

FRONT PAGE – WEB DESIGN



RMSTAFF+ ICT TRAINING

- This training can be only completed effectively if you have access to RMStaff Folder + ICT Training



APPROACH

- LEARNING WITH EACH OTHER
- AND
- FROM EACH OTHER
- TO
- BUILD UP OUR E-LEARNING CAPACITY
- FOR
- OUR YOUNG PEOPLE
- IN DROMORE HIGH SCHOOL



Where will I find it?

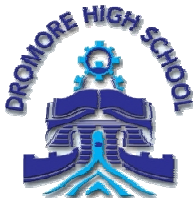
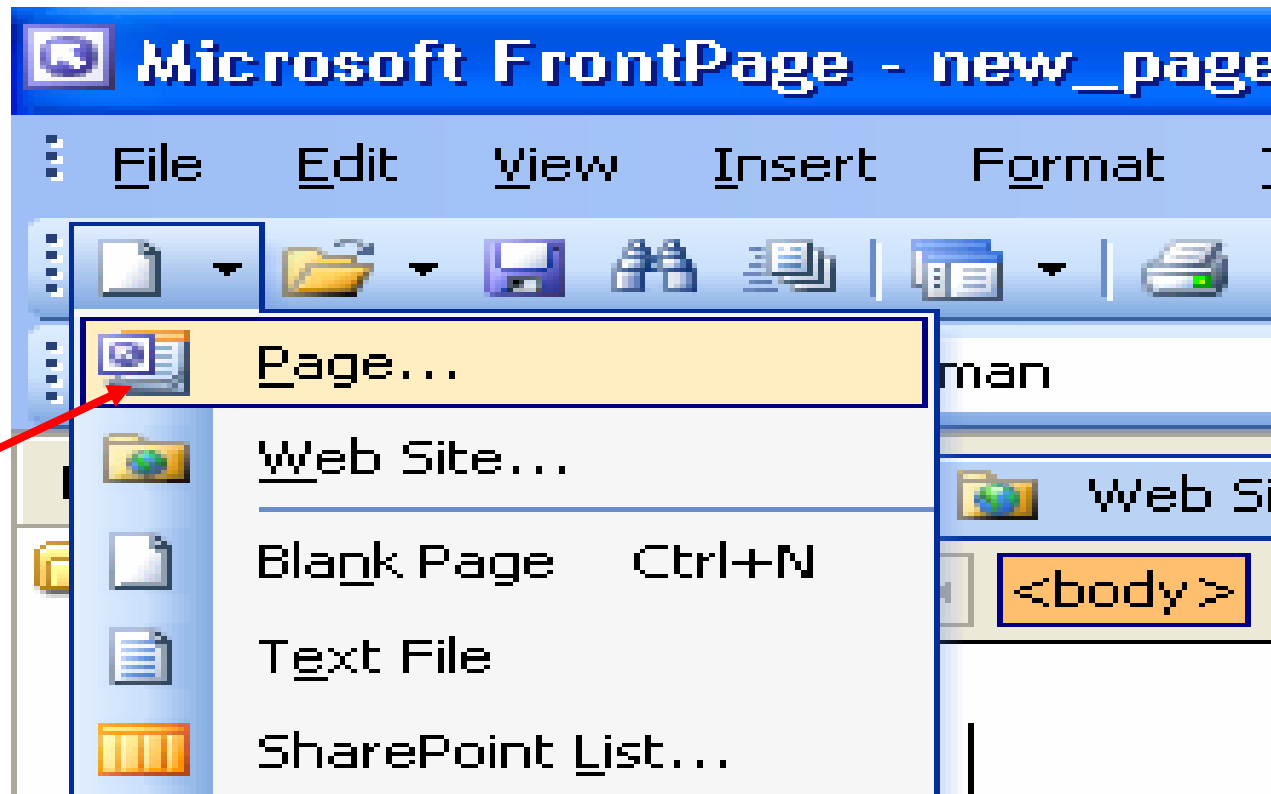
- Start
- All programs
- Core programs
- The last program at the bottom
- Microsoft office Frontpage 2003
- also
- Open our 'real' school website



