



## Getting Started with Web Hosting, Email & FTP



Taking care of *Irish* business since 2003

## Table of Contents

Table of Contents .....	1
Remove Parking from a Domain & Add Web Hosting.....	3
Step 1.....	3
Step 2.....	3
Step 3.....	4
Step 4.....	4
Step 5.....	4
Step 6.....	5
Step 7.....	5
Step 8 (Optional) .....	6
Step 9.....	6
Add Email Hosting, Set Up Email Addresses & Webmail.....	8
Step 1.....	8
Step 2.....	8
Step 3.....	8
Step 4.....	9
Step 5.....	9
Step 6.....	9
Step 7 (Optional) .....	10
Step 8.....	11
Adding Webmail Access (ox.blacknight.com).....	12
Step 1.....	12
Step 2.....	12
Step 3.....	12
Step 4 (Optional) .....	13
Step 5.....	13
Step 6.....	13
Create & Retrieve FTP Details .....	14
Step 1.....	14
Step 2.....	14
Step 3.....	14
Step 4.....	15
Add a Site to Filezilla with your FTP Details .....	16
Step 1.....	16

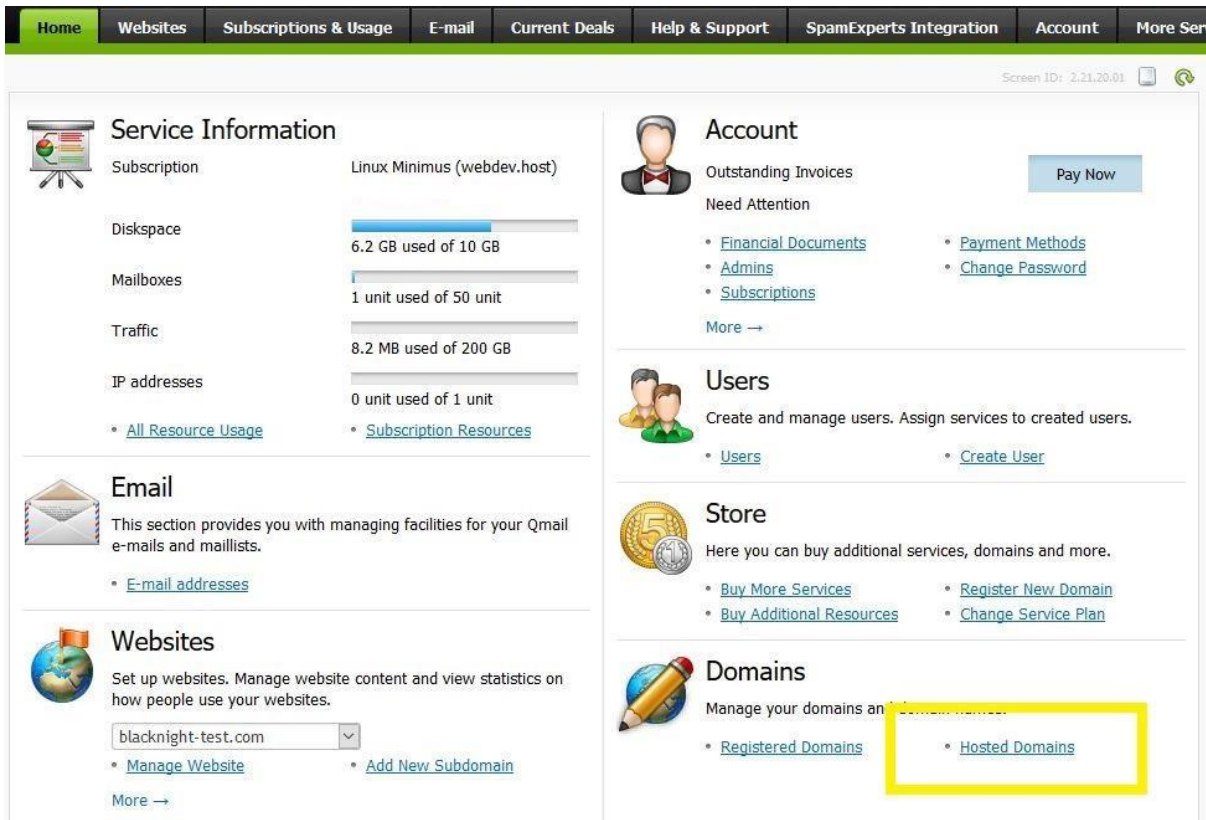
Step 2.....	16
Step 3.....	17
Step 3.....	17
Step 44.....	<b>Error! Bookmark not defined.</b>

## Remove Parking from a Domain & Add Web Hosting

When a domain is purchased with, it will be added to your Blacknight account automatically. 'Parking' is assigned to the domain name for the hosting type. To remove or change this, login to your Blacknight account via <https://cp.blacknight.com>.

### Step 1

Under the 'Home' tab, click 'Hosted Domains'



The screenshot shows the Blacknight account dashboard with a navigation menu at the top. The 'Hosted Domains' link is highlighted in a yellow box. The dashboard includes sections for Service Information, Account, Email, Websites, and Domains.

### Step 2

Your domain will be listed with Web Hosting set to 'Parking'. Click on your domain highlighted in blue as indicated below.

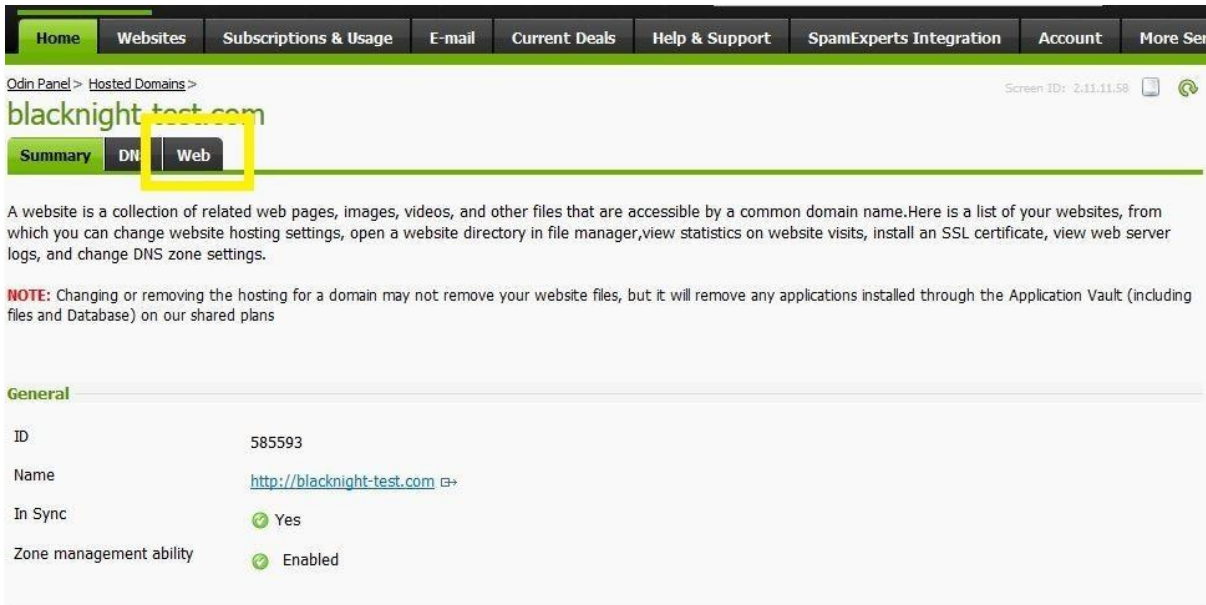


The screenshot shows the 'Hosted Domains' page with a table of domains. The domain 'blacknight-test.com' is highlighted in a yellow box. The table has columns for ID, Domain name, Web Hosting, Mail Hosting, In Sync, and Enabled.

