



DREAMWEAVER 4

Web Site Development Software for Windows



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Introduction

Macromedia Dreamweaver has clearly emerged as the top Web design program on the market. Its ease of use and high-end features make it an ideal choice for professional Web designers, as well as for those who are relatively new to Web publishing. Dreamweaver can help you with every aspect of Web development, from designing simple pages, to fixing broken links, to publishing your pages on the World Wide Web. Dreamweaver can handle the simplest HTML, as well as some of the most complex features possible on the Web, such as frames, Dynamic HTML, styles, and layers. It also integrates a powerful HTML text editor into its WYSIWYG design environment.

Preview of Things to Come

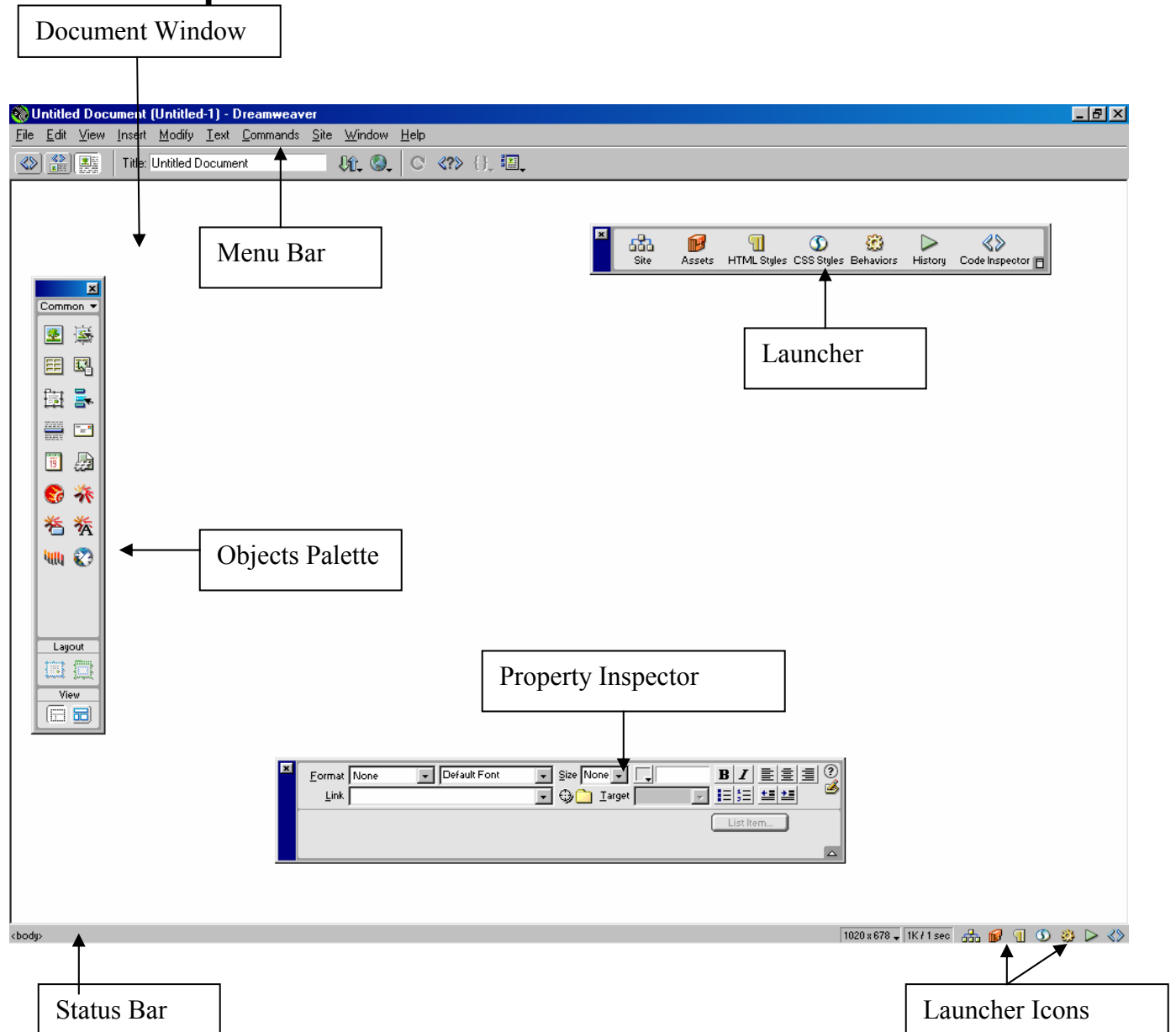
Visit these sites for a preview of two Web sites that you will create in this class! They were both created using the many, many, many features of Dreamweaver!

http://www.nisd.net/mscmpww/Moderns_KellySmith

http://www.nisd.net/mscmpww/Moderns_KellySmith/FramePractice/pw.htm
(The password is **webpro**.)

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The Workspace in Dreamweaver 4



The Workspace

- Appears automatically when you launch Dreamweaver
- The place where you build your Web pages
- Contains four basic components: the *Menu Bar*, the *Document Window*, the *Status Bar*, and *floating palettes*

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The Menu Bar

- Provides access to all the features of Dreamweaver
- Most, but not all, of the menu commands can be performed by using the buttons/icons on the floating palettes

The Document Window

- Displays text, images, and other elements in much the same way that a Web browser displays them
- This is where you edit and design your pages
- Looks like a blank page, but is really a simple bare-bones HTML file

The Status Bar

- Can be turned on or off in the **View** menu
- Left end: shows HTML codes that indicate how elements on your page are formatted
- Right end: contains shortcuts to all the features available in the *Launcher*.
Hint: Use the icons and close the *Launcher* so you will have a larger view of your *Document Window*.

The Floating Palettes

- Provide easy access to most of Dreamweaver's features
- You can drag them around to reposition them
- You can close any or all of them if they are distracting by clicking the palette's **Close** box (X)
- You can bring them back through the **Window** menu
- There are three floating palettes: *Objects Palette*, *Property Inspector*, *Launcher*

The Objects Palette

- Contains buttons for creating HTML objects, such as tables, images, forms, etc. (An object is anything you can put on an HTML page.)
- There are seven subpalettes in the *Objects Palette*: *Common*, *Characters*, *Forms*, *Frames*, *Head*, *Invisibles*, *Special*
- Click the small arrow at the top right corner of the *Objects Palette* to switch between subpalettes
- Drag borders or corners to resize

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- Specify whether to display only the icons or the icons and their names in the *Edit* menu, *Preferences* command Under the category of general, you will see Object Panel. Click the down delta to change the preferences.

The Property Inspector

- Displays the properties of a selected element on the page (A property is a characteristic or attribute of HTML, such as the alignment of text or the size of a cell in a table.)
- When you click an element, the *Property Inspector* changes to display the properties for that particular element
- You can alter the properties of an element by changing the field values in the *Property Inspector*
- Click the small arrow in the bottom right corner to see additional (advanced) attributes

The Launcher

Allows you to open dialog boxes to access: *Site* features, the *Assets*, *HTML Styles*, Cascading Style Sheets (*CSS*), *Styles*, *Behaviors*, *History*, and the *Code Source*

- *Site*
 - Lists all files and folders in a Web site
 - Helps you manage structure and organization of your site
 - Lets you access FTP capabilities to upload your site to the Web server
- *Assets*
 - Lets you store items in a central place so that you can easily add them to multiple pages
 - Warning: only available if you have defined your site using the *Site Definition* dialog box
- *HTML Styles*
 - “Styles” refers to a specific set of text attributes such as fontfaces, sizes, and formatting.
 - Enables you to store commonly used styles for easy access. Dreamweaver calls these “H styles.”
 - H styles effect only one occurrence of the style – the place where you actually apply the style
 - Similar to, but much more limiting than, cascading style sheets
- *CSS (Cascading Style Sheets)*
 - Enables you to define styles and apply them to text or other elements on a page

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- Makes it easy to create a consistent look and feel throughout your Web site
- When you change a style all occurrences of that style will be updated in your document
- *Behaviors*
 - A behavior is made up of a specified event that, when triggered, causes an action
 - Behaviors are scripts, usually written in JavaScript, that you can apply to objects to add interactivity to your Web page
- *History*
 - Keeps track of every action you take in Dreamweaver
 - Can be used to undo multiple steps at once, to replay steps, and to automate tasks
- *Code Source*
 - Integrated HTML text editor
 - Changes made here automatically appear in the Document Window (WYSIWYG editor), and vice versa

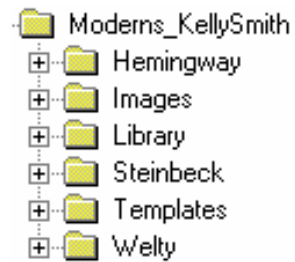
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Guided Practice: The Moderns Web Site

You are going to create a Web site about “The Moderns,” three of the most famous writers that America has ever known. The Moderns are Ernest Hemingway, John Steinbeck, and Eudora Welty. The Web site will address the personal life and literary works of each of the three authors.

Create a New Site (Structure & Organization)

1. Create a folder on your desktop named *Moderns_YourName*.
2. Use Windows Explorer to create the file structure pictured here.
3. Go to the following website and save all the images into the image folder:

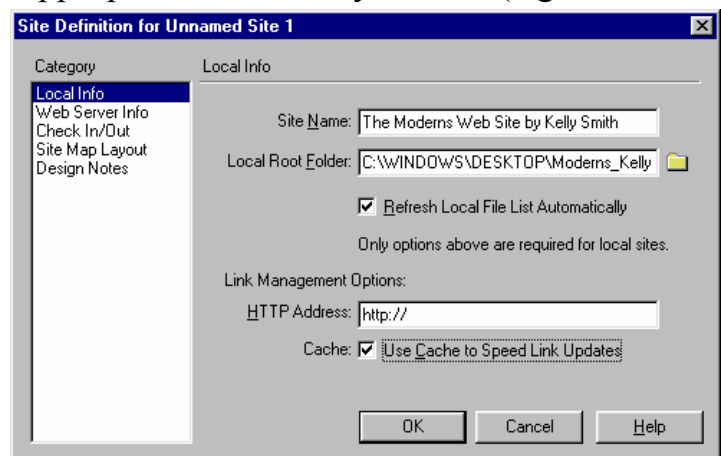


http://www.nisd.net/cmptecww/tutorial_images/photos.htm

Right click on each image and choose save image. Navigate to your images folder and click save.

Define the Site in Dreamweaver

1. Launch Dreamweaver.
2. Close all palettes except the **Objects palette** and the **Properties palette**. (**Window menu**)
3. From the **Site** menu, choose the **New Site** command.
4. Select the **Local Info** category on the left side of the dialog box.
5. In the **Site Name** text box, type an appropriate name for your site (e.g. *The Moderns Web Site by Kelly Smith*)
6. Use the **Browse** button (looks like a folder) to select the **Local Root Folder** on your desktop that you created above (e.g. *Moderns_KellySmith*)
7. Place a checkmark in the box next to **Refresh Local Files List** so that Dreamweaver will automatically update the list of all new pages that you add to your site.
8. If you do not yet know the Web address for your site (after it is published to the Web server), leave the **HTTP Address** box blank.



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9. Place a checkmark in the box next to **Enable Cache** for increased speed.
10. Click **OK**, then close the **Site** window.

Creating Your Home Page

1. Click to insert your cursor at the top of the blank page in the Document Window.
2. Type the following, allowing the text to wrap:

The Moderns

The Moderns are three of the most famous writers that America has ever known. The Moderns are Ernest Hemingway, John Steinbeck, and Eudora Welty. This Web site will address the personal life and literary works of each of the three authors. Not only is their writing famous and exciting, but these authors led fascinating, active lives. The insight into life displayed in their stories leads the reader to appreciate these three writers for their humanity as well.

Ernest Hemingway

John Steinbeck

Eudora Welty

Send your comments to the author of this Web site. Thanks for visiting!

3. Spell check your page: **Text** menu, **Check Spelling** command.
4. Title your page: **Modify** menu, **Page Properties** command. In the **Title** box, type *The Moderns*, then click **OK**. (This title appears at the top of the browser window.)
5. Save your page: **File** menu, **Save** command. Be sure to **Save in** the desktop folder where your site has been previously defined. Name your file *index.html*.

Formatting Text

1. Select the text that you want to format.
2. Use the **Property Inspector** fields to apply formatting. (Note: You can also use the **Text** menu.)
3. **Format your home page according to these specifications:**
 - Heading 1 for the title
 - Unordered List for the list of three names
 - Purple (#993399), bold “Thanks for visiting!”
4. Re-save your page.

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Adding a Background Color or Image

The background of your page can be a solid color or a wallpapered image. The most important thing to remember about using an image is to save the image in the folder that you want to keep it in before you use it on your page. If you use an image and then move the image to a new location, you will break the link between the page and the image (i.e. you'll see a broken or missing image icon).

1. Background Color (FYI only: do not actually change the background color now!)
 - From the **Modify** menu, click **Page Properties**.
 - Click the color drop down box next to the word **Background**.
 - Use the eyedropper to select a color. (The default background color is white #FFFFFF.)
 - Click **OK**.
2. Image Background (Do this)
 - From the **Modify** menu, click **Page Properties**.
 - Click the **Browse** button next to the **Background Image** box. Navigate to where your image is saved. Double click to select it (e.g. *StainedGlass.gif*)
 - Click **OK**.
 - Select all text (**Ctrl-A**), then click the **Indent** button in the **Property Inspector** one time.
 - Save your work

Create a Subpage

1. From the **File** menu, select the **New** command.
2. From the **File** menu, select the **Save** command.
 - Be sure to **Save in** the **Hemingway** folder of your site.
 - Name this file *hemingwaybio.html*. (Note: when saving web pages it is best to use one word names only; no spaces and all lowercase.)
3. On the page:
 - Type “Ernest Hemingway”
 - Skip a couple of lines, then type “Back to The Moderns Homepage”
 - Title your page: **Modify** menu, **Page Properties** command. In the **Title** box, type *Ernest Hemingway Biography*.
 - Apply the *StainedGlass* **Background Image**, then click **OK**.
 - Indent the two lines of text using the **Indent** button in the **Property Inspector**.

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Linking Pages Within Your Web Site

This type of a link is also called an internal or relative link. The most important thing to remember is to save your pages in the folders that you want to keep them in before you start setting links. If you set a link and then move the page that you linked to a new location, you will break the link (i.e. it will no longer work).

1. Select the text that you want to convert into a hypertext link.
2. Use the **Property Inspector** field to create the link. Click the **Browse** icon (looks like a folder) at the end of the Link text box.
3. From the **Select File** dialog box, click the page to which you wish to link.
4. **Create links in your Moderns pages according to these specifications:**
 - Link “Ernest Hemingway” in the unordered list on the home page to the *hemingwaybio* page. (You can switch back to the *index* page via the Taskbar.)
 - Link “Back to The Moderns Homepage” on the *hemingwaybio* page_back to the *index* page.
5. Re-save all pages (From the **File** menu, click the **Save** command).

Previewing Your Pages

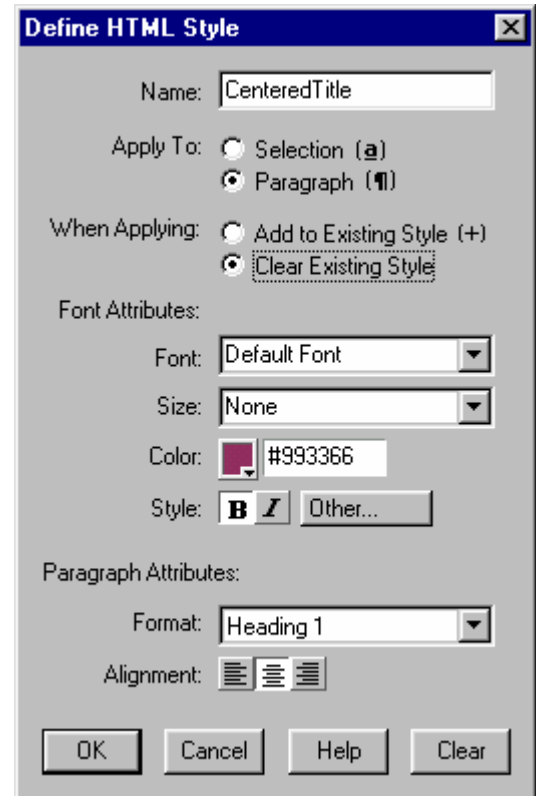
Most Web design programs include some way of previewing your pages in a browser. Dreamweaver takes this feature two steps farther by enabling you to check your work in a number of browsers and even test the compatibility of your pages in different versions of different browsers.

1. Basic previewing: From the **File** menu, select the **Preview in Browser** command, then click a browser’s name.
2. Adding browsers to the list: From the **File** menu, select the **Preview in Browser** command, then click **Edit Browser List**. Use the plus sign to add browsers, if necessary. Navigate to the browser file.
3. Test compatibility: From the **File** menu, select **Check Target Browsers**. Select a specific browser version, then click the **Check** button. A report is generated that lists any HTML features that you have used that the chosen browser does not support.

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Defining HTML Styles

1. Click the **Show HTML Styles** button on the **Launcher** or the **Status Bar**.
2. In the bottom right corner of the **HTML Styles** window, click the **New Style** button.(+)
3. Name the new style (e.g. *CenteredTitle*)
4. Generally, click the **Apply to Paragraph** radio button.
5. Generally, click the **Clear Existing Style When Applying** radio button.
6. Choose **Font Attributes** (e.g. purple color #993366, bold)
7. Choose **Paragraph Attributes** (e.g. Heading 1)
8. Choose **Alignment** (e.g. centered)
9. Click **OK**. The new style is now listed with the existing HTML styles. If you ever want to edit the style, click its name in the list.



Using HTML Styles

1. Select the text to format using a style (e.g. “Ernest Hemingway” on the *hemingwaybio* page).
2. If the **HTML Styles** window is not already open, click the **Show HTML Styles** button on the **Launcher** or the **Status Bar**.
3. Click to select a style from the list (e.g. *CenteredTitle*)

Setting a Link to an E-Mail Address

1. Select the text that you want to convert into a link (e.g. the word “author” near the bottom of your *index* page)
2. From the **Common Objects Palette**, select the **Insert E-mail Link** button.
3. In the E-mail box, type your e-mail address (ex. *cmptec04@nisd.net*)
4. Click **OK**.

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Adding a Horizontal Rule

1. Position your cursor (e.g. underneath “Ernest Hemingway” title on the *hemingwaybio* page)
2. From the **Common Objects Palette**, click the **Insert Horizontal Rule** button.
3. If you wish, you may use the fields in the **Property Inspector** to alter the appearance of the rule (e.g. 80% width).

Adding Images

The most important thing to remember is to save your images in the folders that you want to keep them in before you start inserting them into your pages. If you insert an image and then move the image to a new location, you will break the link between the page and the image (i.e. you’ll see a broken or missing image icon).

General Instructions:

1. Open the page where you want to insert the image and position your cursor.
2. From the **Common Objects Palette**, click the **Insert Image** button.
3. Navigate to the folder where the image is saved.
4. Double click the image to select it.
5. Click the image to display its attributes in the **Property Inspector**. You may change the field values to alter alignment, size, alternate text, link, border, etc.

Add images to The Moderns site according to these specifications:

- Insert the *hemingway.jpg* image underneath the title on the *hemingwaybio* page.
- Enter the author’s name in the **Alternate Text** field for the image.
- Center the image on the page by using the **Align Center** button in the “advanced” portion of the **Property Inspector**. (You may have to click the little triangle in the bottom right corner of the **Property Inspector** to expand it.)
- Insert *StainedRule.gif* on the line after “The Moderns” title in your *index* page.
- Re-save all pages (From the **File** menu, click the **Save** command).

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Adding a Table

1. Create a blank line and position your cursor below the image on the *hemingwaybio* page.
2. From the **Common Objects Palette**, click the **Insert Table** button.
3. Make your selections for rows (3), columns (2), width (87%), border (leave default), cell padding (leave default), and spacing (leave default). **NOTE:** a border of zero is invisible.
4. Select the two cells on the first row. Merge them using the **Merges...** button on the **Property Inspector**.
5. Type the following text into the cells (bold row one):

Follow these links to learn about the personal life and literary works of Ernest Hemingway!	
www.hemingwayhome.com	www.lostgeneration.com/hrc.htm
www.theatlantic.com/unbound/flashbks/hemingway.htm	www.hemingway.org

6. Select the entire table by clicking its outside border (handles will appear). Use the buttons in the **Property Inspector** to set an attractive table background color (**Bg**) and an attractive table border (**Brdr**) color.
7. Re-save all pages (From the **File** menu, click the **Save** command).

Creating Links to URLs

This type of a link is also called an external or absolute link.

1. Select the text that you want to convert into a hypertext link.
2. Use the **Property Inspector** field to create the link. Copy the address and paste it into the link field. **NOTE:** You must type *http://* to begin the URL!
3. **Convert the four Web addresses in the above table into links to URLs.**
4. Re-save all pages (From the **File** menu, click the **Save** command).

NOTE: It's possible that some of the URLs listed above no longer exist. You may have to find and substitute other relevant links.

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Creating a Template from a Page

Dreamweaver provides design features that allow you to create the basic design of a page and then control which sections can and can't be altered. In our example, we have already designed the *hemingwaybio* page and we can now use it as a template for the other two authors' biography pages.

1. If it is not already open, open the page that you want to use as a template. In this example, it is the *hemingwaybio* page.
2. From the **File** menu, choose **Save as Template**.
3. Use the drop down menu next to the **Site** text box to select a site (e.g. *The Moderns by Kelly Smith*).
4. Type a name for the template in the **Save As** text box (e.g. *authorpage*). Click the **Save** button.
5. All elements are "locked" by default. You must make some areas "editable" for the template to be of any use. For our example:
 - Select the "Ernest Hemingway" title. From the **Modify** menu, select **Templates**, then click **New Editable Region**. Name the editable region "*title*." Click **OK**.
 - Select the picture of Ernest Hemingway. From the **Modify** menu, select **Templates**, then click **New Editable Region**. Name the editable region "*photo*." Click **OK**. If the photo moves then click on the little button that says photo and cut the picture. Paste it back where it belongs. You cannot just click and drag the picture to the right location.
 - Select the entire table by clicking on its outside border (a 4-headed-arrow icon will appear). From the **Modify** menu, select **Templates**, then click **New Editable Region**. Name the editable region "*table*." Click **OK**. (The table may move! If it does, cut it and paste it back in its original position.)
 - Re-save the template. **NOTE:** In our example, what's NOT editable? Background image, horizontal rule, link back to the home page. Also, you do not have to have an existing page from which to create a template. You can create a template from scratch by choosing the **Templates** command from the **Window** menu.

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Using Templates

1. From the **File** menu, select the **New from Templates** command.
2. Open the *authorpage* template by double clicking its name.
3. From the **File** menu, choose the **Save As** command. Save this page in the *Welty* folder and name it *weltybio.html*.
4. From the **Modify** menu, select **Page Properties** and re-title the page “Eudora Welty Biography.”
5. Now replace the *title*, *photo*, and *table* regions with Eudora Welty’s name, photo, and table links.
 - Click the title, overwrite the text with Eudora Welty.
 - Double click the photo, and select the *welty.jpg* image in your *Images* folder. Type “Welty” for the **Alt** text.
 - Overtype Ernest Hemingway’s name in the table and replace it with Eudora Welty.
 - Totally delete the links that are already there. Replace the links with these URLs: (some links may be outdated)
http://www.olemiss.edu/depts/english/ms-writers/dir/welty_eudora
<http://mchip00.med.nyu.edu/lit-med/lit-med-db/webdocs/webdescrips/welty102-des-.html>
<http://www.galegroup.com/library/resrcs/womenhst/weltye.htm>
<http://www.gsu.edu/~wwwewn/newsletter.htm>
6. Re-save this page.
7. **Repeat steps 1-6 for John Steinbeck.** Use these URLs: (some links may be outdated)
<http://ocean.st.usm.edu/~wsimkins/rep.html>
<http://www.it.cc.mn.us/literature/steinbeck.htm>
<http://www.steinbeck.org/index2.html>
<http://www.sjsu.edu/depts/steinbec/srhome.html>
8. Now edit your *index* page and link the names in the bulleted list to the appropriate authors’ page.
9. One last important step: apply the template to the *hemingwaybio* page (the one that was used to create the *authorpage* template in the first place)
 - Open *hemingwaybio*
 - **Modify** menu > **Template** > **Apply Template to Page** > select the *authorpage* template
10. Re-save all pages
11. Preview in the browser to make sure everything works as expected!

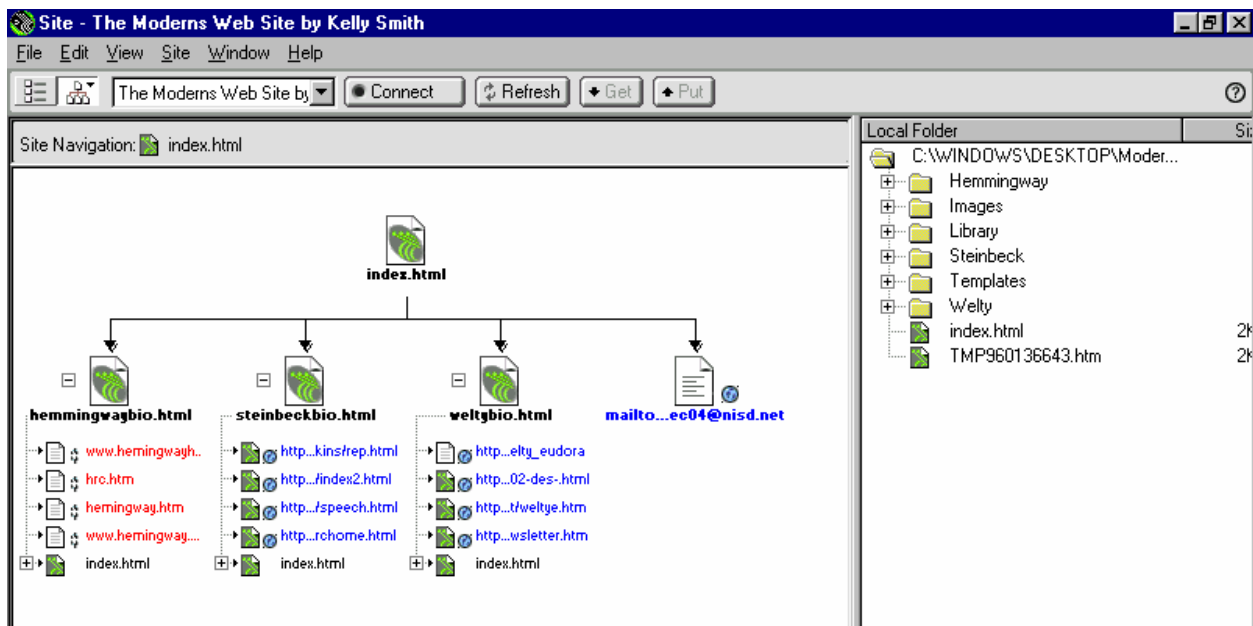
NOTE: Now, when you make any changes to the template file (*authorpage*), all pages based on the template will be automatically updated! Try it!

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Activating Site Map Layout

Dreamweaver includes a Site Map Layout to help you track your Web pages. You can use this feature to automatically create a site map of all the pages in your Web site. This will give you a visual reference to the hierarchy of your site and all of its links.

1. From the **Site** menu, choose the **Define Sites** command.
2. Click to select the name of your site, then click the **Edit** button.
3. Select the **Site Map Layout** category on the left side of the dialog box.
4. Use the **Browse** button (looks like a folder) at the end of the **Home Page** box to choose your home page. Double click *index.html*.
5. Click **OK**, then **OK**, then **Done**.



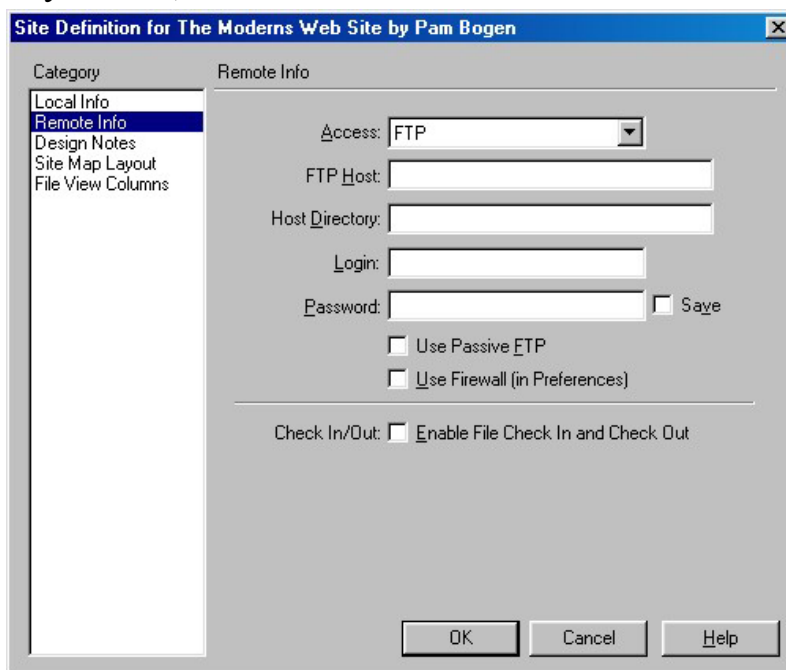
6. The **Site** window, pictured above, displays the **Site Map** in the left part of the window. If it does not, click the **Site Map button** (2nd one from the left on the toolbar) and choose **Map and Files**. The right side of the window displays the directory structure of your site.
7. **NOTE:** Once the Site Map Layout has been activated, you can access the site map by clicking the **Site Map icon** in the **Launcher** or on the **Status Bar**.

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Setting Up Web Server Access

Dreamweaver incorporates FTP capability so that you can easily upload your pages to a Web server. You may prefer to use this feature instead of using a separate FTP program, such as *WS_FTP*.

1. From the **Site menu** in the **Site window**, choose the **Define Sites** command.
2. Click to select the name of your site, then click the **Edit** button.
3. Select the **Remote Info** category on the left side of the dialog box.
4. From the **Server Access** drop down list, select **FTP**.
5. Type the **FTP Host**, **Host Directory**, **Login**, and **Password** provided by your instructor.
6. Click **OK**. (Generally, if you are asked if you wish to create cache, click **Create** because it will be speedier.) Click **Done**.
7. Close the **Site** window.



Uploading Your Site to the Web Server

1. Click the **Site Map icon** in the **Launcher** or on the **Status Bar**.
2. Click the **Connect** button. If you are not already connected to the Internet, the **Connect** button should start up your dial-up connection. If it does not, you will need to establish your dial-up connection the way that you usually do, and then click the **Connect** button.
3. After you have connected, click the **Site Files** button (1st from the left on the toolbar).
4. **IMPORTANT:** Right click your instructor's name in the **Remote Site** (left half) side of the window so that you can create a new folder on the Web server. Choose **New Folder** from the popup menu. Name this folder with the same name as the desktop folder which contains your Web site.



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5. **IMPORTANT: Double click your new folder to open it on the remote site.** Now it is ready to receive your files.
6. Simply drag your desktop file folder from the **Local Folder** (right half) side of the window into your newly created folder on the **Remote Site**. (**NOTE:** If you get the question “Put entire site?” answer “Yes.” If you get the question “Include dependent files?” answer “No” and checkmark “Don’t ask me again.” This will ensure that duplicate copies of files are not put on the server.)
7. Click the **Disconnect** button when the transfer of files is complete.
8. Close the **Site** window.

IMPORTANT: After you have made changes to your site, you must be extremely careful when uploading change! Be sure to drag your modified or new files and folders into the correct folders on the remote site. If you are not careful you will overwrite files unintentionally that should not be overwritten!

Reusing Elements with the Library Feature

You can save any element as a Library item – for example, a logo or a navigation row of images and links. You can insert that element on any page by simply dragging it from the Library to your pages. Even better, you can change the element in the Library and then have Dreamweaver update all occurrences of the element throughout your site.

1. Creating a Library Item
 - The simplest method is to first use the item on a page. It will be automatically added to your assets.
 - Insert the *logo.gif* file in your index page, underneath the “Thanks for visiting line,” centered.
 - Click the **Show Assets** icon either from the **Status Bar** or the **Launcher**.
2. Adding a Library Item to a Page
 - Open the page(es) on which you want to use a library item (In our example, open the template.)
 - Drag the *logo* library item to the end of the “Back to The Moderns Homepage” line on the template.
 - Save the template. When you save it will prompt you to add the symbol to the other pages. Click the **Update** button.

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Using Behaviors

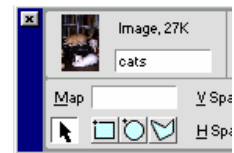
Dreamweaver gives you the ability to add interactivity to a page with the use of *Behaviors*. *Behaviors* are scripts that are applied to a specific HTML tag. These scripts are called by certain events (e.g. *onClick*, *onMouseOver*) that happen during the browser session. We will use three of the most common *Behaviors* in our Moderns Web site: **Set Text Area**, **Swap Images**, and **Open Browser Window**.

1. The “Set Text Area” Behavior: This will display a custom message in the lower left corner of the browser.

- Open the *index* page and select “Ernest Hemingway” in the unordered list.
- Click the **Show Behaviors** icon on the **Status Bar** or from the **Launcher**.
- Click the **plus sign (+)** to see a list of behaviors.
- Choose **Set Text**, then click **Set Text of Status Bar**.
- In the **Message** box, type “One of our favorite authors!” Click **OK**.
- Repeat the sequence of steps for John Steinbeck (“Another favorite!”) and Eudora Welty (“We really like this one!”).
- Re-save all pages (From the **File** menu, click the **Save** command).
- Preview your site in the browser to see that the behaviors work as expected.

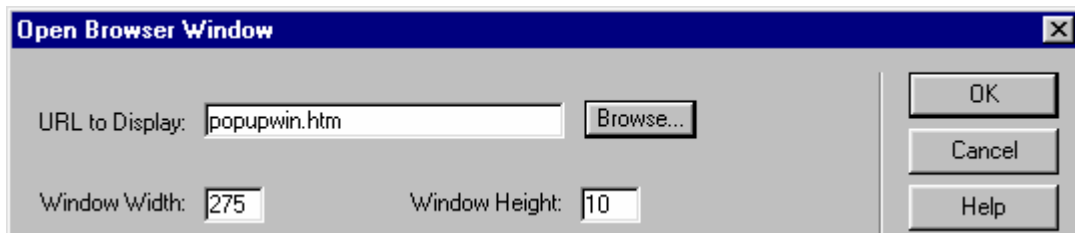
2. The “Swap Images” Behavior: This is often called a Rollover or a Mouseover.

- Insert *cats1.gif* underneath the table on the *hemingwaybio* page. In the image name box of the **Property Inspector**, type *cats*. **Center** the image.
- With the image selected, click the **Show Behaviors** icon on the **Status Bar** or from the **Launcher**.
- Click the **plus sign (+)** to see a list of behaviors.
- Click **Swap Image**. Choose *cats* from the list of named images.
- Click the **Browse** button at the end of the **Set Source to** box. Navigate to your **Images** folder and double click *cats2.gif* to select it. Generally, **Preload Images** and **Restore onMouseout** should both be checked.
- Click **OK**.
- Re-save the page.
- Preview your page in the browser to see that the behavior works as expected.



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3. The “Open Browser Window” Behavior: This behavior will open a new browser window in the top left corner of the current browser window. We will attach this behavior to the logo on the *index* page.
 - First, we must create a new document that we want to display in the new browser window (**File** menu, **New**).
 - Type “Visit Instructional Technology at www.nisd.net/cmpotecww/DeptWebSite!”
 - Format it in Heading 4 using the **Property Inspector**.
 - Select **Page Properties** from the **Modify** menu to change the **Background** color to purple #993399 and **Text** to white #FFFFFF. **Title** the page “IT.”
 - Save the page as *popupwin.htm* in your Moderns desktop folder.
 - In your *index* page, click the logo to select it.
 - With the logo selected, click the **Show Behaviors** icon on the **Status Bar** or from the **Launcher**.
 - Click the **plus sign (+)** to see a list of behaviors.
 - Click **Open Browser Window**.
 - Click the **Browse** button at the end of the **URL to Display** box. Navigate to your Moderns folder and double click *popupwin.htm* to select it. Set the **Window Width** to 275 and the **Window Height** to 10.



- Click **OK**.
- Re-save the page.
- Preview your page in the browser to see that the behavior works as expected.

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Keywords Properties

Many search-engine robots (programs that automatically browse the Web gathering information for search engines to index) read the contents of the Keywords META tag and use the information to index your pages in their databases. Some search engines put a limit on the number of keywords or characters they will index, and some ignore all keywords if you go beyond the limit. For this reason it's a good idea to limit your keywords to a few well-chosen words.

1. From the **Head Objects Palette**, click the **Insert Keywords** button.
2. Enter your keywords, separated by commas, in the field labeled **Keywords**. (e.g. Hemingway, Steinbeck, Welty)
3. Click **OK**.
4. Re-save the page.

Description Properties

Many search-engine robots read the contents of the Description META tag. Some use the information to index your pages in their databases, and some also display the information below the link to your page in the search results instead of the first few lines of your document. Some search engines put a limit on the number of characters they will index, so it's a good idea to limit your description to the fewest number of words possible.

1. From the **Head Objects Palette**, click the **Insert Description** button.
2. Enter your description (e.g. "Contains great links to sites about Ernest Hemingway, John Steinbeck, Eudora Welty")
3. Click **OK**.
4. Re-save the page.

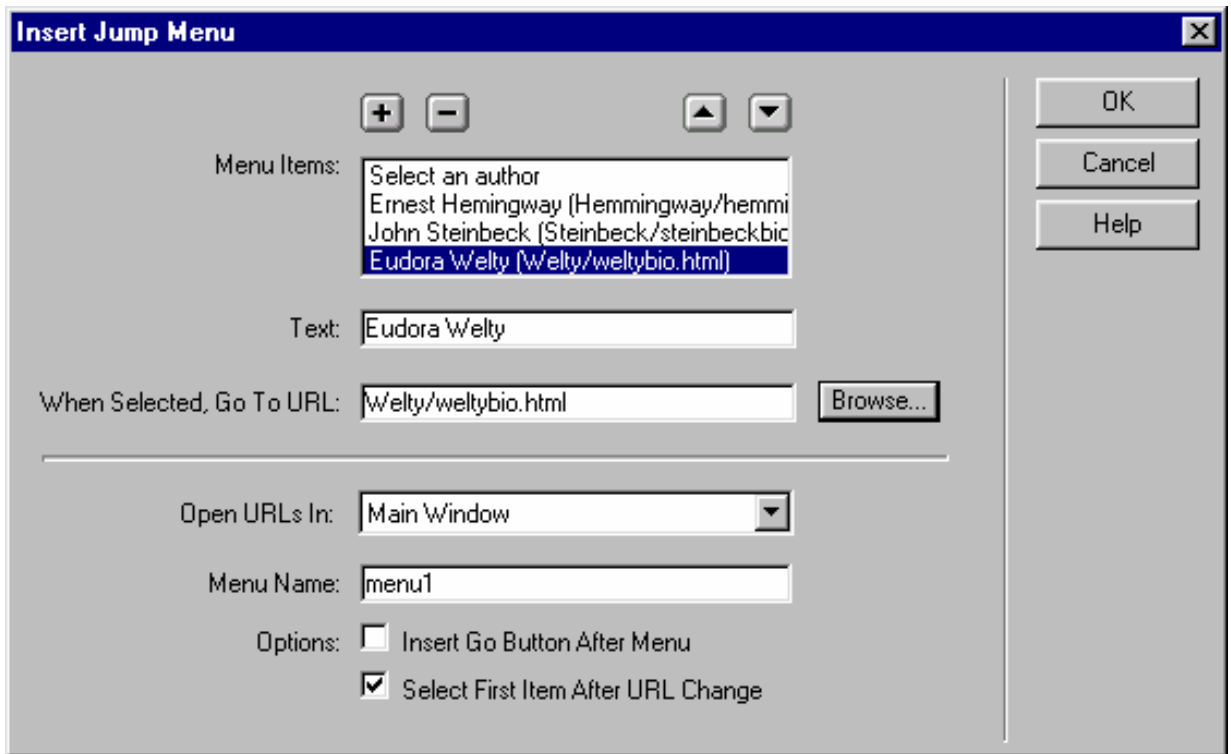
Creating a Jump Menu

A jump box is a popup menu that adds easy navigation to a Web site. We are going to replace the unordered list of authors on the *index* page with a jump box.

1. Open the *index* page and position your cursor underneath the paragraph.
2. From the **Forms Object Palette**, click the **Insert Jump Menu** button.
3. Type "Select an author"" in the **Text** field.
4. Click the **plus sign (+)** to add a menu item for Ernest Hemingway.
5. Type "Ernest Hemingway" in the **Text** field.
6. Click the **Browse** button and choose the *hemingwaybio* page.
7. Click the **plus sign (+)** to add menu items for Steinbeck and Welty.
8. Place a check mark in the **Select First Item After URL Change** so that the menu resets to "Select an author."

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9. Click **OK**.



10. Delete the unordered list from your page.
11. Center the menu by clicking on it and then going to the text menu and choosing align, center.
12. Re-save the page and test it in the browser.

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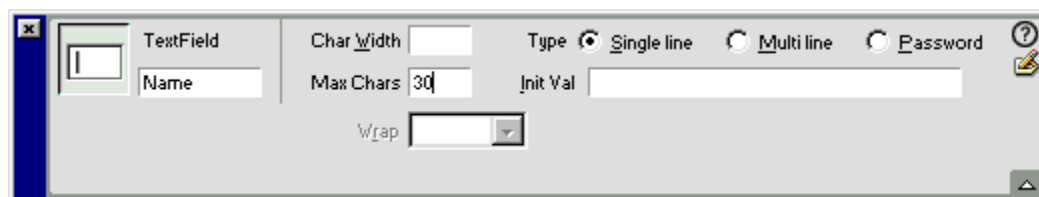
Creating a Mailto: Form

Interactive forms provide a way to gather information from your visitor. There are two categories of forms: *CGI* and *mailto:*. *CGI* (Common Gateway Interface) forms require a script, usually written in Perl, Java, C, or C++, to reside and run on the server. With this type, when a form is submitted from a Web page it triggers the *CGI* script on the server and process the incoming data. Therefore, *CGI* forms require programming skills and the ability to put scripts on the server – two things that we are unable to do at this time. Fortunately, we can make use of *mailto:* forms. These forms look the same as *CGI* forms but their data is simply submitted directly to an e-mail address. The data does not arrive in the greatest of formats, but it is useable.

1. From the **File** menu, select the **New** command.
2. **Save** the page as *quiz.htm*.
3. In **Page Properties**, title the page “The Moderns Quiz.” Apply the *StainedGlass* background image to the page.
4. Type a title of “The Moderns Quiz” on the page and format it in the *CenteredTitle HTML Style*.
5. Position your cursor, indented twice from the left margin, in the **Document Window**. Reset the text to normal.
6. From the **Forms Objects Palette**, click the **Insert Form** button.
7. Use the **Property Inspector** to name the form (e.g. *Quiz*) and direct the submitted data to an e-mail address (e.g. *mailto:cmptec04@nisd.net*).



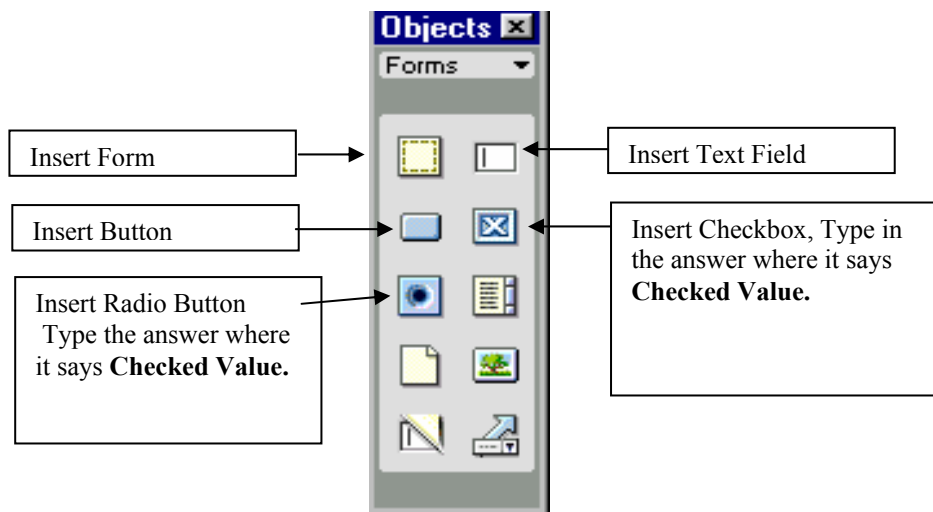
8. Click inside the red form boundary, type “Your Name:” then click the **Insert Text Field** button.
9. Use the **Property Inspector** to name the field *Name*, maximum length of 30, on a single line.



10. Click back inside the form and press <SHIFT> <ENTER> to make a single line break.

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11. Use the correct buttons on the **Forms Objects Palette**, along with appropriate text, to create the rest of the form. (**SEE NEXT PAGE.**) Be sure to name each form object via the **Property Inspector**.
12. When naming Radio Buttons give all the buttons for a question the same name. This way a person can only choose one multiple choice answer. With Checkboxes they can choose more than one answer so give each checkbox a unique name.
13. Re-save the page and preview it in the browser.



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The Moderns Quiz

Your Name:

Summarize the childhood of John Steinbeck.

Which author lived in Key West, Florida?

Ernest Hemingway

John Steinbeck

Eudora Welty

Which of these books were written by John Steinbeck?

War and Peace

The Grapes of Wrath

Snow Falling on Cedars

Of Mice and Men

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Editing HTML Source

We need to add the Quiz in the Jump Menu on the index page. This can be done by editing the HTML source.

1. Select the Jump Box on the index page.
2. Click the **Show HTML Source** icon from the **Status Bar** or the **Launcher**.

```
<select name="menu1" onChange="MM_jumpMenu('parent',this,1)">
  <option selected>Select an author</option>
  <option value="Hemmingway/hemmingwaybio.html">Ernest
Hemmingway</option>
  <option value="Steinbeck/steinbeckbio.html">John
Steinbeck</option>
  <option value="Welty/weltybio.html">Eudora Welty</option>
</select>
```

3. Select and copy (**Ctrl-C**) the last **<option value>** tag, then paste the copy (**Ctrl-V**) between it and the **</select>** tag.
4. Edit the tag so that it is:
<option value = "quiz.htm"> Quiz </option>
5. Re-save the page and preview it in the browser.

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Creating and Using Frames

There are pros and cons of using frames. Frames add a wide range of design possibilities, but they can also create confusing navigation systems and can be frustrating for visitors to your site. Nevertheless, many Web designers like frame layouts. We will practice using frames and incorporate some of our existing files from “The Moderns” Web site.

Create a Frameset

1. Create a new folder in your Moderns desktop folder. Name it *FramePractice*.
2. Create a **New** page in Dreamweaver.
3. From the **Frames Objects Palette**, click the **Insert Left Frame** button.
4. Click inside the left portion of the frame
 - Type “The Moderns.”
 - Format it in Heading 3 using the **Property Inspector**.
 - Type the list of authors’ names (normal paragraph font), pressing ENTER after each name, underneath the title: Ernest Hemingway, John Steinbeck, Eudora Welty. Press ENTER twice and type “Home.”
 - Drag on the vertical dividing line to widen the left portion of the frame to accommodate the text all on one line.
 - Select **Page Properties** from the **Modify** menu to change the background color to dark blue #003399; Text, Links, Visited Links, and Active Links to white #FFFFFF.



5. Click the right portion of the frame.
 - **Type this text:** “The moderns are three of the most famous writers that America has ever known. The moderns are Ernest Hemingway, John Steinbeck, and Welty. This Web site will address the personal life and literary works of each of the three authors. Not only is their writing famous and exciting, but these authors led fascinating, active lives. The insight into life displayed in their stories leads the reader to appreciate these three writers for their humanity as well.”
 - Format it in Heading 3, using the **Property Inspector**.

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Saving the Frameset

From the **File** menu, click the **Save All Frames** command.

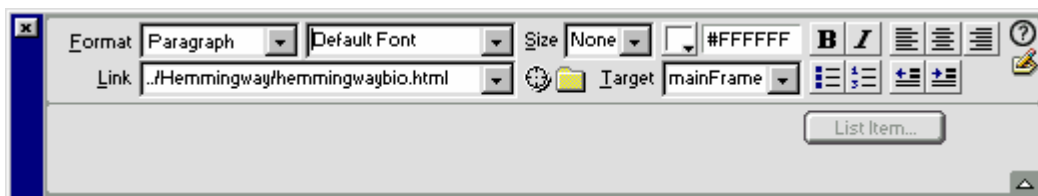
- First, save the frameset file. Navigate to the *FramePractice* folder and use *ModernsFrame.htm* as the filename. Press ENTER.
- Second, save the right frame in the frameset. (Do you see that it has a striped border around it?) Name it *right.htm*. Press ENTER.
- Third, save the left frame in the frameset. (Do you see that it has a striped border around it?) Name it *left.htm*. Press ENTER.

Assigning Names and Properties to Frames

1. From the **Window** menu, select the **Frames** command.
2. Click the entire frameset in the Frames window.
 - From the **Modify** menu, select the **Page Properties** command. Title the page “The Moderns”
 - Click **OK**.
3. Click the right frame in the Frames window.
 - Note that it is named *mainFrame*. You can change the name, but it is not necessary.
 - Set the **Scroll** to **Auto**.
4. Click the left frame in the Frames window.
 - Note that it is named *leftFrame*. You can change the name, but it is not necessary.
 - Set the **Scroll** to **No**.
5. Close the **Frames** window.

Setting Links in Frames

1. Select the Ernest Hemingway text in the left frame. Use the **Property Inspector** to create a link to the *hemingwaybio* page. As the **Target**, select *mainFrame*.



2. Select the John Steinbeck text in the left frame. Use the **Property Inspector** to create a link to the *steinbeckbio* page. As the **Target**, select *mainFrame*.

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3. Select the Eudora Welty text in the left frame. Use the **Property Inspector** to create a link to the *weltybio* page. As the **Target**, select *mainFrame*.
4. Select the Home text in the left frame. Use the **Property Inspector** to create a link to the *http://www.nisd.net*. As the **Target**, select *_top* to open the Northside page in a full Web browser window.
5. Re-save all pages (**File** menu, **Save**)
6. Preview your frameset in the browser to see that it works as expected.

Working with Layers

A layer is like a transparent box that can hold text, images and other elements. Layers can be repositioned, even overlapped, on a page to give you a lot of design control.

1. Position your cursor underneath the text in the right frame of *ModernsFrame*.
2. From the **Insert Menu**, choose the **Layer** command.
3. Click the little tab in the layer's top left corner to select the layer. Use the **Property Inspector** to name the **Layer ID** "Hemingway."
4. Click to insert your cursor inside the layer.
5. From the **Common Objects Palette**, click the **Insert Image** button.
6. Select the *hemingway* image from your *Images* folder. Resize the layer so that it "fits" the image. Insert "Hemingway" as the **Alt** text in the **Property Inspector**.
7. Drag the layer (with the little tab in the layer's top left corner) to position it in the white space underneath the paragraph text.
8. Repeat steps 2-6 for the *steinbeck* and *welty* images. Allow the images to overlap attractively.
8. Re-save all pages (**File** menu, **Save**)
9. Preview your frameset in the browser to see that it works as expected.

NOTE 1: To control the order of the layers (i.e. send to back, send to front, etc.), choose the **Layers** command from the **Window** menu. Drag and drop the layer names into the desired order (1st in the list is the top layer; last in the list is the bottom layer).

NOTE 2: It is possible to design an entire Web page using layers, and then convert the layers into one big table. This usually works well, if your layers do not overlap (a **Layers palette** option). As with any use of layers, this technique gives you, the designer, better control over the layout of your page. (**Modify > Covert > Layers to Table**)

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Adding a Javascript for Password Protection

1. Create a new page and name it *pw.htm*.
2. Click the **Code Inspector View** button on the **Toolbar** or from the **Launcher**.
3. Launch *Notepad*, the Windows Accessory, and open the *password.txt* file (provided by your instructor).
 - This code is a Javascript that will authenticate a password before granting the visitor access to a Web page. The correct password is **webpro**.
 - From the **Edit** menu, select the **Select All** command.
 - From the **Edit** menu, select the **Copy** command
 - Exit *Notepad*
4. Position your cursor between the <head> tag and the <title> tag in the HTML source. Press **Ctrl-V** to paste the copied text.
5. From the **File** menu, select the **Save** command. (Save all of your files.)
6. Close the **HTML Source** window.
7. Preview your page in the browser to see that it works as expected. (The URL for the Web site is now *pw.htm*, not *ModernsFrame.htm*)

Making Global Changes to Links

For your information, if you want to globally change a link to point to a new URL or to some other page in your site, you can use the **Change Link Sitewide** option to enter the new address and change every reference automatically. NOTE: There is no practice exercise.

1. Click the **Show Site** icon on the **Status Bar** or the **Launcher**.
2. Select the folder that represents your site in the **Local Site** portion (right side) of the window.
3. From the **Site** menu, select the **Change Link Sitewide** command.
4. Enter the “old” link and the “new” link in the text boxes, then click OK.

