

WebShell File Manager

The WebShell File Manager allows you to copy, move, delete, rename, and search files and folders in your home directory on the server. You can also use it to upload, download, compress and decompress files.

WebShell can be launched in two different ways:

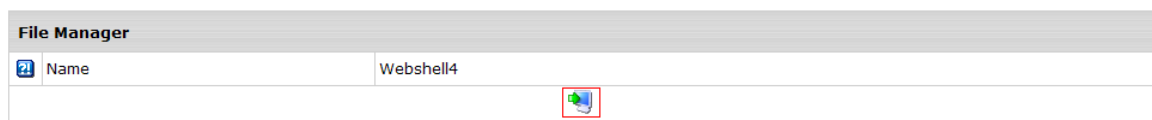
- From the Control Panel *Quick Access Desktop*, click *File Manager* under the *Tools* section.

Tools

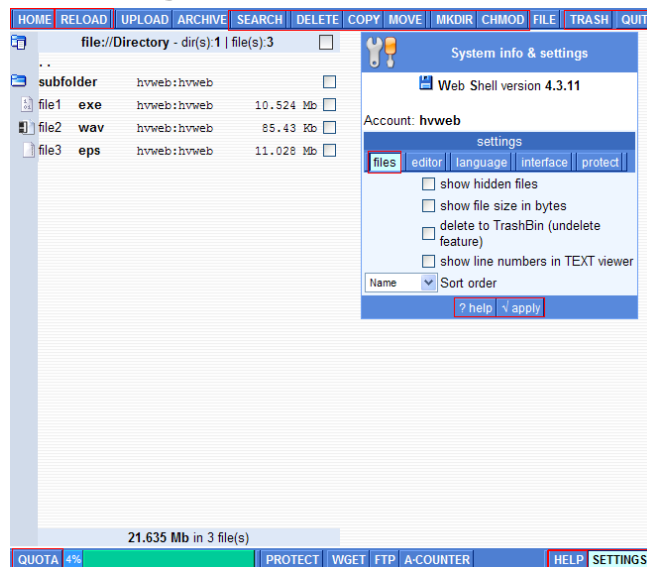


File Manager

- Go to *FTP Manager* under the *FTP* section of your *Quick Access Desktop* and click the *File Manager* link in the top section of this *FTP User* submenu.



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WebShell manuals are available in the WebShell interface, *Help* buttons.

The following WebShell tools are useful in maintaining your FTP Site.

- SEARCH – site for files/folders
- DELETE – files/folders
- COPY – files/folders
- MOVE – files/folders
- MKDIR –make folders
- CHMOD – change files/folders permissions
- RENAME – files/folders
- TRASH – bin to hold deleted files
- QUOTA –shows disk quota used

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System Info & Settings

The “files” option under Settings can be used to configure the WebShell File Manager.

NOTE: If you activate **TRASH** you will need to periodically delete the trashbin. Otherwise, these deleted files will fill up your site disk quota.

The **FTP** and **UPLOAD** tools are more cumbersome to use compared to doing these functions on your FTP Web Site. The rest of the tools are for working with web sites, and not really applicable with the FTP Service.

Search

To see a complete list of where your files or folders are located do a SEARCH on either the Root or Current Folder. And enter * or *.* in the "filename or mask" field for a complete list to appear.

Please NOTE that files located under *logs*, *<3ldomain>.ftpwww.com*, or *stats* directories are your system files and should not be deleted.

Move, Copy, Rename or Delete

If deleting a folder with nested folders and files you can do this in one step using MOVE. In the FTP Web Site you can only remove nested folders when they are empty. Otherwise, you have to go to the lowest level and delete all files/folders before the top level folder can be deleted.

When moving, renaming or deleting files / Directories, if they are linked to an FTP user ID / Directory the link will be broken until you recreate the ID / Directory with the new name. Also, Directory links are case sensitive.

When an FTP ID / Directory are deleted in the Control Panel (CP) you must come here and delete the associated files / Directory. This 2 step process is to protect the files / Directories from being deleted by mistake.

Chmod

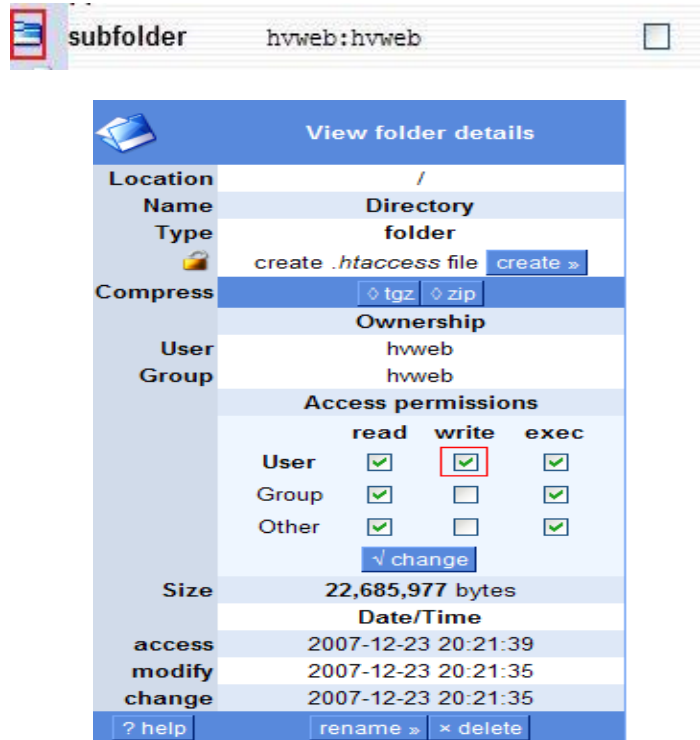
If you remove the WRITE permission on a file/folder in WebShell the ability to overwrite or delete is denied to everyone (including the administrator). In these cases you need to add this permission back. Make appropriate changes, and then remove the WRITE permission to protect the files / folder again.

The chmod button will give you permission preset samples. **ONLY EXPERIENCED USERS should make changes to file or folder permissions.**

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View Folder Details

By clicking on the folder icon next to a folder name the folder details will appear on the right side of the window.



The screenshot shows a web browser window with the address bar displaying 'subfolder hvweb: hvweb'. Below the browser window, a 'View folder details' panel is open, displaying the following information:

View folder details			
Location	/		
Name	Directory		
Type	folder		
	create .htaccess file create >		
Compress	tgz zip		
Ownership			
User	hvweb		
Group	hvweb		
Access permissions			
	read	write	exec
User	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Group	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	change		
Size	22,685,977 bytes		
Date/Time			
access	2007-12-23 20:21:39		
modify	2007-12-23 20:21:35		
change	2007-12-23 20:21:35		
? help rename > x delete			

Click on a file name to **View File Details**.