

DREAMWEAVER RPH Tutorial Part 1

This tutorial focuses on the basic steps involved in creating an attractive, functional website. In using this tutorial you will learn to design a site layout, insert images and text and create links.

CREATING YOUR LOCAL ROOT FOLDER

First, you need to decide what you want to put on your website: images, buttons, videos, PDF documents, PowerPoint presentations, etc. To create and maintain an organized website, you need to establish a hierarchy of folders that contain all of the components that make up your site. This folder is called your **Local root folder**. This folder is important because this is where Dreamweaver looks for all your files.

For the purposes of this course it is highly recommended that you save all work on a USB key.

To create a root folder, follow these steps:

1. Create a new folder on your desktop. On a Mac, click **File > New Folder**. On a PC, right-click and choose **New Folder**.
2. Give the folder a brief, but descriptive name. Do not use capital letters, spaces, or special characters when naming folders and files for your website. All of your pages will be saved within this folder.
3. Open the folder, and create another new folder inside. Name this folder **images**. Put all of your images, buttons, movie files, etc. inside the images folder.

NOTE: Make sure that all your pages and images are saved in your **root folder**, or they will not appear the next time your website is opened.

MANAGING YOUR SITES

Now you are ready to launch Dreamweaver CS4. On a Mac, click the Dreamweaver icon from the Dock. On a PC, click Start > Programs > Macromedia Dreamweaver CS4.

The most important step you need to take every time you launch Dreamweaver CS4 is to define your Local Info. The **local root folder** is the name for the folder where you are storing all of your website's contents.

To define a site, follow these steps:

1. go to **Site > New Site**.
2. Select the **Advanced** tab.
3. Enter a name for the site in the **Site Name** text field (*Fig. 1*). (This name will be for your use only – it will not be published with your site.)
4. Click the small folder icon next to the **Local Root Folder** text field.
5. Navigate through the folders on the computer and/or disk and locate the folder that you have designated for your website project (local root folder).
6. Select the designated folder and click the **Choose** button.

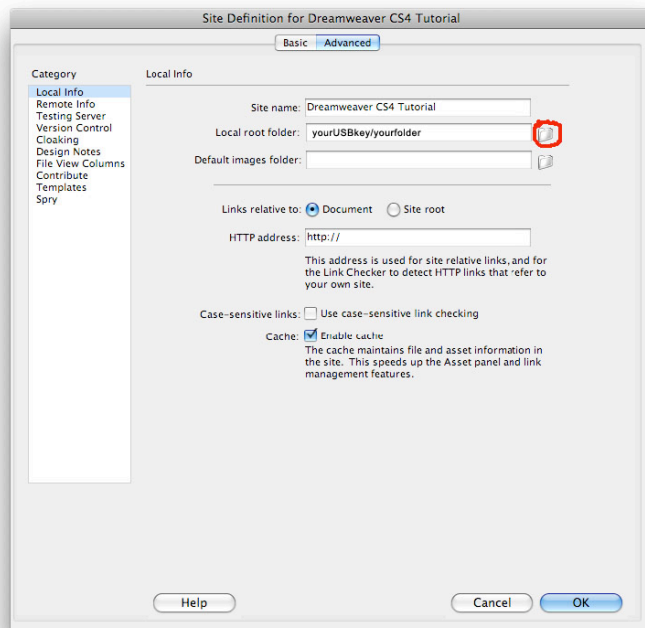


Fig. 1 Local Info tab.

CREATING A HOMEPAGE

To create a Web page, follow these guidelines:

1. To add a new page go to **File > New** and choose a basic HTML page. Save this page by clicking **File > Save As**. Name the first page index.html. This will be the first page that users encounter when they visit your site. Save this file to your local root folder as index.html. Naming the homepage index.html tells the Web browser that this is the first page it should open when someone visits your site.
2. After your **homepage** index.html is created, you can use this page as a template layout for all the other pages in your site. Simply hit **Save As** and name the file whatever you wish, but be sure to keep the name is simple, for example history.html, resume.html, etc. Remember not to use capital letters or spaces when naming files, this will make it easier for web browsers to find your files.
3. To save the pages of your site simply click **File > Save** for each page. Make sure your homepage is named **index.html**, and save all of your files in the folder you chose when you defined your site, i.e. in your **local root folder**.

DESIGN AND LAYOUT

Even if you are creating only a simple Website, you should begin by sketching out the layout of your site. Decide where you want titles, images, navigation buttons, and text to appear on the screen.

Most web sites have the same design characteristics on every page. For example, Website titles are usually in the top left or top center, while navigation buttons usually appear vertically on the left or horizontally below the title. In addition to sketching out a layout for each page, you should determine how many pages you will need for the Website. Thorough planning is essential to good web design.

