# Creating and editing a file via cPanel internal File Manager

You can create a file through FTP or SSH, and you can access the descriptions below through the following links:

- Creating and editing a file via FTP
- Creating and editing a file via SSH

The following description is just an example of how to create or modify a file with cPanel's built-in File Manager. Following the description, make sure you create the file at the right place. If you modify it, edit the file you want.

## CREATE A FILE

You can create a new file in two ways:

### VIA ONLINE INTERFACE

1. Sign in to https://admin.dotroll.com with your username and password.
2. Then, in the top menu bar, click **Services** / **My Services**.
3. Select the hosting service that is associated with the domain name **Addon domain** or **Alias** and then click on it.
4. On the page that appears, in the **Manage Resource** box on the left, select **File Manager**.
5. After loading, select the document_root folder for the domain name that you want to create the file for. You can access each folder by clicking on the folder name.
6. Next, click on the **Create new file** button in the middle of the right side of the page.
7. In the popup window that appears, under the **File Name** box, type the name of the file, then click the **Create** button.

### VIA CPANEL INTERFACE

1. Log in to the cPanel interface.
2. Find and click on **File Manager** in the **Files** box. The File Manager pane will open on a new tab
3. In the upper right corner, click the **Settings** button.
4. Select the home directory of the affected domain, then select **Show Hidden Files (dotfiles)** and click the **Save** button.
5. Click the **File** button in the upper left
6. Under the **New filename:** label, enter the file name and extension you want to create, and then click **Create New File** button.

# MODIFY A FILE

Unfortunately, direct editing of files is only possible with the cPanel interface.

1. Log in to the cPanel interface
2. Find and click on **File Manager** in the **Files** box.
   File manager
   Image not found or type unknown
3. In the upper right corner, click the **Settings** button.
   File manager - Settings
   Image not found or type unknown
4. Select the home directory of the affected domain, then select **Show Hidden Files (dotfiles)** and click the **Save** button.
   Show Hidden Files (dotfiles)
   Image not found or type unknown
5. Find the document_root folder for that domain name and include the file you want to edit, right-click and select **Edit**.
   Edit
   Image not found or type unknown
6. Click the **Edit** button in the window that appears.
   Edit - popup window
   Image not found or type unknown
7. In the editor that opens, make the necessary changes
8. Lastly, save your changes to the word editor by using the **Save Changes** button in the upper right corner.

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