

# Beginning Dreamweaver

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## Description

This class provides an overview of the features and capabilities of Dreamweaver. Lecture, discussion and hands-on exercises will reinforce concepts and methods.

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## Objectives

By the end of this class, each student should be able to use Dreamweaver to develop and maintain a simple website. Specifically, each student should:

- Gain competency in the Dreamweaver visual interface
  - Set page properties and backgrounds
  - Insert HTML text, links and images
  - Learn the basics of CSS for formatting text and other page elements
  - Manage a website using the Dreamweaver's built-in FTP/file management
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## Outline

- Introductions, etc.
- Overview of (x)HTML editors and general web design issues
- Overview of Dreamweaver capabilities
- Interface Basics: Panels, Properties, Menus, Insert Bar, File Manager
- Managing a website; Site setup/maintenance basics, using Site View to manage local and remote files
- Creating and Saving web pages
- Working with HTML text; fonts, sizes, special characters, special formatting
- Images; file format/compression basics, importing, selecting, resizing
- Links; hypertext, image links, anchors

# Beginning Dreamweaver

**Recommended:** (x)HTML Fundamentals

**Introductions:** What HTML tools have you used? What do you ultimately want to do with Dreamweaver? What other classes are you planning on taking? Are you in a certificate program?

**Other web software you may need/want to buy:**

**Image editors** Photoshop/ImageReady, Photoshop Elements, Fireworks

**Illustration software:** Freehand, Illustrator, CorelDRAW

**Animation/Authoring:** Flash, Director, Authorware

**Programming/Scripting:** CGI/Perl, PHP, ASP, ASP.net, ColdFusion, JSP, etc.

**Other HTML editors:** Frontpage, GoLive, BBEdit, HomeSite, etc.

## HTML/Web limitations:

**Fonts:** Times (New Roman), Arial (Helvetica), Serif, Sans-serif, Verdana, Georgia, Courier

**Layout:** Need tables, divs (layers) or Flash to control layout

**Images:** GIF, JPEG, sometimes PNG

**Color:** 256-color limit?, hexadecimal colors, etc.

**Resolution:** 72ppi and screen size (640x480, 800x600, 1024x768, and higher)

**Download speed:** Dial-up (modem) vs. Broadband (DSL, Cable, T1, etc.)

**Browsers:** Internet Explorer, Firefox, Mozilla, Safari, Netscape, Opera, versions, etc.

**Plug-Ins:** Flash, Acrobat, Shockwave, Quicktime, Real Audio/Video, MP3, Microsoft Audio/Video, etc.

## Terms to know:

**Web Design:** HTML 4; XHTML 1; CSS 1,2

**Web Programming:** XML; CGI/Perl; PHP; ASP; ASP.net; ColdFusion; JSP

**Web Servers:** Apache, Microsoft IIS

**Databases:** Microsoft Access, MS SQL Server, MySQL, Oracle

**What can Dreamweaver do and why should I pick it over another program?**

# Dreamweaver Resources

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## Web Site Links

Creative Fuel (Tutorials, software, books, web hosting, domain names and more)  
[www.creativefuel.org](http://www.creativefuel.org)

Adobe Home Page  
[www.adobe.com](http://www.adobe.com)

Dreamweaver Exchange (Extensions, Commands, etc.)  
<http://www.adobe.com/cfusion/exchange>

Community MX (tutorials, extensions, paid content)  
<http://www.communitymx.com>

DMXZone  
[www.dmxzone.com](http://www.dmxzone.com)

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## User Groups

New Mexico Macromedia User's Group  
• <http://www.nmaug.com>

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## Required Text

Dreamweaver CS4 for Windows and Macintosh: Visual QuickStart Guide

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## Recommended Reading

HTML 4 for the World Wide Web: Visual QuickStart Guide (6<sup>th</sup> Edition)

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# Beginning Dreamweaver Quiz 1