ID	Domain name	Web Hosting	Mail Hosting	In Sync	Enabled
366920	<a href="#">bkdemo.website</a>			Yes	Yes
585593	<a href="#">blacknight-test.com</a>	Parking		Yes	Yes

### Step 3

Click on the 'Web' tab

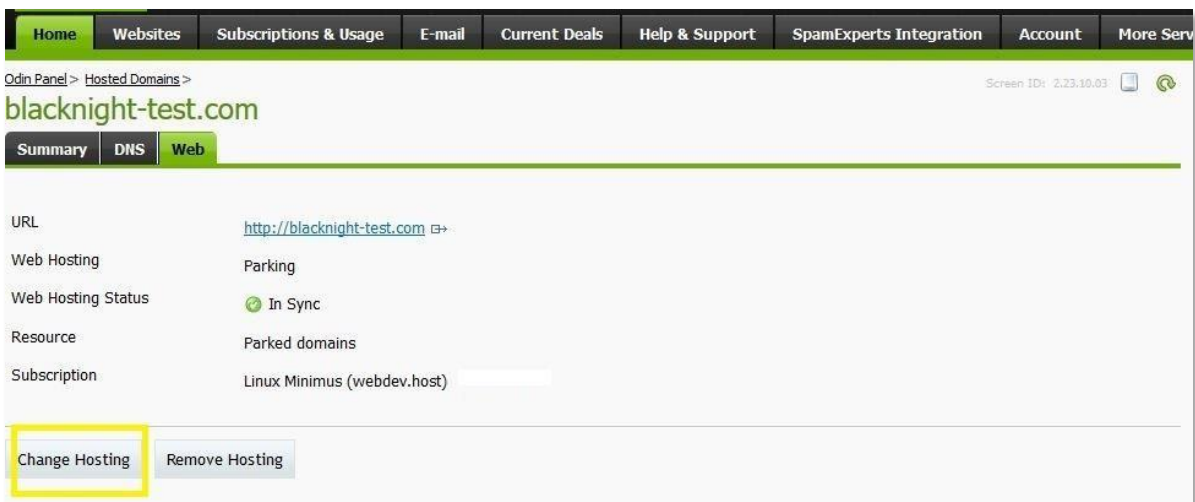


The screenshot shows the Odin Panel interface for a domain named 'blacknight-test.com'. The top navigation bar includes 'Home', 'Websites', 'Subscriptions & Usage', 'E-mail', 'Current Deals', 'Help & Support', 'SpamExperts Integration', 'Account', and 'More Ser'. Below the navigation bar, the breadcrumb path is 'Odin Panel > Hosted Domains >'. The main heading is 'blacknight-test.com'. There are three tabs: 'Summary', 'DNS', and 'Web', with the 'Web' tab highlighted by a yellow box. Below the tabs, there is a descriptive paragraph about websites and a note: 'NOTE: Changing or removing the hosting for a domain may not remove your website files, but it will remove any applications installed through the Application Vault (including files and Database) on our shared plans'. A 'General' section follows, containing a table with the following data:

General	
ID	585593
Name	<a href="http://blacknight-test.com">http://blacknight-test.com</a> ↗
In Sync	✔ Yes
Zone management ability	✔ Enabled

### Step 4

Click on 'Change Hosting'



The screenshot shows the Odin Panel interface for the domain 'blacknight-test.com', with the 'Web' tab selected. The breadcrumb path is 'Odin Panel > Hosted Domains >'. The main heading is 'blacknight-test.com'. There are three tabs: 'Summary', 'DNS', and 'Web', with the 'Web' tab highlighted. Below the tabs, there is a table with the following data:

URL	<a href="http://blacknight-test.com">http://blacknight-test.com</a> ↗
Web Hosting	Parking
Web Hosting Status	✔ In Sync
Resource	Parked domains
Subscription	Linux Minimus (webdev.host)

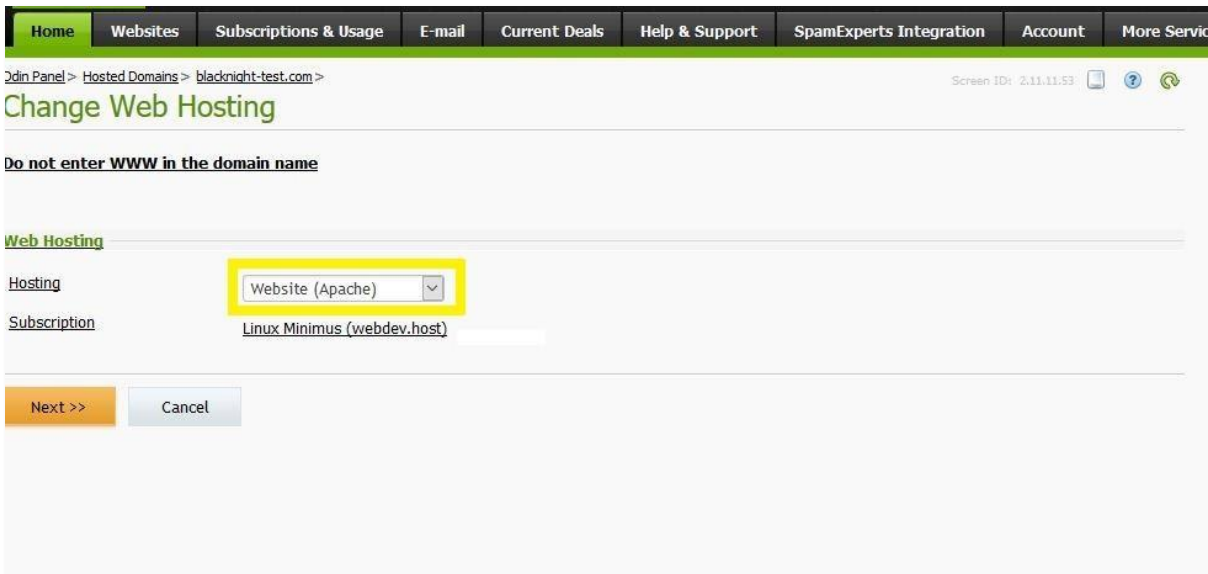
At the bottom of the page, there are two buttons: 'Change Hosting' (highlighted with a yellow box) and 'Remove Hosting'.

