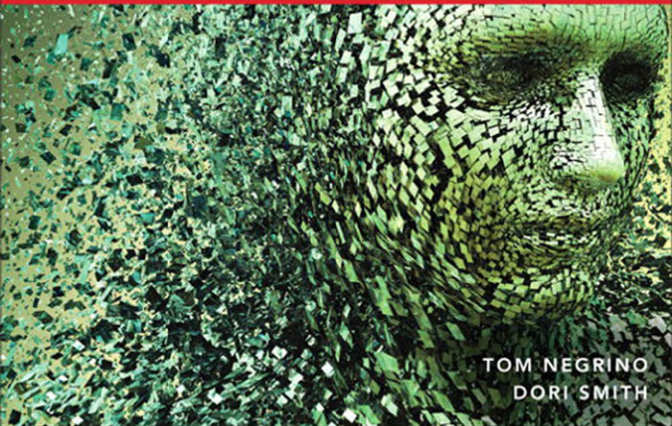


VISUAL QUICKSTART GUIDE



Dreamweaver CC



TOM NEGRINO
DORI SMITH

● LEARN THE QUICK AND EASY WAY!

VISUAL QUICKSTART GUIDE

Dreamweaver CC

TOM NEGRINO • DORI SMITH

Visual QuickStart Guide

Dreamweaver CC

Tom Negrino and Dori Smith

Peachpit Press

Find us on the web at www.peachpit.com

To report errors, please send a note to errata@peachpit.com

Peachpit Press is a division of Pearson Education

Copyright © 2014 by Tom Negrino and Dori Smith

Editor: Nancy Peterson

Production Editor and Composer: Danielle Foster

Copyeditor: Scout Festa

Indexer: Emily Glossbrenner

Cover Design: RHDG / Riezebos Holzbaur Design Group, Peachpit Press

Interior Design: Peachpit Press Logo Design: MINE™ www.minesf.com

Cover Design: RHDG / Riezebos Holzbaur, Peachpit Press

Logo Design: MINE™ www.minesf.com

Notice of Rights

All rights reserved. No part of this book may be reproduced or transmitted in any form by any means, electronic, mechanical, photocopying, recording, or otherwise, without the prior written permission of the publisher. For information on getting permission for reprints and excerpts, contact permissions@peachpit.com.

Photograph of authors courtesy Morgen Benoit Photography (www.photobenoit.com).

Notice of Liability

The information in this book is distributed on an “As Is” basis without warranty. While every precaution has been taken in the preparation of the book, neither the authors nor Peachpit Press shall have any liability to any person or entity with respect to any loss or damage caused or alleged to be caused directly or indirectly by the instructions contained in this book or by the computer software and hardware products described in it.

Trademarks

Visual QuickStart Guide is a registered trademark of Peachpit Press, a division of Pearson Education.

All other trademarks are the property of their respective owners.

Many of the designations used by manufacturers and sellers to distinguish their products are claimed as trademarks. Where those designations appear in this book, and Peachpit Press was aware of a trademark claim, the designations appear as requested by the owner of the trademark. All other product names and services identified throughout this book are used in editorial fashion only and for the benefit of such companies with no intention of infringement of the trademark. No such use, or the use of any trade name, is intended to convey endorsement or other affiliation with this book.

ISBN 13: 978-0-321-92951-8

ISBN 10: 0-321-92951-9

9 8 7 6 5 4 3 2 1

Printed and bound in the United States of America

Dedication

To our son, Sean Smith, with love from Mom and Dad

Special Thanks to:

Our patient and cheerful editor, Nancy Peterson, who made this book better and encouraged us when we were weary. This time around, Nancy had to manage a drastically changed schedule not just once but twice, and handled the setbacks with calm and grace. Thanks for your support and for pushing us over the finish line.

Thanks to Scout Festa for her sharp and excellent attention to every copyediting detail.

Danielle Foster, for her excellent production work.

Emily Glossbrenner, for the index.

Peachpit's Nancy Ruenzel and Nancy Davis, for their many years of friendship and support.

The excellent medical team at Kaiser Permanente Santa Rosa Medical Center, for saving Tom's life after a serious health crisis. Specifically, thanks to Dr. Anna Dematteis, Dr. Michael Shulman, and Dr. Sanford Warren. At Santa Rosa Memorial Hospital, special thanks to Dr. Sanjay Dhar. At both hospitals, our thanks to the caring and dedicated Emergency Room staffs.

Of course, our gratitude to the members of the Adobe Dreamweaver CC team for creating a terrific product.

In Tom's office, the soundtrack for this book included music from my Pandora and Rhapsody subscriptions, and lots of embarrassingly bouncy pop music that shall go unnamed.

Table of Contents

	Introduction.	xi
Chapter 1	Introducing Dreamweaver	1
	A Quick Tour of Dreamweaver	2
	Setting Up Your Workspace	18
	What's New in Dreamweaver CC	21
	Synchronizing Site Settings	23
Chapter 2	Starting Your First Site.	25
	Understanding Local and Remote Sites	26
	Creating the Local Site	28
	Defining the Remote Server	32
	Editing Site Definitions	38
	Working with the Files Panel.	39
	Navigating Disks and Sites.	40
	Switching Between Local View and the Remote Server	41
	Refreshing Views	42
	Working with Files and Folders	43
	Putting and Getting Files	46
	Expanding the Files Panel	48
	Synchronizing the Local and Remote Sites.	49
	Cloaking Files and Folders.	52
Chapter 3	Building Your First Page.	53
	Creating a New Page	54
	Titling Your Page	58
	Adding Text to Your Page.	59
	Creating Links	60
	Adding Images.	62
	Naming and Saving Your Page.	64
	Opening a Page	66
	Previewing in a Browser	67
	Preview Using Preset Screen Sizes	71

	Setting Page Properties	75
	Defining Meta Tags	81
Chapter 4	Adding Text to Your Pages	83
	Adding Text	84
	Cutting, Copying, and Pasting Text	86
	Dragging and Dropping Text	87
	Using Paste Special	88
	Applying Headings	90
	Applying Character Formats	93
	Applying HTML Text Styles	94
	Using Preformatted Text	96
	Adding Line Breaks	97
	Indenting and Aligning Text with HTML	98
	Working with Lists	100
	Inserting Special Characters	105
	Working with Font Styles	107
	Using Web Fonts	109
	Adding Automatic Dates	115
	Finding and Replacing	116
	Finding Text with a Simple Search	118
	Performing Advanced Text Searches	121
	Finding and Replacing in Source Code	124
	Finding and Replacing with a Specific Tag	125
	Using Regular Expressions for Searching	127
	Checking Spelling	130
Chapter 5	Including Images and Media	131
	Adding Images	132
	Inserting Images from the Assets Panel	136
	Setting Image Properties	137
	Editing Images	139
	Optimizing Images	143
	Working with Photoshop	144
	Adding a Background Image	150
	Adding a Favicon	152
	Adding HTML5 Video and Audio	154
	Adding Edge Animate Compositions	160
	Adding Flash and Shockwave	162
	Adding Flash Video	164
	Adding QuickTime and Other Media	167

Chapter 6	Working with Links	169
	Creating Text Links	170
	Changing Link Relative To	174
	Targeting Links.	176
	Linking to Specific Places on a Page	178
	Adding Links to Graphics.	180
	Creating Image Maps	181
	Adding Email Links	184
Chapter 7	Styling Page Content.	185
	Understanding CSS	186
	Creating a Style Rule for a Tag.	190
	CSS Categories	192
	Creating a Custom Class or ID	196
	Applying Attributes	198
	Creating Contextual Selectors.	202
	Working with the CSS Properties Pane	206
	Formatting Links.	210
	Editing Styles with the Property Inspector	212
	Modifying a Style	216
	Working with Related Files.	217
	Using the Code Navigator	219
Chapter 8	Using Styles for Layout	221
	CSS Layout Basics.	222
	Using the Included Layouts	225
	Laying Out Your Page.	227
	Laying Out Your Navigation	231
	Modifying Your Navigation.	234
Chapter 9	Managing Styles	237
	Renaming Styles.	238
	Deleting Styles.	239
	Creating Rules from Inline Styles	240
	Creating a New External Style Sheet	242
	Attaching a Style Sheet.	244
	Dragging and Dropping Styles.	246
	Using CSS Inspection.	248
	Using the Visual Aids	250
	Experimenting with CSS Enable/Disable	252
	Using Design-Time Style Sheets.	253

Chapter 10	Inserting Tables	257
	Moving Away from Tables for Layout	258
	Creating a Table	260
	Selecting Table Elements.	264
	Making Table Selections Easier	266
	Adding Rows and Columns.	268
	Merging and Splitting Cells.	270
	Resizing Table Elements	271
	Deleting Table Elements	274
	Specifying Table Alignment	275
	Setting Cell Properties	276
	Sorting Table Content.	278
	Formatting Tables	280
	Importing and Exporting Tabular Data	281
Chapter 11	Using Forms and Fields	285
	Creating Forms with the Insert Panel	286
	Adding a Form to a Page	288
	Adding Text Fields.	291
	Adding a Text Area	296
	Adding Check Boxes	297
	Adding a Fieldset	298
	Adding a Radio Button Group	299
	Adding a Select Menu or List.	301
	Adding a Submit or Reset Button	304
Chapter 12	Using Dreamweaver’s Layout Tools	307
	Using the Grid	308
	Using Rulers and Guides	310
	Zooming In on Your Page.	313
	Setting Page Dimensions.	315
	Using Structural Tags	317
	Adding Iframes.	319
	Adding Media Queries	321
	Using Fluid Grid Layouts	325
Chapter 13	Using Behaviors and Navigation Objects.	333
	Using the Behaviors Panel	335
	Adding Rollovers	339
	Opening a New Browser Window	342
	Using Jump Menus	345
	Validating Forms.	348

Chapter 14	Building Pages with Dynamic Elements	351
	What Is jQuery?	352
	Adding jQuery UI Elements	354
	Adding CSS3 Transitions	362
Chapter 15	Working with Content Management Systems	369
	About Content Management Systems	370
	Connecting to Your CMS	374
	Using Dynamically Related Files	378
	Filtering Related Files	381
	Using Live View Navigation	382
	Freezing or Disabling JavaScript	384
Chapter 16	Making Life Easier: Using Templates, Libraries, and Snippets	385
	Creating a Template	387
	Adding Editable Regions	389
	Removing Editable Regions	391
	Building Pages Based on a Template	392
	Modifying a Template	394
	Creating a Library Item	397
	Using a Library Item	398
	Editing a Library Item	399
	Working on Library Items with the Property Inspector	402
	Using Dreamweaver Snippets	404
Chapter 17	Editing Code	407
	Using the Coding Toolbar	408
	Using Split View	414
	Using Live Code View	416
	Using the Quick Tag Editor	418
	Collapsing Code	419
	Using Code Hints	422
	Using the Code Inspector	428
	Using the JavaScript Extractor	432
	Using the W3C Validator	434
Chapter 18	Managing Your Site	437
	Planning for Site Expansion	438
	Expanding the Files Panel	439

	Setting Up Check In and Check Out.	442
	Checking Files In and Out	445
	Using Design Notes	447
	Setting Up Subversion	450
	Generating Site Reports	452
	Checking for Broken Links	454
	Finding External Links and Orphaned Files	456
	Deleting Sites	457
	Exporting and Importing Site Definitions	459
Chapter 19	Working with Other Applications.	461
	Assigning External Editing Programs	462
	Editing Images with Fireworks	465
	Cleaning Up Word HTML	470
	Using Content from Excel.	472
	Working with Contribute	475
Appendix A	Where to Learn More	479
	Websites	480
	Other Online Resources	484
	Web Design and JavaScript Books	486
Appendix B	Customizing and Extending Dreamweaver	487
	Customizing Keyboard Shortcuts	488
	Finding and Installing Extensions	493
	Index	497

Introduction

Welcome to *Dreamweaver CC: Visual QuickStart Guide*! Adobe Dreamweaver has long (initially under its previous name, Macromedia Dreamweaver) been the premier visual tool for website developers, allowing you to build great-looking webpages and smoothly running websites. Dreamweaver's ease-of-use takes much of the pain out of creating websites, without sacrificing flexibility. It's possible to use Dreamweaver to create terrific websites without knowing much about HTML, CSS, and JavaScript.

Dreamweaver is a rich, powerful, and deep program, and at first glance, it can be a bit intimidating. We've written this book as a painless introduction to Dreamweaver and its features, and with our help, you will use Dreamweaver to build an excellent website.

Using This Book

We've organized the different elements of building websites with Dreamweaver CC into chapters, and within each chapter are numbered, step-by-step directions that tell you exactly how to accomplish various tasks. You don't have to work through the entire book in order, but it is structured so the more complex material builds on the earlier tasks.

We start with an overview of Dreamweaver, move on to setting up your website and creating your first webpage, then discuss how to add content, structure, and interactivity to your pages. Finally, we show you how to work with HTML code and manage your website.

When we first decided to write this book, we wanted to take a fresh look at Dreamweaver—at how people use it, and how people *should* use it. Throughout the book, we've tried to show you how to use Dreamweaver using its most modern features, rather than using some of the features that are still in the program but that are “old school.” Specifically, we'll show you how

to apply styles and lay out your page elements using Cascading Style Sheets, rather than older, obsolete methods. If you don't know what that means, don't worry; it's all explained in Chapters 7 through 9.

For keyboard commands, we've included Mac keyboard shortcuts in parentheses immediately after the Windows shortcut, like this:

To open the Find & Replace dialog, press Ctrl-F (Cmd-F).

While writing this book, we've made the assumption that you're familiar with the basics of using Windows or OS X. You don't need to be a computer expert by any means, but you shouldn't be stumped by concepts like selecting text, using menus, clicking and dragging, and using files and folders. Naturally, you should be familiar with web surfing and how to use a web browser to view a website.