## Basics, Navigation, Text, Images & Links

- 1 Where can you access Page Properties? \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_
- 2 You can set a background color, assign a background image and assign a Page Title in Page Properties. T or F
- 3 To quickly insert an image, table, form, rollover image or special character, use the \_\_\_\_\_.
- 4 Although Dreamweaver is an HTML editor, you should never have to even look at the HTML it generates. T or F
- 5 To quickly preview in a browser, hit \_\_\_\_\_. To preview in a 'secondary' browser, hit \_\_\_\_\_.
- 6 To force a line to break without a large gap, type \_\_\_\_\_.
- 7 Unordered lists are really just \_\_\_\_\_ lists.
- 8 Ordered lists are really just \_\_\_\_\_ lists.
- 9 Dreamweaver has no Find and Replace function. T or F
- 10 In general, you should stick to Arial, Times New Roman or Verdana for your web page text. T or F
- 11 Inserting a GIF file works exactly the same way as inserting a JPG graphic. T or F
- 12 The best place to resize your graphics is in your image editor (Fireworks, Photoshop, etc.) T or F
- 13 By default, when you type text next to a graphic, the text aligns along the bottom edge of the picture. T or F
- 14 After resizing an image in Dreamweaver, you can restore the original dimensions by clicking on \_\_\_\_\_
- 15 To create a small text block that 'pops-up' over your pictures (in Windows IE), just enter an \_\_\_\_\_ tag.
- 16 In Dreamweaver, a hyperlink can be assigned to text or an image in the same way. T or F
- 17 In Dreamweaver, you can create two kinds of links: an \_\_\_\_\_ link (<http://www.adobe.com>) or a \_\_\_\_\_ link ([products.htm](#)).
- 18 A \_\_\_\_\_ is a special kind of link that takes you to a specific part of a web page.
- 19 By default, all text hyperlinks display as \_\_\_\_\_ text with an \_\_\_\_\_.
- 20 By default, a **visited** link displays as \_\_\_\_\_ text with an underline.

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## Beginning Dreamweaver Quiz 2

### Tables, Image Maps, Rollovers

- 1 An \_\_\_\_\_ specifies which part(s) of an image will function as hyperlinks.
- 2 You can import an image map from Fireworks or ImageReady, or you can make it directly in Dreamweaver. T or F
- 3 A \_\_\_\_\_ is a special kind of script that changes an image when the mouse moves over a specified area.
- 4 Dreamweaver won't automatically import a rollover generated by programs other than Fireworks. T or F
- 5 Rollovers and other JavaScript behaviors are not supported by old browsers, and even when they are, some users can turn off JavaScript support within their browser, making your rollovers more like static image maps. T or F
- 6 To create a complex layout that looks correct in virtually any standard browser, you would use \_\_\_\_\_ .
- 7 CSS layout is not fully supported by older browsers. T or F
- 8 Table and Cell Width can be specified in \_\_\_\_\_ or \_\_\_\_\_ .
- 9 You can specify a different color for every cell in a table. T or F
- 10 You can align text or images in a cell horizontally and/or vertically. T or F

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## Beginning Dreamweaver Quiz 3

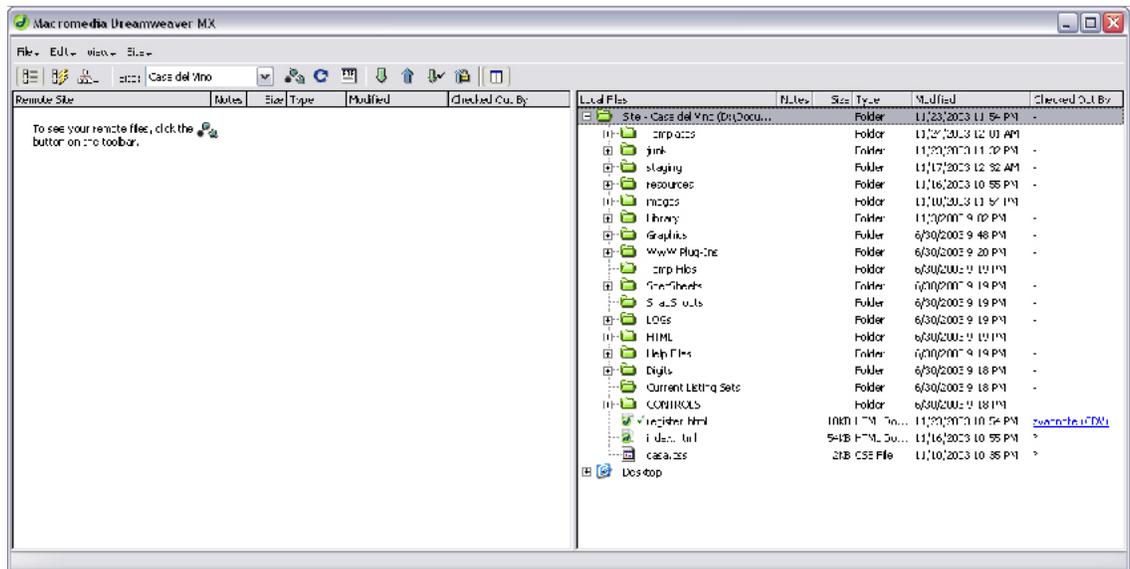
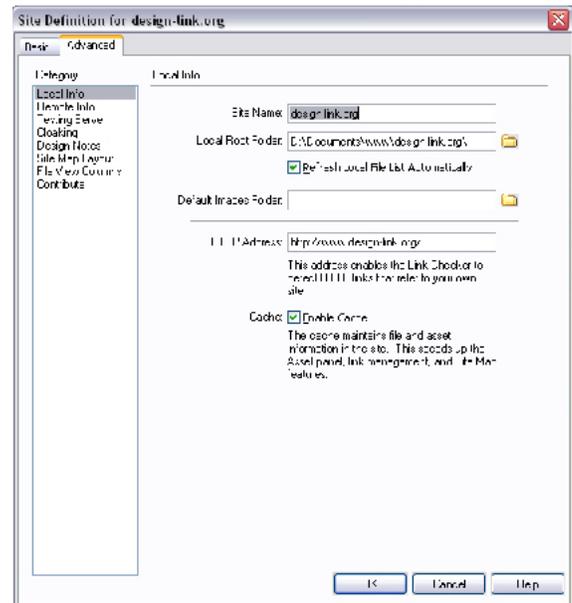
### Site Maintenance

