
SWsoft, Inc.

Plesk 7.6 For Windows

Client's Guide

(Revision 2.1)

PLESK

(c) 1999-2006

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CHAPTER 1

Preface

In This Chapter

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Who Should Read This Guide

This guide is intended for hosting resellers and owners of multiple domains, who were provided with access to Plesk control panel as part of their shared, dedicated or reseller hosting package.

Documentation Conventions

Before you start using this guide, it is important to understand the documentation conventions used in it.

Typographical Conventions

The following kinds of formatting in the text identify special information.

Formatting convention	Type of Information	Example
Special Bold	Items you must select, such as menu options, command buttons, or items in a list.	Go to the QoS tab.
	Titles of chapters, sections, and subsections.	Read the Basic Administration chapter.
<i>Italics</i>	Used to emphasize the importance of a point, to introduce a term or to designate a command line placeholder, which is to be replaced with a real name or value.	These are the so-called <i>shared VPSs</i> . <code>msexec /i <name of the aforementioned *.msi file or GUID></code>
Monospace	The names of commands, files, and directories.	Install Plesk into the "c:\plesk bin" directory

Preformatted	On-screen computer output in your command-line sessions; logs; source code in XML, C++, or other programming languages.	05:31:49 Success. Admin John Smith was added.
--------------	---	---

Feedback

If you spot a typo in this guide, or if you have thought of a way to make this guide better, we would love to hear from you!

If you have a suggestion for improving the documentation (or any other relevant comments), try to be as specific as possible when formulating it. If you have found an error, please include the chapter/section/subsection name and some of the surrounding text so that we could find it easily.

Please submit a report by e-mail to userdocs@swsoft.com.

CHAPTER 2

Plesk Basics

Plesk is the control panel software that you use for reselling shared hosting services, and hosting your own domain names and web sites.

You can manage the hosted domain names and web sites on your own, or delegate permissions to manage individual domains to other users. Upon delegation, a separate Domain Administrator's control panel environment is automatically created, providing your customer with site and e-mail management capabilities in accordance with the permissions you define.

Using the Domain Administrator's control panel, a site owner can:

- Change passwords for access to control panel and Web space through FTP,
- Publish and preview a Web site,
- Install, manage and remove databases and Web applications,
- Order and install SSL certificates to secure online transactions (this is possible for Web sites hosted on a dedicated IP address, which is not shared among other Web sites),
- Set up, manage and remove subdomains,
- Host personal Web pages for other users,
- Password protect areas of a Web site,
- Customize Web server error messages,
- Backup and restore a Web site with its databases and applications,
- Schedule automatic backups,
- Create, edit, remove mailboxes, and protect them against spam and viruses,
- Allow access to individual E-mail administration panel to mailbox owners (this is convenient when running mail hosting business or creating mailboxes for other users),
- Create, edit, remove mail forwarders and automatic replies,
- Create, manage, remove mailing lists, subscribe and unsubscribe users.

You have access to all these features from your own control panel, therefore, you will not need to use neither the Domain Administrator's nor E-mail Administrator's control panels.

To learn more about using Domain Administrator's control panel, please refer to the Domain Administrator Guide.

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Logging In to Plesk

➤ *To log in to your Plesk control panel:*

- 1 Open your web browser, and in the address bar type the URL where your Plesk control panel is located.
For example, <https://your-domain.com:8443>, where your-domain.com is the domain name of your Web host.
- 2 Press ENTER. Plesk login screen will open.
- 3 Type the login name and password your provider gave you into the **Login** and **Password** boxes, respectively.
- 4 If you log in for the first time, select the language for your control panel from the **Interface language** drop-down box. If you had previously specified the interface language and saved it in your interface preferences, leave the **User default** value selected.
- 5 Click **Login**.

Note for hosting resellers: Your customers who were granted access to control panel for managing their own web sites will need to specify their domain names in the **Login** box.

If You Forgot Your Password

➤ *To restore your forgotten password:*

- 1 In your web browser's address bar, type the URL where your Plesk control panel is located (for example, <https://your-domain.com:8443>)
- 2 Press ENTER.
Plesk login screen will open.
- 3 Click the **Forgot your password?** link.
- 4 Type your login name into the **Login** box, and type your e-mail address registered in the system into the **E-mail** box.
- 5 Click **OK**.
Your password will be sent to your e-mail address.

Becoming Familiar with Plesk's Interface

Plesk control panel interface is divided into two main areas: navigation pane on the left and the main screen where operations are performed on the right.

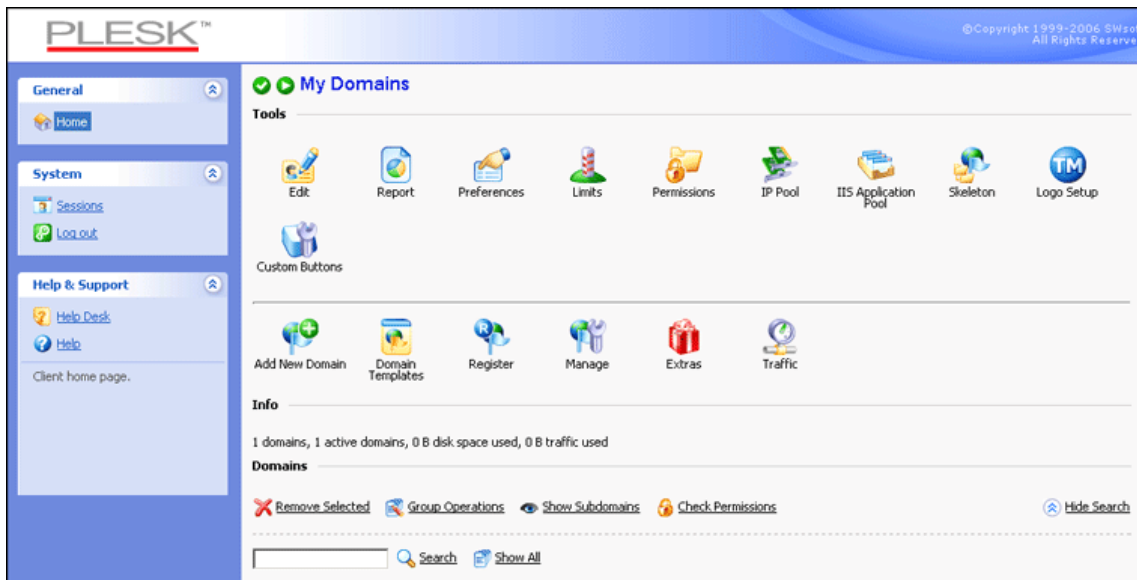



Figure 1: Standard Plesk interface.

The navigation pane is located on the left. It gives you access to sets of administrative functions:

- **Home.** This is where you modify settings related to your account, manage Web sites and e-mail services.
- **Sessions.** When site and mailbox owners log in to control panel, or connect to the server via FTP protocol, they establish sessions that you can monitor and terminate.
- **Help Desk.** This is the help desk system integrated with your control panel. If your provider uses it, then you can use it to report your problems to provider's technical support staff.
- **Help.** Provides context sensitive help.
- **Log Out.** When finished working with control panel, click this icon to close your session.
- **Desktop** in the SiteBuilder group. The Desktop screen is divided into two areas: **Tasks** and **Statistics**. In the **Tasks** area you can see an overview of main functionalities of the Administrator Panel. In the **Statistics** area you can see how many users, sites, are currently in the system.
- **Sites.** On this screen you can see the list of available websites created in SiteBuilder and manage them.
- **Server.** This page allows you access to the SiteBuilder's server administration functions.

Below the **Help** icon, there is a context help tip area. It provides a brief description of the current screen or available operations. When you place the mouse pointer over a system element or status icon, it displays additional information.

To navigate through Plesk, you can also use a path bar: a chain of links that appears in the right part of the screen, below the banner area. To return to a previous screen, use  **Up Level** in the upper-right corner of the screen.


To find items in lengthy lists, use search boxes located above every list of items: type a search criterion into the input box, and click **Search**. A list will show the items matching the search criteria. To return back to viewing all items, click **Show All**. You can hide the search area by clicking **Hide Search**. To show the hidden search area, click **Show Search**.

To sort a list by a certain parameter in ascending or descending order, click on the parameter's title in the column heading. The order of sorting will be indicated by a small triangle displayed next to the parameter's title.

To customize your control panel, refer to the Customizing Your Control Panel section.

Changing Your Contact Information and Password

➤ *If you need to update your contact information, or change password:*

- 1 On your Home page, click  **Edit** in the **Tools** group.
- 2 Update your information as required, or type a new password, and click **OK**.


➤ *If you forgot your password:*

- 1 In your web browser's address bar, type the URL where your Plesk control panel is located.
- 2 For example, <https://your-domain.com:8443>.
- 3 Press **ENTER**. Plesk login screen will open.
- 4 Click the **Forgot your password?** link.
- 5 Type your login name into the **Login** box, type your e-mail address registered in the system into the **E-mail** box, and click **OK**.


Your password will be sent to your e-mail address.

Customizing Your Control Panel

➤ *To change preferences of your control panel:*

- 1 On your Home page, click  Preferences in the Tools group.
- 2 Specify the interface language, skin, interface customization templates.
- 3 If required, clear the **Prevent working with Plesk until page is completely loaded** checkbox and modify the creation or retention of SiteBuilder User by selecting or clearing the appropriate checkbox.
- 4 Click OK.


➤ *To set up a custom logo image that will be visible to your customers when they log in to Plesk control panel:*

- 1 On your Home page, click  Logo Setup.
- 2 Click **Browse...** to navigate to the desired image file that you have on your local computer.



We recommend that you use an image that is 50 pixels in height, in GIF, JPEG or PNG format, and preferably not larger than 100 kilobytes to minimize the download time.

- 3 If you wish to attach a hyperlink to the logo image, type the URL into the **Enter new URL for logo** box.
- 4 Click OK to submit.

➤ *To restore the original Plesk logo image:*



- 1 On your Home page, click  Logo Setup.
- 2 Click **Default Logo**.

➤ *To add a custom hyperlink button to your Plesk control panel and specify whether your customers will see it in their control panels:*

- 1 On your Home page, click  Custom Buttons in the Tools group.
- 2 Click  **Add New Button**.
- 3 Specify properties of the button:
 - Type the text that will show on your button in the **Button label** field.
 - Choose the location for your button. To place it in the right frame of your Home page, select the **Client home page** value from the **Location** drop-down box. To place it on each domain's administration screen (**Home > domain name**), select the **Domain Administration page** value. To place it in the left frame (navigation pane) of your control panel, select the **Navigation pane** value.

- Specify the priority of the button. Plesk will arrange your custom buttons on the control panel in accordance with the priority you define: the lower the number – the higher is priority. Buttons are placed in the left-to-right order.
 - To use an image for a button background, type the path to its location or click **Browse** to browse for the desired file. It is recommended that you use a 16x16 pixels GIF or JPEG image for a button to be placed in the navigation pane, and 32x32 pixels GIF or JPEG image for buttons placed in the main frame.
 - Type the hyperlink of your choice to be attached to the button into the **URL** box.
 - Using the checkboxes, specify whether to include the information, such as domain name, FTP login, FTP password and other data to be transferred within the URL. These data can be used for processing by external web applications.
 - In the **Context help tip contents** input field, type in the help tip that will be displayed when you hover the mouse pointer over the button.
 - Select the **Open URL in the Control Panel** checkbox if you wish the destination URL to be opened in the control panel's right frame, otherwise leave this check box unchecked to open the URL in a separate browser window.
 - If you wish to make this button visible to the mailbox users with access to control panel, select the **Visible to all sub-logins** checkbox.
- 4** Click **OK** to complete creation.





➤ *To remove a hyperlink button from your Plesk control panel:*

- 1** On your Home page, click  **Custom Buttons** in the **Tools** group.
- 2** Select a check box corresponding to the button that you wish to remove and click  **Remove Selected**.

CHAPTER 3

Viewing Resource Allotments and Hosting Features Included in Your Hosting Package

To view the IP addresses included in your hosting package, on your Home page, click  IP Pool. Your IP addresses are listed and the following supplementary information is given:


- An icon in the S (Status) column shows  if your IP address is properly configured on the network interface. If your IP address was removed from the network interface by your provider, an icon will show .
- An icon in the T (Type) column shows  if you were allotted a dedicated IP address, and  if the address is shared among other customers of your service provider. A dedicated IP address is not used by other users, so you can use it to host either:

A single e-commerce Web site secured with Secure Sockets Layer encryption, or



- A number of web sites that do not need Secure Sockets Layer encryption.

Note: Shared IP addresses should be used for hosting only non e-commerce Web sites.

- The **Certificate** column shows which SSL certificate (for what domain name) is tied to an IP address. See the section "Securing e-commerce transactions with Secure Sockets Layer encryption" for details.
- The **Hosting** column shows a number of web sites hosted on an IP address. To view the domain names of these web sites, click the number in the **Hosting** column.


To view the resource allotments for your account, on your Home page, click  Limits. The resource allotments are shown as follows:

- **Maximum number of domains.** The total number of domain names/web sites you can host on the server. This includes web sites that you host on this server, and domain forwarders that point to web sites hosted on other servers. Domain aliases (additional domain names for sites hosted on this server) are not limited by this resource type.
- **Maximum number of domain aliases.** Displays the maximum number of domain aliases that can be created for your domains.
- **Maximum number of subdomains.** Displays the maximum number of subdomains that can be hosted under your domains.

- **Disk space.** Shows you the total amount of disk space allocated to your account. This amount is measured in megabytes. It includes disk space occupied by all files related to your domains/web sites: web site contents, databases, applications, mailboxes, log files and backup files. This is the so-called soft quota: when it is exceeded, domain names and web sites are not suspended automatically, only the appropriate notices are sent to your provider's e-mail addresses and the resource overage is indicated by a corresponding icon  shown in the control panel to the left of your domain name.
- **MySQL databases quota and Microsoft SQL databases quota.** Displays the maximum disk space amount that MySQL and Microsoft SQL Server databases respectively can occupy on your domains.
- **Maximum amount of traffic.** Displays the maximum amount of data in megabytes that can be transferred from your websites during a month. Once the limit is reached, the appropriate notices are sent to your provider's e-mail addresses and the resource overage is indicated by a corresponding icon  shown in the control panel to the left of the domain name.
- **Maximum number of web users.** Shows the maximum number of personal web pages that you can host for other users under your domains. This service is mostly used in educational institutions that host non-commercial personal pages of their students and staff. These pages usually have web addresses like <http://your-domain.com/~username>.
- **Maximum number of Microsoft FrontPage subaccounts.** Displays the maximum number of Microsoft FrontPage subaccounts you can create on your domains.
- **Maximum number of FTP subaccounts.** Specify the maximum number of additional FTP accounts that the customer can create on his or her domains.
- **Maximum number of MySQL databases and Maximum number of Microsoft SQL Server databases.** Displays the maximum number of MySQL and Microsoft SQL Server databases respectively that can be hosted in your domains.
- **Maximum number of mailboxes.** Shows the maximum number of mailboxes that can be hosted in your domains.
- **Mailbox quota.** Displays the amount of disk space in kilobytes that is allocated to each mailbox in your domains.
- **Total mailboxes quota.** Displays the total amount of disk space available for all mailboxes on all your domains.
- **Maximum number of mail redirects.** Shows the maximum number of mail redirects that can be used in your domains.
- **Maximum number of mail groups.** Shows the maximum number of mail groups that can be used in your domains.
- **Maximum number of mail autoresponders.** Displays the maximum number of autoresponders that can be set up in your domains.
- **Maximum number of mailing lists.** Shows maximum the number of mailing lists that you can run in your domains.
- **Maximum number of Tomcat applications.** Displays the maximum number of Java applications or applets that you can install on your domains.
- **Maximum number of IIS application pools.** Specify the total number of dedicated IIS application pools that the customer can allocate between his or her domains.
- **Maximum number of shared SSL links.** Shows the total number of subdomains (including their parent domain) that can link to the Master SSL domain defined by the server administrator.

- **Validity period.** Shows the term for a hosting account. At the end of the term, your domain/web site will be suspended, its Web, FTP and mail services will no longer be accessible to the Internet users, and you will not be able to log in to the control panel.

To view the list of operations you can perform within your control panel, on your Home page,

click  Permissions. The permissions for operations are listed as follows:

- **Access to control panel.** Shows whether you can access the control panel for managing domains and sites.
- **Domain creation.** Shows whether you can host new domain names/web sites on the server.
- **Physical hosting management.** Shows whether you can fully control hosting accounts for your web sites. If it says **No**, then you can only change FTP password for accessing your web spaces.
- **System access management.** Shows whether you can enable and disable access to the system through Remote Desktop.
- **Hard disk quota assignment.** Shows whether you can set up the hard quotas on disk space allocated to your sites.
- **Subdomains management.** Shows whether you can set up, modify and remove subdomains.
- **Domain aliases management.** Shows whether you are able to set up additional alternative domain names for web sites and allow users to do so.
- **Log rotation management.** Shows whether you can adjust the cleanup and recycling of processed log files for your site.
- **Anonymous FTP management.** Shows whether you can have an FTP directory where all users could download and upload files without the need to enter login and password. A web site should reside on a dedicated IP address in order to use anonymous FTP service.
- **FTP subaccount management.** Shows whether you can create and manage additional FTP accounts.
- **Scheduler management.** Shows whether you can schedule tasks with the task scheduler. Scheduled tasks can be used for running scripts or utilities on schedule.
- **Domain limits adjustment.** Shows whether you can distribute the resources given to you by your service provider between your domains.
- **DNS zone management.** Shows whether you can manage the DNS zones of your domains.
- **Tomcat applications management.** Shows whether you can install Tomcat Java applications and applets on the web site through the control panel.
- **Mailing lists management.** Shows whether you can use mailing lists provided by the GNU Mailman software.
- **Antivirus management.** Shows whether you can use server-side antivirus protection for filtering incoming and outgoing mail.
- **Backup/restore functions.** Shows whether you can use the control panel's facilities to backup and restore your sites. Scheduled and on-demand backups are supported.



- **Ability to use remote XML interface.** Shows whether can remotely manage web sites through custom applications. The XML interface can be used for developing custom applications integrated with web sites, which could be used, for instance, for automating setup of hosting accounts and provisioning of services for customers purchasing hosting services from your reseller's site. The remote XML interface operations are limited to setting up and removing domain names/web spaces on the server, modifying domain and web site related preferences and hosting services, retrieving information on domains.
- **SiteBuilder.** Shows whether you can use SiteBuilder for creating and editing your web sites.
- **Hosting Performance Management.** Shows whether you can change the hosting performance preferences for your domains.
- **IIS Application Pool Management.** Shows whether you can manage your IIS application pool.


CHAPTER 4




Implementing Hosting Plans

If you are going to resell hosting services or planning to host numerous domains and web sites, you may want to create hosting configuration presets, referred to as domain templates, that will simplify setting up hosting accounts for new domains and web sites. The templates cover all resource usage allotments, permissions and limits that you can define for a hosting account, plus mail bounce and Web statistics retention settings.


To implement a hosting plan (or simplify setup of multiple domains), create a domain template, and define hosting services and resource allotments in accordance with your hosting plan:

- 1 On your Home page, click  Domain Templates in the Tools group.
- 2 Click  Add New Domain Template.
- 3 Specify the template properties:
 1. **Template name.** Specify a name for this template. During setup of a new hosting account, you will be prompted to select the required template by its name. Therefore, we recommend that you choose a meaningful name that corresponds to one of your hosting plans or describes the amount of allotted resources. For example, **Mail hosting, 1GB disk space, 500 mailboxes.**
 2. **Mail to nonexistent users.** Specify the domain-wide mail bounce options: When somebody sends an e-mail message to an e-mail address that does not exist under your domain, the mail server on your domain accepts mails, processes it, and when it finds out that there is no such a recipient under your domain, it returns the mail back to sender with the “this address no longer accepts mail” notice. You can choose to:
 - change the default notice if you do not like it (leave the **Bounce** option selected and type another message into the input box),
 - forward undelivered mail to another e-mail address (select the **Catch to address** option and specify the e-mail address you need), or
 - reject mail without accepting it (select the **Discard** option). This setting can decrease mail server load caused by a large amount of spam, which is often directed at randomly generated user names. However, for spammers this can somewhat speed up scanning your mail server for valid e-mail addresses.
 1. **WebMail.** Specify whether the users of mailboxes in this domain should be able to read their mail through a browser based WebMail application.
 2. **Maximum number of domain aliases.** Specify the number of domain aliases that can be used for this domain.
 3. **Maximum number of subdomains.** Specify the number of subdomains that can be hosted under this domain.

4. **Disk space.** Specify the total amount of disk space allocated to a hosting account associated with the domain. This amount is measured in megabytes. It includes disk space occupied by all files related to this domain/web site: web site contents, databases, applications, mailboxes, log files and backup files. This is the so-called soft quota: when it is exceeded, domain names and web sites are not suspended automatically, only the appropriate notices are sent to your and your provider's e-mail addresses and the resource overage is indicated by the icon  shown in the control panel to the left of the domain name (see the list of domain names on your Home page). And then it is up to you to decide what to do with the domain:
 - you can notify the domain owner and suspend the domain/web site after a grace period until you receive the paymentor
 - upgrade the hosting plan for your customer (see the Upgrading Hosting Accounts (on page 26) section for more information).
1. **MySQL databases quota and Microsoft SQL databases quota.** Specify the maximum disk space amount that MySQL and Microsoft SQL Server databases respectively can occupy on a domain.
2. **Maximum amount of traffic.** Specify the amount of data in megabytes that can be transferred from the web site during a month. Once the limit is reached, the appropriate notices are sent to your and your provider's e-mail addresses and the resource overage is indicated by a corresponding icon shown in the control panel to the left of the domain name (see the list of domain names on your Home page). When a web site starts attracting more visitors and requires more bandwidth, consider upgrading a hosting plan (see the instructions on upgrading hosting plan below).
3. **Maximum number of web users.** Specify the number of personal web pages that the domain owner can host for other users under his or her domain. This service is mostly used in educational institutions that host non-commercial personal pages of their students and staff. These pages usually have web addresses like <http://your-domain.com/~username>.
4. **Maximum number of Microsoft FrontPage subaccounts.** Specify the maximum number of Microsoft FrontPage subaccounts that can be created on a domain.
5. **Maximum number of FTP subaccounts.** Specify the maximum number of additional FTP accounts that can be created on a domain.
6. **Maximum number of MySQL databases and Maximum number of Microsoft SQL Server databases.** Specify the maximum number of MySQL and Microsoft SQL Server databases respectively that can be hosted on a domain.
7. **Maximum number of mailboxes.** Specify the number of mailboxes that can be hosted in a domain.
8. **Mailbox quota.** Specify the amount of disk space in kilobytes that is allocated to each mailbox in a domain.
9. **Total mailboxes quota.** Specify the total amount of disk space available for all mailboxes on a domain.
10. **Maximum number of mail redirects.** Specify the number of mail redirects that can be used in a domain.
11. **Maximum number of mail groups.** Specify the maximum number of mail groups that can be used in a domain.