Tips

TIP Throughout the book we've included many tips that will help you get things done faster, better, or both.

TIP Be sure to read the figure captions, too; sometimes you'll find extra nuggets of information there.

TIP When we're showing HTML, CSS, or JavaScript code, we've used this code font. We also use the code font for web addresses.

TIP You'll also find sidebars (with yellow backgrounds) that delve deeper into subjects.

Getting the most from Dreamweaver

Dreamweaver is a professional-class tool, and it provides professional results. Dreamweaver allows you to build websites visually, without needing to know the details of HTML, CSS, and JavaScript. But to best use Dreamweaver, you will still need some fundamental knowledge of what these languages are, and how they work together to make up a website. Similarly, you will find it helpful to know basic things such as what a webpage is and what a web server does.

Where necessary, throughout this book we explain what you'll need to know about HTML, CSS, and JavaScript to work with Dreamweaver. But there is much more to say about these subjects, and there are thousands of books devoted to that job. In fact, we wrote one of the most popular books on JavaScript. You'll find information about that book, as well as some of our favorite web design and development books written by other authors, in Appendix A.

A note for our Mac-using friends

If you've flipped through this book already, you probably noticed that the vast majority of the screenshots were taken on machines running Windows. That doesn't mean that the book (or its authors) doesn't welcome Dreamweaver users on the Mac. Far from it; in fact, both of us are primarily Mac users, and we are frequent contributors to *Macworld* magazine and other Mac-oriented publications.

However, our crack research department tells us that most Dreamweaver users are running the program on Windows machines, so we have included screenshots that will reflect the experience of the majority of our readers. Happily, Dreamweaver works almost identically on both platforms. In the few cases where there are differences, we've included separate procedures for Windows and for Mac users.

There is one other thing that we *haven't* done in this book that we have done in our previous Mac books. We are no longer telling Mac users to Control-click to bring up a context menu (also known as a shortcut or contextual menu). Instead, we've adopted right-click, because Apple ships its multiple-button mouse with all of its computers that come with a mouse. If you are using a Mac with a trackpad, just mentally substitute Control-click wherever you see right-click in the book. Better yet, we suggest that you get any USB or wireless mouse with multiple buttons and a scroll wheel. It will really increase your productivity.

There's more online

We've prepared a companion website for this book, which you'll find at:

www.dreamweaverbook.com

On this site, you'll find news about the book and links to other online resources that will help you use Dreamweaver CC more productively. If we discover any mistakes in the book that somehow got through the editing process, we'll list the updates on the site, too.

If you have any questions about the book's contents, please first check the FAQ (Frequently Asked Questions) page on the companion website. It's clearly marked. If you've read the FAQ and your question isn't answered there, you can contact us via email at **dwcc@dreamweaverbook.com**. We regret that because of the large volume of email that we get, we cannot, and will not, answer email about the book sent to our personal email addresses or via the contact forms on our personal sites. We can promise that messages sent only to the **dwcc@dreamweaverbook.com** email address will be read and answered, as time allows. Unfortunately, due to the danger of computer viruses being spread with email attachments, we cannot accept any messages with attachments. We also must limit ourselves to responding to questions about the book; time doesn't permit us to answer general questions about web design and development.

Let's get started

Every journey begins with a first step, and if you've read this far, your journey with Dreamweaver has already begun. Thanks for joining us, and let's get started building your great website.

—Tom Negrino and Dori Smith, July 2013

This page intentionally left blank

4

Adding Text to Your Pages

The main message of most websites is conveyed by the site's text, and a major part of your job in working with any site will be adding, modifying, and styling that text. Dreamweaver gives you the tools you need to effectively put text on your pages and get your message across.

When you add text, you need to deal with two different aspects of the text: its *structure* and its *presentation*. Structural elements are things like paragraphs, headings, lists, and the like; presentation is how the text looks, including things like the font, font size, text color, and so on. Most sites these days separate the structure and the presentation. Structure is about organizing the content on the page, and presentation involves making the content look good.

In this chapter, we'll concentrate on getting text onto your page and applying structure using headings and lists. We'll also cover using basic HTML text styles to change the look of your text. Dreamweaver CC introduces integration with Adobe Edge Fonts, making web fonts easy to use, so we'll show you how to add beautiful type to your pages.

In This Chapter

Adding Text	84
Cutting, Copying, and Pasting Text	86
Dragging and Dropping Text	87
Using Paste Special	88
Applying Headings	90
Applying Character Formats	93
Applying HTML Text Styles	94
Using Preformatted Text	96
Adding Line Breaks	97
Indenting and Aligning Text with HTML	98
Working with Lists	100
Inserting Special Characters	105
Working with Font Styles	107
Using Web Fonts	109
Adding Automatic Dates	115
Finding and Replacing	116
Finding Text with a Simple Search	118
Performing Advanced Text Searches	121
Finding and Replacing in Source Code	124
Finding and Replacing with a Specific Tag	125
Using Regular Expressions for Searching	127
Checking Spelling	130

Adding Text

Most of the text on a webpage is formatted in *blocks*, which are enclosed by beginning and ending HTML tags. For example, the HTML for a line of text with paragraph tags wrapped around it looks like this:

```
<p>This text is wrapped in beginning  
and ending paragraph tags.</p>
```

For a browser to understand that this is a paragraph, you (or in this case, Dreamweaver) have to make it one by adding the surrounding `<p>` tags.

Of course, in Dreamweaver's Design view or Live view, you won't see the HTML tags. All of the text contained between the opening `<p>` tag and the closing `</p>` tag is considered by a web browser to be within the same paragraph, no matter how much text is between the tags. The `<p>...</p>` combination is an example of a *container tag*. Virtually all of the structural formatting that you can apply with Dreamweaver is done with container tags.

Selecting Text

Besides selecting text by dragging over it with the mouse cursor, Dreamweaver also gives you some text selection shortcuts in Design view:

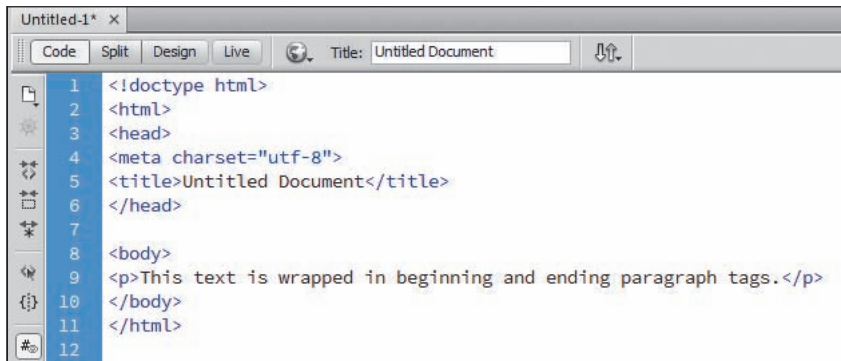
- Double-click a word to select it.
- Move your cursor to the left of a line of text until the cursor changes from an I-beam to an arrow pointing at the text. Then click once to highlight a single line, or drag up or down to select multiple lines.
- Triple-click anywhere in a paragraph to select the entire paragraph.
- For finer control over selecting individual letters, hold down the Shift key and press the left or right arrow key to extend the selection one letter at a time.
- Ctrl-Shift (Cmd-Shift) plus the left or right arrow key extends the selection one word at a time. Ctrl (Cmd) plus the left or right arrow key moves the cursor one word to the left or right but doesn't select any text.
- Press Ctrl-A (Cmd-A) to Select All (the entire contents of the current document).

When you add text to a page with Dreamweaver, the program automatically wraps the text with paragraph tags when you press the Enter (Return) key on your keyboard. You can see this if you switch to Code view by clicking the Code button at the top of the Dreamweaver editing window **A**.

Dreamweaver also has special commands that help you import entire Microsoft Word or Excel documents as webpages. (See “Using Paste Special,” later in this chapter. Also, refer to Chapter 19, “Working with Other Applications.”)

To insert text:

1. In Dreamweaver’s Design view, click in the page where you want to add text.
2. Type the text you want.



The screenshot shows the Dreamweaver Code view for a file named 'Untitled-1*.x'. The code is as follows:

```
1 <!doctype html>
2 <html>
3 <head>
4 <meta charset="utf-8">
5 <title>Untitled Document</title>
6 </head>
7
8 <body>
9 <p>This text is wrapped in beginning and ending paragraph tags.</p>
10 </body>
11 </html>
12
```

A Dreamweaver adds paragraph tags around text when you press the Enter (Return) key.

Cutting, Copying, and Pasting Text

Just as with a word processor, you can cut, copy, and paste text on a page in Dreamweaver, which shares the same menu commands with virtually all standard Windows and Mac word processors and text editors. When pasting text in Design view from one part of a Dreamweaver page to another or between Dreamweaver pages, text formatting is automatically maintained.

Dreamweaver also allows you to paste text and maintain some or all of the text's formatting. This is especially useful when moving text from applications such as Microsoft Word or Excel to a webpage. See "Using Paste Special," later in this chapter.

To cut or copy text:

1. Select the text you want to cut or copy.
2. To cut the text to the clipboard, choose Edit > Cut or press Ctrl-X (Cmd-X).

or

To copy the text to the clipboard, choose Edit > Copy or press Ctrl-C (Cmd-C).

The text is placed on the clipboard.

TIP When you have text selected, most of the time you can right-click to cut or copy the text using a context menu. You can also right-click to paste text from the context menu.

To paste plain text:

1. Click to place the insertion point on the page where you want the text to appear.
2. Choose Edit > Paste, or press Ctrl-V (Cmd-V).

TIP If you copy some HTML source code from another program, such as the Source view of a web browser, and paste it into a Dreamweaver page in Design view, the HTML appears on the page with tags and all. That's because although what you've pasted in is HTML markup, Dreamweaver is trying to be smarter than you—it assumes that markup is what you want to display. If that's not what you want, but rather you want the result of the markup to display in your page, just switch to Code view in Dreamweaver before you paste. The HTML code will paste into the page, and when you switch back to Design view, it will display the proper formatting.

TIP Dreamweaver offers Undo and Redo commands in the Edit menu, which can often be very useful for fixing mistakes or repeating operations. You can also press Ctrl-Z (Cmd-Z) for Undo and Ctrl-Y (Cmd-Y) for Redo.

Dragging and Dropping Text

If all you want to do is move some text from one place on a page to another, it's often faster to drag and drop the text.

To drag and drop text:

1. Select the text you want to move **A**.
2. Move the cursor over the selected text.

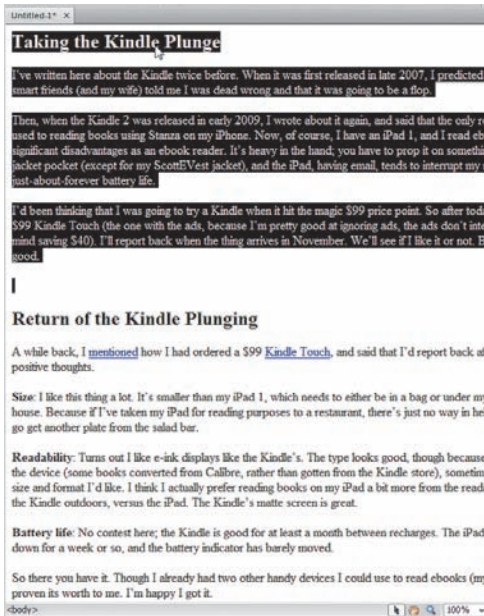
The cursor changes from an I-beam to an arrow.

3. Click and hold your mouse button over the selected text, and drag it to its new location, releasing the mouse button when the cursor is where you want the text **B**.

The text moves to its new home.



A Begin dragging and dropping text by selecting it.



B When you release the mouse button, the text moves to where you dragged it.

TIP To duplicate the text, hold down the **Ctrl (Option)** key while dragging and dropping. A copy of the text appears when you release the mouse button.

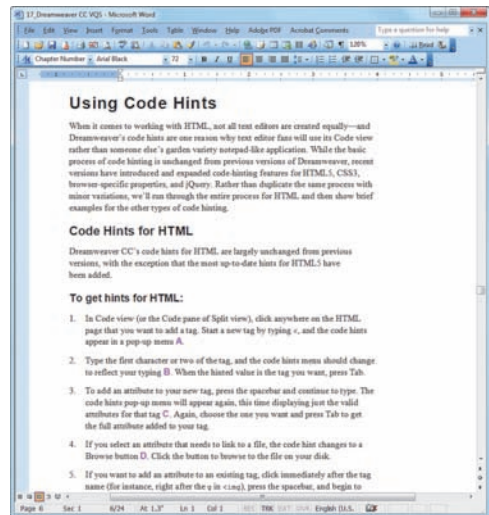
Using Paste Special

Dreamweaver's Paste Special command in the Edit menu gives you a variety of options that control the way formatted content is pasted into Dreamweaver's Design view.

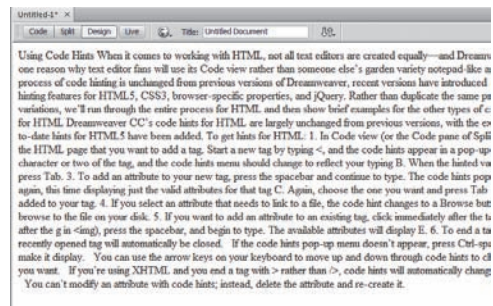
You will probably use the Paste Special command most often when pasting in text from Microsoft Word or Excel to maintain the formatting that the text had in those programs **A**. Text pasted in from Excel can appear in Dreamweaver as a formatted table, which saves you a lot of time and effort.

