any program, just as you would the floppy disk or hard disk drives.

If you open your drive in Windows Explorer, you may notice several folders already exist. **Do not alter or delete any of these folders. These are set up for your RCI account to run properly.**

Setting up your WebDrive: Advanced

Alternatively, you can open up the WebDrive program by clicking through: Start >> Programs >> WebDrive. Your "Site Name" box should read "RCI." The "Site Address/URL" should have the following entered: ftp.rci.rutgers.edu (this sets an FTP connection to your RCI space). Server type should read "FTP" (for above reasons), and the "Drive" should read "X" (for the aptly named "X-Drive"). Enter in your username at the bottom of the window. Go ahead and click "Connect"; the program will ask you for your RCI password. Once you enter in your password and hit "OK," you have successfully set up a "virtual" drive to save to.

You'll notice that in all applications, now (such as Windows Explorer), a new drive appears in the list of available drives to save to. This drive is your RCI space.

If you open your drive in Windows Explorer, you may notice several folders already exist. **Do not alter or delete any of these folders. These are set up for your RCI account to run properly.**

What WebDrive has essentially done is set up a connection to your RCI space, and has tricked the computer into thinking that your RCI space is just another hard drive that can be saved to! This makes the transferring of larger files much easier for you. Floppy disks only hold 1.4 MB, and not all computers on campus have CD burning devices. With your RCI space holding 60 MB, you now have this 60 MB to save and download files to and from. If you are connected to the Rutgers network through an office or computer lab, you will be able to access your RCI space at extremely fast speeds, which also helps the transferring of these large files. Of course, you can always access your RCI space through traditional dial-up modem efforts, as well.

Effectively Using Your X-Drive

Your best option for saving is to save files into the "public_html" directory of your RCI space with the X-Drive. If you save a file in here, any computer with a web browser and an internet connection can access files you save in here, making it much easier for you to obtain your files on computers that may not have all of the software you are used to using. Just go to http://www.rci.rutgers.edu/~your_user_name. Assuming you don't have a file called "index.html," you will see a listing of all files in your "public_html" folder.

Here is a fuller version of the same information. This version goes into more detail on setting up and using your public_html folder:

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Start here to establish your RCI account: < <http://www.rci.rutgers.edu/rats/rats.cgi> >

Setting Up Your "public_html" Folder

Once you have an RCI account, you will need to establish a folder (or "directory") to which you can publish your web pages. This is called a "public_html" directory. You also need to change the settings (or "mode") of that directory to make it available to the public (so that anyone can read but not write to what you post there).

To accomplish these things, you will need to access the UNIX server using telnet and give the server some basic UNIX commands. The following instructions make those written by [New Brunswick Computing Services](#) somewhat more understandable.

Follow these steps:

1. Use telnet (or a local shortcut) to access your RCI account. Or press the link below, which will open a telnet window in your browser.
<telnet://rci.rutgers.edu/>
2. The system should request your "login." Type your username and press return (or enter). Then type your "Password" when prompted, and press return (or enter).
3. You should now arrive at a command line that allows you to enter information. (If for some reason you do not have a command line but are directed to a menu, you will need to "Quit" the menu in order to see the command line).
4. At the command line, enter the following code in order to make a directory called "public_html" in your account, to which you will be able to publish html files:
5. `mkdir public_html`
6. (Press Return)
7. You should see the command line again.
8. At the next command line enter the following code in order to change the mode of your directory so that it can be accessed and read by everyone:
9. `chmod a+rx public_html`
10. (Press Return)
11. You should see the command line again.
12. Now let's check the protection of your public_html folder. Type:
13. `ls -ld public_html`
14. (Press Return)

15. You should see a code that says "drwxr-xr-x" which means that you have set up your public_html folder so that you can write to it and others can read it. If the protection does not read "drwxr-xr-x," you should reissue the command "chmod a+rx public_html" in order to correct this.
16. Now open a browser window and go to your site, using the following address:

<http://www.rci.rutgers.edu/~username>

where username is your username on RCI.

* NOTE: Alternatively, there is a much simpler method. If you are familiar with any FTP (File Transfer Protocol) programs (such as CuteFTP or WS_FTP), simply connect to your RCI space (ftp.rci.rutgers.edu, where your log-in and password are what you signed up for with your RCI account). Make sure the read/write permissions are set correctly, as well.

