Adobe Drewamweaver 2021

3 – Basic Page Editing

Now that you should know some basic HTML, it's time to get in to using the general editing features of Dreamweaver. In this section we'll create a basic website for a small business. We'll start by looking at some of the essentials of planning a website.

Planning

When you are going to create a website, the first question you should ask yourself is, "What is the purpose of the website?" Websites can be set up for a variety of purposes. A business might set up a website with the purpose of telling customers about a product or even selling a product. A Sporting club might set up a website to provide information for members or to find new members. An individual person might set up a website to provide information about a hobby of theirs or about a celebrity that they're a fan of. Websites can have a whole range of purposes which will determine how they should be designed.

You also need to think about your target audience. What sort of people will be looking at your website? Websites such as www.barbie.com and www.thewiggles.com will have a very different audience from websites like www.mtv.com and www.gamespot.com, which in turn will have audiences quite different from www.afr.com and www.nytimes.com.

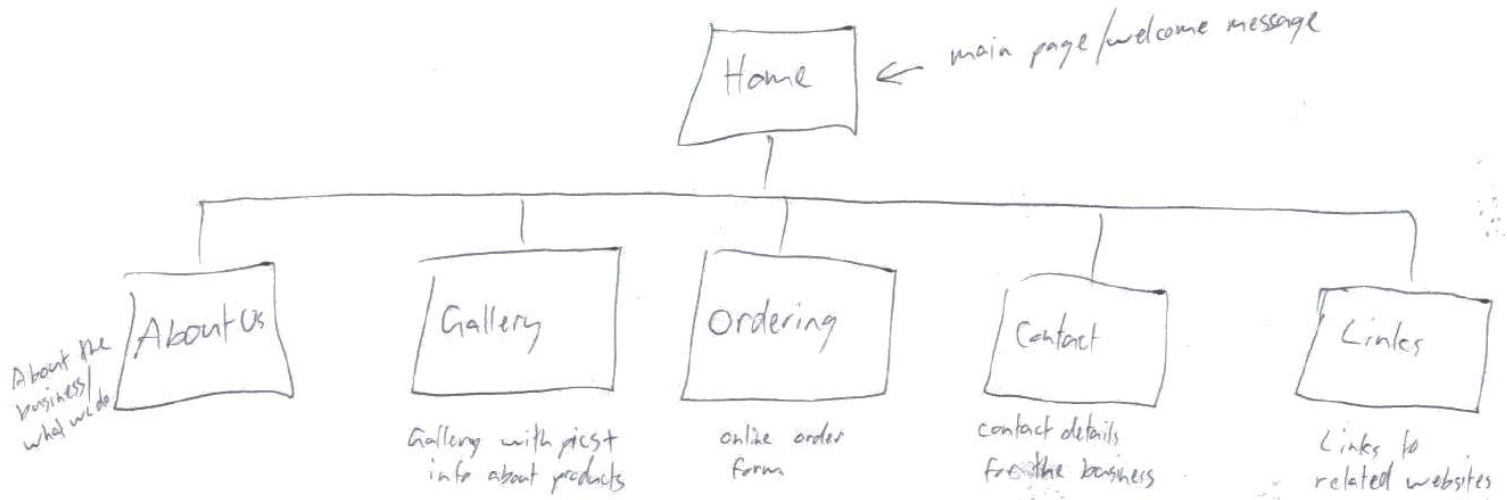## Exercise 1.   Viewing Different Design Styles

1. Take a look at some of the website addresses mentioned above and notice the difference in designs between them. The last two (both news sites) are intended for an adult audience of mainly business professionals, while the first two are aimed at child audiences.

Notice that the sites intended for business people have a fairly plain, conservative look that is appropriate for an audience which is more interested in information than flashy design. With the children's websites, the designs are bright and colourful which is more appropriate for their audience. The middle ones are sites that revolve more around entertainment and have a more exciting design, aimed to appeal to their primarily teenage and young adult audiences.
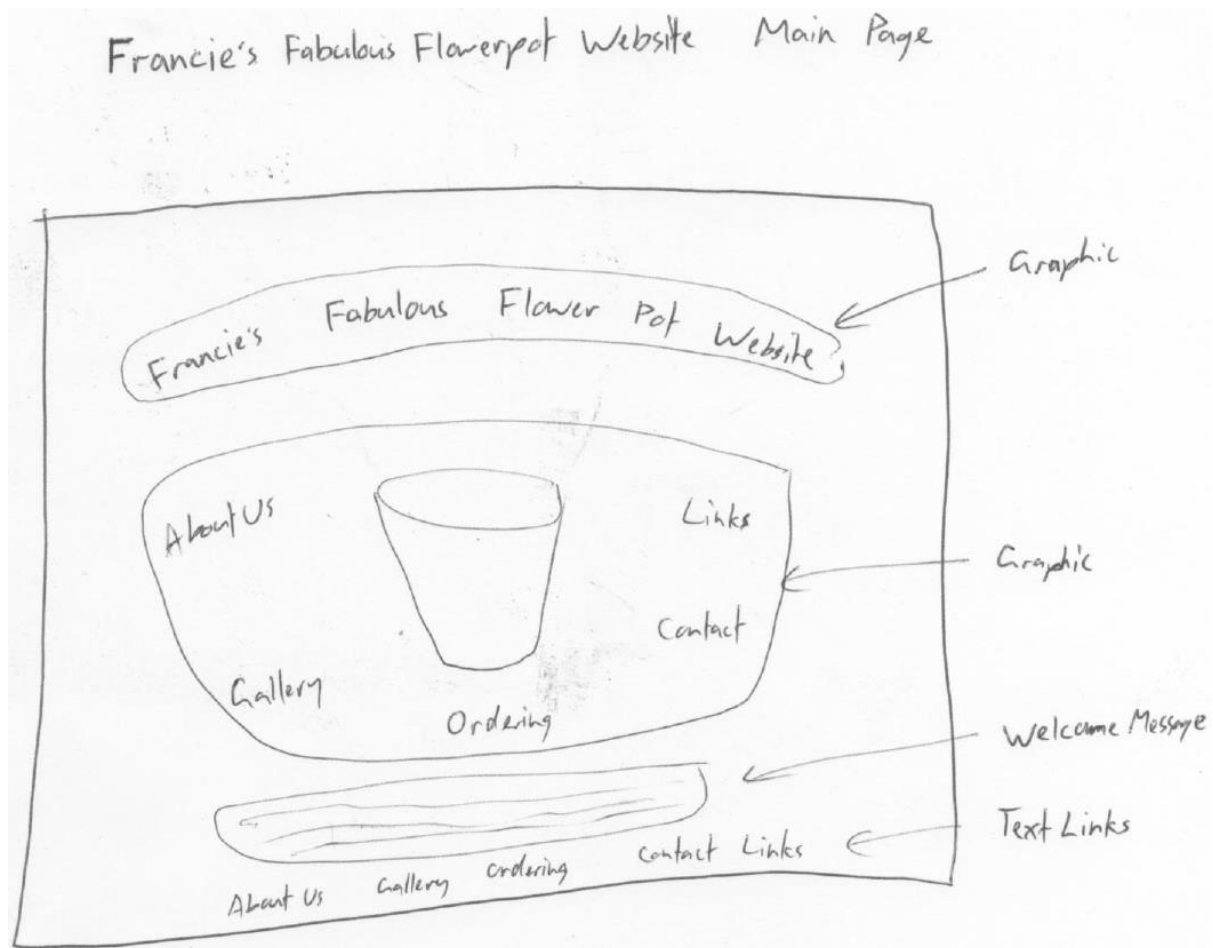
Once you have determined the type of audience you hope to attract to your site, you then need to decide what the content of your site should be. The content of your site is usually far more important than how it might look so it is essential that you establish the intended content early on.

