

Getting started with my 123-reg VPS running Plesk



Read our Blog: <http://123-reg.co.uk/blog/>

View our support site: <http://123-reg.co.uk/support/>

Follow us on Twitter: <https://twitter.com/123reg>

Contents

Logging into your 123-reg VPS running Plesk	3
Admin	5
Changing your Administrators password	5
Updating the Administrator information	5
Changing the hostname of your VPS	6
Hosting	7
Create a customer account	7
Create a reseller account	8
Suspend a user account	9
Unsuspend a user account	10
Creating a subscription	11
Email	12
Setup an email account	12
Creating an auto responder	13
Disabling an auto responder	14
Changing the webmail application on your VPS	15
Databases	16
Creating a database	16
Create a database user	17
Login to phpMyadmin	18
Backup database	19
Restore database	20
Backups	22
Setting up a Manual Backup	22
Setting up a Scheduled Backup	23
Backing up your sites using FTP	24

Logging into your 123-reg VPS running Plesk

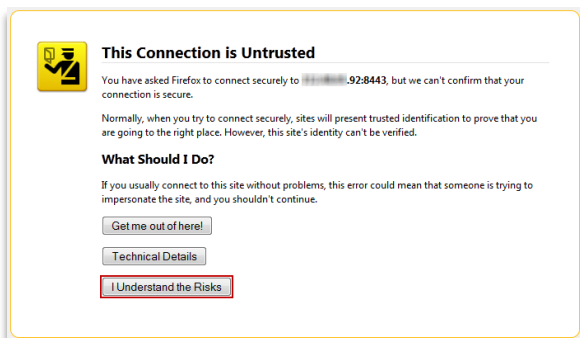
Before you can login to your VPS you need the IP address for your VPS which will have been sent to you in your welcome email.

1. Open your chosen web browser and go to the following URL in the address bar:

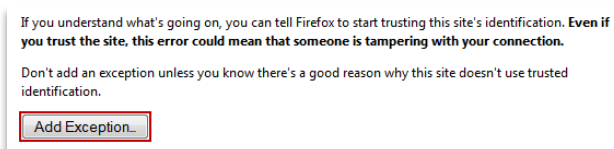
https://[[IP Address]]:8443

Replacing [[IP Address]] with the IP address for your 123-reg VPS running plesk provided in your welcome email.

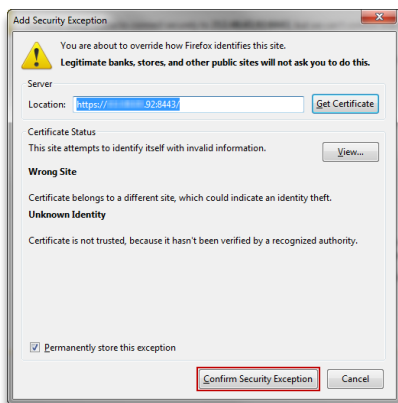
If you see the following screen, click on **I Understand the Risks**.



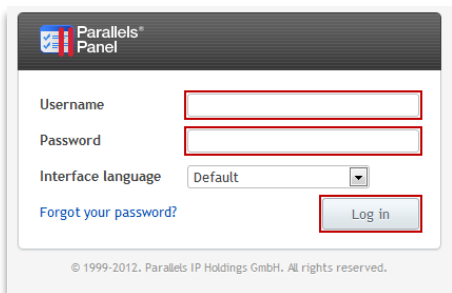
This box will then expand, and then click on **Add Exception...**



And finally click on **Confirm Security Exception**.



2. Enter your Plesk panel **Username** and **Password** from your welcome email.



Press on the **Log in** button to continue.

3. Next you will be asked to agree to the End-User License Agreement.

Parallels
End-User License Agreement

This End-User License Agreement (this "Agreement") is a legal contract between you, as either an individual or an Entity (as defined below), and Parallels IP Holdings GmbH and its subsidiaries ("Parallels").

READ THE TERMS AND CONDITIONS OF THIS AGREEMENT CAREFULLY BEFORE DOWNLOADING, INSTALLING, OBTAINING A LICENSE KEY, OR OTHERWISE ACCESSING OR USING PARALLELS' PROPRIETARY SOFTWARE ACCOMPANIED BY THIS AGREEMENT (the "SOFTWARE").

To accept scroll to the bottom of the page and tick the box **I agree to the terms of this license agreement** and click on the **Accept** button.

☒ I agree to the terms of this license agreement.

☒ Do not show it again.

Accept **Decline**

4. Fill in the **Administrator information** form and press the **OK** button.

Administrator information

Warning: Please enter administrator's information. This information is required to operate Parallels Plesk Panel.

Company name *

Contact name *

Phone *

Fax

E-mail *

Address *

City *

State/Province *

Postal/ZIP code *

Country

I would like to receive security-related information and other technical notifications from Parallels. ☒

I would like to receive general product information and announcements from Parallels. ☐

* Required fields **OK** **Cancel**

You will now be logged into your plesk panel.