CREATING A WEB PAGE

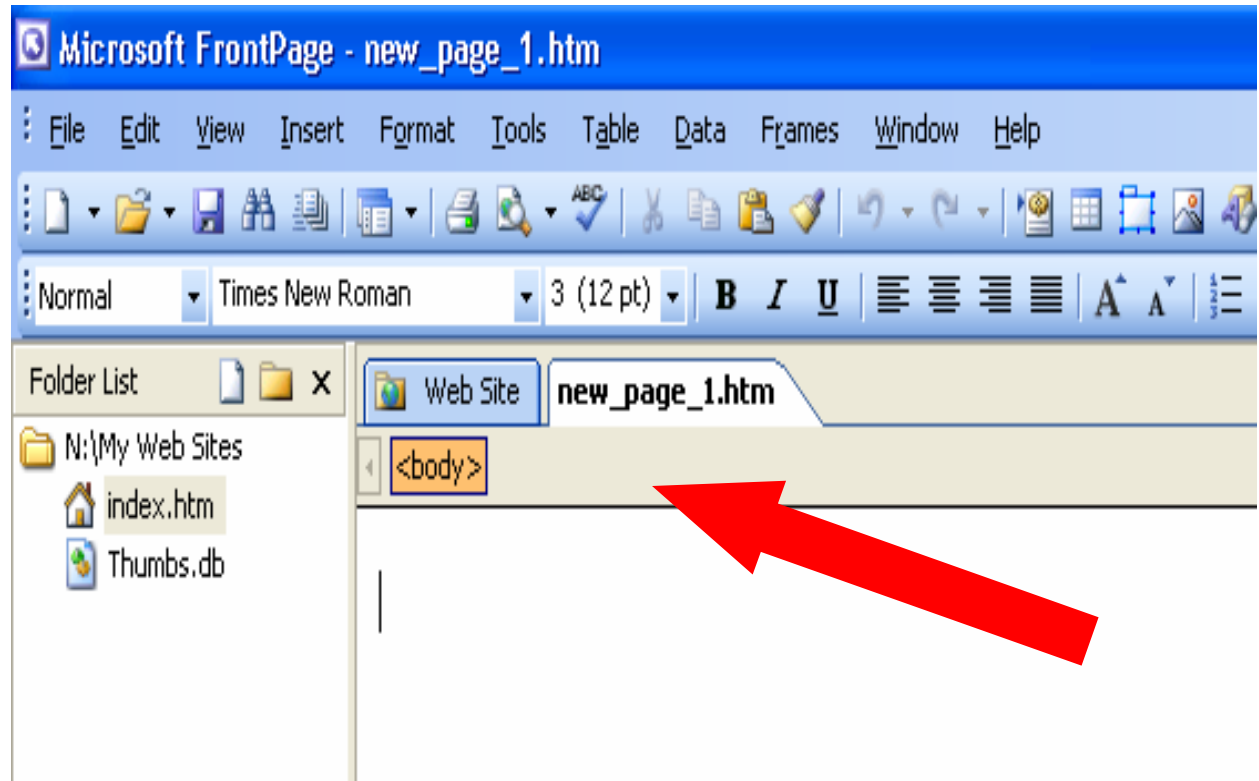
Open MS FrontPage
2003

When FrontPage is
open, select the
'**Create a normal
page**' icon



CREATING A WEB PAGE

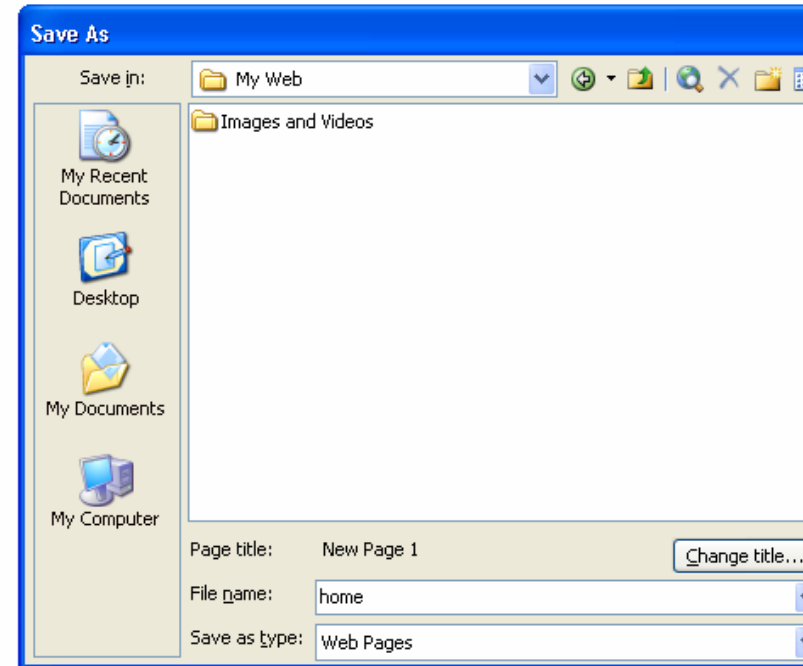
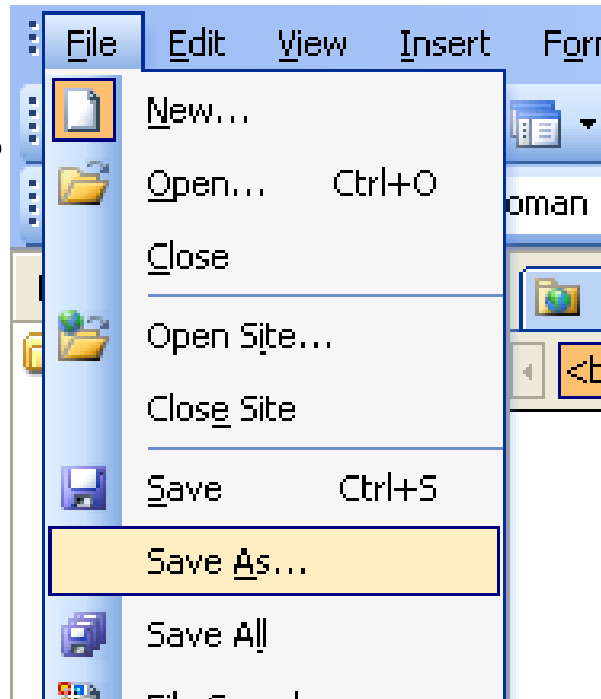
This will display a
new page...



CREATING A WEB PAGE

Save the page as 'Home' in the 'My Web' folder by selecting

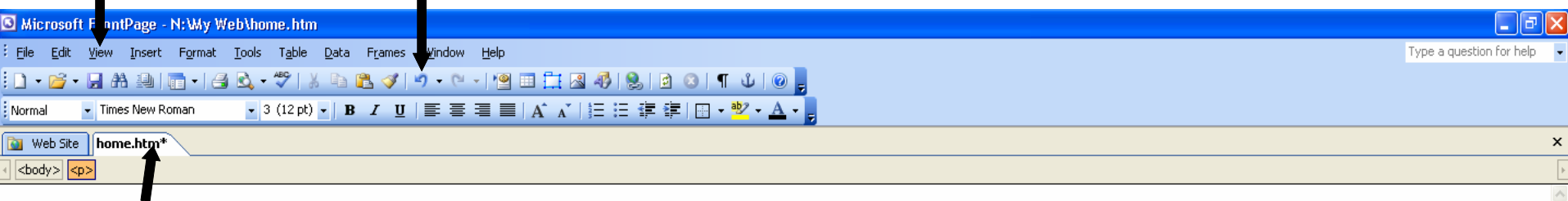
File → Save As



FRONTPAGE INTERFACE

Save

Undo



Name of page (s)

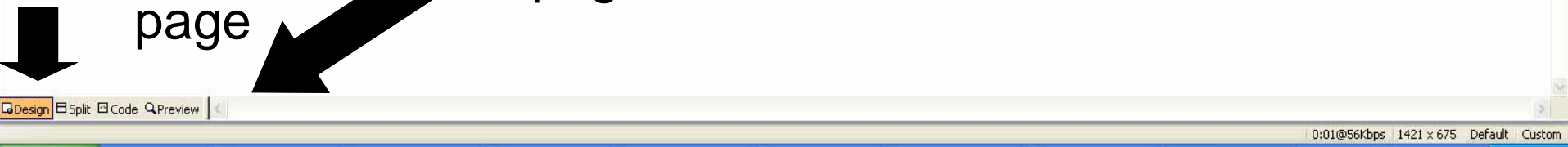
The asterisk (*)
shows that the
page requires
saving

**Note how the FrontPage interface is
similar to other MS applications such as
Word and PowerPoint**

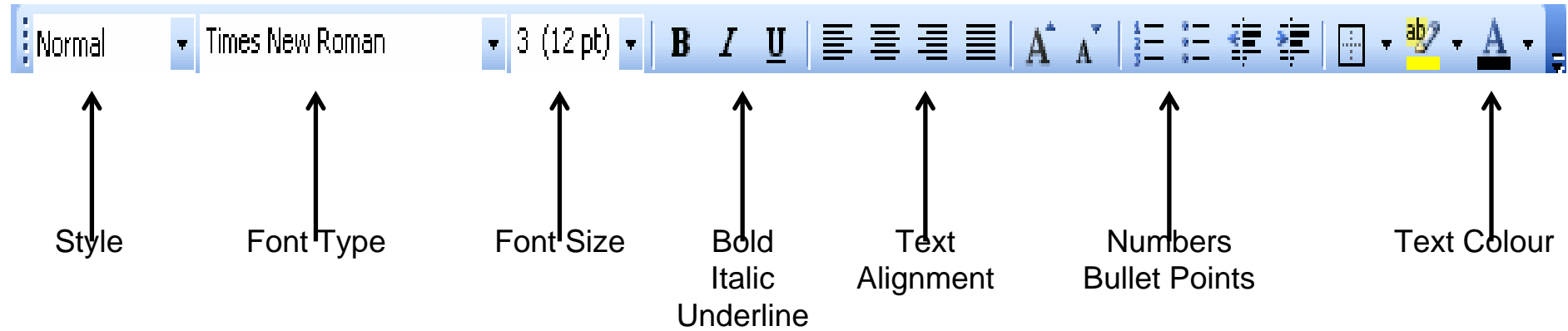
Design View

Where you
create the
page

Preview—Where you see what your
page will look like in the browser



FRONTPAGE INTERFACE



Formatting the Background

It is possible to change the colour of the page background. It is also possible to use an image for the background, but it is *not* recommended.

The background should contrast with the text e.g. black/white, dark blue/white, dark blue/yellow, black/yellow.

Try to avoid colours that users with colour blindness would find difficult to see such as blue/red or blue/green.