A good way of planning this is to create a **site map**. This allows you to generate a basic plan for what pages will be in your site, what each page will contain and how each of the pages will relate to each other. A pen/pencil and paper are all the tools you need to do this. Below is an example of how a site map for a website might look. It also helps to ensure that your site has a logical structure so that visitors can find their way around easier.

A good step to take next is to **plan each page** on the site. A plan for the page can take the form of an annotated diagram, outlining what will be on each page. A basic example is shown below.
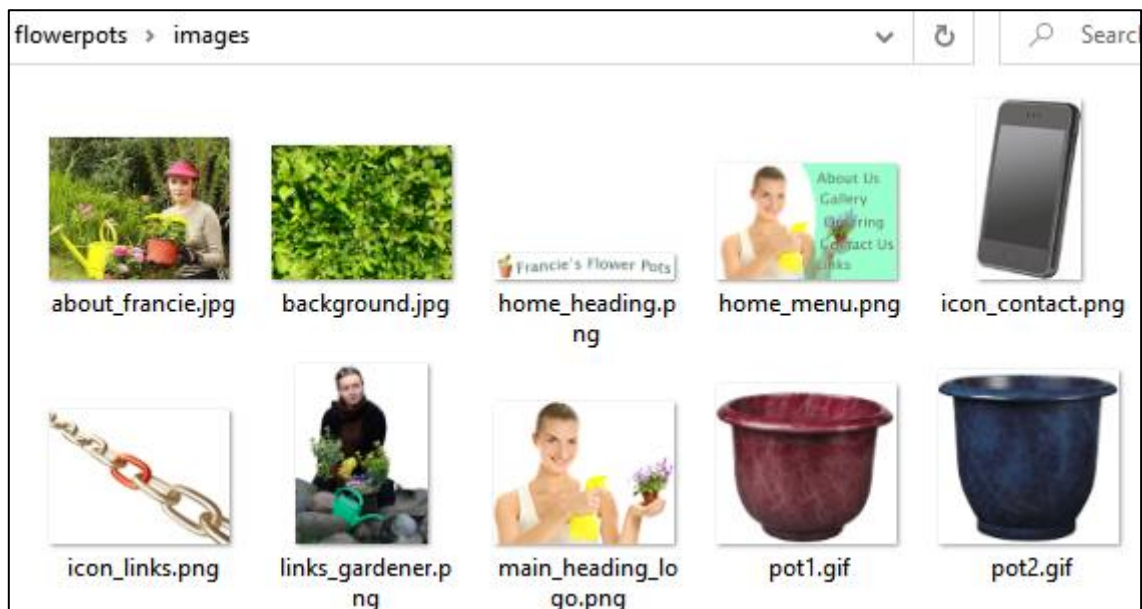
A design like this with some additional notes can help you to decide how each page in the site will look before you go to all the effort of actually building the pages. This is especially important if you are designing a website for someone else, such as a web developer building a site for a client or an employee building a site for the business they work for. A good plan on paper enables you to present a plan to the client/boss for approval and/or changes. This can save you from putting a lot of work into something which is not quite the same as what is needed.

Once you have spent enough time planning and know exactly what to do on your site, you can start building it in **Dreamweaver**. If you are creating graphics in another program such as Adobe **Photoshop**, now is a good time to do that so that the graphics are ready to be used in your site.

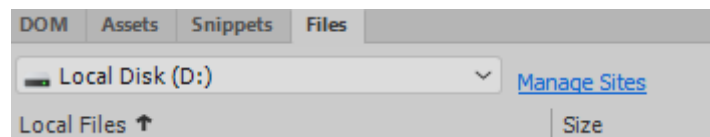|	
Note	Before commencing the following exercises, there are several image files that need to be saved to your computer. Make sure they are saved in the same location as you plan on saving the exercises you will be working on. These exercise files can be downloaded from http://oneil.com.au/pc/dreamweaver.html. You will notice that the exercises contain images to be used in the site. These images should be in a sub folder called "images". Placing images and other related files in to sub folders is common practice in web development as it keeps files more organised. It also means that when you place the images in your html you will need to refer to the name of the sub folder as well as the file name. I.e. instead of src="filename.jpg" your image tag will have src="images/filename.jpg".

