

How to Create a “Hidden” Web Page

www.magicinet.com/pdf/hiddenpage.pdf

Here's how to create a hidden page that is not accessible from the main site. There are only 2 ways you'll be able to access this page on-line: 1) by entering the complete URL path in your web browser, or 2) by creating a link to this page using the complete URL path. Of course, you'll also be able to access this page through your site's ADMIN V-Deck.

Follow these steps to create a basic hidden page:

- 1) log in to your website Admin area
- 2) click on Host Manager
- 3) click on File Manager
- 4) click on public_html
- 5) scroll to the bottom of the page and enter the name of your hidden page in the field for Create New File. Do not use any spaces in the page name. This name is case sensitive, so be sure to remember if you use any capital letters. Select HTML as the page type.
- 6) click on “Create” to create the page.
- 7) add content or edit your hidden page just as you would any page you create in Web builder.
- 8) to preview your hidden page, use the “Preview” function (magnifying glass icon) for that page in the public_html area.
- 9) to post your hidden page, you'll need to go to Web Builder and use the “Post” function.
- 10) you're done.

NOTES:

1. the path to your hidden page will be <http://www.yourwebsite.com/hiddenpage.html> the .html at the end of the URL is necessary if you create the new file (page) using a unique name (like *hiddenpage.html*). You'll need to use the entire path for any links you wish to arrive at this page.
2. If you prefer, you can create a web page where the .html is not required. This can make for a cleaner URL path to the page. Here's how to do it:
 - 1) follow the above instructions, but instead of entering your page name in “Create File”, first use the “Create a New Directory” field instead.
 - 2) give your new directory the special name you want to use for the hidden page. Remember that the folder name will be case sensitive.
 - 3) click on the folder icon to the left of the directory name to open your new directory from the public_html area of your site.
 - 4) once in the new directory, use the “Create New File” field to create the actual page. IMPORTANT: Give your new file (your hidden page) the name index and select html as the file type.
 - 5) your path to your hidden page will now be:
<http://www.yourwebsite.com/hiddenpage/index.html>.
 - 6) your browser will automatically look for and open any page named [index.html](#) or [index.htm](#), so by having that as the primary page in a directory, the [index.html](#) file in your new folder will automatically open. This is why your home page will open

simply by entering the domain name in a browser – your home page file that lives in your “home page” folder is actually named [index.html](#).

- 7) to create additional hidden pages using this method, you'll need to create a New Directory for each page that you want to open with a folder name. There can only be one index.html file in any directory.

3. I recommend the second method for hidden pages because it will keep your website better organized. All files related to a certain page can be stored in the directory for that page.