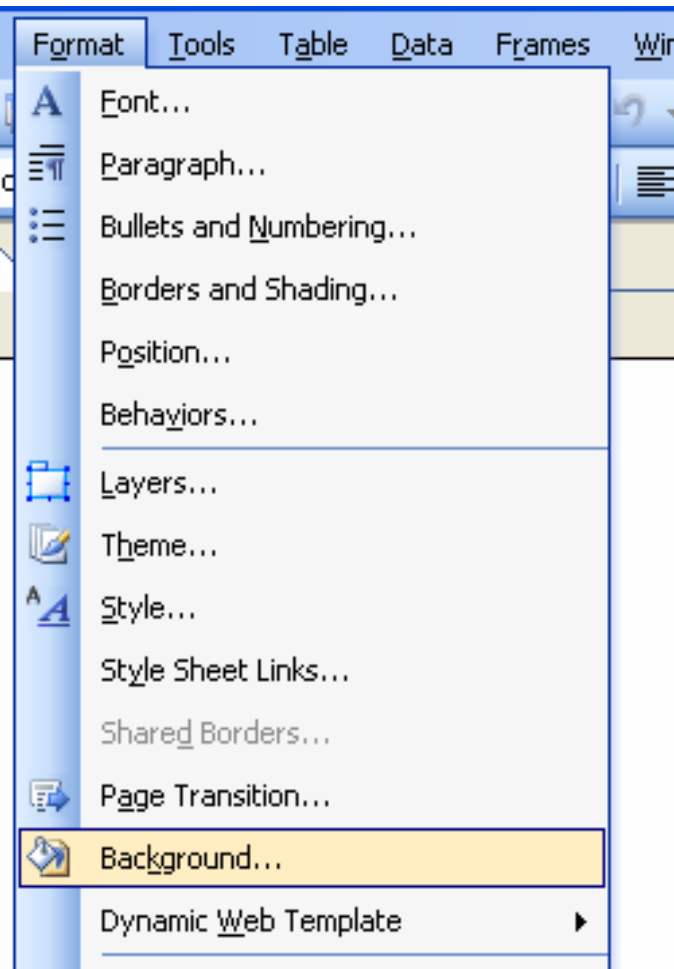
You can choose the colour of the background, text and hyperlinks by following the steps below...



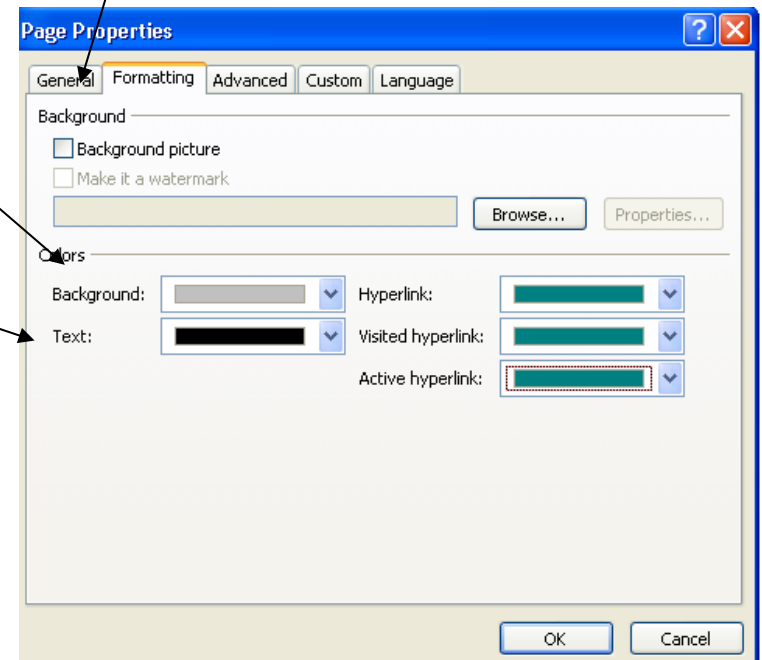
Formatting the Background

Select Format → Background

Do NOT use a picture for the background *if possible!*



Background
d and text
colour



Inserting and Formatting Text

You can enter and format text exactly the same as you would in MS Word.

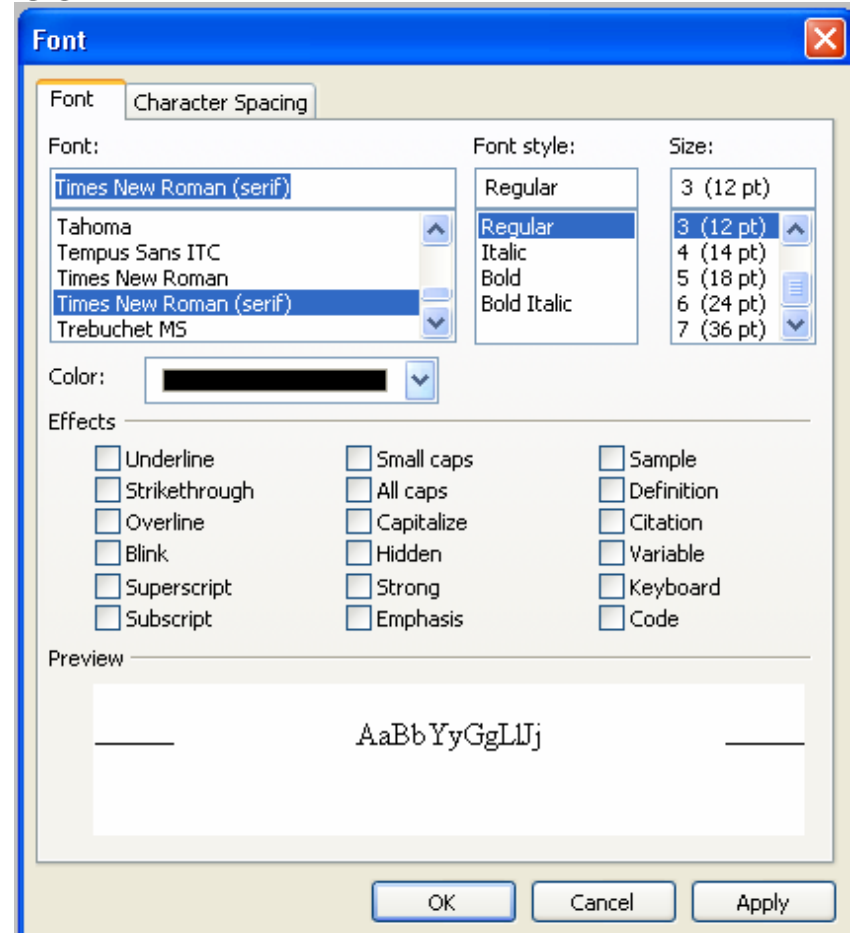
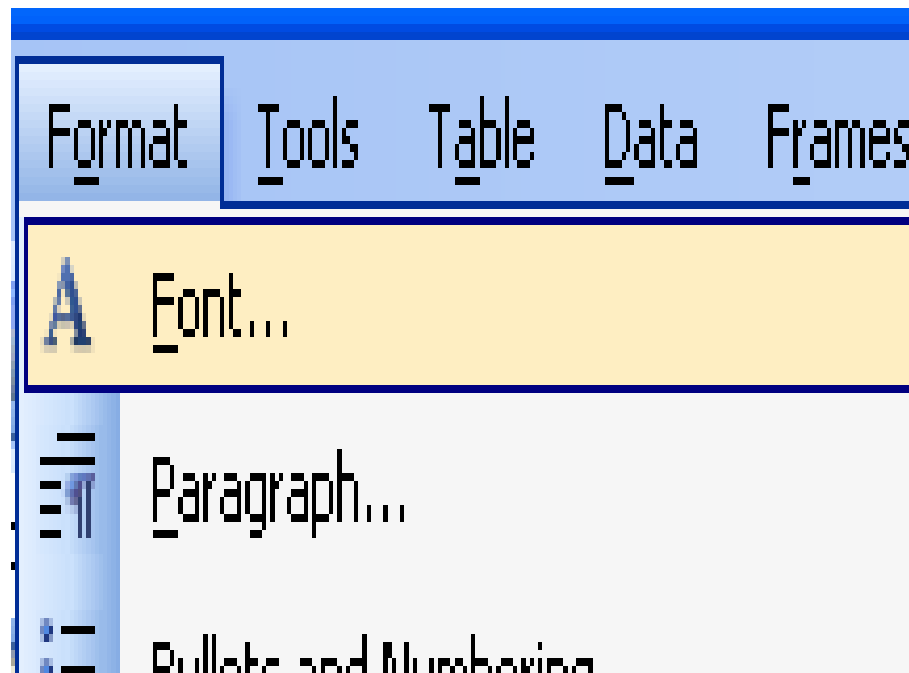
Type directly onto the page and use the toolbar to change the format of the font including style (Heading 1, 2, 3 etc), font type (Arial/Verdana and other plain fonts are most suitable for on screen reading), size and colour (good contrast with background) - see page 3 for an explanation of the toolbar.



