

Hands-On Lesson

to accompany

Curriculum Webs

A Practical Guide to Weaving the Web into Teaching and Learning

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LESSON 2: Creating your first web page

FrontPage 2003

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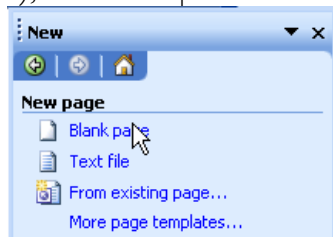
Goals for this lesson

- Create a simple first web page and apply various formatting.
- Play with your software to get a sense of what it can do.

Opening a new document

FrontPage

- Use the blank page that appeared when you opened the software (new_page_1.html), or use File|New and from the task pane, choose blank page.



Saving your file

Type “Welcome to my home page,” or something like that, just to create some content to save. Save your file in a folder on your computer. Give the file a name and location that you will remember later.

FrontPage

- Use File|Save.

Creating a simple home page

Include your name, information about you, your job, your family, and your interests. Simply type text as you would in a word processor.


Try to create some headings, alter the text size, and change the background color. Add bulleted and numbered lists. Specific steps are listed below.

Using headings

HTML includes six levels of predefined heading styles. Headings always have extra vertical space before and after the line, and are bolded. Available headings from largest to smallest are Heading 1 through Heading 6. Heading 4 is the same size as regular type, but is bolded with space before and after.

First, make sure the cursor is in the paragraph you wish to turn into a heading.

FrontPage



- Click the Style button and select a heading style. 

Changing text size

Font size is always defined relatively, since the user's browser sets the default font size.


Font sizes can also be defined in a Cascading Style Sheet (CSS). These are not covered in this book. CSS's allow specific pixel dimensions (and various other font attributes) to be assigned to all instances of a given style appearing in a document. To find out more about CSS, see our companion web site at <http://curriculumwebs.com>.

FrontPage

- Use Format | Font and then select a size.
- Or click the text size increase or decrease font buttons  or the font size drop-down box. 


Making bulleted lists

FrontPage

- Create your list, then highlight the list, then click the bullet button on the toolbar. 
- Or use Format | Bullets and Numbering , then select Picture Bullets or Plain Bullets.

Making numbered lists

FrontPage

- Create your list, then highlight the list, then click the Numbered List button on the toolbar. 
- Or use Format | Bullets and Numbering from the menu and select Numbers.

Changing the background color

In general, it is a good idea to be cautious when adding background colors. Try to maintain high contrast between the color of the text and the color of the page.

FrontPage

- Use Format | Background,
- Click the Format tab.
- Select a color from the background section.
- The colors of the Text may also be changed as well as the Hyperlink, the Visited link, and the Active Hyperlink.

Giving your page a title

The title of your page appears in the browser's title bar when the page is viewed. The title also becomes the name given to your page if someone bookmarks it or creates a favorite. Every page you create should have a descriptive title.

Call your page "My Home Page."

FrontPage


- In the Web Site view, select a page and use File | Properties and fill a new Title.
- You can also right click on a page in the Navigation view and choose Properties and then change the title.


Viewing your page in a browser

Save your page again by using File | Save. Preview your page in a web browser.

FrontPage

FrontPage has a built-in preview at the bottom of the editing window.

 This mode does not allow you to test links to other files, however. So use this technique:

- In page view, click the Preview in Browser button.  The pull down arrow allows you to preview your page in different screen resolutions and different browsers.
- Or right-click the filename in the site view and choose Preview in Browser.

Playing with your software

Before you've actually done any work in your software, it is a good idea to simply play with it for a while. See what you can do with the tools. Experiment with the right

mouse button (on a PC) or holding down the mouse button (on a Mac). The pop-up menus that appear usually have the commands most relevant to what it is you right-click on.

Try some of the objects of the Palettes and Toolbars.

FrontPage

- Click on the Web Components button  and try some of the tools there.

Using undo

All of the software packages will allow you to undo the previous action. This is very powerful because it allows you to experiment with tools without danger of ruining what you have created so far. Dreamweaver and GoLive allow you to see a “History” of your previous actions, and to return to a previous state of the document. FrontPage and Composer will allow you to undo up to 30 of the most recent steps.

FrontPage

- Use Edit|Undo.
- Or press Ctrl-Z.
- Or use the Undo button. 