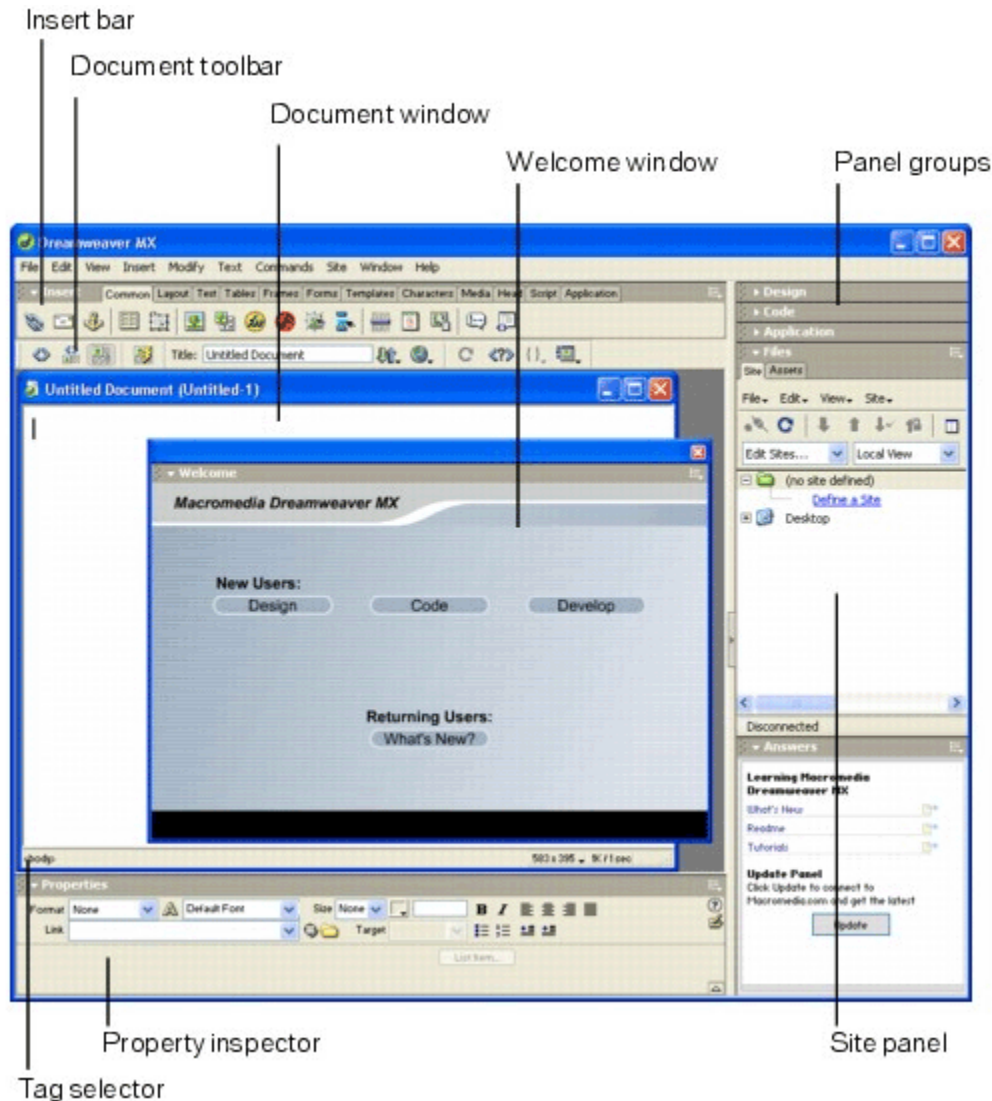


Beginning Dreamweaver MX

Dreamweaver is a professional HTML editor for visually designing and managing web sites and pages. It allows for both **HTML hand coding**, as well as **visual editing (WYSIWYG)**.