In order to get your text, navigation buttons, and images to appear where you want them on the Web page; you need to use tables to format content of each page.

Everything on each page of your Website should fit within one large table.

Using your layout sketches, you can determine what your table needs to look like. *Fig. 2* shows a simple layout sketch. *Fig. 3* shows the same layout, with table borders drawn in. Now, simply create a table in Dreamweaver that has the same characteristics as the borders drawn on the page. The next section will teach you how to

insert your table.

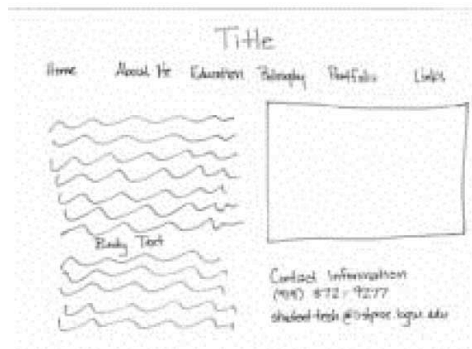


Fig. 2 Simple layout sketch

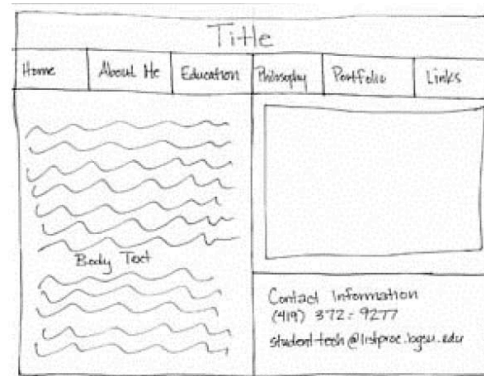


Fig.3: Simple layout sketch with borders

INSERTING AND USING TABLES

WHY USE TABLES

Tables help you divide the space on your page. They are similar to tables in Word or Excel but can be used in much more flexible ways. Tables give you the option of making your page a fixed size or making it fit to the user's window the best it can. Tables also guarantee that the location of your text and images does not change when seen on screen with different resolutions or in different Web browsers.

HOW TO INSERT A TABLE

To insert a table, follow these steps:

1. In the main menu, click **Insert > Table**.
2. Insert the amount of **Table Rows** and **Columns** (Fig. 4).
3. Set **Table width** 800 pixels.
4. Set **Border thickness**. To have a visible border type in 1 or higher, to have no border type in 0.
5. **Cell padding** adds room inside of a cell. Enter 0 for no space or a number to increase the space.
6. **Cell spacing** adds space between cells. Enter 0 for no space or a number to increase the space.
7. Click **OK**.

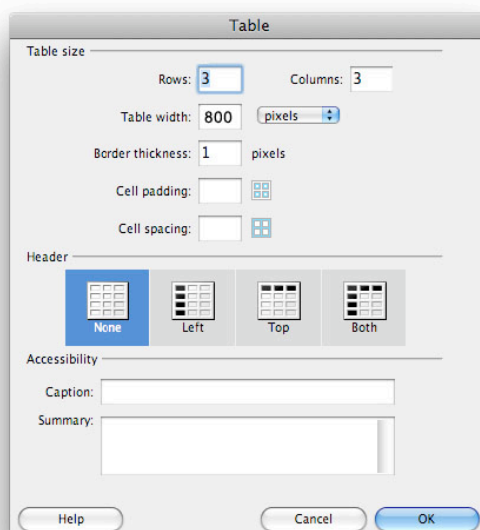
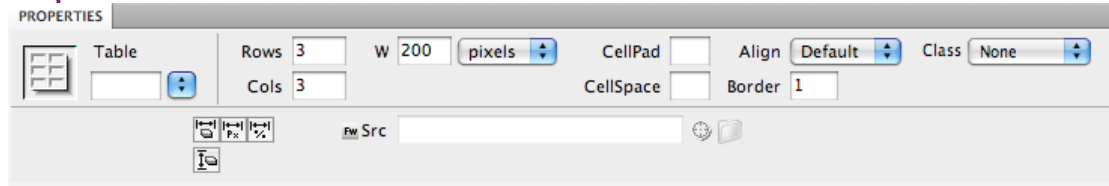


Fig.4

PROPERTIES OF TABLES

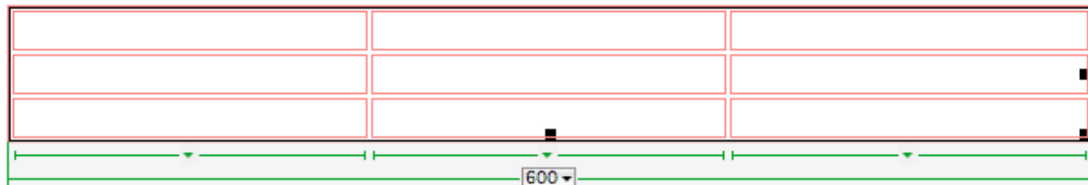
If you click on one of the table borders, you can view your table properties in the **Properties** window.



