

## Created a Web Folder in Windows 98/ME

The following procedures will allow you to setup a new web folder for your Windows 98/ME operating system. Access to this web folder will allow you to build and manage the personal website provided to you by YK Communications.

1. Double-click the “**My Computer**” icon located on your desktop:



2. Double-click the “**Web Folders**” icon:



3. Double-click the “**Add Web Folder**” icon:



4. Type the location of the web folder you wish to add. For YK Communications personal Websites, the location will be: **http://www.ykc.com/username**

\*Username denotes **your** YK Communications username.

Type the location to add:

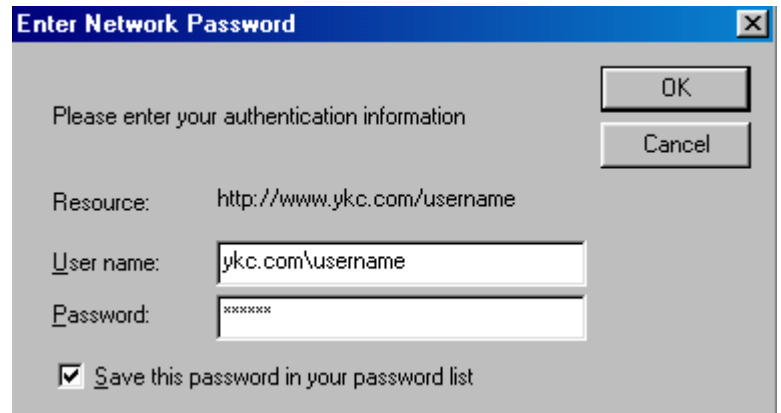
http://www.ykc.com/username

Select “**Next**” to continue.

Next >

5. You will be prompted to enter a username and password. For the username you will enter **ykc.com\username** and your password will be the same password used to access your primary email account. After entering this information, click the “**OK**” button.

\*Username denotes **your** YK Communications username.



The screenshot shows a dialog box titled "Enter Network Password" with a close button (X) in the top right corner. The main text reads "Please enter your authentication information". There are two buttons in the top right: "OK" and "Cancel". Below the text, the "Resource:" field is set to "http://www.ykc.com/username". The "User name:" field contains "ykc.com\username". The "Password:" field contains "xxxxxxx". At the bottom, there is a checked checkbox labeled "Save this password in your password list".

**6.** Choose a name for your new web folder and enter it into the field provided as follows:

Click the **“Finish”** button to complete the setup.



The screenshot shows a dialog box titled "Add Web Folder" with a close button (X) in the top right corner. On the left side, there is a colorful graphic of a globe on a stand. The main text reads "Enter the name for this Web Folder:". Below this text is a text input field containing "username on www.ykc.com". At the bottom, there are three buttons: "< Back", "Finish", and "Cancel".