Learning the Dreamweaver Interface



Insert Bar - contains buttons for inserting various types of "objects," such as images, tables, and layers, into a document. Each object is a piece of HTML code that allows you to set various attributes as you insert it. For example, you can insert an image by clicking the Image icon in the Insert bar. If you prefer, you can insert objects using the Insert menu instead of the Insert bar.

Document Toolbar - contains buttons and pop-up menus that provide different views of the Document window (such as Design view and Code view), various viewing options, and some common operations such as previewing in a browser.

Document Window - displays the current document as you create and edit it.



Panel groups - are sets of related panels docked together under one heading. To expand a panel group, click the expander arrow at the left of the group's name; to undock a panel group, drag the gripper at the left edge of the group's title bar.

Property Inspector - lets you view and change a variety of properties for the selected object or text. Each kind of object has different properties.

Site Panel - allows you to manage the files and folders that make up your site. It also provides a view of all the files on your local disk, much like Windows Explorer (Windows) or the Finder (Macintosh).

NOTE : Dreamweaver provides many other panels, inspectors, and windows not shown here, such as the History panel and the Code inspector. To open Dreamweaver panels, inspectors, and windows, use the Window menu.

I. **Creating a "Site" on your computer hard drive**

This defines the structure of your site and enables you to publish your files to the web easily. For every web site that you do, you will have a "site" that contains all the files associated with that web site.

To create a new "Site":

1. Click on 'Site'
2. Choose 'Define Site'
3. Fill out the required info

You are now ready to begin creating a webpage!

II. **FTP**

File Transfer Protocol allows you to publish your files directly onto the web. Dreamweaver makes this extremely easy. After you create your "Site", you simple drag the files from the Local System (which is your computer) to the Remote System (the server).

III. **Give that page a title!**

Why a title? When someone bookmarks your page (Netscape) or places it in their favorites folder (Internet Explorer), this is the text that they see. Also, internet search engines use the title in their files used for retrieval. Make it fairly descriptive.

To give your page a title:

1. Click Modify



2. Put an appropriate title in the field labeled 'Title'
3. Click 'OK'

Now let's go preview it! Go to 'File', choose 'Preview in Browser'.

IV. Formatting text

You can enter text into your webpage just like you do inside of a **word processor**. You can use bold, italics, underline, etc. and also choose different **fonts** and different **font sizes**. You can also use the alignment buttons to align your text on the page.

- Remember your audience
- Use common fonts like Arial, Helvetica, Geneva, Courier, & Times New Roman
- Just because you can use a lot of fonts, doesn't mean you should

V. Inserting images

To insert an image from clip art of a disk:

1. Click on 'Insert'
2. Choose 'Image'
3. Click 'Ok'

- Use minimal animation – only if its necessary
- Remember color schemes, consistency
- Images should enhance, not overload

VI. Creating hyperlinks

What is a hyperlink? Hyperlinks allow you to jump from place to place on the internet. A **word** or **sentence** can be a hyperlink, or an **image** can be a hyperlink. You can also create 'mailto' hyperlinks which enables a person to click and send an **e-mail message**.

To create a hyperlink:

1. Highlight the word, sentence or image that you want to be a hyperlink
2. Find the Link field in the Property Inspector menu.
3. Type in the URL of the page you want to link to.

To create a 'mailto:' hyperlink:

1. Choose 'Insert E-mail link' from the Objects panel
2. Enter the appropriate information
3. Click 'Ok'

VII. Inserting Tables



What are tables? Tables give you more control over how your page looks. You can organize and layout your page better with tables than without tables. Tables give you **power!**

To insert a table:

1. Click on 'Insert Table' from the Objects panel
 2. Fill in the fields you want (note: pay close attention to pixel width versus percent width)
 3. Click 'Ok'
- Border size
 - Cell spacing
 - Cell padding
 - You can insert tables inside of tables

VIII. Some websites to help you in your learning

- www.htmlgoodies.com
- www.gettingstarted.net
- www.webmonkey.com