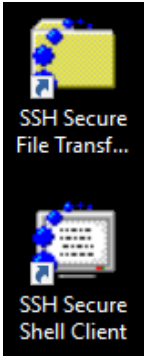


# Accessing Hills Web Server (Server offered by City College of SF)

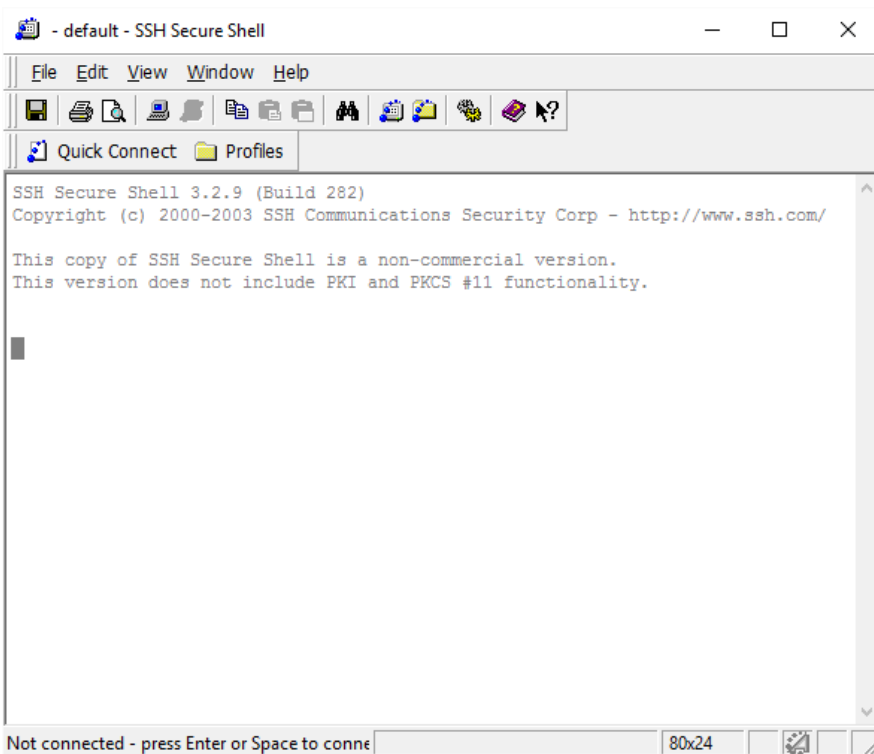
## First time EVER you access Hills

### a) For Windows Computers

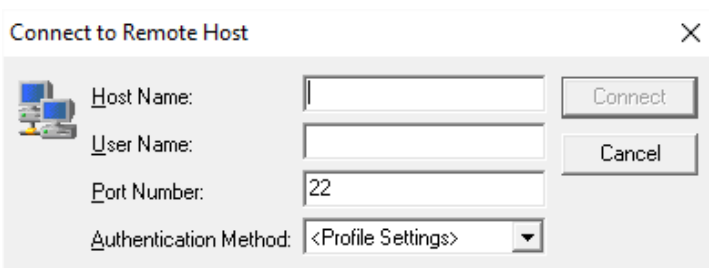


- 1) Download the SSH software from <http://www.cdasilva.info/morelinks.htm> - you will see the link that mentions SSHSecureShellClient-3.2.9.exe – click on that link to download this .exe file
- 2) After you download, click on the file to start the installation.
- 3) You will get 2 icons like the ones shown here (from now on I will refer to the as yellow icon and white icon)
- 4) Double click on the white icon (if you do not see the icons on the desktop, click on the start button of Windows, and you should see the SSH folder with the two icons); if you are using Windows 10, then just type SSH in the “Search the web and windows” box, and you should see the two icons.

5) After you double click on the white icon, you should see the following screen:



6) Click on the Quick Connect button right below the icons you see at the top and you will see a small screen such as:



7) In the Host Name box you will type hills.ccsf.edu;

In the User Name box you will type your password (it's the first part of your CCSF Gmail account which is something as xxx@mail.ccsf.edu where xxx is the username you will type

DO NOT CHANGE THE PORT NUMBER AND DO NOT CHANGE THE AUTHENTICATION METHOD EITHER

8) Click the Connect button that will highlight after you type everything and you will see the following small screen



9) Your first password will be in the following format:

mmddyy.fl where

mmm = the 3 first letters of the month you were born

dd = the 2 digits of the day you were born

yy = the LAST 2 digits of the year you were born

. = just a period

f = first letter of your first name

l = first letter of your last name

Example: Student name is Janet Smith and her date of birth is July 8<sup>th</sup> 1987 – so, here password would be jul0887.js

