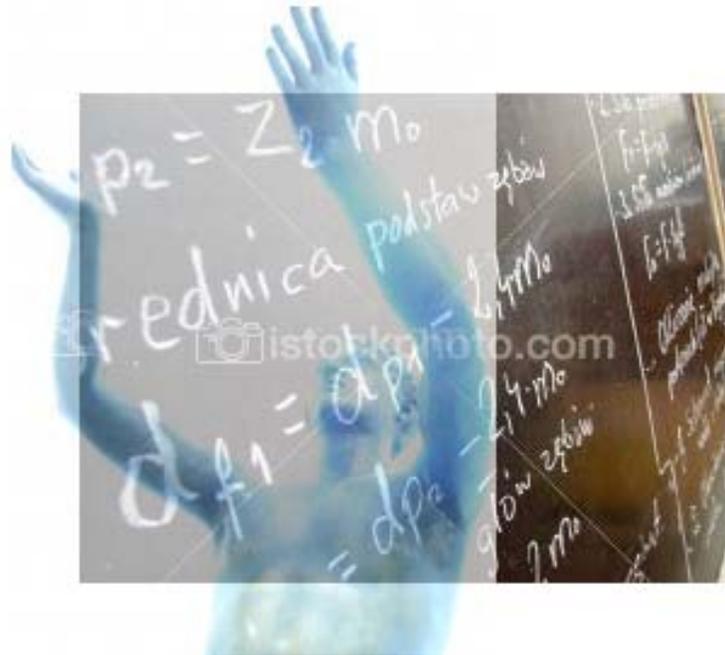


The Best of Both Worlds: Integrating Dreamweaver and Blackboard



- pp. 2 - 6 Section A: Getting Organized in Dreamweaver**
Overview
Create local folders to store your stuff in
Open Dreamweaver and get to know interface
Define your local site
Set the remote information
- pp.7- 9 Section B: Building and Modifying Pages in Dreamweaver**
Change page properties (color, font, etc.) with Properties panel
Modify more page properties
- p.10 Section C: Linking to Blackboard's Discussion Board**
- p. 11 Section D: Copying a Dreamweaver page into Blackboard**

Section A: Getting Organized Dreamweaver and Blackboard: An Overview

Blackboard is a web-based application. Course sites created using Blackboard have a pre-designed format. One is basically forced to conform to the design parameters established by the application. This may not be a bad thing since less time is spent on designing and maintaining a site. Perhaps the best reason for using Blackboard is that it is a complete course management system, allowing you to easily communicate with students, give online exams, etc.

Pages created in Blackboard look plain and boring, however, because of the restricted interface. Dreamweaver, on the other hand, is a complete site creation application, giving you complete control over page designs. Dreamweaver lets you create and edit HTML (Hypertext Markup Language), the programming of the web.

Nobody uses all the features of Blackboard (Bb). In fact, some of us are interested in one or two of the following areas of Bb: Discussion, Chats, Email, Testing, Announcement, etc. Imagine a Dreamweaver-generated site that incorporates only the features of Bb that you use. This two-hour session will attempt to do just that. Furthermore, we will show how to upload Dreamweaver-designed pages into a Blackboard site.