Parallels® Panel Logged in as **admin** Log out Help Search... **Parallels®**

Home

✓ The interface settings were successfully changed. You can change the Panel theme anytime in [Tools & Settings > Panel Branding](#).

Hello! Here is something worth paying attention to. Check out these offerings that will help you run your business even more efficiently.

Parallels Premium Outbound Antispam
Prevent sending spam from your Panel server with Parallels Premium Outbound Antispam - a solution that analyzes outgoing mail in real time and blocks messages containing spam or viruses.
Install **Hide**

Parallels Plesk Server Mobile Monitor
Obtain the most important information about Panel servers anytime and anywhere from a mobile device (BlackBerry, iPhone, and Android).
Learn More **Hide**

Websites Quick Preview
Allow your customers to see their websites even if the associated domain names are not yet publicly accessible.
Set Up **Hide**

System Overview

Hostname vps[redacted].123-vps.co.uk
IP address [redacted].92
OS CentOS 6.3 (Final)
Panel version 11.0.9 Update #15, last updated at Sept 24, 2012 10:58 AM
The system is up-to-date; last checked at Sept 24, 2012 09:07 AM
[See the History of Changes](#) | [Add or Remove Components](#)
Notify me when the next release version is available. [Change Settings](#)

Resellers	0 total	add new	0 overusing
Customers	0 total	add new	0 overusing
All subscriptions	0 total		0 overusing
Service plans	4 total	add new	

[View detailed resource usage](#)

My Webspaces

Webspaces are pieces of hosting resources which are isolated from each other. You can use them to set up multi-domain hosting for your own needs.
[Learn more](#)

[Add a webspace in Power User view](#)

Server Health

Services	Ok	[detailed reports]
Disk	Ok	[detailed reports]
Memory	Ok	[detailed reports]
CPU	Ok	[detailed reports]
Network	Ok	[detailed reports]

Join Us on Facebook [Like](#) **1.6k**

© 1999-2012, Parallels IP Holdings GmbH. All rights reserved.

Admin

Changing your Administrators password

1. Click on the **Change Password** link, found under the **My Profile** section on the left hand menu column.



2. Enter your new password details and click on the **OK** button.

A screenshot of a web form titled 'Changing Administrator's Password'. The form has three input fields: 'Old password *', 'New password *', and 'Confirm password *'. To the right of the 'New password' field is a strength indicator showing 'Very weak' and a question mark icon. At the bottom of the form, there is an asterisk indicating required fields, and two buttons: 'OK' and 'Cancel'. The 'OK' button is highlighted with a red rectangular box.

Updating the Administrator information

1. Click on the **Profile & Preferences** link, found under the **My Profile** section on the left hand menu column.

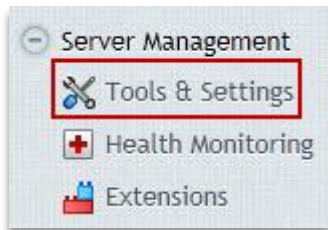


2. Make the relevant changes to your personal data on your profile and click on the **OK** button.

A screenshot of a web form titled 'Editing Administrator Profile'. The form is divided into two sections: 'Panel Settings' and 'Administrator information'. The 'Panel Settings' section includes fields for 'Button label length', 'Administrator's interface language' (set to 'ENGLISH (United States)'), 'Administrator's interface skin' (set to 'Default'), and a checkbox for 'Allow multiple sessions under administrator's account' which is checked. The 'Administrator information' section includes fields for 'Company name *', 'Contact name *', and 'Phone *'. The 'OK' button is highlighted with a red rectangular box.

Changing the hostname of your VPS

1. Click on the **Tools & Settings** link on the left hand menu column.



2. Click on the **Server Settings** link under General Settings.



3. Enter your desired hostname in the **Full Hostname** field.

A screenshot of a 'System settings' dialog box. The 'Full hostname' field, which is marked with an asterisk as required, contains the text 'vps72781008.123-vps.cc' and is highlighted with a red rectangular box. Below this field are several other settings: 'Apache restart interval' (0 seconds), 'Retain web and traffic statistics for' (3 months), a list of checkboxes for disk space usage calculation (all checked), radio buttons for disk space calculation (selected: amount of disk space used), radio buttons for traffic calculation (selected: inbound and outbound traffic), and a checkbox for 'Do not let users create DNS subzones in other users' DNS superzones' (unchecked). At the bottom, there is a link 'Set up the update and upgrade policy here' and two buttons: 'OK' (highlighted with a red rectangular box) and 'Cancel'. A legend at the bottom left indicates that '*' denotes required fields.