The Paste Special options include:

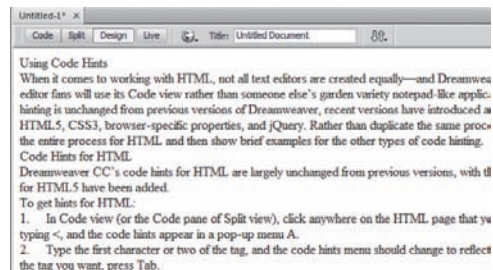
- **Text only** pastes just the text; paragraph marks and all formatting are stripped from the text **B**.
- **Text with structure** pastes the text and maintains the structure (notably paragraphs, tabs, and lists) but eliminates other text formatting **C**.
- **Text with structure plus basic formatting** keeps the text and text structure and retains bold and italic formatting **D**.
- **Text with structure plus full formatting** preserves the text, structure, and styles from the original document **E**.



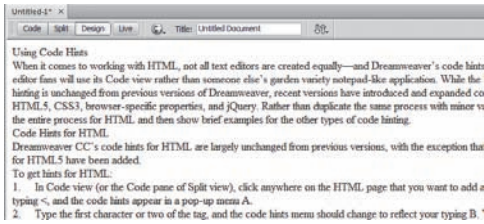
A Paste Special will do a great job of maintaining the formatting from this Microsoft Word document.



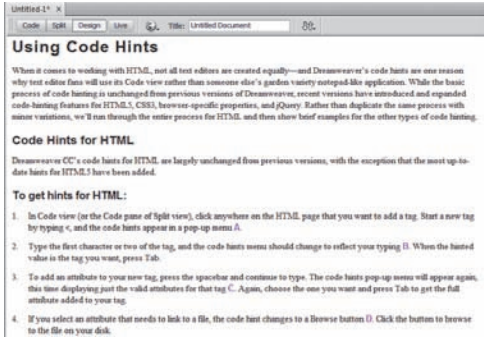
B This is the "Text only" version of the text from **A**, with paragraph marks and formatting stripped out.



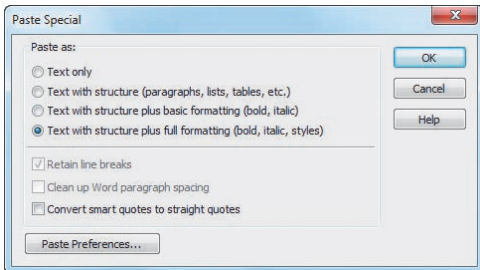
C With the "Text with structure" option, the text and paragraph marks are there, but there's no character formatting.



D The “Text with structure plus basic formatting” option maintains bold and italic formatting.



E The final option, “Text with structure plus full formatting,” maintains all the formatting from the Word document.



F Choose the option you want from the Paste Special dialog.

To use Paste Special:

1. Select the text you want to cut or copy.
The text will usually be in an application other than Dreamweaver.
2. Cut or copy the text.
3. Switch to Dreamweaver, and click to set the insertion point where you want the text to appear.
4. Choose Edit > Paste Special, or press Ctrl-Shift-V (Cmd-Shift-V).

The Paste Special dialog appears **F**.

5. In the dialog, click the radio button next to the paste option you want.
6. Click OK.

The text pastes in according to the option you selected.

TIP If you use the “Text with structure plus basic formatting” or “Text with structure plus full formatting” choices, you can also paste graphics into Dreamweaver along with the formatted text.

TIP You can copy and paste graphics from most applications into Dreamweaver, but if you want to paste a graphic along with formatted text, you must use Paste Special.

TIP When pasting from Word and maintaining full styles, Dreamweaver reads the Word styles and creates CSS styles with the same names and attributes. It places the CSS styles in the same document. If you want to use these styles elsewhere on your site, you should move these internal styles to an external style sheet. See “Dragging and Dropping Styles” in Chapter 9 to learn how to do that.

Applying Headings

After paragraphs, headings are the most important structural element on most web-pages. Headings point your site's visitors to essential information on the page, and they separate sections of the page. Think of headings as being similar to headlines in a newspaper.

Text you enter into Dreamweaver begins with no heading; Dreamweaver refers to this text as None in the Property inspector. As soon as you press Enter (Return), Dreamweaver wraps the text in paragraph tags, and the text becomes paragraph text.

HTML has six sizes of headings, plus paragraph text **A**. These headings don't have a fixed point size, unlike headings in, say, Microsoft Word or Adobe InDesign. Instead, they are sized relative to one another and to the size of the paragraph text, and the size that the user sees depends on the settings in the user's web browser. By default, headings are usually displayed in boldface.

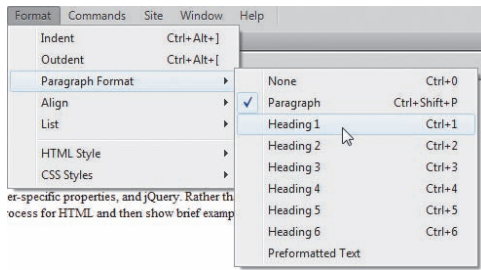
You can change the look of headings (their size, font, color, and so forth) using CSS, which we'll cover in Chapter 7.

TIP You can have only one size of HTML heading in a particular element. You can work around this limitation with CSS styles.

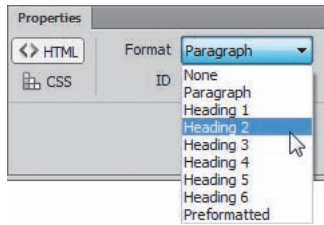
TIP Headings are also important because they help search engines find and index content on your pages. Google in particular uses headings in this fashion, so it's a good idea to use headings when they are appropriate to your content.

h1	It doesn't get more important than this.
h2	This is perhaps a bit less important.
h3	This is middling priority.
h4	We'll let you know when you need to pay attention.
h5	Check this out if you really want to.
h6	Hey! Wake up!
paragraph	This is the everyday text that you'll see in most paragraphs.

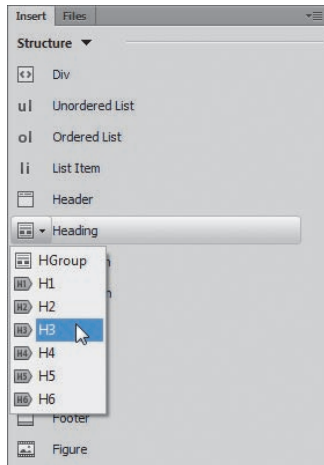
A Examples of the six heading sizes, plus paragraph, which is usually used for body text.



B Choose the heading size you want from the Paragraph Format submenu.



C Another way to choose the heading size is to use the Format menu in the HTML mode of the Property inspector.



D The Structure category of the Insert panel gives you a pop-up menu with the six heading sizes.

To apply a heading:

1. Click in the line you want to change.

Note that you don't have to select text; a heading is a block style, so it affects the entire paragraph the cursor is in.

2. Choose Format > Paragraph Format > Heading *x*, where *x* is the heading size you want **B**.

or

Press Ctrl-1 for Heading 1, Ctrl-2 for Heading 2, and so on. On the Mac, press Cmd-1 for Heading 1, Cmd-2 for Heading 2, and so on.

or

Choose a heading from the Format pop-up menu in the HTML mode of the Property inspector **C**.

or

Choose one of the heading options from the Heading pop-up menu in the Structure category of the Insert panel **D**.

The text changes to the heading you selected.

To turn text into paragraph text:

1. Click in the line you want to change.
2. Choose Format > Paragraph Format > Paragraph.

or

Choose Paragraph from the Format pop-up menu in the HTML mode of the Property inspector.

or

Press Ctrl-Shift-P (Cmd-Shift-P).

Dreamweaver changes the text into a paragraph.

To remove heading formatting:

1. Click in the line you want to change.
2. Choose Format > Paragraph Format > None.

or

Press Ctrl-0 (Cmd-0). (Those are zeros, not the letter “O.”)

The Format menu of the Property inspector changes to None, indicating that the text has no heading or paragraph style assigned to it.

Applying Character Formats

Character formatting is styling that you can apply to words and individual characters rather than to blocks such as paragraphs. This formatting includes changing the font, font size, and font color.

Beginning several versions ago and continuing through the current version of Dreamweaver, the program dispensed with the old method of applying these sorts of character formatting (which was to use the HTML `` tag) in favor of using CSS styles. This change happened mostly behind the scenes in Code view, so if you have been using Dreamweaver for quite some time, you may not have even noticed the change. Beginning with Dreamweaver CS4, the program enforces the use of CSS for text styling by requiring you to participate in defining CSS rules for changing fonts, font sizes, and font colors.

The reason for the change to CSS is important. Pages styled with CSS are much more flexible than pages that use HTML `` tags, and they can be maintained more easily. For example, when a site is redesigned, every page that uses `` tags must be individually changed to match the new design. If you have hundreds or thousands of pages in your site, that's a lot of work. Sites that use CSS to style text only need to change the style sheet document, and the changes automatically ripple through the whole site. You'll learn more about using CSS to style text (especially for setting font properties) in Chapter 7. Some other formatting operations are still performed using HTML markup, and those are the ones we'll explore in this chapter.

Applying HTML Text Styles

The most common text formatting is to make text bold or italicized, and of course Dreamweaver can do that with either HTML markup or a CSS rule. But it can also apply several other text styles, some of which are for specialized uses, as shown in **A** and **Table 4.1**.

Bold style	Strikethrough style	Code Style	<i>Citation style</i>
<i>Italic style</i>	Teletype style	<i>Variable style</i>	Definition style
<u>Underlined style</u>	<i>Emphasis style</i>	Sample style	Deleted style
	Strong style	Keyboard style	<u>Inserted style</u>

A Dreamweaver offers a number of useful (and not so useful) HTML text styles.

TABLE 4.1 Text Styles

Style	Description
Bold	Makes text boldface.
Italic	Italicizes text.
Underline	Underlines text.
Strikethrough	Text is shown with a line through it.
Teletype	Reminiscent of an old typewriter. Usually shows text in a monospaced font such as Courier.
Emphasis	Italicizes text onscreen. Causes screen readers to stress importance in speech.
Strong	Bolds text onscreen. Causes screen readers to add additional importance to speech.
Code	Depicts programming code, usually in a monospaced font.
Variable	Marks variables in programming code. Usually displayed as italics.
Sample	Meant to display sample output from a computer program or script. Usually displayed in a monospaced font.
Keyboard	Meant to depict text a user would type on the keyboard. Usually displayed in a monospaced font.
Citation	Used to mark citations and references. Usually displayed as italics.
Definition	Used to mark the first, defining usage of a term in a document. Usually displayed as italics (Safari on the Mac displays this as regular text).
Deleted	Marks deleted text. Shown the same as strikethrough.
Inserted	Marks inserted text. Shown the same as underlined.

Many of these text styles are meant for displaying programming or script code, so they won't be used at all on many sites. Others, such as Underline and Strikethrough, are deprecated as of the HTML 4.01 standard, which means that they are obsolete and may not work in future browsers. Instead, you should use a CSS property. See "CSS Categories" in Chapter 7.

To apply an HTML text style:

1. Select the text you want to change.
2. Choose Format > Style, and then choose the style you want from the submenu.

The text's appearance changes.

TIP Actually, by default Dreamweaver does not use the traditional `` and `<i>` HTML tags for bold and italic, respectively. Instead it uses `` and `` (for emphasis). The latter tags are preferred as part of best practices, because they are better handled by the screen readers used by visually impaired users. If you want to switch Dreamweaver back to using `` and `<i>`, choose Edit > Preferences (Dreamweaver > Preferences) and, in the General category of the Preferences dialog, deselect "Use `` and `` in place of `` and `<i>`."

Using Preformatted Text

Browsers usually ignore invisible formatting that doesn't affect page content, such as tabs, extra spaces, extra line feeds, and the like. If you need to display text exactly as entered, however, you can use the Preformatted paragraph format, which wraps the text in the `<pre>...</pre>` tags and makes browsers display all of the text characters.

Originally, preformatted text was meant to display tabular data in rows and columns, as in the output of a spreadsheet. To make the information line up, browsers display preformatted text in a monospaced font such as Courier **A**.

Planet	Orbital period (years)	Day (days)	Moons
Mercury	0.241	58.6	none
Venus	0.615	-243	none
Earth	1.00	1.00	1
Mars	1.88	1.03	2
Jupiter	11.86	0.414	63
Saturn	29.46	0.426	49
Uranus	84.01	0.718	27
Neptune	164.79	0.671	13
Pluto	248.5	6.5	1

A Preformatted text lines up neatly, as in this table.

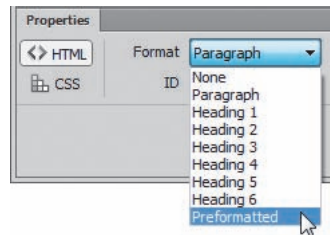
To apply preformatting:

1. Select the text you want to change.
2. From the Format pop-up menu of the HTML mode of the Property inspector, choose Preformatted **B**.

or

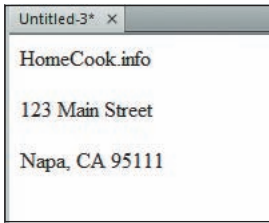
Choose Format > Paragraph Format > Preformatted Text.

The text changes appearance.



B Apply the style using the Property inspector by choosing Preformatted from the Format menu.

TIP If you want to display tabular data, it often makes more sense to use a table rather than preformatted text. You get much more control over the table style and spacing of the items in the table, and you can add CSS to style the table's contents if needed. See Chapter 10 for information about using tables.



A Paragraphs have whitespace before and after them, which isn't really appropriate for things like addresses.



B After you replace the paragraph tags with line breaks, the address looks better.



C With the appropriate preference enabled, you can see the invisible line break characters.

Adding Line Breaks

Just as in a word processor, you press Enter (Return) in Dreamweaver to create a new paragraph. This is fine when you want to actually create a new paragraph, but not so great when you just want to move the cursor down a line, as you might want to do when entering an address. That's because web browsers (and Dreamweaver) insert a blank line above and below a paragraph, so if you make each line of the address its own paragraph, it looks goofy **A**.

