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Publish a site

Before visitors can view your Web site, you need to transfer it to a publish server (a server that hosts your site files, such as an FTP server). This tutorial demonstrates how to use GoLive to transfer your site files to a publish server for the first time. Before you start this tutorial, contact your Internet service provider (ISP) to determine the settings you'll need to access the publish server, including the publish server address, the server's protocol, the location of your directory on the publish server, and your user name and password.

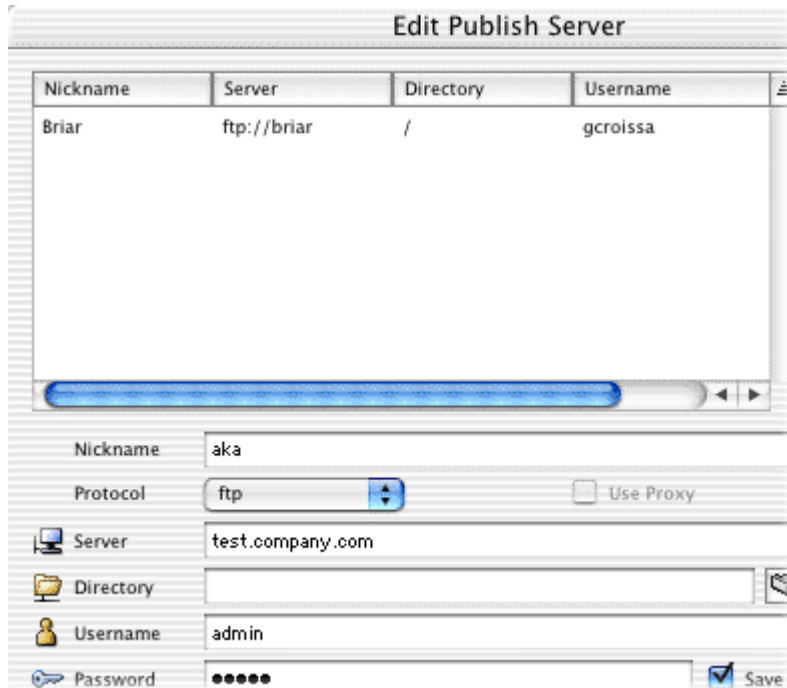
GoLive makes it easy to transfer your site to a publish server with the Publish Server tab in the site window. Once you've transferred a site, updating it is easy using modified-item uploads and synchronized uploads. GoLive takes the guesswork out of determining which files need updating by comparing the modification dates of local files with those on the server.




1. Configure a publish server.

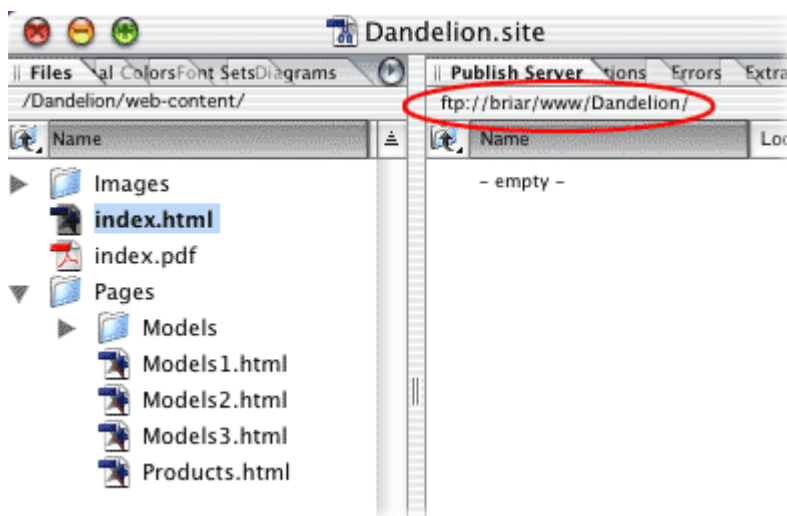
Open a site and choose Edit > Server (Windows) or GoLive > Server (Mac OS). Click New in the Edit Publish Server dialog box and type an easily recognizable nickname for your server in the Nickname text box (this prevents confusion if you add more than one server to the list). Choose a protocol from the Protocol menu and fill in the Server, Directory, Username, and Password text boxes based on the publish server information you obtained from your ISP; then click OK. Click the Site Settings button on the toolbar, and choose Publish Server. Click Add and select the server you just configured. Click OK, and then click OK again to add the server to the site settings.