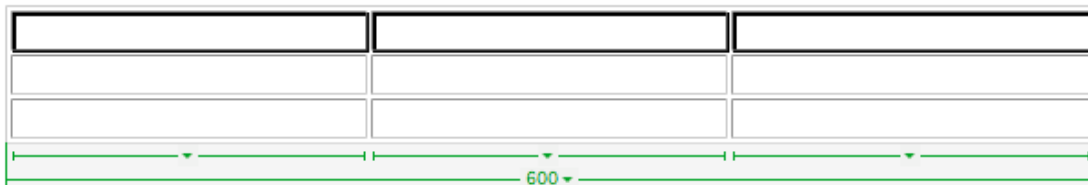
CREATING YOUR DESIRED LAYOUT

To create the traditional layout, follow the directions below:

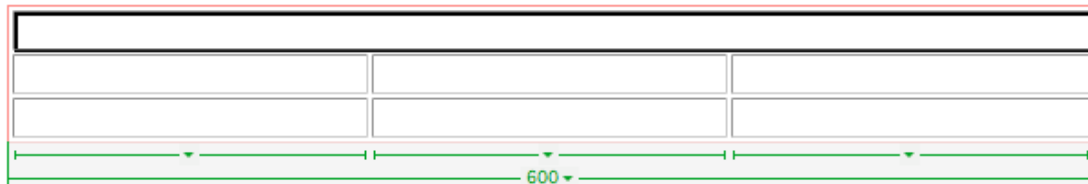
1. Insert a table with 3 rows and 3 columns that takes up 800 pixels of the page.



2. Highlight the first row of cells by placing your cursor in either far left or far right cell and dragging to the other side.



3. Use the bottom section of the **Properties** window to merge the cells you have selected. This section will be used for the banner title of your page.



4. Highlight and merge the bottom row. This section will be used for information such as your contact info and the date the site was last updated.



5. Highlight and merge the middle and right cells in the middle row. This section will be used for your main content, and the leftover cell will be used for links.

6. Now you can adjust the table by clicking and dragging on the handles to make the table look more like a familiar webpage (if you have problems dragging the handles you can use the Properties window to manually insert the number of pixels or percent of the table for the width and height of the cell).

Fig.5 Desired Layout

From here you can insert additional tables into any of the cells you want. This will let you place your text and images exactly where you want them within each section.

DESIGN ELEMENTS

ADDING TEXT

To insert text simply click inside a cell and type in your content. When you click **ENTER**, Dreamweaver automatically adds paragraph spacing. To add a line space, click **SHIFT + ENTER**.

INSERTING IMAGES

To insert an image, follow these steps:

1. Click in the cell where you want the image to appear.
2. Click **Insert > Image**.
3. Locate the image you want to insert.

NOTE: All of your images should be saved in the "images" folder that you established

when you started.

4. Click **Choose** to insert the image.

Click on the image to view its properties in the **Image Properties Inspector** window (*Fig.6*).

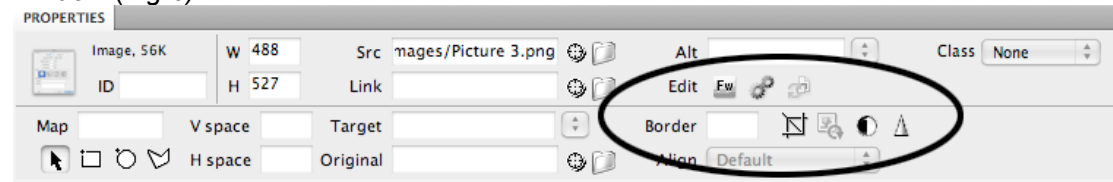


Fig6: Image Properties Inspector window

IMAGE PROPERTIES INSPECTOR

The top half of the **Image Properties Inspector** allows you to:

- Name the image (far left).
- Change the size of the image (**W&H**).
- See where the image file is located (**Src**).
- Link the image to a file or a site (**Link**).
- Edit the image (**Edit**).