12. **Maximum number of mail autoresponders.** Specify the number of automatic responses that can be set up in a domain.
 13. **Maximum number of mailing lists.** Specify the number of mailing lists that the domain owner can run in a domain. To allow the use of mailing lists, you should also put a check mark into the **Mailing lists** check box under the **Preferences** group.
 14. **Maximum number of Tomcat applications.** Specify the maximum number of Tomcat Java applications and applets that the domain owner can install in a domain.
 15. **Maximum number of shared SSL links.** Specify the maximum number of subdomains (including their parent domain) that can link to the Master SSL domain defined by the server administrator.
 16. **Validity period.** Specify the term for a hosting account. At the end of the term, the domain/web site will be suspended, its Web, FTP and mail services will no longer be accessible to the Internet users, and domain owner will not be able to log in to the control panel. Hosting accounts cannot be automatically renewed, therefore, in order to bring the hosted domain name/web site back to operation, you will need to manually renew the hosting account: on your Home page, click the domain name you need, click  **Limits**, specify another term in the **Validity period** box, click **OK**, then click  **Enable** in the **Domain** group (Home > domain name).
 17. **Log rotation.** All connections to the Web server and requests for files that were not found on the server are registered in log files. These log files are analyzed by the statistical utilities running on the server, which then present graphical reports on demand. If you need to view the contents of these raw log files for debugging purposes, on your Home page, click the domain name you need, click  **Log Manager**, and then click the log file name you need. To prevent these log files from growing too large, you should enable automatic cleanup and recycling of log files:
 - select the **Enable log rotation** checkbox,
 - specify when to recycle log files,
 - specify how many instances of each log file to store on the server,
 - specify whether they should be compressed,
 - specify whether they should be sent to an e-mail address after processing.
1. Specify additional settings in the **Preferences** section.
 - **Mailing lists.** Enable this checkbox to enable the ability to create and manage mailing lists on the domain.
 - **Retain traffic statistics.** Specify the number of months during which the bandwidth usage statistics should be kept on the server.
 1. **DNS.** Specify whether the DNS server on your Web host should act as a master (primary) or slave (secondary) name server for the domain name zone. A primary name server stores locally the zone file it serves, while a secondary server only retrieves a copy of this file from the primary. You would normally leave the **Master** option selected.
 2. **Physical hosting account.** If you are going to host not only domain names, but also web sites, select the **Physical hosting** checkbox and specify the hosting features:
 - **Hard disk quota.** In addition to the soft quota, you can specify the so-called hard quota that will not allow writing more files to the web space when the limit is reached. At attempt to write files, users will get "Out of disk space" error.

- **SSL support.** Secure Sockets Layer encryption is generally used for protecting transfer of sensitive data during online transactions on e-commerce Web sites that run on dedicated IP addresses. SSL certificates that participate in the encryption process are usually applied to a single domain name on a single IP address, therefore, each site that needs SSL protection must be hosted on a dedicated IP address. An exception to this is subdomains, which you can protect with a wildcard certificate. Installing an SSL certificate on a Web server that hosts several web sites with different domain names on a single IP address (shared or name-based hosting) is technically possible, however, it is not recommended: the encryption will be provided, but users will get warning messages on attempt to connect to the secure site. To allow SSL encryption for Web sites, select the **SSL support** check box.
- **SiteBuilder support.** SiteBuilder is an efficient and user-friendly WYSIWYG web site editor running through the web interface. Select the **Publish site with SiteBuilder** checkbox to give domain user the ability to access SiteBuilder and build web site

through their Plesk control panel interface by clicking  **SiteBuilder** on the domain management page. The version of SiteBuilder coming in the standard Plesk distribution is fully functional and its use is not limited in any way by the manufacturer (but you can be restricted from accessing it by your service provider).

- **Blog and Photo Gallery support.** Select the **Create Blog and Photo Gallery subdomains** checkbox if you want the subdomains `blog.domainname.com` and `photo.subdomain.com` to be automatically created.
- **Microsoft FrontPage support.** Microsoft FrontPage is a popular web site authoring tool. To enable publishing and modifying the site through Microsoft FrontPage, select the **Microsoft FrontPage support** and **Microsoft FrontPage over SSL support** check boxes, and set the **Remote Microsoft FrontPage authoring** option to **enabled**.

Note. Microsoft FrontPage over SSL support is available only when SSL support is enabled on a domain.

- **Support for programming and scripting languages widely used in development of dynamic Web sites and server-side Web applications.** Specify which of the following programming and scripting languages should be interpreted, executed or otherwise processed by the web server: Active Server Pages (ASP), Active Server Pages on .NET framework (ASP.NET), Server Side Includes (SSI), PHP hypertext preprocessor (PHP), Common Gateway Interface (CGI), Perl, Python, and ColdFusion.

Note. If ASP.NET support is enabled, ASP.NET version 2.0 is set as default. You can change the version in the corresponding drop-down menu.

- **Web statistics.** To allow you to view the information on the number of people visited the site and the pages of the site they viewed, select a module in **Web statistics** drop-down menu and select the **accessible via password protected directory /plesk-stat/** checkbox, if required. This will install the selected statistical software module, which will generate reports and place them into the password protected directory. The domain user will then be able to access Web statistics at the URL: <https://your-domain.com/plesk-stat/> using their FTP account login and password.
- **Custom error documents.** When visitors coming to site request pages that the web server cannot find, web server generates and displays a standard HTML page with an error message. To give domain owner the ability to create their own error pages and use them on a web server, select the **Custom error documents** checkbox.



Note. You can enable the support for all programming and scripting languages, web statistics and custom error documents at once by selecting All services checkbox in the Services group.

- Use **dedicated IIS application pool**. This option enables the use of dedicated IIS application pool for web applications on a domain. Using dedicated IIS application pool dramatically improves the stability of domain web applications due to worker process isolation mode. This mode gives each web site hosted on the server the possibility to allocate a separate process pool for execution of its web applications. This way, malfunction in one application will not cause stopping of all the others. This is especially useful when you are using shared hosting package.
 - **Maximum CPU use**. To limit the amount of CPU resources that domain's IIS application pool can use, clear the **Unlimited** checkbox and provide a number (in percents) in the field.
- 4 Performance.** To avoid excessive usage of bandwidth, which can lead to resources overage, you can set various performance limitations for a domain.
- **Maximum network use**. To limit the maximum speed (measured in KB per second) that a domain can share between all its connections, clear the **Unlimited** checkbox and provide a number (in kilobytes) in the field.
 - **Connections limiting**. To limit the maximum number of simultaneous connections to a domain, clear the **Unlimited** checkbox and provide a number in the field


5 Click **OK** to complete creation of a template.

During setup of a hosting account for a new domain/web site, you will select the required template and the hosting account will be created and allocated the resources and hosting services you defined.


➤ *To upgrade a hosting plan (or modify settings) for a single domain or Web site:*

- 1** On your Home page, click the domain name you need.
- 2** To allocate more disk space, bandwidth and other resources, click  **Limits** in the **Domain** group, adjust the settings as required, and click **OK**.
- 3** To add hosting features, such as support for programming languages and scripts, click  **Setup** in the **Hosting** group, adjust the settings as required and click **OK**.

➤ *To upgrade a hosting plan (or modify settings) for a number of domains or Web sites:*



- 1** On your Home page, select the check boxes corresponding to the domain names you need.
- 2** Click  **Group Operations** located above the list of domains.
- 3** Modify the settings as required and click **OK**.

➤ *To reflect the changes in your hosting package offerings that will apply to the newly created accounts:*

- 1** On your Home page, click  **Domain Templates** in the **Tools** group.
- 2** Click the template name corresponding to the hosting plan you wish to update.

- 3 Modify the settings as required and click OK.
 Note that modifying templates does not affect the existing domains and web sites.

➤ *To remove a template that you no longer need:*

- 1 On your Home page, click  Domain Templates in the Tools group.
- 2 Select a check box corresponding to the template you no longer need.
- 3 Click  Remove Selected. Confirm removal and click OK.


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Predefining Content for New Web Sites 24


Predefining Content for New Web Sites

You can set your control panel to automatically include specific files and directories into Web spaces created for newly hosted Web sites. This can be a set of useful scripts, custom error messages, a placeholder `index.html` page, or any other files of your choice. These files can then be replaced, edited or removed on a per-site basis.

➤ *To set up the control panel so as to automatically include your web content into web spaces:*

- 1 On your local file system, create the required directories: `httpdocs`, `httpsdocs`, `cgi-bin`, `anon_ftp`, `error_docs`.
- 2 Place the files you need into the directories you have created: Place web pages into `httpdocs` and `httpsdocs` directories, scripts to `cgi-bin` directory, and custom error messages to `error_docs` directory.
- 3 Pack the directories and files into an archive file in `tgz`, `tar`, `gz`, `rar` or `zip` format.
Make sure that the directories are in the root of the archive file and not in a subdirectory.
- 4 Log in to your Plesk control panel.
- 5 On your Home page, click  Skeleton in the Tools group.
- 6 Click **Browse** to locate the archive file on your local computer, select the file, and click the **Send File** button.

➤ *To revert back to the original structure of web server directories and files:*

- 1 On your Home page, click  Skeleton.
- 2 Click **Default**.

CHAPTER 5

Managing Hosting Accounts


This chapter explains how to manage hosting accounts.

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Changing FTP Password


➤ *To change FTP password for a Web site owner:*


- 1 On your Home page, click the domain name you need.
- 2 Click  Setup in the Hosting group.
- 3 Specify new password.
- 4 Click OK.


Upgrading Hosting Accounts

➤ *To modify settings for a single domain or Web site:*


1 On your Home page, click the domain name you need.

2 To allocate more disk space, bandwidth and other resources, click  Limits in the Domain group, adjust the following settings as required:

- **Maximum number of domains.** The total number of domain names/web sites you can host on the server. This includes web sites that you host on this server, and domain forwarders that point to web sites hosted on other servers. Domain aliases (additional domain names for sites hosted on this server) are not limited by this resource type.
- **Maximum number of domain aliases.** Specify the number of domain aliases that can be used for this domain.
- **Maximum number of subdomains.** Specify the number of subdomains that can be hosted under this domain.
- **Disk space.** Specify the total amount of disk space allocated to a hosting account associated with the domain. This amount is measured in megabytes. It includes disk space occupied by all files related to this domain/web site: web site contents, databases, applications, mailboxes, log files and backup files. This is the so-called soft quota: when it is exceeded, domain names and web sites are not suspended automatically, only the appropriate notices are sent to your and your provider's e-mail addresses and the resource overage is indicated by the icon  shown in the control panel to the left of the domain name (see the list of domain names on your Home page).
- **MySQL databases quota and Microsoft SQL databases quota.** Specify the maximum disk space amount that MySQL and Microsoft SQL Server databases respectively can occupy on a domain.
- **Maximum amount of traffic.** Specify the amount of data in megabytes that can be transferred from the web site during a month. Once the limit is reached, the appropriate notices are sent to your and your provider's e-mail addresses and the resource overage is indicated by a corresponding icon shown in the control panel to the left of the domain name (see the list of domain names on your Home page).
- **Maximum number of web users.** Specify the number of personal web pages that the domain owner can host for other users under his or her domain. This service is mostly used in educational institutions that host non-commercial personal pages of their students and staff. These pages usually have web addresses like <http://your-domain.com/~username>.
- **Maximum number of Microsoft FrontPage subaccounts.** Specify the maximum number of Microsoft FrontPage subaccounts that can be created on a domain.
- **Maximum number of FTP subaccounts.** Specify the maximum number of additional FTP accounts that the customer can create on his or her domains.
- **Maximum number of MySQL databases and Maximum number of Microsoft SQL Server databases.** Specify the maximum number of MySQL and Microsoft SQL Server databases respectively that can be hosted on a domain.

- **Maximum number of mailboxes.** Specify the number of mailboxes that can be hosted in a domain.
 - **Mailbox quota.** Specify the amount of disk space in kilobytes that is allocated to each mailbox in a domain.
 - **Total mailboxes quota.** Specify the total amount of disk space available for all mailboxes on a domain.
 - **Maximum number of mail redirects.** Specify the number of mail redirects that can be used in a domain.
 - **Maximum number of mail groups.** Specify the maximum number of mail groups that can be used in a domain.
 - **Maximum number of mail autoresponders.** Specify the number of automatic responses that can be set up in a domain.
 - **Maximum number of mailing lists.** Specify the number of mailing lists that the domain owner can run in a domain. To allow the use of mailing lists, you should also put a check mark into the **Mailing lists** check box under the **Preferences** group.
 - **Maximum number of Tomcat applications.** Specify the maximum number of Tomcat Java applications and applets that the domain owner can install in a domain.
 - **Maximum number of IIS application pools.** Specify the total number of dedicated IIS application pools that the customer can allocate between his or her domains.
 - **Maximum number of shared SSL links.** Shows the total number of subdomains (including their parent domain) that can link to the Master SSL domain defined by the server administrator.
 - **Validity period.** Specify the term for a hosting account. At the end of the term, the domain/web site will be suspended, its Web, FTP and mail services will no longer be accessible to the Internet users, and domain owner will not be able to log in to the control panel.
- 3** Click **OK**.
- 4** To add hosting features, such as support for programming languages and scripts, click  **Setup** in the **Hosting** group, and adjust the following settings as required:
- **IP address.** If you have a number of IP addresses to choose from, select the required address from the **IP address** drop-down box. Notice that e-commerce sites need a dedicated IP address (not shared among other sites) to implement Secure Sockets Layer data encryption.
 - **SSL support.** Secure Sockets Layer encryption is generally used for protecting transfer of sensitive data during online transactions on e-commerce Web sites that run on dedicated IP addresses. SSL certificates that participate in the encryption process are usually applied to a single domain name on a single IP address, therefore, each site that needs SSL protection must be hosted on a dedicated IP address. An exception to this is subdomains, which you can protect with a wildcard certificate. Installing an SSL certificate on a Web server that hosts several web sites with different domain names on a single IP address (shared or name-based hosting) is technically possible, however, it is not recommended: the encryption will be provided, but users will get warning messages on attempt to connect to the secure site. To allow SSL encryption for the Web site, select the **SSL support** check box.

- **Certificate.** If you have a number of SSL certificates to choose from, select the SSL certificate that must be used by Web server to encrypt online transactions to this web site.
- **FTP/Microsoft FrontPage Login and FTP/Microsoft FrontPage password.** Specify the user name and password that will be used for publishing the site to the server through FTP. Retype the password into the **Confirm Password** box.
- **Hard disk quota.** In addition to the soft quota, you can specify the so-called hard quota that will not allow writing more files to the web space when the limit is reached. At attempt to write files, users will get "Out of disk space" error.
- **Access to system.** This allows you to directly access the system through a Remote Desktop connection. However, allowing system access via RDP also poses a potential threat to the server security, so we recommend that you do not allow it, leaving the **Login Disabled** option selected.
- **SiteBuilder support.** SiteBuilder is an efficient and user-friendly WYSIWYG web site editor running through the web interface. Leave the **Publish site with SiteBuilder** checkbox selected to give domain user the ability to access SiteBuilder and build web

site through their Plesk control panel interface by clicking  **SiteBuilder** on the domain management page. The version of SiteBuilder coming in the standard Plesk distribution is fully functional and its use is not limited in any way by the manufacturer (but you can be restricted from accessing it by your service provider).

- **Microsoft FrontPage support.** Microsoft FrontPage is a popular web site authoring tool. To enable publishing and modifying the site through Microsoft FrontPage, select the **Microsoft FrontPage support** and **Microsoft FrontPage over SSL support** check boxes, and set the **Remote Microsoft FrontPage authoring** option to **enabled**.

Note. Microsoft FrontPage over SSL support is available only when SSL support is enabled on a domain.

- **Support for programming and scripting languages widely used in development of dynamic Web sites and server-side Web applications.** Specify which of the following programming and scripting languages should be interpreted, executed or otherwise processed by the web server: Active Server Pages (ASP), Active Server Pages on .NET framework (ASP.NET), Server Side Includes (SSI), PHP hypertext preprocessor (PHP), Common Gateway Interface (CGI), Perl, Python, and ColdFusion.


Note. If ASP.NET support is enabled, ASP.NET version 2.0 is set as default. You can change the version in the corresponding drop-down menu.

- **Web statistics.** To allow you to view the information on the number of people visited the site and the pages of the site they viewed, select a module in **Web statistics** drop-down menu and select the **accessible via password protected directory /plesk-stat/** checkbox, if required. This will install the selected statistical software module, which will generate reports and place them into the password protected directory. The domain user will then be able to access Web statistics at the URL: <https://your-domain.com/plesk-stat/> using their FTP account login and password.
- **Custom error documents.** When visitors coming to site request pages that the web server cannot find, web server generates and displays a standard HTML page with an error message. To give domain owner the ability to create their own error pages and use them on a web server, select the **Custom error documents** checkbox.

Note. You can enable the support for all programming and scripting languages, web statistics and custom error documents at once by selecting All services checkbox in the Services group.



- Use **dedicated IIS application pool**. This option enables the use of dedicated IIS application pool for web applications on a domain. Using dedicated IIS application pool dramatically improves the stability of domain web applications due to worker process isolation mode. This mode gives each web site hosted on the server the possibility to allocate a separate process pool for execution of its web applications. This way, malfunction in one application pool will not cause stopping of all the others. This is especially useful when you are using shared hosting package.
- 5 Click OK.

➤ *To modify settings for a number of domains or Web sites:*

- 1 On your Home page, select the check boxes corresponding to the domain names you need.
- 2 Click  **Group Operations** located above the list of domains.
- 3 Modify the settings as required and click OK.

Renewing Hosting Accounts

Hosting accounts cannot be automatically renewed, therefore, in order to bring the hosted domain name/web site back to operation, you need to manually renew the hosting account:

- 1 On your Home page, click the domain name your need.
- 2 Click  **Limits**.
- 3 Specify another term in the **Validity period** box and click OK.
- 4 Click  **Enable** in the Domain group.

Suspending and Unsuspending Hosting Accounts

➤ *To suspend a domain/web site:*

1 On your Home page, click the domain you need.

2 Click  Disable.

The domain/web site will be suspended, its Web, FTP and mail services will no longer be accessible to the Internet users, and domain owner will not be able to log in to the control panel.

➤ *To unsuspend a domain/web site:*

1 On your Home page, click the domain you need.

2 Click  Enable.


Changing Hosting Type From Virtual (Physical) to Forwarding

If you hosted a site on the server with virtual (or physical) hosting account, and now you need only domain forwarding service for that site because it has been moved to another server, you should delete the hosting configuration and reconfigure the hosting account.

Before deleting hosting configuration for a site that was previously on a physical hosting account, make sure that the site owner has a local copy of his or her site because all files and directories related to a site are removed from the server when a hosting account is removed.

➤ *To reconfigure a hosting account:*

1 On your Home page, click the domain name you need.


2 Click  Delete in the **Hosting** group. Confirm removal and click OK. All directories and files related to the site will be removed.

3 Click  Setup.



Note: Refer to chapter 'Hosting Web Sites (on page 32)' for detailed instructions on setting up hosting accounts.

Deleting Hosting Accounts

➤ *To delete a domain/Web site with its Web content:*

- 1 On your Home page, select a check box corresponding to the domain name you wish to remove.
- 2 Click  Remove Selected, confirm removal and click OK.


➤ *To delete a subdomain with its Web content:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Subdomains in the Hosting group.
- 3 Select the check box corresponding to the subdomain you wish to remove.
- 4 Click  Remove Selected, confirm removal and click OK.

Checking Permissions

If some scripts on your sites do not work due to the incorrectly defined file and folder access permissions, use the **Check permissions** function to check and restore the proper access permissions to enable the smooth running of your domains.

➤ *To check and correct permissions on domains:*

- 1 On your Home page, select the checkboxes corresponding to the domain names you want to perform check permissions on.
- 2 Click  Check permissions.
- 3 Adjust the settings as required:
 - Leave the **Check-only mode** checkbox selected to run the checking in the read-only mode, when the permissions are only checked (along with reporting errors) but not fixed. To fix the permissions, clear the **Check-only mode** checkbox.
 - Leave the **Send notification by e-mail** checkbox selected to receive report on the checking by e-mail. By default the administrator's e-mail address appears in the input field. You can specify the e-mail address you need in this field.

Click OK. Plesk starts checking permissions.

CHAPTER 6

Hosting Web Sites

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Obtaining a Domain Name

Before you publish a site on the Internet, you must register your unique domain name with a domain name registration authority. A domain name is an easy-to-remember web site address.



When you want to visit a web site, you enter a domain name (e.g. your-domain.com) or a Uniform Resource Locator (e.g. <http://www.your-domain.com>) into your browser's address bar. In order to show you the requested site, your browser first needs to find out the IP address corresponding to the requested domain name because machines address each other by IP addresses—domain names were devised for humans. So, the browser queries the name servers in the distributed Domain Name System, which translates the requested domain name to IP address and returns the IP address to the browser. Finally, the browser connects to the web server at the specified IP address and retrieves the web pages from there. Thus, to allow other users to find your site by its domain name, you must register your domain name with the Domain Name System.

When choosing a domain name for your site, consider a word or combination of words that is relevant to your business, brand name, or topic of interest. A domain name should be easy to remember. If your domain name will comprise several words, you may want to separate these words with hyphens: this will help search engines distinguish between words, therefore, the users will be able to find your site faster.

To increase the chances to find your site for your customers, you may also want to buy the non-hyphenated version of the same domain name, for example, yourdomain.com and redirect it to your original domain - your-domain.com. To protect your domain name, you may want to register it in different top level domains: your-domain.com, your-domain.net. For a domain name comprising a single word that users can misspell and type incorrectly, you may also want to purchase one or few misspelled versions of your domain name that you will point to your original site. To give you a real life example of how this can be: there is the Google search engine with a primary web site address www.google.com. Knowing that people sometimes swap two adjacent letters or type more letters than required, the three additional domain names pointing to the original site were set up: www.gogle.com, www.goolge.com, and www.gooogle.com.


Once you have decided on the right domain name, you can register it with a domain name registration authority, or ask your service provider to do that for you. Registration cost varies between registrars (usually from 4 to 10 US dollars per year).

It is possible to register and manage domain names through Plesk, if your service provider enabled this option.

- To register a domain name through Plesk, click  **Register** on your Home page. You will be taken to MyPlesk.com website, where a simple step-by-step wizard will guide you through the registration procedure.
- To manage domain names through Plesk, click  **Manage** on your Home page. You will be taken to MyPlesk.com website, where you can log in and manage your domain names.

Setting Up Hosting Account for a Web Site

➤ *To host a web site on the server:*

1 On your Home page, click  Add New Domain.

2 Specify the domain name just as you have registered it. Leave the **www** check box selected if you wish to allow users to access your site by a common and habitual URL like www.your-domain.com.

Having the **www** alias preceding your domain name will not cost you anything, but it will allow users to get to your site no matter what they type in their browsers: www.your-domain.com and your-domain.com will both point to your site.

3 If you have previously created a domain template and predefined all hosting features and resource usage allotments (as described in the chapter 'Implementing Hosting Plans (on page 18)'), select the required template from the **Select template** box.