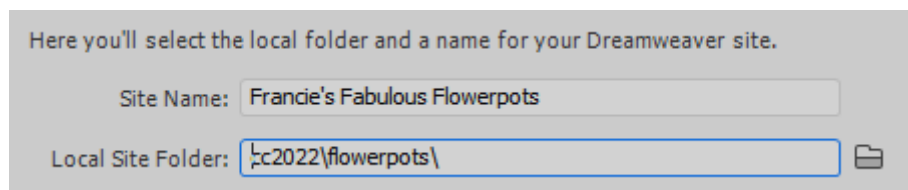## Exercise 2.   Creating the Site Structure

Websites consist of multiple files rather than just one file. There is an HTML file for each page, image files and CSS files for styles. You may also have files for scripts such as JavaScript and other media such as sound and video files. In Dreamweaver, rather than working on a collection of pages one by one, you can work on them as a whole site. This enables you to establish the relationship between all the pages, make certain changes across the whole site and upload changes to the web in one go.

1.   Make sure **Dreamweaver** is open.
2.   From the **Site** menu select **New** site.

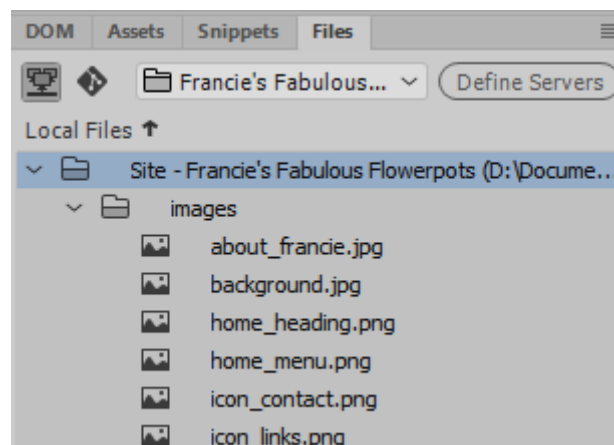| Tip	At the top of the **Files** panel there is a locations list. If you have already created sites in Dreamweaver, they can be selected from that list. If you haven't yet created any sites, you can click the **Manage Sites** button to open the site manager and then click the **New Site** button.

3.   When the **Site Setup** window appears, enter *Francie's Fabulous Flowerpots* for the **Site Name**.
4.   For the **Local Site Folder**, click the browse button and then browse to the location where you have saved the Francie's flowerpots folder (included in the exercise files) and click Select.

If you are setting up Dreamweaver so that you can upload your files to a website as you save them, you can use the **Servers** options for that. Since the options you would need vary greatly from one web server to another, we'll leave them empty for now. If a company will be hosting your website, they can provide the details that would need to go in the server options.

5.   Make sure the **Local Site Folder** line shows the correct location of the Francie's flowerpots folder and click **Save** (this should be the same folder where you saved the exercise files).

Your **Files** panel will now show a list of the files in that location.
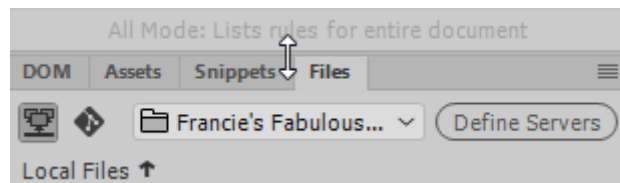
Exercise 3.   Create a Homepage

Now we have a site. We just don't have any pages in it (only the images that are included in the exercise files). The first page we will create is the homepage.

1. On the right site of your window, you should see the **Files** panel. If you don't see it, select **Files** from the **Window** menu or press **[F8]**.
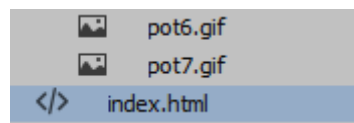
Note   You can resize a panel if you want it to take up more of the room on the side. You can also click the tab at the top of a panel you're not using and collapse it to make it take up less space. Dragging a panel's tab allows you to move it to a location that suits you.

2. Right click on the name of the site in the **Files** panel (or in a blank area of the files panel) and select **New File**.

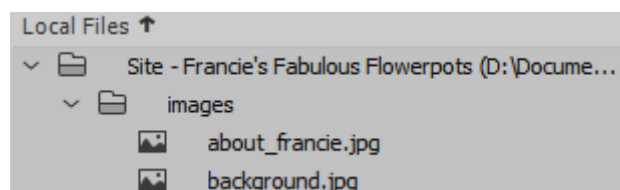3. For the file name enter *index.html*.

You can rename files that are already in the list by clicking on the name of the file when it is already selected, or by pressing **F2** when the file is selected.

In a website, it is always a good idea for the main page to be called **index.html**, since this is recognised in web browsers as a homepage name. If your main page is called index.html then people won't have to type the filename on the end of the website's address. They could simply type something like www.francies.com without adding a filename on the end and when the web browser goes to that location, it will look for a file called index. So, calling your main page index.html makes your site's address shorter and easier to type.

4. **Double-click** on the *index.html* file to open it in the **Dreamweaver** editor.

Note   If you saved the exercise files in the same location (as instructed earlier), you will see some images in the files panel as well. If the exercise files aren't in the same location, you should save or copy them into the same folder before continuing.

Note   If you have set up a website set up with server options, you can select files in your file list and click the **Put** icon ⬆ at the top of the file list to upload the selected files to the web.

Exercise 4.   Editing a Page

1.   The blank home page will be open in the main editing area. Make sure you are in **Design** view.

```
Code   Split   Design   ▼
```

2.   Type the text *Francie's Flower Pot Website*.
3.   Press **[Enter]** to create a new line.
4.   Press **[Enter]** a second time to leave a blank line.
5.   Type the following text (There should be a blank line between your first line and this one).