Inserting and Formatting Text

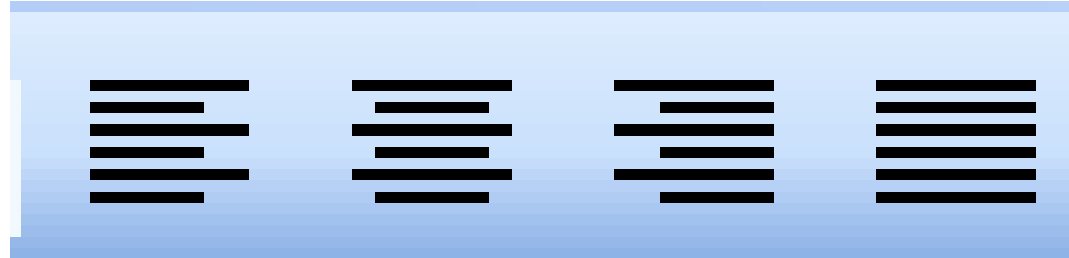
You can also format the font by following the steps
overleaf...

Select Format → Font

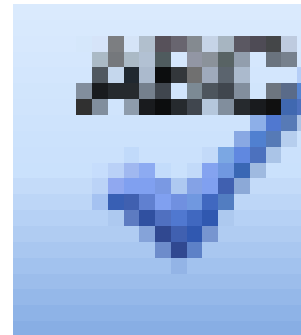


Inserting and Formatting Text

Text can also be aligned to suit your requirements using the alignment buttons e.g. left, centre and right.

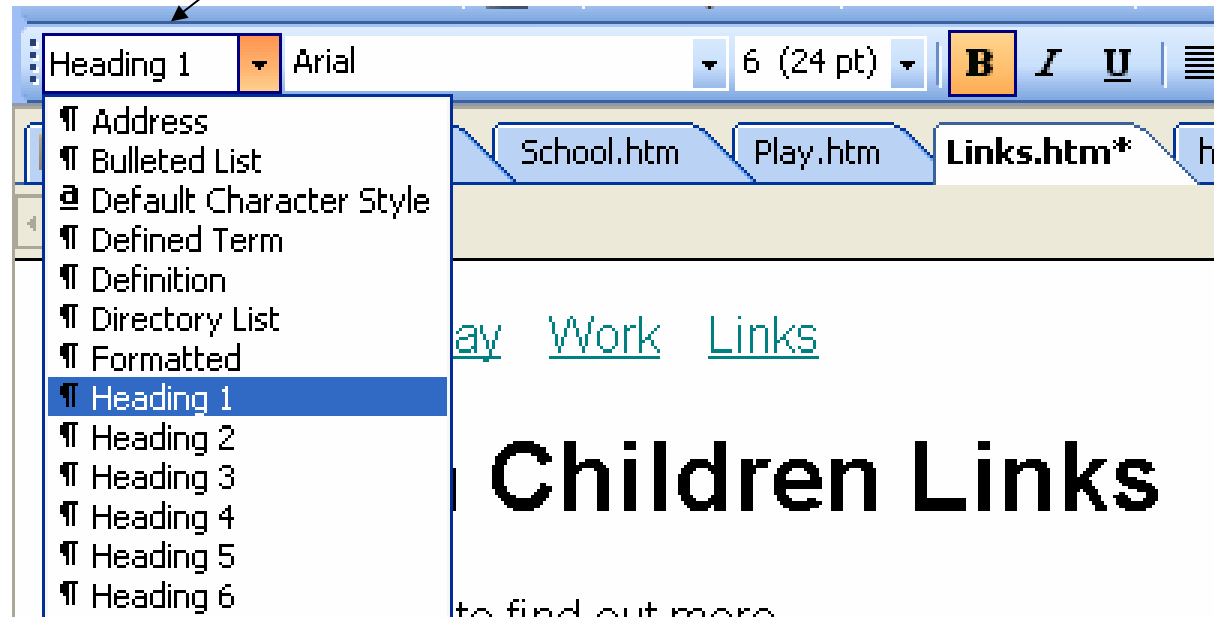


Spell checker is also available in FrontPage and unrecognised words will be underlined in red.



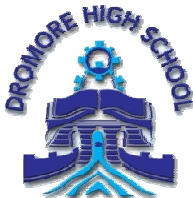
Inserting and Formatting Text

To format headings, the Style option should be used.



Heading 1 is the
BIGGEST
formatting.

It is NOT recommended to use text boxes or Word Art.



Inserting Images

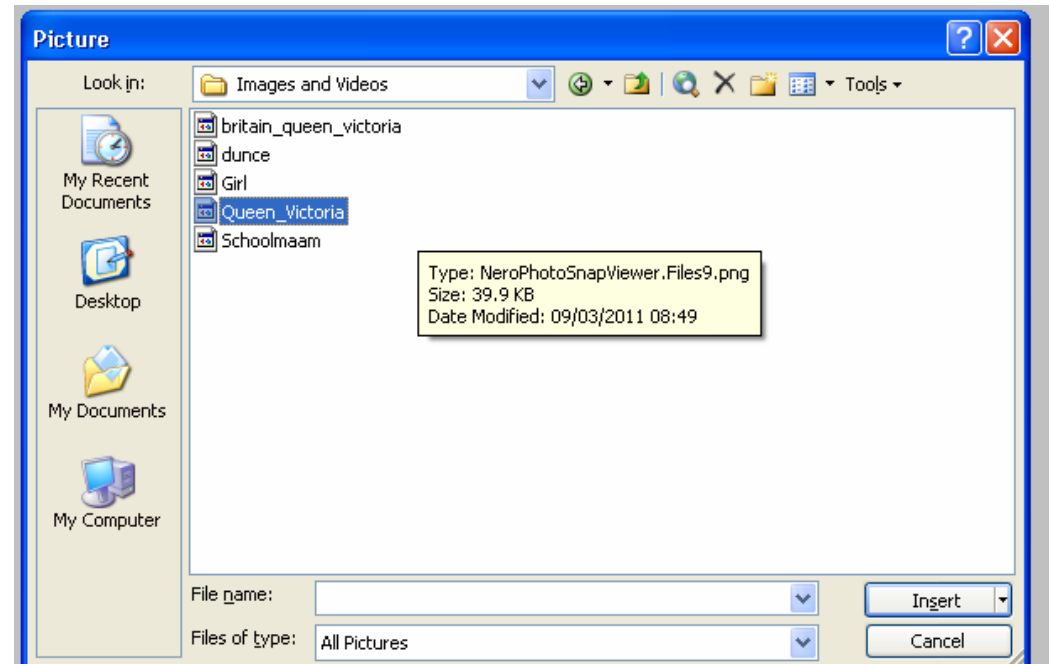
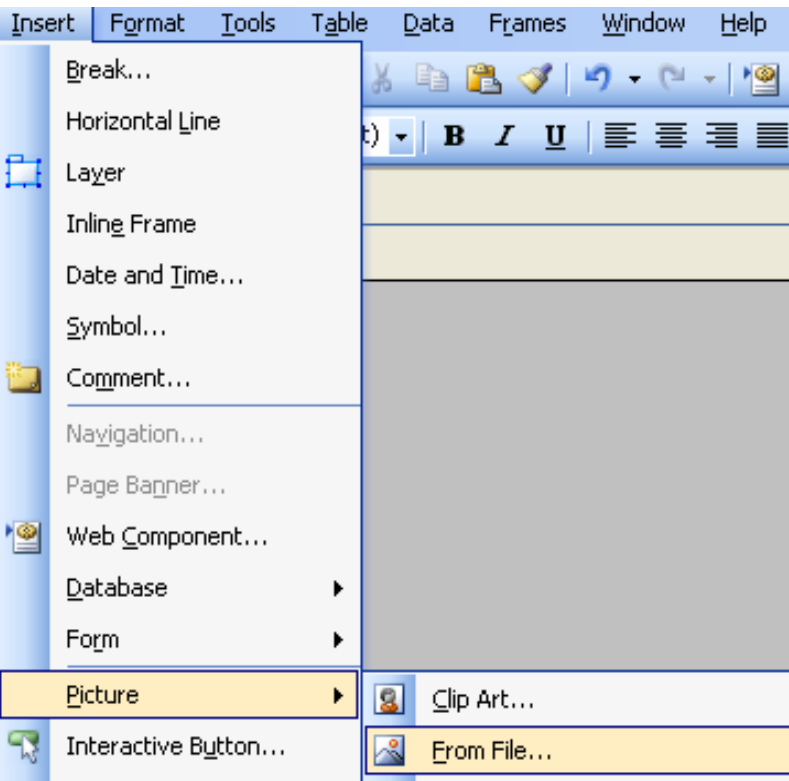
Inserting images into FrontPage is exactly the same as MS Word and PowerPoint – the main difference is that you cannot change the layout e.g. tight, square etc.

