The Process

These instructions are for girls who have already enrolled in the
2015 Website Design Competition for High School Girls.
These instructions are for both Beginner and Advanced competitors.

Index Page upload deadline	7 PM Wednesday Nov. 4
Completed Website upload deadline	8:59:59 PM Thursday, Nov. 12
FTP disabled	9:00 PM Thursday, Nov. 12

Entering your website by the competition deadline

In order to see your site to judge it you need to upload it to our hosting server. Once it is on our server, our judges can go online to view it for the first round of judging.

To copy your website to our server you need uploading software. We suggest using the freeware FileZilla.

Download FileZilla

Go to the FileZilla site https://filezilla-project.org/download.php?type=client.

Download the one called "Client" type. It doesn't matter what version. Be aware that Filezilla will automatically bundle a few other free softwares. If you don't want the others, you may opt out of those. Here is what the screen says: *This installer may include bundled offers. Check below for more options.*

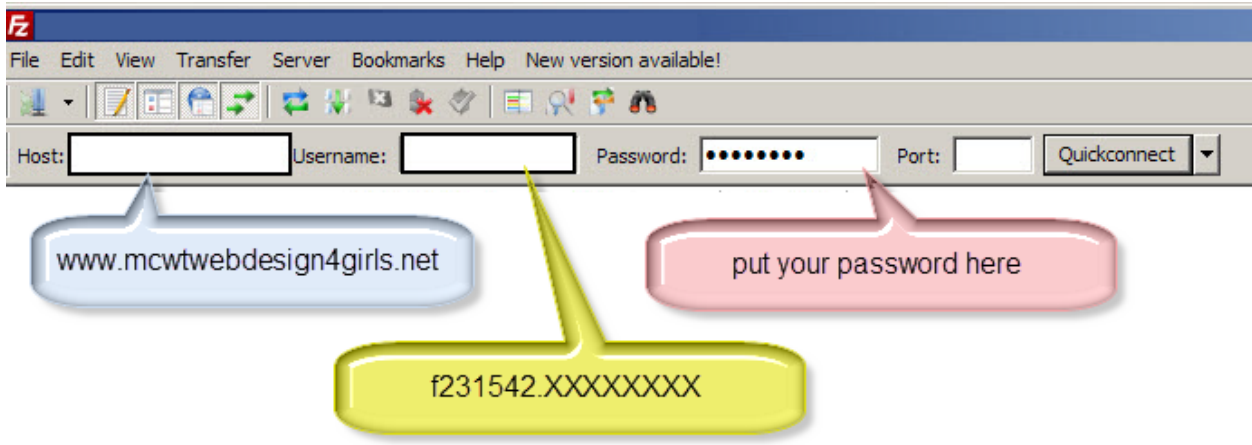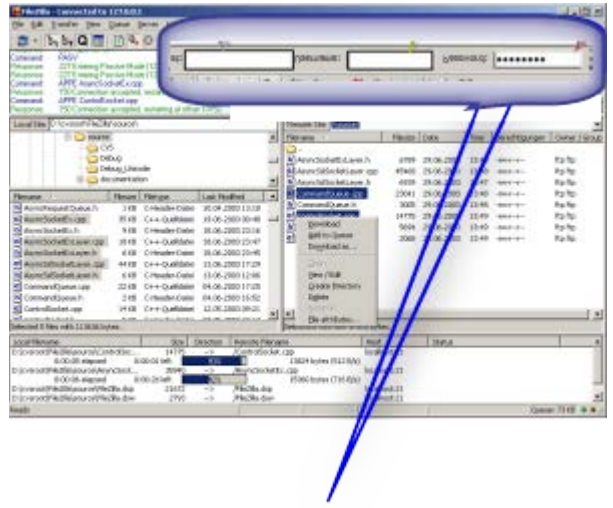Filezilla is reliable FTP software, recognized throughout the industry.

Instructions for using FileZilla are available online at: http://wiki.filezilla-project.org/Using

CAUTION: In the past, some girls trying to upload from school computers have encountered firewall issues. Please work with your teacher/sponsor to resolve any firewall issues well before the upload deadline.

Once you have installed it you can log in to the MCWT host server and upload your website. Now you'll need your username and password from MCWT.

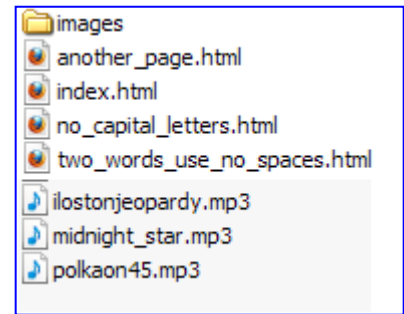On the main FileZilla interface the information goes at the top.

Here is a closer view…

To connect to our server through FileZilla, the MCWT Foundation will give you the following:

- The host name: www.MCWTwebdesign4girls.net
- A unique User Id
- A unique password
- The URL to view your website online
- Note: Don't use a port number. Leave it blank.

Putting your files in the right places

Setup your files like the image in the blue box below. When you log in you will see that you already have a placeholder "index.html" page and an empty "images" folder to get you started. Save your images in the images folder. If you want to save your MP3s together, put them in an "audio" folder.

```
images
another_page.html
index.html
no_capital_letters.html
two_words_use_no_spaces.html
ilostonjeopardy.mp3
midnight_star.mp3
polkaon45.mp3
```

Best Practices

- **Do** name the first page with the suffix ".htm" or "html". It could be named "index.htm", "index.html", or "index.php"- depending on your file type.

- **Do** save all images in your "images" folder.

- **Do not** upload images in original large pixel sizes. Resize the image in a graphics program before inserting it into your webpage.

- **Do** optimize, export, or "flatten" your images before you upload them, so they are .png .jpg or .gif. files.

- **Do** compress your audio files into MP3 or MP4 (Advanced contestants).

- **Do not** upload any executable files. (**.exe**)

- **Do not** upload image files that have **layers** and end with **.psd**.

- **Do** upload a test page as soon as you receive your Username, and ID from MCWT or from your teacher.

Be sure your links to other pages and images are correct or you will see error icons like the ones below.

Do you want to see your site live?

Use this url, replacing the Xs with your username. Be sure to include the dot (period) after the f231542 in your username, and end it with the slash. Don't worry if your username has more characters (or fewer) than the # of Xs shown. The first 3 digits after the dot is your team number in the competition. Team numbers start at 101. Or, try it using the "Live Link" short URL that you received, along with your username and password.

http://s1075320.instanturl.net/mcwtwebdesign4girls.net/2015/f231542.**XXXXXXXXX**/

Try it now. You should see a placeholder message from MCWT that says, "This is a placeholder page that will be replaced by your homepage that you will name index.html." A folder named "images" is already there for you to put your images in. Please contact us with your questions: MCWTFoundation@gmail.com; 313-318-5790 cell/text. You will receive a response within 24 hours. Work smart and have fun!