

# Dreamweaver MX Workshop – Part 1



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## Section A: Getting Organized

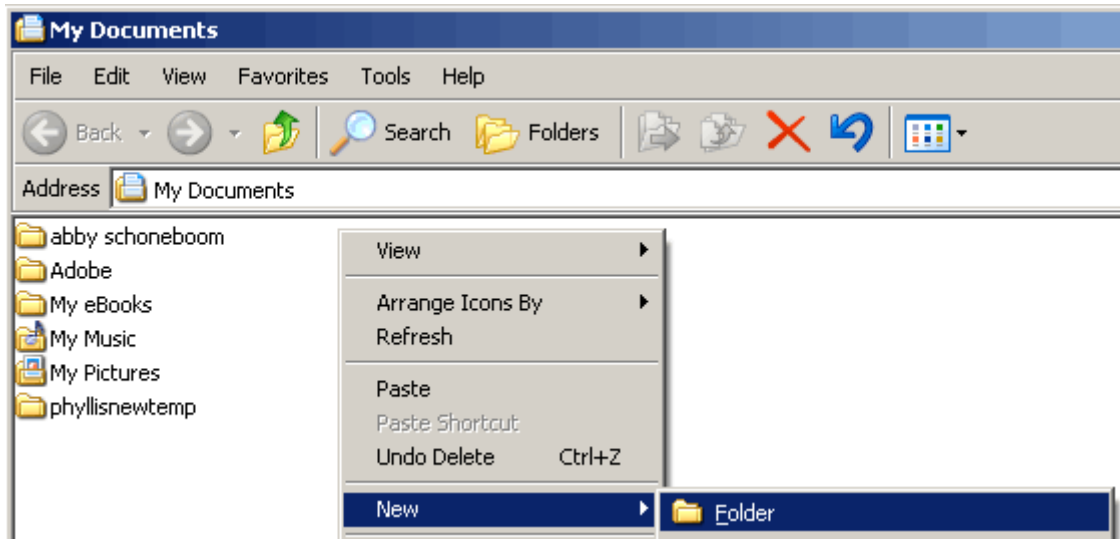
### Creating folders to store your stuff in

The key to being a good web 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. Right-click in the window and choose **New → Folder**
3. Name the folder **mysite-ps** (i.e., **add your initials for working in the lab**) and hit **Enter**.



Next:

4. Double-click on the **mysite-ps** folder to open it.
5. Right-click in the window and choose **New → Folder** again.
6. Name the new folder **images**.

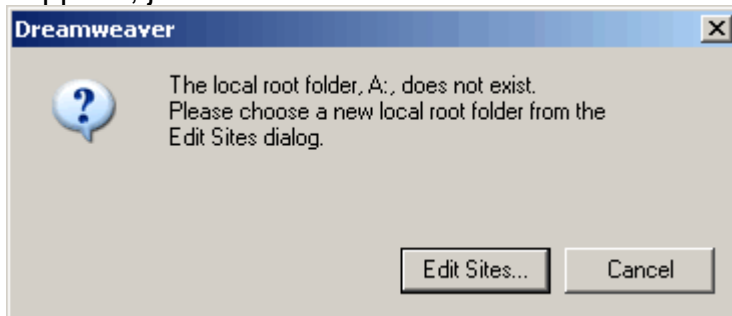
You can now close the Documents window.