- 1 Before you can use the Site Manager, you must \_\_\_\_\_ .
- 2 If a group of people are all working on the same site, Dreamweaver won't warn you that someone else already has the file open. T or F
- 3 When you \_\_\_\_\_ files, you are copying them from the server to your local computer. When you \_\_\_\_\_ files, you are copying them from your local computer to the server.
- 4 Dreamweaver has built-in \_\_\_\_\_ software that enables you to transfer files from your computer to the server.
- 5 When you open a file that resides on the server, Dreamweaver makes a copy on your computer and doesn't touch the server's copy until you explicitly PUT or CHECK IN the file. T or F

# Beginning Dreamweaver

## Setting up a website

- 1 Define a new site. Go to **SITE > MANAGE SITES...**
- 2 Make sure you are in Advanced Mode.
- 3 On the left, make sure that Local Info is selected, and fill in the blanks:  
Site Name: Beginning Dreamweaver (your name)  
Create a new Local Root Folder: C:\My Documents\  
Zac's Classes\Beginning Dreamweaver\
- 4 On the left, select Site Map Layout. Enter 'index.htm' in the Home Page: field. Click OK, then click DONE.
- 5 Now you have a local site defined. That's all we need for in-class purposes. Please refer to Chapter 2 in the Visual Quickstart book for more in-depth explanations on setting up your remote and/or testing servers.



**NOTE:** Setting up a local site like this is a good start, but to really take advantage of the power of the Site Manager, you need to have a Web Server Host. This just means that some server--a fast computer, usually located somewhere else--with a fast connection to the internet, has your site on its hard drive and it's made accessible to anyone with an internet connection and your specific web address. Then you can use the built-in FTP software to transfer files back and forth. You also gain access to several work-group features that make it easy to collaborate on even the most complex websites.

If you'd like to get a .com web address and a web host, try one of these companies:

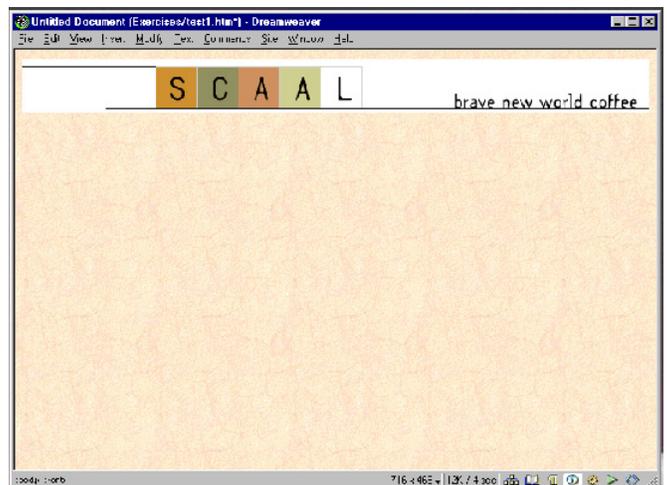
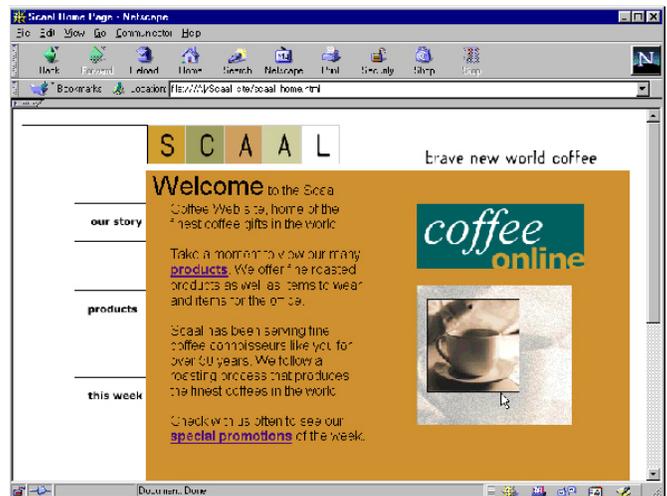
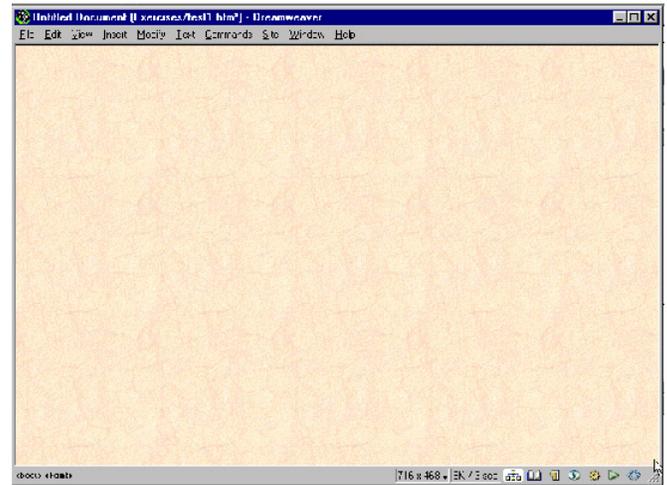
- www.catalog.com
- www.interland.com
- www.verio.com
- www.valueweb.com
- www.wazoo.com
- www.creativefuel.org

They each vary in price and quality of service. Look at each and see if they offer what you're looking for. There are also a number of local companies that can host your site.

# Beginning Dreamweaver Exercise 1

## The Basics: The interface and creating a simple web page

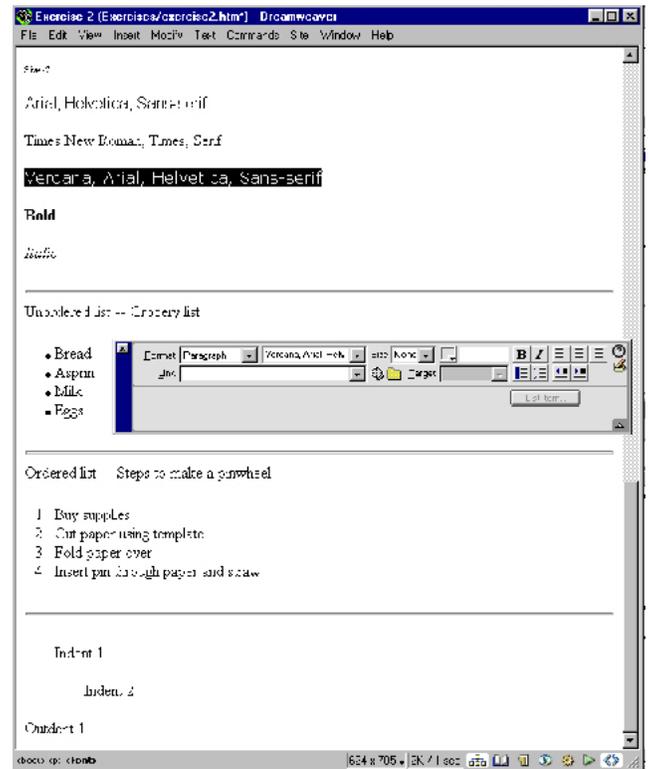
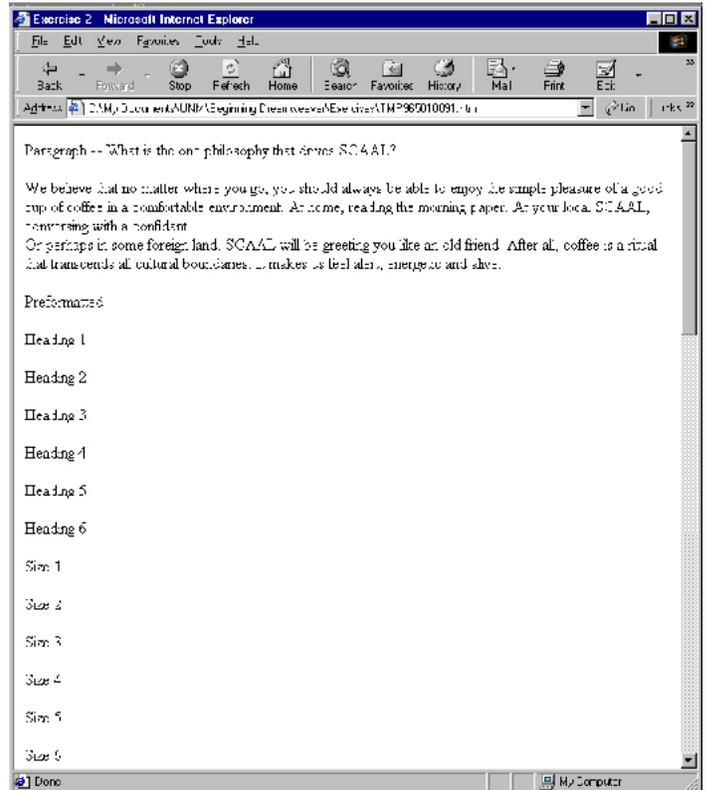
- 1 Launch Dreamweaver.
- 2 Create a New document. Save it as: 'exercise1.htm' in the 'Beginning Dreamweaver' folder.
- 3 Set a new background color. (Use Page Properties)
- 4 Give the page a title.
- 5 Set 'exercise1.gif' as a background image.
- 6 Look at each set of options in the Insert Panel (on top).
- 7 Open 'exercise1a.htm'
- 8 Make sure the Property Panel is active. Click on different elements on the page. Watch as the options on the Property Panel change. Keep it open.
- 9 Show rulers and turn the grid on. (View Menu) Notice how the rulers and guides display. Turn the grid off.
- 10 Click on the HTML view window. Highlight parts of your page in the preview window and look at the corresponding HTML code. Whatever you have selected or highlighted in one view will be highlighted in the other view.
- 11 Preview in a browser (F12 or FILE>PREVIEW IN A BROWSER>pick a browser...) CTRL + F12 will preview in a secondary browser.
- 12 Go back to Dreamweaver. Make sure you have the 'exercise1a.htm' document open. Select the heading graphic and choose EDIT>COPY.
- 13 Select the 'exercise1.htm' document you created. Click in the window. A blinking cursor should appear near the top. Choose EDIT>PASTE and the heading from the other page should be added to this page.
- 14 Close all open documents.