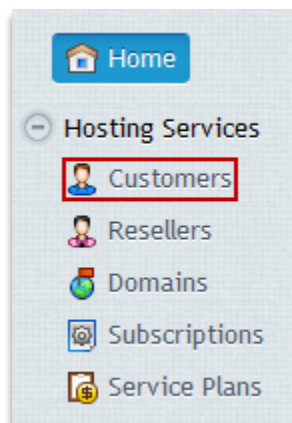
4. Click on the **OK** button to save the new hostname.

Hosting

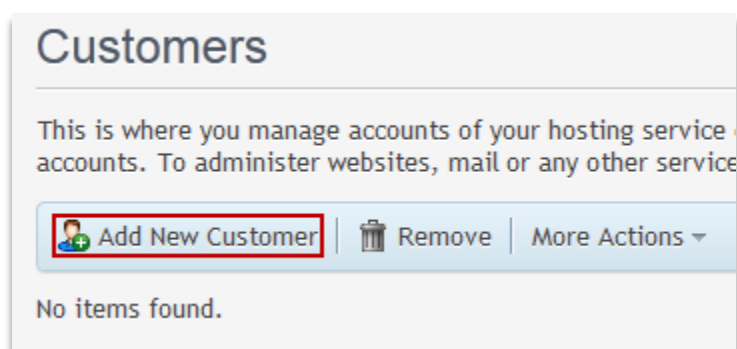
Create a customer account

If you are providing a hosting service directly you will need to setup a new customer on your plesk panel.

1. Click on the **Customers** link, found under the **Hosting Services** section on the left hand menu column.



2. Click on the **Add New Customer** link.



3. Fill out the **contact information**, **login details** and **subscription information** for the new customer.

A screenshot of the Plesk 'Adding New Customer' form. The form title is 'Adding New Customer'. Below the title, there is a description: 'This is where you sign up a new customer to your hosting services. By this sign-up, you create a customer account, a service plan and, optionally, add-ons. The subscription can also provide a completely custom set of resources to the Service Plan.' Below the description, there is a section titled 'Contact Information' with the instruction: 'Enter the customer contact and billing information. In case you have Customer & Business Manager invoices.' Below this instruction, there are three input fields: 'Contact name *', 'E-mail address *', and 'Company name'. Each field has a corresponding input box.

4. Click on the **OK** button to create the new customer account.



Create a reseller account

If you have customers who resell hosting packages and host their own websites you will need to setup a new customer on your plesk panel.

1. Click on the **Resellers** link, found under the **Hosting Services** section on the left hand menu column.



2. Click on the **Add New Reseller** link.



3. Fill out the contact information, login details and subscription information for the new reseller.

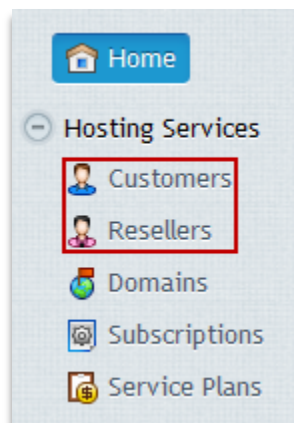
A screenshot of the 'Adding New Reseller' form in the Plesk control panel. The form is titled 'Adding New Reseller' and includes a sub-header 'Contact Information'. Below this, there is a text prompt: 'Enter the reseller contact and billing information. In case you have Customer & Business Manager set up with the Panel, invoices.' The form contains several input fields: 'Contact name *', 'E-mail address *', 'Company name', 'Phone number', 'Fax number', 'Instant messenger' (with a dropdown menu set to 'Other'), 'Address', 'City', 'State/Province', 'Postal/ZIP code', 'Country' (set to 'United States'), and 'Additional information'. The 'Contact name' and 'E-mail address' fields are highlighted with red rectangular boxes.

4. Click on the **OK** button to create the new reseller account.

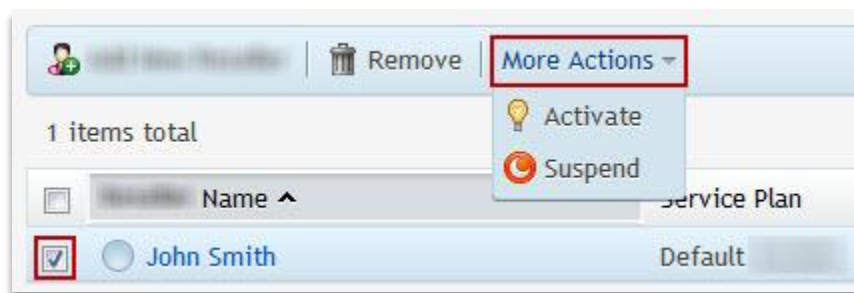


Suspend a user account

1. Click on the **Customer** or **Reseller** link on the left panel, depending on which type of user you wish to suspend.



2. Click on the relevant tick box next to the user you would like to suspend and click on the **More Actions** drop down list.