4 If you have a number of IP addresses to choose from, select the required address from the **Select an IP address** drop-down box.

Notice that e-commerce sites need a dedicated IP address (not shared among other sites) to implement Secure Sockets Layer data encryption.

5 Make sure that there is a check mark in the **Proceed to hosting setup** check box and click **OK**.


6 Select the **Physical hosting** option to host the Web site on this machine and click **OK**.

Upon completion of this procedure, your control panel will set up the domain name server on this machine to serve the new domain name and prepare the web server to serve the new Web site: a new zone file with appropriate resource records will be added to the Domain Name Server's configuration files, a web space will be created inside the Web server's directory, and necessary user accounts will be created on the server.

Note: If your site is hosted on another machine, and you wish to set up your control panel's DNS server only to serve the DNS zone for that site, select either **Frame forwarding** or **Standard forwarding** option. With standard forwarding, a user is redirected to the site and the actual site's URL is shown in the user's browser, so the user always knows that he or she is redirected to another URL. With frame forwarding, a user is redirected to the site without knowing that the site actually resides at another location. For example: your customer has a free personal web site with his or her Internet Service Provider or a free Web host, and the Web site address is <http://www.geocities.com/~myhomepage>. The customer purchased a second level domain name www.myname.com and wants you to provide domain forwarding to his Web site. In this case you would normally choose the **Frame forwarding** service. See the chapter 'Serving Domain Names for Sites Hosted on Other Servers (Domain Forwarding) (on page 76)' for details.

7 Specify the properties of a hosting account:

- **SSL support.** Secure Sockets Layer encryption is generally used for protecting transfer of sensitive data during online transactions on e-commerce Web sites that run on dedicated IP addresses. SSL certificates that participate in the encryption process are usually applied to a single domain name on a single IP address, therefore, each site that needs SSL protection must be hosted on a dedicated IP address. An exception to this is subdomains, which you can protect with a wildcard certificate. Installing an SSL certificate on a Web server that hosts several web sites with different domain names on a single IP address (shared or name-based hosting) is technically possible, however, it is not recommended: the encryption will be provided, but users will get warning messages on attempt to connect to the secure site. To allow SSL encryption for Web sites, select the **SSL support** check box.
- **FTP/Microsoft FrontPage Login and FTP/Microsoft FrontPage password.** Specify the user name and password that will be used for publishing the site to the server through FTP. Retype the password into the **Confirm Password** box.
- **Hard disk quota.** Specify the amount of disk space in megabytes allocated to the web space for this site. This is the so-called hard quota that will not allow writing more files to the web space when the limit is reached. At attempt to write files, users will get the "Out of disk space" error. Hard quotas should be enabled in the server's operating system, so if you see the "Hard disk quota is not supported" notice to the right of the **Hard disk quota** field, but would like to use the hard quotas, contact your provider or the server administrator and ask to enable the hard quotas.
- **Access to system.** This allows you to directly access the system through a Remote Desktop connection. However, allowing system access via RDP also poses a potential threat to the server security, so we recommend that you do not allow it, leaving the **Login Disabled** option selected.
- **SiteBuilder support.** SiteBuilder is an efficient and user-friendly WYSIWYG web site editor running through the web interface. Leave the **Publish site with SiteBuilder** checkbox selected to be able to access SiteBuilder and build web site through your Plesk

control panel interface by clicking  **SiteBuilder** on the domain management page. The version of SiteBuilder coming in the standard Plesk distribution is fully functional and its use is not limited in any way by the manufacturer (but you can be restricted from accessing it by your service provider). Leave the **Create Blog and Photo Gallery subdomains** checkbox selected if you want the subdomains `blog.domainname.com` and `photo.subdomain.com` to be automatically created.

- **Microsoft FrontPage support.** Microsoft FrontPage is a popular web site authoring tool. To enable publishing and modifying the site through Microsoft FrontPage, select the **Microsoft FrontPage support** and **Microsoft FrontPage over SSL support** check boxes, and set the **Remote Microsoft FrontPage authoring** option to enabled.

Note. Microsoft FrontPage over SSL support is available only when SSL support is enabled on a domain.

- **Support for programming and scripting languages widely used in development of dynamic Web sites and server-side Web applications.** Specify which of the following programming and scripting languages should be interpreted, executed or otherwise processed by the web server: Active Server Pages (ASP), Active Server Pages on .NET framework (ASP.NET), Server Side Includes (SSI), PHP hypertext preprocessor (PHP), Common Gateway Interface (CGI), Perl, Python, and ColdFusion.

Note. If ASP.NET support is enabled, ASP.NET version 2.0 is set as default. You can change the version in the corresponding drop-down menu.

- **Web statistics.** To allow you to view the information on the number of people visited the site and the pages of the site they viewed, select a module in **Web statistics** drop-down menu and select the **accessible via password protected directory /plesk-stat/** checkbox, if required. This will install the selected statistical software module, which will generate reports and place them into the password protected directory. The domain user will then be able to access Web statistics at the URL: <https://your-domain.com/plesk-stat/> using their FTP account login and password.
- **Custom error documents.** When visitors coming to your site request pages that the web server cannot find, the web server generates and displays a standard HTML page with an error message. If you wish to create your own error pages and use them on your web server, select the **Custom error documents** check box.

Note. You can enable the support for all programming and scripting languages, web statistics and custom error documents at once by selecting **All services** checkbox in the **Services** group.

- **Use dedicated IIS application pool.** This option enables the use of dedicated IIS application pool for your web applications. Using dedicated IIS application pool dramatically improves the stability of your web applications due to worker process isolation mode. This mode gives each web site hosted on the server the possibility to allocate a separate process pool for execution of its web applications. This way, malfunction in one application will not cause stopping of all the others. This is especially useful when you are using shared hosting package.


8 Click OK.


Now your server is ready to accommodate the new web site, and the site owner can publish the site to the server. For instructions on publishing a Web site, refer to the **Publishing a Site** (on page 41) section of this guide.




Note: If you transferred this domain name from another Web host, you will need to update the host DNS address with the domain name registrar so as to point to your name servers: log in to your registrar's web site, locate the forms used to manage the domain host pointers, and replace the current DNS host settings with your name servers' hostnames. The information on new name servers will spread across the DNS system within 48 hours.

By default, new web sites that you set up without the help of domain templates, are allowed to consume unlimited amounts of bandwidth (data transfer) and disk space.

➤ *To limit the amount of resources this site can consume:*

- 1 On your Home page, click the domain name you need.
- 2 Click  **Limits**.
- 3 Adjust the resource usage allotments as required:
 1. **Maximum number of domain aliases.** Specify the number of domain aliases that can be used for this domain.
 2. **Maximum number of subdomains.** Specify the number of subdomains that can be hosted under this domain.

3. **Disk space.** Specify the total amount of disk space allocated to a hosting account associated with the domain. This amount is measured in megabytes. It includes disk space occupied by all files related to this domain/web site: web site contents, databases, applications, mailboxes, log files and backup files. This is the so-called soft quota: when it is exceeded, domain names and web sites are not suspended automatically, only the appropriate notices are sent to your and your provider's e-mail addresses and the resource overage is indicated by the icon  shown in the control panel to the left of the domain name (see the list of domain names on your Home page). And then it is up to you to decide what to do with the domain:
 - you can notify the domain owner and suspend the domain/web site after a grace period until you receive the payment
 - or
 - upgrade the hosting plan for your customer (see the Upgrading Hosting Accounts (on page 26) section for more information).
1. **MySQL databases quota and Microsoft SQL databases quota.** Specify the maximum disk space amount that MySQL and Microsoft SQL Server databases respectively can occupy on a domain.
2. **Maximum amount of traffic.** Specify the amount of data in megabytes that can be transferred from the web site during a month. Once the limit is reached, the appropriate notices are sent to your and your provider's e-mail addresses and the resource overage is indicated by a corresponding icon shown in the control panel to the left of the domain name (see the list of domain names on your Home page). When a web site starts attracting more visitors and requires more bandwidth, consider upgrading a hosting plan (see the instructions on upgrading hosting plan below).
3. **Maximum number of web users.** Specify the number of personal web pages that the domain owner can host for other users under his or her domain. This service is mostly used in educational institutions that host non-commercial personal pages of their students and staff. These pages usually have web addresses like <http://your-domain.com/~username>. If you wish to allow execution of scripts embedded in personal web pages, select also the **Allow the web users scripting** check box.
4. **Maximum number of Microsoft FrontPage subaccounts.** Specify the maximum number of Microsoft FrontPage subaccounts that can be created on a domain.
5. **Maximum number of MySQL databases and Maximum number of Microsoft SQL server databases.** Specify the maximum number of MySQL and Microsoft SQL Server databases respectively that can be hosted on a domain.
6. **Maximum number of mailboxes.** Specify the number of mailboxes that can be hosted in a domain.
7. **Mailbox quota.** Specify the amount of disk space in kilobytes that is allocated to each mailbox in a domain.
8. **Total mailboxes quota.** Specify the total amount of disk space available for all mailboxes on a domain.
9. **Maximum number of mail redirects.** Specify the number of mail redirects that can be used in a domain.
10. **Maximum number of mail groups.** Specify the maximum number of mail groups that can be used in a domain.
11. **Maximum number of mail autoresponders.** Specify the number of automatic responses that can be set up in a domain.

12. **Maximum number of mailing lists.** Specify the number of mailing lists that the domain owner can run in a domain. To allow the use of mailing lists, you should also put a check mark into the **Mailing lists** check box under the **Preferences** group.
 13. **Maximum number of Tomcat applications.** Specify the maximum number of Tomcat Java applications and applets that the domain owner can install in a domain.
 14. **Validity period.** Specify the term for a hosting account. At the end of the term, the domain/web site will be suspended, its Web, FTP and mail services will no longer be accessible to the Internet users, and domain owner will not be able to log in to the control panel. Hosting accounts cannot be automatically renewed, therefore, in order to bring the hosted domain name/web site back to operation, you will need to manually renew the hosting account: on your Home page, click the domain name you need, click the  Limits icon, specify another term in the **Validity period** box, click **OK**, then click the  Enable in the **Domain** group (Home > domain name).
- 4 Click **OK** to allow the site owner to log in to control panel for managing his or her web site:
 - 5 On your Home page, click the domain name you need.
 - 6 Click  **Domain User** in the **Domain** group.
 - 7 Select the **Allow domain administrator's access** check box.
 - 8 Type the password for access to the site owner's control panel.
For security reasons, the password should be more than 8 symbols, and it should comprise a combination of letters, numbers, and punctuation; dictionary words and proper names should be avoided.
 - 9 Specify the settings related to the appearance of user's control panel, if desired: interface language, theme (skin), the limit on number of characters that can appear on custom buttons placed into the control panel by the site owner.
 - 10 Leave the **Allow multiple sessions** check box selected to allow the site owner to have several simultaneous sessions in the control panel.
 - 11 Leave the **Prevent users from working with the control panel until interface screens are completely loaded** check box selected.
This will forbid users from submitting data or performing operations until the control panel is ready to accept them.
 - 12 Specify the operations that the site owner will be able to perform in his or her control panel:
 - **Physical hosting management.** Allow or disallow full control of the hosting account and webspace.
 - **Hard disk quota assignment.** Allow or disallow the site owner to adjust the hard quota on disk space allocated to their web space.
 - **Subdomains management.** Allow or disallow the site owner to set up, modify and remove subdomains.
 - **DNS zone management.** Allow or disallow the site owner to manage the DNS zone of his or her domain. This is recommended only for experienced users.

- **Log rotation management.** Allow or disallow the site owner to adjust the cleanup and recycling of processed log files.
- **Scheduler management.** Allow or disallow the site owner to schedule tasks with the Scheduler. Scheduled tasks can be used for running scripts or utilities on schedule.
- **Anonymous FTP management.** Allow or disallow the site owner to have an FTP directory where all users could upload and download files without the need to enter login and password. A web site should reside on a dedicated IP address in order to use anonymous FTP.
- **Tomcat applications management.** Allow or disallow the site owner to install Tomcat Java applications and applets on the web site.
- **System access management.** Allow or disallow the site owner to access to the system through Remote Desktop.
- **Mailing lists management.** Allow or disallow the site owner to use mailing lists.
- **Backup/restore functions.** Allow or disallow the site owner to use the control panel's facilities to backup and restore their site. Scheduled and on-demand backups are supported.
- **Antivirus management.** Allow or disallow the site owner to use server-side antivirus protection for filtering incoming and outgoing mail.
- **SiteBuilder.** Allow or disallow the site owner to use SiteBuilder for creating and editing their web site.
- **Hosting Performance Management.** Allow or disallow the site owner to change the hosting performance preferences for their domain.
- **IIS Application Pool Management.** Allow or disallow the site owner to manage their IIS application pool.

13 Specify the site owner's contact information.

14 Click OK.




Now you can tell your customer the control panel's URL, login and password. The URL is `https://<user's_domain_name>:8443`, where `<user's_domain_name>` is the domain name without the `www` alias. The login name that the site owner should specify in order to log in to the control panel is his or her domain name, for example, `your-domain.com`.

If you need to host several domains on your machine that will point to a site hosted on another server, you should set up domain forwarding. Refer to the 'Serving Domain Names for Sites Hosted on Other Servers (Domain Forwarding) (on page 76)' chapter for details.

Creating FTP Subaccounts

This section focuses on creation and adjustment of FTP subaccounts. The domain users are allowed to create, edit and delete FTP subaccounts. FTP subaccounts are available on each domain, and the maximum number of FTP subaccounts is not limited. The default value for the minimum number is 0, not unlimited. This limitation can be changed in the domain's limits.


➤ *To create a new FTP subaccount:*

- 1 On your Home page, click the domain name you need.
- 2 Click  FTP Management in the Hosting group.
- 3 On the FTP subaccounts tab, click  Add New FTP Subaccount.
- 4 Specify the FTP subaccount name in the appropriate field.
- 5 Specify the Home directory by clicking  and select the directory required. Alternatively, you can specify the path in the input field.
- 6 Type the new password into the New password and Confirm password boxes.
- 7 By default, the Hard disk quota is set to Unlimited. To set the required parameter, clear the Unlimited checkbox and type the amount of disk space in megabytes into the Hard disk quota box.
- 8 If required, select the Read permission checkbox. The FTP subaccount users will be able to view the content of the home directory and download files from it.
- 9 If required, select the Write permission checkbox. The FTP subaccount users will be able to create, view, rename and delete directories in the home directories.


If you don't grant any permission, the connection to the FTP subaccount will be made, but the home directory will be not displayed for users.

- 10 Click OK. A new FTP subaccount will be added.

➤ *To change the properties of an existing FTP subaccount:*

- 1 On your Home page, click the domain name you need.
- 2 Click  FTP Management in the Hosting group.
- 3 On the FTP subaccounts tab, click the required subdomain name in the list.
- 4 Specify the changes as required and click OK.

➤ *To remove an FTP subaccount:*

- 1 On your Home page, click the domain name you need.
- 2 Click  FTP Management in the Hosting group.

- 3 On the FTP subaccounts tab, select the checkbox corresponding to the subaccount name you want to remove and click **✖ Remove Selected**.
- 4 Confirm removal and click **OK**. The FTP subaccount will be removed.

Publishing a Site

Publishing your site means uploading web pages, scripts and graphic files that compose your site to your web space in any of the following ways:


- Through FTP connection
- Through Plesk File Manager
- Through Secure Shell connection (only for users of Linux and FreeBSD operating systems)
- Through Microsoft FrontPage software (only for users of Microsoft Windows operating systems)

FTP is one of the most common and easiest ways to upload files.




Uploading Sites Through FTP


- 1 Connect to the server with an FTP client program, using FTP account credentials that you specified during setup of hosting account or obtained from your provider.
Enable the passive mode if you are behind a firewall.
- 2 Upload files and directories that should be accessible through HTTP protocol to the `httpdocs` directory, and files/directories that should be transferred securely over SSL protocol to the `httpsdocs` directory.
- 3 Place your CGI scripts into the `cgi-bin` directory.
- 4 Close your FTP session.


Uploading Sites Through Plesk File Manager

- 1 Log in to Plesk control panel.
- 2 Click the domain name you need.
- 3 Click  **File Manager** in the **Hosting** group.
- 4 Create and upload files and directories.


Place the files and directories that should be accessible via HTTP protocol to the `httpdocs` directory, and files/directories that should be transferred securely over SSL protocol to the `httpsdocs` directory. Place your CGI scripts into the `cgi-bin` directory.


- To create a new directory within your current location, click  **Add New Directory** in the **TOOLS** group, specify the directory name and click **OK**.
- To create new files in the required directory, click  **Add New File** in the **Tools** group, in the **File creation** section specify the file name, select the **Use html template** check box, if you want file manager to insert some basic html tags to the new file, and click **OK**. A page will open allowing you to enter the content or html-formatted source of a new file. After you are done, click **OK**.
- To upload a file from the local machine, click  **Add New File** in the **Tools** group, specify the path to its location in the **File source** box (or use **Browse** to locate the file), and click **OK**.


When you upload web content through File Manager or FTP, your control panel automatically sets the appropriate access permissions for files and directories. To change the permissions of files and directories, click . For more information about the system of permissions, refer to the **Managing Access Permissions for Files and Folders** (on page 92) section.


To preview a Web page in your browser, click .

To rename a file or directory, click . Type in a new name and click **OK**.

To copy or move a file or directory to another location, select the required file or directory using the appropriate check box, and click  **Copy/Move**. Specify the destination for the file or directory to be copied or renamed to, then click **Copy** to copy, or **Move** to move it.

To update the file or directory creation date, click  **Change Timestamp**. The time stamp will be updated with the current local time.

To calculate the size of selected files, select the checkboxes corresponding to the files which size you wish to see and click  **Size**.

To remove a file or directory, select the corresponding check box, and click  **Remove Selected**. Confirm removal and click **OK**.





Publishing from Microsoft FrontPage

Microsoft FrontPage deals with two kinds of Web sites: disk-based and server-based. In short, a disk-based site is a FrontPage Web site you create on your local hard disk and then later publish to a Web server. A server-based site is one you create and work with directly on a Web server, without the extra step of publishing. This section provides you with instructions on publishing only disk-based web sites.

You can publish disk-based web sites either through FTP or HTTP. If your server is running FrontPage Server Extensions, you would publish your site to an HTTP location. For example: <http://your-domain.com/MyWebSite>. If your server supports FTP, you would publish to an FTP location. For example: <ftp://ftp.your-domain.com/myFolder>.

After publishing, you can manage your site through FrontPage Server Extensions.

➤ *To access FrontPage Server Extensions management interface:*

- 1 Log in to Plesk.
- 2 Click the domain name you need.
- 3 Click  FrontPage Management in the Hosting group.
- 4 According to the Microsoft FrontPage support settings of the domain, one of the following icons will appear next to  Add New FrontPage Subaccount:
 - Click  FrontPage Webadmin to manage a site, which is not protected by SSL.
 - Click  FrontPage-SSL Webadmin to manage an SSL-enabled site.
- 5 Type your FrontPage administrator's login name and password, and click OK.

For instructions on using FrontPage server extensions, see online help (FP Webadmin > Help) or visit Microsoft web site.

Publishing from Microsoft FrontPage through FTP

➤ *To publish files through FTP:*

- 1** Open your FrontPage program.
- 2** Open a FrontPage Web site: open **File** menu and select the **Open Site** item.
- 3** Go to **Remote Web site** view: click the **Web Site** tab, and then the **Remote Web Site** button at the bottom of the window.
- 4** Set up your Remote Web Site Properties:
 - Click the **Remote Web Site Properties** button in the upper-right corner of the window.
 - Select **FTP** as the remote Web server.
 - In the **Remote Web site location** box, type your host name (e.g., <ftp://ftp.your-domain.com>)
 - In the **FTP directory** box, type your FTP directory if your hosting company provided one. Leave it blank if they did not specify one.
 - Select the **Use Passive FTP** check box if your computer or network is protected by a firewall.
- 5** Click **OK** to connect to the remote site.

The Remote Web site view will show files that you have in your local and remote sites.
- 6** Click the **Publish Web site** button in the lower-right corner of the window.

Publishing from Microsoft FrontPage through HTTP

➤ *To publish files through HTTP on a server that supports FrontPage Server Extensions:*



- 1** Open your FrontPage program.
- 2** Open a FrontPage Web site: open **File** menu and select the **Open Site** item.
- 3** Go to **Remote Web site** view: click the **Web Site** tab, and then the **Remote Web Site** button at the bottom of the window.
- 4** Click the **Remote Web Site Properties** button in the upper-right corner of the window.
- 5** On the **Remote Web Site** tab, under **Remote Web server type**, click **FrontPage** or **SharePoint Services**.
- 6** In the **Remote Web site location** box, type the Internet address, including the protocol, of the remote Web site that you want to publish folders and files to — for example, <http://www.your-domain.com> — or click **Browse** to locate the site.
- 7** Do any of the following:
 - To use Secure Sockets Layer (SSL) for establishing a secure communications channel to prevent the interception of critical information, click **Encryption connection required (SSL)**. To use SSL connections on your Web server, the server must be configured with a security certificate from a recognized certificate authority. If the server does not support SSL, clear this check box. Otherwise, you will not be able to publish folders and files to the remote Web site.
 - To remove specific types of code from Web pages as they are being published, on the **Optimize HTML** tab, select the options you want.
 - To change the default options for publishing, on the **Publishing** tab, select the options you want.
- 8** Click **OK** to connect to the remote site.

The **Remote Web site** view will show files that you have in your local and remote sites.
- 9** Click the **Publish Web site** button in the lower-right corner of the window.

Creating Additional Microsoft FrontPage Accounts


If you are working on your web site together with someone else or host subdomains for other users, you might need to create additional Microsoft FrontPage accounts (subaccounts).

➤ *To create a new Microsoft FrontPage subaccount for a domain:*



- 1 On your Home page click the domain name you need.
- 2 Click  FrontPage Management in the Hosting group.
- 3 Click  Add New FrontPage Subaccount.
- 4 Specify the login and password for this subaccount.
- 5 If you wish to limit the amount of disk space that can be used by this subaccount, clear the **Unlimited** checkbox and type the desired value in megabytes into the **Hard disk quota** box.

When the specified limit is exceeded, the subaccount owner will not be able to add files to his or her web space.
- 6 Click **OK** to finish the creation of a new Microsoft FrontPage subaccount.

➤ *To change settings for an existing Microsoft FrontPage subaccount:*



- 1 On your Home page click the domain name you need.
- 2 Click  FrontPage Management in the Hosting group.
- 3 Click the required subaccount in the list.
- 4 Adjust the settings as necessary and click **OK** to save changes.

➤ *To remove existing Microsoft FrontPage subaccount:*

- 1 On your Home page click the domain name you need.
- 2 Click  FrontPage Management in the Hosting group.
- 3 Select the checkbox corresponding to the account you wish to remove.
- 4 Click  Remove Selected.
- 5 Confirm the removal and click **OK**.

