



Getting Started Guide

# Plesk 9.2

for your Windows Server

Getting Started Guide: Plesk 9.2, Windows Server

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# Introduction

Unlike normal hosting plans, which put many customers' accounts on a single server, a server is reserved exclusively for the account and use of a single customer. This means that you have exclusive rights to the server's bandwidth, memory, and storage space.

When you purchase a server, you actually lease a server box that remains at our data centers, which you can configure and set up according to your preferences.

Assisted Service Plan is a server option that shifts the responsibility of setup, monitoring, maintenance, security, and patching of your server to our server support team.

Dedicated servers on an Assist Service Plan do not have root/system-level access, but we allow control over all other aspects of the server. The Plesk control panel is installed for advanced server management tasks.

## SECURITY INFORMATION

Compared with shared hosting, a server offers more power and more versatility. You can run and install virtually anything on your server. However, with this added control comes added responsibility.

**You are responsible for the security, backup, and maintenance of your server, unless you have purchased an Assisted Service Plan and/or Managed Backup Services.**

.....  
**CAUTION!** Remember to keep your administrative password secure. Anyone who has administrative access to your server can manipulate the software and content that runs on your server.  
.....

Unless you have Managed Backup Services with your server, we do not automatically back up your server. We do, however, offer an FTP backup service with our server accounts. For more information about our FTP backup service, please visit our website.

You can also purchase a hardware firewall for your server from us. You can use a hardware firewall to control the traffic to and from your server. For more information about our firewall service, please visit our website.

## **REPROVISIONING YOUR SERVER**

If, at any time, you want to revert to a clean setup on your server, you can reprovision it. Reprovisioning erases all of the content on your server's hard drive. Your server resets to its state at the time you first purchased it.

You can reprovision your server by using the Hosting Control Center.

### To Reprovision Your Server

1. Log in to your account.  
.....
2. Under the **My Products** section, select **Servers**.  
.....
3. Click **Launch Manager** next to the server you want to reprovision. The Hosting Control Center opens.  
.....
4. Under the **Support** section, click **Reprovision Server**. The Reprovision Server page displays.  
.....
5. If you choose to, enter a new **host name** and **user name**. These values default to the current host name and user name for the account.  
.....
6. Enter and confirm a new password, and then click **Continue**.  
.....

You receive a confirmation notice once your server is reprovisioned and ready to go. Typically, this takes less than five hours.

### GETTING HELP

After you set up your server, you can easily get help by submitting a trouble ticket or initiating a chat session in the Hosting Control Center. Alternatively, you may contact Customer Support directly.

### To Open a Trouble Ticket

1. Log in to your account.
2. Under the **My Products** section, select **Servers**.
3. Click **Launch Manager** next to the server account that you want help with.
4. In the Hosting Control Center, under **Support**, click **Trouble Tickets**.
5. Enter your **contact information**, including an email address and phone number.
6. Under **Trouble Ticket Description**, enter a summary and a detailed description of your issue.
7. Click **Continue**.
8. Review your trouble ticket information and click **Submit**.

### To Open a Chat Session

1. Log in to your account.
2. Under the **My Products** section, select **Servers**.
3. Click **Launch Manager** next to the server account that you want help with.
4. In the Hosting Control Center, (in the top-right corner of the window) click **Chat Now!**

## OTHER RESOURCES

Use these resources to learn more about managing your server:

Plesk Manuals	<a href="http://www.parallels.com/products/plesk/resources/">http://www.parallels.com/products/plesk/resources/</a> You can find user manuals and Flash tutorials on Parallels' website.
Windows Server 2003 Web and Application Services Technology Center	<a href="http://support.microsoft.com/winsvr2003webap">http://support.microsoft.com/winsvr2003webap</a> This is the main support page for Windows Server 2003. From here, you can find information about IIS and Web applications.

# Setting Up Your Dedicated Server

Once you have purchased your server and we've worked on the initial configuration, you need to log in to your Hosting Control Center to finish setting things up.

The Hosting Control Center is an easy place for you to set up your server's host name, user ID, and password. You can also use it to schedule server maintenance, reprovision your server, view bandwidth stats, request additional IPs, and submit trouble tickets.