### Step 5

Under 'Web Hosting' select your hosting preference

1. 'Website Apache' for Linux (Preferred for PHP applications such as WordPress, Joomla & Drupal)
2. 'Website Microsoft IIS' for Windows (Suitable for ASP.Net applications)

Click 'Next »'



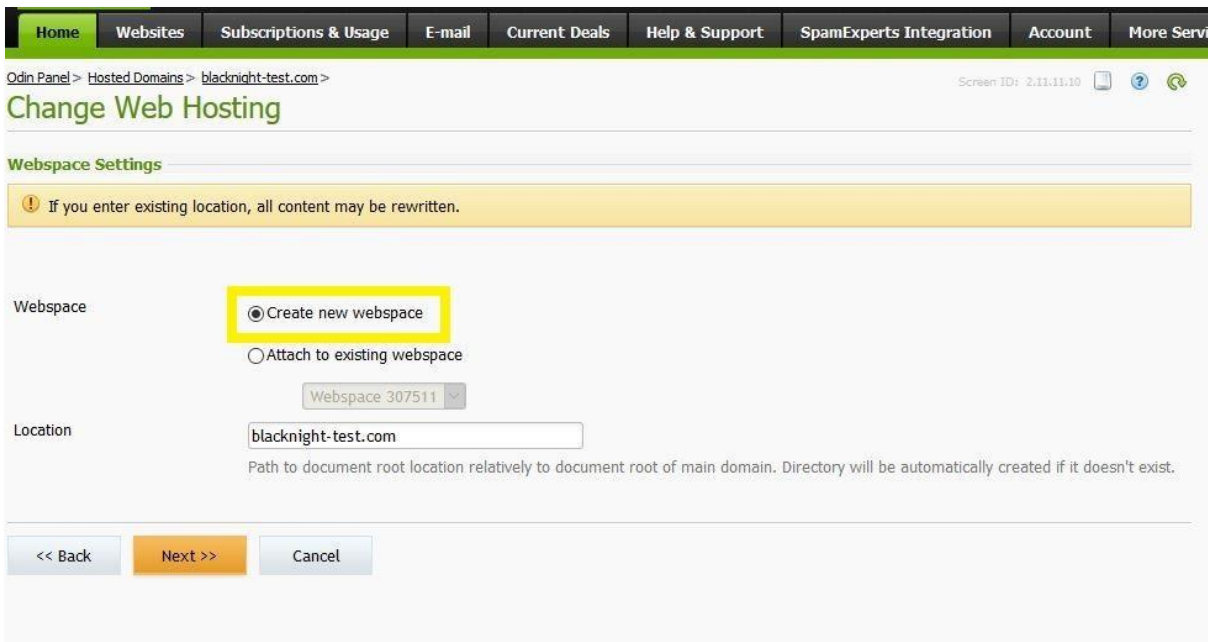
## Step 6

You will have two options here:

1. 'Create new webspace'
2. 'Attach to existing webspace'

Blacknight recommend you 'Create new webspace' for each domain.

Click 'Next »'

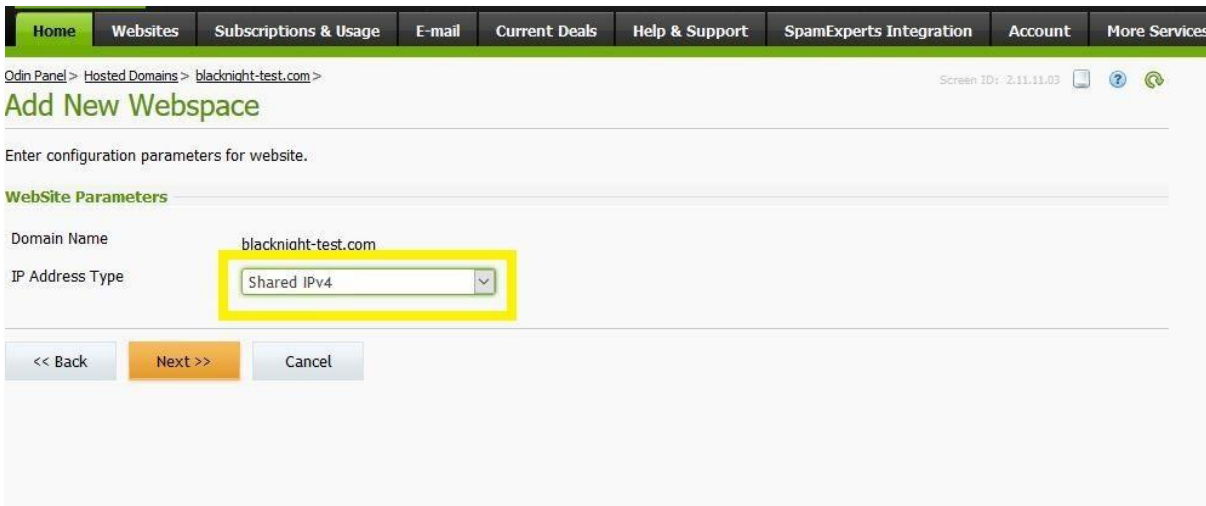


## Step 7

Leave as default 'Shared IPv4'

Click 'Next »'





Home Websites Subscriptions & Usage E-mail Current Deals Help & Support SpamExperts Integration Account More Services

Odin Panel > Hosted Domains > blacknight-test.com > Screen ID: 2.11.11.03

## Add New Webspace

Enter configuration parameters for website.

**WebSite Parameters**

Domain Name: blacknight-test.com

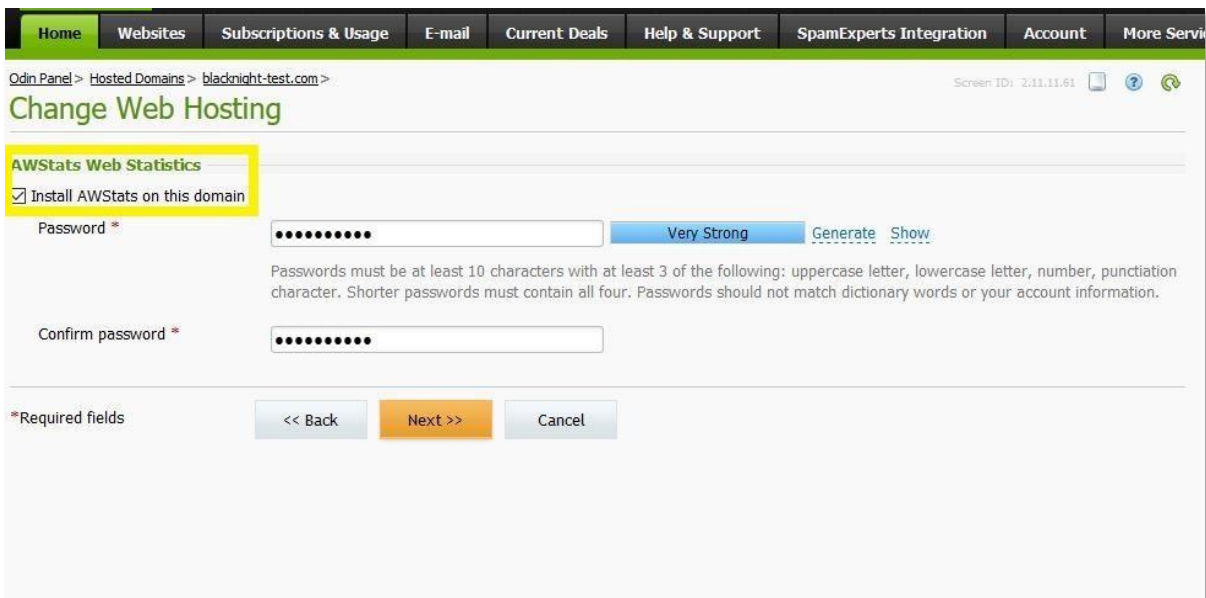
IP Address Type: Shared IPv4

<< Back Next >> Cancel

### Step 8 (Optional)

Install of AWStats on this domain. This will give you a very basic breakdown of monthly Analytics for your website. For more advanced Web Analytics we would recommend Google Analytics, which you can setup at a later stage.

Click 'Next »'



Home Websites Subscriptions & Usage E-mail Current Deals Help & Support SpamExperts Integration Account More Services

Odin Panel > Hosted Domains > blacknight-test.com > Screen ID: 2.11.11.61

## Change Web Hosting

**AWStats Web Statistics**

Install AWStats on this domain

Password \*  Very Strong Generate Show

Passwords must be at least 10 characters with at least 3 of the following: uppercase letter, lowercase letter, number, punctuation character. Shorter passwords must contain all four. Passwords should not match dictionary words or your account information.