Viewing Your "public_html" Directory

Now that you've got your "public_html" directory set up, you can view it and its contents directly on the web. The address to your directory would be as in the following:

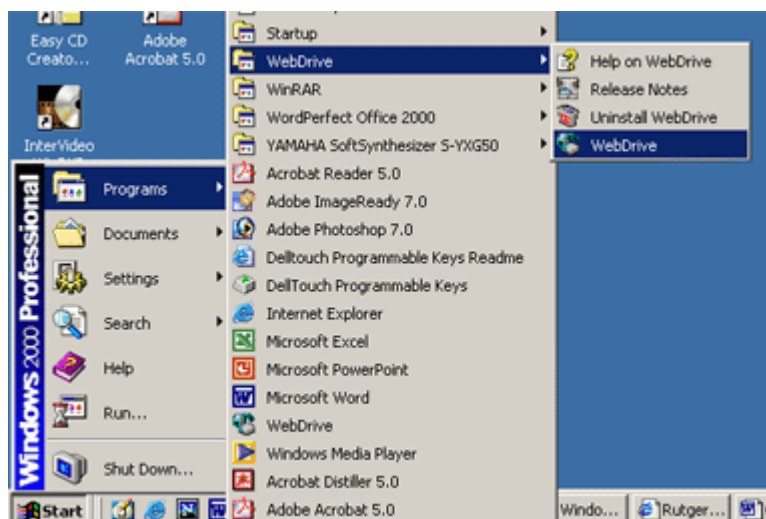
<http://www.rci.rutgers.edu/~yourusername>

Where "yourusername" is the unique user name you signed up for with your RCI account. This will automatically take you into the contents of your "public_html" directory on your RCI space (you have no need to enter www.rci.rutgers.edu/~yourusername/public_html"; this is not correct).

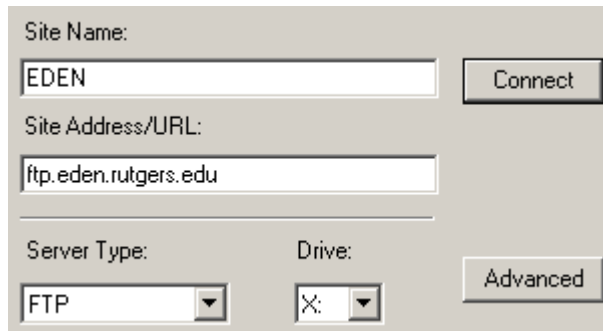
If you place a web page, for example, in your "public_html" directory, called "index.html," you could have a personal web page at the address linked above.

Setting Up Your WebDrive

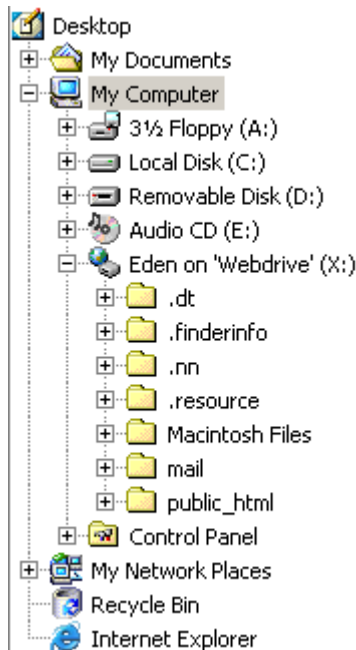
Open up the WebDrive program by clicking through: Start >> Programs >> WebDrive.



Your "Site Name" box should read "RCI." The "Site Address/URL" should have the following entered: ftp.rci.rutgers.edu (this sets an FTP connection to your RCI space). Server type should read "FTP" (for above reasons), and the "Drive" should read "X." Enter in your username at the bottom of the window. Go ahead and click "Connect"; the program will ask you for your RCI password. Once you enter in your password and hit "OK," you have successfully set up a "virtual" drive to save to.



You'll notice that in all applications, now (such as Windows Explorer), a new "X" drive appears in the list of available drives to save to. This "X" drive is your RCI space.



If you open your "X-Drive" in Windows Explorer, you may notice several folders already exist. Do not alter or delete any of these folders. These are set up for your RCI account to run properly.

