

Duration: One Day

Associated courses: None

Dreamweaver 8 Introduction

Description	Pre-requisites
<p>This workshop-style course is designed for users who need to design a web site or intranet site. It covers all the essential skills required to get started. It explores the issues of good and bad design and allows plenty of time for discussion. Participants will also learn essential time-saving skills to build consistent looking sites that are easy to maintain.</p> <p>This course is suitable for MX 2004 or version 8 users.</p>	<p>Many participants of this course have basic skills such as text editing and working with tables and graphics. Although not essential, students with these skills will be able to spot many parallels as they use Dreamweaver.</p>

CONTENTS

<p>Overview</p> <ul style="list-style-type: none">Getting familiar with the Dreamweaver screenThe Insert barThe Document barThe Property barWorking with panel groupsSetting your own keyboard shortcutsPreviewing a web page <p>Working with text</p> <ul style="list-style-type: none">Text propertiesUsing the in-built headingsChanging the font, font size and font colourBold and ItalicCutting and pasting textImporting text from Word <p>Working with tables</p> <ul style="list-style-type: none">Creating a tableSetting the table propertiesFixed vs proportional sizingSetting the size of the whole tableNavigating a tableSelecting rows, columns and the whole tableInserting rows and columnsDeleting rows and columnsAligning data within a cell	<p>Working with graphics</p> <ul style="list-style-type: none">Inserting an imageResizing and positioning an imageEditing an imageSetting alternative text <p>Linking</p> <ul style="list-style-type: none">Linking a text item to another pageLinking a graphic to another pageLinking to another web siteLinking to a new e-mail messageLinking to a different place in the same web pageReturning to the top of a web pageImage mapping <p>Site design</p> <ul style="list-style-type: none">Good and bad designPage designSite designThe importance of planningUsing web safe coloursCreating a siteManaging folders and files <p>Page properties</p> <ul style="list-style-type: none">Changing the background colour or imageSetting the default font colourSetting hyperlink coloursNaming the page	<p>Cascading Style Sheets (CSS)</p> <ul style="list-style-type: none">Consistency and maintainabilityCreating, modifying and deleting a style sheetAttaching a style sheetApplying a style <p>Templates</p> <ul style="list-style-type: none">Template designCreating a layout tableCreating layout cellsSetting an editable areaSaving a templateCreating a new web page based on a templateAttaching a template to an existing web pageModifying a template <p>Creating a navigation bar</p> <ul style="list-style-type: none">Button statesUsing your own buttonsUsing Flash buttonsCreating and modifying a navigation barChanging the order of buttonsChanging the orientation of buttons <p>Managing and uploading a site</p> <ul style="list-style-type: none">Checking site linksSynchronising dataUploading a site
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