Confirm password \*

\*Required fields << Back Next >> Cancel

### Step 9

You are done. If you are happy with everything, click 'Finish' to complete.

Home Websites Subscriptions & Usage E-mail Current Deals Help & Support SpamExperts Integration Account More Services

Odin Panel > Hosted Domains > blacknight-test.com > Screen ID: :2.11.11.57

## Change Web Hosting

You are ready to provide Website (Apache) hosting. Check entered configuration parameters carefully before finishing.

All existing applications for this website will be uninstalled.

### Webspace Settings

Webspace	New
Location	blacknight-test.com

### WebSite Parameters

Domain Name	blacknight-test.com
IP Address Type	Shared IPv4

### WebSite Configuration

PHP implementation	<input checked="" type="checkbox"/> Shared hosting PHP 7.0 CGI
--------------------	--

### AWStats Web Statistics

Install AWStats on this domain	<input checked="" type="checkbox"/> Yes
--------------------------------	---

<< Back **Finish** Cancel



## Add Email Hosting, Set Up Email Addresses & Webmail

To add email hosting and setup emails addresses with your domain, please follow the steps outlined below.

### Step 1

Click on 'Websites'

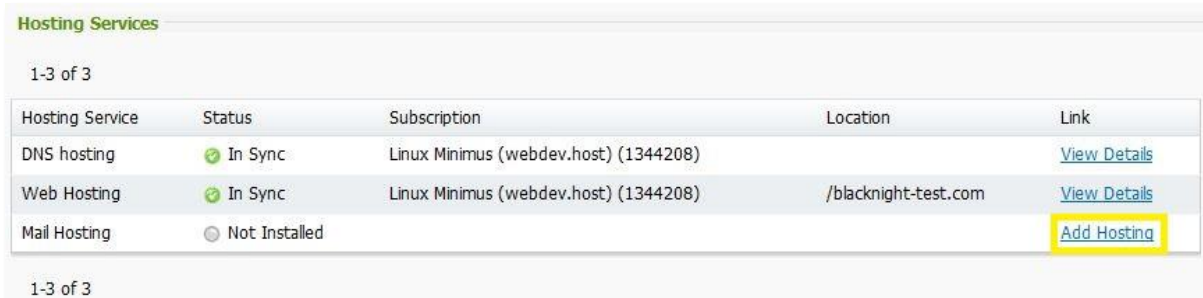
Click on the 'Domain'



ID	Domain name	Web Hosting	Mail Hosting	In Sync	Enabled
585593	blacknight-test.com	Apache WebSite (WebSpace 900451)		Yes	Yes

### Step 2

Under 'Hosting Services' next to Mail Hosting click on 'Add Hosting'

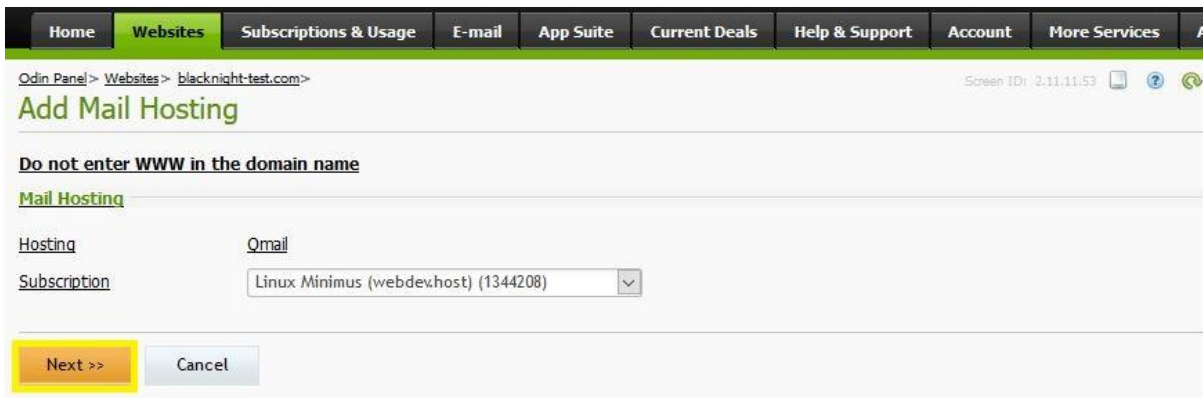


Hosting Service	Status	Subscription	Location	Link
DNS hosting	In Sync	Linux Minimus (webdev.host) (1344208)		<a href="#">View Details</a>
Web Hosting	In Sync	Linux Minimus (webdev.host) (1344208)	/blacknight-test.com	<a href="#">View Details</a>
Mail Hosting	Not Installed			<a href="#">Add Hosting</a>

### Step 3

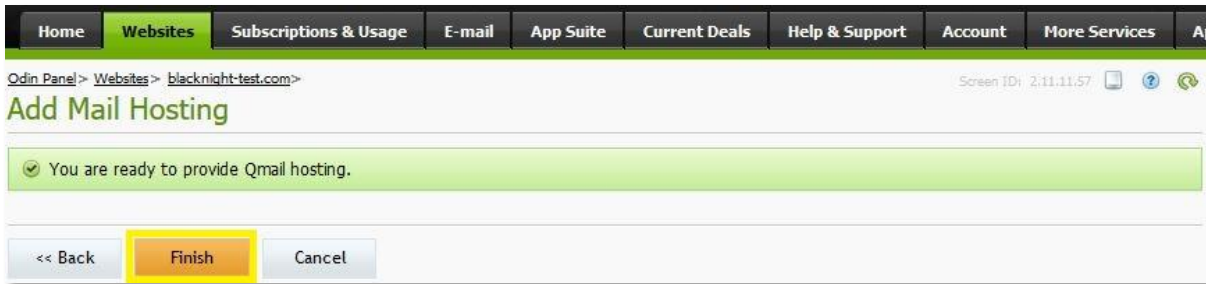
Ensure the correct Hosting Subscription is selected (you may only have one listed)

Click 'Next »'



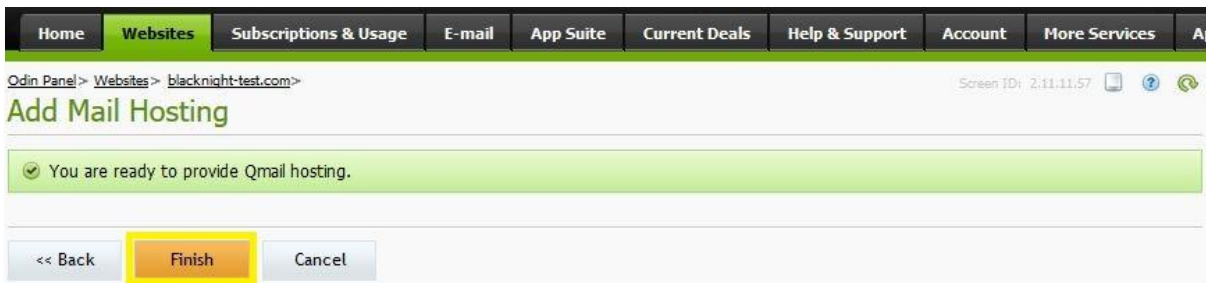
## Step 4

Click 'Finish'



## Step 5

Click 'E-mail'



## Step 6

**Display name:** This name is visible to recipients that get your emails.

**Email (To Sign In):** The email address. You may need to select the correct domain from the drop-down menu.

**Password:** The 'Generate New Password' option creates a new random password, replacing any password you entered previously. Only use this button if you want to have the system generate a password for you. Otherwise put in your own password and click 'Next »'

Odin Panel > E-mail > Screen ID: 2.11.71.24

## Add New E-mail Address

Specify properties for new Service User.