## Section A: Getting Organized Opening Dreamweaver and getting to know the interface

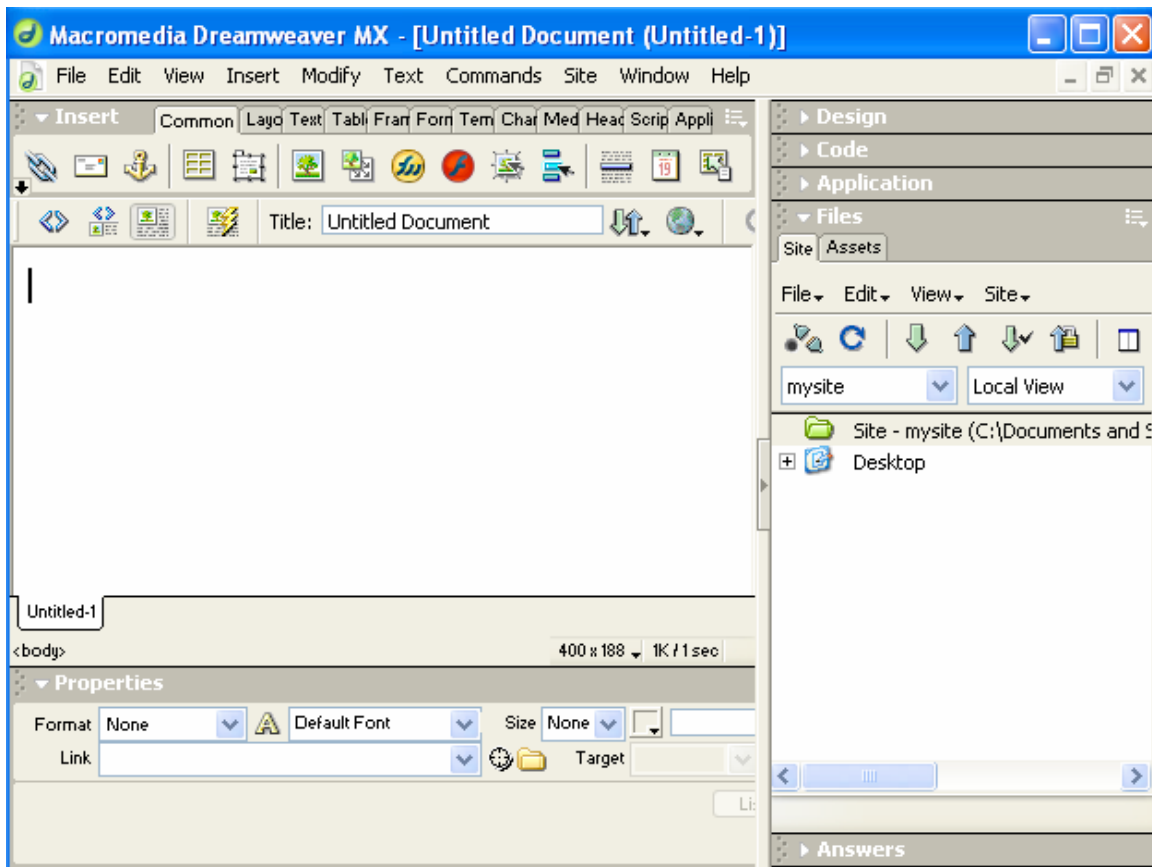
Now open Dreamweaver MX (usually located in the applications folder on the Desktop, or under Start → Programs → Macromedia → Macromedia Dreamweaver MX



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




You should now see the Dreamweaver interface:

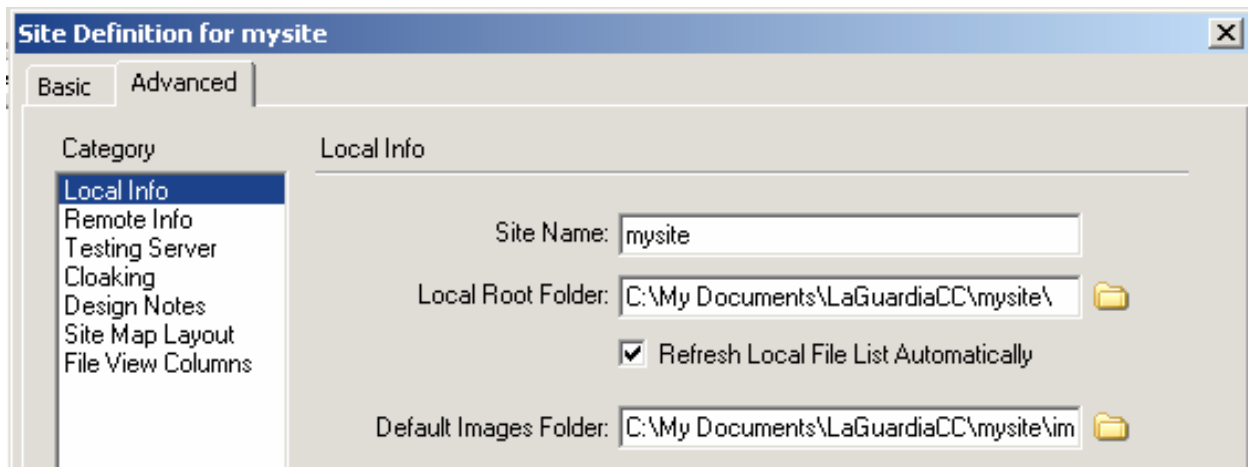



## Section A: Getting Organized

### Defining a site: Setting 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.
3. In the **Site Name** field type **mysite** or some other name you feel comfortable with.
4. In the **Local Root Folder** field, click on the  icon. Go inside your **mysite** folder and choose **Select**.



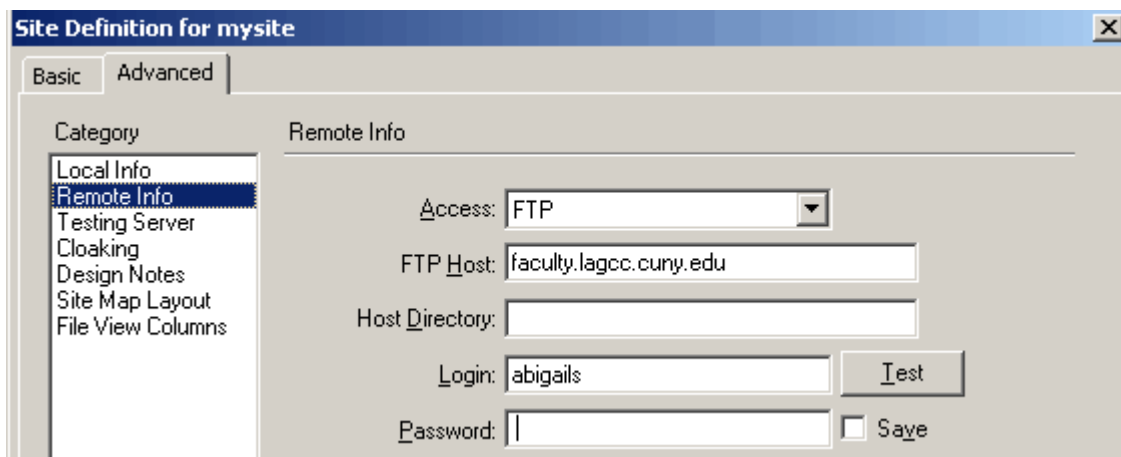
5. For **Default Images Folder** click on the  icon. Go inside the images folder and choose **Select**.

## Section A: Getting Organized

### Defining a site: Setting the remote site information

You can just stop after filling out the local Information and click OK but, since we're here, let's also enter the remote site information so that we can upload our files to the server at any moment.

1. Click **Remote Info**
2. Under Access choose **FTP**
3. Under FTP host, type **faculty.lagcc.cuny.edu**
3. Type in your Login, e.g., **abigails**
4. Leave the password field blank unless you are working on your own computer.
5. Click on OK.



## Section B: Building a simple page

### The Properties panel

Dreamweaver is very much like a word processor for the web. Some parts of the interface will be familiar to you from using programs like Microsoft Word. In this section we are going to play around with color, fonts, and links.

Like Word, Dreamweaver always opens with a blank or "Untitled" document. This is the page we'll work on during this section.

#### Saving the page

1. Choose **File** → **Save as**.
2. Call the file **default** in lower case letters (make sure that the file is being saved in your **mysite** folder). Default is the standard name for the home page of LaGuardia web sites.
3. Click **Save**.

#### The Properties panel

Let's get familiar with the Properties panel...