What WebDrive has essentially done is set up a connection to your RCI space, and has tricked the computer into thinking that your RCI space is just another hard drive that can be saved to! This makes the transferring of larger files much easier for you. Floppy disks only hold 1.4 MB, and not all computers on campus have CD burning devices. With your RCI space holding 60 MB, you now have this 60 MB to save and download files to and from. If you are connected to the Rutgers network through an

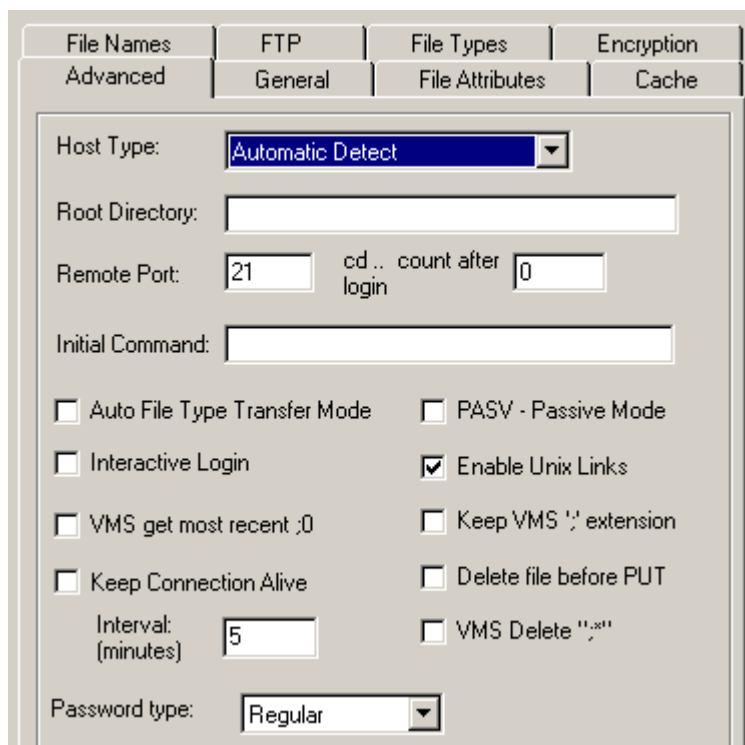
office or computer lab, you will be able to access your RCI space at extremely fast speeds, which also helps the transferring of these large files. Of course, you can always access your RCI space through traditional dial-up modem efforts, as well.

Effectively Using Your X-Drive

Your best option for saving is to save files into the "public_html" directory of your RCI space with the X-Drive. If you save a file in here, any computer with a web browser and an internet connection can access files you save in here, making it much easier for you to obtain your files on computers that may not have all of the software you are used to using.

Advanced Options

Click the "Advanced" tab in the WebDrive application to bring up a wide selection of tabs to customize your connection.



The screenshot shows the 'Advanced' tab of the WebDrive application. The window has a title bar with tabs: 'File Names', 'FTP', 'File Types', and 'Encryption'. The 'Advanced' tab is selected, and it contains sub-tabs: 'Advanced', 'General', 'File Attributes', and 'Cache'. The 'Advanced' sub-tab is active. The settings are as follows:

- Host Type: Automatic Detect (dropdown menu)
- Root Directory: (empty text field)
- Remote Port: 21 (text field) cd.. count after 0 (text field)
login
- Initial Command: (empty text field)
- Auto File Type Transfer Mode
- PASV - Passive Mode
- Interactive Login
- Enable Unix Links
- VMS get most recent ;0
- Keep VMS ';' extension
- Keep Connection Alive
- Delete file before PUT
- Interval: 5 (text field) (minutes)
- VMS Delete ",*"
- Password type: Regular (dropdown menu)

The first "Advanced" tab should look familiar to any users of traditional FTP programs. You can set the default directory to upload to (such as your "public_html" directory), assign a different port to connect to, an initial command to always enter upon connection, set a passive connection, set an option to delete files upon uploading one with the same filename, etc. The rest of the tabs alter much more advanced-type options than are necessary for general use, and should not be altered unless you are absolutely familiar with what you are working with.

Introduction

The following materials repeat the previous information, but with students in mind. If you would like a simple handout for your students to use, you may print one out in [Word](#) or [PDF](#) formats.

I have Eden space?

Every student at Rutgers can sign up for an account with [Eden](#). Your Eden account allows you to receive e-mail with a Rutgers address (username@eden.rutgers.edu), as well as use a variety of computing services at Rutgers University (such as the various computer labs).

When you sign up for an Eden account, you're also given storage space on the Eden server for school-related web pages, mail, etc. Twenty megs (20MB) are allowed for mail, and sixty megs (60MB) are allowed for web storage space.

