

# Web Hosting Control Panel

May 2009

Every hosting account comes with what's called a control panel. The control panel is what you will access to administer your account. There are numerous control panels used by web hosts and each one provides various options and features in it's own unique interface. Some are easier to navigate and use than others.

A simplified description of what the control panel does would be to compare it to driving a car. Instead of buttons, levers and gadgets that cars use, it's pretty much a point and click interface. The Digital Mouse Designs control panels utilize the Plesk interface.

Control panels can be a bit intimidating or overwhelming, especially if you're not the most web savvy person out there. If you are not familiar with control panels or their workings, it's best that you let your web site designer handle this portion of your hosting services.

Designers — it's recommended that you not give your clients access to the control panel unless you are confident that the client is knowledgeable in this area.

## Accessing Your Control Panel

Your control panel is accessed via a secure login page within your web browser. *For security reasons, the login information is provided to you in your Welcome Letter.* You should **never ever give out the login information to anyone other than your designer.** Doing so puts you in danger of unauthorized person(s) accessing your account and potentially damaging your web site. When your hosting account is activated, you will receive a welcome letter which provides the necessary login and some additional information. You should save your welcome letter in a safe place!

Upon gaining access to your control panel, you may first be shown a page called the **Desktop**. To navigate away from this page but remain in your control panel, click the home button located on the far left side of the page.

Remember to **always use the logout link** located on the left side of the control panel when exiting the control panel. This is a security measure to help keep your web site account safe. Not utilizing the logout link may lock up your control panel for a duration of time and you *may* have to resort to paying for tech support to re-activate it for use.

## Control Panel Responsibilities

Digital Mouse Designs is not responsible for any use of the control panel by persons (including the designer) which results in damage to the site, the control panel or the server. Furthermore, we are not responsible if you provide your login to someone and they access the panel and create problems. Any paid tech support needed to repair any problems in the control panel or your web site as a result of issues of misuse of the control panel will be billed to the client (that would be you!).

## Other Control Panel Features

In most instances, an experienced web designer will be able to determine how to use the additional features and many are best left to their level of expertise rather than to be used by one who's not experienced. However, if you mouseover a feature that you wish to know more about, *look to the left and you'll see a brief explanation and help links to assist you.*