#### Try This!

1. Type some text, highlight it, and experiment with size, color, and font.
2. Type some text, highlight it, and make a link by typing a webpage address (e.g., <http://www.google.com>) into the **link** field. Then hit Enter.
3. Preview your page in Internet Explorer by hitting **F12**, then try out the link to see if it works.

Note:

Enter = Paragraph break

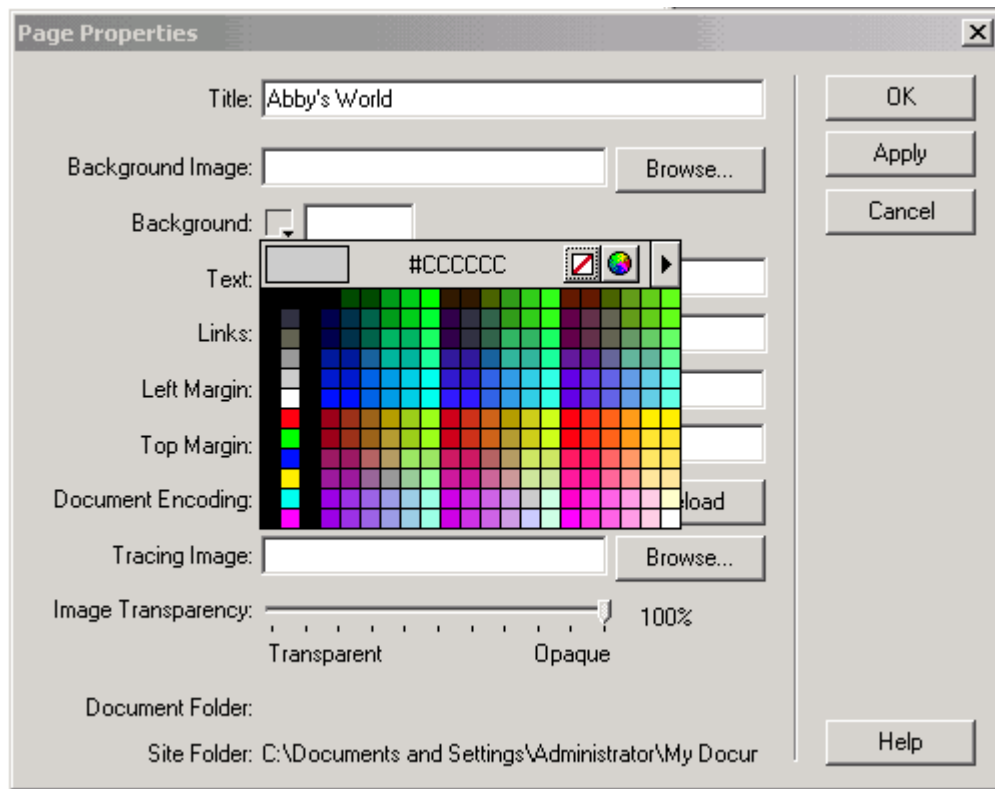
Shift + Enter = Hard return

Multiple spaces and tabs don't work!

## Section B: Building a simple page Page Properties

Also, we should know how to change the overall page properties and to give the page a title. In web design, **title** refers to what you see at the top of the browser window, rather than on the page itself. Of course, you can also put the text of the title on the page.

To modify the background color of the page:



1. From the Modify menu choose **Modify → Page Properties**.
2. Click on the **Background** palette and choose a color you like.
3. In the **Title** field type a title for the page, e.g., "My World."

You can also modify the overall link colors and text color for the page with this dialogue box.