## CHOOSING A HOST NAME, USER ID, AND PASSWORD

.....

Servers with Assisted Service Plan require you to supply additional information, including the domain name you're using for your website's hosting or the email address for receiving server correspondence.

.....

When setting up your server, you create a host name, user ID, and password for your server. This is the user ID and password that you will use to connect to your server in the future. It's a good idea to have this material ready when you log in for the first time.

### Choosing a Host Name

The server's host name (also known as your account name) is a unique name for your server. If you have multiple servers, the host names help you differentiate among them.

A host name can be anything, as long as it:

- Contains 3–15 characters.
- Starts with a letter.
- Only includes letters, numbers, periods, or a hyphen.
- **Does not** start or end with a period or hyphen.
- **Does not** include any spaces or any other special characters.

### Choosing a User ID

A user ID is the primary ID that you use to access your server. This is also the user ID you use to access your server with Remote Desktop Connection.

Your user ID can be between 4 and 32 lowercase alphanumeric characters. Your user ID **cannot**:

- Begin with a number
- Contain spaces, symbols, or capital letters

You **cannot** use the following reserved terms as a user ID:

adm	binftp	halt	nobody	rpc	system
admin	body	iusrlp	nscdntp	rpcuserrpm	uucp
administrator	games	mailnull	operator	smmsp	vcsa
anonymous	gopher	news	pcap	sshd	
backup	guest	nfsno	root	sync	

### Choosing a Password for Your Server

Your server's password, along with your user ID, is used to connect to or gain root access to your server. Keep in mind that Assisted Service Plan servers do not allow root access.

To ensure your server is kept secure, your password must:

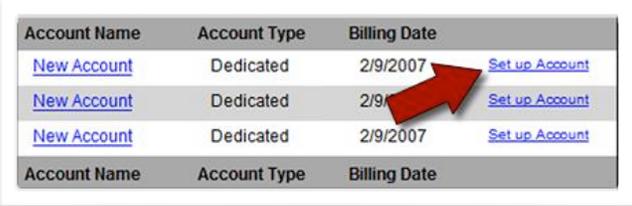
- Contains 7–14 characters
- Includes lowercase letters, uppercase letters, and numbers
- **Not** begin with a number or symbol
- **Not** contain backslashes, colons, single quotes, double quotes, spaces, ampersands (&), or the caret symbol (^)
- **Not** contain your user name

## LOGGING IN TO YOUR MANAGER FOR THE FIRST TIME

Once you've selected a host name, user ID, and password for your server, you can log in to your Hosting Control Center and finish setting it up.

### To Finish Setting Up Your Dedicated Server Account

1. Log in to your account.
2. Under the **My Products** section, select **Servers**.
3. Next to the server account you want to set up, click **Set up Account**.
4. On the Account Setup page, enter the **host name** for your server account.
5. Enter your **user name** and **password** for your account.
6. Click **Continue**.
7. Confirm your settings and click **Submit**.



Account Name	Account Type	Billing Date	
<a href="#">New Account</a>	Dedicated	2/9/2007	<a href="#">Set up Account</a>
<a href="#">New Account</a>	Dedicated	2/9/2007	<a href="#">Set up Account</a>
<a href="#">New Account</a>	Dedicated	2/9/2007	<a href="#">Set up Account</a>
Account Name	Account Type	Billing Date	

Once you click Submit, your server should be ready to use in approximately 12 hours. You receive an email message once it is ready.

# Connecting to Your Dedicated Server

In general, there are two ways you can connect to your server. You can use a web-based interface such as Plesk, or you can connect directly to your server using the Remote Desktop Connection (RDC). Servers with Assisted Service Plan have a Plesk control panel installed by default.

Either way, you connect to your server using your server's IP address, the user ID, and the password you specified when you set up your account. If you are connecting to your account using Plesk and did not purchase Assisted Service Plan, log in with the user ID "admin" instead of the user ID you specified when you set up your account. Assisted Service Plan customers should use their user IDs.

To find the IP addresses for your server, log in to your Hosting Control Center. The Hosting Control Center lists the IP address for your server on the first page you see after you log in.

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Depending on how you configured your server, you might have multiple IP addresses. You can use any of them to connect to your server.