Welcome to Francie's Fabulous Flower Pot Website - the only source you need for the best in flower pots. Whatever your gardening needs, you're sure to find a flower pot ideal for your needs at Francie's. Browse through our gallery to find your dream pot.

6.   Press **[Enter]** and type the following text on a new line.

About Us - Gallery - Ordering - Contact Us - Links

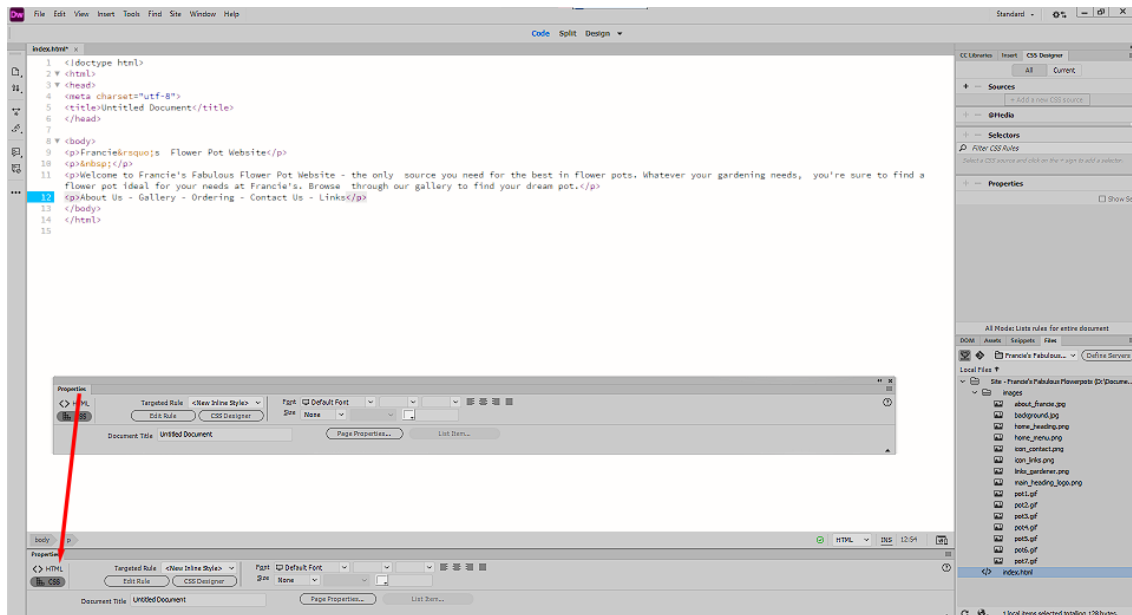7.   Click the **Code** button at the top or press **[Ctrl] [~]** to see the page in HTML view.

```
1    <!doctype html>
2 ▼  <html>
3 ▼  <head>
4    <meta charset="utf-8">
5    <title>Untitled Document</title>
6    </head>
7
8 ▼  <body>
9    <p>Francie&rsquo;s  Flower Pot Website</p>
10   <p> </p>
11   <p>Welcome to Francie's Fabulous Flower Pot Website - the only  source you need for the best in
     flower pots. Whatever your gardening needs,  you're sure to find a flower pot ideal for your needs
     at Francie's. Browse  through our gallery to find your dream pot.</p>
12   <p>About Us - Gallery - Ordering - Contact Us - Links</p>
13   </body>
14   </html>
15
```
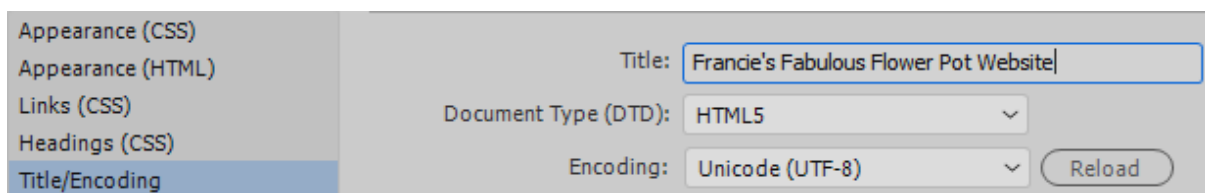
You'll notice that a few paragraphs have been created (using the P tag). The second one has   in it. This is a special HTML character that creates a blank space since blank paragraphs and other blank spaces get ignored by web browsers unless a non-breaking space character is included.

8.   Press **[Ctrl] [~]** to return to **Design** view. This switches between **Design** and **Code** view.
9.   Show the **Properties** Panel by selecting **Properties** from the **Windows** menu or by pressing **[Ctrl] [F3]**.
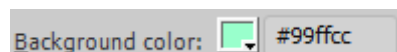
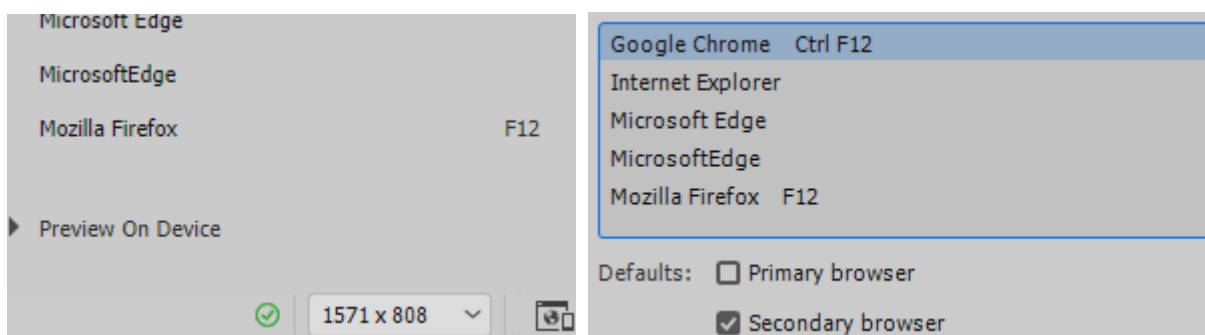| Tip	Rather than having the properties panel floating in the middle of the screen you might prefer it anchored at the bottom of the screen. To do this, drag the properties tab downwards until the panel locks on to the bottom edge of the editing area.