**\*\* NOTE:** The **Generate New Password** option creates a new, random, password for you, replacing any password you typed in. Only use this button if you want to have the system generate a password for you. Otherwise put in your own password and press Next\Submit.

**Service user**

User Photo  No file selected.  
Limit 96x96 pixels, 10 kB size

Display name \*

Email (To Sign In)  E-mail in existing domain  
 @

Custom e-mail

Password \*  Very Strong [Generate](#) [Show](#)

Passwords must be at least 10 characters with at least 3 of the following: uppercase letter, lowercase letter, number, punctuation character. Shorter passwords must contain all four. Passwords should not match dictionary words or your account information.

\*Required fields

### Step 7 (Optional)

Here you can adjust the size of your mailbox or enable email forwarding. Click 'Next »'

Odin Panel > E-mail > Screen ID: 2.11.71.06

## Add New E-mail Address

Enter configuration parameters for new E-mail address.

**Main**

E-mail address  @

Show in Global Address Book

**Mailbox**

Create mailbox

Mailbox enabled

Mailbox quota  maximum available value (3072000 KB)  
 custom quota value

KB  
The real limit for this option cannot exceed the maximum value.

**Forwarding**

Enable mail forwarding

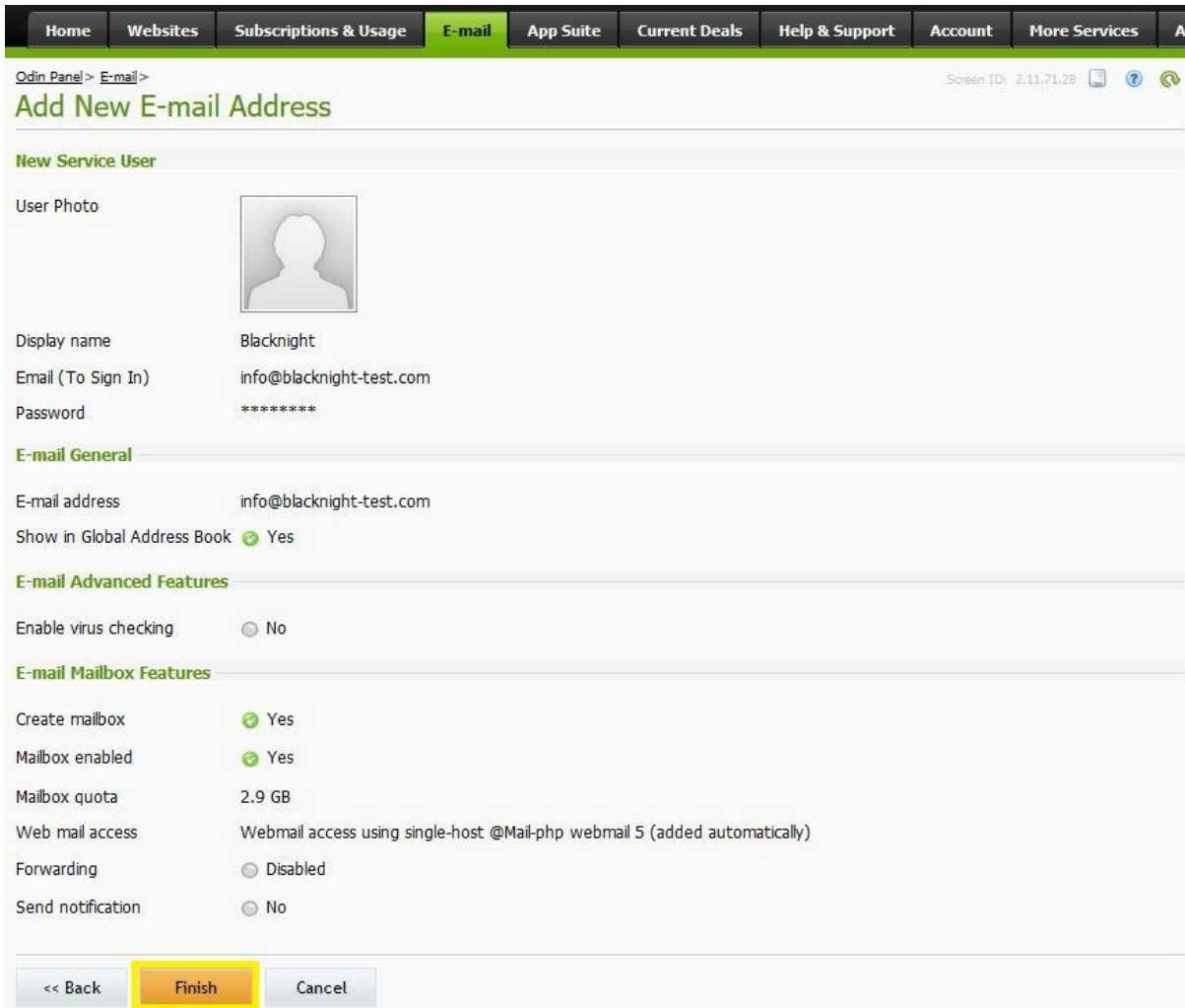
**Notification**

Send notification

Send test message to new E-mail address

## Step 8

If you need to make any changes, you can click '« Back' if you are happy with everything click 'Next »' to complete the email creation.



The screenshot shows the 'Add New E-mail Address' form in the Odin Panel. The form is divided into several sections:

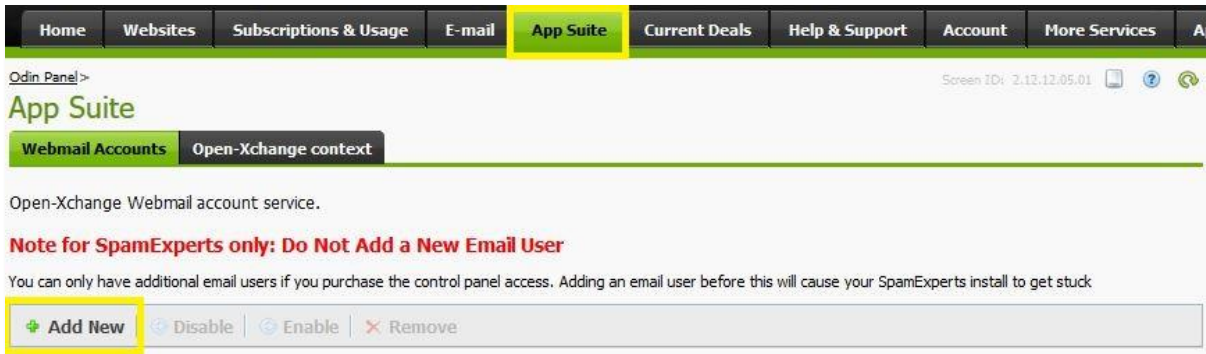
- New Service User:**
  - User Photo: A placeholder image of a person's head and shoulders.
  - Display name: Blacknight
  - Email (To Sign In): info@blacknight-test.com
  - Password: \*\*\*\*\*
- E-mail General:**
  - E-mail address: info@blacknight-test.com
  - Show in Global Address Book:  Yes
- E-mail Advanced Features:**
  - Enable virus checking:  No
- E-mail Mailbox Features:**
  - Create mailbox:  Yes
  - Mailbox enabled:  Yes
  - Mailbox quota: 2.9 GB
  - Web mail access: Webmail access using single-host @Mail-php webmail 5 (added automatically)
  - Forwarding:  Disabled
  - Send notification:  No

At the bottom of the form, there are three buttons: '<< Back', 'Finish' (highlighted in yellow), and 'Cancel'.

