

Using the university computers

When you use the computers anywhere in the university, it is important to realise how they work. When you log in with your personal account information, you gain access to the P-drive, which is your own personal hard disk space and it is accessible no matter where in the university you log in. You also have (limited) access to the C-drive, which simply contains the contents of the computer you are currently working on. While in some directories of this C-drive you have permission to save your files, we *strongly* recommend using your personal P-drive for the exercises, or, better yet, taking along a flash drive (USB stick), and/or e-mailing the files to yourself (better safe than sorry).

You can also access your personal drive (and several other university applications) from home, by using the university's remote access tool:

<https://remote.campus.leidenuniv.nl/Citrix/XenApp/site/default.aspx>

Here you log in with the same username and password you use on the university computers. After logging in, click on Explorer (or Verkenner, if your account is set in Dutch), and you will be able to reach the files on your P-drive.

NB: While this can be a useful tool for emergencies, we recommend not to trust on it, since it is rather volatile and does not always work.

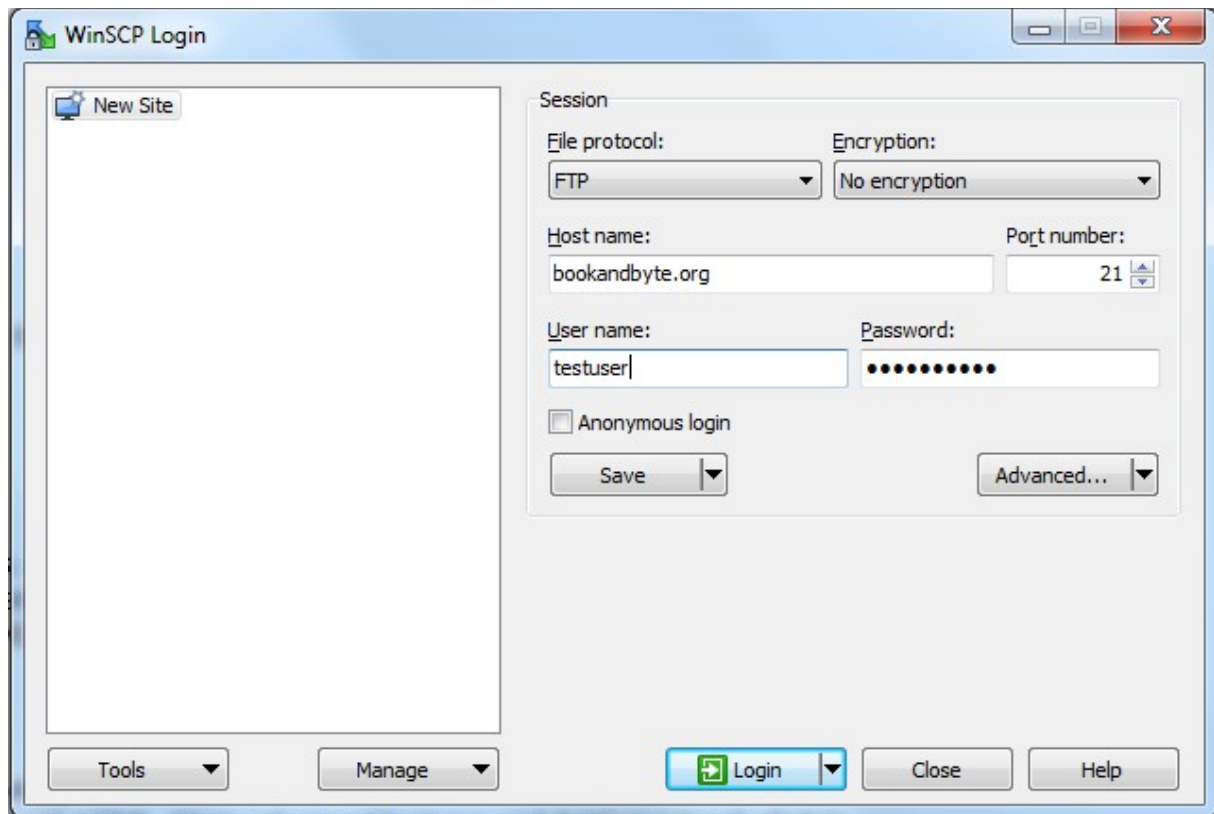
Access to the server

During the DMT course, you will be asked to upload your homework assignments and exercises to our Book and Byte server. In order to gain access, you can use the program **WinSCP**. This program is installed on the computers in the Lipsius building under