10. In the **Properties** Panel, click the **Page Properties** button.
11. Click **Title/Encoding** from the options on the left.
12. Type *Francie's Fabulous Flower Pot Website* for the **Title**.

13. Click **Appearance (CSS)** from the options on the left.
14. For the **Background color** setting, enter **#99ffcc** (including the hash). This is a hexadecimal code which is one of several ways that you can specify colours in HTML and CSS.

15. Click **OK** when done.
16. Save the changes to the page (**[Ctrl] [S]**).
17. Click the **Real-time Preview** icon or press **[F12]** to see how it looks so far. Remember you can edit your browser list to change which browser is used as the default preview option when you press the **[F12]** key.

Block Elements vs Inline Elements

Some HTML elements are **Block** elements, meaning they comprise a block of text and begin on a new line. The web browser will usually add additional space before and after the block. Block elements take up the full width of the page. They includes paragraphs and headings.

Other elements are **Inline**. They do not take up the full width and use up as much space as needed (often part of a block element). This includes tags that are used for marking certain parts of the text as emphasised (<em> tag) or underlined (<u> tag).

Note that with most elements, **CSS** can be used to specify whether they will be treated as a block or an inline element. I.e. an element which is usually treated as inline might be changed to a block element using CSS to achieve certain design layouts.

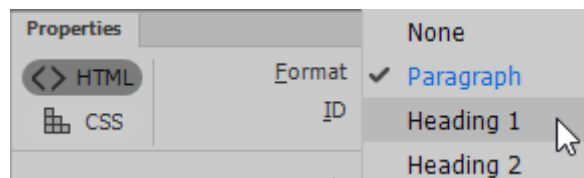## Exercise 5.   Adding More Page Elements

1.   Click in the first line on the page (*Francie's Fabulous Flower Pot Website*).

We will change this paragraph into a heading. Since paragraphs and headings are block elements, it's not necessary to select all of it first as the change will affect the whole paragraph / block.

2.   At the bottom of the document, click the **P** indicator to make sure you are changing properties for the paragraph. Otherwise you might end up changing properties for the entire document.
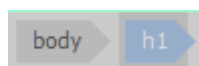

3.   For **Format** in the **Properties** Panel select *Heading 1*. This will change the **p** element to **h1**.
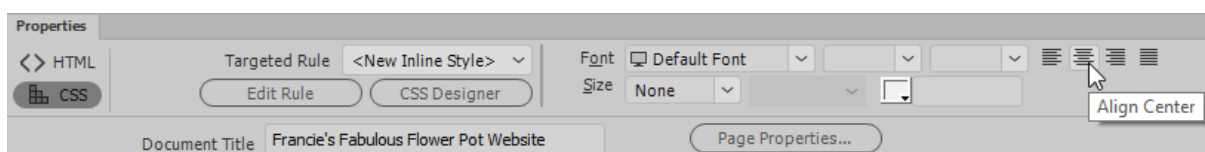

In older HTML, some formatting options such as changing the alignment of a clock to centre aligned were done using formatting tags and attributes. These formatting tags and attributes are now used less in favour of using CSS to accomplish the same formatting options (and much much more). We will use the properties panel to attach a small bit of CSS to the heading element.

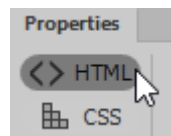4.   Ensure the **h1** element is still selected.

5.   In the **Properties** panel click **CSS** on the left and then click the **Align Center** icon.

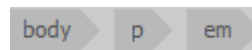6.   In the next paragraph, select the name of the website as shown below.

7. Select the **HTML** options from the left of the **Properties** panel.

8. Format this text using an *Italics* style by clicking the *I* icon in the **Properties** panel or by pressing **[Ctrl] [I]**.

You will now see that an em element has been created. This is an inline element, which is contained within the p block element. Which in turn is nested inside the page body.
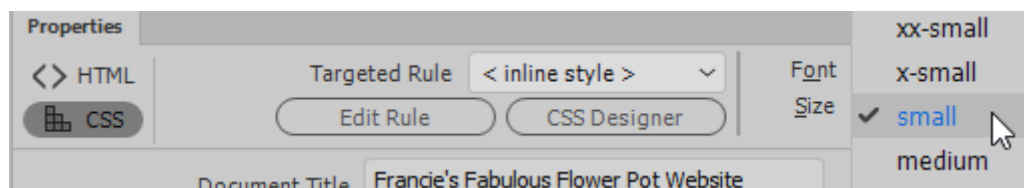

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em or i?

The <i> tag in HTML is an inline element that formats text as *italics*. The <em> tag is an element that tells the browser to *emphasise* the enclosed text. Browsers typically interpret that visually as italics. Not all browsers present a web page visually though. For example, a visually impaired Internet user might use a browser which reads text out loud. In cases like this a tag that says to place emphasis on certain text makes more sense as the browser will pronounce that text with more emphasis when reading the page. This is why clicking the *I* icon in recent versions of Dreamweaver creates a <em> tag unlike older versions of Dreamweaver where an <i> tag was used.

Another similar example is using <strong> instead of <b> for making text bold. The <strong> tag is used to mark text as being more important which browsers typically show as bold.

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9. Click in the last line and **centre** align it like you did in steps 4 - 5.
10. Select that line of text as shown below.

11. To adjust the size of text, click the **CSS** tab in the **Properties** Panel.
12. Select the **Size** option and then select *Small*.

Tip	Make sure you save your work regularly. A quick **Ctrl S** now and then is easy and can save losing a lot of work if you have problems.