Section A: Getting Organized

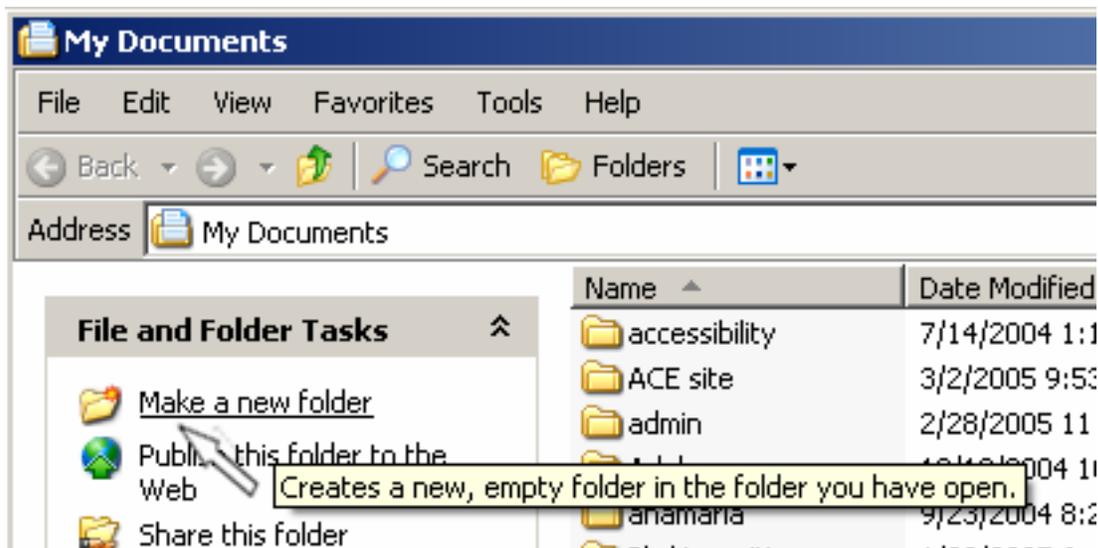
Creating folders to store your stuff in

One key to being a good designer is to be very careful about where you put things. This means keeping your files together in a folder.

Website folders

You'll create two folders for your practice website, one for your html documents and the other for images you will put on the site. The **images** folder will be inside the **mysite** folder.

1. On the Desktop, double click on **Documents**.
2. Choose **Make a new Folder** or right-click in the window and choose **New → Folder**:



3. Name the folder **mysite** and hit Enter.
4. Double-click on the **mysite** folder to open it.
5. Again choose **Make a new Folder** or right-click in the window and choose **New → Folder**.
6. Name the new folder **images**.

You can now close the **Documents** window.

Section A: Getting Organized

Opening Dreamweaver and getting to know the interface

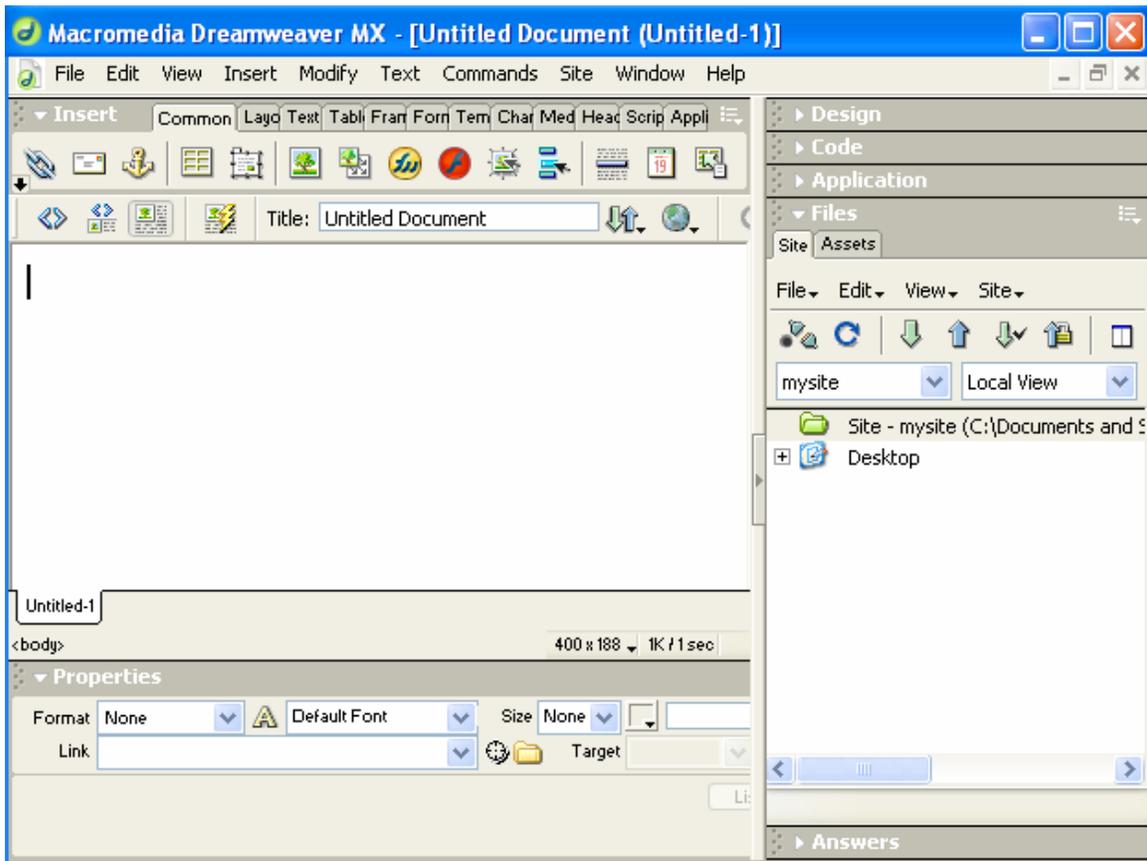
Now open Dreamweaver MX (usually located in the applications folder on the Desktop, or under **Start → Programs → Macromedia → Macromedia Dreamweaver MX**