What you want to do is add a *line break*, which moves the cursor down one line without creating a new paragraph. In the code, Dreamweaver adds the HTML `
` tag to the end of the line.

To insert a line break:

At the end of the line you want to break, press Shift-Enter (Shift-Return).

or

At the end of the line you want to break, in the Common category of the Insert panel, select Line Break from the Character pop-up menu.

The text changes **B**.

TIP Line breaks are invisible characters in both Dreamweaver and web browsers, but you can make them visible in Dreamweaver if you want. Choose Edit > Preferences (Dreamweaver > Preferences), and then click the Invisible Elements category. Select the check box next to "Line breaks," and then click OK. Dreamweaver then displays line breaks in Design view **C**.

Indenting and Aligning Text with HTML

You won't indent or align text in Dreamweaver as you would with a word processor. The most common kind of indenting, indenting the first line in a paragraph, is usually done with a tab in a word processor, but tabs have no effect in HTML. Instead, you can use the **text-indent** CSS style property. Similarly, there are CSS properties for text alignment. See Chapter 7 for more about using CSS.

You can add whitespace to text—and simulate a tab—with non-breaking spaces. See “Inserting Special Characters,” later in this chapter.

When you are indenting paragraphs to set them apart from preceding and following paragraphs, Dreamweaver uses the HTML **<blockquote>** tag. This indents both the left and right margins of the block-quoted paragraph. You aren't limited to paragraphs; you can block quote any block element, such as headings.

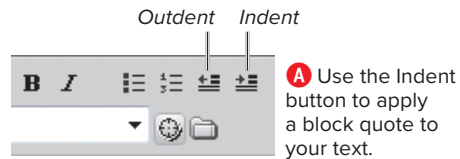
Dreamweaver can align text with the left margin, right margin, or center of the page. You can also justify text, which adds space as needed between words so that both the left and right margins are aligned.

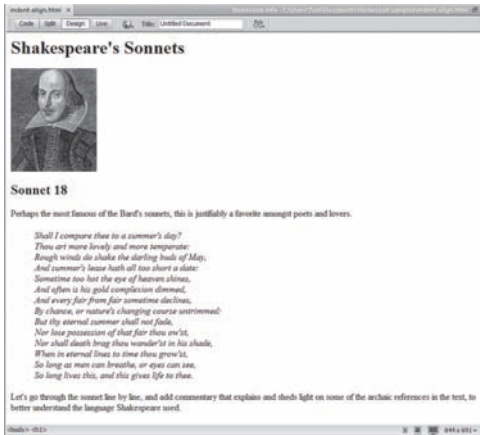
The method shown here adds alignment attributes to the HTML markup. You can also use Cascading Style Sheets to align text, which is covered in Chapters 7 and 8.

To block quote text:

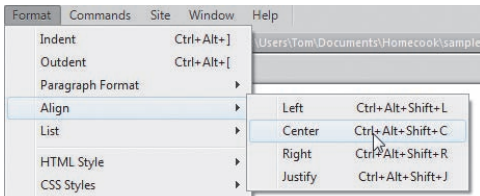
1. Click in the paragraph or other block element you want to indent.
2. Click the Indent button on the HTML mode of the Property inspector **A**.

or





B The block quote nicely sets off the sonnet from the commentary text.



C Choose a text alignment from the Format menu.

TABLE 4.2 Alignment Shortcut Keys

Shortcut Key (Windows)	Shortcut Key (Mac)	What It Does
Ctrl-Alt-Shift-L	Cmd-Opt-Shift-L	Left alignment
Ctrl-Alt-Shift-C	Cmd-Opt-Shift-C	Center alignment
Ctrl-Alt-Shift-R	Cmd-Opt-Shift-R	Right alignment
Ctrl-Alt-Shift-J	Cmd-Opt-Shift-J	Full justification

Choose Format > Indent, or press Ctrl-Alt-] (Cmd-Opt-]).

The text changes **B**.

TIP To add more indenting, click the Indent button on the Property inspector again. This nests the <blockquote> tags.

TIP The CSS margin property is a much more flexible way to indent block elements, as described in Chapter 8.

To remove block quoting:

1. Click in the paragraph or other block element you no longer want to indent.
2. Click the Outdent button on the Property inspector.

or

Choose Format > Outdent, or press Ctrl-Alt-[(Cmd-Opt-[).

The text changes.

To align text:

1. Click inside the paragraph you want to align.
2. Choose Format > Align, and then choose Left, Center, Right, or Justify from the submenu **C**.

or

Use one of the keyboard shortcuts listed in Table 4.2.

TIP Longtime Dreamweaver users may be thrown a bit by the removal of the alignment buttons from the HTML mode of the Property inspector. Those buttons have been moved to the CSS mode of the Property inspector. If you use the alignment buttons, Dreamweaver will add a `style="text-align:"` property to the HTML element. It will also open and show you the new CSS rule in the CSS Designer panel.

Working with Lists

Lists are an easy way to organize content on your webpage. Dreamweaver supports three types of lists:

- **Numbered lists or Ordered lists**, for lists with items that need to be in a particular order **A**. List items are numbered and indented from the left margin. If you add or remove items from the numbered list, it automatically renumbers.
- **Bulleted lists or Unordered lists**, for lists of items in no particular order **B**.
- **Definition lists**, where each item has an indented subitem **C**.

Tift Merritt Discography

1. Bramble Rose (2002)
2. Tambourine (2004)
3. Another Country (2008)
4. See You on the Moon (2010)

Tift Merritt Discography

1. Bramble Rose (2002)
2. Tambourine (2004)
3. Home Is Loud (*live recording*) (2005)
4. Another Country (2008)
5. Buckingham Solo (*live recording*) (2009)
6. See You on the Moon (2010)

A Numbered lists automatically renumber if you insert a new item between two existing items.

Global Survival Kit

- Metal box
- Survival knife
- Compass
- Fire starter
- Water bag
- Water purification tablets
- Rescue whistle
- Fishing and foraging kit

B Bulleted lists are single-spaced and indented.

Excerpts from *The Devil's Dictionary*, by Ambrose Bierce

Originally published 1911 (copyright expired)

CHILDHOOD, *n.*

The period of human life intermediate between the idiocy of infancy and the folly of youth -- two removes from the sin of manhood and three from the remorse of age.

DAWN, *n.*

The time when men of reason go to bed. Certain old men prefer to rise at about that time, taking a cold bath and a long walk with an empty stomach, and otherwise mortifying the flesh. They then point with pride to these practices as the cause of their sturdy health and ripe years; the truth being that they are hearty and old, not because of their habits, but in spite of them. The reason we find only robust persons doing this thing is that it has killed all the others who have tried it.

DELIBERATION, *n.*

The act of examining one's bread to determine which side it is buttered on.

NONSENSE, *n.*

The objections that are urged against this excellent dictionary.

SCRIBBLER, *n.*

A professional writer whose views are antagonistic to one's own.

TWICE, *adv.*

Once too often.

C Definition lists have the definitions indented under the definition terms. The definition terms don't have to be all uppercase—they just happen to be in this figure.

To create a list:

1. Type the items for your list into the window. After typing each item, press Enter (Return).
2. Select the items in the list.
3. Choose Format > List, and then choose Unordered List, Ordered List, or Definition List from the submenu.

or

Click either the Unordered List or Ordered List button in the HTML mode of the Property inspector.

or

Click one of two buttons in the Structure category of the Insert panel: ul for Unordered List, or ol for Ordered List.

The text changes to the kind of list you chose.

TIP At the end of your list, you can turn off the list function either by pressing Enter (Return) twice or by clicking the appropriate list button in the Property inspector again.

TIP There is another button in the Structure category of the Insert panel that you can use to apply list tags to text. The li button marks text as a list item; the text must be within a bulleted or numbered list.

TIP Though you can still create a definition list in Dreamweaver, Dreamweaver CC removed the two definition list item tags from the Insert panel. You can still add them in Code view. Use dt to tag text as a definition term, and dd to mark text as a definition description.

TIP Because the Text category of the Insert panel was originally designed to help you work in Code view, some of the list buttons will cause the Dreamweaver window to change to Split view, so you can see the Code and Design panes at the same time. If you want to avoid code altogether, use the Property inspector or the menu bar to format your lists.

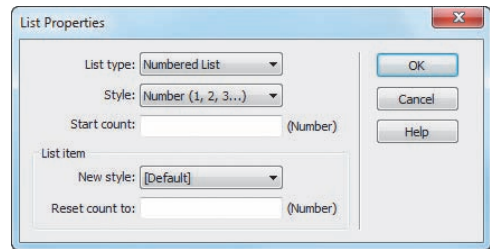
Setting list properties

You can change numbered list and bulleted list properties in Dreamweaver. Choose between five types of numbering, as shown in **Table 4.3**. For bulleted lists, you can choose either a round bullet (the default) or a square bullet. There are no properties to set for a definition list.

To set list properties:

1. Click in the list you want to change to place the insertion point.
2. Choose Format > List > Properties.
The List Properties dialog appears **D**.
3. Do one or more of the following:
 - ▶ In the List type pop-up menu, select Bulleted List, Numbered List, or Directory List (“definition list” is called “Directory List” in this dialog for some reason).
 - ▶ In the Style pop-up menu, select one of the Bulleted List or Numbered List styles.
 - ▶ Use the Start count text box to set the value for the first item in the numbered list.
4. Click OK.

TIP You may notice that there is a fourth choice in the List type pop-up menu: **Menu List**. That choice creates an unusual type of list that is based on the `<menu>` tag. That tag was deprecated (that is, it was recommended that it not be used) when HTML 4.01 was standardized in 1999. We suggest that you avoid the use of the Menu List option. It’s one of those little things that should have long since been removed from Dreamweaver, in our view.



D In the List Properties dialog, you can change the way lists are numbered and bulleted.

TABLE 4.3 Numbered List Style Options

List Name	Example
Number	1, 2, 3, 4
Roman Small	i, ii, iii, iv
Roman Large	I, II, III, IV
Alphabet Small	a, b, c, d
Alphabet Large	A, B, C, D

Nesting lists

You can indent lists within lists to create *nested lists*. Because nested lists do not have to be of the same type, you can create, for example, a numbered list with an indented bulleted list, and you can have multiple levels of nested lists within one overall list **E**.

Solar System Outer Planets and their four largest moons

- **Jupiter**
 1. Ganymede
 2. Callisto
 3. Io
 4. Europa
- **Saturn**
 1. Titan
 2. Rhea
 3. Iapetus
 4. Dione
- **Uranus**
 1. Titania
 2. Oberon
 3. Umbriel
 4. Ariel
- **Neptune**
 1. Triton
 2. Proteus
 3. Nereid
 4. Larissa

E You can nest numbered lists inside bulleted lists.

To create a nested list:

1. Click the end of a line within an existing list to place the insertion point.
2. Press Enter (Return).

Dreamweaver creates another line of the list.
3. Press Tab.

Dreamweaver creates a new indented sublist of the same type as the parent list. For example, if the parent list is a numbered list, the new sublist will also be a numbered list.
4. (Optional) If you want the sublist to be a different type of list than the parent list, click the Numbered List or Bulleted List button in the HTML mode of the Property inspector.
5. Type the list item.
6. Press Enter (Return).

Dreamweaver creates a new sublist item.
7. To return to the original list, use the up or down arrow keys to move the insertion point into one of the items in the original list, or click to place the insertion point where you want it.

TIP You can also click the **Outdent** button in the HTML mode of the Property inspector to merge the sublist back into the main list.

TIP Use the List Properties dialog to format sublists as well as lists.

TIP If you try to create a sublist within a list that is in a table by pressing Tab, Dreamweaver jumps to the next cell rather than indenting and creating a nested list. One work-around is to create the nested list outside of the table, cut it, and then paste it in the table cell where you want it to go.

Inserting Special Characters

You can add special characters, such as the Euro, copyright, or trademark symbol, to your page in Dreamweaver without having to remember their bizarre HTML equivalents or odd keyboard combinations. In Dreamweaver, relief is just a menu choice away.

About Non-Breaking Spaces

An oddity about HTML is that it ignores multiple spaces. One of the special characters you can insert is the *non-breaking space*, which is useful for adding multiple consecutive spaces and occasionally for nudging text and even images. Dreamweaver uses the HTML code for a non-breaking space (which is ** **) inside paragraph tags so that blank lines appear in web browsers, like so:

```
<p>&nbsp;&nbsp;&nbsp;&nbsp;</p>
```

If you want multiple spaces between words, insert two or more non-breaking spaces. The easiest way to do this is to press Ctrl-Shift-spacebar (Cmd-Shift-spacebar), but you can also use the Character pop-up menu in the Common category of the Insert panel or the Insert > Character submenu.

Dreamweaver by default ignores multiple spaces, but you can change this behavior and force the program to insert multiple non-breaking spaces in the code. Choose Edit > Preferences (Dreamweaver > Preferences), choose the General category, and then select the check box next to “Allow multiple consecutive spaces.”

To insert a special character:

1. Click in the page to place the insertion point where you want the special character to appear.
2. In the Common category of the Insert panel, choose the character you want from the Character pop-up menu **A**.

or

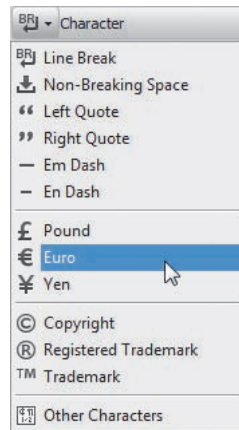
Choose Insert > Character, and then choose the special character you want from the submenu.

or

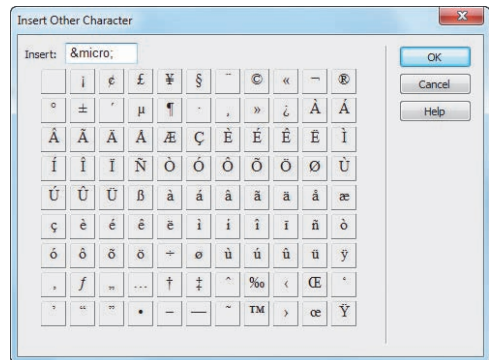
If the character you want doesn't appear in the menu, choose Other Characters from the pop-up menu in the Insert panel or choose Other from the Insert > Character submenu. The Insert Other Character dialog appears **B**.