13. Preview the page to see how it looks **[F12]**. It should be similar to the example below. If you haven't saved recently then you will be prompted to save changes before previewing the page.

Note	If you still have the page open in your browser from previewing it before, you can simply switch to your browser to view the changes. If it doesn't update automatically you can refresh the page (**[F5]** in most browsers).

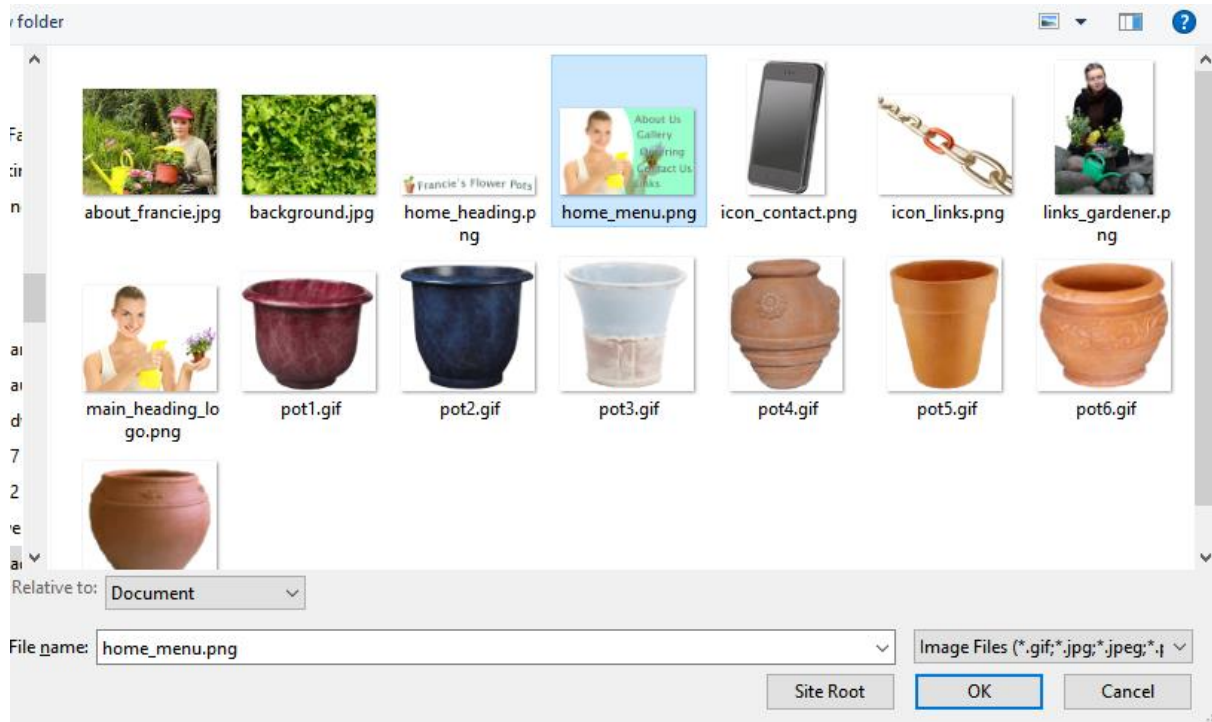14. Check the HTML view (**[Ctrl] [~]**) to see what code has been created.

```
 1   <!doctype html>
 2 ▼ <html>
 3 ▼ <head>
 4   <meta charset="utf-8">
 5   <title>Francie's Fabulous Flower Pot Website</title>
 6 ▼ <style type="text/css">
 7 ▼ body {
 8       background-color: #99ffcc;
 9   }
10   </style>
11   </head>
12
13 ▼ <body>
14   <h1 style="text-align: center">Francie&rsquo;s  Flower Pot Website</h1>
15   <p> </p>
16   <p>Welcome to <em>Francie's Fabulous Flower Pot Website</em> - the only  source you need for the
     best in flower pots. Whatever your gardening needs,  you're sure to find a flower pot ideal for
     your needs at Francie's. Browse  through our gallery to find your dream pot.</p>
17   <p style="text-align: center; font-size: small;">About Us - Gallery - Ordering - Contact Us -
     Links</p>
18   </body>
19   </html>
```

15. Return to **Design** view.

Exercise 6.   Inserting Images

1. Click in the blank line between the heading and the introductory paragraph.
2. From the **Insert** menu, select **Image**. You can also press **[Ctrl] [Alt] [I]**.
3. From the **Select Image Source** dialog box, select the image *home_menu.png[1]*, which should have been saved to your computer earlier.
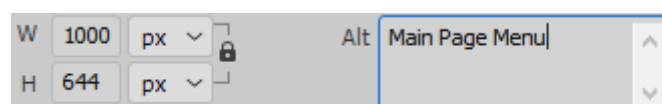

4. Click **OK** to add the selected image to the page.

While the image is still selected, you will notice some different options in the **Properties** Panel. These properties will change depending on what you have selected in your page.

Look in the properties while the image is selected, and you will notice one called **ALT**. This will specify the alternate text to be shown in case the image doesn't load in the web browser. For images that are being used for important things such as headings, it's a good idea to include this.

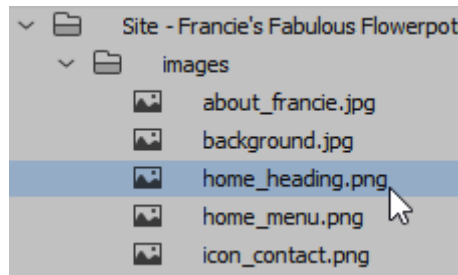4) With the image selected, click in the **Alt** property and enter *Main Page Menu*.

