Tutorial: Dreamweaver

File Management & Web Design

Objective

By creating a simple portfolio Web site using Dreamweaver, students will become familiar with Web design basics and the importance of saving files to specific locations in a well structured directory.

Tools and techniques covered in this tutorial:

Organizing Web Pages and Sites

Formatting Web Pages
• HTML styles, CSS styles. Embedded objects, Links, Page properties and Head elements

Page Layout
• **Div tags**

Dynamic HTML
• **Rollovers**
Sites

• **Site window, link checking**

Optimizing graphics
Using Photoshop "Save for Web" to create optimized .jpg, .gif, or .png files for the Web

Grading

Considered will be:

• the proper function of all links and display of images
• clean, organized, and consistent layout
• technical execution, including proper file organization within the site, intuitive navigation from the home page—to each project page—and back to the home page.

Step-by-step

1. Create a basic folder hierarchy for your local site documents

In this step you will:
• *Use Finder to create and name new folders* for a site hierarchy.
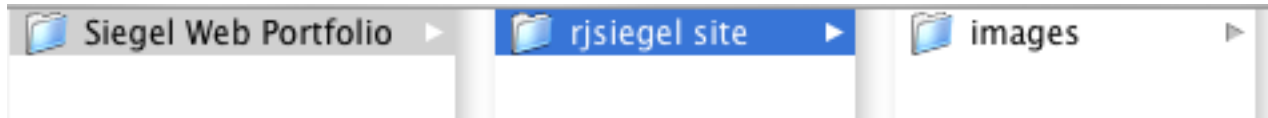

2. Define your Dreamweaver site

In this step you will:
• *Setup your site in Dreamweaver* to help you create and maintain both local and remote site files and links.

Background info: Whenever you sit down to use Dreamweaver, you must first **define the location of your site**. By telling Dreamweaver where your **local site** folder resides on your computer, and where the **remote site** folder is on the Web server, Dreamweaver can help organize files, prevent broken links, and easily update your "live" remote site after changes are made. The Site window behaves much like Finder. At this point you should **avoid opening and moving site files from within Finder in order to prevent broken links** .

Do this: Launch Dreamweaver and choose Site>Manage Sites…>**New>Site**. You will enter your site configuration information in the **Basic** tab.

• Type in a site **Name** like "**DMS 537 Portfolio Site**". This will help you to identify it among others that you may develop later. Click **Next**.

• Leave the **No** button checked. You will not be using special server technology. Click **Next**.

• Leave the **Edit local copies** button checked, then click on the small folder icon to tell Dreamweaver where your local site folder resides. (Be extremely careful that you choose the site folder itself and not the images folder within it, nor its parent "Web Portfolio" folder.) Click **Next**.
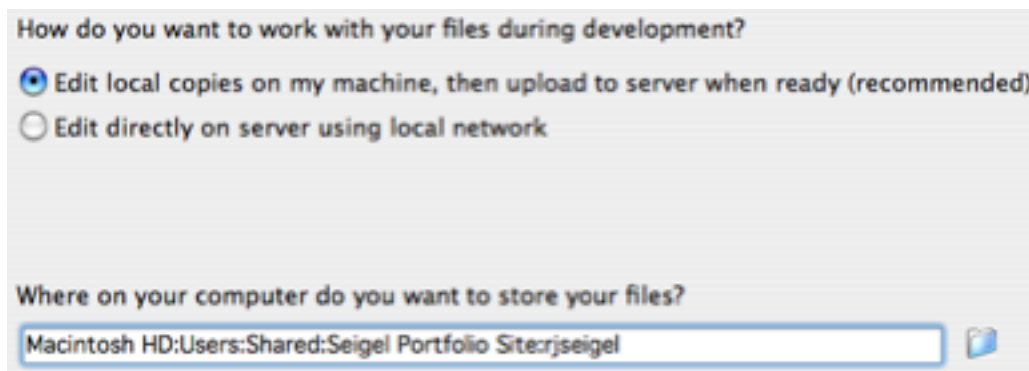
Click **Next, Next** then **Done.** In the **Files** window you will see your Local site files. If you click on the Expand/Collapse button, you will see your Local site on the right, and your Remote site on the left. (The remote site will be empty until you synchronize, later.)

3. Create a new html document

In this step you will:
• Create a new HTML file and open it from the Files window.

Background Info: Any file that is part of a Web site must adhere to strict **naming rules**:

• Do not use spaces, special characters or punctuation other than a period "." underscore "_" or hyphen "-".

• Use only lowercase letters (if you do use upper case, use them consistently throughout the site, e.g. for the first character in every file name)

• All files must have the appropriate extension, such as .html, .jpg, .gif, .swf…

• The home page in every site must be named "index.html".