## Adding Webmail Access (ox.blacknight.com)

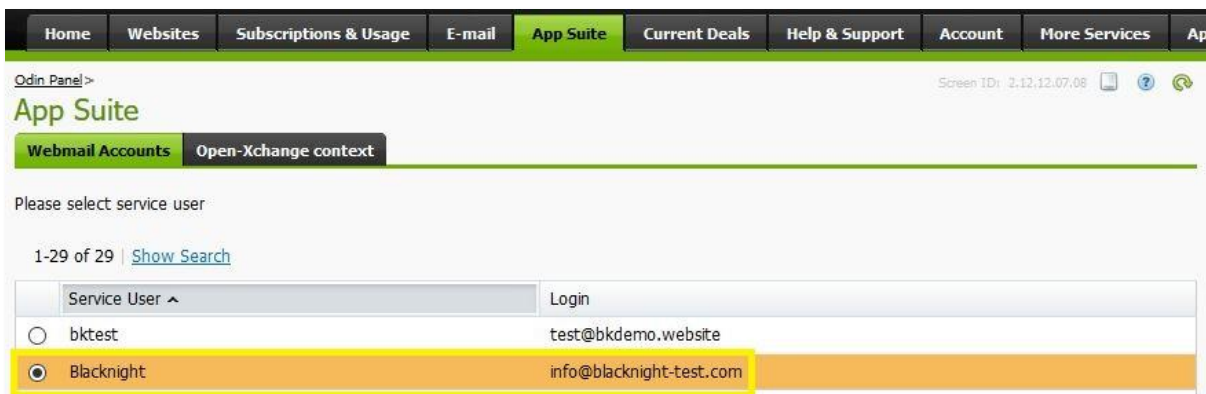
### Step 1

Click on 'App Suite' followed by '+ Add New' (you may get an option to Install first)



### Step 2

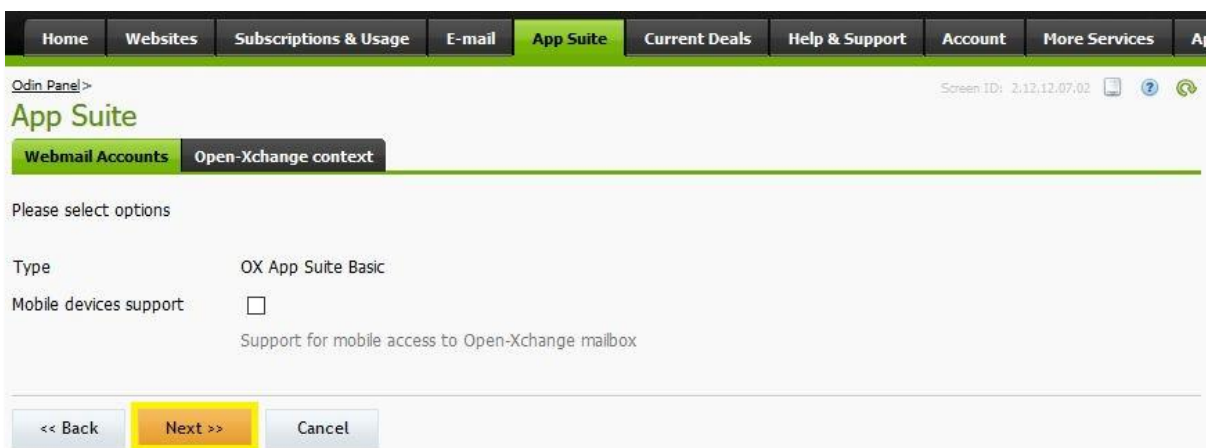
You will find the email account you created from the previous section listed here. Select it and click 'Next »'



Service User ^	Login
<input type="radio"/> bktest	test@bkdemo.website
<input checked="" type="radio"/> Blacknight	info@blacknight-test.com

### Step 3

Click 'Next »'



Please select options

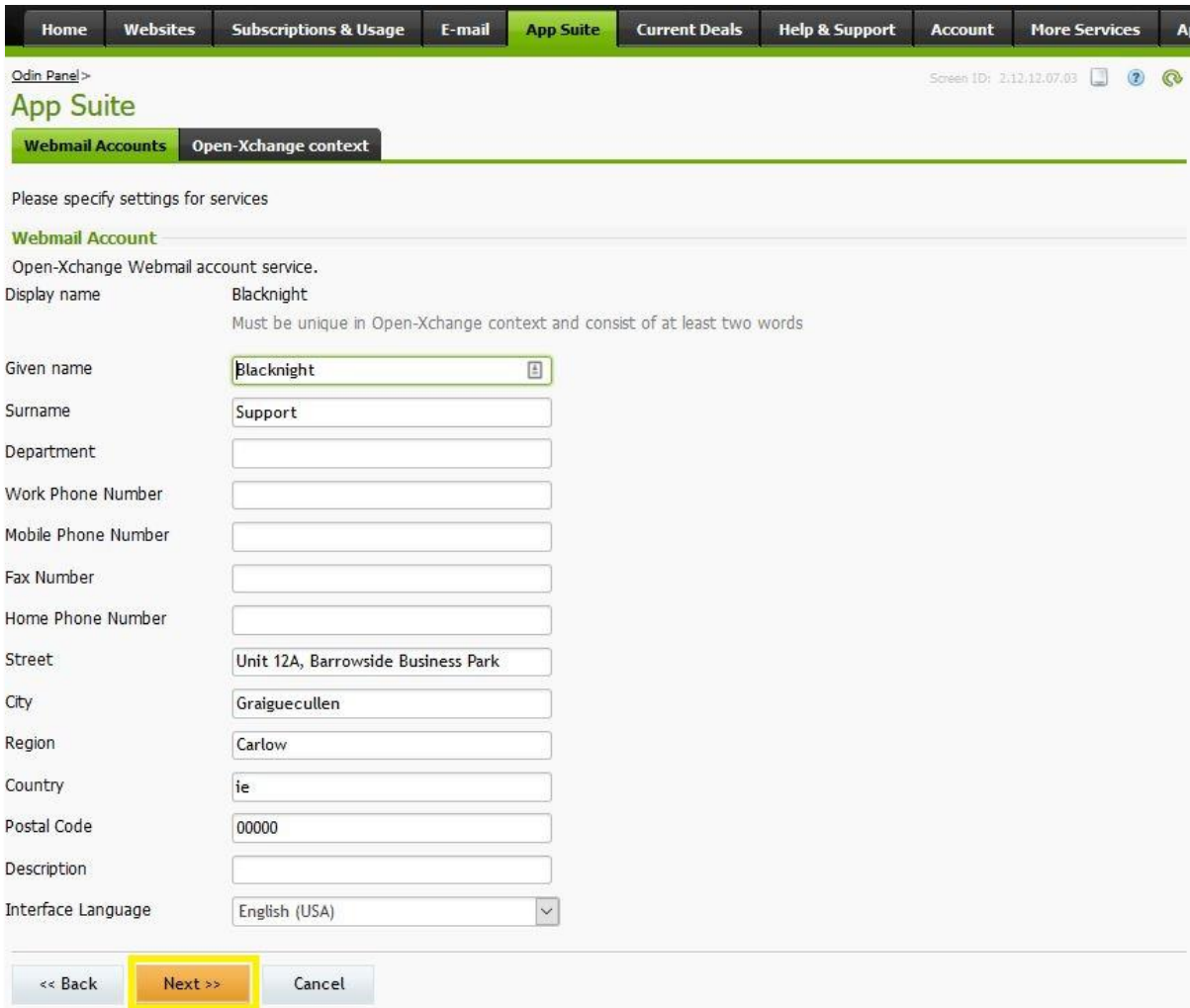
Type: OX App Suite Basic

Mobile devices support:  Support for mobile access to Open-Xchange mailbox

<< Back   **Next >>**   Cancel

### Step 4 (Optional)

Fill in the details (optional) and click 'Next »'



Odin Panel > Screen ID: 2:12,12.07.03

**App Suite**

**Webmail Accounts** | Open-Xchange context

Please specify settings for services

**Webmail Account**

Open-Xchange Webmail account service.

