

# Use development software & IT Tools to build a basic website

Dreamweaver 8  
ICAB4169B



Ref No: DDICAB69B

## Elements of Competency

### Select and analyse website structure and development tools

- Analyse business **specification** and select appropriate **software**
- Identify technical needs for the website and select appropriate **software tools**
- Identify site structure and navigation flow and demonstrate understanding of functionality
- Review design **documentation** and integrate design work with site structure and navigation, in accordance with **web development standards**

### Begin site construction

- Take action to ensure **user** input during website construction
- Validate existing information and basic content when incorporating data on website
- Apply consistent design **specifications** to all aspects of the website
- Gather feedback from **user** on web design, content, accessibility and structure, using appropriate feedback mechanism

### Complete and validate website construction and content

- Undertake an evaluation of the website against technical requirements and design **specification**
- Test each function and process of the website
- Conduct navigation tests and HTML compliance with website standards
- Stress test the website to meet design criteria and **user** load
- Record testing results to ensure website meets user requirements
- Obtain sign-off/approval of **user**

Number of Pages 242

## Audience

This manual is aimed at people who are studying the Certificate III in Information & Communications Technology ICA30105. It covers the elective unit of ICAB4169B Use development software & IT Tools to build a website (Dreamweaver 8). This manual is a learning resource and is not an assessment tool. An Assessment Tool & Marking Guide is available for this manual separately.

## Prerequisites

Nil

## Course Length

In a training environment this manual is suitable for approximately 20 hours

## Course Structure

The course contains instructor lead exercises as well as examples

completed at the students' own pace. A course disk contains the necessary files to complete the manual.

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## **The World Wide Web**

Planning Websites  
Design Principals  
Web Design Software  
Planning the Site  
Content  
Graphics  
Starting to Plan  
Framesets, Layers and Tables  
Layers  
Tables  
Framesets

## **File Structures**

Images and Text files  
The Home Page  
Naming your Files  
HTML - What is it?  
Saving HTML

## **Screen Resolutions**

## **Preparing Images for the Web**

Graphics Tips  
Graphics File Formats  
Graphics Size Issues  
Viewing Image Sizes  
Digital Images

## **Tutorial 1: A Basic Site**

Starting Dreamweaver  
Creating a New Site  
Server Technology  
Working with Files  
File Location  
Remote Server Connection  
Summary Screen

## **The Screen**

The Site Panel  
Exploring the Site Panel  
Creating a Home Page  
Setting a Home Page  
Opening a Page  
Page Properties  
Page Title

## **Adding and Managing Layers**

Resizing and Moving a Layer  
Adding an Image to a Layer  
A Page Background Color  
A Page Background Image  
The Standard Toolbar

Toolbar Icons

## **Browsers**

Previewing your Site  
**Adding a Navigation Bar**  
Drawing a Layer  
Adding Text to a Layer  
Typing Text  
Formatting Text  
Text Color  
Body Text  
Copying and Pasting a Text File  
Copying Text  
Pasting Text  
Bulleted Text  
Checking your Spelling  
A Numbered List

## **Creating a New Page**

Copying a Page  
Page Properties  
Adjusting the Text and Page  
Body Text Properties  
Formats

Inserting an Image  
Inserting another Image  
An Image Border

## **An Image Map Hotspot**

Creating the Image Map  
Creating a Hyperlink  
An Alternate Name  
Another Hotspot

## **The Site Panel**

Changing the View  
Map View  
Page Titles  
Dependent Files  
Zoom  
Expanding the Site Panel  
Collapsing the Site Panel  
Closing a Page

## **Tables**

Creating a new Page  
Saving the Page  
Page Properties  
Background Image  
Inserting a Table  
Expanding the Table  
Sizing rows  
Inserting Images into a Table

Typing Text into a Table  
Formatting the Text  
Image Formatting  
Removing a Table Border  
Hotspots Revision  
Alternate Names  
Additional Links  
Updating the Headwear page  
Updating the Default page  
Exercise  
The Plaques Page  
The Mugs Page  
The Keyrings Page  
**Framesets and Frames**  
Tutorial 2  
Server Technology  
Working with Files  
Connecting to a Remote Server  
Summary Settings  
Creating a Frameset  
Saving the Frameset  
Saving the First Frame  
Saving the Second Frame  
Saving All Files  
Page Properties – 1<sup>st</sup> Frame  
Page Properties – 2<sup>nd</sup> Frame  
Understanding the Frames  
Adjusting the Frameset  
Inserting a Table into a Frame  
Inserting an Image into a Cell  
Adding the Content  
Adding Content to the Table  
Inserting a Column  
Adding a Line  
Indenting Text  
**Using Layers and Frames**  
Inserting a Layer  
Formatting Text - Exercise  
Bullets  
Copying a Frames Page  
Saving the Frame with a different name  
Creating new Content  
Inserting an Image into a Layer  
Applying an Image Border  
Creating Hyperlinks to Frames Pages  
Choosing the Link  
Choosing the Target  
The Balloons Hotspot  
Final Touches  
Exercise  
Tutorial 3  
Planning a Site from the Start  
This Exercise  
Defining the Site

Server Technology  
Working with Files  
Connecting to a Remote Server  
Summary Settings  
Creating and Saving all Files  
Creating and Saving the remaining files  
**Preparing the Home Page**  
Adding the Layers  
Inserting Images  
Adding the Text  
Hotspots, Links and Alt Text  
An Email link – the Mailto Command  
Creating the Second Page  
Modifying the Page's Layout  
**Templates**  
Editable Regions  
More Regions  
Final Touches  
Creating a Page from a Template  
Saving the Page  
Completing the Page  
The Hours Page  
A Fax Page  
The Links Page  
**External Hyperlinks**  
Modifying a Template  
Manually Changing a Page  
Tutorial 4  
Creating and using Forms  
An Overview of Forms  
What is a Script?  
Using the Mailto action  
CGI Scripts  
Writing Code for a Form  
Viewing the File  
Using a CGI Script  
Explanation  
Viewing the Results  
Tutorial 5  
Creating a Form in Dreamweaver  
Defining the Site  
Creating a Blank Page  
Saving the Page  
Page Properties  
Background Color  
Forms Icons  
Creating a Form  
Text Field Settings  
A Second Text box  
A Comments Text Box  
Multi Line  
Submit and Reset Buttons  
Checkboxes  
**Directly Editing HTML Code**

The Code Inspector  
Creating a Link to a Form  
Tutorial 6  
Text Anchors  
Preparation  
Defining the Site  
Server Technology  
Working with Files  
Connecting to a Remote Server  
Using Text Anchors  
Exercise  
On Your Own  
Tutorial 7  
Rollover images  
The Rollover Image  
**META Tags, Keywords &  
Descriptions**  
Adding META Tags  
Adding Keywords  
Adding Descriptions  
**Editing Site Settings**  
Uploading your Site to a Server  
Getting Files  
Remote Site Files  
**Website Validation**  
Feedback  
Stress Testing  
User Signoff  
Build Report  
User Signoff Sheet