

How to re-route your weebly, wordpress, or other url through your msu.edu web address

1. Create your website (through weebly, wordpress or other) and copy the address of your website, i.e. bonniem.weebly.com
2. Open TextEdit (Mac) or Notepad (Win). The following steps are for TextEdit, the steps are probably pretty similar for Notepad:
 - a. Click on Format > Make Plain Text
 - b. Personalize the following code by putting your name in place of Elvis's name (in green) and your website in place of Elvis's url (in yellow):

```
<!DOCTYPE html>
<html>
<head>
  <title>MSU webspace for Elvis Presley</title>
  <meta name="robots" content="noindex" />
  <meta http-equiv="refresh" content="5;URL='http://elvislab.weebly.com'">
</head>

<body>
  <script type="text/javascript" charset="utf-8">
    window.location = "http://elvislab.weebly.com"
  </script>

  <h2>MSU webpage for Elvis Presley</h2>
  <p>
    Please visit my main website : <a href="http://
    elvislab.weebly.com/">http://elvislab.weebly.com</a>.
  </p>
  <p>You may be redirected there in five seconds, but if not please use the
  link above.</p>
  <p>Thanks for visiting!</p>
</body>

</html>
```

- c. Copy and paste the personalized code into TextEdit or Notepad (since you made the file plain text, the highlighting will not paste).
 - d. Click on File > Save... Name the file "index" (without quotes). BEFORE YOU SAVE, in the drop down menu by **File Format**, select **"Web Page (.html)"**. The folder where you save this file does not matter, just somewhere convenient for you.
 - If you are using a Mac and are unable to save it as .html see note at the end of this doc.
 - e. Note: The majority of people who visit your website will not see this .html page, but if they do there is the message they will see telling them they will be redirected or click on the link. Mostly this .html page will function in the background, taking people directly to your weebly address.
3. Login to MSU Netfiles at <http://netfiles.msu.edu>
 - a. Click on the folder "web" to open it.
 - b. On the left side of the screen are a number of "Actions", click on "Upload File(s)".

- c. Click the "Choose File" button and choose the "index.html" file you just saved. Click the "Upload File(s)" button.
4. At this point you should be able to type in your msu.edu web address, which is simply "http://www.msu.edu/~" followed by your MSU NetID (e.g. msu.edu/~mcgillbo). Now you can list this msu.edu address on your CV and department and lab websites instead of the weebly address. Of course, once you leave MSU, this space will no longer exist and you will have to revert to the weebly address, but your weebly website itself will not be affected.

*Solution for Mac users saving plain text format TextEdit file as .html:

Solution

1. Open TextEdit.
2. Choose Preferences from the TextEdit application menu.
3. Click the Plain Text radio button for New Document Format.
4. Under Saving, click the checkbox to turn off "Append '.txt' extension to plain text files."
5. Under Rich text processing, click the checkbox to turn on "Ignore rich text commands in HTML files."
6. Be sure the checkbox for "Wrap to Page" is deselected (Figure 1).

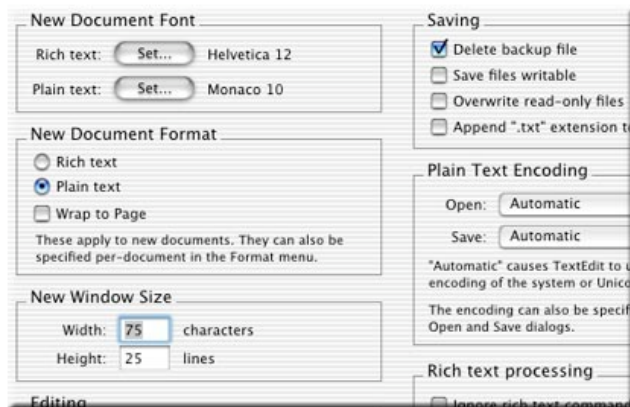


Figure 1 Correct TextEdit Preferences for configuration file editing

Notes

1. Any data in TextEdit prior to taking these steps may contain rich text commands that become visible after the preference changes are made.
2. TextEdit may continue to render files saved from Web browsers as HTML Source, ignoring the preferences you have set. As a workaround (after following the steps above) view the source code in the Web browser and copy/paste the text into a new TextEdit document.

http://support.apple.com/kb/TA20406?viewlocale=en_US&locale=en_US