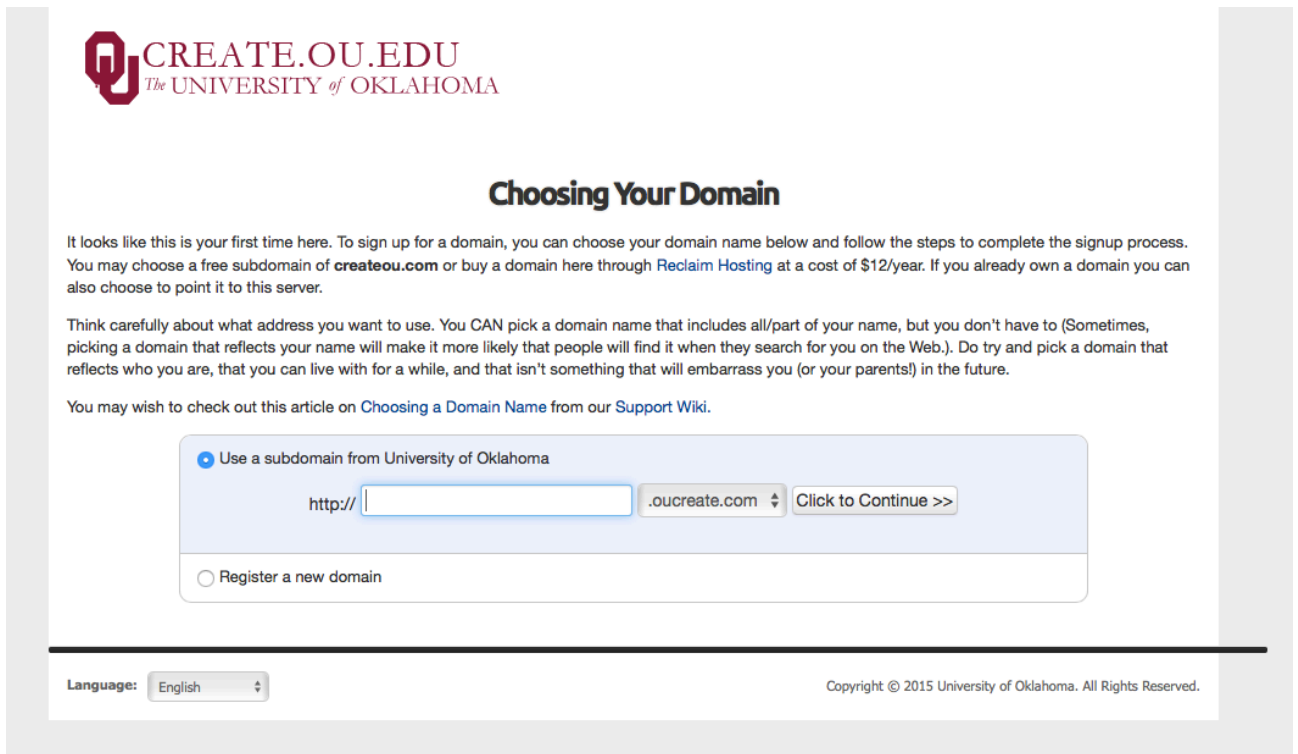



How to activate an OU create account for updating CV's

1. Navigate to create.ou.edu and click the Get Started link



 **CREATE.OU.EDU**
The UNIVERSITY of OKLAHOMA

Choosing Your Domain

It looks like this is your first time here. To sign up for a domain, you can choose your domain name below and follow the steps to complete the signup process. You may choose a free subdomain of createou.com or buy a domain here through [Reclaim Hosting](#) at a cost of \$12/year. If you already own a domain you can also choose to point it to this server.

Think carefully about what address you want to use. You CAN pick a domain name that includes all/part of your name, but you don't have to (Sometimes, picking a domain that reflects your name will make it more likely that people will find it when they search for you on the Web.). Do try and pick a domain that reflects who you are, that you can live with for a while, and that isn't something that will embarrass you (or your parents!) in the future.

You may wish to check out this article on [Choosing a Domain Name](#) from our [Support Wiki](#).