Setting Up Your Eden Account

If you have not yet established a student account on a server at Rutgers University in New Brunswick, called "Eden", you will need to do so first. Just click on the URL below (which will open in a new window), read the "Acceptable Use Policy" guidelines, then go to the bottom and click on the "Accept" button. A form will appear on your screen. Fill in the form, press "Create Account," and in 15 minutes you will have a new Eden account.

Start here to establish your Eden account: <
<http://www.eden.rutgers.edu/rats/rats.cgi> >

Setting up your WebDrive: Basic

Click on the "Connect to Eden" link on the desktop in the computer classrooms to start WebDrive. You will be asked for your Eden username (without the "@eden.rutgers.edu") and password (remember it's case sensitive!). Then you'll be connected to your server space and a window will open showing that it has been "mapped" as a drive. That means you'll be able to access it from any program, just as you would the floppy disk or hard disk drives.

If you open your drive in Windows Explorer, you may notice several folders already exist. **Do not alter or delete any of these folders. These are set up for your Eden account to run properly.**

Setting up your WebDrive: Advanced

Alternatively, you can open up the WebDrive program by clicking through: Start >> Programs >> WebDrive. Your "Site Name" box should read "Eden." The "Site Address/URL" should have the following entered: ftp.eden.rutgers.edu (this sets an FTP connection to your Eden space). Server type should read "FTP" (for above reasons), and the "Drive" should read "X" (for the aptly named "X-Drive"). Enter in your username at the bottom of the window. Go ahead and click "Connect"; the program will ask you for your Eden password. Once you enter in your password and hit "OK," you have successfully set up a "virtual" drive to save to.

You'll notice that in all applications, now (such as Windows Explorer), a new drive appears in the list of available drives to save to. This drive is your Eden space.

If you open your drive in Windows Explorer, you may notice several folders already exist. **Do not alter or delete any of these folders. These are set up for your Eden account to run properly.**

What WebDrive has essentially done is set up a connection to your Eden space, and has tricked the computer into thinking that your Eden space is just another hard drive that can be saved to! This makes the transferring of larger files much easier for you. Floppy disks only hold 1.4 MB, and not all computers on campus have CD burning devices. With your Eden space holding 60 MB, you now have this 60 MB to save and download files to and from. If you are connected to the Rutgers network through an office or computer lab, you will be able to access your Eden space at extremely fast speeds, which also helps the transferring of these large files. Of course, you can always access your Eden space through traditional dial-up modem efforts, as well.

Effectively Using Your WebDrive

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http://www.eden.rutgers.edu/~your_user_name. Assuming you don't have a file called "index.html," you will see a listing of all files in your "public_html" folder.

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To accomplish these things, you will need to access the UNIX server using telnet and give the server some basic UNIX commands. The following instructions make those written by [New Brunswick Computing Services](#) somewhat more understandable.

Follow these steps:

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2. The system should request your "login." Type your username and press return (or enter). Then type your "Password" when prompted, and press return (or enter).
3. You should now arrive at a command line that allows you to enter information. (If for some reason you do not have a command line but are directed to a menu, you will need to "Quit" the menu in order to see the command line).
4. At the command line, enter the following code in order to make a directory called "public_html" in your account, to which you will be able to publish html files:
5. mkdir public_html
6. (Press Return)
7. You should see the command line again.
8. At the next command line enter the following code in order to change the mode of your directory so that it can be accessed and read by everyone:
9. chmod a+rx public_html
10. (Press Return)
11. You should see the command line again.
12. Now let's check the protection of your public_html folder. Type:
13. ls -ld public_html
14. (Press Return)
15. You should see a code that says "drwxr-xr-x" which means that you have set up your public_html folder so that you can write to it and others can read it. If the protection does not read "drwxr-xr-x," you should reissue the command "chmod a+rx public_html" in order to correct this.
16. Now open a browser window and go to your site, using the following address:

`http://www.eden.rutgers.edu/~username`

where username is your username on Eden.

* NOTE: Alternatively, there is a much simpler method. If you are familiar with any FTP (File Transfer Protocol) programs (such as CuteFTP or WS_FTP), simply connect to your Eden space (ftp.eden.rutgers.edu, where your log-in and password are what you signed up for with your Eden account). Make sure the read/write permissions are set correctly, as well.