# Beginning Dreamweaver Exercise 2

## Working with HTML text

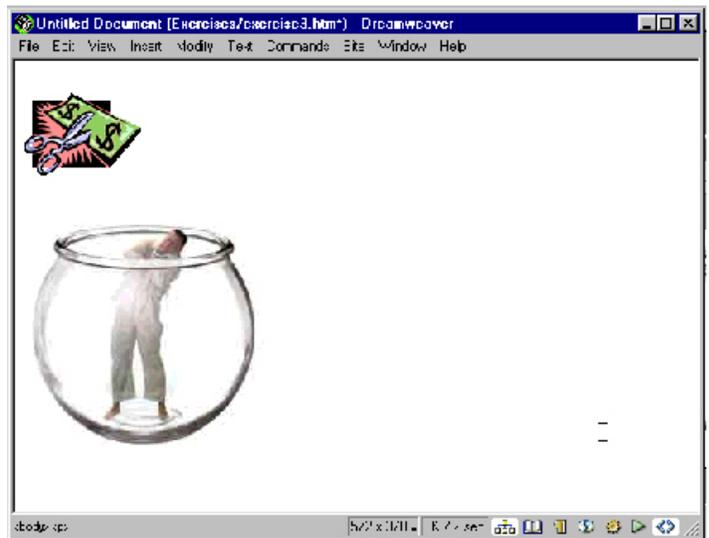
- 1 Open 'exercise2.htm' from the 'Beginning Dreamweaver' folder. Change the page title to 'HTML Text Formatting'.
- 2 Use the Properties Panel to change the formatting/size to match each line of text. Notice the differences in each HTML text format/size. Look at the first three paragraphs. There's a gap between the first and second but not the second and third. Look at the HTML to see what's happening. Add your own line break (Shift+Enter) and paragraph break (Enter) to see the difference for yourself.
- 3 Go back to the top. Try to add 3 spaces before the first word 'paragraph'. It won't let you. Now try to add 3 spaces before the word 'pre-formatted'. The spaces are added. Press 'F12' to preview in a browser. Notice that the spaces are there, but the text is in the ugly courier face. If you really want to achieve this effect and have (some) control over the font, you'll have to wait for tables and layers.
- 4 Go to the top paragraph. Try the different alignment options (Left, Right, Center).
- 5 Pick some text and assign a color. Try this a few times to get the hang of it.
- 6 Place horizontal rules between the Unordered and Ordered lists. (Found in the HTML Insert Panel)
- 7 Highlight the four lines under 'Unordered list'. Assign the 'Unordered list' style.
- 8 Highlight the four lines under 'Ordered list'. Assign the 'Ordered list' style.
- 9 Highlight the three lines from 'Indent 1' to 'Outdent 1'. Apply 1 indent to all lines. Select just 'Indent 2' and apply another indent. Select 'Outdent 1' and apply an outdent to it.
- 10 Go to TEXT>CHECK SPELLING, when you come across something that isn't actually misspelled (like names), click Ignore. Otherwise, select the correct spelling and click Replace.
- 11 Use EDIT>REPLACE command to find the word 'Milk' and replace with 'Non-dairy milk'.
- 12 Save the page and preview in a browser.