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## CONNECTING TO YOUR SERVER USING PLESK

Plesk is a Web-based control panel that you can use to manage your server. More specifically, you can use Plesk to set up your domain, DNS, and email on your server.

Make sure you have your IP address ready before you try to log in to Plesk. You'll need to use your IP address to access Plesk on your server. You can find your server's IP address in the Hosting Control Center.

This procedure explains how to log in to Plesk for the first time and includes some post-installation steps. You only need to perform these steps once.

### To Access Your Dedicated Server Using Plesk

1. Open a Web browser and go to:

**https://ipaddress:8443/** (*ipaddress* is your server's IP address).

---

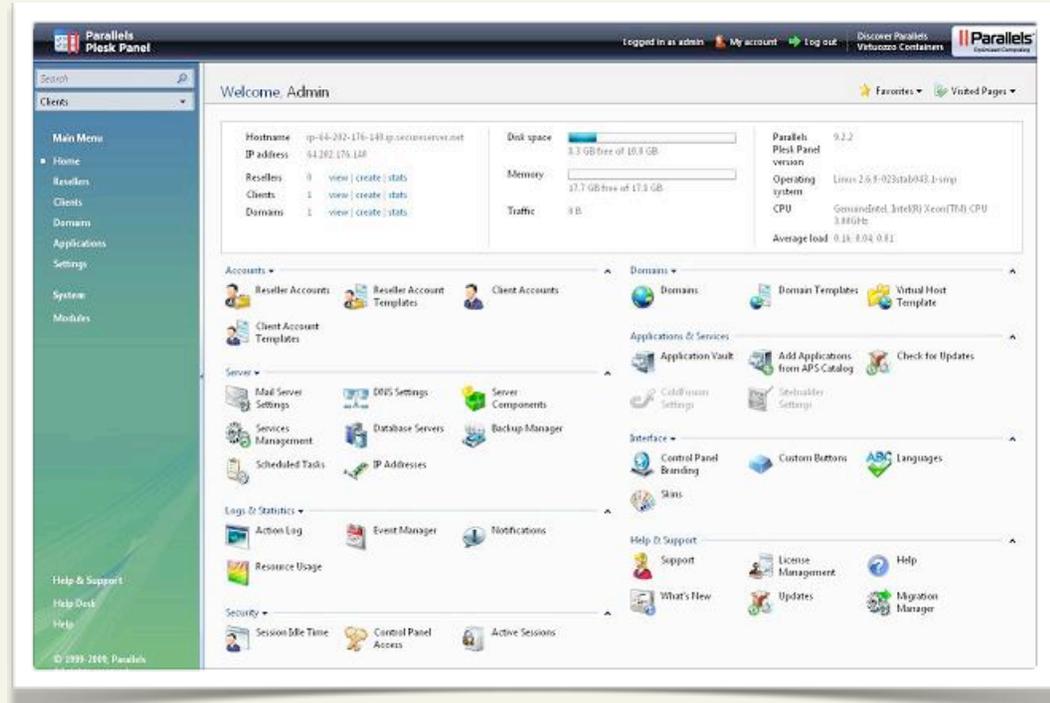
2. When the Plesk login screen displays, enter **admin** as your user name and enter the password you defined when you set up your server account.
  3. Read and accept the Parallels End-User License Agreement.
  4. The post-installation configuration page displays. In the **Full hostname** field, you can leave the default hostname that Plesk created for you, or you can enter your own fully qualified domain name. For example: host.coolexample.com.
-

5. You can keep the default settings for the **Select shared IP addresses**. Plesk automatically fills in these fields based on your server and account information.
6. Under the **Shared IP addresses** section, select the primary IP address for your server in the list of **Exclusive IP addresses**, and click **Shared >>**. If you do not plan to host multiple domains on your server, you can skip this step.
7. Enter a **password** to use with the Plesk admin user. You can use the same password that you used to log in initially or create something new.
8. Click **OK** to finish the post-installation configuration and log in to Plesk.