10) After you type the password, click the OK button, and if you type your password correctly, you should see the white screen again with some WARNING/MESSAGE and the line requesting you to change your password

11) Type the old password – like you did in step 9) and press the RETURN key – WHEN YOU TYPE, THE CURSOR WILL NOT MOVE, SO PAY ATTENTION TO WHAT YOU ARE TYPING

12) Type a new password – I suggest to be something easy for you to remember but with 4 letters and 4 numbers – and then press the RETURN key – AGAIN, WHEN YOU TYPE, THE CURSOR WILL NOT MOVE!!!

13) Retype the new password and press the Return key again

14) If you did everything ok, you will get a message that the password was changed but you will be automatically logged out from Hills

15) Login again using the white icon following the steps from 5) to 8) – when the password shows up, you will OF COURSE, type your new password and when you login, you will see the white screen with the WARNING again but this time, you will see, at the bottom of the screen, something as you see below, but of course, instead of cdasilva, you will see your username:

```
*
*****
tabs: no tab-list given
[cdasilva@hills ~]#
Connected to hills.ccsf.edu      SSH2 - aes128-cbc - hmac-md5 - n... 80x24
```

16) Right where the cursor is, you will use the command setup and press Return key and you will see the message Done!

17) You are now ready to use SSH yellow icon or Filezilla, or Cyberduck to Transfer Files to Hills

## b) For Mac computers

1) Open the Terminal application you have in Mac and you will see the white or black screen of the Terminal

2) Type the following command:

```
ssh xxx@hills.ccsf.edu
```

where xxx is the username (the first part of your CCSF Gmail account which is [xxx@mail.ccsf.edu](mailto:xxx@mail.ccsf.edu))

Press the Return key when you finish the command

3) The password will be requested – your first password in Hills follows this format:

mmddyy.fl where

mmm = the 3 first letters of the month you were born

dd = the 2 digits of the day you were born

yy = the LAST 2 digits of the year you were born

. = just a period

f = first letter of your first name

l = first letter of your last name

Example: Student name is Janet Smith and her date of birth is July 8<sup>th</sup> 1987 – so, here password would be jul0887.js

4) After you type that password, and press the Return key, you will be logged in your Hills account but the process to change your password will start

5) You need to type the “old” password – the one you typed in step 3) – then press the Return key – ATTENTION THAT THE CURSOR WILL NOT MOVE WHEN YOU TYPE THE PASSWORD AND IT’S OK! YOU NEED TO PAY ATTENTION TO WHAT YOU ARE TYPING

6) A new password will be requested – I suggest you create a new easy password with 4 characters and 4 numbers – after you type the password, press the Return key – AGAIN, THE CURSOR WILL NOT MOVE!!!

7) You will need to confirm the new password – type it again and press the Return key

8) You will receive the message of password changed, but you will be automatically logged out from Hills

9) Login again following steps 1) and 2) and, of course, type your new password and press the Return key

10) After you successfully login (you will see the \$ sign and the cursor positioned). You should then, type the command setup and press the Return key

11) You will see the message Done! And this means that you are now ready to use Filezilla, or Cyberduck, or any other FTP software to transfer your files to your Hills account

## You have already used Hills before

If you forget your password in Hills, you will need to go **IN PERSON**, to the Batmale Hall, Ocean Campus, 3rd floor (computer lab) to ask to have your Hills password reset **OR** you can contact the Help Desk using their phone number - 415-239-3711; if you are on campus you can use the extension - 3711; or you can use the new toll-free number - 844-693-HELP(4357)

If you know your password, just continue here:

1) Download any FTP Client Software such as:

Filezilla – it works perfectly to access Hills – you should download from this website - <https://filezilla-project.org/download.php?type=client>

**OR**

Cyberduck – it also works with Hills – you should download from this website - <https://cyberduck.io/> - scroll down the website and you should see two buttons like what is being shown here - PLEASE, CLICK ON THE DOWNLOAD BUTTON THAT IS APPROPRIATE FOR YOUR COMPUTER

OR

Any other FTP Client Software that you are accustomed to use

2) Install the software – if you have one installed, you can skip this step

3) When you open the FTP Client Software, you will need to give the following things to access your account:

Host Name = hills.ccsf.edu

User Name = it's your username in Hills (remember, it's the first part of the CCSF Gmail you have)

Password = it's your password in Hills

4) - a) If you are using Cyberduck, you will need to click on the Open Connection button at the top left side and then you will see a screen like the one below:



Download  
Cyberduck for Windows.