Publishing Sites With SiteBuilder


➤ *To publish your website with SiteBuilder:*

- 1 Log in to your control panel.
- 2 Click the domain name you need.
- 3 Click  **Setup** and check whether **Publish Site with SiteBuilder** checkbox is selected. Click **OK** to return to your domain page.
- 4 Click  **SiteBuilder**.
- 5 After SiteBuilder is loaded, follow the instructions provided in SiteBuilder manual to publish your website.

Previewing a Site

Once you published a site on the server, you may want to make sure that it functions properly in the actual hosting environment. You can preview the site through your favorite web browser, even if the information on the domain name has not yet propagated in the Domain Name System. Note that Macromedia Flash and CGI scripts will not work during preview.

➤ *To preview a site:*

- 1 On your Home page click the domain name you need.
- 2 Click  **Site Preview** in the **Hosting** group.

Deploying Databases

If your web server incorporates data processing applications or is designed to generate web pages dynamically, you will likely need a database for storing and retrieving data. You can either create a new database for your site or import the data from your previously backed up MySQL or Microsoft SQL database.

➤ *To create a new database on your hosting account:*

1 On your Home page, click the domain name you need.


2 Click  Databases.

3 Click  Add New Database.

4 Enter a name for the database.

We recommend that you choose a name that starts with a Latin alphabet symbol and comprises only alphanumeric and underscore symbols (up to 64 symbols).

5 Select the database type that you are going to use: MySQL or Microsoft SQL Server. Click OK.

6 To set up database administrator's credentials, click  Add New Database User.

7 Type a user name and a password that will be used for accessing the contents of the database.

8 Click OK.

➤ *To import an existing database:*


1 On your Home page, click the domain name you need.

2 Click  Databases.


3 Click  Add New Database.

4 Enter a name for the database. We recommend that you choose a name that starts with a Latin alphabet symbol and comprises only alphanumeric and underscore symbols (up to 64 symbols).

5 Select the database type that you are going to use: MySQL or Microsoft SQL Server. Click OK.



6 To set up database administrator's credentials, click  Add New Database User.

7 Type a user name and a password that will be used for accessing the contents of the database. Click OK.

- 8 Click  DB WebAdmin in the Tools group. An interface to phpMyAdmin (or phpMSAdmin) database management tool will open in a separate browser window.
- 9 Click Query window in the left frame.
- 10 Click the Import files tab.
- 11 Select the text file that contains the data and click Go.
- 12 Click the Insert data from a text file link.



To manage your databases and their contents, use your favorite MySQL or Microsoft SQL Server client or the web based database management tool accessible from Plesk control panel (Home > domain name > Databases > Database name > DB WebAdmin).

➤ *To remove a database with its contents:*


- 1 On your Home page, click the domain name you need.
- 2 Click  Databases in the Services group.
- 3 Select a check box corresponding to the database that you wish to remove.
If the required check box appears grayed out, this means that this database is used by a site application and you can remove it only by uninstalling the respective application.
- 4 Click  Remove Selected.
- 5 Confirm removal and click OK.



If you collaborate with other people on managing a web site and wish to give them access to the database, you should create separate user accounts for them.

➤ *To create a database user account:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Databases in the Services group.
- 3 Click the required database name. A list of database users will open.
- 4 Click  Add New Database User.
- 5 Type a user name and a password that will be used for accessing the contents of the database. Click OK.

➤ *To remove a database user account:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Databases in the Services group.
- 3 Click the required database name. A list of database users will open.
- 4 Select a check box corresponding to the user account that you wish to remove.



- 5 Click  Remove Selected. Next, confirm removing and click OK.
- *To change password for a database user:*
 - 1 On your Home page, click the domain name you need.
 - 2 Click  Databases in the Services group.
 - 3 Click the required database name. A list of database users will open.
 - 4 Click the database user's name.
 - 5 Type a new password and click OK.

Accessing Data From External Database Management Systems


If you want to access the data from an external database management system, you can use Open Database Connectivity (ODBC) drivers. For example, if you have a program that accesses data in a SQL database, ODBC will let you use the same program to access data in a Visual FoxPro database.

Before you use ODBC for accessing data from a specific database management system, you must create an ODBC connection.



➤ *To add a new ODBC connection:*

- 1 On your Home page, click the domain name you need.
- 2 Click  ODBC Settings in the Services group.
- 3 Click  Add New ODBC DSN.
- 4 Specify the ODBC connection name and description.
- 5 Select the required driver in the Driver field.
- 6 Click OK.
- 7 Choose the appropriate options on the driver configuration screen. Typically, you should specify the path to the database, user credentials and other connection options. Note that the actual options are dependant on the driver.
- 8 Click Test to test the connection you created. Click Finish to complete the creation.

➤ *To change settings of existing ODBC connection:*

- 1 On your Home page, click the domain name you need.
- 2 Click  ODBC Settings in the Services group.
- 3 Click the required connection name in the list.
- 4 Change the settings as required.
- 5 Click Test to test the connection. Click Finish to save changes.


➤ *To remove redundant ODBC connection:*


- 1 On your Home page, click the domain name you need.
- 2 Click  ODBC Settings in the Services group.
- 3 Select the checkbox corresponding to a connection you want to remove.
- 4 Click  Remove Selected, confirm the removal and click OK.

Configuring ASP.NET

ASP.NET is a flexible set of tools and web development technologies that allows you to employ a number of applications based on ASP.NET framework. Plesk supports both 1.1.x and 2.0.x versions of the .NET framework.




➤ *To change the version of .NET framework:*

- 1 On your home page, click the domain name you need.
- 2 Click  ASP.NET in the Hosting group.
- 3 Click **Change Version** in the Tools group. If this button is absent, only one version of .NET framework is available. You can see the version number in the **Framework Version** field.
- 4 Select the required version number and click **OK**.
- 5 Click **OK** to save changes.

Alternatively, on your home page you can click the domain name you need, then click  **Setup** and select the .NET framework version in the **Microsoft ASP.NET support** drop-down menu.

Most ASP.NET configuration settings that commonly need to be customized in order for ASP.NET applications to function in a desirable way can be edited through Plesk.


➤ *To configure ASP.NET on your domain:*

- 1 On your home page, click the domain name you need.
- 2 Click  ASP.NET in the Hosting group.
- 3 Set up the strings that determine database connection data for ASP.NET applications which use databases. This option is available only for ASP.NET 2.0.x.
 - To add a string, enter the required data into the **Name** and **Connection Parameters** input fields and click  next to them.
 - To remove a string, click  next to it.

Note. When you open the ASP.NET configuration page for the first time, sample connection parameters with common constructions are displayed. You can then delete them and specify your own strings.

- 4 Set up custom error messages that will be returned by ASP.NET applications in the **Custom Error Settings** field:
 - To set the custom error messages mode, select an appropriate option from the **Custom error mode** menu:
 - On - custom error messages are enabled.
 - Off - custom error messages are disabled and detailed errors are to be shown.

RemoteOnly - custom error messages are displayed only to remote clients, and ASP.NET errors are shown to the local host.

- To add a new custom error message (which will be applied unless the **Off** mode was selected), enter the values in the **Status Code** and **Redirect URL** fields, and click .

Status Code defines the HTTP status code resulting in redirection to the error page.

Redirect URL defines the web address of the error page presenting information about the error to the client.

- To remove a custom error message from the list, click  next to it.

5 Configure compilation settings in the **Compilation and Debugging** field:

- To determine the programming language to be used as default in dynamic compilation files, choose an entry from **Page default language** list.
- To enable compiling retail binaries, leave the **Enable debugging** checkbox empty.
- To enable compiling debug binaries, select the **Enable debugging** checkbox. In this case, the source code fragments containing error will be shown in a diagnostic page message.

Note. When running applications in debug mode, a memory and/or performance overhead occurs. It is recommended to use debugging when testing an application and to disable it before deploying the application into production scenario.

6 Configure encoding settings for ASP.NET applications in the **Globalization Settings** section:

- To set an adopted encoding of all incoming requests, enter an encoding value into the **Request encoding** field (default is utf-8).
- To set an adopted encoding of all responses, enter an encoding value into the **Response encoding** field (default is utf-8).
- To set an encoding which must be used by default for parsing of **.aspx**, **.asmx**, and **.asax** files, enter an encoding value into the **File encoding** field (default is Windows-1252).
- To set a culture which must be used by default for processing incoming web requests, select an appropriate item from the **Culture** list.
- To set a culture which must be used by default when processing searches for a locale-dependent resource, select an appropriate item from the **UI Culture** list.

7 Set a code access security trust level for ASP.NET applications in the **Code Access Security** field.

CAS trust level is a security zone to which applications execution is assigned, defining what server resources the applications will have access to.

Note. When an assembly is assigned a trust level that is too low, it does not function correctly. For more information on the permissions levels see http://msdn.microsoft.com/library/en-us/dnnetsec/html/THCMCh09.asp?frame=true#c09618429_010.

8 Enable the usage of the auxiliary scripts in the **Script Library Settings** field. This option is available only for ASP.NET 1.1.x.

- If you need to use auxiliary scripts (specifically, scripts implementing objects for validating input data), provide the settings for .NET framework script library.

Enter the path beginning with the domain root directory preceded by the forward slash into the **Path to Microsoft script library** field,

or

Click the folder icon next to the **Path to Microsoft script library** field and browse for the required location.

- To initiate the auto-installation of files containing the scripts to the specified location, select the **Install** checkbox. If the files already exist there, they will be rewritten.

Note. Specifying the script library settings is necessary if the validation web controls are used on your web site.

9 Set client session parameters in the **Session Settings** field:

- To set up the default authentication mode for applications, select an appropriate item from the **Authentication mode** list.



Note. Windows authentication mode should be selected if any form of IIS authentication is used.

- To set up time that a session can idle before it is abandoned, enter appropriate number minutes into the **Session timeout** field.

10 Click **OK** to apply all changes.



Note: Plesk supports separate configurations for different versions of the .NET framework (1.1.x and 2.0.x).

➤ *To restore the default ASP.NET configuration:*

- 1 On your home page, click the domain name you need.
- 2 Click  **ASP.NET** in the **Hosting** group.
- 3 Click  **Set to Default**.
- 4 Confirm the restoring and click **OK**.

In order to provide running ASP.NET applications which use different .NET framework version within one domain, Plesk allows setting up the framework version per web directory where the applications are deployed.

➤ *To choose the version of .NET framework for a web directory:*


- 1 On your home page, click the domain name you need.
- 2 Click  **Web Directories** in the **Hosting** group.
- 3 Enter the required web directory and click  **ASP.NET** in the **Tools** group.
- 4 Select the required .NET framework version and adjust other settings as necessary.
- 5 Click **OK**.


Installing Applications


To enhance your web sites with valuable features, such as guest books, forums, hit counters, photo galleries, and e-commerce solutions, you can install the respective applications from the control panel's script library (Home > domain name > **Application Vault**). The number and variety of available applications depend on your provider's policy and your hosting plan.

➤ *To install an application on a site:*

1 On your Home page, click the domain name you need.

2 Click  **Application Vault** in the **Hosting** group. A list of applications installed on your site will be displayed.

3 Click  **Add New Application** in the **Tools** group. A list of site applications available for installation will be displayed.

To view help on a certain site application, click  icon. The help page containing the general information on this site application will open in a separate browser window.

4 To specify the site where you want to install and deploy an application, select it in the **Target domain** drop-down box in the upper-right corner of the screen.

5 To specify which application you wish to install, select a radio button corresponding to the application of your choice.

6 Click  **Install**.

7 Specify whether you wish to create a hyperlink to the application's interface and place it on your Home page in the control panel.

8 Specify the installation preferences and other information that may be required by the application (the requirements may vary among applications). When finished, click **OK**.

9 If you have chosen to create a hyperlink button inside your control panel, specify its properties:


- Type the text that will show on your button in the **Button label** box.
- Choose the location for your button. To place it on the domain administration screen (Home > domain name), select the **Domain Administration page** value as the location. To place it in the left frame (navigation pane) of your control panel, select the **Navigation pane** value.
- Specify the priority of the button. The buttons you create will be arranged on the control panel in accordance with the priority you define: the lower the number – the higher is priority. Buttons are placed in the left-to-right order.
- To use an image for a button background, type the path to its location or click **Browse** to browse for the desired file. It is recommended that you use a 16x16 pixels GIF or JPEG image for a button to be placed in the navigation pane, and 32x32 pixels GIF or JPEG image for buttons placed in the main frame.
- Type the hyperlink to be attached to the button into the **URL box**.

- Using the checkboxes, specify whether to include the data, such as domain id and domain name to be transferred within the URL. These data can be used for processing by external web applications.
- In the **Context help tip contents** input field, type in the help tip that will be displayed when you hover the mouse pointer over the button.
- Select the **Open URL in the Control Panel** checkbox if you wish the destination URL to be opened in the control panel's right frame, otherwise leave this checkbox unchecked to open the URL in a separate browser window.
- If you wish to make this button visible to the domain owners and e-mail users who you granted access to control panel, select the **Visible to all sub-logins** checkbox.


10 Click **OK** to complete creation.

Now the application is installed and you can insert a link to this application into the web pages of your site, for example, on your home page. Otherwise, you and your users will have to access this application by typing its URL, which can be too long to remember.


➤ *To access the web interface of an application, do any of the following:*

- Type the URL in your browser. For example: <http://your-domain.com/forum/>.
- Go to **Home > domain name > Application Vault**, and click an icon , corresponding to the application you need.
- If you chose to add a hyperlink button to your Plesk control panel during installation of an application, then click the respective button on the domain administration screen (**Home > domain name**) or navigation pane.

➤ *To reconfigure an application or change the application administrator's password:*



Go to **Home > domain name > Application Vault**, and click an icon , corresponding to the application.

➤ *To uninstall an application:*

- 1 Go to **Home > domain name > Application Vault**, and select a check box corresponding to the application that you no longer need.
- 2 Click  **Remove Selected**. The application will be uninstalled and its databases removed from the server.

If you want a certain Web-application to be started when someone tries to enter a domain, it can be done by creating a default domain application.

➤ *To set an application as default for a domain:*

- 1 On your **Home** page, click the domain name you need.
- 2 Click  **Application Vault** in the **Hosting** group. A list of applications installed on the site will be displayed.
- 3 Select a checkbox corresponding to the Site Application name you want to set as default, then click  **Default**. Click **OK** to confirm the creation of the default Site Application.


Now, when a user enters an URL in the address field of his browser (e.g. <http://example.com>), he is taken to the default Web-application.


Installing Java Web Applications

In addition to the applications from the Application Vault, you can install Java Web application packages in the Web archive format (WAR). These Java applications are not distributed with Plesk; therefore you should obtain them separately.

➤ *To install an application:*

1 On your Home page, click the domain name you need.

2 Click  Tomcat in the Services group.

3 Click  Enable in the Tools group.

This will start the Tomcat service, which provides an environment for Java code to run in cooperation with a web server.

4 Click  Add New Web Application.

5 Specify the path to an application package you wish to install, or click **Browse** to navigate to it.

This can be an application package in WAR format saved on your computer's hard drive.

6 Click **OK**.

Now the application is installed and the respective entry is added to the list of installed Web applications (Home > domain name > Tomcat).




To access the web interface of an application, do any of the following:


- Go to Home > domain name > Tomcat, and click a respective hyperlink in the Path column.
- Type the URL in your browser. For example: <http://your-domain.com:9080/storefront/>.

➤ *To stop, start or restart an application:*

1 Go to Home > domain name > Tomcat. A list of installed applications will open.

2 Locate an application on the list, and use the icons in the right part of the list to perform the required operations:




- To start an application, click the icon .
- To stop an application, click the icon .
- To restart an application, click the icon .

To uninstall an application, go to Home > domain name > Tomcat, and select a check box corresponding to the application that you no longer need. Then click  Remove Selected. The application will be uninstalled and its databases removed from the server.

Installing ASP.NET Web Applications


In addition to the applications from the Application Vault and , you can install ASP.NET Web application packages in the Web archive format (WAR). These Java applications are not distributed with Plesk; therefore you should obtain them separately.

➤ *To install an application on your site:*

- 1 On your Home page, click the domain name you need.
- 2 Click  ASP.NET Web Applications in the Hosting group.
A list of applications installed on your site will be displayed.
- 3 Click  Install New Web Application in the Tools group. A list of site applications available for installation will be displayed. To specify which application you wish to install, select a radio button corresponding to the application of your choice.
- 4 Click  Install.
- 5 Specify the domain folder in which the application should be installed, database name for the application, and click **Install**.

Now the application is installed and you can insert a link to this application into the web pages of your site, for example, on your home page. Otherwise, you and your users will have to access this application by typing its URL, which can be long enough to remember.


➤ *To access the web interface of an application, do any of the following:*

- Type the URL in your browser. For example: <http://your-domain.com/forum/>.
- Go to Home > domain name > ASP.NET Web Applications, and click an icon , corresponding to the application.

➤ *To reconfigure an application or change the application administrator's password:*

Go to Home > domain name > ASP.NET Web Applications, and click an icon , corresponding to the application.



➤ *To uninstall an application:*

- 1 Go to Home > domain name > ASP.NET Web Applications, and select a check box corresponding to the application that you no longer need.
- 2 Click  Remove Selected. The application will be uninstalled and its databases removed from the server.

If you want a certain Web-application to be started when someone tries to enter a domain, it can be done by creating a default domain application.



➤ *To set an application as default for a domain:*

- 1 On your Home page, click the domain name you need.



- 2 Click  ASP.NET Web Applications in the Hosting group. A list of application packages installed on the site will be displayed.
- 3 Select a checkbox corresponding to the application package you want to set as default, then click  Default. Click OK to confirm the creation of the default Site Application.



Now, when a user enters an URL in the address field of his browser (e.g. <http://example.com>), he is taken to the default Web-application.

Managing IIS Application Pool

- *To enable IIS application pool for all your domains:*
 - 1 On your Home page, click the domain name you need.
 - 2 Click  IIS Application Pool in the Hosting group.
 - 3 Click  Enable.
 - 4 To limit the amount of CPU resources that your application pool can use, select the Enable CPU monitoring checkbox and provide a number (in percents) in the Maximum CPU use (%) field.
 - 5 Click OK.

Once you enable the application pool, all web applications on your domains will be using it.



To stop all applications running in the application pool, click  IIS Application Pool and click  Stop (Home > domain name > IIS Application Pool).

To start all applications in the application pool, click  IIS Application Pool and click  Start (Home > domain name > IIS Application Pool).



To restart all applications running in the application pool, click  IIS Application Pool and click  Recycle (Home > domain name > IIS Application Pool).

This can be handy if some applications are known to have memory leaks or become unstable after working for a long time.



- *To enable IIS application pool for a domain:*
 - 1 On your Home page, select a domain from the list.

- 2 Click  IIS Application Pool.
- 3 Click  Enable.
- 4 To limit the amount of CPU resources that this domain's application pool can use, select the **Enable CPU monitoring** checkbox and provide a number (in percents) in the **Maximum CPU use (%)** field.
- 5 Click OK.

➤ *To disable IIS application pool for a domain:*

- 1 On your Home page, select a domain from the list.
- 2 Click  IIS Application Pool.
- 3 Click  Disable.
- 4 Click OK.

➤ *To disable IIS application pool for all your domains:*

- 1 On your Home page, select a domain from the list.
- 2 Click  IIS Application Pool in the Hosting group.
- 3 Click  Disable.
- 4 Click OK.

Organizing Site Structure with Subdomains

Subdomains are additional domain names that enable you to:

- Organize logically the structure of your site
- Host additional Web sites or parts of a Web site on the same server without the need to pay for registration of additional domain names

An example of using subdomains:

You have a Web site `your-product.com` dedicated to promoting your software product. For publishing user's guides, tutorials and list of frequently asked questions, you can organize the subdomain 'userdocs' so that your users will be able to access online user documentation directly by visiting the domain name `userdocs.your-product.com`.

➤ *To set up a subdomain:*

1 On your Home page, click the domain name you need.

2 Click  Subdomains.

3 Click  Add New Subdomain.


4 Select the required Hosting type and click OK:

- Select Physical hosting to create a virtual host for the domain.
- Select Subdomain on subfolder to create a virtual subdomain. Subdomain on subfolder will use physical structure of the domain. The creation of a separate FTP user account will be not possible: the FTP user account of the domain will be used.

5 Type the subdomain name as required. This can be, for example, a topic of a site, organization department, or any other combination of letters, numbers and hyphens (up to 63 characters in length). To add the WWW prefix, select the appropriate checkbox.

The subdomain name must begin with an alphabet character. Subdomain names are case insensitive.

6 If you are creating subdomain on subfolder, specify the physical location for the subdomain files in the Site home directory field:

- Clear the Create physical directory for subdomain checkbox and specify the existing directory to the right of httpdocs field. You can click  to browse for the required directory, select it and click OK.
- Leave the Create physical directory for subdomain checkbox selected to create a corresponding physical directory with the same name as the subdomain.

7 If you are creating subdomain with physical hosting, specify the FTP user account for it:



- If this subdomain will hold a part of your own Web site that you manage on your own, leave the Use the FTP user account of the main domain option selected.

- If this subdomain will hold a separate web site that will belong to or will be managed by another person, select the **Create a separate user account for this subdomain** option, and specify the login name and password that will be used for accessing the web space through FTP and publishing web site content. Specify the hard disc quota in the appropriate field in megabytes or leave the **Unlimited** checkbox selected. When the specified limit is exceeded, you will not be able to add files to the web space, and editing existing files may corrupt them.
- 8** Leave the **Publish site with SiteBuilder** checkbox selected to be able to access SiteBuilder and build web site through your Plesk control panel interface. When the **Publish site with SiteBuilder** option is selected, a site will be created in SiteBuilder. All publishing parameters will be set in the paths predefined: for subdomain with **Physical hosting** - /subdomains/SUBDOMAINNAME/httpdocs/sitebuilder; for subdomain with **Subdomain on subfolder** - /httpdocs/SUBDOMAINNAME/.
 - 9** If you want to enable **Microsoft FrontPage support**, select the appropriate checkbox. Enable or disable **Remote Microsoft FrontPage authoring** by selecting the appropriate option.
 - 10** Specify the programming languages support in the **Services** group by selecting the required languages. Use **select all** or **clear all** to select or clear all of the languages available.



If the ASP.NET support is disabled on the domain for which you are creating subdomain, it is also unavailable on **Subdomain on subfolder**. In case the ASP.NET support is enabled on the domain, the ASP.NET is available for subdomain created on a subfolder.
 - 11** To complete the setup, click **OK**. It may take up to 48 hours for the information on new subdomain to spread in the Domain Name System and become available to the Internet users.

To publish web content to the subdomain's web space, follow the instruction presented in the Publishing a Site section.

➤ *To preview the web content published under the subdomain:*

- 1** On your Home page, click the domain name you need.
- 2** Click  Subdomains.
- 3** Click the icon  corresponding to the subdomain name.

➤ *To remove a subdomain with its web content:*

- 1** On your Home page, click the domain name you need.
- 2** Click  Subdomains.
- 3** Select a check box corresponding to the subdomain name that you wish to remove, and click  Remove Selected.
- 4** Confirm removal and click **OK**. The subdomain configuration and its web content will be removed from the server.