The screenshot shows a configuration window with a yellow warning box at the top: "Warning: Fill the requested information into the appropriate fields. This information is required for Plesk to work." Below this are three sections: "Preferences" with a "Full hostname" field containing "host.coolexample.com"; "Default IP Address" with a dropdown menu showing "10.2.98.179"; and "Shared IP addresses" with two lists (Exclusive and Shared) and "Shared >>" and "<< Exclusive" buttons. At the bottom is the "Administrator's Preferences" section with "New password" and "Confirm Password" fields, and "OK" and "Cancel" buttons. A legend indicates that fields with an asterisk are required.

The administrator interface looks like this when you log in to Plesk for the first time.

This is the main dashboard that you use to manage and monitor your server. From here, you can create new domains and email accounts, manage IP addresses, and start and stop services on your server.



Plesk has features to help you manage your server. To find out more about Plesk and the other features not covered in this guide, visit the Parallels website at: <http://www.parallels.com/products/plesk/resources/>

## CONNECTING TO YOUR SERVER USING REMOTE DESKTOP CONNECTION (RDC)

The Remote Desktop Connection feature in Windows XP lets you connect directly to your server. When you connect to your server using RDC, you create a virtual desktop to that server.

Remote Desktop Connection creates an environment very similar to Windows XP with a Start Menu, Windows Explorer, and many of the other features you are already familiar with in Windows.

Remember, before you log in to your server, make sure you have your IP address ready. You'll need to use your IP address to access your server. You can find the IP address to your server in the [Hosting Control Center](#).

### To Access Your Server Using Remote Desktop Connection

1. From the **Start Menu** in Windows XP, select **All Programs > Accessories > Communications > Remote Desktop Connection**.
2. In the **Computer** field, enter the IP address of your server. You can find your IP address in your Hosting Control Center.

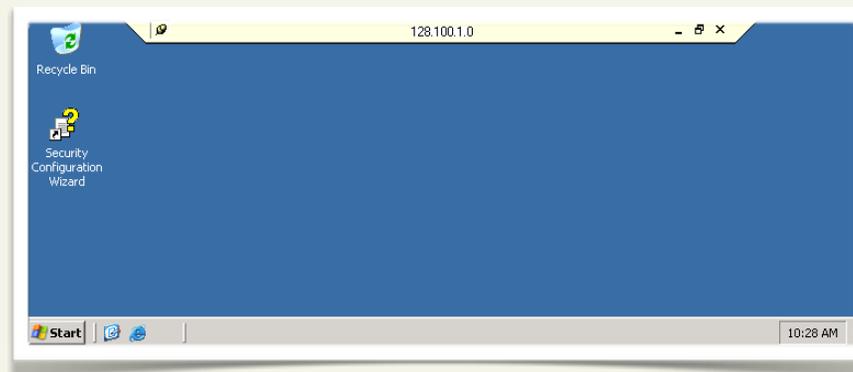


3. Click **Connect**.
4. Enter your **User name** and **Password**.  
This is the user ID and password you created when you set up your account.



Once you log in, you can manage your server the same way you would in a typical Windows environment. You can access Internet Information Services (IIS) through the Windows Control Panel and launched programs using the shortcuts on your desktop.

This is an example of what your server looks like when you log in for the first time using RDC:



For more information about Remote Desktop Connection, visit:

<http://www.microsoft.com/windowsxp/using/mobility/getstarted/remoteintro.msp>

## CLOSING YOUR REMOTE DESKTOP CONNECTION

Your Windows server times out after five minutes if RDC is shut down without logging off, or after 15 minutes of inactivity. Unfortunately, you can't change the default session time out setting.

If you plan to access your server again soon using RDC, remember to log off instead of simply closing the window. If you close the window, you must wait five minutes before you can log in to your server again.

To log off of your server using RDC, select **Start > Log Off** in the Remote Desktop window.

# Adding a Domain to Your Server

As you might already know, a domain name works a lot like an address forwarding service.

All of your website content is on a computer with a unique address, your IP address. This is the same IP address that you use to connect to your server using Plesk. Your domain name directs visitors to your site using this IP address.

Before you set up a domain to host on your server, make sure you have already registered that domain through an accredited domain registrar.