Note: Sometimes Dreamweaver opens with an error message, as shown below. If this happens, just click on "Cancel."



You should now see the Dreamweaver interface:

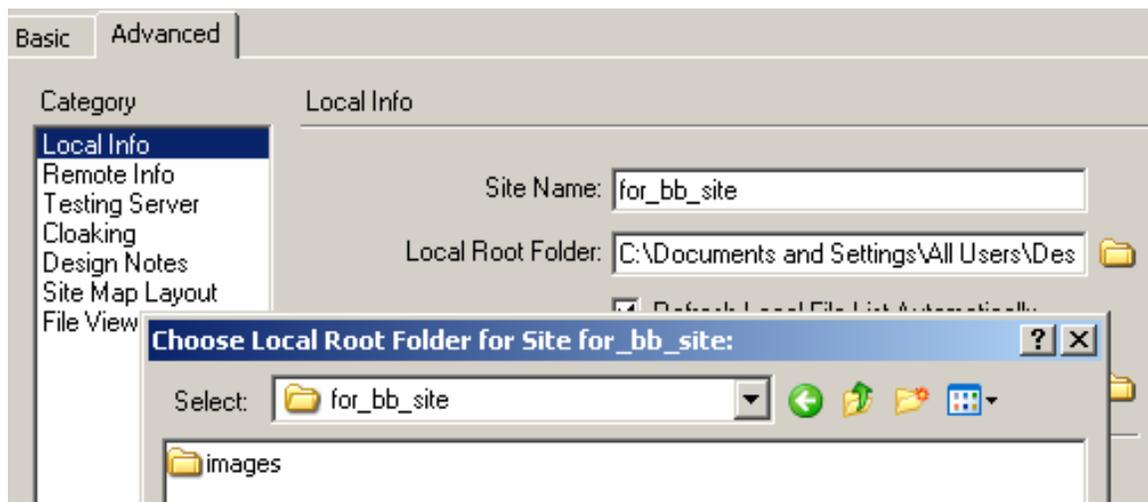


Section A: Getting Organized

Defining the local site information

The first thing we need to do is to tell Dreamweaver where our stuff is. This is called "defining a site."

1. From the **Site** menu choose **Site → New Site**.
2. A site definition window will appear. Click on the **Advanced** tab at the top.
3. In the **Site Name** field, type **testsite** or some other name you like. If you're doing this in the lab be sure to include your initials somewhere in the folder name.
4. In the **Local Root Folder** field, click on the  icon to the right. Go inside your **testsite** folder in Documents or My Documents and choose **Select**.



5. For **Default Images Folder** click on the  icon. Navigate back to the images folder you made inside **testsite**. Click on your **images** folder and choose **Select**.

Tip:

Since web servers distinguish between upper and lowercase, it's easiest to name your files and folders with lowercase letters only. This will help later when you are linking to different documents in your site.

Also it's best not to leave blank spaces in your file names or folder names. For example, "**forbbsite**" is preferable to "**for bb site**" as a name.