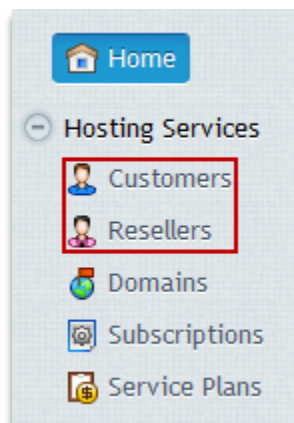
3. Select the **Suspend** action.



The selected user will now be suspended.

Unsuspend a user account

1. Click on the **Customer** or **Reseller** link on the left panel, depending on which type of user you wish to unsuspend.



2. Click on the relevant tick box next to the user you would like to suspend and click on the **More Actions** drop down list.



3. Select the **Activate** action.

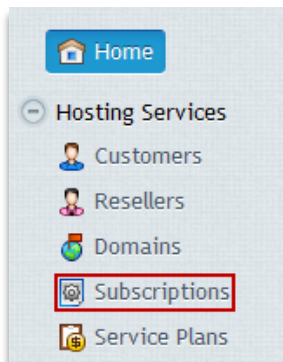


The selected user will now be unsuspended.

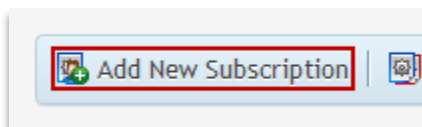
Creating a subscription

If you wish to create a hosting account for your own use you can do so by simply creating a subscription.

1. Click on the **Resellers** link, found under the **Hosting Services** section on the left hand menu column.



2. Click on the **Add New Subscription** link.



3. Fill in the details for your subscription.

A screenshot of a web form titled 'Adding Own Subscription'. The form contains several fields for creating a subscription. The fields are: 'Domain name *' (with a 'www.' prefix), 'IP address' (with a dropdown menu showing '.92 (shared)'), 'Username *', 'Password *', 'Repeat password *', 'Service plan' (with a dropdown menu showing 'Default Domain'), and 'Add-ons' (with a list showing 'Web Presence Builder'). There is a checkbox at the bottom left labeled 'Proceed to customizing the subscription parameters after it is created.' and two buttons at the bottom right: 'OK' and 'Cancel'. The 'OK' button is highlighted with a red rectangular box.

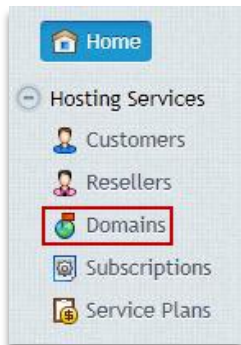
4. Click on the **OK** button to create the new reseller account.

Email

Setup an email account

To create an email address for a domain on your VPS

1. Click on the **Domains** link on the left panel.



2. Click on the **Domain name** link for the relevant domain name.



3. Then click on the **Mail** tab.



4. Click on the **Create E-mail Address** link.



5. Fill in your email address details and click on the **OK** button.

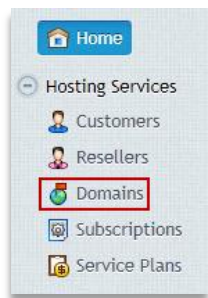
A screenshot of a form titled 'Set up a mailbox and specify a password for accessing it.' The form has several tabs: 'General', 'Forwarding', 'E-mail Aliases', 'Auto-Reply', and 'Spam Filter'. The 'General' tab is active. It contains the following fields: 'E-mail address *' (with a red rectangle around the input field and '@ yourdomainname.co.uk' to its right), a checked 'Mailbox' checkbox (highlighted with a red rectangle), 'Assigned to' (set to 'Nobody'), 'Password' (with a red rectangle around the input field and a strength indicator 'Very weak (?)' to its right), and 'Confirm password' (with a red rectangle around the input field). At the bottom, there is a note '* Required fields' and two buttons: 'OK' (highlighted with a red rectangle) and 'Cancel'.

Your email address will now be setup.

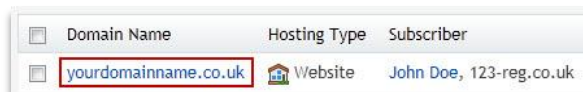
Creating an auto responder

To create an auto responder for a domain name on your VPS.

1. Click on the **Domains** link on the left panel.



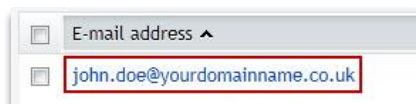
2. Click on the **Domain name** link for the relevant domain name.