To make the connection between domain name and IP address work, you need to first set up a domain and hosting on your server using Plesk. This section of the guide walks you through the necessary steps:

- Step 1 – Creating a Client in Plesk

---

- Step 2 – Creating a New Domain in Plesk

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## LOGGING IN TO PLESK

There are two ways to access the Plesk control panel on your server. You can log in to the Hosting Control Center and click the Launch Plesk icon, or you can go to:

**https://ipaddress:8443/** (*ipaddress* is your server's IP address).

## STEP 1 - CREATING A CLIENT IN PLESK

Before you add a domain to your server, you need to create a client in Plesk. All domains in Plesk have to be associated with a client, or user, other than admin.

You can use one client to set up multiple domains on your server.

### To Create a Client in Plesk

1. Log in to Plesk using **admin** for your Login and the password you created when you logged in to Plesk for the first time.  
.....
2. If this is the first time you have logged in to Plesk, you'll need to read and agree to the Parallels End-User License Agreement, and set up a new admin password for Plesk.  
.....
3. From the menu on the left, select **Clients**.  
.....
4. Click **Add New Client Account**.  
.....

5. To create a new client account, enter a **Contact name**, **Login**, and **Password**. The other fields on this page are optional.

6. Click **Next**.

7. The next screen lets you limit the **Resource Usage** of the client. The default settings are typically acceptable unless you are reselling space on your server and allowing customers to manage their domains.

8. The next screen will allow you to set permissions for the client. Click **Next**.

9. To associate this client with a new domain, you need to associate your client with an IP pool. From the list of **Vacant IPs**, select an IP and add it to the Client's IP Pool. Click **Next**.

10. Click **Finish**.

Home > Client Accounts > **Create a New Client Account**

**Create Client Account**  
Specify the information about the new client and click Finish.

Personal information

Company name

Contact name \*

Login \*

Password \*

Confirm password \*

Phone

Fax

E-mail

Address

City

State/Province

Postal/ZIP code

Country

Interface language

Interface skin

Create user account based on a template

\* Required fields

## STEP 2 - CREATING A NEW DOMAIN IN PLESK

After you set up a client in Plesk, you can create your new domain. If you have not set up a client in Plesk already, see the previous section, Step 1 – Creating a Client in Plesk. The following example will setup the domain with hosting. It is also possible to set up the domain as a forwarding domain or without hosting. Hosting can be configured for any domain after the initial setup from **Domains** -> (*domain name*) -> **Web Hosting Settings**.

### To Add a New Domain in Plesk

1. If you are not already logged in to Plesk, log in using **admin** for your login and the password you created when you logged in to Plesk for the first time.  
.....
2. From the menu on the left, select **Clients**.  
.....
3. Select the client you want to create the domain for. In this case, we are going to select the client that we created in Step 1 – Creating a Client in Plesk.  
.....
4. Click **Domains**.  
.....

5. Click **Create Domain**. The Create Domain screen displays.

6. Select the checkbox next to **WWW** in the Domain name field, enter a valid domain name (for example, cooexample.com). Keep the default settings for the **Use domain template settings** and **Assign IP address** fields.

7. Enter an **FTP Login** and **Password** for this domain.

8. Click **Next**. The next page allows you to further define the hosting for the domain.

9. If you want to set limits for the domain, you may do so from the **Limits** screen.

10. Click **Finish**.

You can now access the directory for your domain and upload files using Plesk. **However, to view your website online, you need to configure the DNS for your site.**

The screenshot shows the 'Create Domain' wizard in Plesk. The title bar reads 'Create Domain'. Below the title, it says 'Create new domain for Admin' and provides instructions: 'To create the domain and proceed to allocating resources, click Next >>. To create the domain without adjusting the resource limits, click Finish.'

The form is divided into several sections:

- Domain name and IP address:**
  - Domain name \*: WWW  cooexample.com
  - Assign IP address: 64.202.176.140 (shared)
  - Use domain template settings: Default Domain
- Services:**
  - Switch on service:
    - Mail
    - DNS
- Hosting configuration:**
  - Hosting type:
    - Web Site Hosting (Host a Web site on this server)
    - Forwarding (Redirect visitors to another Web site)
    - No Hosting (Do not host a Web site at the moment)
- Hosting settings:**
  - Login \*: [text input] (This login is used to access your web site through FTP)
  - Password: [text input] (This password is used to access your web site through FTP)
  - Confirm password: [text input]

At the bottom, there is a legend for '\* Required fields' and three buttons: 'Next >>', 'Finish', and 'Cancel'.