5. **Centre align** the paragraph that the image is on (Make sure the paragraph element that the image is inside of is selected first).
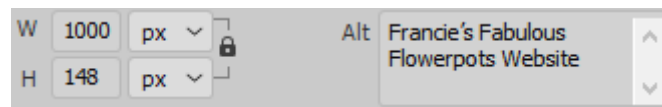

6. **Delete** the text in the heading on the first line so that all that remains is a blank line. We're going to put an image here instead.

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[1] Image credit - 4816765 © Nejron | Dreamstime.com

7. In the **Files** list on the side of the screen, locate the image called *home_heading.png*.

8. Drag that file in to the empty paragraph at the top of the page. This is another easy way of adding an image.
9. In the **Alt** text property enter *Francie's Fabulous Flowerpots Website*.

| Note | ALT text is not just used if an image fails to load. It is also useful for **accessibility** purposes. E.g. a visually impaired web user might not be able to see images in your site so their browsers can read ALT text instead. ALT text can also be used by **search engines** such as Google to index your page more accurately so people can find your site more easily. |

Your page should now look similar to the example below.

10. Press **[Ctrl] [~]** to switch to **Code** view and see the HTML that's been created. Regularly checking the code is a create way to familiarise yourself with HTML and can also identify potential problems. Return to **Design** view when you have had a look.

You can tell if you have made changes to a page that haven't been saved yet as you will see a * symbol next to the file name at the top of the editing area. This will be removed as soon as you save the page.
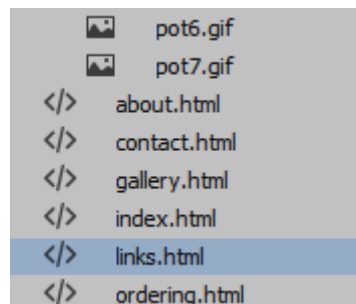

11. Save and preview the page.

Note	When you check the HTML you may notice that the first line is still a heading even though all that's in there is an image. The image does have ALT text however, and search engines and text to speech browsers can use the h1 element to recognise that the alternate text for the image should be treated with the importance of a heading.

Exercise 7.   Creating Additional Pages

1. **Right-click** inside the **File**s panel.
2. Select **New File** and name the file *about.html*.
3. Repeat to create four more files called *gallery.html*, *ordering.html*, *contact.html* and *links.html*. Currently these pages will be empty, but we will create links to them from our main page.

Exercise 8.   Linking to the New Pages

Links or **anchors** in HTML are created using the **A** (Anchor) tag. On our main page, we're going to create links to the other files in the site. The text along the bottom is where the links will be.

1.   Make sure the *index.html* file is still open in the editing window.
2.   In the bottom line, select the text *About Us*.

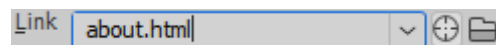About Us - Gallery - Ordering - Contact Us - Links

Dreamweaver provides several ways of creating links (other than typing an anchor tag in the HTML itself). If you are creating a link to another site, you can type the address you are linking to in the **Link** box in the **HTML** section of the **Properties** panel as shown below.

Link   http://oneil.com.au/pc/

Note   When you are typing an address in to the web browser, you can leave off the **http://** or the **https://** part. You can't leave it off in HTML though. When you are linking to an external website in Dreamweaver, the URL (address) must be complete, or it won't work.

If you are linking to a file within your site, you can type the name of the file directly into the link box.

3.   Type about.html in the **Link** section of **Properties**.

Link   about.html

4.   Select the text *Gallery*.

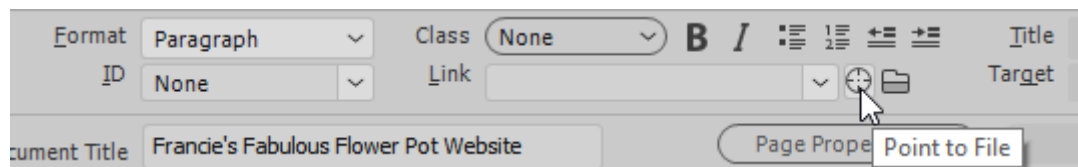About Us - Gallery - Ordering - Contact Us - Links

5.   Click the **Browse for file** icon 🗁 to the right of the link box to open the file browser.
6.   Select the file called *gallery.hml* and click **OK**.

Perhaps one of the easiest ways is to use the **Point to File** icon next to the link box. This allows you to select a file from your **Files** panel. This is a bit quicker than browsing for a file and avoids mistyping a file name.
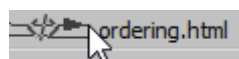
7.   Select the text *Ordering*.

About Us - Gallery - Ordering - Contact Us - Links

8.   Move your mouse over the **Point to File** icon with the text still selected.

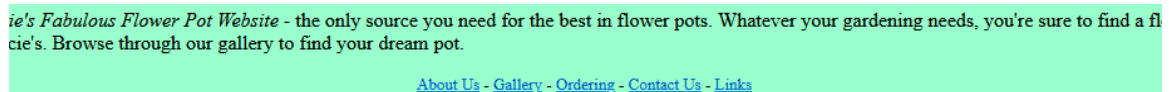| Format | Paragraph ▾ | Class (None ▾) | **B** *I* ≔ ⅈ≡ ±≡ ±≡ | Title |
| ID | None ▾ | Link ▾ ⊕ 🗁 | | Target |
| :ument Title | Francie's Fabulous Flower Pot Website | | Page Prope Point to File |

9.   Drag this icon to the file *ordering.html* in the **Files** panel. A link to this file will be created and its name will appear in the link box.

ordering.html

10. Create the remaining links.

About Us	Link to →	*about.html*
Gallery	Link to →	*gallery.html*
Ordering	Link to →	*ordering.html*
Contact Us	Link to →	*contact.html*
Links	Link to →	*links.html*

The bottom of the page should now look like the following example.

ie's Fabulous Flower Pot Website - the only source you need for the best in flower pots. Whatever your gardening needs, you're sure to find a fl
cie's. Browse through our gallery to find your dream pot.