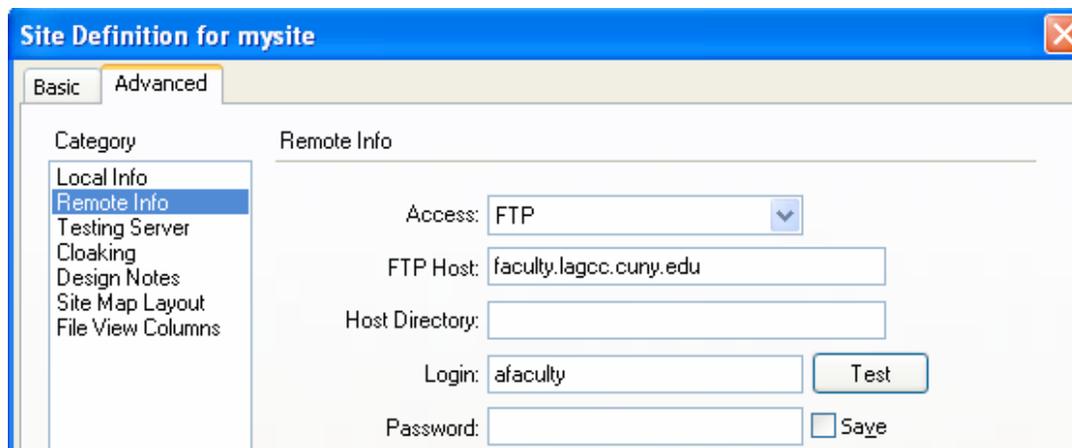
If you prefer separate words, use the underscore by holding down the shift key and pressing the hyphen key on the keyboard. That way you can name it **for_bb_site**.

Section A: Getting Organized

Setting the remote site information

Let's enter the remote site information so that later we can easily upload our files to the server.

1. In the Site Definition window, Under **Category** (on the left) select **Remote Info**.
2. Under **Access** choose **FTP**. The Remote Info window appears.
3. Under FTP host, type **faculty.lagcc.cuny.edu**
4. Type in your Login, e.g., **afaculty**.
5. Leave the password field blank unless you are working on your own computer.
6. Click on **Test**. If all is well you should get a message that Dreamweaver has connected to the server.



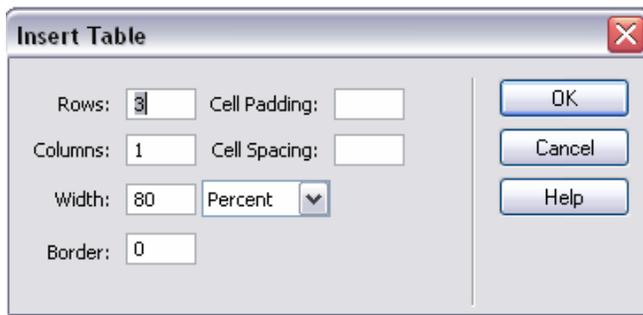
7. Back in the **Edit Sites** dialogue box, click **OK** at the bottom.

Section B: Building and Modifying Pages in Dreamweaver

Inserting a basic table

Many webpages are constructed from complex tables that control the positioning of images and text on the page. It can be helpful to use Dreamweaver's tables as a layout tool for a Blackboard site.

1. Choose **Insert** → **Table** or click on  (the **insert table icon**.)
2. Type 3 rows and 1 column.
3. Type a percentage width of 80%.
4. Type a border of 0.
5. Click **OK**.



You can now type directly into the table cells or copy and paste text that you have already typed into the table.

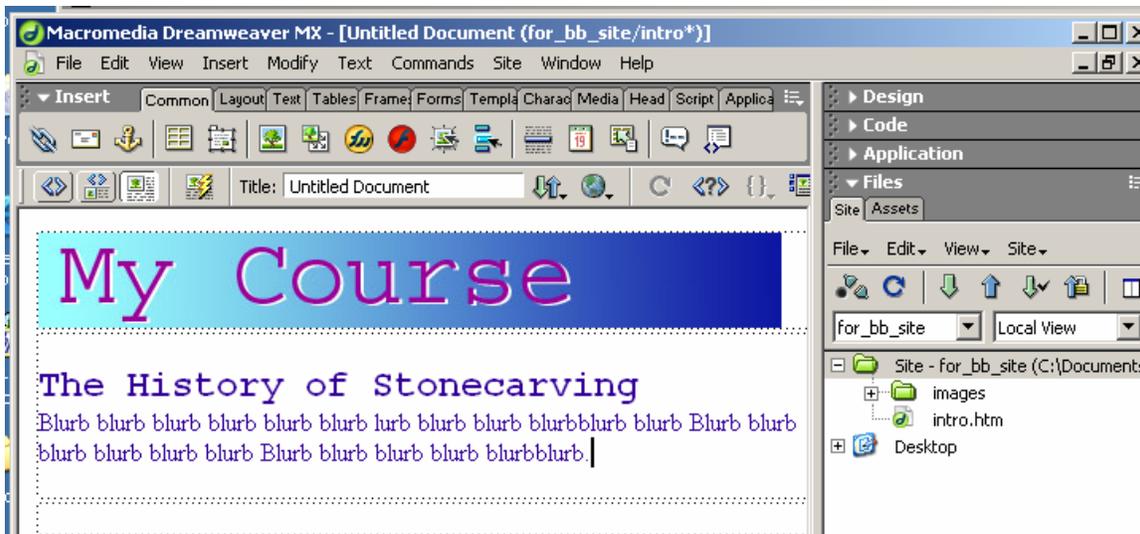
Let's get a sample banner image and put in our images folder. Then it can be accessed from Dreamweaver and inserted into the page:

6. Go to: <http://faculty.lagcc.cuny.edu/ctl/dfi/samplepics.htm> . At the bottom of the page there is a banner image for "My Course."
7. Right-click on the My Course banner and choose **Save Picture As...**
8. Browse to your **testsite/images** folder and click **Save**.
9. Now we'll insert the banner image into the webpage. In Dreamweaver:
 - ⇒ Click inside the top row, since that's where the banner will go.
 - ⇒ Click on the  image icon (a tree.) Or choose **Insert** → **Image** from the menus.
 - ⇒ Click on the banner image you saved in your images folder and click **OK**.
10. Save your page with a name like **testpage.htm**.

Section B: Building and Modifying Pages in Dreamweaver

Adding and Modifying Content

Now let's play around with content and how it looks. In the second row of the table, type in the name of your practice "course" and a brief blurb about it.

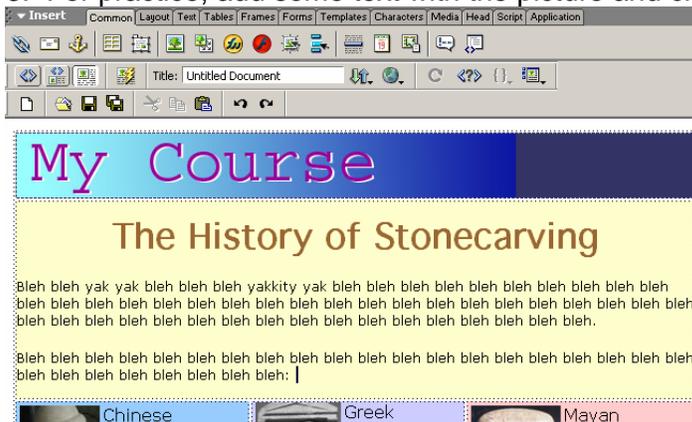


Use the **Properties** window at the bottom of the document to adjust the font size and color, change the background color of a cell, and add a link:



Let's say you'd like to have more text and an image under the course title and blurb. Select the image of your choice from <http://faculty.lagcc.cuny.edu/ctl/dfi/samplepics.htm> and save it in the **images** folder of your **testsite**.

1. Back in Dreamweaver, click in the third row of the table.
2. Click on the insert picture icon  and insert the new image.
3. For practice, add some text with the picture and change the properties.



4. **Save** your document and hit **F12** to see it in the browser.

Section B: Building and Modifying Pages in Dreamweaver

Alt for Images

Sometimes visitors to your site may not be able to see images, whether because of physical disabilities, or because they are not willing or able to access the site's graphics. Designers can use the **Alt** tag to describe what an image conveys.

To use the **Alt** tag:

1. Select the image.
2. In the Properties menu **Alt** box, write a brief descriptive phrase.



After you've put a brief description in the **Alt** box, users can access the description of the image whether or not they can see it. The phrase will appear if you hover your mouse over it in the browser.



It's important to include brief **alt** descriptions for all the images on your web pages. When you view the page in the browser, hover your mouse over the image for a moment until the Alt text appears.