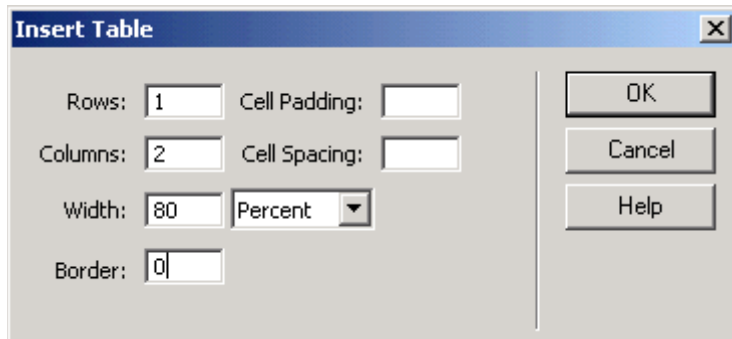
### Tip:

Try the "squint trick" to make sure the page is easy to read. Move back at least a couple of feet from the screen and squint at it. If the color values you chose are too similar they'll be hard to see.

## Section C: Getting fancy with tables and images

### Inserting a table

Many webpages are constructed from complex tables that control the positioning of images and text on the page.



1. Choose **Insert** → **Table**.
2. Type 1 row and 2 columns.
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. Here's how a very simple table appears in Dreamweaver:

Types of Tables	A table can "serve" many purposes. You can use tables for:  eating and drinking studying playing pool displaying information in grids (tabular data) designing web page layout
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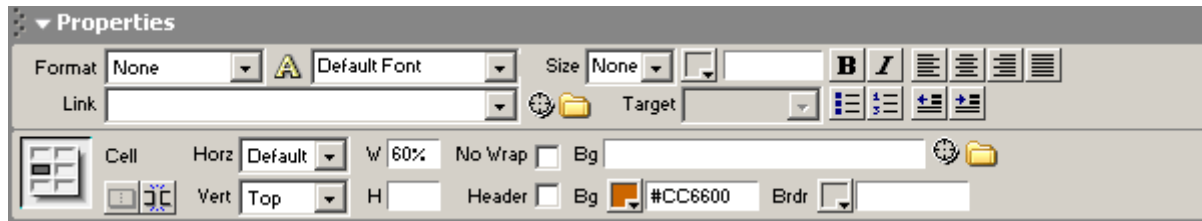
6. Hit **F12** to see how your page looks in the browser.
7. In Dreamweaver, you can easily adjust the width and height of the table cells by dragging on them.
8. Save your page.



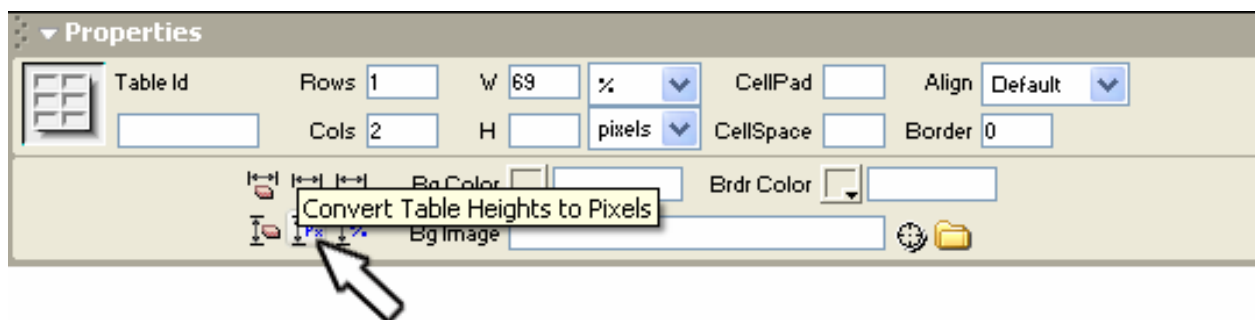
## Section C: Getting fancy with tables and images

### Table properties

The Properties panel helps you customize a table. When you click in a cell, it shows you all the things you can adjust, for example, background color, width, or alignment of text in a cell.



You can also select the entire table at any time (move your mouse over one corner until you see the four-pointed icon and click), and adjust its overall properties:



#### Tip:

If you're not sure what an icon means, hover your cursor over it for a couple of seconds. The icon's name or function will appear.