3. Click the character you want to use, and then click OK to close the dialog.

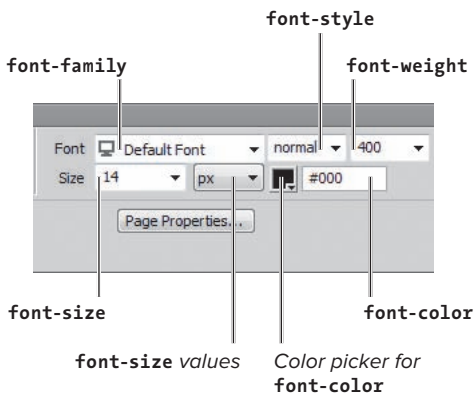
Dreamweaver inserts the special character on your page.



A Insert unusual characters from the Character pop-up menu in the Common category of the Insert panel.



B The Insert Other Character dialog provides the rest of the special characters Dreamweaver can insert.



A You'll find Dreamweaver's font styling controls in the CSS tab of the Property inspector. We've labeled this figure with each of the CSS properties and their controls.

TABLE 4.4 Font Names and Numeric Equivalents

Font Name	Numeric Equivalent
Thin, Hairline	100
Extra Light	200
Light	300
Normal, Book	400
Medium	500
Semibold, Demibold	600
Heavy, Extra Bold	700
Black	900

Working with Font Styles

Font stacks determine which fonts a browser displays on your webpage. A browser uses the first font in the stack that is installed on the user's system. If none of the fonts in the stack are installed, the browser displays the text as specified by the user's browser preferences.

In Dreamweaver, all font control is provided via CSS, and you access it through the CSS tab of the Property inspector **A**. There, you'll find controls for the font family, the font style, the font weight, the font size, and the font color. These controls have changed somewhat in Dreamweaver CC. The two main changes are in the font family pop-up menu and the addition of the font weight pop-up menu. The Font pop-up menu now includes an entirely new set of font stacks (which previous versions of Dreamweaver called font groups) that Adobe says is more up to date in including standard fonts installed in Windows, OS X, and Linux. Font weight is specified in a range of 100 through 900 and specifies the heaviness of the font; Adobe has created a table of common font names and their numeric weight equivalents, which is reproduced in **Table 4.4**.

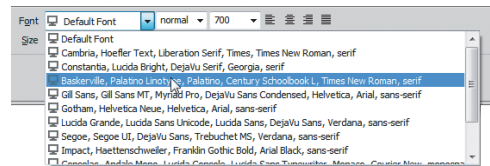
To apply font styling:

1. In Design view, select the text to which you want to apply the font stack.
2. In the CSS tab of the Property inspector, choose the font stack you want from the Font pop-up menu **B**.

The text will change to take on the appearance of the first font in the font stack that is installed on your system.

3. Make changes as needed to the font style, weight, size, and color values. Note that the font size unit values pop-up menu becomes active only if you first change the default value for font size.

TIP Dreamweaver defines font stacks using the **font-family** CSS property and applies the font styling using in-line CSS styles, which you can later move to an external style sheet. You'll learn more about CSS starting in Chapter 7, and more about moving internal CSS styles to external CSS styles in Chapter 9.



B Apply a font stack using the Font pop-up menu.

TIP It's often easier to define one or more styles once, name them, and then simply apply those styles to text. Again, because this uses CSS, you'll learn how to do that in Chapter 7.

Fonts, Browsers, and Operating Systems

Not all computers have the same fonts. For example, a common sans serif font on Windows systems is Arial. A similar sans serif font on Macintosh systems is Helvetica. Many Linux systems have Helvetica, but not all.

But don't assume that you can make generalizations just based on operating system; different versions of operating systems can come with different fonts. And on top of that, different browsers (even on the same operating system) can ship with different defaults for serif and sans serif fonts. All these systems have *some* default fonts, however.

When choosing font stacks, select fonts that share similar characteristics and try to cover all the bases in terms of operating systems. Then, add either the generic serif or sans serif choice at the end, just in case none of your preferred choices are available. Why add a font you don't even have to your font stack? One reason is that you expect a lot of your viewers to have a particular font (even though you don't have it). For example, if you are developing pages for a corporate client for use in its intranet, your client may ask for a particular font that is installed on all of the company's machines. Or you might have a font stack that includes web fonts, which we discuss in the next task.

Using Web Fonts

One of the big constrictions on the freedom of web designers has always been the limited range of fonts they could use on pages. Because there are so many browsers running on so many different platforms, designers were more or less forced to use a very restricted set of fonts (often known as web-safe fonts) that were most likely to appear on Windows, Mac, Linux, and mobile devices. Microsoft's set of web-safe fonts, including Arial, Verdana, Times New Roman, and Trebuchet, gained widespread use. They're fine, but they're *boring*.

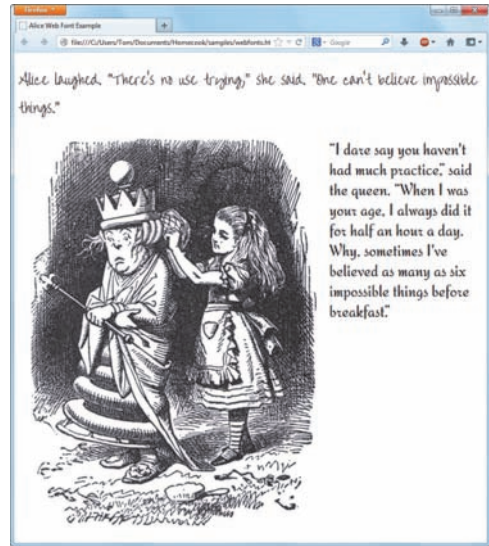
Once again, CSS3 comes to the rescue. The **@font-family** rule allows you to use non-web-safe fonts by defining the location of a font resource, which can be either local to your machine or external. Different companies, including Adobe, Google, and others, have created online font repositories that contain a wide selection of attractive fonts that you can use in your webpages. If you do a web search for "web fonts," you'll find a wide selection of fonts, both free and available as a subscription service.

Using Adobe Edge web fonts

One of the big new features in Dreamweaver CC is its integration with Adobe Edge Fonts, which is a large library (more than 500) of free-to-use web fonts. Adobe Edge Fonts is a combination of Adobe's own fonts, drawn from its much larger Typekit font service (www.typekit.com), and Google Fonts (www.google.com/fonts). When you use Adobe Edge web fonts in your pages, the fonts are delivered with the help of JavaScript to the user's browser or to Dreamweaver's Live view, from Adobe's content delivery network (CDN). A CDN keeps copies of content, in this case font files, cached in servers across the globe. When a user needs a font, it gets served from a nearby server, speeding up the page load.

Dreamweaver CC uses the new Manage Fonts dialog to add fonts from the Adobe Edge Fonts collection to the Font menu in the CSS tab of the Property inspector. You can then apply those fonts to your own pages.

To show you how easy it is to use web fonts, we've created a simple example based on *Alice's Adventures in Wonderland*. It shows part of a famous conversation between Alice and the White Queen, with different fonts used for each character's dialogue **A**.



A In this example, we styled Alice's and the White Queen's dialogue differently by using web fonts.

To use Adobe Edge web fonts:

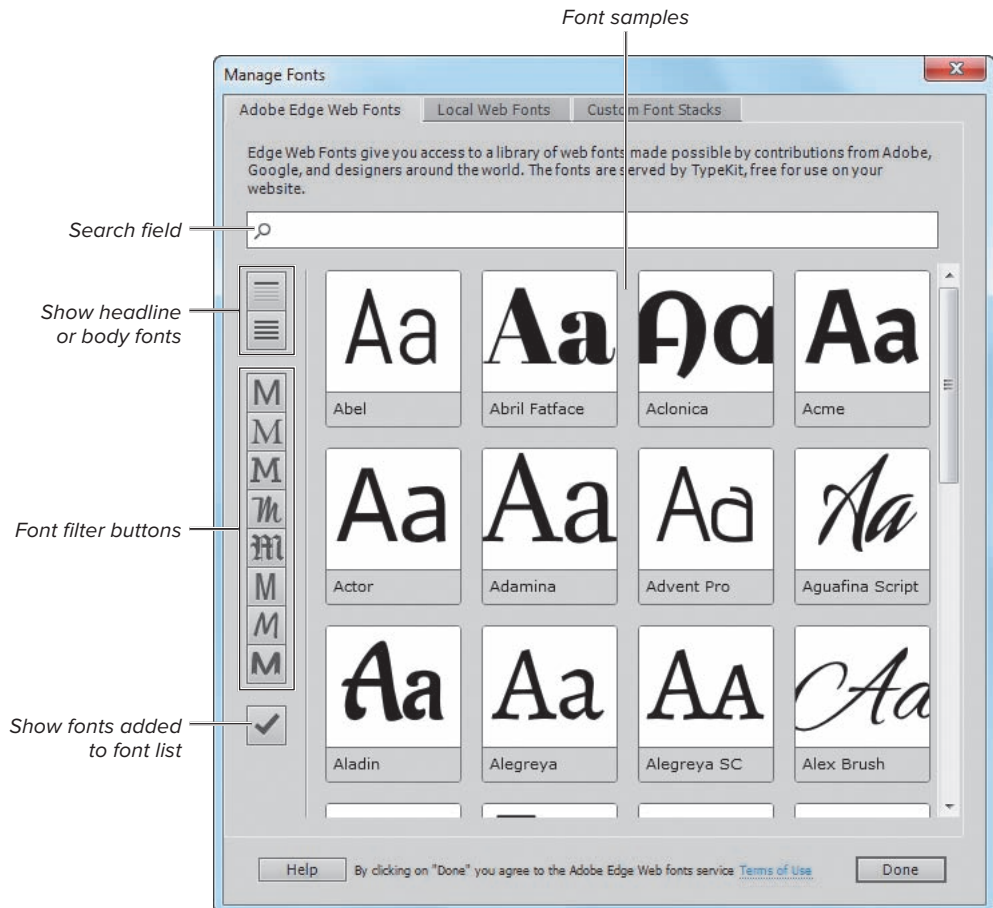
1. Choose Modify > Manage Fonts.

or

At the bottom of the Font pop-up menu in the CSS tab of the Property inspector, choose Manage Fonts.

The Manage Fonts dialog appears, set to the Adobe Edge Web Fonts tab **B**.

continues on next page



- B** You'll begin adding Adobe Edge web fonts in the Manage Fonts dialog.

2. To add fonts to your font list, scroll through the font samples until you find fonts that you like, or use the search field or the filter buttons to narrow down your choices. To choose a font, click it, which will cause a check mark to appear in the font's sample. To see just the fonts that you've chosen, click the "Show fonts added to font list" button **C**.

3. Click Done.

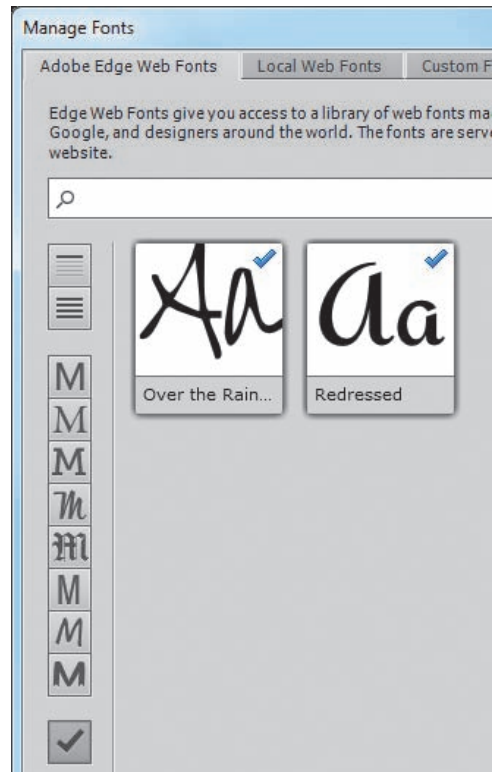
The web fonts are added to the bottom of the Font menu **D**.

4. In Design view, select the text to which you want to apply a font.

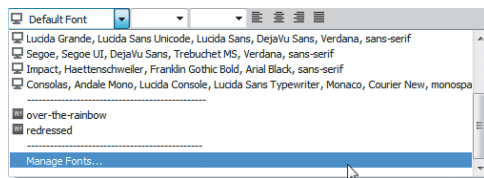
5. From the Font menu in the CSS tab of the Property inspector, choose the web font you want. Repeat as necessary for any other text on the page, possibly with different web fonts.

The text won't appear to have changed, because Dreamweaver uses JavaScript to load web fonts.

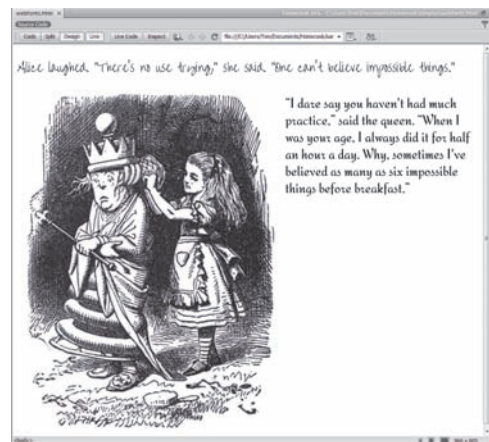
6. Click the Live View button in the Document toolbar to preview in Dreamweaver how the web fonts will look **E**.