You can insert images by following the steps below...



Inserting Images

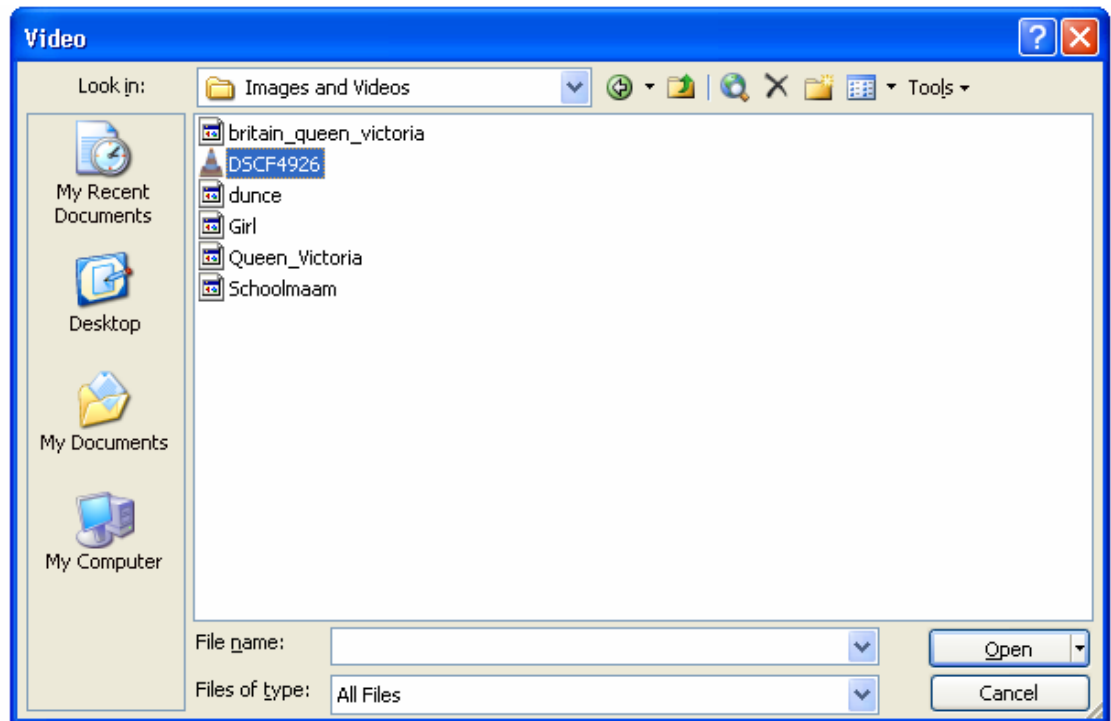
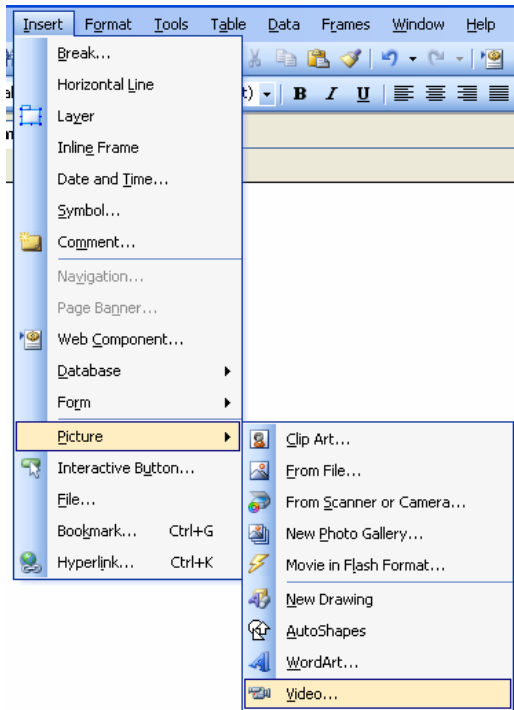
Select Insert → Picture → From File



Inserting Video

Inserting a video is similar to inserting an image.

Select Insert → Picture → Video



The video will play when viewed in the preview or browser

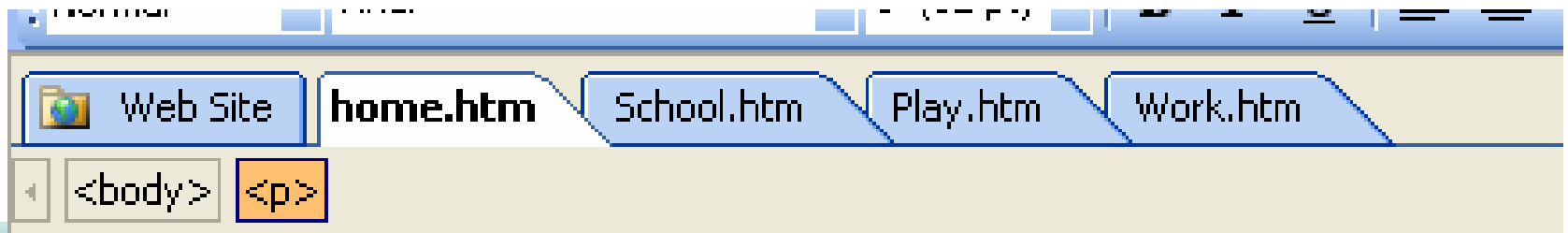


Internal Hyperlinks

Internal hyperlinks are used to navigate (open) between the pages of the website.

You should create all of the pages that you require for your website before creating the internal hyperlinks – you can refer to your site map for this.

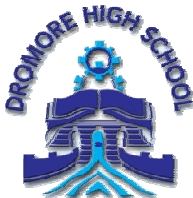
The screenshot below shows the pages within a website (they are blank at the moment!).



