

Hands-On Lesson

to accompany

Curriculum Webs

A Practical Guide to Weaving the Web into Teaching and Learning

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LESSON 12:

Extending your software

FrontPage 2003

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Goal for this lesson

- Learn about the potential to modify or enhance your software to increase your capacity to accomplish specific tasks.

Setting preferences

FrontPage

- Use Tools|Customize.

Changing keyboard shortcuts

FrontPage

- Use Tools|Customize and click the Commands tab.
- Click the menu command you wish to assign a keyboard shortcut.
- Click Modify Selection.
- In the Name box type an ampersand (&) and a name for the command with the first letter being the letter you want for the keyboard shortcut and press Enter.

Creating new commands or macros

FrontPage

- Use Tools|Macro and select Macros.
- Type a name for the Macro and FrontPage will start the Microsoft Visual Basic Editor.

To use Visual Basic, consult a reference manual.

Recording a sequence of commands

FrontPage

FrontPage does not allow you to record a new command. However, you can use the Windows or Macintosh operating systems to create new macros. See your operating system documentation for more information.

Adding extensions

FrontPage

FrontPage has the capability of being extended through the use of Add-ins. In this step, we'll download an add-in called "PageWeight" which will tell you how large a web page and its related image files are, which can be helpful when improving download times.

- Go to <http://www.microsoft.com/frontpage/downloads/addin/launchupdate/default.asp> for links to related resources and add-ins for FrontPage.
- Scroll down to and choose an add-in. Click the link.
- Click Download Now.
- Click on I Agree.
- Save this file where you know where it is and make sure you have closed FrontPage.
- On your computer, browse to the file you saved above and double click it to start the add-in installation process.

When the installation is complete there will be a new button visible. In the page view click the new button to see how large your file and related graphics files are.