START > All Programs > **WinSCP**

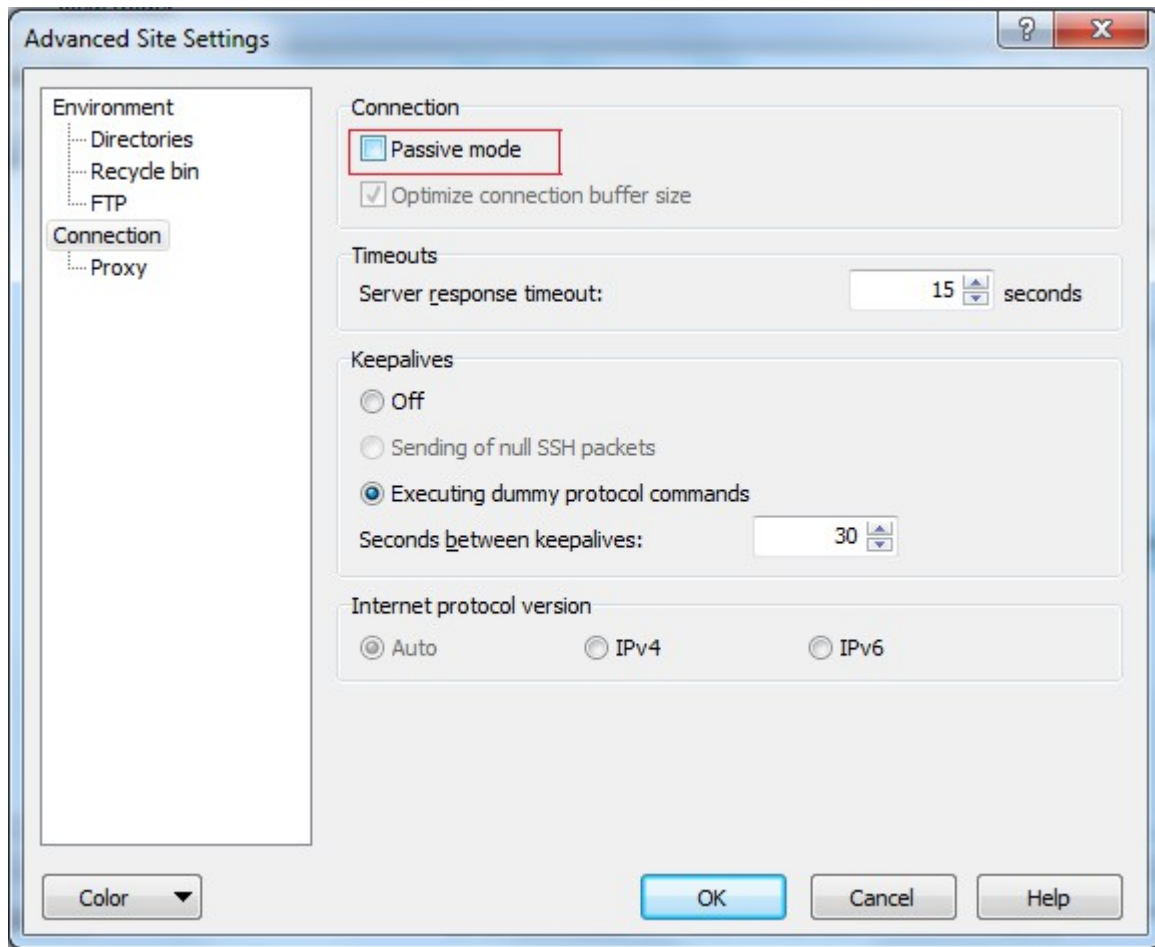
For access from home you can also use WinSCP, which can be freely downloaded from <http://winscp.net/eng/download.php>. Another popular alternative is FileZilla, which can be downloaded from <https://filezilla-project.org/download.php?type=client>.

In WinSCP, at the left side of the screen, click on New Site. To the right, fill in the fields as follows:



For user name and password (where it says “testuser”), use the personal information that we sent you by e-mail.

Then, click on Advanced... and in the left-hand menu click on Connection, uncheck Passive Mode, and click on OK.



Now you can click on Save, choose a name for your FTP session (I recommend just leaving it as it is) and click on OK. If everything went right, a new entry will have been added to the list on the left. From now on, you can access the server simply by selecting this entry and clicking on Login.

After logging on, find your last name in the list of folders presented to you, and click on it. You are now in your own personal directory where you can upload your homework exercises and assignments. Using WinSCP is roughly similar to using Windows Explorer; you can drag-and-drop files from your computer to the server, you can right click files and delete them, etc. Usually, after you log in, the left side of the window will be a local drive, and the right side of the window the server, so you locate your files on the left and drag them to the window on the right. If you try to upload files that are already on the server (and with the same filename) WinSCP will ask you if you want to overwrite. In general, it is wise to click on the arrow next to Yes and opt for “Newer only”, which will only upload the files you have been working on since you last uploaded.

NB: We recommend making directories within your own personal directory to separate the various assignments. Logical would be to create and work in the directory wk1 during the first week, wk2 during the second, etc. For our convenience, could you please name the homework exercises clearly, with filenames such as “homework_week1.html”, “homework_week2.xml”, etc.

Creating and editing HTML/XML/XSLT/CSS documents

For the seminars and exercises on HTML, XML and XSLT, we recommend using the software package **Oxygen**. This program is installed on all computers in the Lipsius building, and can be found under:

START > All Programs > Oxygen XML Editor > **Oxygen XML Editor** (the one with this icon:



In the seminars, Oxygen will be used by the staff in demonstration and instruction. Of course, you are welcome to use your own favorite editor – if you have one. While Oxygen is not a free software package, you can use a trial version of it at home for a month, which can be found here: http://www.oxygenxml.com/download_oxygenxml_editor.html

After you have started the Oxygen program, go to File > New and then click on the file type required (XML Document, XSLT Stylesheet, HTML, CSS, etc). This is important for the editor to know because it will color code the text you type in order to help you gain better insight in your code.