# Beginning Dreamweaver Exercise 3

## Working with images

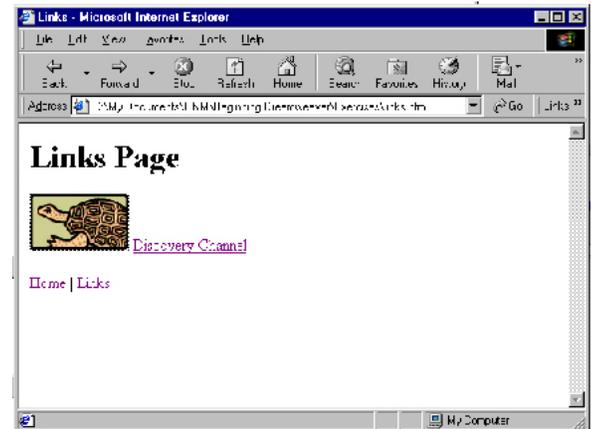
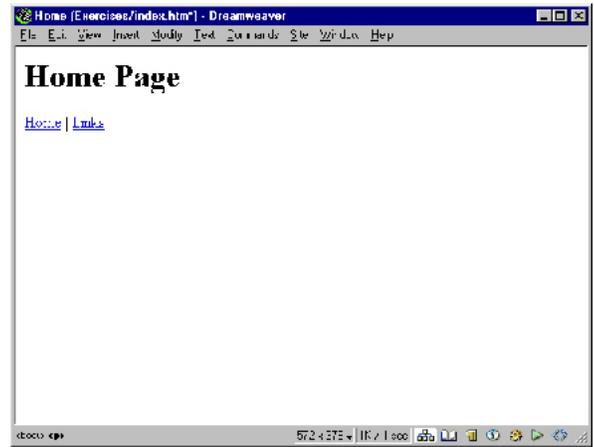
- 1 Create a New document. Save it as: 'exercise3.htm' in the 'Beginning Dreamweaver' folder.
- 2 Place the image 'exercise3.gif'.
- 3 Note the options available in the Properties Panel. Type in 125 in the 'W' (width) field. Notice that the number is bold and the image is distorted. You can do this if the result is satisfactory, but its best to do all your image resizing in an image editor (Fireworks, ImageReady/Photoshop, etc.) To get the original dimensions back, just click on the 'W' and 'H'.
- 4 Insert a paragraph break (Enter) after the first image. Place the image 'exercise3.jpg'.
- 5 Select the image. Notice the handles that surround the image's 'bounding box'. Grab a handle and pull it. You can freely resize images this way to suit your needs. Again, you should do your final image tweaking in an image editor, but this can be handy to get the right size during initial design.
- 6 Type some text before the first image and next to the second image. Try the various alignment options and get a feel for how HTML works with text and images. To gain control over alignment and placement, you'll need to wait for tables and layers.
- 7 Select the JPEG image. Create a 2 pixel border. Type in the Alt tag 'Fish Bowl Man'.
- 8 Save your file and preview in a browser. Notice that, when you linger over the man in the bowl, a pop up message says 'Fish Bowl Man'. (Internet Explorer on Windows only)