Control-click in the on the site folder in the Files window and choose **New File**.

Change the name of the new untitled document to "**index.html**".

Double-click on the index.html page icon to open the page in Dreamweaver.

Title your page by typing it into the **Title** field at the top of the document window. Name it something like "DMS 537 Portfolio".

The page title appears in the browser window's title bar and is used when visitors bookmark your site. This is not to be confused with the page's file name - HTML file naming rules do not apply.

4. Layout a basic grid for your page design

In this step you will:
• Set your document window size
• Draw apDiv boxes in Layout View to graphically containers for text and graphics

Do this: From the menus, select View>Grid>Show Grid. Click the **Layout tab** on the **Insert bar**. Select the **Draw AP Div** tool and draw a container starting in the upper left, dragging to the right and down.
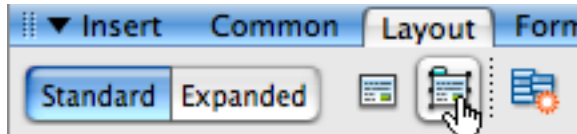
The width of the will be displayed along its bottom, and also in the Property Inspector. Make your Div about **800 pixels wide**, either by adjusting the side handles or by typing 600 into the "W" field of the Properties panel.

Again using the **Draw AP Div** tool, drag out a div near the bottom aligned with the top cell. The resulting cell, which will contain our site navigation links, should have a T value (distance in pixels from the top of the page) of **550**.

Draw 3 divs along the left margin to contain thumbnail images and descriptive text. Each div should be **225px x 100px**.

Draw a div to contain bio text, approximately **320xpx x 400px**, lined up with the top thumbnail div and aligned along the right edge of the top and bottom elements.

5. Enter text into the divs and apply CSS formatting

In this step you will:
* ***Enter text into divs***
* ***Use Cascading Style Sheets (CSS) to format text elements***
* ***Optionally modify the CSS document to further customize your pages***

Background Info: HTML provides for several simple text formats: Heading 1 <h1> through Heading 6 <h6> denote headline hierarchies from largest (most important head) to smallest (least important head). Paragraph format <p> is used for most body copy. You can specify preferred sets of type faces, relative sizes, color and bold/italic for any text element. In this step, we will use CSS to globally set type styles for specific elements anywhere they occur within our site.

CSS can also be used to control the position of DIV elements and dynamically change page layout for different purposes. See http://www.csszengarden.com/

Enter the following type into your index.html page:

• In the top header cell, type:
"[Your name]" then assign **heading 1** format in the Properties panel, then hit Return
"DMS 537 Portfolio", assign **heading 2**.

Create CSS page:

• Show Window>**CSS Styles.** Click the **Attach Style Sheet** button at the bottom of the CSS Styles panel.
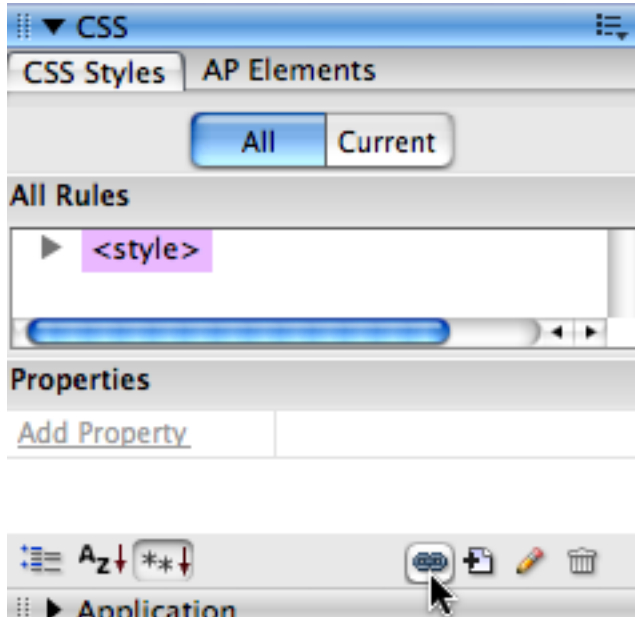
In the File/URL field, type in "**portfolio.css**".

Click **Add as Link** to make it available to all pages in the site. (Import would write the style sheet into that one document only.)

You will be prompted that such a file does not exist. Click **Yes** to create it.

Define new CSS Rules:

Select portfolio.css in the CSS Styles panel. Click the **New CSS Rule** button.

• Select the **Tag** button**,** then choose **<body>** from the drop down menu. This tag controls basic text formatting and other page properties such as background color.