Display name: Blacknight  
Must be unique in Open-Xchange context and consist of at least two words

Given name:

Surname:

Department:

Work Phone Number:

Mobile Phone Number:

Fax Number:

Home Phone Number:

Street:

City:

Region:

Country:

Postal Code:

Description:

Interface Language:

<< Back | **Next >>** | Cancel

### Step 5

Click 'Finish' to complete the setup



<< Back | **Finish**

### Step 6

From now on when clicking on the App Suite tab you will see the email account listed. Click 'Open' to open the App Suite in a new tab. You can also visit <https://ox.blacknight.com> to access the email account in your favourite web browser.

<input type="checkbox"/>	Service User ^	Login	Type	Mobile devices support	Status	Entry Point
<input type="checkbox"/>	Blacknight	info@blacknight-test.com	OX App Suite Basic	Off	Provisioning	<b>Open</b> ↗



## Create & Retrieve FTP Details

### Step 1

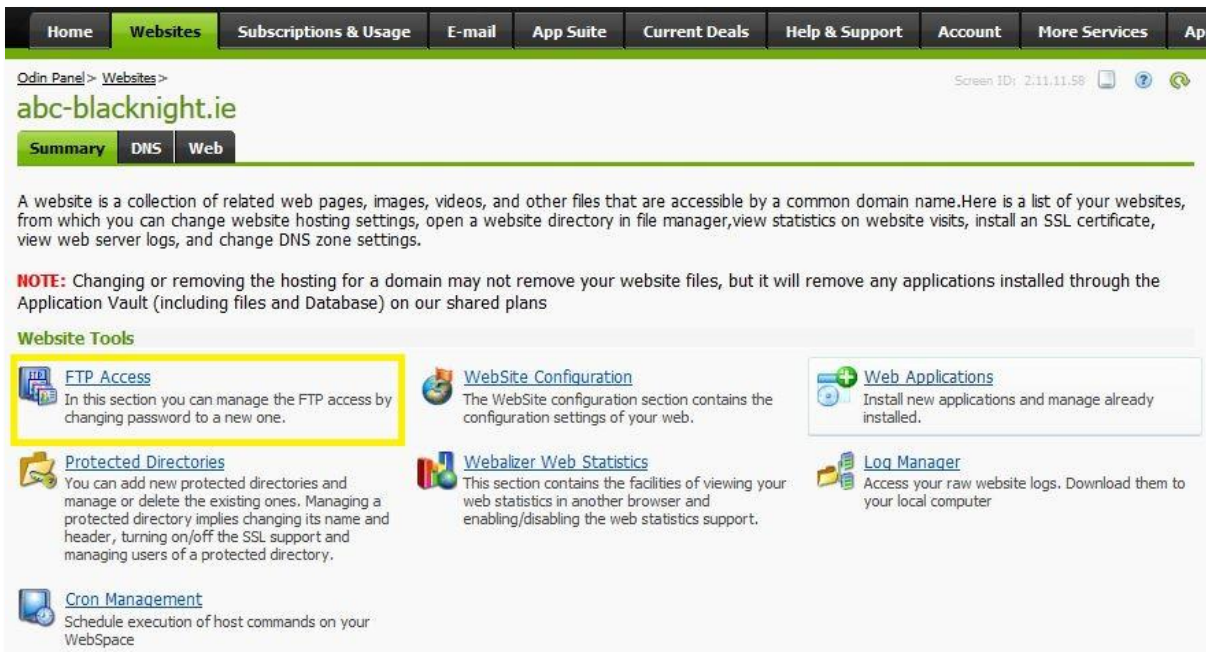
Click 'Websites' then click on the domain you want to FTP to



ID	Domain name ^	Web Hosting	Mail Hosting	In Sync	Enabled
665106	abc-blacknight.ie			No	Yes

### Step 2

Under 'Website Tool's click 'FTP Access'. Your FTP Details are listed here, if not, continue to the next step



**NOTE:** Changing or removing the hosting for a domain may not remove your website files, but it will remove any applications installed through the Application Vault (including files and Database) on our shared plans

**Website Tools**

- FTP Access**  
In this section you can manage the FTP access by changing password to a new one.
- Protected Directories**  
You can add new protected directories and manage or delete the existing ones. Managing a protected directory implies changing its name and header, turning on/off the SSL support and managing users of a protected directory.
- Cron Management**  
Schedule execution of host commands on your WebSpace
- WebSite Configuration**  
The WebSite configuration section contains the configuration settings of your web.
- Webalizer Web Statistics**  
This section contains the facilities of viewing your web statistics in another browser and enabling/disabling the web statistics support.
- Web Applications**  
Install new applications and manage already installed.
- Log Manager**  
Access your raw website logs. Download them to your local computer

### Step 3

Input a new 'FTP Login Name', a 'Password' and click 'Next »'

Odin Panel > Websites > abc-blacknight.ie > Screen ID: 2.11.32.01

## FTP Access

✔ You have to first add the FTP service before you can configure it. To begin the process of adding the FTP service, follow the steps of the Add FTP wizard.

Passwords should be at least 10 characters long with at least 3 of the following:  
Uppercase letter, lowercase letter, number, or any of the following characters: \_!-+|=.  
Other punctuation characters will not be accepted.

**General**

IP Address type:

FTP Login Name \*:

Password \*:  Very Weak [Generate](#) [Show](#)

Passwords must be at least 10 characters with at least 3 of the following: uppercase letter, lowercase letter, number, punctuation character. Shorter passwords must contain all four. Passwords should not match dictionary words or your account information.