Internal Hyperlinks

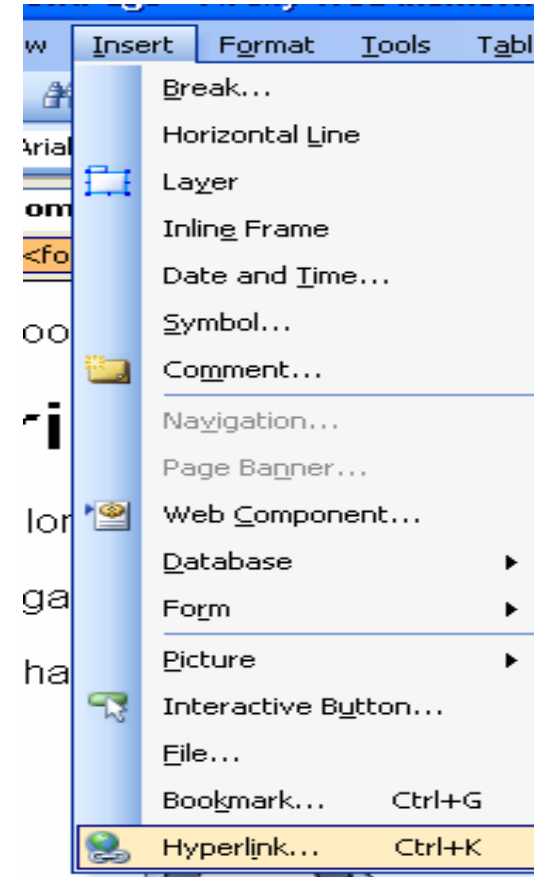
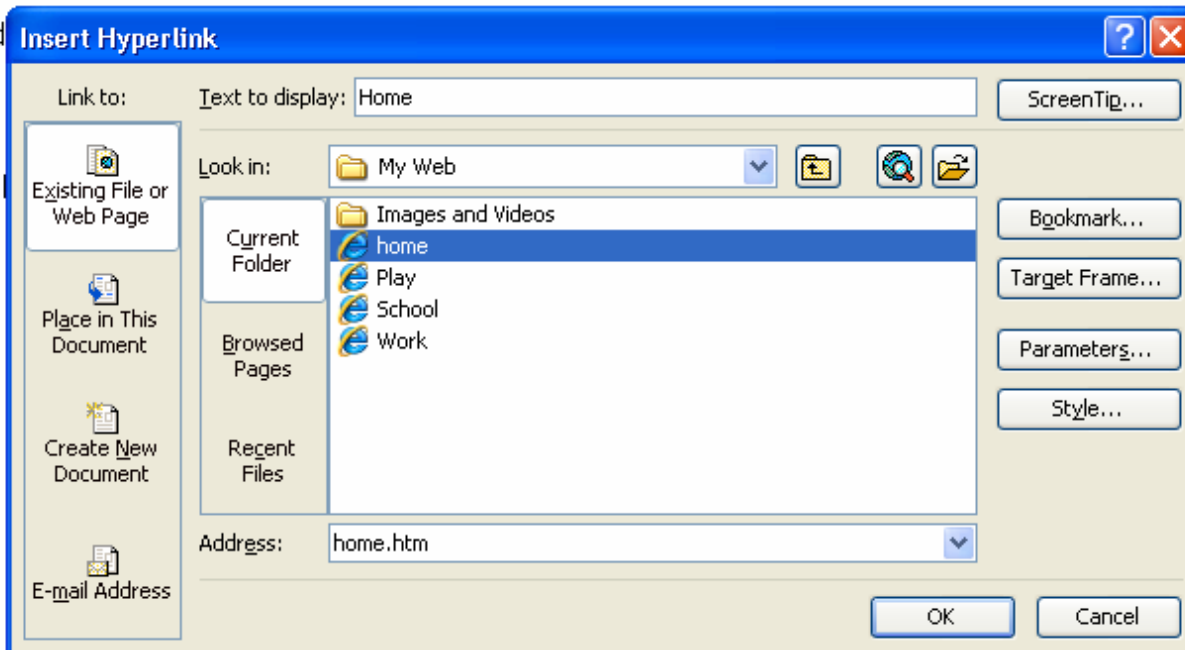
To create a hyperlink, type the page names on the web page – it is up to you where you put your links,

but for the ease of purpose it is suggested that you enter them along the top of the page.



Internal Hyperlinks

Highlight the text and select Insert → Hyperlink



Internal Hyperlinks

Repeat these steps
for all internal links

Make sure that you save your page – once you have the basic structure, you can select File → Save As... and save this page over your other pages. This will save you time as you will not have to create the hyperlinks and layout again.



External Hyperlinks

External hyperlinks are used to navigate to other websites.

Follow the steps taken to insert an internal hyperlink, but you will type the website address (URL) instead of selecting it from your documents.



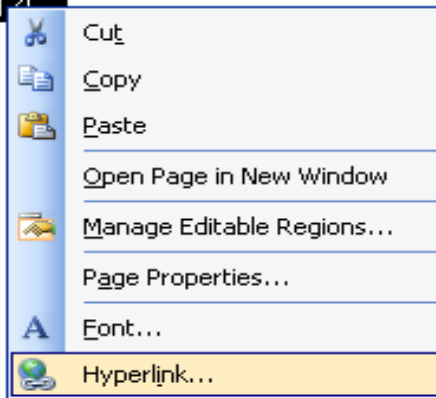
External Hyperlinks

Use the links below to find out more...

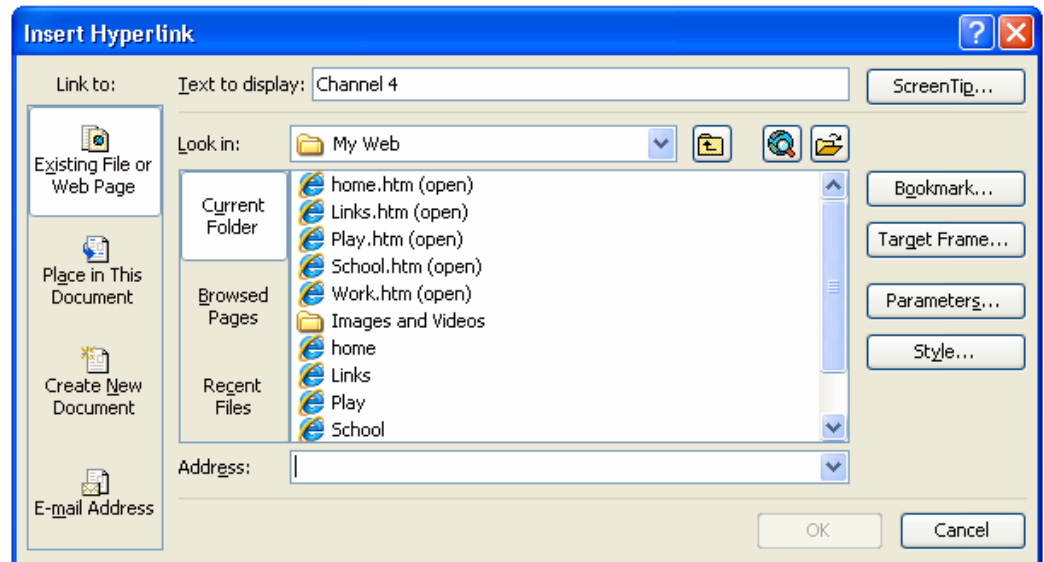
[BBC Schools](#)

[Woodlands Junior School](#)