Download  
Cyberduck for Mac.



Open Connection



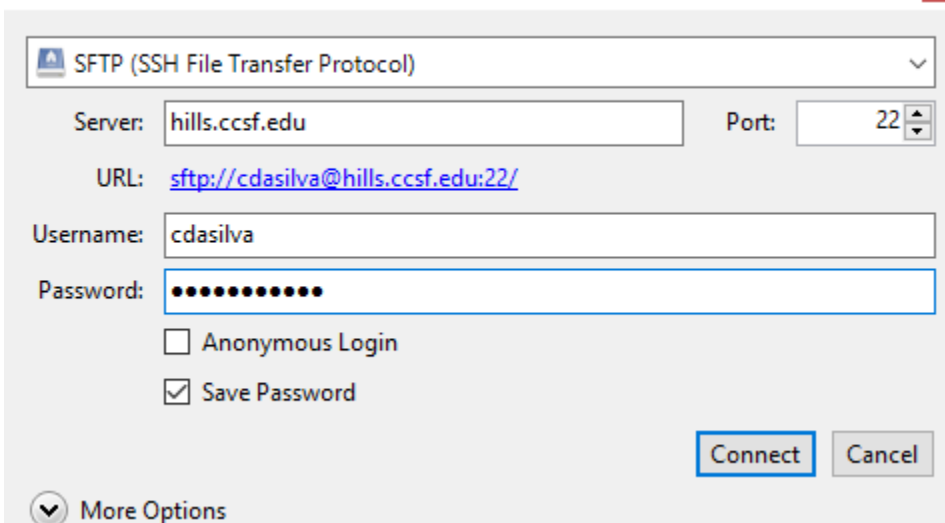
The drop-down box should have the SFTP(SSH File Transfer Protocol) selected – as you see in the image here

In the Server: box, you will type the host name hills.ccsf.edu

In the Username, you will type your username in Hills

In the Password, you will type your password in Hills

Then click the Connect button to login



Unknown fingerprint

## Unknown fingerprint

The fingerprint for the RSA key sent by the server is  
25:59:17:34:e5:4a:2d:d5:cd:a5:76:63:2f:6f:0c:24.

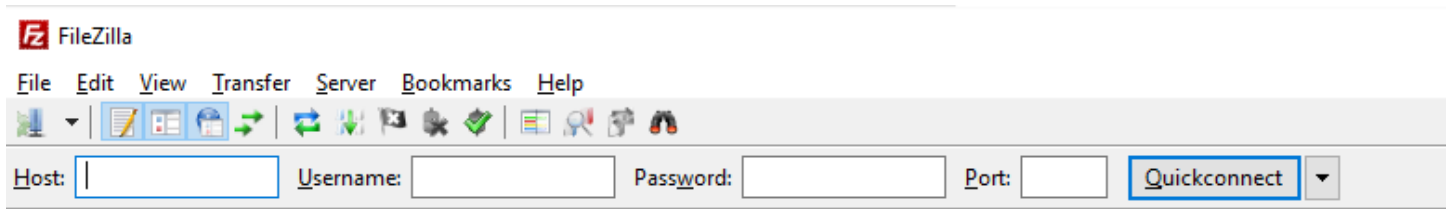
→ Allow

→ Deny

Always

You should see a small screen such as the one shown here you just need to click on the Allow button and you will then be logged in and see the list of files/folders but you SHOULD SEE the public\_html

4) – b) If you are using Filezilla, you will see the following (here showing only the top of the Filezilla screen):