\*Required fields

### Step 4

Click 'Finish' to add FTP Access

Now you can use these details in any FTP Client to upload/download files

Odin Panel > Websites > abc-blacknight.ie >

## FTP Access

IP Address type: Shared IPv4

FTP Login Name: ftploginname

## Add a Site to Filezilla with your FTP Details

### Step 1

Download and install FileZilla via <https://filezilla-project.org/download.php>

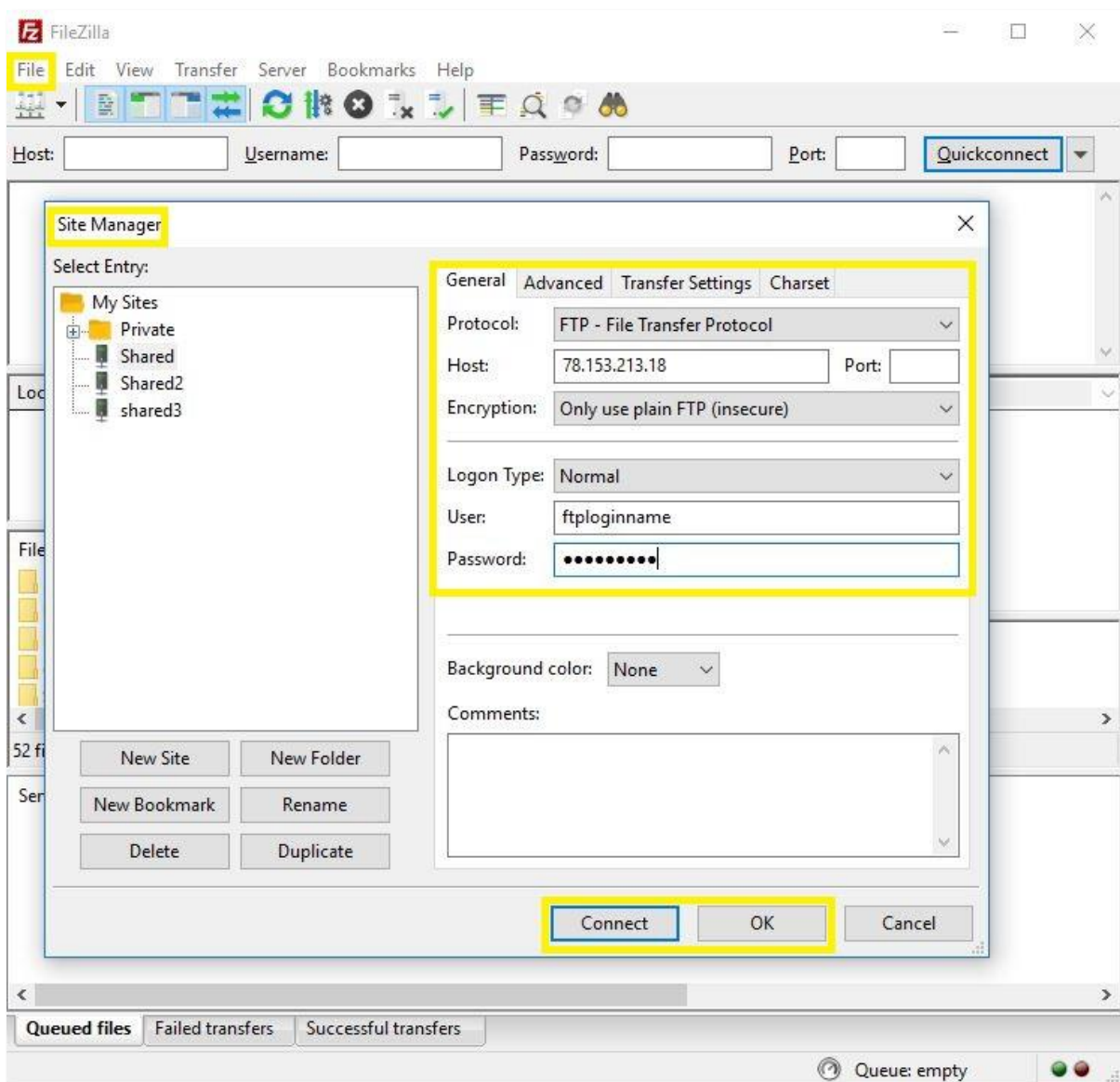
### Step 2

Open FileZilla on your computer and click on 'File' then 'Site Manager'

Enter the 'Host', 'User' & 'Password' you created earlier in [cp.blacknight.com](http://cp.blacknight.com)

Select 'Only user plain FTP' for the 'Encryption' and 'Normal' for the 'Logon Type'

Next click 'Connect' or 'OK'



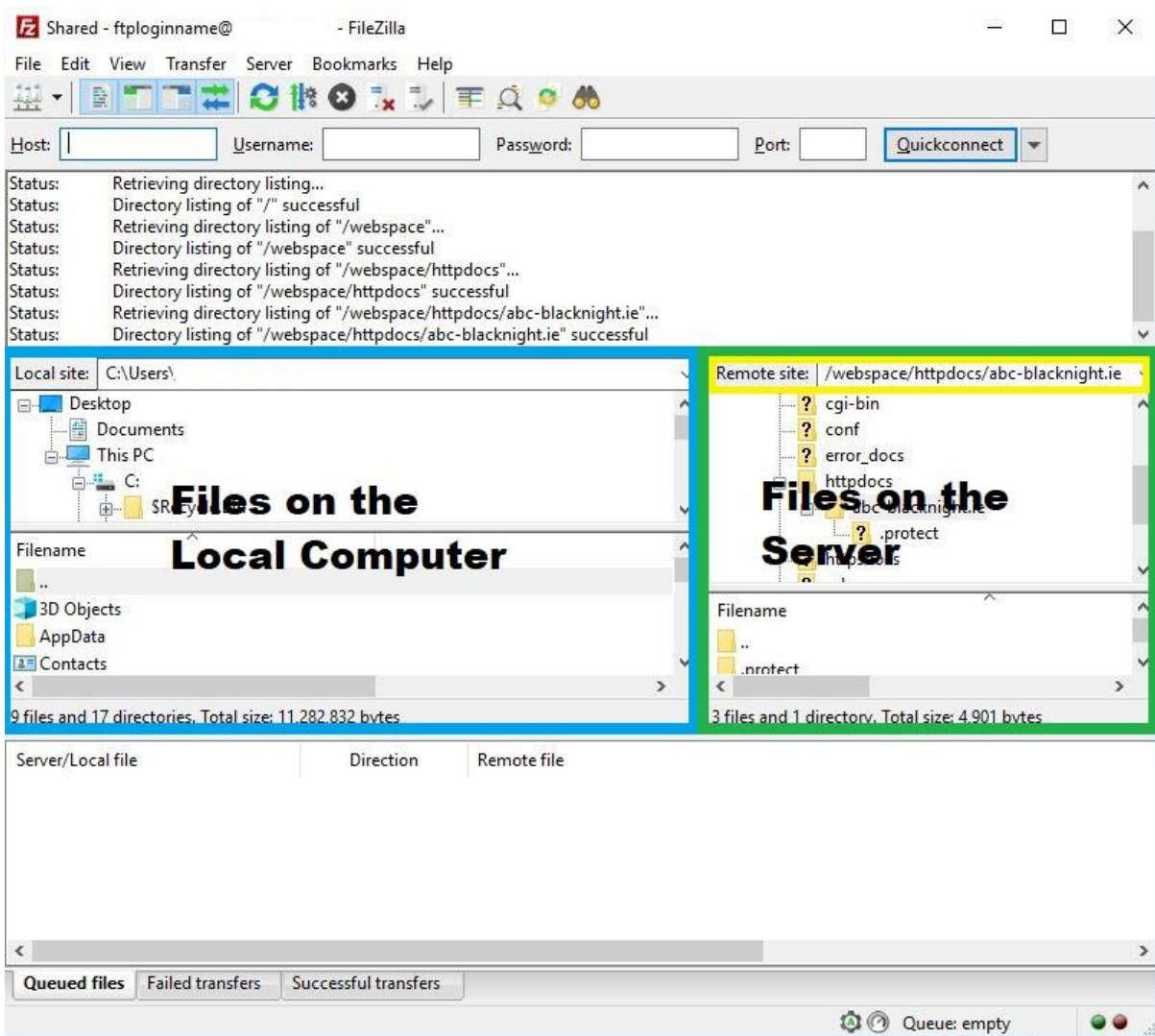
### Step 3

Files listed to the left are on your Computer. Files listed to the right are on the Server.

The default root location for uploading website files is:

1. Linux: /webpace/httpdocs/\$domainname/
2. Windows: /wwwroot/httpdocs/\$domainname/

Where \$domainname is the actual name of your domain.



### Step 3

The last step would be to drag and drop your website files from the computer to the location on the server.

Note: You may need to remove the default server 'index.php' file for your index/home file to work.

Search Blacknight's Knowledgebase: <https://help.blacknight.com>

Blacknight Support: <https://www.blacknight.com/support>