# Beginning Dreamweaver Exercise 4

## Working with links

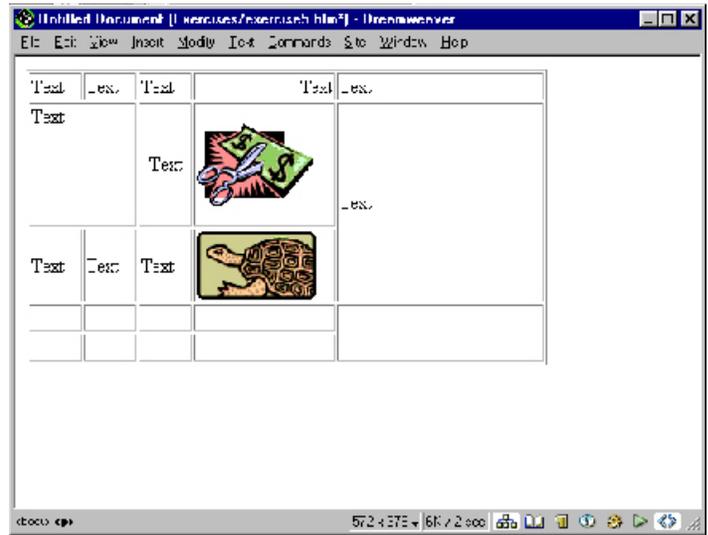
- 1 Create a New document. Save it as: 'index.htm' in the 'Beginning Dreamweaver' folder. Assign the page title as 'Home'. Type in 'Home Page' and assign it 'Headline 1' format.
- 2 Create a New document. Save it as: 'resources.htm' in the 'Beginning Dreamweaver' folder. Assign the page title as 'Resources'. Type in 'Resources Page' and assign it 'Headline 1' format.
- 3 On 'index.htm' type the text 'Home | Resources' below the heading.
- 4 Highlight the word 'Home'. On the Properties Panel, assign the Link to 'index.htm'. Notice that the text changes to blue with an underline. This shows you (and the viewer) that this is a hyperlink.
- 5 Highlight the word 'Resources'. On the Properties Panel, assign the Link to 'resources.htm'.
- 6 Save 'index.htm'. Copy the text 'Home | Resources' to 'resources.htm' and then save it also.
- 7 On 'resources.htm' place the image 'exercise4.gif'. Next to it, type 'Discovery Channel'. Assign the Link 'http://www.discovery.com' to the text and the image.
- 8 On 'index.htm', add an anchor (from the Common Insert Panel) labeled 'Top' next to the header. Insert about 15 returns after the heading and the links.
- 9 On the very bottom of the page, type in 'Back to the top'. Assign the link '#Top' to the text.
- 10 Save the pages and preview in a browser. Test all the links you've created.



# Beginning Dreamweaver Exercise 5

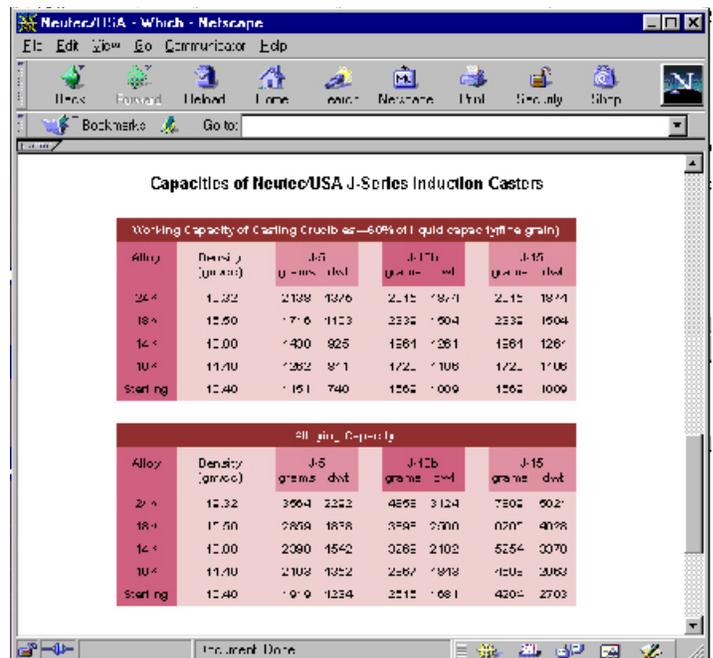
## Working with HTML tables

- 1 Create a New document. Save it as: 'exercise5.htm' in the 'Beginning Dreamweaver' folder.
- 2 Create a new table (Common Insert Panel) that has 3 columns, 5 rows, a width of 400 pixels, no cell padding nor cell spacing and a border of 1.
- 3 Put some text in most cells. Place some images in the remaining cells.
- 4 Try the following cell options (at least):
  - Adjust the vertical and horizontal alignment
  - Merge cells
  - Color individual cells
  - Adjust cell height and width
- 5 Select the entire table (CTRL/CMD + A) and try the following table options (at least):
  - Adjust table height and width (try pixels and percent)
  - Adjust cell spacing and padding
  - Adjust table alignment
- 6 Save the page and preview in a browser.