Use a subdomain from University of Oklahoma

http:// .oucreate.com

Register a new domain

Language:

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2. Choose a URL, this cannot be changed so make sure you review carefully before finalizing account activation. We recommend using your 4+4



Review & Checkout

Description	Price
Hosting - OU Create Account (jmason.oucreate.com) <small>[Edit Configuration] [Remove]</small>	FREE!
Subtotal:	\$0.00 USD
Total Due Today:	\$0.00 USD

Contact Information

First Name	Jessica	Address 1	660 Parrington Oval
Last Name	Mason	Address 2	
Company Name	University of Oklahoma	City	Norman
Email Address	jessica@ou.edu	State/Region	Oklahoma
		Zip Code	73019
		Country	United States
		Phone Number	4053250311

Promotional Code

Payment Method

Invoice Only Credit Card

3. Agree to the terms of service and press "Order Now"

OU may terminate this project at any time. Users will be given the opportunity to take over ownership of their domains and export all of their content if the project should end.

Create.ou.edu is a platform for individual faculty, staff, and students. Colleges and departments must request an exemption from Web Communications, Marketing, and New Media at webcomm@ou.edu in order to utilize a domain extension other than .edu (.com, .org, .etc).

I have read and agree to the Terms of Service above.

This order form is provided in a secure environment and to help protect against fraud your current IP address (129.15.226.93) is being logged.

Once your account is created and you log in you will be taken to your dashboard. Choose the "File Manager" Icon

CREATE.OU.EDU
The UNIVERSITY of OKLAHOMA

About Community Support Contact Login

Search Features

JMASONOU

Main Domain	jmason.oucreate....
Home Directory	/home/jmasonou
Last Login From	129.15.226.93
Disk Space Usage	952.32 KB / 1 GB
Monthly Bandwidth Transfer	0 bytes / ∞

[Expand Stats](#)

FILES

- File Manager
- Images
- Directory Privacy
- Disk Usage
- Web Disk
- FTP Accounts
- FTP Connections
- Backup
- Backup Wizard

DATABASES

- phpMyAdmin
- MySQL® Databases
- MySQL® Database Wizard
- Remote MySQL®

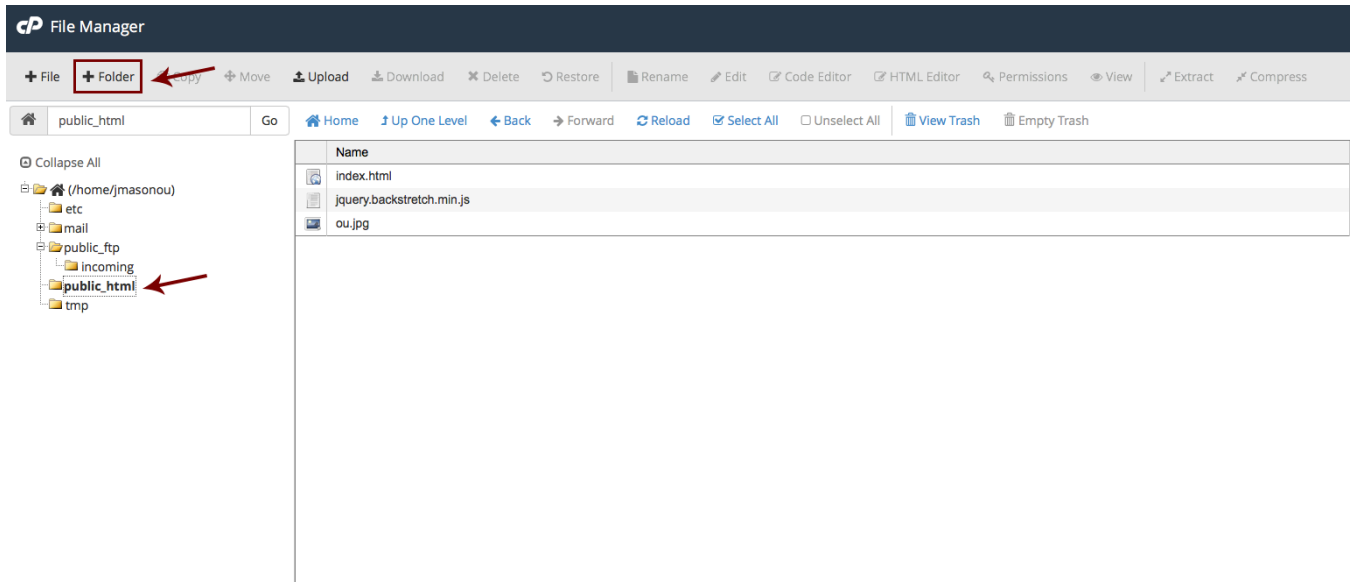
WEB APPLICATIONS

Featured Applications [view more](#)