Channel 4



You can also right click the mouse to show the hyperlink option

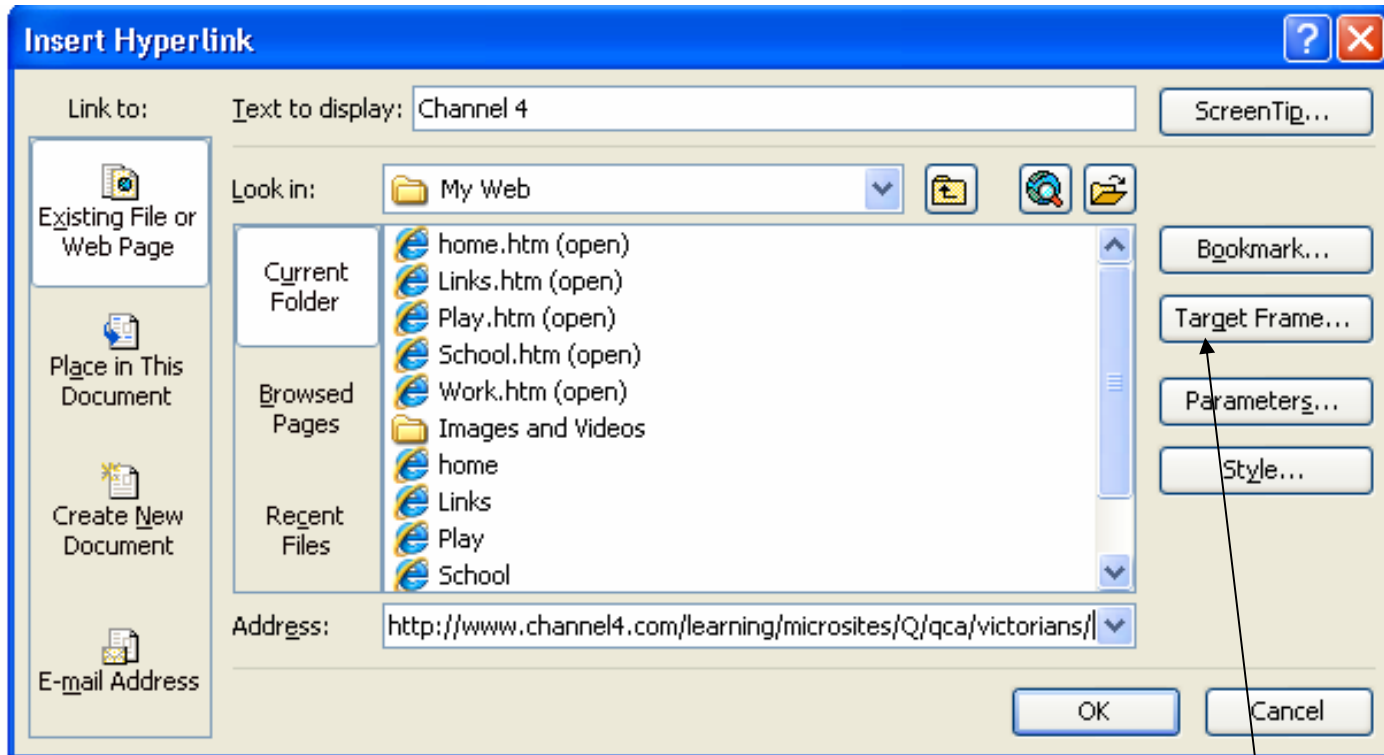


External Hyperlinks

If you navigate to the page when you are in the 'Insert Hyperlink' properties box, the address will automatically be inserted.



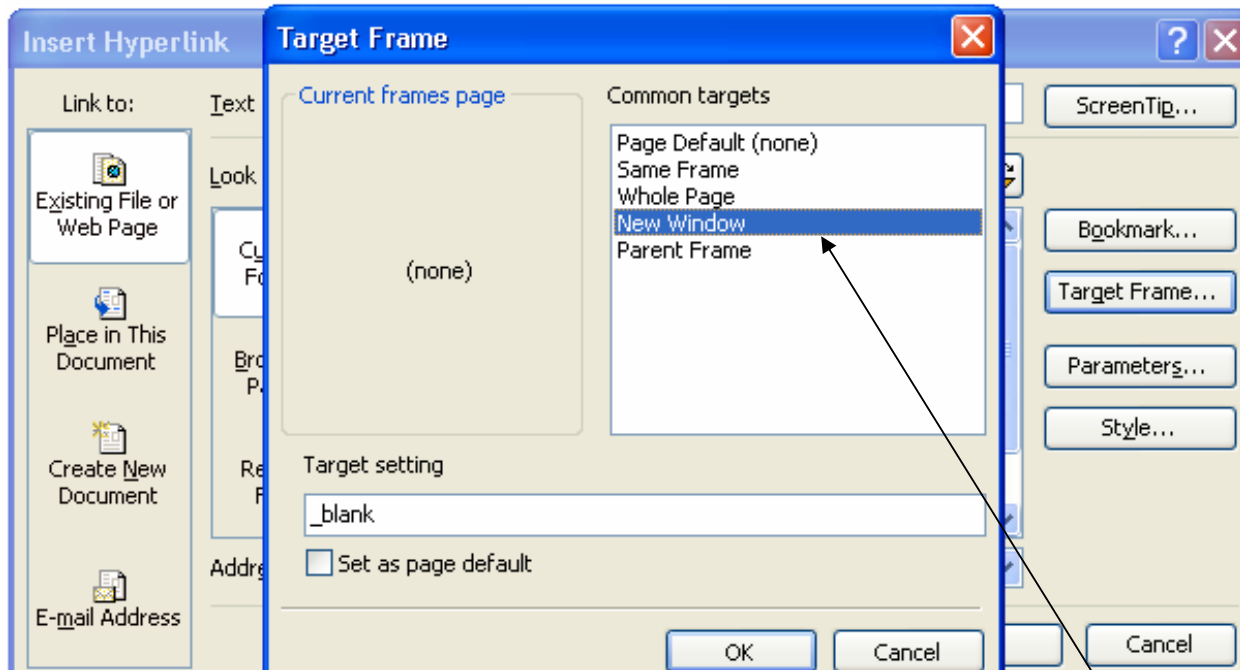
External Hyperlinks



Select Target Frame...



External Hyperlinks



Select New Window

So the external site is displayed in a new browser window



Online Resources

Tutorials

www.teach-ict.net/software/front_page/frontpage.htm

www.brainbell.com/tutorials/ms-office/FrontPage_2003/

www.youtube.com/watch?v=9ROVWyexN5g

www.softwaretrainingtutorials.com/frontpage-2003.php

<http://www.w3schools.com/>



Online Resources

Website Design

www.aksi.net/website-design-tutorial.htm

Images

<http://bluefrontdoor.co.uk/index.html>

web2educationuk.wetpaint.com/page/Avatars

www.clker.com/

<http://cooltext.com/> (animated text)

www.phillipmartin.info/clipart/homepage.htm

www.google.com



Online Resources

- www.youtube.com
- To be able to upload youtube video and save it in your documents for later download first
- www.ixconverter.net
- Ilvid
- www.yconvert.net
- Then copy the youtube web address and paste it in the converter box



CREATE FOLDERS

- In Documents
- Create
- Folder called My Website
- In My Website folder create
- Subfolders: Pictures / Text / Graphics / Steps
- **INSTEAD COPY THE WHOLE SECTION OF FOLDERS FROM TRAINING FOLDER**



PLAN

- USE THE DOCUMENT PROVIDED FOR PLANNING EACH WEB PAGE
- INSTEAD OPEN THE SCHOOL WEBSITE



LINKS

- THE MAIN IDEA ABOUT CREATING THE WEBSITE IS:
- THE LAYOUT / PRESENTATION
- INFORMATION
- AND
- LINKS/CONNECTIONS BETWEEN INDIVIDUAL PAGES



APPROACH

- CREATE ALL PAGES + NAME AND SAVE
- ADD BACKGROUND TO ALL PAGES + SAVE
- MAKE THE HOMEPAGE + SAVE
- + SUBJECTS PAGE
- CONNECT ALL PAGES/SOME PICTURES WITH EACH OTHER
- COPY AND PASTE THE MAIN LINKS ONTO ALL PAGES
- FINISH BY ADDING TEXT+IMAGES TO THE REST OF THE PAGES
- PLUS FORMAT TEXT



SAVE AND VIEW IN BROWSER

- REMEMBER TO SAVE EACH STEP / PAGE
- VIEW THE WORK/LINKS IN FILE THEN BROWSER



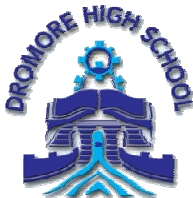
HOMEPAGE

- File
- New
- Blank
- Save as HOMEPAGE in Steps Subfolder
- Each blank page opened next has to be saved too



CREATE OTHER MAIN PAGES

- CREATE
- SCHOOL SUBJECTS
- OUR SCHOOL
- GALLERY
- OUR ADDRESS
- NEWS
- SAVE EACH PAGE



CREATE OTHER PAGES/SUBPAGES

- ENGLISH
- MATHS
- SCIENCE
- LANGUAGES
- SAVE EACH PAGE



BACKGROUND

- FORMAT ALL PAGES
- BACKGROUND
- SELECT A COLOUR THEME FOR THE WHOLE WEBSITE



HOMEPAGE NOW

- TABLE
- INSTERT
- TABLE
- 5 ROWS + 1 COLUMN
- PIXELS 760
- SIZE 0
- CEL SPACING 1



HEADER GRAPHIC

TOP MENU

- SELECT THE FIRST CELL
- INSERT
- PICTURE- RESIZE MANUALLY
- FROM FILE
- INSERT
- + TYPE BESIDE CONTACT US IN ARIAL
- SAVE (IT WILL BE SAVE AS HOMEPAGE)