Once you've configured a publish server in GoLive, you can use it for any site. If you change information about the publish server in the Edit Publish Server dialog box, GoLive updates all sites that use that server.



2. Connect to the publish server.

Click the Connect to Publish Server button  in the toolbar. GoLive brings the Publish Server tab in the site window to the front.




3. Upload a new file.

In the Files tab of the site window, select the file you want to upload and choose Site > Publish Server > Upload Selection (don't select the home page of the site--you'll delete this file later in the tutorial). GoLive uploads the file and displays it in the Publish Server tab.

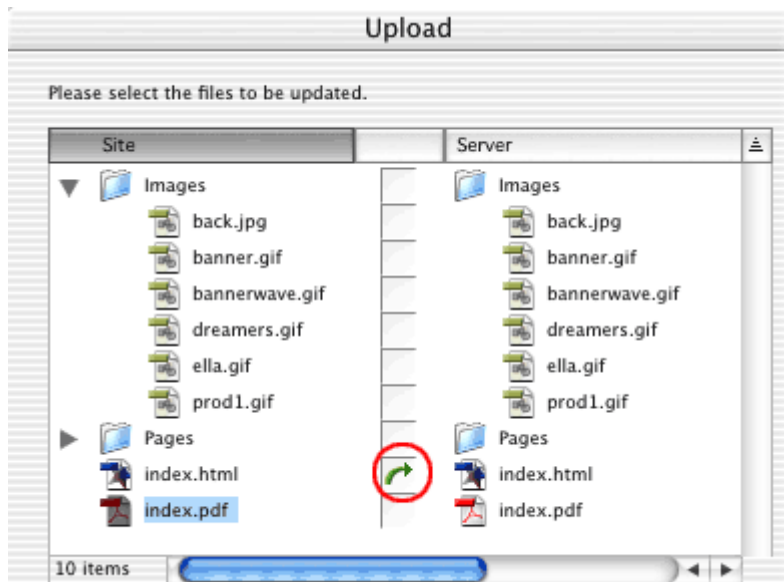
You can use the Publish Server command to upload selected files, all files in your site, or only new files and files that have been modified locally since the last upload.

4. Upload a modified file.



In the Files tab of the site window, select and open the file you uploaded in step 3. Make a change to the file, and then save and close it. Click the Upload Modified Files button  on the toolbar (if the button tool tip reads Upload All or Upload Selection, click the triangle at the lower right of the button and choose Upload Modified

Command from the Change Button To menu). In the Upload dialog box, note that the file you've just modified is marked with a green arrow, meaning GoLive will upload it to the publish server. Click OK to perform the modified-item upload.

When GoLive uploads files, it saves the modification time for the local site files and the files on the server. When you perform a modified-item upload, GoLive compares the modification times and transfers only new files and files that have been modified locally since the last upload.



5. Synchronize all files in the site.

In the Files tab of the site window, select the file you uploaded in step 3, and then click the Delete Selected Item button in the toolbar. Click Yes to confirm the deletion. Click the Synchronize with Publish Server button  on the toolbar. The Synchronize dialog box appears and displays files on the local site and on the publish server. The file you deleted locally is marked with a Delete icon . Click OK to delete the file from the publish server and synchronize the site.

Synchronizing a site ensures that the local site and the site on the server match. When you synchronize a site, you can upload files to the publish server, download them from the server to the local site, skip files completely, or delete them. You can exclude files from upload by setting their publish state to Never in the File Inspector (see [Assigning publish states to files and folders](#)).

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