Setting Up Additional Domain Names for a Site (Domain Aliases)

If you have registered with a domain name registrar several domain names that you would like to point to the same web site that you host on this server, you should set up domain aliases.

If you need to serve several domain names that point to a web site hosted on another server, you should set up domain forwarding: see the section "Serving Domain Names for Sites Hosted on Other Servers (Domain Forwarding)" for instructions.

➤ *To set up a domain alias:*

- 1 On your Home page, click the domain name for which you wish to set up additional domain names.

- 2 Click  Domain Aliases.

- 3 Click  Add Domain Alias.

- 4 Type the desired domain alias name, for example alias.com.

Domain aliases can comprise letters, digits and hyphens. Each part of the domain alias between dots should not be longer than 63 symbols.

- 5 Select the type of domain alias: Web+FTP or Web+FTP+Mail.

If you want e-mail directed at the e-mail addresses under the domain alias to be redirected to the e-mail addresses under your original domain name, select Web+FTP+Mail.

Example: You have an e-mail address mail@yourdomain.com. You have set up an alias for your domain name, for example, alias.com. If you want to receive mail to your mailbox mail@yourdomain.com when it is sent to mail@alias.com, select Web+FTP+Mail as the type of the domain alias.


- 6 Click OK.

➤ *To change the properties of an alias:*

- 1 On your Home page, click the domain name you need.

- 2 Click  Domain Aliases.

- 3 Click the alias name you need.




- 4 Click  Preferences in the Tools group.

➤ *To modify resource records in the DNS zone of a domain alias:*

- 1 On your Home page, click the domain name you need.



- 2 Click  Domain Aliases.

- 3 Click the alias name you need.

- 4 Click  DNS.
- 5 Add, edit or remove the resource records as required:
 - To add a resource record to the zone, click  Add New DNS Record. Specify the required values and click OK to write the values to the zone.
 - To modify a resource record, under the **Host** column, click a hyperlink corresponding to the record you need.
 - To remove a record, select a check box corresponding to the record you wish to remove and click  Remove Selected.

To learn more about DNS resource records modification and other DNS-related options, refer to the Customizing DNS Zone Configuration for Domains (on page 77) and the Serving Sites with External Domain Name Servers (on page 80) sections.

➤ *To remove an alias from a domain:*


- 1 On your Home page, click the domain name you need.
- 2 Click  Domain Aliases.
- 3 Select a check box corresponding to the domain alias that you want to remove.
- 4 Click  Remove Selected.
- 5 Confirm removal and click OK.

Managing Virtual Directories

A virtual directory in Plesk is a link to an existing physical directory that is present on the server's hard disk.

➤ *To create a new virtual directory on a domain:*

1 On your home page, click the domain name you need.

2 Click  **Web Directories** in the **Hosting** group. You are in your web site root now.

3 Navigate to the directory in which you want to create a new virtual directory.

4 Click  **Add New Virtual Directory**.

5 Specify the required parameters:

- **Name** - specify the virtual directory name.
- **Path** - specify the virtual directory path:

Select the **Create physical directory with the same name as virtual directory** checkbox to automatically create a physical directory with the same name as the virtual directory you are creating.

Clear the **Create physical directory with the same name as virtual directory** checkbox and specify the path in the field to select the physical directory that already exists.



- **Script source access** - select this checkbox to allow users to access source code if either Read or Write permissions are set. Source code includes scripts in ASP applications.
- **Read permission** - select this checkbox to allow users to read files or directories and their associated properties.
- **Write permission** - select this checkbox to allow users to upload files and their associated properties to the virtual directory or to change content in a write-enabled file. Write access is allowed only if browser supports the PUT feature of the HTTP 1.1 protocol.
- **Directory browsing** - select this checkbox to allow users to see a hypertext listing of the files and subdirectories in the virtual directory.
- **Log visits** - select this checkbox if you want to store the information about visits of the virtual directory.
- **Create application** - select this checkbox to make the web directory an IIS Application. The directory becomes logically independent from the rest of the web-site.
- **Execute permissions** - select the appropriate program execution level allowed for the virtual directory.

None - allow access only to static files such as HTML or image files.




Scripts only - allow running scripts only, not executables.

Scripts and Executables - remove all restrictions so that all file types can be executed.

6 Click **OK** to complete the creation.



Note. You can also create a new physical directory using this feature. In the procedure described above, instead of clicking  **Add New Virtual Directory**, click  **Add New Directory**, specify the name of the directory and click OK.


➤ *To change preferences of an existing virtual directory on a domain:*


- 1 On your home page, click the domain name you need.
- 2 Click  **Web Directories** in the Hosting group.
- 3 Find the directory which preferences you wish to change, and click , or click  **Preferences** in the required directory.
- 4 Change the preferences of the virtual directory:
 - **Name** - specify virtual directory name.
 - **Path** - specify the path to the physical directory which virtual directory is linked to.
 - **Script source access** - select this checkbox to allow users to access source code if either Read or Write permissions are set. Source code includes scripts in ASP applications.
 - **Read permission** - select this checkbox to allow users to read files or directories and their associated properties.
 - **Write permission** - select this checkbox to allow users to upload files and their associated properties to the virtual directory or to change content in a write-enabled file. Write access is allowed only if browser supports the PUT feature of the HTTP 1.1 protocol.
 - **Directory browsing** - select this checkbox to allow users to see a hypertext listing of the files and subdirectories in the virtual directory.
 - **Log visits** - select this checkbox if you want to store the information about visits of the virtual directory.
 - **Create application** - select this checkbox to make the web directory an IIS Application. The directory becomes logically independent from the rest of the web-site.
 - **Execute permissions** - select the appropriate program execution level allowed for the virtual directory.
 - None - allow access only to static files such as HTML or image files.
 - Scripts only - allow running scripts only, not executables.
 - Scripts and Executables - remove all restrictions so that all file types can be executed.
 - **Enable parent paths** - select this checkbox to allow using double period in the pathname when referring to a folder above the current web directory. This makes users able to move up the folder tree without knowing the folder name or the whereabouts in the hierarchy. If the option is selected, parent path directories should not have the **Execute permission** checkbox selected in their preferences, so that applications do not have the ability of unauthorized running of programs in the parent paths.
 - **Enable to run in MTA** - select this checkbox to allow the application execution in multi-threaded apartment (MTA) mode. Otherwise the application will run in a single-threaded apartment (STA) mode. Using STA, each application pool is executed in a dedicated process. With MTA, several concurrent application pools are executed in one thread which can increase performance in some cases.


- **Enable default content page** - select this checkbox to allow the use of default documents for the current web directory. The default document is sent when users access the directory on the Web without a specific file name (e.g. using 'http://www.swsoft.com' as opposed to 'http://www.swsoft.com/index.html'). If this checkbox is cleared and the **Directory browsing** checkbox is selected, the Web server returns a folder listing. If this checkbox is cleared and the **Directory browsing** checkbox is cleared as well, the Web server returns an "Access Forbidden" error message.
 - **Default documents search order** - specifies the order in which IIS searches for the default document, sending user the first available file it finds. If no match is found, IIS behaves as in the cases when the default content page is disabled.
 - **Enable anonymous access** - select this checkbox if you want to make the directory public so that web users could access it without authentication.
 - **Require SSL** - select this checkbox to enable SSL-only access to the folder.
- 5 Click OK to save changes.

➤ *To remove an existing virtual directory:*

- 1 On your home page, click the domain name you need.
- 2 Click  Web Directories in the Hosting group.
- 3 Select the checkbox corresponding to the directory you wish to remove.
- 4 Click  Remove Selected.
- 5 Confirm the removal and click OK.

To open a directory in your browser, click .

To manage permissions for a directory, click . Refer to Managing Access Permissions for Files and Folders (on page 92) section for more information.

To configure ASP.NET for the directory you're currently in, click  ASP.NET.


Managing MIME Types for Virtual Directories

Multipurpose Internet Mail Exchange (MIME) types instruct a Web browser or mail application how to handle files received from a server. For example, when a Web browser requests an item on a server, it also requests the MIME type of the object. Some MIME types, like graphics, can be displayed inside the browser. Others, such as word processing documents, require an external helper application to be displayed.


When a web server delivers a Web page to a client Web browser, it also sends the MIME type of the data it is sending. If there is an attached or embedded file in a specific format, IIS also tells the client application the MIME type of the embedded or attached file. The client application then knows how to process or display the data being received from IIS.

IIS can only operate files of registered MIME types. These types could be defined both on the global IIS level and on the domain or virtual directory level. Globally defined MIME types are inherited by all the domains and virtual directories while ones defined on the domain or virtual directory level are used only for the area where they are defined. Otherwise, if the web server receives request for a file with unregistered MIME type, it returns the 404.3 (Not Found) error.


➤ *To add a new MIME type for a virtual directory on a domain:*


- 1 On your Home page, click the domain name you need.
- 2 Click  Web Directories in the Hosting group.
- 3 Navigate to the required virtual directory and enter it.
- 4 Select the MIME Types tab.
- 5 Click Add New MIME Type.
 - Type the filename extension in the **Extension** field. Filename extension should begin with a dot (.), or a wildcard (*) to serve all files regardless of filename extension.
 - Specify the file content type in the **Content** field.
 - You can either select the appropriate value from the list or define a new content type. To do this, select **Custom...** and enter the content type in the input box provided.
- 6 Click OK to finish the creation.

➤ *To edit an existing MIME type for a virtual directory on a domain:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Web Directories in the Hosting group.
- 3 Navigate to the required virtual directory and enter it.
- 4 Select the MIME Types tab.
- 5 Select the required MIME type in the list.
 - Type the filename extension in the **Extension** field. Filename extension should begin with a dot (.), or a wildcard (*) to serve all files regardless of filename extension.
 - Specify the file content type in the **Content** field.
 - You can either select the appropriate value from the list or define a new content type. To do this, select **Custom...** and enter the content type in the input box provided.
- 6 Click OK to save changes.

➤ *To remove a MIME type for a virtual directory on a domain:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Web Directories in the Hosting group.
- 3 Navigate to the required virtual directory and enter it.
- 4 Select the MIME Types tab.



- 5 Select the checkbox corresponding to the MIME type you wish to remove.
- 6 Click  Remove Selected.
- 7 Confirm removal and click OK.

Hosting Personal Web Pages on Your Web Server


You can host on your Web server personal Web pages for individuals who do not need their own domain names. This service is popular with educational institutions that host non-commercial personal pages of their students and staff.

These pages usually have web addresses like <http://your-domain.com/~username>, however, you can set up personal web pages with alternative web addresses like <http://username@your-domain.com>, if you like.

➤ *To accommodate a personal web page on your server, allocate a separate web space and set up an FTP account for publishing:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Web Users in the Hosting group.
- 3 Click  Preferences.
- 4 By default, personal web pages have addresses like <http://your-domain.com/~username>. If you wish to allow access to personal web pages by alternative web addresses like <http://username@your-domain.com>, select the **Enable webuser@example.com access format** check box.
- 5 If you wish to allow execution of scripts embedded in personal web pages, select the **Allow the web users scripting** check box.
- 6 Click OK.

The settings you have defined at the steps 3 and 4 are common for all personal web pages you might host on your web server. Therefore, you will not need to perform steps 3 and 4 next time you set up a web space for a personal web page.

- 7 Click  Add New Web User.
- 8 Specify a user name and password that will be used for accessing the web space through FTP and publishing the web page.

You can use only lower-case alphanumeric, hyphen and underscore symbols in user name. The user name should begin with an alphabet character. It cannot contain white spaces. The password cannot contain quotation marks, white space, user's login name, and should be between 5 and 14 characters in length.

- 9 Specify the programming languages that should be supported for the Web page.

For example, if the web page is written in PHP, select the **PHP support** check box.


- 10 If you wish to limit the amount of disk space that can be occupied by the Web page content, type the desired value in megabytes into the **Hard disk quota** box.

When the specified limit is exceeded, the Web page owner will not be able to add files to his or her web space.


11 Click OK.

Now you can tell your user the FTP account credentials, so that he or she can publish their web page.



➤ *To change FTP password for a web page owner:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Web Users in the Hosting group.
- 3 Click the user name you need.
- 4 Type the new password into the **New password** and **Confirm password** boxes.
- 5 Click OK.

➤ *To allocate more disk space to the web page owner:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Web Users in the Hosting group.
- 3 Click the user name you need.
- 4 Type the amount of disk space in megabytes into the **Hard disk quota** box.
- 5 Click OK.

➤ *To remove a web page owner's account together with their web page:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Web Users in the Hosting group.
- 3 Select a check box to the right of the user name you wish to remove and click  Remove Selected.
- 4 Confirm removal and click OK.

Setting Up Anonymous FTP Access to the Server

If you host a site on a dedicated IP address, you can set up a directory within the site, where other users will be able to anonymously download or upload files through FTP. Once anonymous FTP is enabled, the users will be able to log in to the <ftp://ftp.your-domain.com> with the "anonymous" login name and any password.

➤ *To allow anonymous FTP access:*

1 On your Home page, click the domain name you need.

2 Click  FTP Management in the Hosting group.

3 Click the **Anonymous FTP** tab.

4 To activate anonymous FTP service, click  **Enable**.

5 To set up a welcoming message to be displayed when users log in to FTP site, select the **Display login message** check box and type the message text in the input field as desired.

Note that not all FTP clients display welcoming messages.

6 To allow visitors to upload files to the `/incoming` directory, select the **Allow uploading to incoming directory** check box.

7 To allow users to create subdirectories in the `/incoming` directory, select the **Allow creation of directories in the incoming directory** check box.

8 To allow downloading files from the `/incoming` directory, select the **Allow downloading from the incoming directory** checkbox.

9 To limit the amount of disk space that can be occupied by uploaded files, clear the **Unlimited** check box corresponding to the **Limit disk space in the incoming directory** option, and specify the amount in kilobytes.

This is the hard quota: the users will not be able to add more files to the directory when the limit is reached.



10 To limit the number of simultaneous connections to the anonymous FTP server, clear the **Unlimited** check box corresponding to the **Limit number of simultaneous connections** option and specify the number of allowed connections.

11 To limit the bandwidth for anonymous FTP connections, clear the **Unlimited** check box corresponding to the **Limit download bandwidth for this virtual FTP domain** option and enter the maximum bandwidth in kilobytes per second.

12 Click **OK**.

➤ *To modify settings for anonymous FTP server or switch it off:*

1 On your Home page, click the domain name you need.

- 2 Click  FTP Management in the Hosting group.
- 3 Click the **Anonymous FTP** tab.
- 4 Adjust the settings as required and click OK. To switch off the anonymous FTP service, click  Disable in the Tools group.


Customizing Web Server Error Messages

When visitors coming to your site request pages that the web server cannot find, the web server generates and displays a standard HTML page with an error message. The standard error messages may inform of problems, but they do not usually say how to resolve them or how to get the lost visitor on his way, and they also look dull.

You may want to create your own error pages and use them on your web server. With Plesk you can customize the following error messages:


- 400 Bad File Request. Usually means the syntax used in the URL is incorrect (e.g., uppercase letter should be lower-case letter; wrong punctuation marks).
- 401 Unauthorized. Server is looking for some encryption key from the client and is not getting it. Also, wrong password may have been entered.
- 403 Forbidden/Access denied. Similar to 401; a special permission is needed to access the site – a password and/or username if it is a registration issue.
- 404 Not Found. Server cannot find the requested file. File has either been moved or deleted, or the wrong URL or document name was entered. This is the most common error.
- 500 Internal Server Error. Could not retrieve the HTML document because of server-configuration problems.

➤ *To configure Plesk's web server to show your custom error pages:*

- 1 Switch on support for custom error documents through Plesk. On your Home page, click the domain name you need, and then click  Setup. Select the Custom Error Documents check box. Click OK.
- 2 If you access Plesk remotely, connect to your FTP account on the Plesk server, and go to the `error_docs` directory. If you access Plesk locally, go to the directory `/vhosts/your-domain.com/error_docs/`.
- 3 Edit or replace the respective files. Be sure to preserve the correct file names:
 - 400 Bad File Request - `bad_request.html`
 - 401 Unauthorized - `unauthorized.html`
 - 403 Forbidden/Access denied - `forbidden.html`
 - 404 Not Found - `not_found.html`
 - 500 Internal Server Error - `internal_server_error.html`
- 4 Wait for a few hours till your web server is restarted. After that, the web server will start using your error documents.


Performing Group Operations on Domains

To save time and effort, you can change the settings of multiple hosted domains at once. This feature is called group operations.

- *To perform group operations on multiple domains:*
- 1 Click the **Domains** shortcut in the navigation pane.
 - 2 Select the checkboxes corresponding to the domain names you wish to perform group operations on.
 - 3 Click  **Group Operations**.
 - 4 In the **Limits** section, you can see the list of all domain-specific limits. To change a certain limit, select an appropriate drop-down box on the left side of the list. Adjust the settings as required:
 - Select **Unlimited** to remove the corresponding limit.
 - Select **Value** and type the numeric value to set the corresponding limit to the specified value.
 - Select **Increase (+)**, select the type of value (specific units or percentage) and type the numeric value to increase the corresponding limit by the specified value (in specific units or percents).
 - Select **Decrease (-)**, select the type of value (specific units or percentage) and type the numeric value to decrease the corresponding limit by the specified value (in specific units or percents).
 - Leave the **Do not change** value selected, to leave it as is.
 - 5 In the **Hosting** section, you can see the list of hosting parameters. To change a certain feature availability for the domains, select an appropriate radio-button to **Enable**, **Disable**, or **Do not change** to leave it as is.
 - 6 In the **Preferences** section, you can see the list of domain preferences. To set a certain preferences setting for the domains, select an appropriate radio-button to **Enable**, **Disable**, or **Do not change** to leave it as is.
 - 7 In the **Services** section, you can define the various domain services availability. To do this, select an appropriate radio-button to **Enable**, **Disable**, or **Do not change** to leave it as is.
 - 8 Click **OK**.

Serving Domain Names for Sites Hosted on Other Servers (Domain Forwarding)

If you need to serve a domain name or several domain names that point to a web site hosted on another server:

- 1 On your Home page, click  **Add New Domain**.
- 2 Specify the domain name.

Leave the **www** check box selected if you wish to allow users to access the site by a common and habitual URL like www.your-domain.com. Having the **www** alias preceding the domain name will allow users to get to the site no matter what they type in their browsers: www.your-domain.com and your-domain.com will both point to the site.
- 3 Leave the **Create domain without template** option selected in the **Select template** menu.
- 4 If you have a number of IP addresses to choose from, select the required address from the **Select an IP address** drop-down box.


Notice that e-commerce sites need a dedicated IP address (not shared among other sites) to implement Secure Sockets Layer data encryption.
- 5 Make sure that there is a check mark in the **Proceed to hosting setup** check box and click **OK**.
- 6 Choose the forwarding type: select either **Frame forwarding** or **Standard forwarding** option.

With standard forwarding, a user is redirected to the site and the actual site's URL is shown in the user's browser, so the user always knows that he or she is redirected to another URL. With frame forwarding, a user is redirected to the site without knowing that the site actually resides at another location, therefore, **Frame forwarding** should be preferred.
- 7 Click **OK**.
- 8 Specify the destination URL: the current web site address that you would like this domain to point to.
- 9 Click **OK**.
- 10 Repeat the steps from 1 to 9 to add as many domain forwarders as required.



Customizing DNS Zone Configuration for Domains






For each new domain name, your control panel automatically creates DNS zone in accordance with the configuration preset defined by your provider. The domain names should work fine with the automatic configuration, however if you need to perform custom modifications in the domain name zone, you can do that through your control panel.

➤ *To view the resource records in a DNS zone of a domain:*

- 1 On your Home page, click the domain name you need.
- 2 Click  DNS in the Services group. A screen will show all resource records for a given domain.

➤ *To add a new resource record to the zone:*

- 1 On your Home page, click the domain name you need.
- 2 Click  DNS in the Services group.
- 3 Click  Add New DNS Record in the Tools group.
- 4 Select a resource record type, and specify the appropriate data:
 - For an A record you will need to enter the domain name for which you wish to create an A record. If you are simply defining an A record for your main domain, then you should leave the available field empty. If you are defining an A record for a name server then you will need to input the appropriate entry for the given name server (ie. ns1). Then, you need to enter the appropriate IP address to which to associate the domain name.
 - For a NS record, you will need to enter the domain name for which you wish to create the NS record. If you are defining an NS record for your main domain, then you will leave the available field blank. Then enter the appropriate name server name in the field provided. You will need to enter the complete name (i.e. ns1.mynameserver.com).
 - For a MX record, you will need to enter the domain for which you are creating the MX record. For the main domain, you would simply leave the available field blank. You will then need to enter your mail exchanger, this is the name of the mail server. If you are running a remote mail server named 'mail.myhostname.com' then you would simply enter 'mail.myhostname.com' into the field provided. You will then need to set the priority for the mail exchanger. Select the priority using the drop-down box: 0 is the highest and 50 is the lowest. Keep in mind you would also need to add the appropriate A record, and/or CNAME if applicable for the remote mail exchange server.
 - For a CNAME record, you will need to first enter the alias domain name for which you wish to create the CNAME record. You then need to enter the domain name within which you want the alias to reside. Any domain name can be entered. It does not need to reside on the same server.



- For a PTR record you will first enter the IP address/mask for which you wish to define the pointer. Then enter the appropriate domain name for this IP to be translated to.
 - For a TXT record, you will be able to enter an arbitrary text string, which could be a description or an SPF record.
 - For a SRV record, you will need to enter the service name, protocol name, port number, and target host. You can also specify the priority of service and weight of service in the appropriate fields.
- 5 Click **OK** to submit the data.
- *To remove a resource record from the zone:*
- 1 On your Home page, click the domain name you need.
 - 2 Click  **DNS** in the Services group.
 - 3 Select a check box corresponding to the record you wish to remove.
 - 4 Click  **Remove Selected**.
 - 5 Confirm removal and click **OK**.
- *To restore the original zone configuration in accordance with the configuration preset defined by your provider:*
- 1 On your Home page, click the domain name you need.
 - 2 Click  **DNS** in the Services group.
 - 3 Click  **Default**.
 - 4 In the IP address drop-down box, select the IP address to be used for restoring the zone and specify whether a www alias is required for the domain.
 - 5 Confirm the restoration and click **OK**. The zone configuration will be recreated.
- *To modify the entries in the Start of Authority (SOA) record for a domain:*
- 1 On your Home page, click the domain name you need.
 - 2 Click  **DNS**.
 - 3 Select the **Zone Settings** tab.
 - 4 Specify the desired values:
 - **Refresh Interval.** This is how often the secondary name servers check with the primary name server to see if any changes have been made to the domain's zone file. Plesk sets the default value of three hours.
 - **Retry Interval.** This is the time a secondary server waits before retrying a failed zone transfer. This time is typically less than the refresh interval. Plesk sets the default value of one hour.
 - **Expire Interval.** This is the time before a secondary server stops responding to queries, after a lapsed refresh interval where the zone was not refreshed or updated. Plesk sets the default value of one week.

