



Administration System Overview

Version 1.0

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1 Introduction

When your Snowdonia IT Services hosting was set up a number of features were provided. Several of these features require access to our administration system. This document describes how to access the administration system and gives an overview of the information provided.

1.1 Conventions

Throughout this document <domain> is used to refer to your domain e.g. snowdoniait.com.

2 Logging in to the administration system

To log in to the administration system you should open a web browser and visit <http://www.<domain>/cpanel>

You will be redirected to a secure site, where you may be presented with a certificate warning. You should accept this warning and enter your username and password which were supplied when your hosting was set up. If you do not know your password please contact your system administrator or Snowdonia IT Services. Note that Snowdonia IT Services will not be able to reset a password without a request from an authorised representative.

When you have successfully logged in you will see a screen such as that shown in Figure 1.

The screenshot shows the cPanel administration interface. At the top right is the Snowdonia IT Services logo. Below it is a navigation bar with links: Home, File Manager, Update Contact Info, and Logout. The main content area is divided into several sections:

- Account Information:** A table listing various account statistics.

| | |
|----------------------------|---------------|
| SubDomains | 0 / unlimited |
| Parked Domains | 0 / 0 |
| Addon Domains | 0 / 0 |
| MysqL Databases | 2 / unlimited |
| Disk Usage | 127.17 Meg |
| SQL Disk Usage | 2.06 Meg |
| Bandwidth Usage this month | 435.61 Meg |
| Disk Space Available | Unlimited Meg |
| Email Accounts | 0 / unlimited |
| Email Forwarders | 3 |
| Auto-Responders | 0 |
| Mailing Lists | 0 / unlimited |
| Email Filters | 0 |
| Ftp Accounts | 0 / unlimited |
- Server Information:** A table showing server details.

| | |
|---------------|----------------|
| Cpanel | 10.8.1-RELEASE |
| Version/Build | Build 30 |
- E-Mail:** A list of email-related tools: Manage Accounts, WebMail, Default Address, Auto Responders, E-mail Filtering, Forwarders, Mailing Lists, Modify MX Entry, Trace an Email Address, Spam Assassin.
- Stats:** A list of statistics tools: AwStats Stats, Latest Visitors, Bandwidth, Error Log.
- FTP:** A list of FTP-related tools: Manage Accounts, Anonymous Setup, Login Message, Manage Sessions.
- Site Management:** A list of site management tools: Backup, Web Protect, Change Password, Custom Error Pages, Redirects, Mime Types, Apache Handlers, Frontpage Extensions, Search Engine Submit, HotLink Protection.

A welcome message at the top right says "Welcome clwydmountaineeringclub.co.uk" with the last login IP of 127.0.0.1.

Figure 1: The homepage of the administration system

3 Account information

Your *account information* is shown on the left hand side of the screen. This provides details of the limits which have been set up on your account and various statistics regarding your system usage.

| | |
|----------------------------|--|
| SubDomains | The number of subdomains (e.g. <otherdomain>.<domain>) which you have set up, and the number which you are permitted to set up. |
| Parked Domains | The number of domains which you have pointing to your webspace, in addition to your initial domain. |
| Mysql Databases | The number of databases which you are using, along with the maximum number which you may use. |
| Disk usage | The amount of disk space which your data is currently using. |
| SQL Disk Usage | The amount of space which your SQL databases are currently using. |
| Bandwidth Usage this month | The amount of data which has been transferred to and from your domain in the current month. |
| Disk Space Available | The amount of disk space which has been allocated to your data on the server that has currently not been used. |
| Email Accounts | The number of email accounts which you have configured and the number which you are permitted to configure. |
| Email Forwarders | The number of forwarding email accounts which you have configured. |
| Auto Responders | The number of auto response email addresses which you have configured. |
| Mailing Lists | The number of mailing lists which you have configured and the number which you are permitted to use. |
| Email Filters | The number of filters you have configured to prevent junk email. |
| FTP accounts | The number of FTP accounts you have configured. Note that there will usually be none allowed since FTP is an insecure method for transmitting login information. |

4 Navigation

You may navigate the features available to you by clicking on a link in one of the administrative sections. These are detailed further in other documentation which will be supplied to you where appropriate.

In the top menu you will find a number of options.

| | |
|---------------------|---|
| Home | Go back to the welcome screen of the administration system. |
| File manager | Upload and edit your files stored on the server. |
| Update Contact Info | Change the email address associated with your domain. |
| Logout | When you have finished using the administration system you should logout. |

5 About Snowdonia IT Services

At Snowdonia IT Services we provide a complete and high quality range of IT Services, all at a reasonable price.

We offer on-site services to businesses and home users.

- Website design package with managed hosting and domain name registration options.
- E-commerce website development.
- PC support including system and software installation / troubleshooting and software tuition.
- Linux solutions including server installation and configuration, and desktop systems.
- Information security services including virus protection / recovery, vulnerability scanning. and security programme development.
- Home and business network configuration and troubleshooting.
- Monitoring systems including alerting and availability statistics.
- Data recovery services from a variety of media.

5.1 Contact details

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