3. Then click on the **Mail** tab.



4. Click on the relevant email address that you would like to create the auto responder for.



5. Click on the **Auto-Reply** tab.



6. Select the tick box next to the **Switch on auto-reply** option.

7. Fill in your auto responder details and click on the OK button.

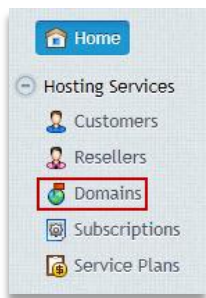
A screenshot of a dialog box titled 'Switch on auto-reply'. The 'Switch on auto-reply' checkbox is checked and highlighted with a red rectangle. Below it, there are fields for 'Auto-reply message subject' (containing 'Re: <request_subject>'), 'Message format' (with 'Plain text' selected), 'Encoding' (set to 'UTF-8'), and a large text area for 'Auto-reply message text'. There are also fields for 'Forward to' and 'Attach a file' with a 'Browse...' button. At the bottom, there are 'OK' and 'Cancel' buttons, with the 'OK' button highlighted by a red rectangle.

Your Auto responder will now be created.

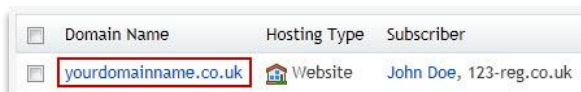
Disabling an auto responder

To disable an auto responder for a domain name on your VPS.

1. Click on the **Domains** link on the left panel.



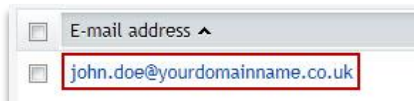
2. Click on the **Domain name** link for the relevant domain name.



3. Then click on the **Mail** tab.



4. Click on the relevant email address that you would like to disable the auto responder on.



5. Click on the **Auto-Reply** tab.



6. Deselect the tick box next to the **Switch on auto-reply** option.



7. Fill in your auto responder details and click on the OK button.

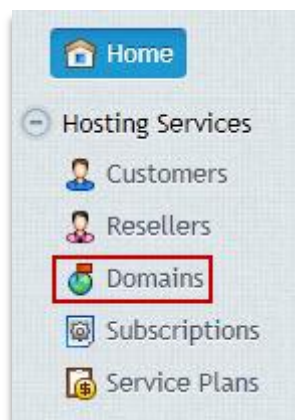


Your Auto responder will now be switched off.

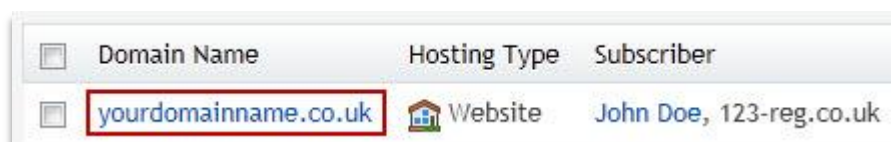
Changing the webmail application on your VPS

To change the webmail application in use on your VPS

1. Click on the **Domains** link on the left panel.



2. Click on the **Domain name** link for the relevant domain name.



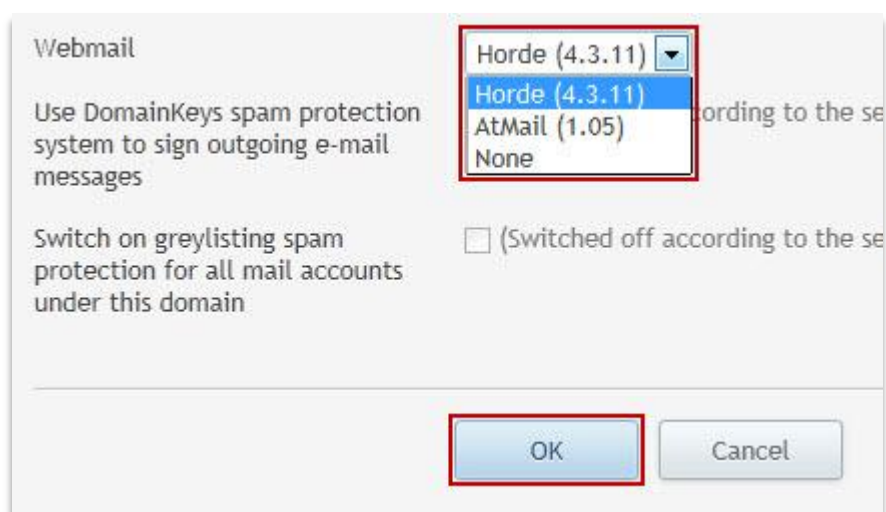
3. Click on the **Mail** tab.



4. Click on the **Change Settings** button.



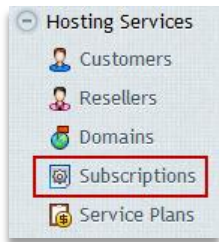
5. Select the webmail that you would like to use from the drop down menu and click on the **OK** button.



Databases

Creating a database

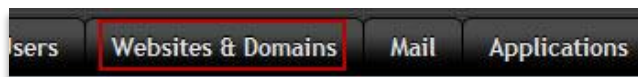
1. Click on the **Subscriptions** link in the left hand menu.