The bottom half of the **Image Properties Inspector** allows you to:

- Add a hotspot over the image (**Rectangular, Oval, and Polygon Hotspot**).
- Select target if you made your image a link (**Target**);
- Add a border to your image (**Border**).
- Change alignment (**Align**).

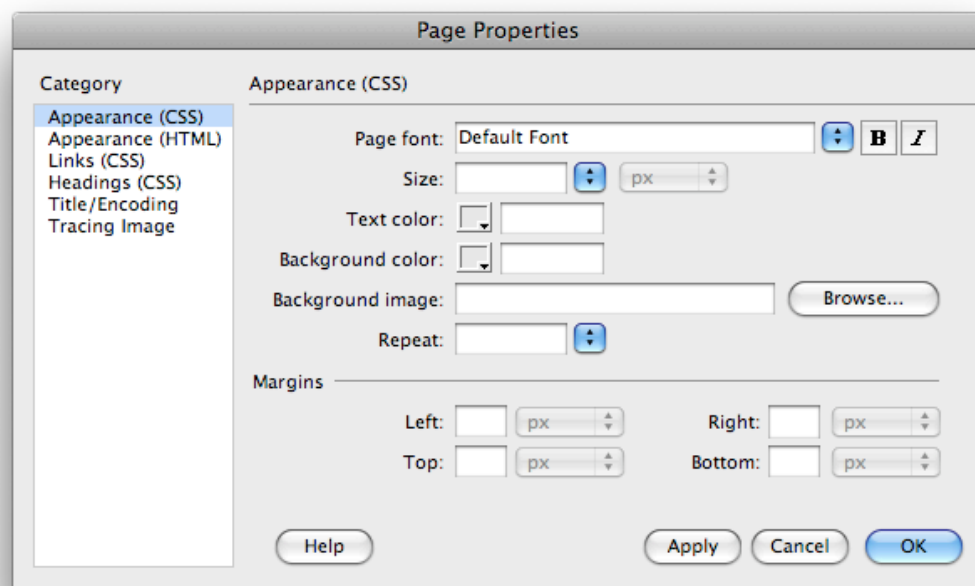


Fig.7: Page Properties window

FORMATTING PAGE PROPERTIES

To change the background color of your pages or other overall properties of your website, go to **Modify > Page Properties**. Here, in the **Page Properties** window, you can set the default font, text size, text color, and background for all of your pages (*Fig.7*).

Page Properties Appearance window To modify the properties of links, click on the **Links** tab under **Category**. Here you can set link font, size, link color, color of active, rollover, and visited links, as well as link style (*Fig.8*).

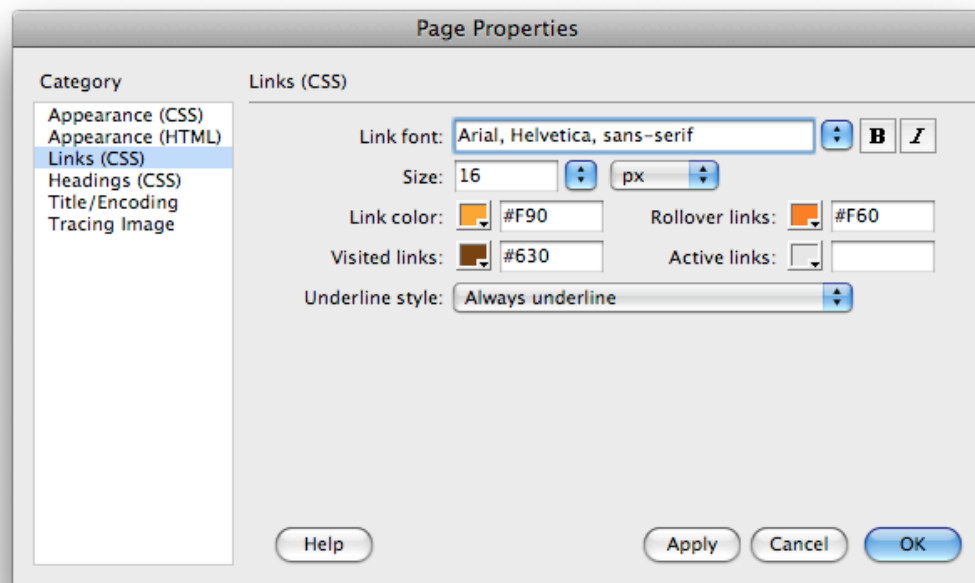


Fig.8: Page Properties Links window

TO PREVIEW IN A BROWSER

You can preview your Web pages in a browser in many ways:

1. Choose **File > Preview** in Browser.
2. Hit **F12**.
3. Click on the world icon located on the toolbar at the top of your page (*Fig.9*).

Fig.9:

