

Further Sources of Information

Books:

There are texts on Dreamweaver under **006.6** in the College Library.

Websites:

Macromedia Official Site: <http://www.macromedia.com/support/dreamweaver/>



Intranet Journal Tutorial:

http://www.intranetjournal.com/articles/200002/dream_index.html

W3 Schools, Web Tutorials: <http://www.w3schools.com/>

TrainingTools.com: <http://www.trainingtools.com/online/dreamweaver4/index.htm>

LIBRARY IT CENTRE

Library IT Centre
University College Winchester
Sparkford Road
Winchester, SO22 4NR

Phone: 01962 827223
Email: itcentrestaff@winchester.ac.uk



University College Winchester

www.winchester.ac.uk

Usability & Effectiveness. Go to:
<http://www.winchester.ac.uk/designproject>

Further help...

For one-to-one or small group training come to the IT Surgery Tuesday and Thursday afternoons. Sign up at the back of Kenneth Kettle building.

Other times by special arrangement.

Students contact:

ITTrainer@winchester.ac.uk
(01962) 827154

Staff contact:

StaffTraining@winchester.ac.uk
Ex 7445 to book a session

XP

Dreamweaver 2

Self Help Leaflet

Local Sites

From the site management window, you can see an overview of your local files. Using the site management tools helps with good site organisation and ensures less risk of broken links.

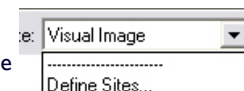
1. Create a new folder to contain your webpages.
2. Find all of the HTML and graphics files for your website.
3. Drag all the files into the folder you created.



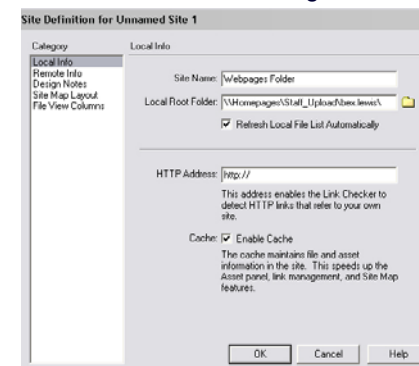
In the bottom right-hand corner, click on the this symbol to bring up the site map options.

Defining The Site

In the top right-hand corner, select 'Define Sites'.



Select 'New' and the following box will come up:



Site Name: Simply for your reference, name this something meaningful to you.

Local Root Folder: Use the folder icon to search for the webpages folder that you have made.

Leave the other settings as they are.

The site map will then be created. You can add, delete and move files around within the map, and any internal links will be updated.

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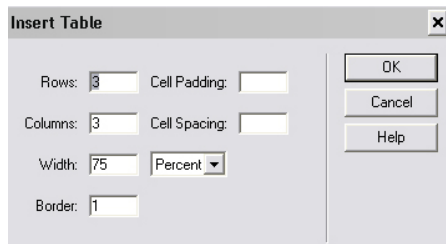
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Tables

Web Designers can create complex, professional page layouts with the use of tables. Tables offer the ability to position HTML elements as well as present information in an organized manner. As in Word, tables are comprised of rows and columns.

Go to Insert /Table or  and the following dialog box will appear:



- **Rows:** How many rows in the table
- **Columns:** How many columns in the table
- **Cell Padding:** Specifies the space between the table border and the cell. This number is in pixels.
- **Cell Spacing:** Specifies spacing between table cells. This number is also in pixels.

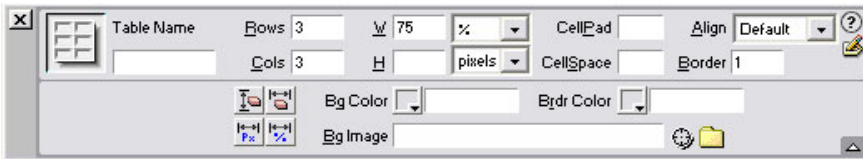
- **Width:** The width of the table. This is either a percentage or a number in pixels. Use the drop down menu to choose.
- **Border:** The thickness of the table border. This is a number in pixels. A value of 0 will give you a table without a border.

Once you are happy, click OK and your table will appear.

Editing the Table

Each one of the boxes is a table cell. From there you can enter text by simply clicking once inside the cell and then typing. You can also add images, forms, and just about every other HTML element.

Click on the table, to bring up the Tables Properties:



Here you can alter the number of rows and columns, change the width of the columns (it is best to specify as a percentage, rather than by pixels), change the alignment, the border, the background colours and images.

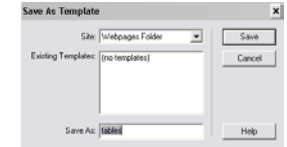
We recommend that, as with all these tips, you **experiment!**

Read More: <http://www.iboost.com/build/software/dw/tutorial/820.htm>

Templates

Web designers can produce standard templates, with a standard look and feel, from which pages can be generated from that. If the design changed later, Dreamweaver will update all the pages that are attached to it.

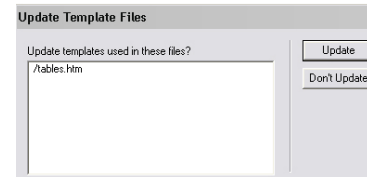
- Design the page, as you would a normal webpage.
- Go to *File/ Save as Template*. Call it something like sitemain.
- Decide which content areas will be modifiable. Go to *Modify /Templates / New Editable Region*.
- Name the area so that you can identify it in the future, e.g. 'Content'
- Select *File / New From Template* and a new file will appear with the editable regions marked by turquoise boundaries. The area is given your chosen name.
- The editable regions can then be edited as standard webpages, inserting text, images and tables, etc. The surrounding areas cannot be edited.
- Save the new file as an .htm file.



Templates can also be applied to pre-existing pages.

- Go to *Modify / Templates / Apply Template to Page*. Ensure that you back up your file before you do this, as it can 'throw away' some content areas.

Templates will be saved in a folder named 'Templates', and should remain there. You can open the template file and change the design, add (and remove) editable regions, and associated files will be updated.



- Save the template file
- Select 'Update' when it asks if you wish to update pages.

- A report will appear, as follows, explaining which files have been checked and if there have been any pages that could not be updated.

You can have multiple templates within a site. They need to be distinguished by appropriate names.

A page can be based only on a single template, but if applying a new template, the old one is overwritten.