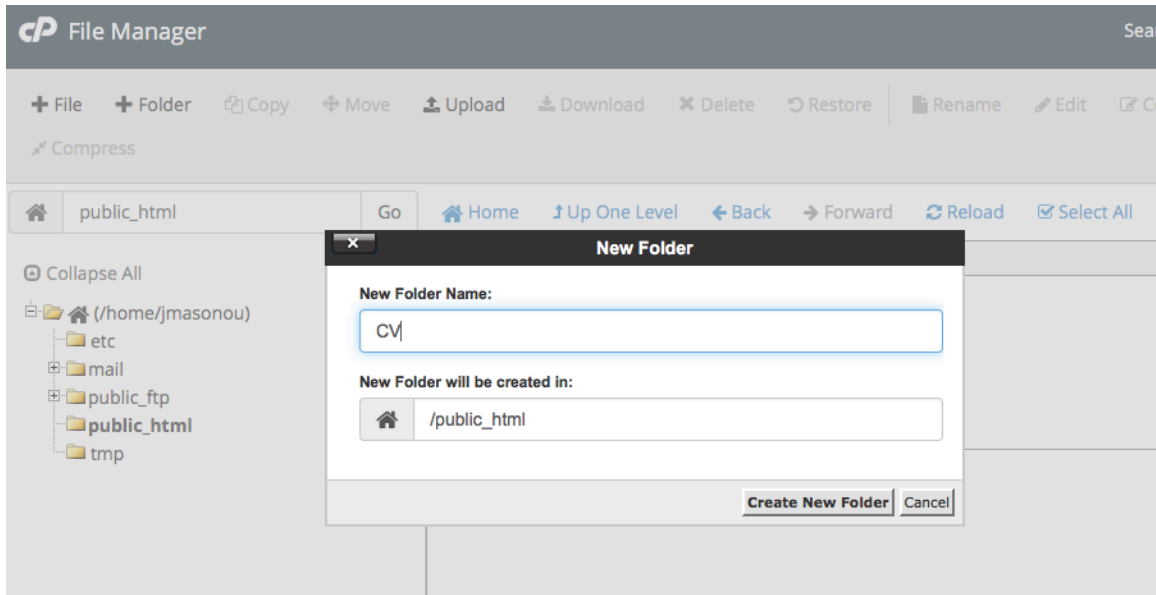
- Tiny Tiny RSS
- WordPress blog
- Scalar education
- Omeka cms
- Known cms
- DokuWiki wiki

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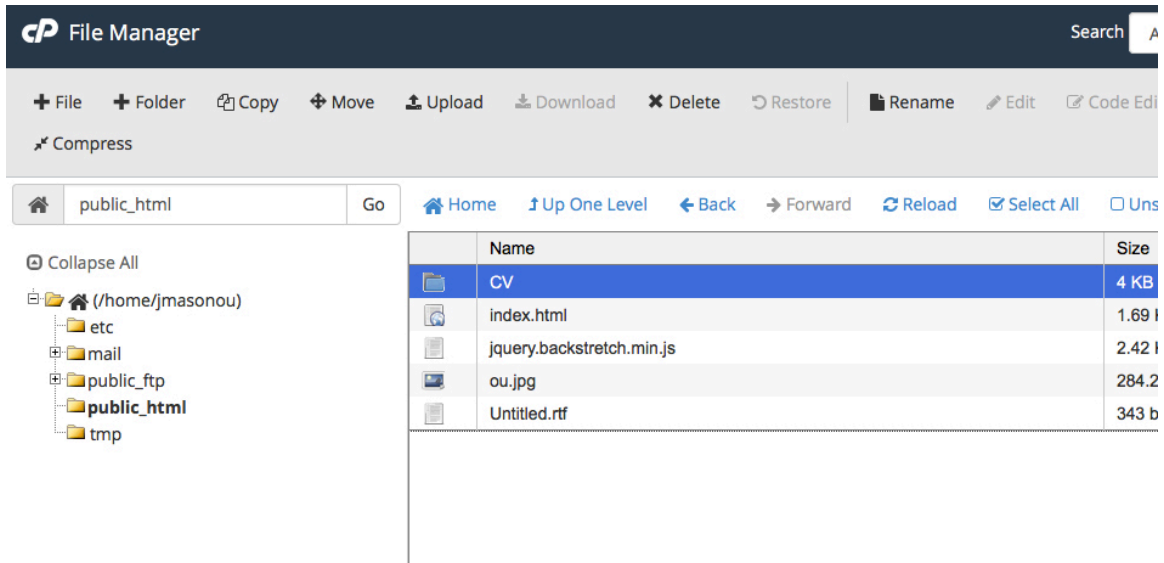
- Once inside the file manager find the folder called public_html. Click the folder to display its contents and then choose +Folder on the top of the menu bar