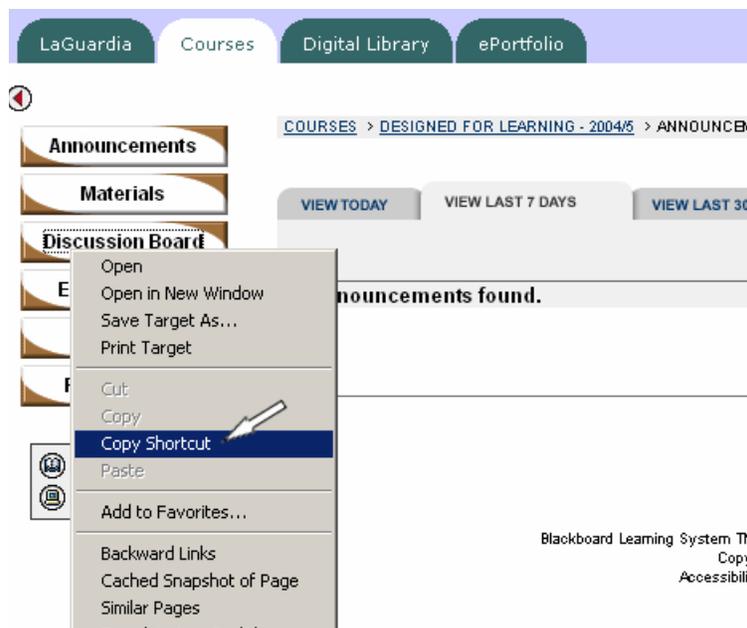
Section C: Linking to Blackboard From Dreamweaver to Bb's Discussion Board

Here's how to link directly from your web page to the Discussion Board area of Bb:

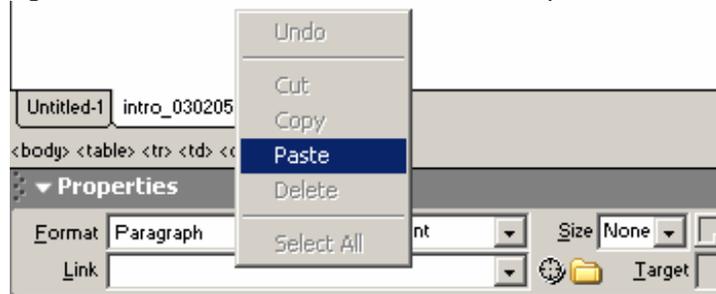
1. Open Blackboard, navigate to the Designed for Learning Seminar site and minimize it by clicking the minus sign  on top right of window.
2. On your Dreamweaver page, click inside the third row of the table and type "Discussion Board".
3. Hit enter, then type "Enter".

To copy the shortcut link from Bb that will go from our Dreamweaver site directly to the Discussion Board in Bb:

4. Maximize the Bb window, right-click on **Discussion Board**, and left-click on **Copy Shortcut**:



6. Return to Dreamweaver and highlight the word or words you want to link, such as "Visit the Discussion Board" or "Enter here for class discussion."
7. In Properties, right-click in the link box, and left-click on paste, as shown:



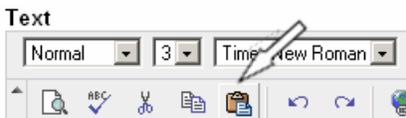
8. While still on your Dreamweaver page, de-select the link word or words by clicking anywhere else on the page. They should now appear like a hyperlink. Save the page and hit F12 to preview it.

9. When you click on the link, you will leave the current Dreamweaver page and be directed to Bb's login. When you enter, it now goes directly to the Discussion Board.

Section D: Copying a Dreamweaver page into Blackboard

To copy your Dreamweaver page into Bb:

1. Hit the **F12** key to see your page in the browser.
2. Go to **Edit -> Select All**, or use keyboard shortcut **Ctrl-A**.
3. Go to **Edit -> Copy**, or use keyboard shortcut **Ctrl-C**.
4. Minimize Dreamweaver and go to Bb.
5. In Bb's Control Panel, go to the area where you'd like your table graphic to appear. Unfortunately it doesn't work for the **Announcements** page. If you want students to see the design when they enter your site, you can change the "entry point" of your Bbd site to a page like **Course Documents** (or whatever you choose.)
6. Add a new item to this folder. In the Name field, type "welcome" or whatever you choose for a name.
7. In the **Text Box**, use keyboard shortcut **Ctrl-V** or the **Paste** icon to paste in your page from Dreamweaver:



8. Below the box, select **HTML**.
9. Go to the bottom of the page and click **Submit**.
10. You will be prompted to upload the image file(s) into Bb.
11. Browse to your folder and locate each of your images.
12. Click **Submit**. You'll see a **Content Receipt** page with your Dreamweaver page. Congratulations!