## Bonus:

Open 'exercise5\_bonus.htm' and try to duplicate the table. It's not easy, but it can be done with a little practice.

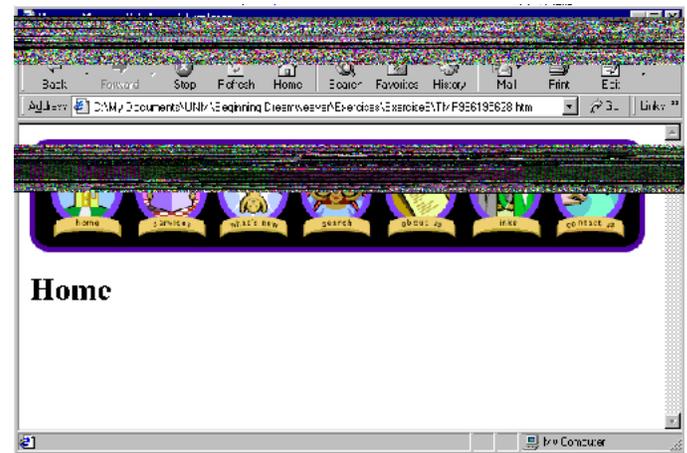
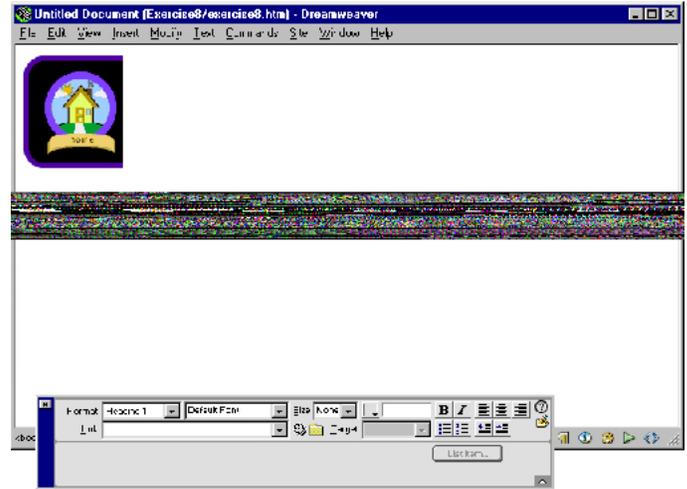




# Beginning Dreamweaver Exercise 7

## Creating rollovers

- 1 Create a New Folder named 'Exercise7' in the 'Beginning Dreamweaver' folder.
- 2 Create a New document in the 'Exercise7' folder. Save it as: 'index.htm'.
- 3 Insert a 'rollover image'. Call it 'Home'. Use 'home.gif' as the original image and 'home-over.gif' as the rollover image. For 'Go to URL', select 'index.htm'.
- 4 Type in the word 'Home' under the image.
- 5 Save the file and preview in a browser. The rollover should be working now.
- 6 Go back to Dreamweaver and add another rollover for 'Services', 'What's New', 'Search', 'About Us', 'Links' and 'Contact Us' the same as in step 3, but with the corresponding images and URLs.
- 7 Perform a 'Save As...' on your document and name the new file 'services.htm'. Change the word 'Home' to 'Services' under the image. Save and close the file.
- 8 Repeat Step 7 for each page, giving them all logical names and changing the word on each page.
- 10 When you've done all this, save each page and preview in a browser. Test all the links. Go back and fix any broken links. Not only should the rollover work on every link on every page, but so should the links themselves.



## Bonus:

You can also create rollovers in other programs like Fireworks and ImageReady. To insert a Fireworks rollover, you can just click on the 'Insert Fireworks HTML' button and it will put the lines of HTML in the right places. Unfortunately, the HTML generated by programs like ImageReady isn't handled automatically. Luckily it's not that difficult to do it yourself. Just copy the Preload Script within the HEAD of your page. The '...' indicates where the lines of script go. This could be pretty extensive:

```
<!-- ImageReady Preload Script (navbar.psd) -->
<SCRIPT LANGUAGE="JavaScript">
...
</SCRIPT>
<!-- End Preload Script -->
```

Make sure that if the JavaScript was set to preload your images, that the BODY tag includes this:

```
<BODY ONLOAD="preloadImages();">
```

The actual rollover HTML is usually arranged in a table and includes lines of Javascript and image tags. This should be located wherever it falls within the BODY of the page:

```
<!-- ImageReady Slices (navbar.psd) -->
...
</TABLE>
<!-- End ImageReady Slices -->
```

Try using 'navbar.htm' in the 'Exercise 8' folder to place this already setup group of rollovers.