2. Click on the **Open in Control Panel** button.



3. Click on the **Website & Domains** tab.



4. Click on the **Databases** icon.



5. Click on the **Add New Database** button.



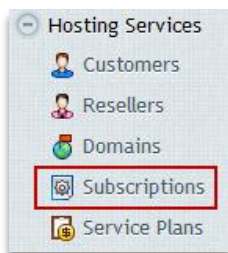
6. Enter the database name and click on the **OK** button.

A screenshot of a web form titled 'Add New Database'. The form has three input fields: 'Database name *' with the value 'admin', 'Type' with a dropdown menu showing 'MySQL', and 'Database server' with a dropdown menu showing 'Local MySQL server (default for MySQL)'. At the bottom of the form, there are two buttons: 'OK' and 'Cancel'. The 'OK' button is highlighted with a red rectangular box. A legend at the bottom left indicates that '*' denotes required fields.

You have now set up a database on your VPS, You will now need to set up database users.

Create a database user

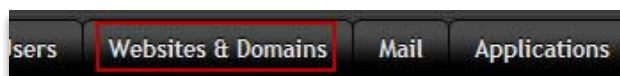
1. Click on the **Subscriptions** button.



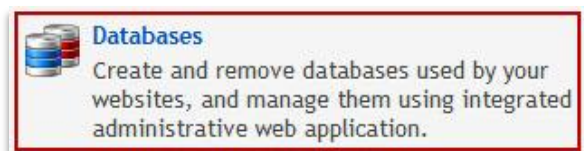
2. Click on the **Open in Control Panel** button.



3. Click on the **Website & Domains** tab.



4. Click on the **Databases** icon.



5. Click on the relevant database name.



6. Click on the **Add New Database User** icon.



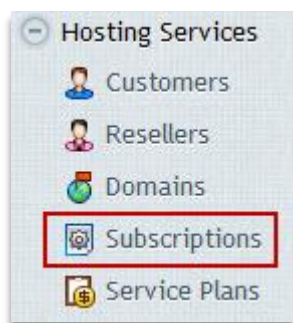
7. Fill in the username and password, Click on the **OK** button to save.

A screenshot of a form titled 'Add database user in wordpress_b database'. The form has four input fields: 'Database user name *', 'Old password' (with 'None' selected), 'New password *', and 'Confirm password *'. At the bottom, there is a legend '* Required fields' and two buttons: 'OK' and 'Cancel'. The 'OK' button is highlighted with a red rectangular box.

Your database user will now be created.

Login to phpMyadmin

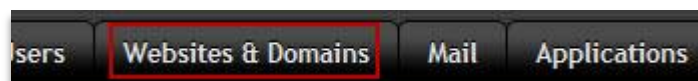
1. Click on the **Subscriptions** button.



2. Click on the **Open in Control Panel** button.



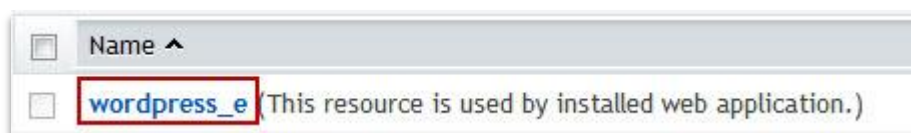
3. Click on the **Website & Domains** tab.



4. Click on the **Databases** icon.



5. Click on the relevant database name.



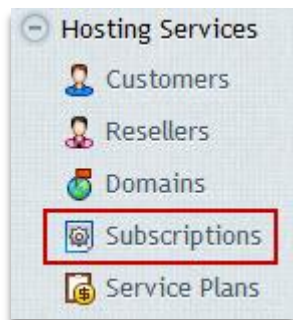
6. Click on the **Webadmin** button.



You will now be inside the phpMyadmin control panel for your database.

Backup database

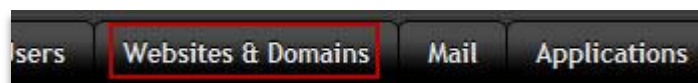
1. Click on the **Subscriptions** button.



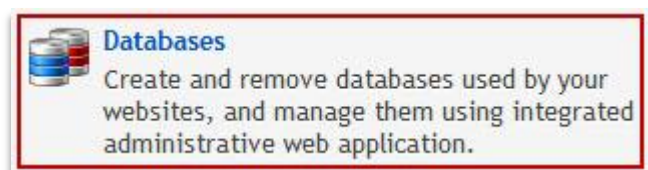
2. Click on the **Open in Control Panel** button.