## Section C: Getting fancy with tables and images

### Inserting an image


Let's download an image from a stock photography website:

⇒ Using Internet Explorer, go to <http://www.freefoto.com> or <http://www.istockphoto.com>

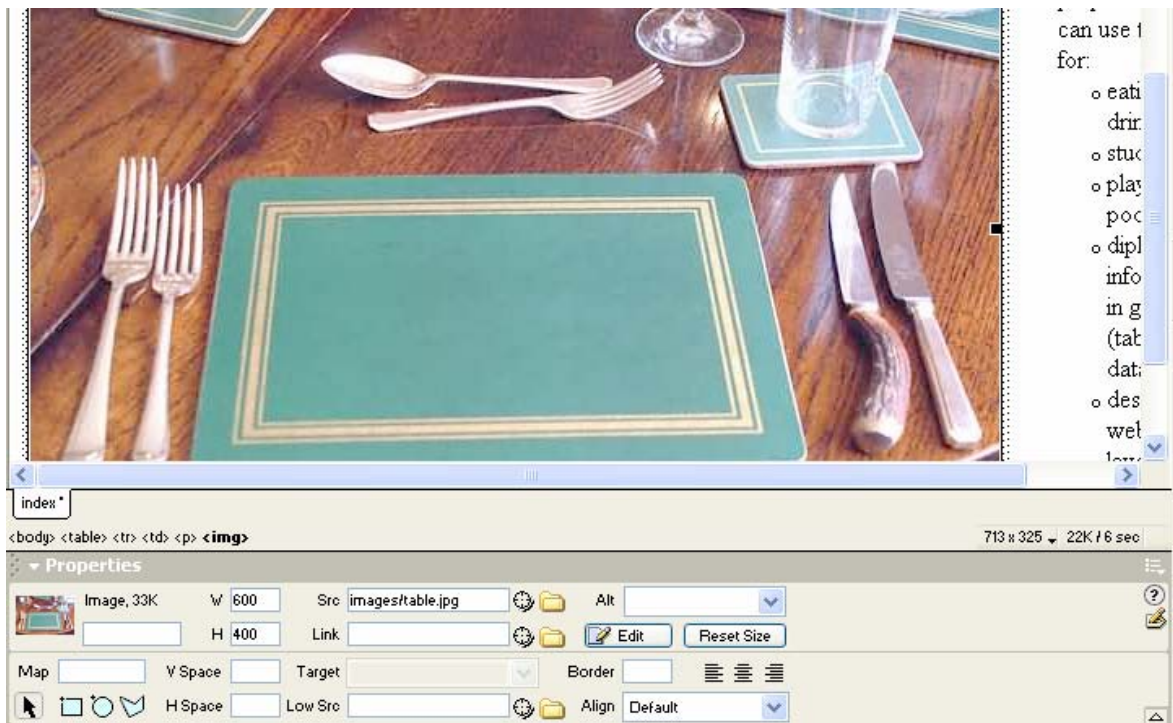
Find an image you want then save it to your website folder as follows:

⇒ Right-click on the image and choose **Save Picture As**  
⇒ Browse to your **mysite/images** folder and click **Save**.

Now we'll insert the image into the webpage:

⇒ Click on the  image icon (a tree.) Or choose **Insert** → **Image** from the menus.  
⇒ Click on the image you saved in your images folder and click **OK**.

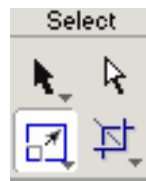
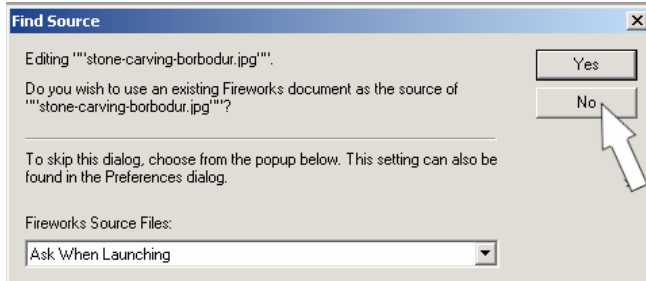
Remember that the larger an image is, the longer it will take to download. If you want to make an image smaller, it's best to use a graphics program such as Photoshop or Fireworks. Changing the image size in Dreamweaver will make the image display smaller on screen, but it does not alter the size of the image. The image will still have the original larger file size, and it will print as large as the original was. To reduce the image size:



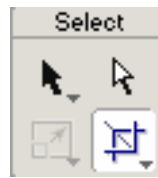
⇒ Select the image (a border appears), then click **Edit** in the Properties window.