The next section of this guide, Setting Up DNS for Your Domains, walks you through DNS setup. Once you configure the DNS for your site, you can FTP into your website hosting directory in the same way that you would with a traditional hosting account.

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Plesk has features to help you manage your server. To find out more about Plesk and the other features not covered in this guide, visit the Parallels website at: <http://www.parallels.com/products/plesk/resources/> .

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# Setting Up DNS for Your Domains

Nameservers are the Internet's equivalent to a phone book. A nameserver maintains a directory of domain names that match certain IP addresses.

This makes it possible for people across the Internet to access your website using a familiar domain name, instead of having to remember a series of numbers.

This section of the guide walks you through setting up your server as the nameserver for your domain and covers the procedure for assigning this nameserver to your domain.

After you set up your DNS, it can take up to 48 hours before your domain resolves to your IP address. This period is referred to as the propagation period.

.....  
*We do not directly control the propagation period for your domain. While it should take no more than 48 hours, we cannot guarantee this time frame.*  
.....

## STEP 1 - CREATING A ZONE FILE FOR YOUR DOMAIN

To use your server as a nameserver, all of the domains on your server must have a zone file, which is the file that maps your IP address to your domain name. This is easy because Plesk automatically creates a zone file for any domain you set up.

If you have not set up your domain in Plesk, see [Adding a Domain to Your Server](#).

## STEP 2 - CREATING AND REGISTERING YOUR DOMAIN HOSTS

Once you set up a domain and create a zone file in Plesk, you need to create and register two domain hosts for your domain. If your domain is registered with us, you can log in to your account manager to complete this step.

If your domain name is registered with another company, you need to contact them for instructions regarding domain host registration.

### To Register Your Domain Hosts

1. Log in to your account.  
.....
2. Under the **My Products** section, select **Domain Manager**.  
.....
3. Click the domain name you're going to host on your server. In this example, we'll use coolexample.com.  
.....
4. On the bottom-left of the page under **Host Summary**, click **Add**.  
.....

5. Enter a **Host name** for each domain host. This prefix can be anything that is easy for you to remember, like NS1 and NS2 (**NameServer1** and **NameServer2**). You will need to create two host records.

The screenshot shows a dialog box titled "Set Host and IP Addresses". It contains a "Host name:" field with "NS1" entered and a domain dropdown menu set to "COOLEXAMPLE.COM". There is also a checked "IPv6" checkbox. Below these are 13 input fields for "Host IP 1" through "Host IP 13". The "Host IP 1" field contains "10.0.0.1". At the bottom right are "OK" and "Cancel" buttons.

6. Enter the **Host IP** – your server’s IP address. You can find the IP address for your server in the Hosting Control Center.
7. Click **OK** and repeat these steps to create another host for NS2.

These domain hosts can be used for other domains hosted on your server. You do not need to create new domain hosts for each of your domains.

### STEP 3 - ASSIGNING THE NAME SERVERS TO YOUR DOMAIN

Now that you created and registered two domain hosts, you need to change the information for your domain to use these new servers. If your domain is registered with us, you can log in to your account manager to complete this step.

If your domain name is registered with another company or you manage the DNS for your domains with a third-party tool, you'll need to contact them for information about assigning nameservers to your domain.

### To Assign the Name Servers to Your Domain

1. Log in to your account.
2. Under the **My Products** section, select **Domain Manager**.
3. Click the domain name you want to host on your server.
4. Under **Name Servers** click **Manage**.
5. Choose **I host my domains with another provider**. For Nameserver 1 and Nameserver 2, enter the names of the domain hosts you created previously. In this example, we're using ns1.coolexample.com and ns2.coolexample.com.
6. Click **OK**.

**Set Nameservers** \* Required

If you are hosting your Web site with us (you have a hosting account with us associated with this domain) or you want to Park or Forward your domain, we will automatically set your nameservers for you.

I want to **park** my domains.  
 I want to **forward** my domains.  
 I have a **hosting account** with these domains.

If you are hosting your Web site with some other company (you have a hosting account at another provider that is associated with this domain), then enter your provider's nameservers (you must enter at least two nameservers).

