

# Update Web Page With SharePoint Designer 2007

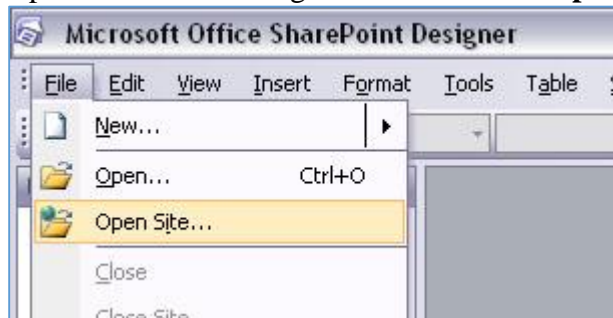
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**SharePoint Designer 2007** is **free** and can be downloaded from Microsoft web site at [here](#).

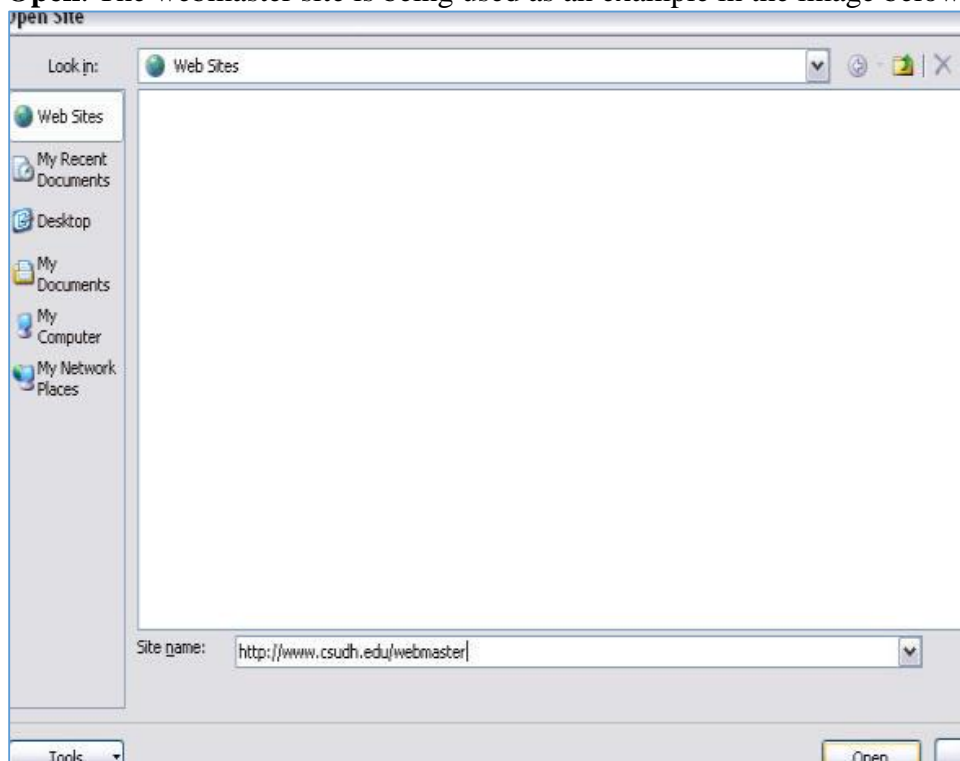
SharePoint Designer 2007 Service Pack 2 (SP2) can be downloaded from Microsoft web site at [here](#).

Connect to CSU DH Web Server For Real Time Update

Open SharePoint Designer 2007. Choose **Open Site** Under **File** menu.



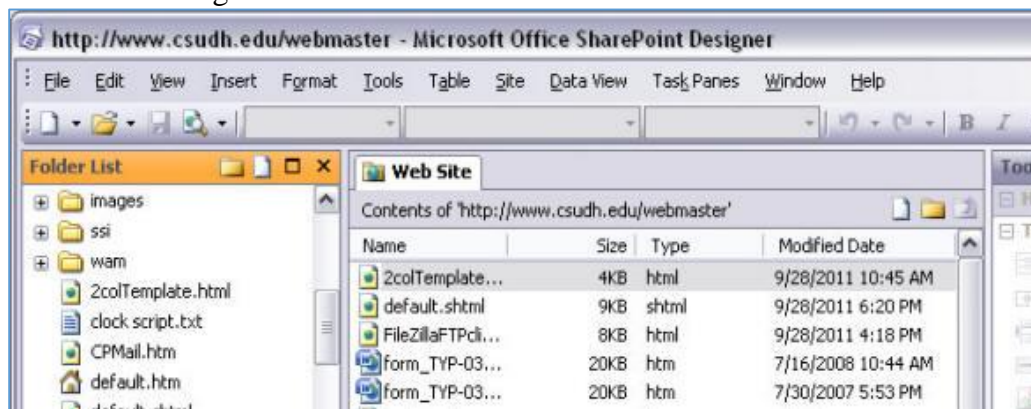
In the **Site Name** text box, type in your department **site URL** (without the file name). Then click **Open**. The webmaster site is being used as an example in the image below.



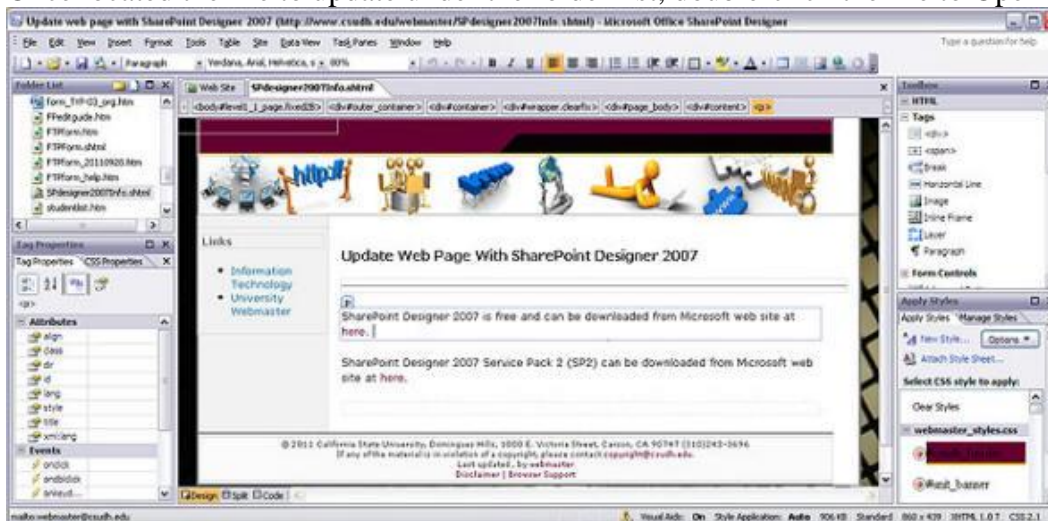
When prompted, enter your FTP username and password. The webmaster account was used as an example below.




Once connected to the web server, the file/folder list will be displayed on the left side of the SharePoint Designer 2007 window.



Once located the file to update under the folder list, double-click the file to Open it.



Please update the content with caution because this is real time update. **The file is directly saving on the server side.** Click the **Save Icon** () on the toolbar to save the file.

## Upload/Download Files

In order to upload/download files, open the directory under your local drive.

To **upload** files/folders: **Highlight** the files/folders in the local site area. **Drag and drop** the highlighted files/folders to the remote site area.

To **download** files/folders: **Highlight** the files/folders in the remote site area. **Drag and drop** the highlighted files/folders to the local site area.