## Section C: Getting fancy with tables and images Reducing image size

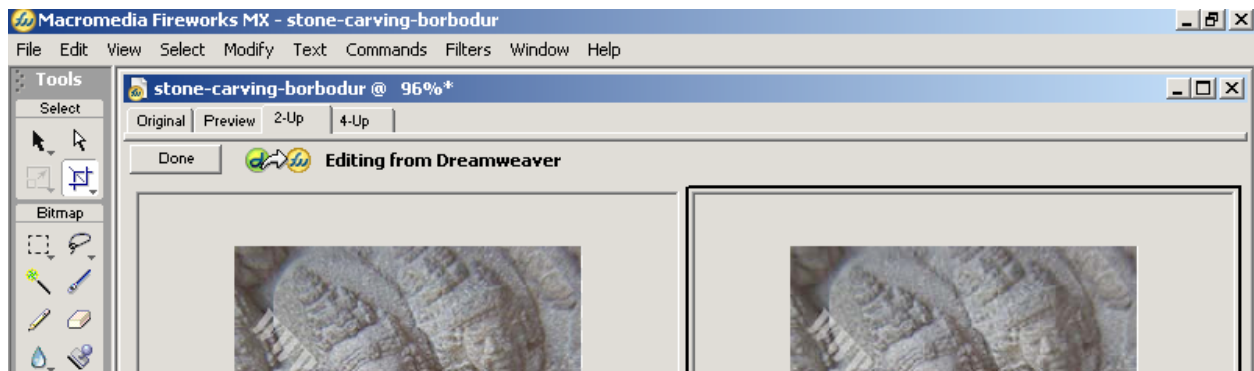
Fireworks should open automatically. Click **No** if you see this dialogue box:




1. In Fireworks, click the Scale tool (on left, under black arrow)
2. Drag on the corner of the image to reduce its size.



3. Click the Crop tool (next to Scale tool) and draw a box around the image. You will be drawing on top of the blue line. Double click on the center of the image.
4. Click the button that says 2-Up.



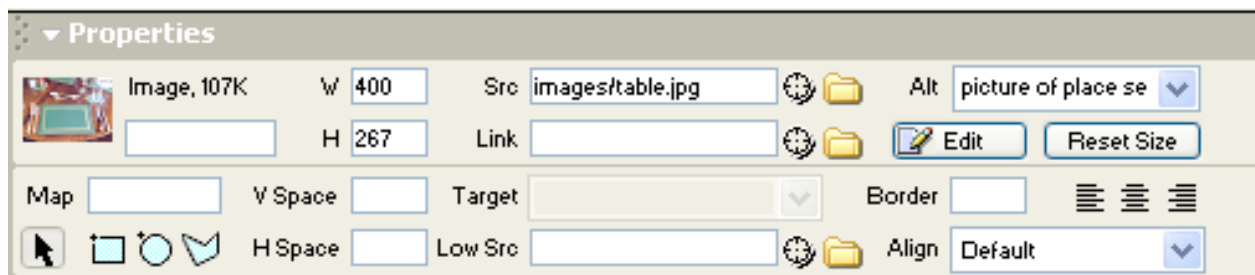
5. Select the picture on the right. Then click the **Done** button.
6. Return to Dreamweaver and click on the  button in Properties.

## Section C: Getting fancy with tables and images Using Alt Tags

One very important thing to remember is that 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.