About Us - Gallery - Ordering - Contact Us - Links

Note   If you want the link to be a clickable image instead of clickable text, just select an image instead of text before creating the link.

Exercise 9.   Creating an Image Map

One method for creating links that can be used in a web page is to create an image map. Normally, if you use an image for a link, the destination will be the same no matter what part of the image is clicked.

An image map, however, allows you to specify different link locations depending on which part of the image is clicked.
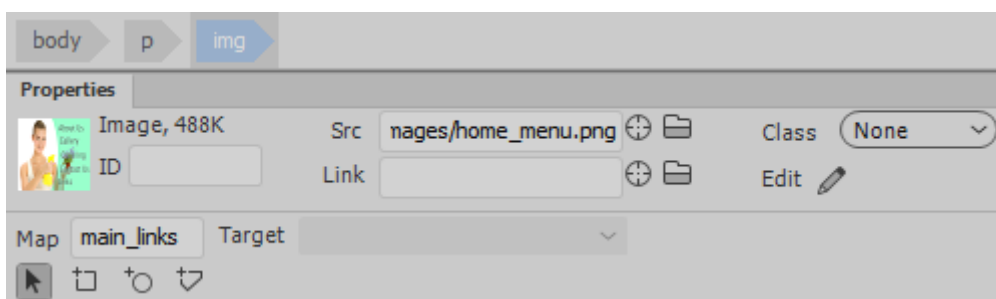
In this exercise, we'll use the image in the middle of our main page to create an image map with links to the other pages.

1.   Select the larger image in the centre of the main page.
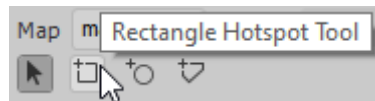
In the bottom left section of the **Properties** panel, you will see some image map tools. First, we need to give the map a name, since it is possible for a single page to have more than one image map, and the web browser needs to know which image the links are being created for.

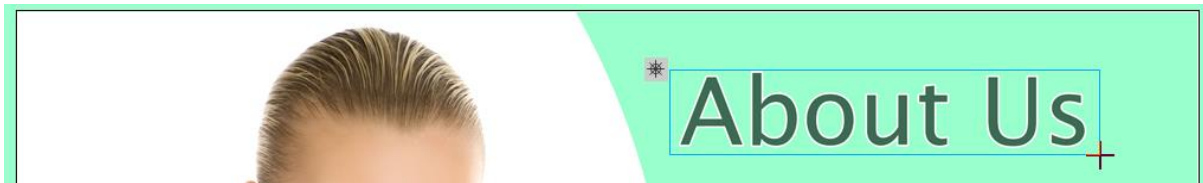2.   Type, *main_links* next to the **Map** option.

An image map can have three types of hotspots (link areas). The first type allows you to create rectangular shaped link areas in an image. The second allows you to create circle shaped areas in an image. The third allows you to create polygon shaped areas in case you need a less symmetrically shaped hotspot.

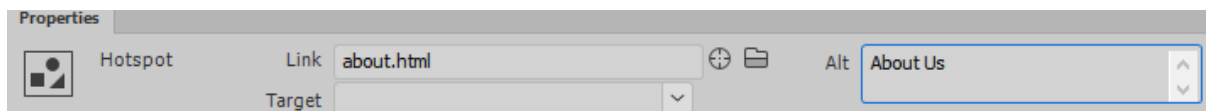3.   Click the **Rectangular Hotspot Tool**.

4.   Drag a rectangular shaped area around the words *About Us* in the image as shown below.

The hotspot will be shaded as shown below.

5.   With the hotspot still selected, use the **Point to File** tool ⊕ from the **Properties** panel to link to the file *about.html*.
6.   Type *About Us* in the **ALT** option in the **Properties** panel. The properties should appear as below.

7.   For *Links* we'll try a polygon hotspot for something different. Click on the **Polygon Hotspot Tool**.
8.   Click where you want the first corner of your hotspot shape to be. Click on the next corner and so on until your hotspot is the shape you need.

9.   Link this hotspot to *links.html* with *Links* as the alternate text.
10. Create the other hotspots using whichever tool you think is most suitable, adding appropriate Alt text and links for each. The links will all be highlighted when you are done, though they won't be visible like this when you preview the page in a web browser.

Note	These links all have a good distance between them but in cases where they don't, try to avoid overlapping hotspots as you can get unpredictable results depending on which web browser is being used to view your site.

11. Take a look at the HTML code to see what has been generated behind the scenes.

```html
15 ▼ <p style="text-align: center"><img src="images/home_menu.png" alt="Main Page Menu" width="1000"
      height="644" usemap="#main_links"/>
16 ▼   <map name="main_links">
17        <area shape="rect" coords="552,50,916,122" href="about.html" alt="About Us">
18        <area shape="poly" coords="568,160,581,238" href="#">
19        <area shape="poly" coords="567,160,582,241,835,250,856,161" href="links.html" alt="Links ">
20        <area shape="rect" coords="592,289,938,376" href="ordering.html" alt="Ordering">
21        <area shape="rect" coords="577,414,989,487" href="contact.html" alt="Contact Us">
22        <area shape="rect" coords="550,529,751,602" href="links.html" alt="Links">
23     </map>
24  </p>
```

Notice that Dreamweaver has used **indents** (space to the left) with certain lines. This is a common practice among web developers to make the code easier to read.

12. Save and preview the website.

You can click on the links to make sure they work though at the moment they are pointing at blank pages. We'll work on those other pages in the following sections.

Note	Image maps work by using coordinates. E.g. the number of pixels from the top and left of an image. In order to work correctly, image maps depend on the image remaining the same size. In some cases, CSS or programming scripts can be used to resize an image in a website. For example, displaying an image at a different size depending on whether the web page is being viewed on a desktop computer or on a smaller phone screen. In these cases, an image map would not work properly without further adjustments being made. Here we have used one for the purposes of demonstrating how image maps work but it is generally recommended to avoid using image maps for site navigation.