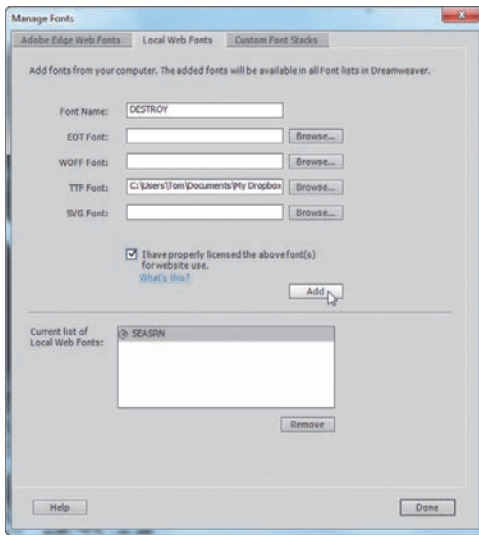
C Once you've picked the font you want, see them all by clicking the "Show fonts added to font list" button.



D After you choose the fonts in the Manage Fonts dialog, they are added to the Font pop-up menu in the Property inspector.



E You can preview how the web fonts will look without leaving Dreamweaver by switching to Live view.



F If you have web fonts on your local machine, you can make them usable in Dreamweaver with the Manage Fonts dialog.

Using local web fonts

It's possible to have web font files that you have locally, and that you wish to include in the Font menu and then upload to your website to be served along with the rest of your site. Dreamweaver CC can handle web fonts in the EOT, WOFF, TTF, and SVG formats. Once again, you'll use the Manage Fonts dialog to make the fonts available for use in Dreamweaver.

To use local web fonts:

1. Choose **Modify > Manage Fonts**.
2. The Manage Fonts dialog appears, set to the Adobe Edge Web Fonts tab **B**.
3. Click the Local Web Fonts tab.
4. Click the Browse button next to the font format that you want to add.
5. In the resulting Open dialog, navigate to the location of the font file, select it, and click Open.
6. Back in the Manage Fonts dialog, select the check box next to "I have properly licensed the above font(s) for website use," then click the Add button.
7. The font appears in the box below **F**.
8. (Optional) Repeat steps 3–5 to add additional fonts.
9. Click Done.

The local web fonts are added to the Font pop-up menu in the Property inspector. Apply them as you would a font stack or an Adobe Edge web font.

Specifying custom font stacks

If you want your own custom font stack, you can do that with the Manage Fonts dialog. You can choose from fonts you have installed on your machine, and also any local web fonts you've previously installed.

To create a custom font stack:

1. Choose Modify > Manage Fonts.

The Manage Fonts dialog appears, set to the Adobe Edge Web Fonts tab **B**.

2. Click the Custom Font Stacks tab.

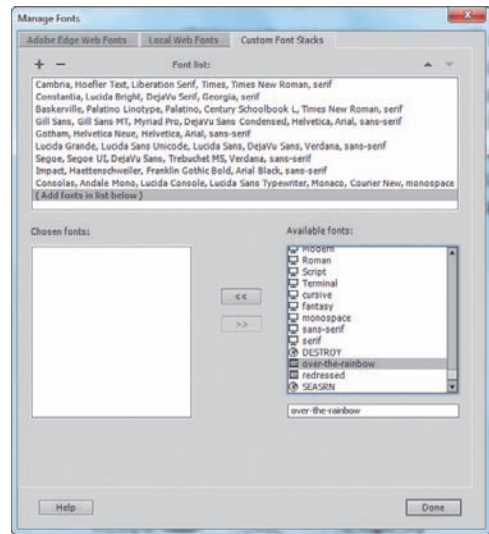
The Custom Font Stacks pane appears **G** and displays three categories of information:

- ▶ **Font list:** Displays current font stacks.
- ▶ **Chosen fonts:** Displays fonts in the chosen stack.
- ▶ **Available fonts:** Displays all the fonts available on your system. The font selected is displayed in the text field below.

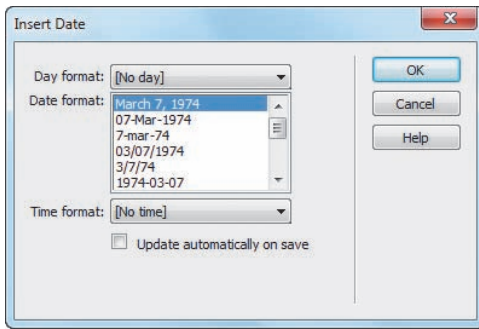
3. Do any of the following:

- ▶ To add or remove fonts from a font stack, select the font and click the arrow buttons between the Chosen fonts and Available fonts lists.
- ▶ To add or remove a font stack, select it and click the plus (+) or minus (–) button at the top left of the dialog.
- ▶ To add the name of a font that is not installed on your system, type the font name in the text field below the Available fonts list and click the left-facing arrow button to add it to the group.
- ▶ To move a font group up or down in the list, select it from the Font list box and then click the arrow buttons at the top right of the dialog.

4. Click Done to accept your changes.



- ▶ Use the Manage Fonts dialog to create, modify, or remove font stacks.



A Dreamweaver lets you insert dates into your pages in a variety of formats.

Adding Automatic Dates

Dreamweaver can insert the current date and time in a variety of formats into your webpage. You can choose whether or not to add the day of the week.

To insert the current date:

1. Click in your page to place the insertion point where you want the date to appear.

2. Choose Insert > Date.

The Insert Date dialog appears **A**.

3. Do one or more of the following:

- ▶ If you want the name of the day to appear, use the Day format pop-up menu to set the appearance of the day of the week.
- ▶ Make a selection from the Date format list.
- ▶ If you want the time to appear, choose the 12-hour or 24-hour format from the Time format list.
- ▶ Select “Update automatically on save” if you want that to happen. This is very useful if you want visitors to your site to know when the page was last updated.

4. Click OK.

Dreamweaver inserts the date (and any additional items you chose) into your page.

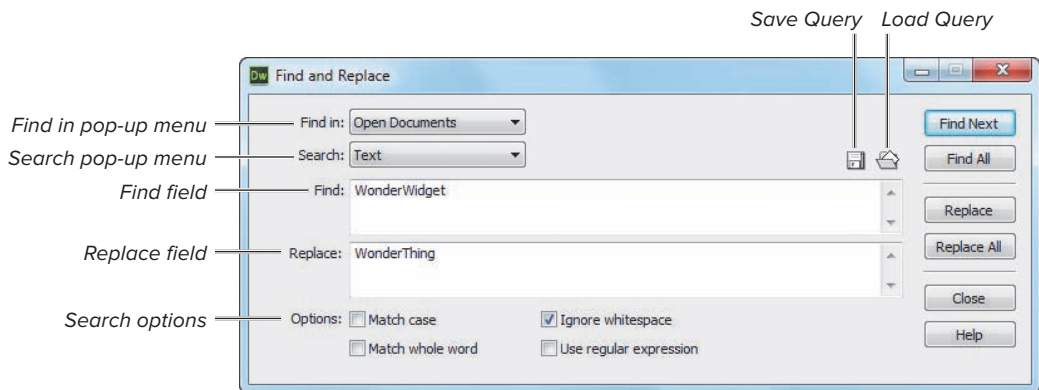
Finding and Replacing

Dreamweaver's Find and Replace feature can save you a lot of time, because you can automatically find and change text on a single page, in pages within a folder, on pages you select, or throughout your site. You can choose to change text in Design view, or you can search and change just in Code view.

Imagine that you have a company's site with dozens of pages devoted to singing the praises of its premier product, the amazing WonderWidget. Then one day you get a call from your client letting you know that because of a trademark dispute, the company has to rename the product WonderThing. Rather than opening each page and making one or more changes on each of them, just put Dreamweaver's Find and Replace feature to work, and you'll be done in just a few minutes.

The Find and Replace window

The Find and Replace window, which you open by choosing Edit > Find and Replace or by pressing Ctrl-F (Cmd-F), will be the tool you use for changing text **A**. Let's look at some of this window's parts.



A The Find and Replace dialog provides a lot of power for making quick changes on a single page or throughout your site.

- The **Find in** pop-up menu allows you to tell Dreamweaver the scope of the search. You can choose to find text in the Current Document (the default); in Selected Text; in Open Documents; in a Folder you select; in Selected Files in Site; or in the Entire Current Local Site.
- The **Search** pop-up menu lets you choose what kind of search you want to do. You can choose Text; Text (Advanced), which gives you additional search options; Source Code, which allows you to search in the HTML; or Specific Tag, which searches the contents of HTML tags that you select. The latter two options are covered later in this chapter.
- The **Find** field is where you enter the text you want to find.
- The **Replace** field is where you enter the text you want to use to replace the found word.
- The **Save Query** button allows you to save searches for later use. This is great for instances where you create complex queries, so you don't have to do all the work to set up the search again.
- The **Load Query** button allows you to retrieve a saved search.
- The **Search options** let you constrain your searches. "Match case" returns results with the same uppercase and lowercase letters as the text you entered in the Find field. "Match whole word" finds the text only if it matches one or more complete words. "Ignore whitespace" tells Dreamweaver not to pay attention to additional spaces and non-breaking spaces. It's on by default, and it's usually best to leave it on. Finally, "Use regular expression" (covered later in this chapter) lets you use wildcard characters to construct extremely complex searches.

Finding Text with a Simple Search

Simple searches in Dreamweaver work pretty much the same way that they do in a word processor. Just enter the text you want to find and the text that you want to replace it with, and away you go. Of course, you don't have to replace text; if you want you can just use the Find and Replace dialog to find text in one or more files.

To find text:

1. Choose Edit > Find and Replace, or press Ctrl-F (Cmd-F).
The Find and Replace dialog appears (see **A** in the previous section).
2. From the Find in pop-up menu, choose one of the options for the scope of your search.
3. From the Search pop-up menu, choose Text.
4. In the Find field, type the word or phrase that you're looking for.

5. Click the Find Next button.

Dreamweaver finds and highlights the found text. If the scope of the search included more than one page, Dreamweaver opens the first file the text was found within and highlights the text. If the text isn't found, you'll get a message to that effect at the bottom of the Find and Replace dialog.

or

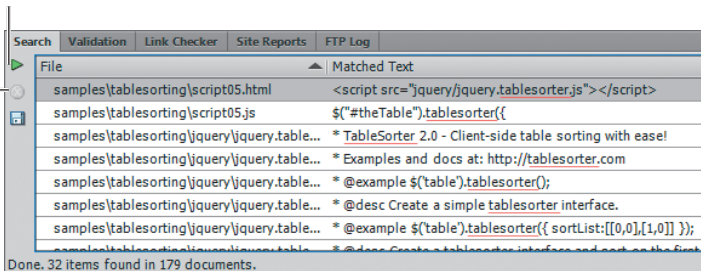
Click the Find All button.

Dreamweaver does the search, closes the Find and Replace dialog, and opens the Search tab of the Results panel **A**.

6. If you clicked Find All in step 5, double-click one of the search results in the Results panel to open it and highlight the found text.

Reopen Find and Replace with same search items

Cancel currently running search




A The Search tab of the Results panel shows you the filename and matched text when you click the Find All button.

TIP If you select some text before you bring up the Find and Replace dialog, the text automatically appears in the Find field, as long as you selected fewer than 255 characters.

TIP You can do a quick find on the current page by selecting some text and then choosing Edit > Find Selection or pressing Shift-F3 (Cmd-Shift-G). Dreamweaver highlights the next occurrence of the text you selected.

TIP You can click the green triangle button in the Results panel to reopen the Find and Replace dialog with the same search terms.

TIP If you have a search that's running for a very long time, you can cancel it by clicking the octagonal red Cancel button in the Results panel (this button is dimmed in )

TIP You can clear the search results in the Results panel by right-clicking in the panel and choosing Clear Results.

To find the next result:

Choose Edit > Find Next, or press F3 (Cmd-G).

Dreamweaver finds and highlights the next result of the search without reopening the Find and Replace dialog.

To find and replace text:

1. Choose Edit > Find and Replace, or press Ctrl-F (Cmd-F).
The Find and Replace dialog appears.
2. From the Find in pop-up menu, choose one of the options for the scope of your search.
3. From the Search pop-up menu, choose Text.
4. In the Find field, type the word or phrase that you're looking for.
5. In the Replace field, type the replacement word or phrase.
6. Click the Find Next button.
When Dreamweaver finds the text, it is highlighted.

continues on next page

7. Click the Replace button.

Dreamweaver replaces the found text with the contents of the Replace field.

or

Click Replace All.

Dreamweaver warns you that you cannot undo changes made in unopened files. Of course, you can undo changes in any open documents by choosing Edit > Undo. If you still want to make the changes, click Yes.

Dreamweaver searches through the entire scope of the search, replacing all occurrences of the found text. When it is done, you'll see a message telling you how many changes it made.

Use a Replace operation to expand abbreviations and save time while you're creating pages. For example, let's say that you're creating a website about JavaScript. Rather than typing JavaScript again and again while writing the site, just type "JS"; then before you upload the site, do a Find and Replace, changing every occurrence of "JS" to "JavaScript." You can do the same thing with company names, people's names, or almost any text that you repeat a lot.

TIP Dreamweaver does not update the Search tab of the Results panel when you perform Replace operations.

TIP If you get a bunch of search results but only want to make replacements in some of those results, you can do that—and save a bunch of time in the process. Rather than opening each page separately and applying the replacement, do it all in one swoop by using the Results panel and the Find and Replace dialog together. First, click the green triangle in the Results panel, which reopens the Find and Replace dialog. In the Results panel, Ctrl-click (Cmd-click) the results where you want to make replacements. Those lines will highlight. Then switch back to the Find and Replace dialog, and click Replace (not Replace All). The files that are modified are marked by a green dot next to their names in the Results panel.