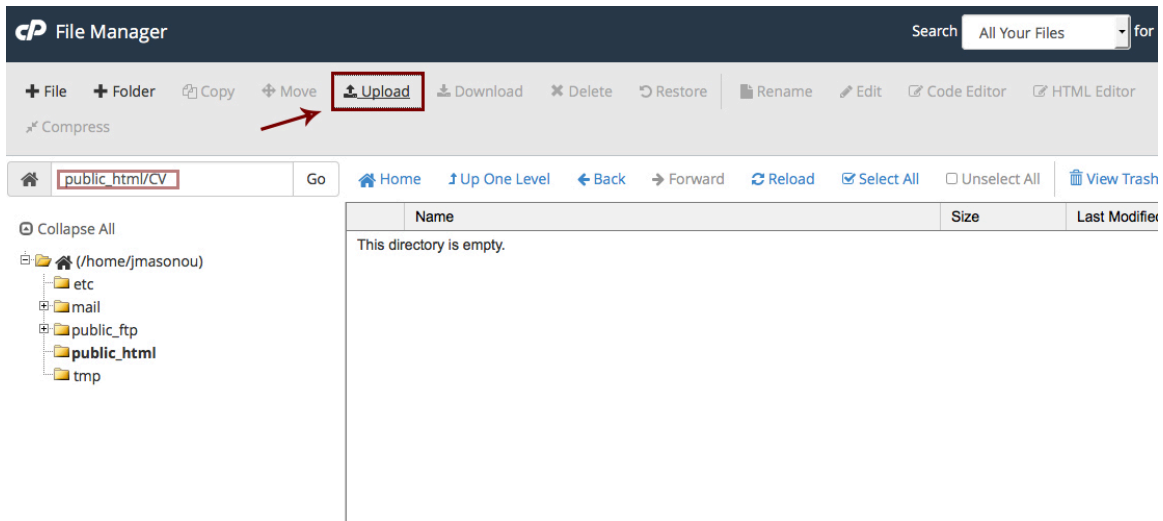
- Name the new folder CV and click “Create New Folder”



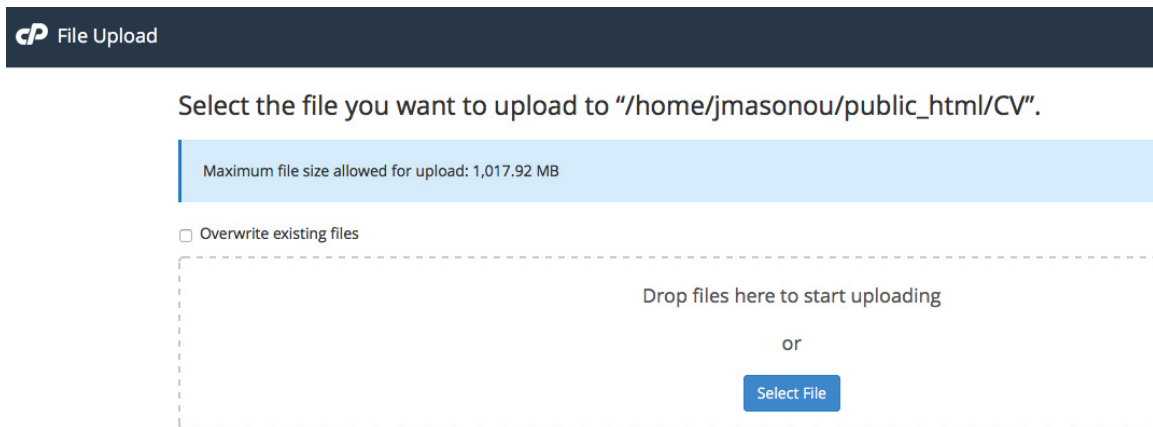
6. Once the folder has been created double click it to navigate to the inside the folder