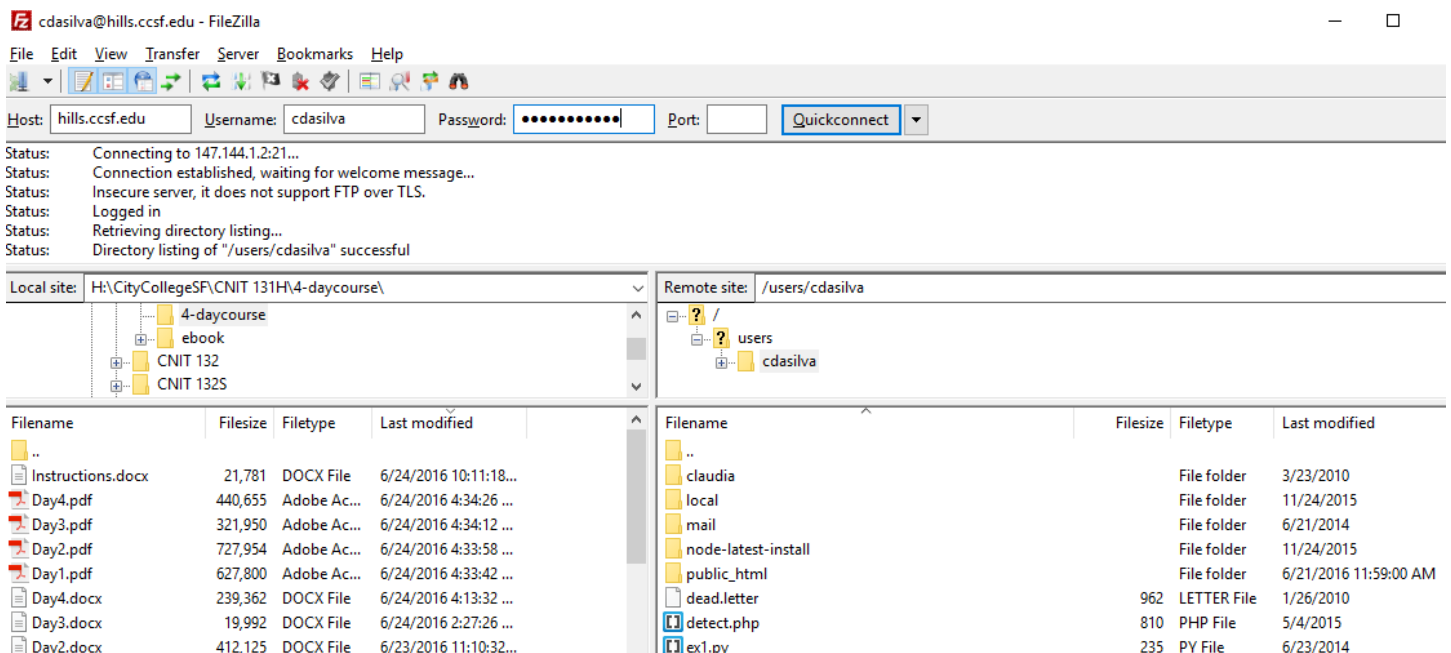
In the Host box, you should type hills.ccsf.edu

In the Username box you should type your username in Hills

In Password you should type your password in Hills

DO NOT NEED TO CHANGE OR TYPE ANYTHING IN THE PORT BOX

Click on the Quickconnect button and if you typed everything ok, you should see the complete Filezilla screen that might look similar to the one below:



On the two boxes on the right side, you will see the folders/files in your Hills account, INCLUDING the public\_html

5) It does not matter if you are in Cyberduck or Filezilla, you will need to double-click on the public\_html folder to open it – BECAUSE ANY FILE OF YOUR WEB PAGE WILL BE UPLOADED TO THAT FOLDER!!!!

6) – a) If you are using Cyberduck, after you opened the public\_html folder, you will click on the Upload icon you see at the top of the Cyberduck screen – it looks like this image here on the side



After you click on that, you will look for the file(s) you want to upload – click on the file and then click on the Choose button and it will be uploaded

6) – b) If you are using Filezilla, after you double-click on the public\_html to open it, you will find your file on the bottom left part of the Filezilla screen that represents your computer – then just drag-and-drop the file from the left side to the right side (your Hills account) and the file you will be uploaded

YOU NEED TO UPLOAD ALL THE FILES THAT MAKE YOUR WEB PAGE(S): THE HTML FILE(S), THE IMAGES, VIDEOS, ETC.

## Showing your web page on the browser

1) Open any browser (Chrome, or Firefox, or Safari, or IE)

2) In the address line, you will type the URL to your files in Hills that should be something as:  
hills.ccsf.edu/~xxx/file.html

Where:

xxx = your username in Hills

file.html = the HTML file you uploaded that is inside the public\_html folder in your Hills account.

## Possible messages in the browser

1) If you see the message 404 NOT FOUND – it might be that you did not type the URL correctly (missing one character, or you typed the name of the file with a different case) – example: if you saved your file as FILE.html and you use the URL <http://hills.ccsf.edu/~xxx/file.html> – it WILL NOT FIND IT – because your file was saved with different capitalization! Also, make sure that your file is inside the public\_html

2) If you see the message 503 FORBIDDEN – then, all you need is to use the SSH white icon (Windows computer) or the Terminal and the SSH command (Mac computers) to login in Hills and run the setup command again