- **Minimum TTL.** This is the time a secondary server should cache a negative response. Plesk sets the default value of one day.
- **Default TTL.** This is the amount of time that other DNS servers should store the record in a cache. Plesk sets the default value of one day.



5 Click OK.

Serving Sites with External Domain Name Servers



If you host web sites on this server and have a standalone DNS server acting as a primary (master) name server for your sites, you may want to set up your control panel's DNS server to function as a secondary (slave) name server:

- 1 On your Home page, click the domain name you need.
- 2 Click  DNS.
- 3 Click  Switch in the Tools group.
- 4 Specify the IP address of the primary (master) DNS server.
- 5 Click Add.
- 6 Repeat steps from 1 to 5 for each web site that needs to have a secondary name server on this machine.

➤ *To make the control panel's DNS server act as a primary for a zone:*


- 1 On your Home page, click the domain name you need.
- 2 Click  DNS.
- 3 Click  Switch in the Tools group. The original resource records for the zone will be restored.

If you host web sites on this server and rely entirely on other machines to perform the Domain Name Service for your sites (there are two external name servers - a primary and a secondary), switch off the control panel's DNS service for each site served by external name servers:

- 1 On your Home page, click the domain name you need.
- 2 Click  DNS.
- 3 Click  Disable in the Tools group. Turning the DNS service off for the zone will refresh the screen, so that only a list of name servers remains.

Note: The listed name server records have no effect on the system. They are only presented on the screen as clickable links to give you a chance to validate the configuration of the zone maintained on the external authoritative name servers.

- 4 Repeat the steps from 1 to 3 to switch off the local domain name service for each site served by external name servers.
- *If you wish to validate the configuration of a zone maintained on authoritative name servers:*

- 1 On your Home page, click the domain name you need.
- 2 Click  DNS.
- 3 Add to the list the entries pointing to the appropriate name servers that are authoritative for the zone: click **Add**, specify a name server, and click **OK**. Repeat this for each name server you would like to test.
The records will appear in the list.
- 4 Click on the records that you have just created. Plesk will retrieve the zone file from a remote name server and check the resource records to make sure that domain's resources are properly resolved.
The results will be interpreted and displayed on the screen.

CHAPTER 10

Securing Web Sites

In this chapter you will find out how to increase the security of your web site and its data.

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Securing E-commerce Transactions with Secure Sockets Layer Encryption



If you are running an e-commerce business, you need to secure transactions between your customers and your site. To prevent the valuable data, such as credit card numbers and other personally identifiable information from being stolen, you should use the Secure Sockets Layer protocol, which encrypts all data and transfers them securely over the SSL connection. And even if someone intercepts the data for malicious intent, they will not be able to decrypt and use them.


To implement the Secure Sockets Layer protocol on your web server, you should purchase an SSL certificate from a reputable certificate vendor (these vendors are called Certificate Authorities), and then install this certificate on your site. To enable SSL protection, you must host your site on a dedicated IP address, which is not shared among other web sites.

There are numerous certificate authorities to choose from. When considering one, pay attention to reputation and credibility of the CA. Knowing how long they have been in business and how many customers they have will help you make the right choice.



Your Plesk control panel provides facilities for purchasing SSL certificates from GeoTrust, Inc.



➤ *To purchase an SSL certificate through MyPleskCom online store and secure your site:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Certificates in the Services group. A list of SSL certificates that you have in your repository will be displayed.
- 3 Click  Add New Certificate.
- 4 Specify the certificate properties:
 - Certificate name. This will help you identify this certificate in the repository.
 - Encryption level. Choose the encryption level of your SSL certificate. We recommend that you choose a value more than 1024 bit.
 - Specify your location and organization name. The values you enter should not exceed the length of 64 symbols.
 - Specify the domain name for which you wish to purchase an SSL certificate. This should be a fully qualified domain name. Example: www.your-domain.com.
 - Enter the domain administrator's e-mail address.
- 5 Make sure that all the provided information is correct and accurate, as it will be used to generate your private key.
- 6 Click Buy Cert. Your private key and certificate signing request will be generated — do not delete them. MyPlesk.com login page will open in a new browser window.

- 7 Register or login to an existing MyPlesk.com account and you will be taken step by step through the certificate purchase procedure.
- 8 Choose the type of certificate that you wish to purchase.
- 9 Click **Proceed to Buy** and order the certificate. In the **Approver E-Mail** drop-down box, please select the correct Approver e-mail.
- 10 The approver e-mail is an e-mail address that can confirm that certificate for specific domain name was requested by an authorized person.
- 11 Once your certificate request is processed, GeoTrust, Inc. will send you a confirmation e-mail. After they receive the confirmation from you, they will send the certificate to your e-mail.
- 12 When you receive your SSL certificate, save it on your local machine or network.
- 13 Return to the SSL Certificates repository (**Home > domain name > Certificates**).
- 14 Click **Browse** in the middle of the page and navigate to the location of the saved certificate. Select it, and then click **Send File**. This will upload and install the certificate against the corresponding private key.
- 15 Return to your domain's administration screen (**Home > domain name**) and click  **Setup** in the **Hosting** group.
- 16 Select the SSL certificate that you wish to install from the **Certificate** drop-down box.
If there is no **Certificate** drop-down box on the screen, this means that you are on a shared hosting account; therefore, you need to upgrade your hosting package and purchase a dedicated IP address from your hosting provider.
- 17 Select the **SSL support** check box and click **OK**.



➤ *To secure your site with an SSL certificate from other certificate authorities:*





- 1 On your Home page, click the domain name you need.
- 2 Click  **Certificates** in the **Services** group. A list of SSL certificates that you have in your repository will be displayed.
- 3 Click  **Add New Certificate**.
- 4 Specify the certificate properties:
 - Certificate name. This will help you identify this certificate in the repository.
 - Encryption level. Choose the encryption level of your SSL certificate. We recommend that you choose a value more than 1024 bit.
 - Specify your location and organization name. The values you enter should not exceed the length of 64 symbols.
 - Specify the domain name for which you wish to purchase an SSL certificate. This should be a fully qualified domain name. Example: www.your-domain.com.
 - Enter the domain administrator's e-mail address.

- 5 Make sure that all the provided information is correct and accurate, as it will be used to generate your private key.
- 6 Click **Request**. Your private key and certificate signing request will be generated and stored in the repository.
- 7 Download the certificate signing request (CSR) file and save it on your machine. To do this, click the respective  icon.
- 8 Once downloaded, open the file in a text editor, copy the text enclosed in lines -----BEGIN CERTIFICATE REQUEST----- and -----END CERTIFICATE REQUEST----- to the clipboard.
- 9 Using your favorite mail client software, create a new e-mail message and paste the text from the clipboard. Send this message to the Certification Authority that will create an SSL certificate in accordance with the information you supplied.
- 10 When you receive your SSL certificate, save it on your local machine or network.
- 11 Return to the SSL Certificates repository (**Home > domain name > Certificates**).
- 12 Click **Browse** in the middle of the page and navigate to the location of the saved certificate. Select it, and then click **Send File**. This will upload and install the certificate against the corresponding private key.
- 13 Return to your domain's administration screen (**Home > domain name**) and click  **Setup** in the **Hosting** group.
- 14 Select the SSL certificate that you wish to install from the **Certificate** drop-down box.
If there is no **Certificate** drop-down box on the screen, this means that you are on a shared hosting account; therefore, you need to upgrade your hosting package and purchase a dedicated IP address from your provider.
- 15 Select the **SSL support** check box and click **OK**.

If you do not feel like paying money for SSL certificates, but still need to secure your site, you can create a self-signed certificate and install it on your web server. This will provide data encryption; however, your customers' browsers will show warning messages telling that your certificate is not issued by a recognized authority. Thus, using self-signed certificates is not recommended as it will not instill confidence in customers, and is likely to adversely affect your online sales.

➤ *To secure your site with a self-signed SSL certificate:*

- 1 On your Home page, click the domain name you need.
- 2 Click  **Certificates** in the **Services** group. A list of SSL certificates that you have in your repository will be displayed.
- 3 Click  **Add New Certificate**.
- 4 Specify the certificate properties:
 - Certificate name. This will help you identify this certificate in the repository.


- Encryption level. Choose the encryption level of your SSL certificate. We recommend that you choose a value more than 1024 bit.
 - Specify your location and organization name. The values you enter should not exceed the length of 64 symbols.
 - Specify the domain name for which you wish to generate an SSL certificate. For example: www.your-domain.com.
 - Enter the domain owner's e-mail address.
- 5 Click **Self-Signed**. Your certificate will be generated and stored in the repository.
 - 6 Return to your domain's administration screen (Home > domain name) and click  **Setup** in the **Hosting** group.
 - 7 Select the self-signed SSL certificate from the **Certificate** drop-down box.
If there is no **Certificate** drop-down box on the screen, this means that you are on a shared hosting account; therefore, you need to upgrade your hosting package and purchase a dedicated IP address from your hosting provider.
 - 8 Select the **SSL support** check box and click **OK**.
- *To uninstall a certificate from your site and disable SSL protection:*
- 1 Make sure that the certificate you want to remove is not used at the moment.
 - 2 On your Home page, click the domain name you need and then click  **Setup**. The **Certificate** drop-down box indicates which SSL certificate is currently used.
 - 3 If the certificate that you want to remove is currently in use, you should first release it: in the **Certificate** drop-down box, select another certificate and click **OK**.
 - 4 Remove the certificate from repository.
 - 5 To permanently remove the certificate from repository, on your Home page, click the domain name you need and then click  **Certificates** in the **Services** group.
 - 6 Select a check box corresponding to the certificate that you no longer need and click **✗ Remove Selected**.
 - 7 Confirm removal and click **OK**.
 - 8 Disable **SSL support** if you no longer need it.
 - 9 On your Home page, click the domain name you need and then click  **Setup**.
 - 10 Clear the **SSL support** check box and click **OK**.

Using Shared SSL

Shared SSL is a means of securing the access to your site with SSL (Secure Sockets Layer) without purchasing your own SSL certificate. Websites that employ shared SSL are, in fact, using the certificate shared by another domain. The domain that shares its SSL certificate with others is called Master SSL Domain.

Note. Before you can use shared SSL, the Master SSL Domain should be set by your server administrator.

➤ *To use SSL certificate of the Master SSL Domain, enabling shared SSL:*


- 1 On your Home page, click the domain name you need.
- 2 Click  Shared SSL in the Hosting group.
- 3 Select the **Enable shared SSL** checkbox.
- 4 Specify the virtual directory name in the corresponding input field. The virtual directory with the supplied name will be created on the Master SSL Domain. This directory will be used for accessing your site through SSL.

For example, let us suppose that you have a domain named mydomain.com, Master SSL Domain is defined as master_ssl_domain.com, and the virtual directory name you supplied is my_virtual_dir. In this case, to access your site through SSL, you need to use the following address: https://master_ssl_domain.com/my_virtual_dir.

Note. You cannot use your domain name (e.g., mydomain.com) to access your site via SSL if you are using shared SSL.

- 5 Select the directory where protected content is located on your domain. The documents within specified directory will be accessible only through SSL. You can only choose either `httpdocs` or `httpsdocs` as a target directory.
- 6 To make your domain accessible via SSL only, select the **Require SSL** checkbox.
- 7 Click **OK**.


➤ *To stop using SSL certificate of the Master SSL Domain, disabling shared SSL:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Shared SSL in the Hosting group.
- 3 Clear the **Enable shared SSL** checkbox.
- 4 Click **OK**.


Restricting Bandwidth Usage For Domains

To avoid excessive usage of bandwidth, which can lead to resources overage, you can set various performance limitations for your domain.

➤ *To limit the bandwidth for a domain:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Performance in the Hosting group.
- 3 Select the **Enable bandwidth throttling** checkbox.
- 4 Input the maximum speed (measured in KB per second) that a domain can share between all its connections in the **Maximum network use (KB/S)** field.
- 5 Click OK.



➤ *To limit the maximum number of simultaneous web connections to a domain:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Performance in the Hosting group.
- 3 Select the **Enable connections limiting** checkbox.
- 4 Input the maximum number of simultaneous connections in the **Connections limited to** field.
- 5 Click OK.

Protecting Sites From Bandwidth Stealing (Hotlinking)


Hotlinking (also called file leeching, remote linking, direct linking, bandwidth stealing or bandwidth banditism) is a term used for describing a situation when a web page of one domain owner is directly linking to images (or other multimedia files) on the web host of another domain owner, usually using an tag. If a domain is hotlinked, its owners may face the problem of excessive bandwidth usage.

➤ *To protect your domain from hotlinking:*


- 1 On your Home page, click the domain name you need.
- 2 Click  Hotlink Protection in the Hosting group.
- 3 Click  Enable to enable the protection from hotlinking.
- 4 Specify the extensions of files you wish to be protected from hotlinking (e.g. jpg, bmp, etc) in the Protected files extensions field. When listing several file extensions, separate them with spaces.
- 5 Click OK.

You can also manage the list of domains that are allowed to directly link to your domain files.

➤ *To add a domain to the list of friendly domains:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Hotlink Protection in the Hosting group.
- 3 Input the domain name in the Friendly domains field.
- 4 Click Add.
- 5 Repeat steps 2 and 3 to add other domains, if necessary, and click OK when finished.






➤ *To remove a domain from the list of friendly domains:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Hotlink Protection in the Hosting group.
- 3 Select the domain in the Friendly domains field.
- 4 Click Remove.
- 5 Click OK.




Restricting Access to Web Server's Resources with Password Protection

If you have directories in your site that only authorized users should see, restrict access to these directories with password protection.



➤ *To password protect a directory in your site and to specify authorized users:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Web Directories in the Hosting group.
- 3 On the General tab, click the required name from the Web directories list and select the Protection tab. Alternatively, you can click the  icon corresponding to the directory you want to protect.
- 4 Click  Protect to set up a protection.
- 5 To add an authorized users, click  Add New User in the Tools group.
- 6 Specify the login name and password that will be used for accessing the protected area. The password should be from 5 to 14 symbols in length. Click OK.
- 7 Click  Preferences to type a a resource description or a welcoming message that your users will see when they visit your protected area in the Realm access text input field. Click OK.
- 8 To add more authorized users for this protected resource, repeat the steps 6 and 7.




➤ *To add an authorized user of a protected directory:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Web Directories in the Hosting group.
- 3 On the General tab, click the required name from the Web directories list and select the Protection tab. Alternatively, you can click the  icon corresponding to the required directory.
- 4 Click  Add New User in the Tools group.
- 5 Specify the login name and password that will be used for accessing the protected area. The password should be from 5 to 14 symbols in length.
- 6 Click OK.




➤ *To change password for an authorized user of a protected directory:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Web Directories in the Hosting group.
- 3 On the General tab, click the required name from the Web directories list and select the Protection tab. Alternatively, you can click the  icon corresponding to the required directory.
- 4 Click the user's name from the Protected URL users list.
- 5 Specify the new password and confirm it.
- 6 Click OK.

➤ *To revoke a permission to access the protected directory from a user:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Web Directories in the Hosting group.
- 3 On the General tab, click the required name from the Web directories list and select the Protection tab. Alternatively, you can click the  icon corresponding to the required directory.
- 4 Select a check box corresponding to the user's name.
- 5 Click  Remove Selected. Confirm the operation and click OK.

➤ *To remove password protection and make the resource available to the public:*




- 1 On your Home page, click the domain name you need.
- 2 Click  Web Directories in the Hosting group.
- 3 On the General tab, click the required name from the Web directories list and select the Protection tab. Alternatively, you can click the  icon corresponding to the required directory.
- 4 Select a check box corresponding to the name of the directory, from which you want to remove protection.
- 5 Click  Remove Selected. The protection will be removed and the contents of the directory will be accessible to the public without restrictions.


Managing Access Permissions for Files and Folders


Plesk provides setting up file and folder permissions, including defining special permissions and permissions inheritance, similarly to the way it is presented in Windows interface.

Note. For security reasons, permissions for Administrators, SYSTEM and Plesk Domain User cannot be changed or removed.




➤ *To remove permissions set for a group or user:*

- 1 On your Home page, click the domain name you need.
- 2 Click  File Manager in the Hosting group.
- 3 Click  corresponding to the required file or folder.
- 4 Select the required name in the Group or user names list and click  next to it.

Note: The  icons appear unavailable for entries with permissions inherited from a parent object.

- 5 Select the required entry.
- 6 Clear the Allow inheritable permissions from the parent to propagate to this object and all child objects. Include these with entries explicitly defined here checkbox.
- 7 Select the entry again and click .
- 8 Click OK.



➤ *To set, change or remove permissions from a group or user:*

- 1 On your Home page, click the domain name you need.
- 2 Click  File Manager in the Hosting group.
- 3 Click  corresponding to the required file or folder.
 - To change or remove permissions from a group or user, click the required name in the Group or user names list.
 - To set permissions for a group or user, which is not in the Group or user names list, select the required user/group name from the drop-down box located above the list and click : the user/group appears in the list. Select it.
- 4 To allow or deny permissions to a selected group/user, select the Allow or Deny checkboxes corresponding to permissions listed under Permissions for [user/group name].

Note. If check boxes in Allow and/or Deny columns are shaded, it means that the corresponding permissions are inherited from a parent folder.




- To deny the permission, which are inherited from a parent object as allowed, select the required checkboxes under **Deny**. This will override inherited permissions for this file/folder.
 - To allow the permission, which are inherited from a parent object as denied, clear the **Allow inheritable permissions from the parent to propagate to this object and all child objects. Include these with entries explicitly defined here** checkbox: this removes the inherited permissions. Then select the required check boxes under **Allow** and **Deny**.
- 5 Click **OK**.


➤ *To set up permissions inheritance:*

- 1 On your Home page, click the domain name you need.
- 2 Click  **File Manager** in the **Hosting** group.
- 3 Click  corresponding to the required file or folder.
- 4 To make the file/folder inherit permissions from a parent folder (if it does not), select the **Allow inheritable permissions from the parent to propagate to this object and all child objects. Include these with entries explicitly defined here** checkbox.
- 5 To make the files and folders, which are contained in this folder, inherit the folder permissions defined here, select the **Replace permission entries on all child objects with entries shown here that apply to child objects** checkbox.
- 6 Click **OK**.

You can also set, change and remove special permissions including advanced management of folder permissions inheritance. In **Advanced** permissions management mode, several permission entries can be associated with a single group or user, each containing different set of permissions. Also, the list of permissions in **Advanced** mode is more detailed and gives more opportunities for fine-tuning file/folder permissions. It contains permissions that cannot be seen in Microsoft Windows interface, but present combinations of native Microsoft Windows permissions. They are Read Control, Write Control, and Execute Control.

➤ *To set, change or remove file/folder special permissions:*

- 1 On your Home page, click the domain name you need.
- 2 Click  **File Manager** in the **Hosting** group.
- 3 Click  corresponding to the required file or folder.
- 4 Click **Advanced**.
 - To create a permission entry for a group or user, select the required name from the **Group or user names** list and click .
 - To set or change file/folder permissions for a group or user, select the required name from the **Group or user names** list, select the required **Allow** and **Deny** checkboxes corresponding to permissions listed under **Permissions for [group/user name]**.

- To remove a permission entry for a group or user, select the required name from the **Group or user names** list and click .
- To make child objects of a folder inherit its permissions defined under **Permissions for [group/user name]**, select the **Replace permission entries on all child objects with entries shown here that apply to child objects** checkbox, and select checkboxes in the **Apply onto:** list which correspond to objects you want to inherit the permissions.


5 Click **OK**.

Note: You can also access the full range of access permission feature by clicking **Web Directories** on your Home page, navigating the web site structure, clicking the required directory and clicking **Permissions** in the **Tools** group.

CHAPTER 11

Viewing Statistics

To find out the amount of bandwidth and disk space used by a site, in the list of domain names at the bottom of your Home page, see the **Disk Usage** and **Traffic** columns.






To find out the detailed statistics regarding the amount of bandwidth used by a site, click  **Traffic** on your Home page and select the required site by clicking its name in the **Domain name** column.

➤ *To find out how many people visited a site, from what countries, and what pages of the site they viewed:*


1 On your Home page, click the domain name you need.


2 Click  **Report**.

3 View the statistics for the web pages or files downloaded from or uploaded to specific areas of your site:







- To view the statistics for web pages transferred from your site over hypertext transfer protocol (HTTP), click  **Web Stats**.
- To view the statistics for web pages transferred from your site over secure hypertext transfer protocol (HTTPS), click  **Web Stats SSL**.
- To view statistics for files transferred over file transfer protocol (FTP), click  **FTP Stats**.
- To view the bandwidth usage by months, click  **Traffic History**.
- To view the bandwidth usage by FTP, Web and mail services in this domain, click  **Traffic**.

Alternately, you can view the Web statistics for a site by visiting the following URL: <https://your-domain.com/plesk-stat>. When prompted for username and password, specify the credentials for your FTP account.

To view a detailed report on server resources and hosting features used by a specific domain name/web site, on your Home page, click the domain name you need, and then click  **Report**. A report will open.

To view a consolidated report on all your web sites and your hosting account, on your Home page, click  **Report**. A report will open.

Common operations on reports:




- To get more details, select the **Full Report** option from the **Report** drop-down menu.
- To adjust the amount of information presented in a report, click  **Customize**, and then modify an existing report template (to do this, click a report template name) or create a new report template (to do this, click  **Add New Layout**). Next, specify how much information you want in each section of the report: select **None** if you do not want any information, select **Summary** if you want a concise overview, or select **Full** if you need a detailed report. Select the **Use as default report** check box and click **OK**. To delete a custom report layout, select the checkbox corresponding to the report layout name and click  **Remove Selected**.
- To print the report, click  **Print**. A report will open in a separate browser window. Select the **File > Print** option from the browser's menu to print the report.
- To send the report by e-mail, type the recipient's e-mail address into the input box located to the right of the **Report** group and click  **Send by E-mail**. If you are the recipient, then you do not need to specify an e-mail address: the system assumes by default that you are the report recipient and specifies your e-mail address registered with your control panel account.
- To have the reports automatically generated and delivered by e-mail on a daily, weekly, or monthly basis, click  **Report Delivery** and follow the instructions supplied in the **Automating Report Generation and Delivery by E-mail** section.

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Automating Report Generation and Delivery by E-mail

➤ *To receive consolidated reports on your account status on a regular basis:*




- 1 On your Home page, click  Report.
- 2 Click  Report Delivery.
- 3 Click  Add Delivery Schedule.
- 4 To receive the report to your e-mail address registered with the system, select the **the client** value from the **Deliver to** drop-down menu. To receive the report to another e-mail address, select the **the e-mail address I specify** option and type the e-mail address.
- 5 Select the delivery interval from the **Delivery frequency** drop-down menu. You can have the report delivered each day, each week, or each month.
- 6 Click OK.

➤

➤ *To change the delivery schedule for an account status report:*


- 1 On your Home page, click  Report.
- 2 Click  Report Delivery.
- 3 Under the **Frequency** column, click a hyperlink corresponding to the delivery schedule you would like to change.
- 4 Adjust the settings as required and click OK.