I host my domains with **another provider**.

Nameserver 1: \*  Nameserver 2: \*  Nameserver 3:  Nameserver 4:

[Add more](#)

**Did You Know?**

Domains using our nameservers benefit from our worldwide DNS presence through Anycast DNS.

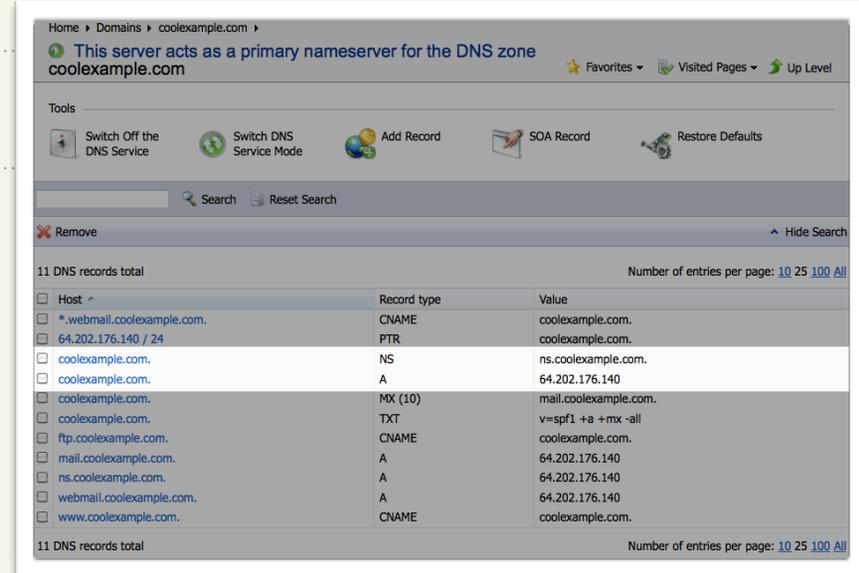
[Learn More](#)

## STEP 4 - MODIFYING THE ZONE FILE FOR YOUR DOMAIN

Now that you have created and applied custom nameservers to your domain, the zone file will need to be updated. For this example, we will continue with coolexample.com. Log in to Plesk.

### To Update Your Zone File in Plesk

1. Click **Domains**.
2. Choose your domain and click **DNS Settings**.
3. This is your domain's zone file. You will need to modify the **A** and **NS** records for ns.coolexample.com. These will be changed to NS1 to match your first nameserver. (You need to create new A & NS records the NS2 nameserver.)
4. Click on the record to modify it. Make the desired changes and click **OK**.



- To add a record, click **Add Record** from the DNS Settings page. Make sure to add both an **A Record** type and a **NS Record** type.

When complete, you should have two NS records (ns1 & ns2) and two corresponding A records (mapping ns1 & ns2 to your server IP). Once you have verified the settings are correct, click **Update** to save your changes.

When you're done, your changes should look something like this:

<input type="checkbox"/> Host	Record type ^	Value
<input type="checkbox"/> coolexample.com.	NS	ns1.coolexample.com.
<input type="checkbox"/> coolexample.com.	NS	ns2.coolexample.com.
<input type="checkbox"/> coolexample.com.	A	64.202.176.140
<input type="checkbox"/> mail.coolexample.com.	A	64.202.176.140
<input type="checkbox"/> ns1.coolexample.com.	A	64.202.176.140
<input type="checkbox"/> ns2.coolexample.com.	A	64.202.176.140
<input type="checkbox"/> webmail.coolexample.com.	A	64.202.176.140

## ACCESSING YOUR DOMAIN USING FTP (UPLOADING FILES)

After you set up your DNS, it can take up to 48 hours before your domain resolves to your IP address. This period is referred to as the propagation period.

Once your domain resolves, you will see the default Plesk index page when you type your domain name into a browser.

This is an example of the default Plesk index page.

When this page displays, you can connect to the hosting account for your domain using FTP or through Plesk to upload files to your website.



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To make your web pages viewable, upload them to the “httpdocs” directory in your hosting account. This directory is the root directory for your website.

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# Setting Up Email on Your Server

Once you have set up your domain and hosting, setting up email accounts in Plesk only takes a few steps.