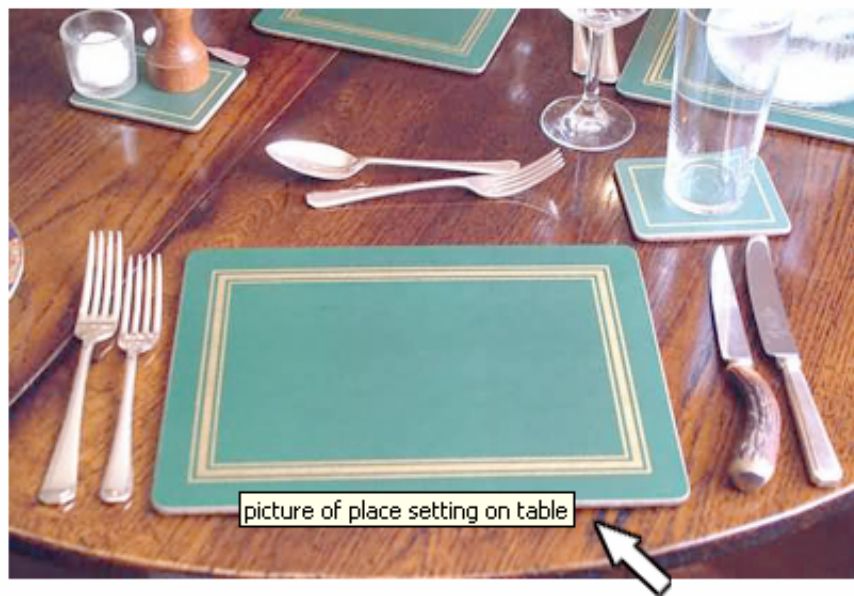
To use the **Alt** tag:

1. Select the image
2. In the Properties menu **Alt** window, write a brief descriptive phrase. For example, a description like **picture of place setting on table** is more helpful than **table** for someone who cannot see the image.



After you've put a description in the Alt tag, users can access the description of the image whether or not they can see it.

Types of Tables



## Appendix

### Additional Exercises:

- Try copying and pasting some text from a Word document into a Dreamweaver page.
- Try exiting Dreamweaver and coming back in as if it is a new day. Can you remember how to get back to where you were?

### Resources for Learning More Dreamweaver (and other stuff!)

#### Useful Book

Dreamweaver MX (this is an older version of DW, but it is what LaGuardia currently has) on amazon.com (for \$16.49):

<http://www.amazon.com/gp/product/0201844451/>

Note: this publisher has many “Visual Quick Start” Guides for various software. They are usually excellent for finding the answers to specific task-related questions.

#### Purchasing Dreamweaver

If you plan to get involved in designing web sites, it is very helpful to have your own copy of Dreamweaver. Through an educational discount with Journey Ed (<http://www.journeyed.com/search.asp>) you qualify to purchase it for about \$199. Normally the price is \$399.

#### Online course

If you are interested in DW and don't have the opportunity to go to a class in person, you might want to try a six-week online course through the html writers' guild: [www.hwg.org](http://www.hwg.org)

It costs \$50 to become a member, but members receive a 50% tuition discount for all classes (a savings of \$80 – 120 per course.) I'm currently taking a class in Flash, and it's been very helpful.

#### Lynda Weinman's Online Training Library

Join for a month or a year, or purchase the tutorial videos or podcasts individually at:

<http://www.lynda.com> . A comprehensive library of resources from specific software including DW, Fireworks, Photoshop, Flash etc, to courses in programming, to design and color concepts. Some lessons are available free. If you are a self-directed, self-paced learner, you'll find great materials here.

#### Color Scheme Generator

<http://wellstyled.com/tools/colorscheme2/index-en.html>

a very cool tool for choosing your site's colors

#### Visibone Color Lab

<http://www.visibone.com/colorlab/>

Shows you how colors look together and gives their numerical information.

#### Yale Style Manual

<http://info.med.yale.edu/caim/manual/contents.html>

Good advice on layout and writing for the web

#### Finding images (some of these are free and some charge)

<http://www.freefoto.com>

<http://www.istockphoto.com>

<http://www.webshots.com>

<http://www.photodisc.com>

<http://www.corbis.com>