➤ *To stop receiving the account status reports:*

- 1 On your Home page, click  Report.
- 2 Click  Report Delivery.
- 3 Select a check box corresponding to the delivery schedule and click  Remove Selected. Confirm removal and click OK.

➤

➤ *To receive detailed reports on a specific domain/web site on a regular basis:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Report.

- 3 Click  Report Delivery.
 - 4 Click  Add Delivery Schedule.
 - 5 To receive the report to your e-mail address registered with the system, select the client value from the Deliver to drop-down menu. To receive the report to another e-mail address, select the e-mail address I specify option and type the e-mail address.
 - 6 Select the delivery interval from the Delivery frequency drop-down menu. You can have the report delivered each day, each week, or each month.
 - 7 Click OK.
-
- *To change the delivery schedule for a detailed domain/web site report:*
- 1 On your Home page, click the domain name you need.
 - 2 Click  Report.
 - 3 Click  Report Delivery.
 - 4 Under the Frequency column, click a hyperlink corresponding to the delivery schedule you would like to change.
 - 5 Adjust the settings as required and click OK.
-
- *To stop receiving the account status reports:*
- 1 On your Home page, click the domain name you need.
 - 2 Click  Report.
 - 3 Click  Report Delivery.
 - 4 Select a check box corresponding to the delivery schedule and click  Remove Selected. Confirm removal and click OK.


Viewing Raw Log Files



All connections to the Web server and requests for files that were not found on the server are registered in log files. These log files are analyzed by the statistical utilities running on the server, which then present graphical reports on demand. You may want to download these log files to your computer for processing by third-party statistical utilities, or view their contents for web server debugging purposes.

➤ *To prevent these log files from growing too large, you should enable automatic cleanup and recycling of log files:*

1 On your Home page, click the domain name you need.

2 Click  Log Manager in the Hosting group.

3 Click  Log Rotation in the Tools group.

4 Click  Enable in the Tools group. If you see only  Disable there, this means that log recycling is already switched on.



5 Specify when to recycle log files and how many instances of each log file to store on the server. Also specify whether they should be compressed and sent to an e-mail address after processing.

6 Click OK.

➤ *To view the contents of a log file or download it to your computer:*

1 On your Home page, click the domain name you need.

2 Click  Log Manager in the Hosting group. A list of log files will show.

- To specify the number of lines from the end of the log file that you would like to view, type a number into the input box under the Preferences group.
- To view the contents of a log file, click its filename.
- To download a file to your computer, click an icon , corresponding to the file you need.
- To remove a processed log file from the server, select a corresponding check box and click  Remove Selected. Confirm removal and click OK.

Backing Up And Restoring Your Data

With the current version of backup and restore utilities installed with your control panel, you can:

Back up individual domains (Web sites). The backup archive will include all data related to domain administrator's account (except for resource allotments and permissions to perform operations within the control panel), domain (web site) and mail services, including the contents of mailboxes, anti-spam and anti-virus settings.

Schedule backups. You can schedule the backup of your domains.

Restore your data from backup archives.



Your customers granted with the permission to use the backup and restore facilities can back up and restore their own account settings and Web sites through the control panel. Your customers will find shortcuts to their backup repositories on their Home pages (**Home > Backup**).

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Backing Up Individual Domains (Web Sites)

➤ *To back up a domain (web site):*

- 1 Click the domain name you need on your Home page.
- 2 Click  Backup in the Domain group.
- 3 Click  Create Backup in the Tools group.
- 4 Specify the backup method:
 - Create backup file and store in repository - backup file is created and stored on Plesk server.
 - Do not store backup file in repository, only download it - backup file is created on the Plesk server, and as soon as it's done, you download it to your computer. After the download is complete, backup file is erased from Plesk server.
 - Create the backup file and store on FTP server - backup file is created on the local Plesk server and stored on the FTP server of your choosing. If you select this option, you need to specify the path to the FTP server, FTP credentials (login and password) and base FTP directory in the corresponding fields.
- 5 Specify the backup file name in the **Backup file name** field and additional comments in the **Comments** field.
- 6 Select the **Suspend domain** checkbox, if you wish to suspend all domain activity during the backup. Note that suspended domains aren't available to the visitors.
- 7 Select the **Notify by e-mail** checkbox and specify the e-mail, if you want to be notified about the backup.
- 8 Click **Back Up**.
- 9 The backup will start and the progress will be shown.
- 10 Upon completion of the backup process you will be shown a window displaying the backup results, including errors, if they were encountered. Click **OK**.


Scheduling Backups

➤ *To schedule backup of a single domain (web site):*

- 1 Click the domain name you need on your Home page.
- 2 Click  Backup in the Tools group.
- 3 Click  Scheduled Backup Settings in the Tools group.
- 4 Specify when and how often to perform backup.
- 5 Choose the backup repository files location:
 - Domain dumps - backup files are stored on Plesk server.
 - FTP - backup files are stored on the remote FTP. If you select this option, you need to specify the path to the FTP server, FTP credentials (login and password) and base FTP directory in the corresponding fields on the FTP Account Properties page (Home > domain name > Backup > FTP Account Properties).
- 6 Specify the maximum number of stored backup files in the corresponding field.
- 7 Specify the combination of symbols that backup file names should begin with. This will help you distinguish between backup files.
- 8 Select the **Suspend domain** checkbox, if you wish to suspend all domain activity during the backup. Note that suspended domains aren't available to the visitors.
- 9 Click  Enable in the Tools group.
- 10 Click OK.


Restoring Data From Backup Archives

➤ *To restore a domain (Web site):*

- 1 Click the domain name you need on your Home page.
- 2 Click  Backup in the Tools group.
- 3 Click the backup file name you need.
- 4 Select the **Suspend domain** checkbox, if you wish to suspend all domain activity during the restore. Note that suspended domains aren't available to the visitors.
- 5 Select the **Notify by e-mail** checkbox and specify the e-mail, if you want to be notified about the restore.
- 6 Click **Restore**.
- 7 Upon completion of the restoring process you will be shown a window displaying the restoration results, including errors, if they were encountered.
- 8 Click **OK**.


Managing Backup Files

Domain backups are stored in separate backup repositories for each domain you are hosting.

They are accessed by clicking the required domain name on your home page and clicking  Backup. You can manage these backup repositories by:


- Uploading backup files stored on another computer
- Downloading backup files to another computer
- Removing redundant backup files from backup repository

➤ *To upload backup file to the backup repository:*

- 1 Click the domain name you need on your Home page.
- 2 Click  Backup in the Tools group.
- 3 Click Browse... and select the required backup file.
- 4 Click Upload.
- 5 Click OK.



The backup file will be uploaded to the backup repository.

➤ *To upload backup file to the backup repository from FTP:*

- 1 Click the domain name you need on your Home page.
- 2 Click  Backup in the Tools group.
- 3 Click FTP Account Properties.
- 4 Specify the path to the FTP server, FTP credentials (login and password) and base FTP directory in the corresponding fields.
- 5 Click OK. This will return you to the previous screen.
- 6 Click Browse... and select the required backup file.
- 7 Click FTP Upload.
- 8 Click OK.



The backup file will be uploaded to the backup repository.

➤ *To download backup file from the backup repository:*

- 1 Click the domain name you need on your Home page.
- 2 Click  Backup in the Tools group.
- 3 Click the  icon corresponding to the backup file you wish to download.
- 4 Select the location where you wish to save the backup file and click Save.

The backup file will be downloaded from the backup repository.

➤ *To remove backup file from the backup repository:*

- 1 Click the domain name you need on your Home page.
- 2 Click  Backup in the Tools group.
- 3 Select a checkbox corresponding to the backup file you wish to remove.
- 4 Click  Remove Selected.
- 5 Confirm removal and click OK.

CHAPTER 13

Using E-mail Services



You can use a number of different e-mail services with a single e-mail account. For example, you can have an e-mail address that will accept mail as any standard mailbox, forward to a number of recipients, and send an automatic response to the original message sender.

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Creating Mailboxes

If you wish to have an e-mail address associated with a site, like yourname@domain.com, you should create a mailbox. To do this:



- 1 On your Home page, click the domain name you need.
- 2 Click the  Mail in the Services group.
- 3 Click  Add New Mail Name.
- 4 Your domain name is shown to the right of @ sign, so you only need to specify the desired name for the mailbox.

This can be, for example, your first name and last name separated by a dot, a department name, or any other text in Latin symbols. The name should be short enough to remember. It can comprise alphanumeric, dash, dot and underscore symbols.

- 5 Specify a password that you will use for accessing your mailbox.
- 6 Make sure that a check mark is present in the Mailbox check box.
- 7 Click OK.

Now your mailbox is created on the provider's server, and you can set up your favorite e-mail program so as to receive and send e-mail messages through your new mailbox.

➤ *To create mailboxes for other users:*

- 1 On your Home page, click the domain name you need.
- 2 Click the  Mail icon in the Services group.
- 3 Click  Add New Mail Name.
- 4 Your domain name is shown to the right of @ sign, so you only need to specify the desired name for the mailbox.

This can be, for example, user's first name and last name separated by a dot, a department name, or any other text in Latin symbols. The name should be short enough to remember. It can comprise alphanumeric, dash dot and underscore symbols.
- 5 Specify a password that mailbox owner will use for accessing his or her mailbox.
- 6 Make sure that a check mark is present in the Mailbox check box.
- 7 If required, limit the amount of disk space that this mailbox can use. To do this, under Mailbox quota select the Enter size option and type the desired value in kilobytes.
- 8 To allow the mailbox owner to manage his or her mailbox through a mailbox administration panel, select the Control panel access check box and specify the language for the user's control panel.

9 Click OK.

Now, the mailbox is created, and a separate e-mail administration panel has been set up in Plesk. To enter it, the mailbox owner should visit the URL <https://your-domain.com:8443>, type his or her e-mail address into the **Login** box, type the password for the mailbox into the **Password** box, and then click **Login**.

Setting Up Your E-mail Program for Retrieving Mail from Your Mailbox

➤ *To set up Microsoft Outlook Express:*

- 1 Open Microsoft Outlook Express.
- 2 Go to Tools > Accounts.
- 3 Click the Mail tab to open a list of your mail accounts.
- 4 Click the Add > button and select the Mail ... item.
- 5 Enter your name as you want it to appear in any messages you send, and click Next >.
- 6 Type your e-mail address that you created through Plesk (for example, your.name@your-domain.com), and click Next >.
- 7 Select the protocol of your incoming mail server.
Although Plesk supports both POP3 and IMAP protocols, we recommend that you select IMAP because this leaves your e-mail on the mail server so that it can later be accessed from other locations and by other methods, for example, browser based Webmail.
- 8 Specify the mail domain name as the incoming and outgoing mail server (for example: mail.your-domain.com), and click Next >.
- 9 Type your e-mail address in the Account name box (for example: your.name@your-domain.com).
- 10 Type your password. This should be the password that you specified during creation of the mailbox through Plesk.
- 11 Leave the Remember password box checked, if you do not wish to be prompted to enter password each time your e-mail program connects to the mail server to check for new mail, and click Next >.
- 12 To complete setting up your e-mail program, click Finish.

➤ *To set up Mozilla Thunderbird:*

- 1 Open Mozilla Thunderbird.
- 2 Go to Tools > Account Settings...
- 3 Click Add Account. The Account Wizard will open.
- 4 Leave the Email account option selected, and click Next >.
- 5 Enter your name as you want it to appear in any messages you send.
- 6 Type your e-mail address that you created through Plesk.
For example, your.name@your-domain.com. Click Next >.
- 7 Select the protocol of your incoming mail server.



Although Plesk supports both POP3 and IMAP protocols, we recommend that you select IMAP because this leaves your e-mail on the mail server so that it can later be accessed from other locations and by other methods, for example, browser based Webmail.

- 8 Specify the mail domain name as the incoming and outgoing mail server (for example: mail.your-domain.com), and click **Next** >.
- 9 In the Incoming User Name box, specify your full e-mail address (for example, your.name@your-domain.com), and click **Next** >.
- 10 Enter the name by which you would like to refer to this account (for example, Work Account) and click **Next** >.
- 11 Verify that the information you entered is correct, and click **Finish**.
- 12 Click **OK** to close the Account Settings wizard.

Accessing Your Mail From a Web Browser

You can read your mail and compose new messages even if you are far from your home or office computer. To do so, you must first enable domain-wide web access to mail.

➤ *To enable web access to e-mail:*


- 1 On your Home page, select the required domain in the list
- 2 Click  **Mail**.
- 3 Click  **Preferences**.
- 4 Select the **WebMail** checkbox.
- 5 Click **OK**.

Note: Activation and deactivation of webmail for a domain involves modifications in DNS zone, therefore, there is actually a certain delay present when activating and deactivating webmail due to the speed of DNS registration mechanisms.

Now this domain's mail can be accessed from web. Find a computer with Internet connection, for example, in an Internet café, and do any of the following:

- Open a web browser, and type the URL: <http://webmail.your-domain.com>, where your-domain.com is the name of your domain. Press ENTER. A login screen will open. Type the user name and password that you specified during creation of your mailbox and click **Log in**.
- Open a web browser and type the URL to access your Plesk control panel, for example: <https://your-domain.com:8443>. Press ENTER. Log in to Plesk, select the required domain in

the list and click the  **Mail** icon in the **Services** group. Then, click an icon  to the

right of your e-mail address, or click your e-mail address and click  **Webmail**. A login screen will open and your user name will be prefilled. Type the password that you specified during creation of your mailbox and click **Log in**.

Protecting Mailboxes From Spam



Once you start using e-mail, you are likely to start receiving lots of messages that, as you may think, have gotten to your mailbox by mistake because you do not know the sender, and you personally did not subscribe to that newsletter or requested the product or service that these messages advertise. These unwanted e-mail messages are called unsolicited commercial e-mail, however, most people prefer calling them mass mailing, bulk mail, junk mail or spam.

Aside from advertising, you can receive e-mail messages that falsely claim to be from legitimate enterprises, such as banks or Internet auctions. These messages can say, for example, that your account information needs to be updated, and to do that, you need to click the link they provide in the message. The link takes you to a fake Web site, which had been set up by fraudsters to steal your sensitive information, such as login names, passwords, credit card and bank account numbers. This is a type of scam called phishing.

To avoid receiving such undesirable correspondence, do not publish your new personal e-mail address on Internet message boards and forums because spammers gather e-mail addresses from the Internet. Thus, your e-mail address may get on their lists and you will receive lots of spam. If you need to publish your e-mail address, create a disposable e-mail address - e-mail alias - for your mailbox, and publish it instead. All messages sent to the e-mail alias will come into your mailbox. Once you start getting spam, remove that alias and create another one. If you have a mailbox at another domain or mail server, you may want to set up a disposable e-mail forwarder.

We advise that you do not read spam e-mails when you receive them, just delete them at once. Even if you have read them, do not respond to them and do not click those “click here to unsubscribe” URLs: spammers will then know that your e-mail address is valid and you will get even more spam. Spam is there because people buy the products or services advertised in spam. So, if you do not like spam, do not support spammers — do not buy from them.



➤ *To switch on spam filtering for a mailbox:*

- 1 On your Home page, click the domain name you need.
- 2 Click the  Mail icon in the Services group.
- 3 Click the e-mail address you need.
- 4 Make sure that Spam Filter is enabled: see whether the Spam Filter status shows **On** in the Info group. If it shows **Off**, ask your service provider to enable the spam filtering.
- 5 Click  Spam Filter.
- 6 Select **Enable spam filtering** checkbox.
- 7 Click **OK**.
- 8 Click **Up Level** to return to the mailbox management page.

Now all the incoming mail will be filtered on the server side. By default, spam filter does not delete spam mail, it only adds the “X-Spam-Flag: YES” and “X-Spam-Status: Yes” headers to the message, and “*****SPAM*****” text string to the beginning of Subject line of each message recognized as spam. These settings are fine if you prefer to filter mail with a filtering program installed on your local computer – once mail has been retrieved from your mailbox.

If you rely entirely on the Plesk server’s spam filter, you may configure it so as to automatically delete the suspicious messages as they come. To configure the spam filter, follow the instructions below.

➤ *To configure the spam filter for a mailbox:*

- 1 On your Home page, click the domain name you need.
- 2 Click the  Mail icon in the Services group.
- 3 Click the e-mail address you need.
- 4 Click  Spam Filter in the Tools group. Configure the following settings as desired:
 - **Use server wide settings.** Select this option if your provider or server administrator has prepared black and/or white lists of e-mail addresses that you would like to use together with your own restrictions. Black list, shown under **Black list** group, includes e-mail addresses of spammers, and White list, shown under **White list** group, includes e-mail addresses of trustworthy correspondents or entities. If the **Use server wide settings** check box is grayed out, i.e. not selectable, this means that there are no preconfigured spam filter settings on the server.
 - **Hits required for spam.** This setting adjusts spam filter sensitivity. SpamAssassin performs a number of different tests on contents and subject line of each message. As a result, each message scores a number of points. The higher the number, the more likely a message is spam. For example, a message containing the text string “BUY VIAGRA AT LOW PRICE!!!” in Subject line and message body scores 8.3 points. By default, the filter sensitivity is set so that all messages that score 7 or more points are classified as spam.
 - If you receive lots of spam messages with the current setting, to make filter more sensitive, try setting a lesser value in the **Hits required for spam** box; for example, 6.
 - If you are missing your e-mails because your spam filter thinks they are junk, try reducing filter sensitivity by setting a higher value in the **Hits required for spam** box.

Note: To further improve spam filter accuracy, you may want to train your spam filter on e-mail messages you receive (see the instructions on improving accuracy of spam detection below).

- **What to do with spam mail.** If you are sure that your spam filter is accurate, you may want to set the filter to automatically delete all incoming messages recognized as spam. To do this, select the **Delete** option. If you wish to filter mail with the software on your local computer, select the **Mark as spam and store in mailbox** option, and then specify how spam filter should mark the messages recognized as spam. “X-Spam-Flag: YES” and “X-Spam-Status: Yes” headers are added to the message source by default, and if you want, the spam filter will also include a specific text string to the beginning of Subject line.
- 5 To save your changes, click **OK**.

- 6 If you do not want to receive e-mail from specific senders, add their e-mail addresses to the spam filter's black list.
 - To add an entry to the black list, under **Black list** group, type an e-mail address into the **E-mail pattern** box. For example: address@spammers.net, *@spammers.net. An asterisk (*) means any combination of symbols. Click **Add**.
 - To remove an entry from the black list, select it and click **Remove**.
- 7 If you want to be sure that you will not miss e-mail from specific senders, add their e-mail addresses to the spam filter's white list.
 - To add an entry to the white list, under **White list** group, type an e-mail address into the **E-mail pattern** box. For example: address@mycompany.com, *@mycompany.com. An asterisk (*) means any combination of symbols. Click **Add**.
 - To remove an entry from the black list, select it and click **Remove**.
- 8 If you want spam filter to consider some networks to be trusted:
 - Select the **Trusted Networks** tab.
 - To add an entry to the list, enter a network address into the fields next to **Network/Mask** and click **Add**.




A network is specified by its starting IP address in the first four fields of the **Network/Mask** field group. The fifth field is for specifying network mask. It should be a number ranging from 1 to 32, which shows how many higher bits set to '1' the mask contains. For example, for the mask 255.255.255.0 you should specify 24 as the fifth parameter.





- To remove an entry from the list, select a network and click **Remove**.

The relay hosts on trusted networks are considered not to be potentially operated by spammers, open relays, or open proxies. A trusted host could conceivably relay spam, but will not originate it, and will not forge header data. DNS blacklist checks will never query for hosts on these networks.

You can improve accuracy of spam detection by training the spam filter on the e-mail messages that you have in your mailbox.

➤ *To improve accuracy of spam detection:*

- 1 On your Home page, click the domain name you need.
- 2 Click the  Mail icon in the Services group.
- 3 Click the e-mail address you need.
- 4 Click the  Spam Filter icon in the Tools group.
- 5 Click the  Training icon in the Tools group.

All e-mail messages you have in your mailbox are presented on the screen. Each message is accompanied by an icon in the left column, which tells if a message is recognized as spam - , non-spam - , or not recognized at all - . If you have already trained your spam filter on a message and the results were recorded in the spam filter's database, an icon  is shown in the right column.




- 6 Train the spam filter.

In most cases, you can tell if a message is spam by looking at its subject line and sender's name. If they do not give you any clue, try looking inside the message using your e-mail program or webmail interface.



- To mark a message as spam, select the corresponding check box and click 'It's Spam!'.
 - To mark a message as not spam, select the corresponding check box and click 'It's Not Spam!'.
 - To remove any information on a given message from the spam filter database, select the corresponding check box and click 'Forget It'.
- 7** Once finished with training, you can remove spam e-mails from your mailbox using your e-mail program or Webmail interface.

If you have accidentally made your spam filter learn a great number of spam e-mails as non-spam or vice versa, your spam filter will likely produce incorrect results. In this case, clear the spam filter's database and then repeat training.


➤ *To clear spam filter's database:*

- 1** On your Home page, click the domain name you need.
- 2** Click the  Mail icon in the Services group.
- 3** Click the e-mail address you need.
- 4** Click the  Spam Filter icon in the Tools group.
- 5** Click the  Training icon in the Tools group.
- 6** Click the Clear button.



➤ *To switch off spam filtering for a mailbox:*

- 1** On your Home page, click the domain name you need.
- 2** Click the  Mail icon in the Services group.
- 3** Click the e-mail address you need.
- 4** Click  Spam Filter in the Tools group, then clear the Enable spam filtering check box, click OK and click Up Level.



Setting Up and Removing Mail Aliases

You can see the list of currently used mail aliases by clicking  **Show Aliases** on the domain's mail names list page.

➤ *To set up an e-mail alias for a mailbox:*

- 1 On your Home page, click the domain name you need.
- 2 Click  **Mail** in the **Services** group.
- 3 Click the e-mail address you need.
- 4 Click  **Add New Mail Alias**.
- 5 Type a desired name and click **OK**.

➤ *To remove an e-mail alias from a mailbox:*

- 1 On your Home page, click the domain name you need.
- 2 Click  **Mail** in the **Services** group.
- 3 Click the e-mail address you need.
- 4 Select the check box corresponding to the alias that you wish to remove, and click  **Remove Selected**.

If you receive undesirable correspondence to an e-mail address that you cannot or do not want to remove, consider setting up spam filter for your mailbox. To do this,



- Enable SpamAssassin spam filter on the Plesk server, if supported by your provider, and
- Install spam filtering software of your choice to work with e-mail program on your home or office computer.

Protecting Mailboxes From Viruses

A major problem that users often encounter is a variety of malicious software that spreads through the Internet, such as viruses, worms, and Trojan horses. Viruses may infiltrate through security holes in your web browser, but they most often come to your mailbox attached to e-mail messages. The contents and subject lines of these e-mail messages can contain randomly generated rows of text or word combinations, but they often attempt to arouse your curiosity and entice you to open the attached files. As soon as you open an attached file, a virus infects your computer, scans your address book, and then sends itself to everyone on your address book on your behalf. Aside from distributing themselves, the viruses may steal your private information, collect and report information on your browsing habits, exploit your machine for running a heavy spamming campaign or a Denial of Service attack (DoS), create a backdoor for remote management of your computer, and do lots of other nasty things that you would not like.



