Web Disk in cPanel: Open Your Hosting Files Like a Drive on Your Computer

cPanel Guides · https://www.hyyat.com/en/knowledgebase/cpanel-web-disk/

The idea Web Disk makes a folder on your hosting appear in Windows Explorer or the Mac Finder as a network drive, so you drag and open files directly. Create a Web Disk account limited to one folder, then use **Access Web Disk** to download the setup file for your system. If the tool is not in the Files section, use FTP instead.

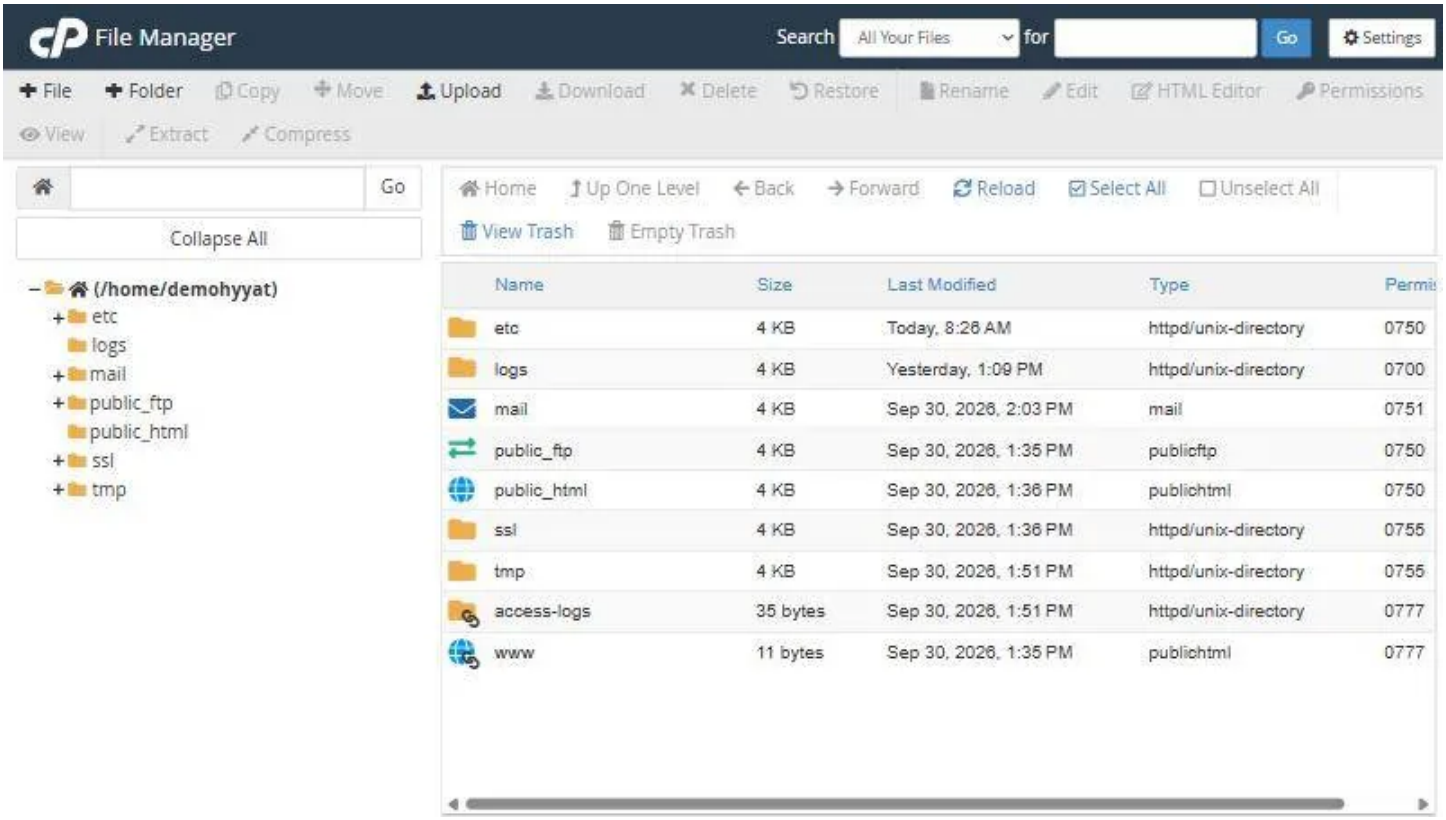
Embedded media: https://www.hyyat.com/wp-content/uploads/2026/11/hyyat-cpanel-webdisk-en.mp4?_=1

A question we often get: "I want my team to reach shared files on our hosting without learning an FTP program."

That is exactly what Web Disk is for: the folder shows up on each person's computer like any other drive, and they open and save files with no extra software. It uses WebDAV, which Windows, Mac and many phone apps support.

Is the tool in your panel?

Look for Web Disk in the Files section or the search box. If it is missing, it is not enabled on your server; use an FTP account limited to one folder, which does much the same job.



Creating a Web Disk account

1. **Open Web Disk** in the Files section.
2. **Enter a username** such as team, which becomes team@yourdomain.com.
3. **Set the directory** the only folder the account reaches, such as `shared` outside `public_html` so files are not public.
4. **Set a strong password** and choose read-only or read-write.
5. **Click Create** the account appears in the Web Disk accounts list.

Connecting your computer

System	How
Windows	Use Access Web Disk, pick your system and run the setup file, or add a network location from This PC
Mac	In Finder choose Go, then Connect to Server, and enter the address the tool shows
Phone	File apps that support WebDAV, with the same address and login

Always use the secure (SSL) connection the tool suggests, so your password is not sent in the clear.

When Web Disk, when something else

Situation	Best choice
A team sharing documents in one folder	Web Disk
Uploading a whole site or thousands of files	FTP with FileZilla
Editing a file or two quickly	File Manager
Very large files or backups	Cloud storage or a separate storage box

Careful: Web Disk files count towards your hosting space. And do not put the shared folder inside `public_html` unless you want its files reachable by anyone with the link.

From our support desk

- **A design studio** swapping large client files used Web Disk for one shared folder instead of email.
- **A customer put the shared folder inside public_html**, so internal files were open to anyone with the link. Moving it outside public_html closed the gap.
- **A customer could not find the tool** in her panel, so she created an FTP account limited to one folder and used a program that shows it as a drive.

Frequently asked questions

Is Web Disk secure?

Yes, with the encrypted connection and a strong password per account.

Why is Web Disk not in my panel?

It is not enabled on your server. Use an FTP account instead.

Can I give someone read-only access?

Yes, you choose the permission when creating the Web Disk account.

Do the files count towards my space?

Yes, like any other file in your account.

Does Web Disk work on a company network?

Your network must allow the Web Disk port; some corporate networks block it.

Can I open files directly without downloading?

Yes, open them from the drive like any file; saving uploads them to the hosting.

Related guides

- Create an FTP Account in cPanel for a Developer or Staff Member, Limited to One Folder
- Upload Files to Your Hosting over FTP with FileZilla: Details, Steps and Error Fixes
- cPanel File Manager: Open It, Show Hidden Files, Change Permissions and More
- A Full Backup of Your Website from cPanel: Files, Databases and Email
- The Files and Databases Sections in cPanel: File Manager, FTP and Creating a Database

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