In the **Type** category, choose a type family (such as Verdana, Arial, Helvetica, sans-serif.) Set the size to **11 pixels** and the line height to **130%**. **Note the proper units: pixels for size, % for line height.**

In the **Background** category, choose a pale color. (You can choose a dark color, but then your text should be changed to a light color.) Click **OK**.

• Select the **Tag** button**,** then choose **\<h1\>** (size of **24** pixels)

• Select the **Tag** button**,** then choose **\<h2\>** (size of **20** pixels).

You may modify or add other styles to the CSS page:

- Click the **Tag** selector to change the look of a standard HTML tag.
- Click the **Class** selector to change the look of any text or other HTML element.
- Click the **Advanced** selector to change the look of hyperlinks.
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6. Prepare thumbnail images for rollovers in Photoshop

• Use the **Crop tool**, set options to **100 px** x **100 px**, **72 ppi**. Select an area to represent the image as a thumbnail, then crop.

• **Double-click** the *Background* layer in the Layers palette and name it "original".

• Duplicate the "original" layer, and name it "rollover". Choose Image>Adjustments>**Hue/ Saturation**. Lighten and desaturate the "over" layer.

• Hide the "rollover" layer. For the "original" layer, choose File>**Save for Web**. In the 4up tab, experiment with different optimization settings, jpg or gif. Save to your site **images** folder as **rasterorig**.

• Hide the "original" layer, and for the "rollover" state do a **Save for Web**. Save to your site **images** folder as **rasterroll**.

• In Dreamweaver, click the cell in which to add each rollover. Choose Insert>Image Objects>**Rollover Image**. In the dialog box, browse to your original file and then to your rollover file.

7. Preview your page in a browser

In this step you will:
*• **View a more accurate rendering of your page in progress using a Web browser.***

Background Info: Dreamweaver does not provide the most accurate preview of your page. You must view your page in a browser, or several different browsers for comparison.

Do this: Choose File**>Preview in Browser**, and select either Safari or Firefox. Your page will open in that browser.

Note: If no browser choices are present, you will need to choose File>Preview in Browser**>Edit Browser List...** to tell Dreamweaver the location of the browsers installed on your hard disk. Click the + button and navigate up to the Desktop, then down through Macintosh HD/Applications to Firefox or Safari.

8. Duplicate your index page to create other pages for your site

In this step you will:
*• **Use the Duplicate command to make copies of index.html***

Background Info: The design already laid out on your home page will become the foundation for the other pages in your site.

Do this: **Save** and **Close** "index.html". In your Site window, control-click on index.html and choose **Duplicate**. rename the resulting copy "about.html".

• Change the headline text at the top of the page to "About". Delete the thumbnails, bio text and their respective cells from the layout.

In the example, a cell height of 455 pixels was used for the image. Widths can be adjusted once the image is in place. The cell height for the text can be expanded as necessary.

• **Save** and **Close** then **duplicate** it again, renaming the copy "contact.html".

• **Fill in these pages with applicable content**.

9. Create links as shown in the sample site

In this step you will:
• Use the Point to File feature to link to a file in your site (relative link).
• Use the Property Inspector to link to a file or some other site (absolute link).

Background Info: You can create a hyperlink from text or from a graphic. Highlight the text or select a graphic. A Link field will appear in the Properties panel. Either use the Point to File cross hairs button to link to a file in your site (relative link,) or type the URL into the field to link to a page in another site (absolute link.)

Do this: Open index.html. Arrange the document window so that you can see some portion of the Site window behind it. Highlight the word "Home" in the links cell at the bottom of the page. Drag the **Point to File** button next to the Link field in the Properties panel to the index.html file listed in the Site window — just drag the pointer to any part of the Site window to bring it forward, then navigate to the proper file in the list.

• Select the thumbnail rollover graphics and link them to their appropriate pages.

• Select the Email text. In the Link field type "mailto:" immediately in front of an email address (such as *mailto:blclark2@buffalo.edu*. Use no spaces between the prefix and the address.

• Create the links on the other pages in your site. (In this example, you can copy the link text from index.html and paste it into the other pages, replacing the non-linked text.)

11. Test your site

Test your site locally: Test your site thoroughly, in as many different browsers and on different computer platforms, if available. When you are confident that there are no broken links and that all pages display as you like, proceed to upload your site to the Web server.

Do this: Choose Site>**Check Links Sitewide**. Repair any broken links that show up in the list.

12. Save a copy of your Local site folder to removable disk.

Archive your **Web Portfolio** folder, which includes your local site folder, to removable disk. You can edit the local site from any computer as long as you do not move the individual files within the site folder relative to each other.