BACKGROUND FOR EACH CELL

- HIGHLIGHT THE CELL
- RIGHT CLICK
- CELL PROPERTIES
- BACKGROUND



TOP MENU

- RIGHT CLICK ON THE SECOND CELL
- SPLIT INTO COLUMNS
- CREATE FIVE COLUMNS
- HIGHLIGHT CELLS
- RIGHT CLICK
- CELL PROPERTIES
- 10% IN SPECIFY WIDTH
- SAVE



VIEW IN BROWSER

- EVERY TIME YOU WANT TO SEE THE WEBSITE LIVE GO
- TO
- FILE
- PREVIEW IN BROWSER



TOP MENU

- IN CELL TWO TYPE IN
- SUBJECTS
- OUR SCHOOL
- GALLERY
- OUR ADDRESS
- NEWS



TOP MENU

- HIGHLIGHT THE CELLS
- RIGHT CLICK
- CELL PROPERTIES
- BACKGROUND
- CHOOSE COLOUR
- CHANGE THE FONT / COLOUR OF IT



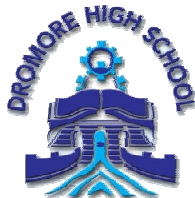
TOP MENU

- HIGHLIGHT THE THIRD CELL
- TYPE IN THE SCHOOL ADDRESS (Copy it from the real website)
- RIGHT CLICK / CELL PROPERTIES
- ADD BACKGROUND
- FORMAT IT + ALIGN



TOP MENU

- HIGHLIGHT THE FOURTH CELL
- TYPE IT ONE OF THE SCHOOL NEWS +
INSTERT A PICTURE (copy from our real
website)
- YOU CAN ADD BACKGROUND
- BELOW TYPE IN GERMAN EXCHANGE
VIDEO



TOP MENU

- HIGHLIGHT THE LAST CELL
- TYPE IT BBC
- YOU CAN ADD BACKGROUND
- FORMAT FONT AND ALIGN



BOTTOM IMAGES

- INSERT
- TABLE WITH TWO ROWS
- INSERT A SHORT PIECE ABOUT THE SCHOOL IN THE FIRST ROW
- IN THE SECOND THE School footer award FROM RMSTAFF / ICT TRAINING
- RESIZE MANUALLY



LINKING PAGES + WEBSITES HYPERLINKS

- CLICK ON THE IMAGE
- INSERT
- HYPERLINK
- HOMEPAGE
- SAVE



LINKING PAGES + WEBSITES HYPERLINKS

- CLICK ON CONTACT US
- INSERT
- HYPERLINK
- info@dromorehigh.down.ni.sch.uk
- SAVE



LINKING PAGES + WEBSITES

HYPERLINKS ON HOMEPAGE

- CLICK ON SUBJECTS
- INSTERT
- HYPERLINK
- SUBJECTS
- SAVE



LINKING PAGES + WEBSITES

HYPERLINKS ON HOMEPAGE

- CLICK ON OUR SCHOOL
- INSTERT
- HYPERLINK
- OUR SCHOOL
- SAVE



LINKING PAGES + WEBSITES

HYPERLINKS ON HOMEPAGE

- CLICK ON GALLERY
- INSTERT
- HYPERLINK
- GALLERY
- SAVE



LINKING PAGES + WEBSITES

HYPERLINKS ON HOMEPAGE

- CLICK ON OUR ADDRESS
- INSTERT
- HYPERLINK
- OUR ADDRESS
- SAVE



LINKING PAGES + WEBSITES

HYPERLINKS ON HOMEPAGE

- CLICK ON NEWS IN THE FIFTH CELL
- INSTERT
- HYPERLINK
- NEWS
- SAVE



LINKING PAGES + WEBSITES

HYPERLINKS ON HOMEPAGE

- CLICK ON NEWS INFORMATION IN THE MENU
- INSERT
- HYPERLINK
- NEWS
- SAVE



LINKING PAGES + WEBSITES HYPERLINKS ON HOMEPAGE

- CLICK ON GERMAN EXCHANGE VIDEO
- INSTERT
- HYPERLINK
- GERMAN EXCHANGE VIDEO FROM RMSTAFF / ICT TRAINING
- SAVE



LINKING PAGES + WEBSITES

HYPERLINKS ON HOMEPAGE

- CLICK ON THE PIECE ON OUR SCHOOL BELOW
- INSTERT
- HYPERLINK
- OUR SCHOOL
- SAVE



LINKING PAGES + WEBSITES

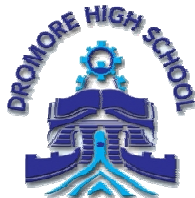
HYPERLINKS ON HOMEPAGE

- CLICK ON BBC NEWS IN THE LAST CELL
- INSERT
- HYPERLINK
- BBC WEBSITE ADDRESS
- SAVE



COPY THE FIRST TWO CELLS

- COPY THE FIRST TWO CELLS FROM THE HOMEPAGE ONTO ALL PAGES CREATED SO FAR
- COPY THE BOTTOM TABLE ONTO ALL THE PAGES SO FAR



SUBJECT SUBPAGE

- NOW GO TO THE SUBPAGE ON SCHOOL SUBJECTS
- INSERT BACKGROUND
- CREATE A TABLE WITH ONE COLUMN AND 4 ROWS (follow instructions from above on table creation)
- FORMAT THE TABLE
- TYPE IN THE FOUR SUBJECTS MENTIONED BEFORE



SUBJECT SUBPAGE

- CLICK ON ENGLISH
- INSERT
- HYPERLINK
- ENGLISH
- SAVE
- REPEAT THE ACTION FOR THE REST OF THE SUBJECT



OUR SCHOOL

- NOW WORK ON THE PAGE ON OUR SCHOOL
- FORMAT BACKGROUND
- YOU CAN COPY CONTENT FROM THE REAL SCHOOL WEBSITE



GALLERY

- INSERT A FEW PICTURES
- GO TO RMSTAFF
- ICT TRAINING
- PICTURES
- INSERT



CONTACT

- NOW WORK ON THE PAGE ON CONTACT
- BACKGROUND
- WRITE OUT SCHOOL ADDRESS
- COPY THE MAP FROM OUR REAL WEBSITE



NEWS

- NOW WORK ON THE PAGE ON NEWS
- BACKGROUND
- COPY THE PIECE FROM
EXTRACURRICULAR / GERMAN
EXCHANGE FROM OUR REAL
WEBSITE (ONE OF IT WHICH YOU
INSERTED ON THE HOMEPAGE)
- INSTERT PICTURE ON EXCHANGE



ENGLISH

- NOW WORK ON THE PAGE ON ENGLISH
- BACKGROUND
- COPY SOME INFORMATION ON ENGLISH FROM OUR REAL WEBSITE
- REPEAT THE ACTION FOR THE REST OF THE SUBJECTS
- ADD SOME APPROPRIATE PICTURES FROM RMSTAFF/ ICT TRAINING



TEXT FORMATTING

- NOW GO OVER ALL PAGES AGAIN
- FORMAT TEXT / ARIAL
- ADD/ALTER BACKGROUNDS
- COLOUR/SIZE/FONT



SAVE AND PUBLISH

- FILE
- SAVE ALL AGAIN
- YOU CAN ALWAYS SEE THE PREVIEW AT EACH STEP AND IN VIEW IT IN THE BROWSER TO SEE WHETHER THE LINKS WORK (FILE)



OTHER TIPS

- TO SEE WHETHER YOUR LINKS WORK SEE THE BROWSER/FILE
- INSTERT HIT COUNTER FROM INSTERT WEB COMPONENTS
- IF YOU WANT TO GET RID OF ANY PAGE SIMPLY RIGHT CLICK AND CLOSE IT



MORE PRACTICE

- COME ALONG NEXT MONDAY AND PRACTICE UNDER OUR SUPERVISION
- 3RD DECEMBER



THANK YOU

- WELL DONE