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Now that you've got your "public_html" directory set up, you can view it and its

contents directly on the web. The address to your directory would be as in the following:

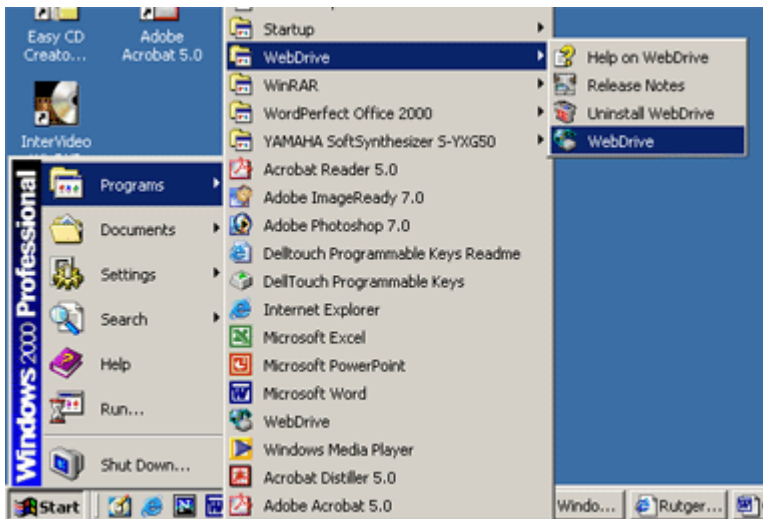
<http://www.Eden.rutgers.edu/~yourusername>

Where "yourusername" is the unique user name you signed up for with your Eden account. This will automatically take you into the contents of your "public_html" directory on your Eden space (you have no need to enter www.eden.rutgers.edu/~yourusername/public_html"; this is not correct).

If you place a web page, for example, in your "public_html" directory, called "index.html," you could have a personal web page at the address linked above.

Setting Up Your WebDrive

Open up the WebDrive program by clicking through: Start >> Programs >> WebDrive.

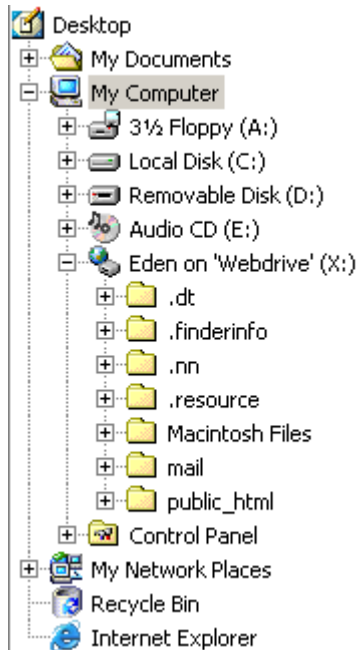


Your "Site Name" box should read "Eden." The "Site Address/URL" should have the following entered: [ftp.eden.rutgers.edu](ftp://eden.rutgers.edu) (this sets an FTP connection to your Eden space). Server type should read "FTP" (for above reasons), and the "Drive" should read "X." Enter in your username at the bottom of the window. Go ahead and click "Connect"; the program will ask you for your Eden password. Once you enter in your password and hit "OK," you have successfully set up a "virtual" drive to save to.

A screenshot of the WebDrive configuration dialog box. It has a light gray background and contains the following fields and buttons:

- 'Site Name:' text box containing 'EDEN'
- 'Site Address/URL:' text box containing 'ftp.eden.rutgers.edu'
- 'Server Type:' dropdown menu set to 'FTP'
- 'Drive:' dropdown menu set to 'X:'
- 'Connect' button
- 'Advanced' button

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Advanced Options

Click the "Advanced" tab in the WebDrive application to bring up a wide selection of tabs to customize your connection.

File Names	FTP	File Types	Encryption
Advanced	General	File Attributes	Cache

Host Type:	<input type="text" value="Automatic Detect"/>		
Root Directory:	<input type="text"/>		
Remote Port:	<input type="text" value="21"/>	cd .. count after login	<input type="text" value="0"/>
Initial Command:	<input type="text"/>		
<input type="checkbox"/> Auto File Type Transfer Mode	<input type="checkbox"/> PASV - Passive Mode		
<input type="checkbox"/> Interactive Login	<input checked="" type="checkbox"/> Enable Unix Links		
<input type="checkbox"/> VMS get most recent ;0	<input type="checkbox"/> Keep VMS ';' extension		
<input type="checkbox"/> Keep Connection Alive	<input type="checkbox"/> Delete file before PUT		
Interval (minutes)	<input type="text" value="5"/>	<input type="checkbox"/> VMS Delete ".*"	
Password type:	<input type="text" value="Regular"/>		

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