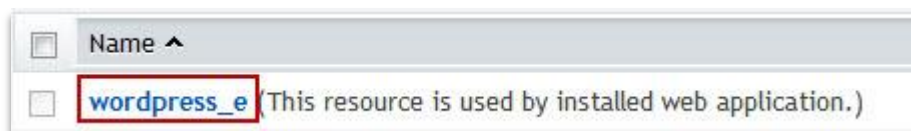
3. Click on the **Website & Domains** tab.



4. Click on the **Databases** icon.



5. Click on the relevant database name.



6. Click on the **Webadmin** button.

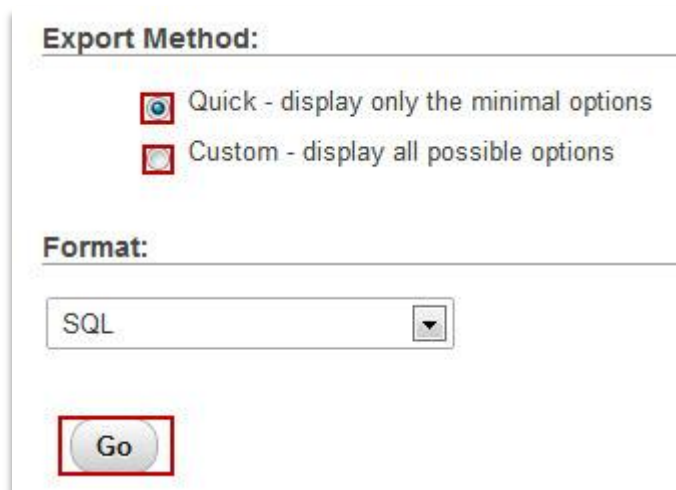


phpMyadmin will open in a new tab.

7. Click on the **Export** tab.



8. You can use the **Quick** export method or click on the **Custom** method for more export options. Once you have made your selection click on the **Go** button.

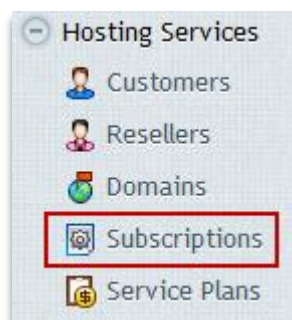


The dialog box is titled "Export Method:". It contains two radio button options: "Quick - display only the minimal options" (which is selected) and "Custom - display all possible options". Below these is a section titled "Format:" with a dropdown menu currently showing "SQL". At the bottom is a "Go" button.

A backup file of your database will now be downloaded to your computer.

Restore database

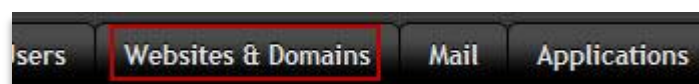
1. Click on the **Subscriptions** button.



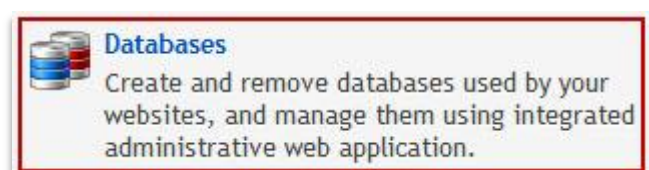
2. Click on the **Open in Control Panel** button.



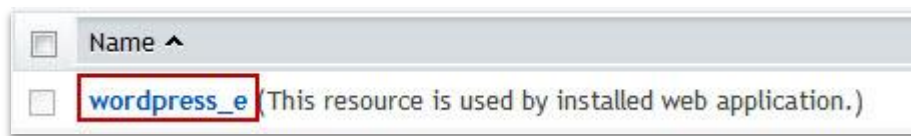
3. Click on the **Website & Domains** tab.



4. Click on the **Databases** icon.



5. Click on the relevant database name.



6. Click on the **Webadmin** button.



phpMyadmin will open in a new tab.

7. Click on the **Import** tab.



8. Click on the browse button to locate the backed up file on your local computer and click on the **Go** button.

File to Import:

File may be compressed (gzip, zip) or uncompressed.
A compressed file's name must end in **[format].[compression]**. Example: **.sql.zip**

Browse your computer: (Max: 2,048MiB)

Character set of the file:

Partial Import:

☒ Allow the interruption of an import in case the script detects it is close to the PHP transactions.)

Number of rows to skip, starting from the first row:

Format:

Format-Specific Options:

SQL compatibility mode: ⓘ

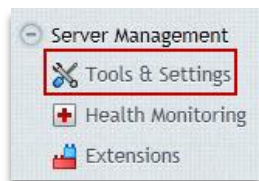
☒ Do not use **AUTO_INCREMENT** for zero values ⓘ

Your database will now be restored with the data from your backup file.