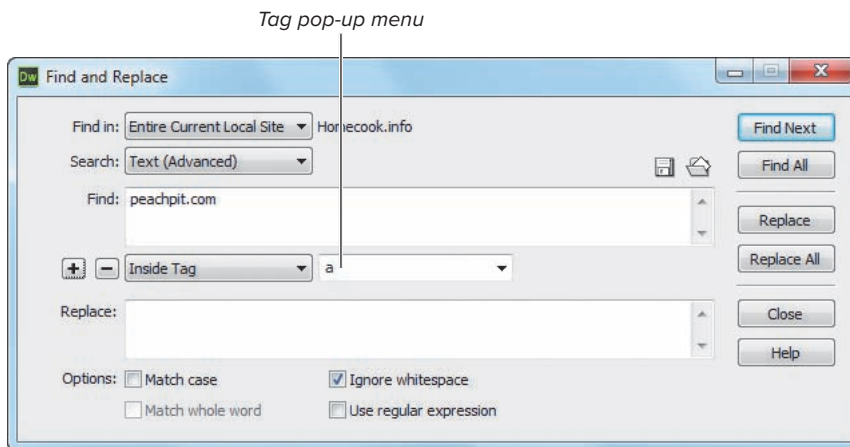
Performing Advanced Text Searches

An advanced text search allows you to do a more precise search by looking for text within (or outside of) particular HTML tags. You can further fine-tune the search by specifying particular attributes of the HTML tags.

Perhaps the most common example of why you would want to use such a search lies in the title of your webpages. Whenever you create a new page in Dreamweaver, the page automatically gets the title “Untitled Document.” If you forget to enter titles, you could end up with a bunch of pages on your site with the same “Untitled Document” name (it’s easy to do; while writing this section, I found and fixed a page on my personal site that had been titled “Untitled Document” for four years!). A basic search and replace won’t help, because “Untitled Document” is within the `<title>` tag of the pages, and a basic search only searches the body of a document. An advanced text search, which combines text and HTML searches, is the solution.

To perform an advanced text search:

1. Choose Edit > Find and Replace, or press Ctrl-F (Cmd-F).
The Find and Replace dialog appears.
2. From the Find in pop-up menu, choose one of the options for the scope of your search.
3. From the Search pop-up menu, choose Text (Advanced).
The dialog changes and adds the option to search tags **A**.
4. In the Find field, type the word or phrase that you're looking for.
5. Choose either Inside Tag or Not Inside Tag from the pop-up menu next to the + and – buttons.
Inside Tag refers to text that is enclosed within a container tag, such as `<p>...</p>`.
6. Choose an HTML tag from the Tag pop-up menu.



A The Text (Advanced) option allows you to search for text within HTML tags.

- (Optional) If you want to narrow the search further by limiting the search to a particular attribute of the tag you chose in step 6, click the + button. If you do not, skip to step 12.

The attribute line is added to the dialog **B**.

An example of an attribute would be the **class** attribute of the **<table>** tag.

- (Optional) From the first pop-up menu in the attribute line, choose With Attribute or Without Attribute.
 - (Optional) Choose the attribute you want from the next pop-up menu.
- Dreamweaver only shows the attributes for the tag you chose in step 6.


- (Optional) Set a comparison in the next pop-up menu, choosing from = (equal), < (less than), > (greater than), or != (not equal). These only work if the attribute's value is a numeric amount, such as the **size** attribute of the **<input>** tag—for example, **<input size="4">**.

- (Optional) In the next field (which is also a pop-up menu), type the value of the attribute. This can be a number or text.

or

Choose [any value] from the pop-up menu. This is useful when you want all tags with a particular attribute, but you don't care what the value of the attribute is.

- If you want to replace the found text, type the replacement word or phrase in the Replace field.
- Depending on what you want to do, click Find Next, Find All, Replace, or Replace All.



B You can narrow your search further by adding one or more attributes to the tag search.

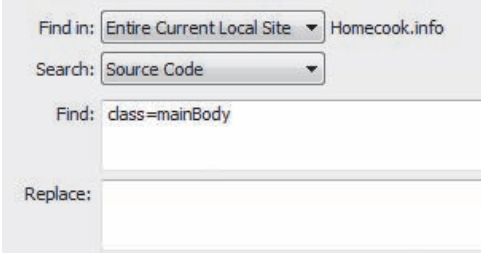
Finding and Replacing in Source Code

Dreamweaver's ability to find and replace within the HTML source code is extremely powerful. You can look for text within particular tags, and you can even look within particular tags for specific attributes. You can also find text relative to other tags. For example, you can change specified text within a `<table>` tag and leave everything else alone. If you like, you can even use Find and Replace to replace, delete, or change tags and attributes.

Searching and replacing inside source code is much like regular text searches except you'll be working in Code view. When you perform the search, Dreamweaver automatically changes to Code view, so you don't have to do it manually before you start the search.

To find and replace in source code:

1. Choose Edit > Find and Replace, or press Ctrl-F (Cmd-F).
The Find and Replace dialog appears.
2. From the Find in pop-up menu, choose one of the options for the scope of your search.
3. From the Search pop-up menu, choose Source Code **A**.
4. In the Find field, type the word or phrase that you're looking for.
5. In the Replace field, type the replacement word or phrase.
6. Depending on what you want to do, click Find Next, Find All, Replace, or Replace All.



The screenshot shows the 'Find and Replace' dialog box. The 'Find in:' dropdown menu is open, showing 'Entire Current Local Site' selected. The 'Search:' dropdown menu is also open, showing 'Source Code' selected. The 'Find:' text field contains the text 'class=mainBody'. The 'Replace:' text field is empty.

A Choose Source Code to search the HTML in Code view.

TIP If you choose Current Document from the Find in pop-up menu, searches will not search related files, such as attached CSS or JavaScript files. To include those in your search scope, choose Open Documents in the Find in pop-up menu.

Finding and Replacing with a Specific Tag

A specific tag search lets you find and modify HTML tags. This has many uses; for example, you may still need to convert old sites that used `` tags to CSS. You can use a specific tag search to strip out all those old tags, replacing them with CSS classes. Or you can change the now-passé `` and `<i>` tags to their more modern equivalents, `` and ``.

The key to the specific tag search is the Action menu, which specifies what replacement action Dreamweaver will carry out on the tags found in the search. See **Table 4.5** for a list of the actions available.

TABLE 4.5 Action Menu Options

Action	Description
Replace Tag & Contents	Replaces the tag and everything within the tag with the contents of the field that appears to the right of the Action pop-up menu when this action is selected. This can be either plain text or HTML.
Replace Contents only	Replaces the contents of the tag with the contents of the With field.
Remove Tag & Contents	Deletes the tag and all of its contents.
Strip Tag	Replaces the contents of the tag with the contents of the With field.
Change Tag	Substitutes one tag for another.
Set Attribute	Changes an existing attribute to a new value, or adds a new attribute.
Remove Attribute	Removes an attribute from a tag.
Add Before Start Tag	Inserts text or HTML before the specified tag.
Add After Start Tag	Inserts text or HTML after the specified tag.
And After End Tag	Inserts text or HTML after the closing tag.
Add Before End Tag	Inserts text or HTML before the closing tag.

To find and replace within a specific tag:

1. Choose Edit > Find and Replace, or press Ctrl-F (Cmd-F).
The Find and Replace dialog appears.
2. From the Find in pop-up menu, choose one of the options for the scope of your search.
3. From the Search pop-up menu, choose Specific Tag.

The Find and Replace dialog changes to show the tag functions **A**.

4. Choose the tag that you want from the tag pop-up menu that appears next to the Search pop-up menu.

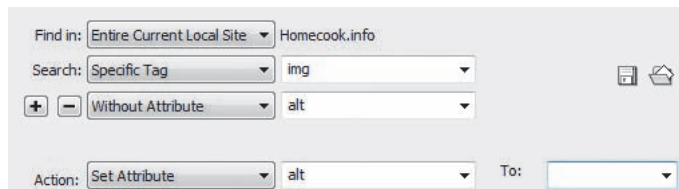
You can either scroll the pop-up menu to find a tag, or you can type the first letter of the tag in the box. Dreamweaver automatically scrolls the list.

Depending on the tag you choose, Dreamweaver will change the available actions in the Action pop-up menu, so don't be surprised if the contents of that menu look a bit different from those listed in Table 4.5.

5. (Optional) If you want to narrow the search to a particular attribute of the tag that you selected, click the + button and then choose values for that attribute, as discussed previously in this chapter.

If you want to narrow the search further, you can do so by clicking the + button and adding attributes.

6. Choose from the Action pop-up menu, and depending on the action you chose, set any required values.
7. Depending on what you want to do, click Find Next, Find All, Replace, or Replace All.



A When you are searching within a specific tag, you can add attributes for that tag, and you can also specify actions that you want to perform on the found tag.

Using Regular Expressions for Searching

A *regular expression* is a pattern, written using special symbols, that describes one or more text strings. You use regular expressions to match patterns of text, so that Dreamweaver can easily recognize and manipulate that text. Like an arithmetic expression, you create a regular expression by using *operators*—in this case, operators that work on text rather than numbers.

The operators in a regular expression (see **Table 4.6**, on page 129) are like the wildcard symbols that you may have seen in find and replace features in other programs, such as word processors, except that regular expressions are much more powerful. They can also be complex and difficult to learn and understand, so if Dreamweaver's other find and replace methods are sufficient for you, you may not need to bother with regular expressions.

Learning regular expressions is beyond the scope of this book, but we'll show you how to use one in an example. Let's say that you want to find all of the HTML comments throughout your site. You can use this simple regular expression (we know it looks weird, but don't lose heart; all will be explained):

```
<!--[\w\W]*?-->
```

Let's break down that expression. You read a regular expression from left to right. This one begins by matching the beginning characters of the HTML comment, `<!--`. The square brackets indicate a range of characters; for example, `[a-z]` would match any character in the range from a to z. In this case, the range includes two regular expression operators: `\w` means "any single letter, number, or the underscore," and `\W` means "any character other than a letter, number, or underscore." Taken together as a range, `[\w\W]` means "any character."

The `*` means "the preceding character (in this case, everything found by the contents of the square brackets) zero or more times," and the `?` means "the preceding character zero or one time." Taken together, they match a comment of any length. The regular expression ends by matching the closing characters of an HTML comment, `-->`.

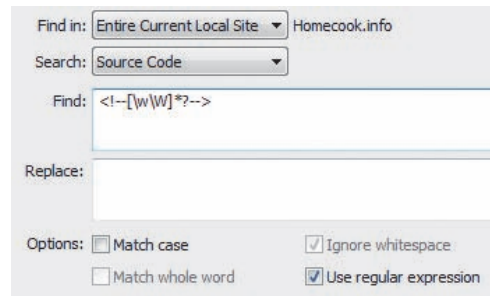
To search with a regular expression:

1. Choose Edit > Find and Replace, or press Ctrl-F (Cmd-F).
The Find and Replace dialog appears.
2. From the Find in pop-up menu, choose one of the options for the scope of your search.
3. From the Search pop-up menu, choose any of the options.

In this case, since we're looking for HTML comments, you should choose Source Code.

4. Enter the regular expression in the Find field **A**.
5. Select the check box next to "Use regular expression."
When you choose "Use regular expression," it disables the "Ignore whitespace" search option, because they are mutually exclusive.
6. (Optional) Enter text or a regular expression in the Replace field.
7. Depending on what you want to do, click Find Next, Find All, Replace, or Replace All.

TIP There's a lot to say about regular expressions, certainly enough to fill an entire book or 12. If you're interested in learning more, check out *Mastering Regular Expressions* by Jeffrey Friedl (O'Reilly Media, 2006). For a lighter read, try *Teach Yourself Regular Expressions in 10 Minutes* by Ben Forta (Sams, 2004). There are also many websites that provide regular expression tutorials, which you can find with a web search.



A You can add regular expressions to both the Find and Replace fields.

TABLE 4.6 Regular Expression Special Characters

Character	Matches
\	Escape character; allows you to search for text containing one of the below special characters by preceding it with the backslash
^	Beginning of text or a line
\$	End of text or a line
*	The preceding character zero or more times
+	The preceding character one or more times
?	The preceding character zero or one time
.	Any character except newline
\b	Word boundary (such as a space or carriage return)
\B	Non-word boundary
\d	Any digit 0 through 9 (same as [0-9])
\D	Any non-digit character
\f	Form feed
\n	Line feed
\r	Carriage return
\s	Any single whitespace character (same as [\f\n\r\t\v])
\S	Any single non-whitespace character
\t	Tab
\w	Any letter, number, or the underscore (same as [a-zA-Z0-9_])
\W	Any character other than a letter, number, or underscore
[abcde]	A character set that matches any one of the enclosed characters
[^abcde]	A complemented or negated character set; one that does not match any of the enclosed characters
[a-e]	A character set that matches any one in the range of enclosed characters
[\b]	The literal backspace character (different from \b)
{n}	Exactly <i>n</i> occurrences of the previous character
{n,}	At least <i>n</i> occurrences of the previous character
{n,m}	Between <i>n</i> and <i>m</i> occurrences of the previous character
()	A grouping, which is also stored for later use
x y	Either x or y

Checking Spelling

No word processor comes without a spelling checker these days, and Dreamweaver is no different (even though it's not a word processor). You can check the spelling on the currently open page and add words to Dreamweaver's spelling checker in a personal dictionary.

To spell-check your page:

1. Choose **Commands > Check Spelling**, or press **Shift-F7** (same on Windows and Mac).

If Dreamweaver finds a word it believes is spelled incorrectly, the Check Spelling dialog opens **A**. Otherwise, you'll get a dialog that says "Spelling check completed."

2. Click the **Add to Personal** button if the word Dreamweaver found is correct and you want to add it to your personal dictionary so that Dreamweaver doesn't flag it as an error again.