Finding and Fixing Broken Links

For your information, you can ask Dreamweaver to find broken links in your site. NOTE: There is no practice exercise.

1. From the **Site** menu, select **Check Links Sitewide**.
2. The broken links will be displayed in the **Link Checker** window.
3. Double click these broken links one at a time and then correct the link in the **Property Inspector**.

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Refresh Properties

For your information, you can use the Refresh element to specify that your page should refresh—by reloading the current page or going to a different one—automatically after a certain amount of time. NOTE: There is no practice exercise.

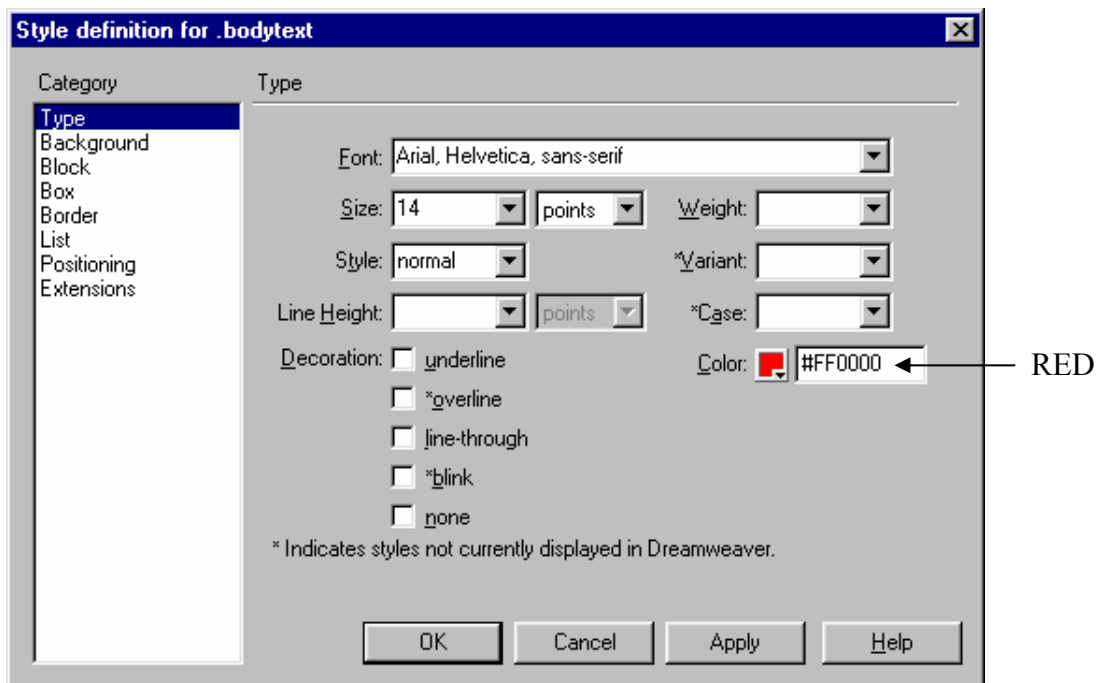
1. From the **Head Objects Panel**, click the **Insert Refresh** button.
2. In the **Delay** box, type the time in seconds to wait before refreshing the page. To refresh the page immediately, enter 0 in this field. Note that leaving the field blank does not have the same effect as entering 0.
3. Select an **Action** to specify whether to go to a different URL or to refresh the current page. To go to a different URL, click the folder icon to browse to and select the page to load.
4. Click **OK**.
5. Re-save the page.

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Designing and Applying Cascading Style Sheets (CSS)

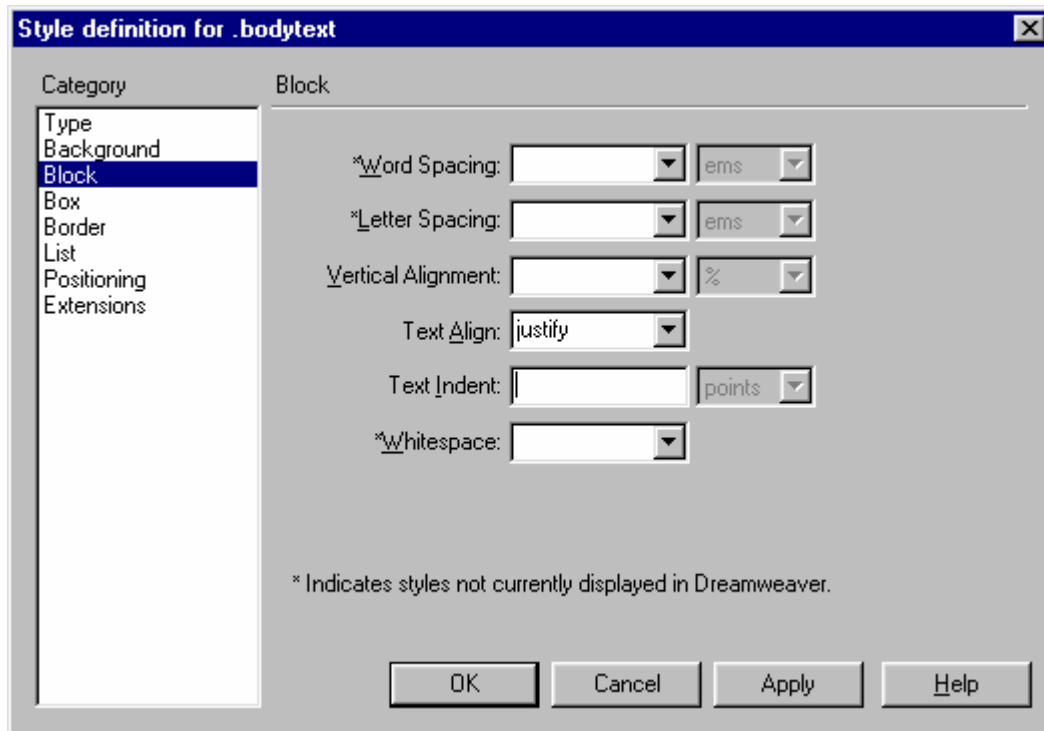
A style is a group of formatting attributes that controls the appearance of a range of text in a single document. A Cascading Style Sheet can be used to control several documents at once and includes all of the styles for a document. The advantage of using a CSS over an HTML style is that in addition to being linked to multiple documents, when a CSS is updated or changed, the formatting of all the documents that use that style sheet are automatically updated as well. However, Cascading Style Sheets only work in 4.0 and later browsers. Earlier browsers ignore them. Also, unfortunately, they do not view in the same way in Internet Explorer and Netscape.

1. When you begin, make sure that your cursor is somewhere in the right-most frame of *ModernsFrame.htm*.
2. Click the **Show CSS Styles** button at the end of the **Status Bar** or from the **Launcher**.
3. Click the pull-down menu button (right arrow next to the question mark) and choose **New Style**.
 - For **Type**, select **Make Custom Style**.
 - For **Name**, type **.bodytext** (The beginning period is necessary because class names must begin with a period.)
 - Choose **This Document Only**
 - Click **OK**.
4. Make choices in the **Type Category**, as shown below, for **Font**, **Size**, **Style**, and **Color**. **Do not click OK yet.**



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5. Set the **Text Align** in the **Block Category**, as shown below, to **justify**. (If you clicked OK earlier, just double click on the bodytext icon in the CSS styles panel and then style definition window will open.



6. Click **OK** to apply the changes to close the **Style Definition** window.
7. You will see the changes right away if your cursor was positioned in the paragraph text. If not, select the text and then click **.bodytext** in the **CSS** window.
8. To apply a style to other documents, an external style sheet must be created, saved, and linked to from other documents. The Trial Version of Dreamweaver does not allow external style sheets.