To defend your system from viruses, do not open suspicious e-mail attachments, enable anti-virus protection on the server side, if this service is provided by your hosting company, and be sure to have a firewall and anti-virus software installed on your personal computer. Also keep your operating system up-to-date and timely install security hot fixes and patches.

➤ *To switch on anti-virus protection for a mailbox:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Mail.
- 3 Click the e-mail address you need.
- 4 Click  Antivirus in the Tools group.
- 5 Choose the desired mail scanning mode. You can switch on scanning for incoming and outgoing mail in the corresponding menus. You can also use default server-wide settings both for incoming and outgoing mail.
- 6 Click OK.



When an infected e-mail message arrives, the appropriate notice is sent to the mailbox owner and the message is placed into a quarantine directory on the server. Only the server administrator can view infected messages stored in the quarantine directory.

➤ *To switch off anti-virus protection for a mailbox:*



- 1 On your Home page, click the domain name you need.
- 2 Click  Mail.
- 3 Click the e-mail address you need.
- 4 Click  Antivirus in the Tools group.
- 5 Choose the Do not scan for viruses option in both Incoming mail and Outgoing mail menus.
- 6 Click OK.

Suspending and Unsuspending Mailboxes



➤ *To temporarily suspend e-mail services for a mailbox:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Mail.
- 3 Click the e-mail address, whose e-mail services you wish to suspend.
- 4 Click  Mailbox in the Tools group.
- 5 Clear the Mailbox check box.
- 6 Click OK.



➤ *To resume e-mail services for a suspended mailbox:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Mail.
- 3 Click the e-mail address, whose e-mail services you wish to resume.
- 4 Click  Mailbox in the Tools group.
- 5 Select the Mailbox check box.
- 6 Click OK.

➤ *To temporarily suspend e-mail services for all mailboxes in a domain:*



- 1 On your Home page, click the domain name you need.
- 2 Click  Mail.
- 3 Click  Disable in the Tools group.

➤ *To resume e-mail services for all mailboxes in a domain:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Mail.
- 3 Click  Enable in the Tools group.

Removing Mailboxes


➤ *To remove a mailbox:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Mail.
- 3 Select a check box corresponding to the mailbox that you wish to remove.
- 4 Click  Remove Selected.
- 5 When prompted, confirm removal and click OK.

Setting Up Mail Forwarders

- *To set up an e-mail address that will accept mail and forward it to another e-mail address:*

1 On your Home page, click the domain name you need.

2 Click  Mail in the Services group.

3 Click  Add New Mail Name.

4 Specify the desired name for the mail forwarder next to Mail name.

The domain name is shown to the right of @ sign, so you only need to type the name. This can be, for example, your first name and last name separated by a dot, a department name, or any other text in Latin symbols. The name should be short enough to remember. It can comprise alphanumeric, dash dot and underscore symbols.

5 Clear the Mailbox and Control panel access check boxes.

6 Click OK.

7 Click  Redirect in the Tools group.


8 Select the Redirect check box.

9 Type the destination e-mail address to which you would like to forward e-mail.

10 Click OK.

- *To set up an e-mail address that will accept mail, pass it through the spam filter and then forward it to another e-mail address:*

1 On your Home page, click the domain name you need.

2 Click  Mail in the Services group.

3 Click  Add New Mail Name.


4 Specify the desired name for the forwarder's e-mail address next to Mail Name.

The domain name is shown to the right of @ sign, so you only need to type the name. This can be, for example, your first name and last name separated by a dot, a department name, or any other text in Latin symbols. The name should be short enough to remember. It can comprise alphanumeric, dash dot and underscore symbols.



5 Make sure that the Mailbox check box is selected.

Without a mailbox, you will not be able to apply spam filtering.



6 Specify a password that will be used for accessing the mailbox: You will likely need to clean the contents of mailbox from time to time.

- 7 Click OK.
- 8 Click  Redirect in the Tools group.
- 9 Select the Redirect check box.
- 10 Type the destination e-mail address to which you would like to forward e-mail.
- 11 Click OK.



➤ *To suspend a mail forwarder:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Mail.
- 3 Click the e-mail address, whose forwarding service you wish to suspend.
- 4 Click  Redirect in the Tools group.
- 5 Clear the Redirect check box.
- 6 Click OK.

➤ *To unsuspend a mail forwarder:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Mail.
- 3 Click the e-mail address, whose forwarding service you wish to resume.
- 4 Click  Redirect in the Tools group.
- 5 Select the Redirect check box.
- 6 Click OK.


➤ *To remove a mail forwarder:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Mail.
- 3 Select a check box corresponding to the mail forwarder that you wish to remove.
- 4 Click  Remove Selected.
- 5 When prompted, confirm removal and click OK.

Setting Up Mail Forwarding to Multiple E-mail Addresses

➤ *To set up an e-mail address that will accept mail and forward it to multiple other e-mail addresses:*

1 On your Home page, click the domain name you need.

2 Click  Mail in the Services group.

3 Click the required mail name.

4 Click  Mail Group.

5 Click  Add New Member.

You should add at least one e-mail address before enabling mail forwarding to several e-mail addresses.


6 Enter the desired external e-mail address into the E-mail input field and/or select one or more of the listed mail name accounts using checkboxes.

7 Click OK.

8 Click  Enable.

➤ *To disable the e-mail forwarding to several e-mail addresses:*

1 On your Home page, click the domain name you need.

2 Click  Mail in the Services group.


3 Click the required mail name.

4 Click  Mail Group.

5 Click  Disable.

➤ *To add an external e-mail address to the list of mail names that receive forwarded e-mail correspondence:*

1 On your Home page, click the domain name you need.

2 Click  Mail in the Services group.

3 Click the required mail name.




4 Click  Mail Group.

5 Click  Add New Member.

6 Enter the desired external e-mail address into the E-mail input field.



7 Click OK.

➤ *To remove an external e-mail address from the list of mail names that receive forwarded e-mail correspondence:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Mail in the Services group.
- 3 Click the required mail name.
- 4 Click  Mail Group.
- 5 Select the checkbox corresponding to the mail name you wish to remove from the list.
- 6 Click  Remove Selected.



Confirm removal and click OK.

➤ *To add an e-mail address registered on your server to the list of mail names that receive forwarded e-mail correspondence:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Mail in the Services group.
- 3 Click the mail name you wish to add to the subscription list.
- 4 Click  Groups.
- 5 Select the required multiple e-mail forwarder in the Available mail groups list.
- 6 Click Add >>.
- 7 Click OK.

An e-mail address registered on your server can also be added to the subscription list using the procedure for adding an external e-mail address (see above).

➤ *To remove an e-mail address registered on your server from the list of mail names that receive forwarded e-mail correspondence:*






- 1 On your Home page, click the domain name you need.
- 2 Click  Mail in the Services group.
- 3 Click the mail name you wish to remove from the subscription list.
- 4 Click  Groups.
- 5 Select the required multiple e-mail forwarder in the Member of the following mail groups list.
- 6 Click << Remove.
- 7 Click OK.


An e-mail address registered on your server can also be removed from the subscription list using the procedure for removing an external e-mail address (see above).

Setting Up Automatic Reply




If you are going on vacation and will not be able to check your mail for a while, you may want to leave a vacation notice that will be automatically sent to your correspondents once they send e-mail to your address. This is done with automatic reply facility, also referred to as autoresponder. Aside from vacation notices, organizations can use automatic replies to notify customers that their orders or technical support requests were received and will soon be processed. Automatic replies can include pre-written messages in plain text or HTML format, and they can contain attached files as well.


➤ *To set up automatic reply for a mailbox:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Mail.
- 3 Click the e-mail address, for which you wish to set up an automatic reply.
- 4 Click  Autoresponders in the Tools group.
- 5 If you are not going to attach any files to the automatic reply, proceed to the step 6. To attach a file to the automatic reply:
 1. Click  Attachment Files in the Tools group.
 2. Click **Browse** to locate the file, and once selected, click **Send File**.
The file will be added to the attachment files storage, and you will be able to attach this file to a number of different automatic replies.
 3. Once finished, click  Up Level and proceed to the next step.
- 6 Click  Add New Autoresponder in the Tools group.
- 7 Configure the automatic reply:
 1. Type a name for this automatic reply into the **Autoresponder name** box.
For example, Vacation notice.
 2. If you want this automatic reply to be sent in reply to any incoming e-mail message, in the **Request** group, leave the **always respond** option selected. If you wish to automatically reply only to e-mail messages that contain specific words in the message text or subject line, select the appropriate option, and type the word combination in the **Request text** input box.
 3. By default, the subject line of incoming e-mail will be inserted into the automated reply. To use a custom subject, type it into the **Answer with subject** subject input box.

4. As your correspondents may not figure out that the message they received from you was an automatic response, they may want to respond to your auto-reply. So, you should specify your e-mail address as the **Return address**, otherwise, their messages will be directed at the autoresponder's address.
 5. Type your message in the **Reply with text** field.
 6. To limit the number of automated responses per day to the same e-mail address, enter the desired number in the **Reply to unique e-mail address not more than** input box under **Limits**.
The default setting is to respond no more than ten times in one day to the same e-mail address.
 7. To reduce mail server load, you may want to limit the number of unique addresses that the autoresponder will remember. To do this, enter the desired number into the **Store up to** box.
 8. If you want your incoming mail to be forwarded to another e-mail address while you are away, specify an e-mail address in the **Forward request to e-mail** box.
 9. Attach your files, if needed. To do this, click the **Add New Attachment** button, select the check box corresponding to the file that you previously uploaded to the attachment storage, and click **OK**. To remove an attached file from the automatic reply, select the corresponding checkbox, and click **✗ Remove Selected**.
- 8** Click **OK**.
- 9** Click  **Enable** in the **Tools** group.




➤ *To switch off an automatic reply for a mailbox:*

- 1** On your Home page, click the domain name you need.
- 2** Click  **Mail**.
- 3** Click the e-mail address, for which you wish to switch off the automatic reply.
- 4** Click  **Autoresponders** in the **Tools** group.
- 5** Click  **Disable**.

The automatic reply is now switched off. Its configuration is not deleted from the control panel, so the next time you need to use this automatic reply, repeat the above procedure, clicking  **Enable** on the last step.

➤ *To delete an automatic reply configuration that you no longer need:*

- 1** On your Home page, click the domain name you need.

- 2 Click  Mail.
- 3 Click the e-mail address you need.
- 4 Click  Autoresponders in the Tools group.
- 5 Select a check box corresponding to the configuration name, and click  Remove Selected.



Setting Up Site-wide Preferences for Handling Mail to Nonexistent Users (Mail Bounce)

When somebody sends an e-mail message to an e-mail address that does not exist under your domain, the mail server, by default accepts mail, processes it, and when it finds out that there is no such a recipient under the domain, it returns the mail back to sender with the “this address no longer accepts mail” notice. You can choose to:

- Change the default notice if you do not like it,
- Forward all such mail to the desired e-mail address,
- Reject such mail without accepting it and without notifying senders.

This setting can decrease mail server load caused by a large amount of spam, which is often sent to randomly generated user names. However, for spammers, this can somewhat speed up scanning your mail server for valid e-mail addresses.



➤ *To configure the site-wide settings for handling mail to nonexistent users:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Mail.
- 3 Click  Preferences.
- 4 Choose a desired option and specify the information as required.
- 5 Click OK.

Setting Up Site-wide E-mail Preferences

Several e-mail service settings are set only on a domain level, applying to all mail names registered on a site. These settings cannot be set on an individual mailbox level.



➤ *To change site-wide e-mail preferences:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Mail.
- 3 Click  Preferences.
- 4 Change the required settings as necessary.
- 5 Click OK.

Performing Group Operations on Mail Names

To save time and effort, you can change the settings of multiple mail names at once. This feature is called group operations.

➤ *To perform group operations on multiple mail names:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Mail in the Services group.
- 3 Select the checkboxes corresponding to the mail names you wish to perform group operations on.
- 4 Click  Group Operations.
- 5 Adjust the settings as necessary:
 - Select **Enable** to enable the corresponding option for all mail names you selected for group operations.
 - Select **Disable** to disable the corresponding option for all mail names you selected for group operations.
 - Leave **Do not change** selected if you don't want to change the corresponding option.
- 6 Click OK.

Maintaining Mailing Lists

If you wish to deliver offers and promotions to your customers, run a newsletter, or inform visitors of your site of recent updates, you should set up a mailing list on your site and subscribe your users to it or invite them to subscribe themselves.

Mailing list is a convenient way to reach a number of readers at once: it contains a list of subscribers' e-mail addresses, which are combined under a single e-mail address, to which you post your information or a newsletter.

Setting Up a Mailing List

➤ *To create a mailing list:*

1 On your Home page, click the domain name you need.

2 Click  Mailing Lists in the Services group.

3 Click  Add New Mailing List in the Tools group.

4 Specify the desired name for the mailing list.

This can be, for example, a department name, a topic of the mailing list, or any other text in Latin symbols. The name should be short enough to remember. It can comprise alphanumeric, dash, dot and underscore symbols.

5 Specify the mailing list administrator's e-mail.

6 Leave the **Notify administrator of the mailing list creation** check box selected.



You will receive instructions on using and managing the mailing list at the administrator's e-mail you specified. Keep that message for your records.

7 Click **OK**.

You will be taken to the page where you can subscribe users to your new mailing list. Refer to the **Subscribing and Unsubscribing Users** (on page 129) section for more information.

Configuring a Mailing List

Your mailing list is operable with the default settings. However, you may want to configure it, for example, so as to enable moderation, filter content of the posts or to archive messages. To do this from the control panel:



- 1 On your Home page, click the domain name you need.
- 2 Click  Mailing Lists in the Services group.
- 3 Click  next to the desired mailing list's e-mail address. Note that this functionality might be disabled.
A login screen opens.
- 4 Type the list administrator's password and click Let me in

Alternately, you can access the mailing list configuration the following way:



- 1 In your web browser, enter the following URL: `http://lists.<your-domain.com>/mailman/admin/<listname>` (where `<your-domain.com>` is your domain name, and `<listname>` is the name of the mailing list (i.e. the left part of the mailing list's e-mail address before the `@` sign).
A login screen opens.
- 2 Type the list administrator's password and click Let me in

Subscribing and Unsubscribing Users

➤ *To subscribe users to mailing list:*



- 1 On your Home page, click the domain name you need.
- 2 Click  Mailing Lists in the Services group.
- 3 Click the required mailing list name.
- 4 Click  Add New Member.
- 5 Specify subscriber's e-mail address.
- 6 Click OK.

➤ *To unsubscribe users from mailing list:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Mailing Lists in the Services group.
- 3 Click the required mailing list name.
- 4 Select a check box to the left of the user's e-mail address.
- 5 Click  Remove Selected.
- 6 Confirm removal and click OK.

Removing Mailing Lists



➤ *To remove a mailing list from site:*

- 1 On your Home page, click the domain name you need.
- 2 Click  Mailing Lists in the Services group.
- 3 Select a check box corresponding to the mailbox that you wish to remove.
- 4 Click  Remove Selected.
- 5 When prompted, confirm removal and click OK.



Scheduling Tasks

If you need to run scripts on a domain at specific time, use the task scheduler on your provider's server to make the system automatically run the scripts for you.



➤ *To schedule a task for a domain:*

- 1 On your Home page, select the required domain from the list.
- 2 Click  Scheduler in the Hosting group.
- 3 Click  Add New Task.
- 4 Input a name for your task in the **Description** field.
- 5 In **Scheduler notification**, specify whether the scheduler should notify you when it runs this task. The following options are available:
 - **Disabled** - do not notify you.
 - **Send to the default e-mail** - send the notification to your default e-mail address.
 - **Send to the e-mail I specify** - send the notification to the e-mail specified in the corresponding field. After selecting this option, you need to input the required e-mail in the field on the right.
- 6 Specify which command to run. Type it into the **Path to executable file** input box. If you need to run the command with certain options, type them in the **Arguments** field.
- 7 Select the appropriate priority in the **Task priority** field. Task priority can be set to **Low**, **Normal** or **High**.
- 8 Specify when to run your command by selecting the appropriate checkboxes in the **Hours**, **Days of Month**, **Months** or **Days of Week** fields.
- 9 Click **OK**.



➤ *To temporarily suspend execution of scheduled task:*

- 1 On your Home page, select the required domain from the list.
- 2 Click  Scheduler in the Hosting group.
- 3 Choose a task that you wish to suspend and click on the command name.
- 4 Click  Disable.

➤ *To resume execution of scheduled task:*

- 1 On your Home page, select the required domain from the list.
- 2 Click  Scheduler in the **Hosting** group.
- 3 Choose a task whose execution you wish to resume and click on the command name.
- 4 Click  Enable.

➤ *To unschedule a task:*


- 1 On your Home page, select the required domain from the list.
- 2 Click  Scheduler in the **Hosting** group.
- 3 Select a check box to the right of the task that you wish to unschedule.
- 4 Click  Remove Selected.
- 5 Confirm removal and click **OK**.


Monitoring Connections to Control Panel and FTP Services


➤ *To find out who of your customers is logged in to the control panel at the moment:*

1 Click Sessions in the navigation pane. All sessions including yours will be presented and the following details will be displayed:


- **Type.** A type of control panel user who established the session:


 for client.

 for domain or Web site owner.

 for mailbox owner.

- **Login.** The login name the user is logged in as.
- **IP address.** The IP address from which the control panel is accessed.
- **Logon time.** The date and time when the user logged in to the control panel.
- **Idle time.** The time that user was not doing anything in the control panel while being logged in.

2 To refresh the list of user sessions, click  Refresh.

3 To end a user session, select the respective check box and click  Remove Selected, then confirm removal and click OK.


➤ *To find out who is connected to your server via FTP, in what directories they currently are and what files they are uploading to or downloading from the server:*

1 Click Sessions in the navigation pane.

2 Click the FTP Sessions tab. All sessions including yours will be presented and the following details will be displayed:


- **Type.** The type of user who established the session:

 for users not registered with the control panel.



 for anonymous FTP users.

 for domain or web site administrators.

 for subdomain administrators.

 for web users (owners of personal web pages without individual domain names).


- **Status.** The current status of FTP connection.
- **FTP user login.** The login name used for access to FTP account.

- **Domain name.** The domain the FTP user is currently connected to.
 - **Current location.** The directory the FTP user is currently at.
 - **File name.** The file name being operated on.
 - **Speed.** Transfer speed in kilobytes.
 - **Progress, %.** The file transfer operation progress in percentage.
 - **IP address.** The IP address from which the FTP account is accessed.
 - **Logon time.** The time lapsed since the moment user logged in.
 - **Idle time.** The time that user was not doing anything while being connected to the server through FTP.
- 3** To refresh the list of FTP sessions, click  Refresh.
- 4** To end a session, select the respective check box and click  Remove Selected.

Accessing The Server Via Remote Desktop (RDP)

The remote desktop (RDP) access feature allows you to remotely login to the Plesk server and interact with it via standard Microsoft Windows desktop interface.

➤ *To access the server via Remote Desktop interface:*

- 1 On your home page, click the domain name you need.
- 2 Click  Remote Desktop in the **Hosting** group.
- 3 Set up screen resolution for the session in the **Screen resolution for terminal session** menu.

Note: Higher resolutions are more taxing for your connection, decreasing the interaction speed and spending more bandwidth.

- 4 Choose the connection method according to your browser:
 - **Microsoft RDP ActiveX** - recommended to use with Internet Explorer browser, since it may not work with other browsers. When you use this method for the first time, your browser will automatically install the required ActiveX component, if Internet Explorer security settings permit this. If your browser displays security alerts, try to temporarily lower security measures in the browser options.
 - **properoJavaRDP** - recommended to use with Netscape, Mozilla, or Firefox browsers, since it may not work with Internet Explorer. Only 8.0 and higher versions of Opera are supported. This component requires Java Runtime Environment (JRE) to be installed on your system. If you do not have JRE, you can download it from <http://java.sun.com/j2se/1.5.0/download.jsp> (version 1.4 and higher) and install it before using the remote desktop feature.

Note: You don't need to install JDK (Java Development Kit) in order for the RDP feature to work.

If you use Internet Explorer or Mozilla, you should open the Terminal Services Configuration console in the Microsoft Windows (**Start > Administrative Tasks**), and set the **Licensing** option to **Per user** on the **Server Settings** screen.

- 5 Click **OK**. A new window will open with an area where your interaction with the server's desktop will take place.
- 6 Log in to the system. By default, Plesk uses the domain's FTP/Microsoft FrontPage login. You can supply any valid login and password.
- 7 After logging in to the system you can start working with it as with regular Windows desktop.

To finish your Remote Desktop session:


- Close the browser window with the remote desktop session. This way, the session you had will be detached from your desktop, but it will keep running on the server, so when you log in there next time, you will see the remote desktop in the state you left it,
or
- Select **Start > Log off** if you want to quit the session permanently (all running sessions consume the server's resources).

Using Help Desk for Resolving Your Customers' Issues and Requesting Assistance from Provider

If your hosting company provides a Help Desk solution integrated with the control panel, then you can use it to

- report your problems to your provider's technical support staff, and
 - receive problem reports or requests for assistance from your own customers – Web site owners.
- *To check for new tickets from your users, or to view the status of tickets you submitted:*
- 1 Click the **Help Desk** shortcut in the navigation pane. All tickets submitted by you and your customers will be listed and the following supplementary information will be displayed:
 - **Id:** identification number assigned by the system upon submission,
 - **Ticket Subject:** a summary entered by the ticket reporter,
 - **Ticket Status:** new, reopened, closed,
 - **Reporter Type:** a type of control panel user account or an e-mail address the ticket came from - a client, domain administrator, e-mail user with access to control panel, or user submitted a ticket by e-mail,
 - **Reporter Name:** a name of person who submitted the ticket, domain names for tickets submitted by domain owners, or e-mail addresses for tickets submitted by e-mail,
 - **Modified:** the date the ticket was modified - a comment appended, or status changed,
 - **Category:** the category to which the ticket is related.
 - 2 To see what is inside a ticket, click a ticket id or ticket subject.
- *To close a ticket when the issue was resolved or to post your comment:*
- 1 Click the **Help Desk** shortcut in the navigation pane.
 - 2 Locate the ticket you need and click its subject or identification number.
 - 3 To close, reopen or post a comment to the ticket, select the operation you would like to perform from the **Ticket Event** drop-down box, and type a new comment into the **New Comment** input field if required.
 - 4 Click **OK** to submit.

➤ *To submit a new problem report to your service provider:*

- 1 Click the **Help Desk** shortcut in the navigation pane.
- 2 Click  **Add New Ticket** in the **Tools** group.
- 3 Type the ticket subject, select the category the issue is related to, and type in the problem description.
- 4 Click **OK**.

The ticket is now submitted to the system and sent to your provider. You will be notified by e-mail when the issue is resolved.