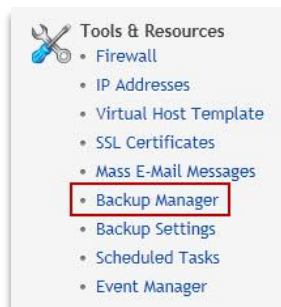
Backups

Setting up a Manual Backup

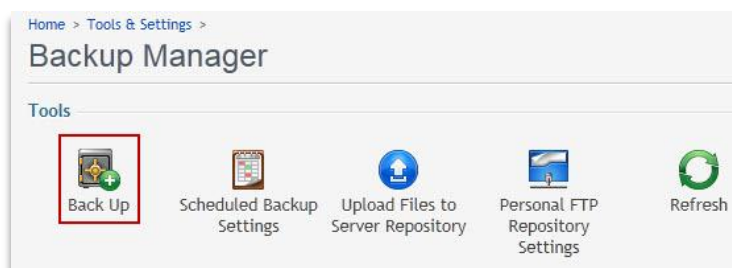
1. Click on the **Tools & Settings** link on the left panel.



2. Click on the **Backup Manager** link in the Tools & Resources section.



3. Click on the **Backup** icon.



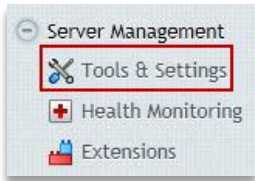
4. Fill in the Backup details and click on the **Back Up** button.

A screenshot of the 'Back Up Server' form. The form has a breadcrumb trail 'Home > Tools & Settings > Backup Manager: Server Repository > Back Up Server'. It is divided into several sections: 'Backup settings' with fields for 'Add prefix to backup name' and 'Comments' (the latter is highlighted with a red box); 'Create multivolume backup' with a checkbox and a 'Volume size' field; 'Store backup in' with radio buttons for 'Server repository' (selected) and 'Personal FTP repository'; 'When backup task is completed, send notification e-mail to' with a text field; 'Backup content' with radio buttons for 'Server configuration' and 'Server configuration and content' (the latter is highlighted with a red box); and 'Suspend domains until backup task is completed' with a checkbox. At the bottom, there are 'Back Up' and 'Cancel' buttons, with the 'Back Up' button highlighted by a red box.

Your backup will now start.

Setting up a Scheduled Backup

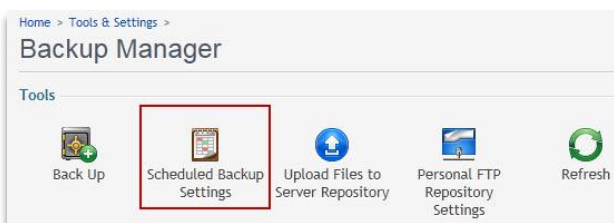
1. Click on the **Tools & Settings** link on the left panel.



2. Click on the **Backup Manager** link in the Tools & Resources section.



3. Click on the **Scheduled Backup** icon.



4. Fill in the Scheduled Backup details and click on the **Back Up** button.

A screenshot of the 'Scheduled Backup Settings' form. The form is divided into several sections: 'Schedule', 'Backup settings', 'Backup content', and 'Suspend domains until backup task is completed'. The 'Activate this backup task' checkbox is checked. The 'Backup period' is set to 'Daily'. The 'Start backup creation at' is set to '10 : 54'. The 'Add prefix to backup name' field is empty. The 'Create multivolume backup' checkbox is checked, and the 'Volume size' is set to '2047 MB'. The 'Store backup in' section has 'Server repository' selected. The 'Maximum number of backups in repository' field is empty. The 'If any errors were encountered during the execution of this scheduled backup task, send notification e-mail to' field is empty. The 'Backup content' section has 'Server configuration and content' selected. The 'Suspend domains until backup task is completed' checkbox is checked. The 'OK' button is highlighted with a red rectangle.

Your scheduled backup will now be setup.

Backing up your sites using FTP

You will need an FTP client software like [Filezilla](#), [Smart FTP](#), [BulletProof FTP](#) or the Firefox browser add-on [FireFTP](#) to make download a local copy of your files for backup.

To connect to your site by FTP, you will need to configure an FTP client with the following information:

- FTP Hostname
- FTP Username
- FTP Password

The following example uses [Filezilla](#), a free FTP client.

1. Open FileZilla and click on the **Site Manager** icon on the toolbar. This will open the Site Manager.
2. Click the **New Site** button. This will allow you to create a new site profile.
3. Enter a name for the new site and press the **Enter** key. This is important to distinguish it from any other FTP site you may add later on.
4. Next you will need to add the host, also known as the hostname.
5. The FTP port is port 21. Please do not change this.
6. Leave the **Servertype** as FTP.
7. Change the **Logontype** to **Normal**.
8. Type in your FTP Username and Password. These are case sensitive, so please be careful when typing.
9. Click the **Save and Exit** button.
10. To start the FTP connection, click on the **Site Manager** icon, and then click on the site you have just created, and lastly click on the **Connect** button.
11. You are now connected to your 123-reg VPS.