7. Once inside the CV folder click "Upload"



8. Choose the “Select File” button to navigate to your file or you can drop and drag to upload as well.

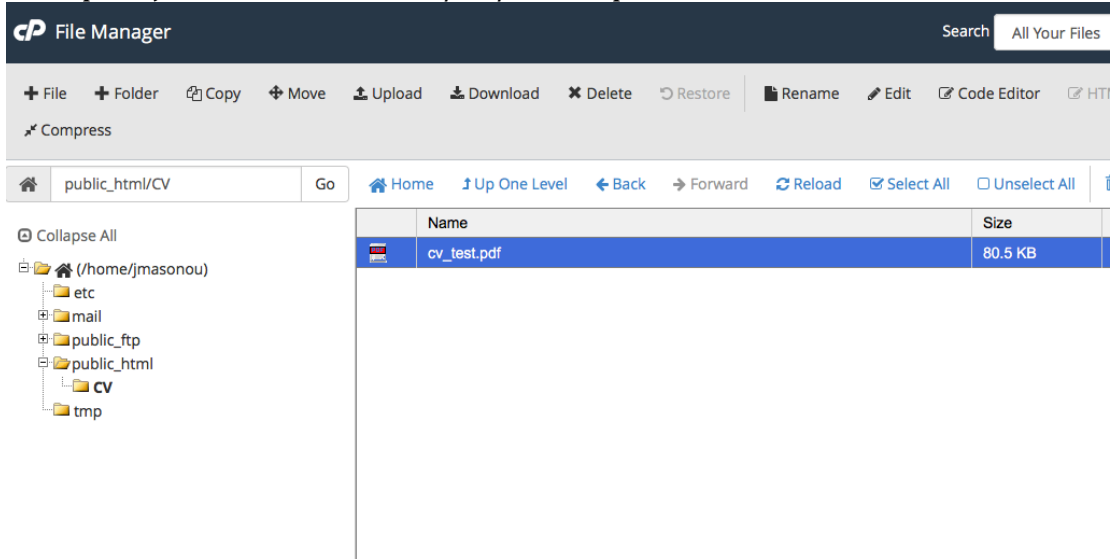


9. Once you have uploaded the CV you will need to give the URL to the Price webmaster so it can be linked on your bio page. You can log into create.ou.edu at anytime to edit and update your resume and it will automatically update to the website IF THE FILENAME IS THE SAME. Note: If you change the name or location of your file it will break the link on the website.

The format for your URL should follow this naming convention.

Domain Name /Folder name / File Name

Example : jmason.oucreate.com/CV/cv_test.pdf



The screenshot shows a web-based File Manager interface. At the top, there is a dark header with the 'cP' logo and the text 'File Manager'. To the right of the header is a search bar with the text 'Search' and 'All Your Files'. Below the header is a toolbar with various icons for file operations: File, Folder, Copy, Move, Upload, Download, Delete, Restore, Rename, Edit, Code Editor, and HTTP. Below the toolbar is a breadcrumb navigation bar showing the current path: 'public_html/CV'. Below the breadcrumb is a 'Go' button and a set of navigation links: Home, Up One Level, Back, Forward, Reload, Select All, and Unselect All. On the left side, there is a tree view of the file system. The root is '/home/jmasonou', which contains folders: etc, mail, public_ftp, public_html, CV, and tmp. The 'CV' folder is expanded, showing a file named 'cv_test.pdf'. On the right side, there is a table listing the files in the current directory. The table has two columns: 'Name' and 'Size'. The file 'cv_test.pdf' is listed with a size of '80.5 KB'.

Name	Size
cv_test.pdf	80.5 KB