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If you followed the procedure in the previous section of this guide to set up your domain's DNS, you do not need to modify your MX records to set up email accounts in Plesk.

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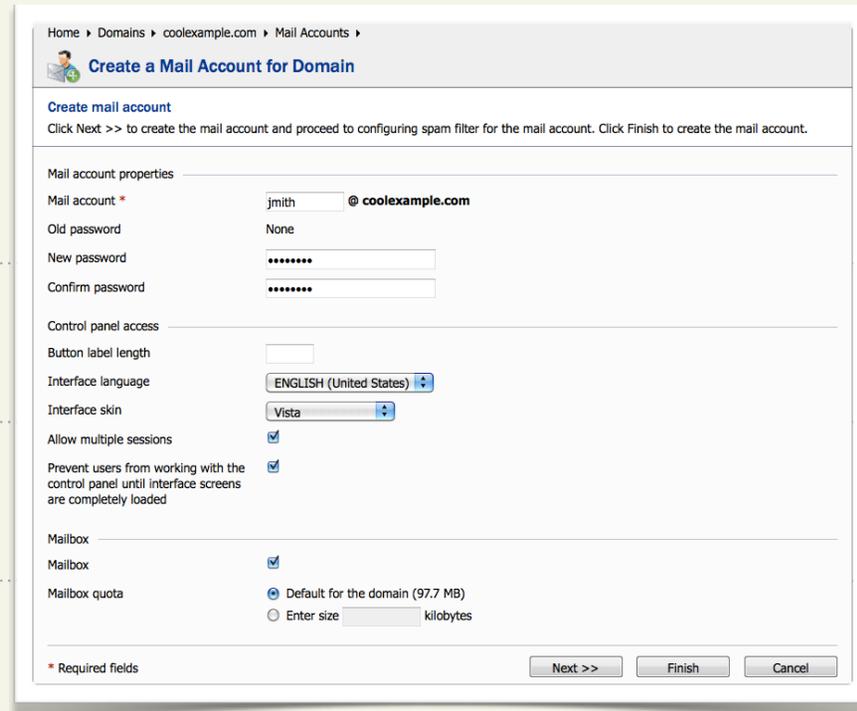
## USING PLESK TO SET UP AN EMAIL ACCOUNT

The easiest way to set up an email account for a domain on your server is using the Plesk control panel.

### To Set Up Email Accounts for Your Domain in Plesk

1. If you're not already logged in to Plesk, log in using **admin** for your login (or the login you defined during account set up, if you're an Assisted Service Plan user) and the **password** you created when you logged in to Plesk for the first time.
  2. From the menu on the left, select **Domains**.
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3. From your list of domains, click the domain name that you want to set up an email account for. In this example, we set up an email account for coolexample.com.
4. Click the **Mail Accounts** icon on the Domain administration page.
5. The Mail Name Overview page displays. In the **Tools** section, click **Create mail account**.
6. Enter a **Mail name** for this email account. In this example, we'll create an account for Admin (**admin@coolexample.com**). Click **Finish** when you are done.



Now, you can further customize the settings for this account from within Plesk or connect to your account using an email client or Webmail.

## ACCESSING YOUR ACCOUNT WITH AN EMAIL CLIENT

To access your email account using an email client, such as Outlook®, Thunderbird™, or Entourage®, you need this information:

User Name	The name of the email account you created in Plesk, for example: <b>admin@coolexample.com</b> .
Password	The password you specified in Plesk when you set up your email account.
POP3	<b>mail.coolexample.com</b> ( <i>coolexample.com</i> is your domain name).
SMTP Setting	<b>mail.coolexample.com</b> ( <i>coolexample.com</i> is your domain name). The outgoing (SMTP) server requires authentication and uses the same user name and password as the incoming (POP3) server

For more information about setting up mail accounts in Plesk, you can look at the Plesk documentation on Parallel's website.

## USING WEBMAIL TO ACCESS YOUR EMAIL

Instead of accessing your email using a traditional email client, you can access your email on the Web using a standard Web browser.

If you have Webmail enabled in Plesk, you can access your email at:

**http://webmail.coolexample.com** (*coolexample.com* is your domain name).

Log in to your account using the user name and password you set up in Plesk or provided to you by your administrator.