Using cPanel File Manager to upload a file to your website

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Overview:

Uploading files to your website is made easy with the File Manager tool available in cPanel. This guide explains how you can upload files to a folder inside your website's public directory.

Method:

1. Authenticate your IP for access to cPanel
    1. In a web browser window, go to https://webhostauth.micron21.com
    2. Complete the reCAPTCHA challenge (the "I'm not a robot" box)
2. Log in to your cPanel account. You can access your cPanel login page by going to **https://YOURDOMAIN.com/cpanel** or **https://YOURDOMAIN.com:2096**, and replacing "YOURDOMAIN" with your website address.
3. Click on the "File Manager" icon.
4. The File Manager window will open in a new tab. By default, your website files are stored in the "public_html" folder. You can navigate to this folder by clicking on it in the directory tree view on the left-hand side.
5. Create a new folder to upload your files to by clicking on the "+Folder" button at the top left of the window. Give the folder a name in the dialogue box that appears.
6. Click on the folder you just created, located under the "public_html" folder.
7. Click on the "Upload" button at the top left of the window.
8. To upload files, either drag and drop them from your computer to the window or click on the "Select File" button to choose a file from your computer.
9. Once uploaded, you can link to the file on your website by using the website address followed by the folder name and file name. For example, if your file is named "test.txt" and you uploaded it to a folder named "test," you can access the file at **https://YOURDOMAIN.com/test/test.txt**, where "YOURDOMAIN" is your website address.