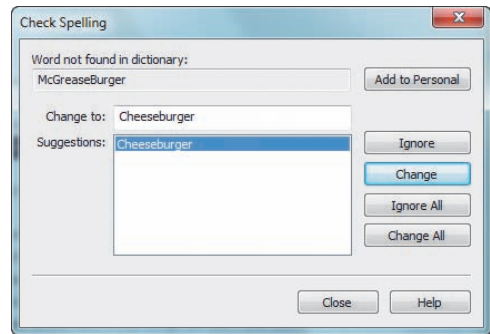
or

Click **Ignore** to tell the spelling checker to ignore this instance of the word, or click **Ignore All** to ignore the word throughout the document.

or

Select a replacement from the **Suggestions** list, or type the replacement in the **Change to** text box. Then click the **Change** button, or click **Change All** to replace the word throughout the document.

3. When the spelling check is finished, click **Close**.



A Click **Add to Personal** in the Check Spelling dialog to add an unknown word to the user's personal Dreamweaver dictionary.

Index

Symbols

- * (asterisk)
 - for designating required field, 349
 - in regular expression, 127
- # (pound sign)
 - in anchor name, 179
 - in file/folder name, 65, 438
 - in hex value, 209, 227
 - in **id** selector, 196, 197, 200, 202, 203–204
 - in named **div**, 191
- [] (square brackets)
 - in regular expression, 127
 - selecting in Coding toolbar, 409
- _ (underscore)
 - in file/folder name, 65, 438
 - in image map name, 181
 - in image name, 137, 146
 - preceding target with, 177
 - in regular expression, 127, 129
 - in template region name, 389, 390
- <!-- --> (comment), in regular expression, 127,
comment, applying from Coding toolbar, 410
- () (parentheses), selecting in Coding toolbar, 409
- . (period), before **class** selector, 196, 197
- ? (question mark), in regular expression, 127
- (non-breaking space), 98, 105, 117, 423
- /> (ending tag), with code hints, 423
- /* */ comment, applying from Coding toolbar, 410
- // comment, applying from Coding toolbar, 410
- / (slash), in filename or URL, 65
- { } (braces), selecting in Coding toolbar, 409
- 2-column fixed layout, 227–228

A

- AAC format, 156
- absolute links, 172
- absolute positioning, 223, 309

- accessibility
 - and alternate text for images, 63, 132, 134
 - and new browser windows, 348
 - preferences, 63, 134, 295
- access keys, 295
- Accordion widget, 354–358
 - adding, 354–356
 - deleting, 358
 - editing, 357–358
 - purpose of, 354
 - styling, 356
- Action menu, 125
- active links, 77, 78, 210
- Add New Server button, 35
- Add Selector button, 190, 196
- Administer Password dialog, 478
- Administer Website dialog, 478
- Adobe
 - BrowserLab, 70
 - Business Catalyst, 14, 386, 388
 - cloud-based services, 23
 - content delivery network, 110
 - Contribute, 386, 449, 475–478
 - Creative Cloud (See Creative Cloud)
 - Creative Suite, 386
 - Director, 162
 - Dreamweaver Exchange, 337, 493–494
 - Dreamweaver resources, 3
 - Edge Animate tool, 160–161
 - Edge Code, 430
 - Edge Web Fonts, 22, 110–112, 430
 - Exchange, 451, 493
 - Extension Manager, 493, 495–496
 - Fireworks, 139, 147, 461
 - Flash (See Flash)
 - font names, 107
 - InContext Editing, 386
 - InDesign, 161

- Adobe (*continued*)
 - Media Encoder, 164
 - Muse, 475
 - online font repository, 109
 - Photoshop, 461, 464
 - Typekit, 22, 110
 - web hosting service, 14
 - websites, 480–481, 482
- Adobe TV, 482
- AdSense (Google), 319
- Advanced Settings category, 30, 52
- advanced text searches, 121–123
- a:hover** selector, 202, 210
- alignment
 - cell, 276
 - with HTML, 98–99
 - shortcut keys, 99
 - table, 275
- alpha value, 209
- alternate text, 63, 132, 133–134
- Alt text field, 63
- Amazon.com, 27
- Amazon S3 storage service, 157
- anchors, 178–179
- Android smartphones, 74
- Animate Deployment Package, 161
- animations, 160–163, 183
- Apache, 376
- Appearance (CSS) category, 75, 76, 213
- Appearance (HTML) category, 77, 213
- Apple
 - and H.264 codec, 155
 - and MPEG-4 format, 155
 - QuickTime (See QuickTime)
- Application bar, 5
- Application frame, 6–7
- Apply Comment pop-up menu, 410
- Arrange Panels command, 15
- art gallery sites, 211
- Assets panel
 - accessing library items from, 385, 398
 - accessing templates from, 385, 388, 392, 393
 - buttons/controls, 136
 - inserting images from, 136
 - location of, 14
 - opening, 392
 - updating Smart Objects in, 149
- asterisk (*), for designating required field, 349
- attributes, 198–201
- audio codecs, 155, 156
- audio files, 154–159
- <audio>** tag, 156, 424
- authentication, 33
- Authorize.net, 287
- Auto Complete check box, 293
- Autocomplete widget, 354, 358–360
- Auto Focus text field, 292
- automatic dates, 115
- Automatic Sync check box, 24
- AVI files, 155, 164

B

- Background category, CSS Designer panel, 195
- background color, 76, 77, 230, 277
- background images, 76, 150–151
- BBEdit, 431
- behaviors, 333–344
 - adding, 335–336
 - changing order of, 337
 - deleting, 337
 - editing, 336
 - list of, 334
 - for specific purposes
 - inserting jump menus, 345–347
 - inserting rollovers, 339–341
 - opening new browser window, 342–344
 - validating forms, 348–349
- Behaviors panel, 14, 335–337, 341, 348
- Bezier curves, 365
- BlackBerry smartphones, 74
- black triangle, 17
- <blockquote>** tag, 98, 99
- blocks, 84
- blogging software, 370–371, 483. *See also*
 - WordPress
- blogs, 481
- <body>** tag
 - and background images, 150, 151
 - and HTML5 structural tags, 317, 318
 - and JavaScript Extractor, 432
 - and library items, 401
 - selecting page contents with, 12
- bold text, 94
- book resources, xiv
 - CSS Detective Guide, The*, 486
 - Designing with Web Standards, Third Edition*, 486
 - HTML5: Up & Running*, 287
 - JavaScript: Visual QuickStart Guide*, 337, 353, 486
 - Mastering Regular Expressions*, 128
 - Styling Web Pages with CSS: Visual QuickProject Guide*, 486
 - Teach Yourself Regular Expressions*, 128
- Border category, CSS Designer panel, 194
- border properties, 208
- borders
 - image, 138
 - table, 263
- boxes
 - floating, 224
 - positioning, 223
- box model, 222, 251
- box properties, 207–208
- box-shadow** property, 74
- braces ({ }), selecting in Coding toolbar, 409
- breaks, line, 97, 299, 300
- Brightness/Contrast dialog, 141–142
- broken links, 454–455
- Browse for File button, 60, 61, 170
- Browse pop-up menu, 40, 42
- BrowserLab (Adobe), 70
- Browser Navigation toolbar, 11, 382, 383

browser window, opening new, 342–344

 tag, 97
 tag, 95
bulleted lists, 100, 102. *See also* lists
Business Catalyst (Adobe), 14, 386, 388
Button widget, 354

C

Canonical Decomposition setting, 79
captions, xiv, 262
cascade, 205
Cascading Style Sheets, 187. *See also* CSS
CDNs, 110, 353
cell padding, 263. *See also* padding
cells. *See also* tables
 defined, 260
 merging/splitting, 270
 padding/spacing for, 263
 selecting, 265
 setting properties for, 276–277
 wrapping of text in, 273
cell spacing, 263
certificate authorities, 33
CGI, 289
Change All Properties icon, 207
character formatting, 93
Character pop-up menu, 106
charts, importing Excel, 473–474
cheat sheet, keyboard command, 492
check boxes, 297
Check In/Check Out feature, 437, 442–444, 451
Check Spelling dialog, 130
Choose Root Folder dialog, 29
Chrome (Google)
 and code hinting, 424
 and CSS-based layouts, 258
 and H.264 video, 155
 and HTML5 video, 156
 previewing pages in, 67
 and Theora codec, 156
 and WebKit, 10, 74
classes
 applying, 198–199
 applying multiple, 201
 creating, 196, 215
 removing, 199, 200
 renaming styles for, 238
 vs. **ids**, 197
Class field in Property inspector, 137
Class pop-up menu, 238
Clean Up Word HTML command, 471
Cloak command, 52
cloaking files/folders, 52, 388
“Close Window” script, 344
cloud-based services, 23
CMSs, 369–384
 back-end administrative interface for, 378
 connecting to, 374–375
 discovering related files in, 378–379
 Dreamweaver support for, 27, 369, 370
 how they work, 370, 378
 installing, 370
 meaning of acronym, 369
 most popular, 369–373
 purpose of, 369
 recommended websites on, 482–483
Coda 2 (Panic), 377, 430, 431
code
 collapsing, 419–421
 editing, 407, 412–413, 418
 expanding, 421
 extracting embedded, 432–433
 finding and replacing, 124
 formatting, 413
 highlighting invalid, 410
 hinting, 74, 422–427 (*See also* code hints)
 how this book presents, xiv
 indenting, 412
 validating, 434–436
 viewing
 in Code view, 408–411
 in Live Code view, 416–417
 in Split view, 414–415
Code Coloring preferences, 412
codecs, 155–156
code editors, alternative, 430–431
Code Format option, 413
code hints, 422–427
 for CSS, 424
 for DOM elements, 426–427
 for HTML, 422–423, 424
 for jQuery, 425
 for PHP, 423
Code inspector, 428–429
Code Inspector panel, 14
Code Navigator, 218, 219–220, 233
code snippets. *See* snippets
Code view
 finding and replacing code in, 124
 how pages appear in, 9
 opening HTML files in, 411
 reasons for using, 407
 using Coding toolbar in, 408–411
Coding toolbar, 220, 408–411, 412, 415
collaboration features, 437
Collapse to Icons button, 15
collapsing code, 419–421
color
 background, 76, 77, 230
 reducing opacity of, 209
 values, 227, 230
color property, 209
columns. *See also* tables
 deleting, 274
 inserting, 268–269
 resizing, 272
 selecting, 264–265
commands, keyboard, xiv
Commands menu, 493
comments, code, 127, 410
Common category, Insert panel, 16, 59, 260
community websites, 371, 372, 373
Compact workspace, 16, 19

companion website, this book's.
 See [dreamweaverbook.com](#)

compound selectors, 202

compression, audio/video, 155–156

computer monitors, layouts for, 22

Conflict Resolution menu, 24

conflicts, style rule, 205

containers, 84, 154–155, 187, 191

container tags, 84

content delivery networks, 110, 353

content management systems, 369. *See also* CMSs

content vs. presentation, 186–187, 258, 321

context menu, Files panel, 43

context menus, xv, 86

contextual selectors, 202–204

Contribute (Adobe), 386, 449, 475–478

Contribute 3 Essential Training, 485

Control-clicking, xv

Convert Inline CSS dialog, 240–241

Convert Inline CSS to Rule command, 240

Copy command, 45, 86

copying and pasting, 86, 145–147

corporate websites, 372, 373

Create a New CSS File dialog, 243

Creative Cloud (Adobe)
 and Business Catalyst, 386
 and code editors, 430
 and Contribute, 475
 and Dreamweaver, 21–22
 and Fireworks, 465
 and Flash video, 164
 membership, 21, 386
 settings synchronization, 22, 23, 459

Creative Edge, 485

Creative Suite (Adobe), 386

cropping images, 140

C setting, 79

CSS. *See also* styles; style sheets
 benefits of using, 186, 187
 box model, 21, 222, 251
 code editor, 430
 code hints for, 424
 content vs. presentation, 186–187, 258
 debugging, 252
 enable/disable rules feature, 25
 extracting from style sheet, 433
 how this book presents, xiv
 and HTML tags, 187
 Inspect mode, 248–249
 layout basics, 222–224
 layout blocks, 256
 recommended books on, 486
 setting appearance properties with, 76
 setting heading options with, 79
 setting link properties with, 78
 setting preferences for, 188
 shorthand properties, 188, 227
 transitions, 362–368

CSS3 standard, 209

CSS3 support, 22

CSS-based layouts
 and CSS inspection, 248
 and design-time style sheets, 253
 purpose of, 307
 redesigning, 258
 vs. table-based layouts, 258–259

CSS Designer panel
 attaching style sheet in, 244–245
 benefits of using, 187
 buttons/controls, 189
 categories, 192–195
 creating style rule for tags in, 190–191
 and CSS3 standard, 209
 deleting styles in, 239
 formatting links in, 210–211
 laying out pages in, 228–229
 modifying styles in, 216
 purpose of, 186
 renaming styles in, 238
 as replacement for CSS Styles panel, 21, 187, 209
 style definitions in, 195
 using CSS Enable/Disable in, 252
 working in 2-column view in, 206

CSS Detective Guide, The, 486

.css file extension, 205, 243

CSS Inspect mode, 11

CSS Layout Backgrounds option, 251

CSS Layout Outlines option, 251

CSS Properties pane, 206–209

CSS Styles panel, 21, 187, 209

CSS tab, Property inspector, 13, 107, 212

CSS Transitions panel, 14, 363

Custom Filter dialog, 381

custom font stacks, 114

Cut command, 45, 86

cutting and pasting, 86

D

database-backed sites, 27, 32

database programs, 376

Datepicker widget, 354, 360–361

dates, 115

debugging tools, 252

Define Media Query dialog, 321–324

definition lists, 100, 101

Delete command, 45

delimited text files, 281, 284

dependent files, 47

descendant selectors, 202

descriptions, site, 81, 82

Designing with Web Standards, Third Edition, 486

Design Notes, 447–449

design-time style sheets, 253–256

Design view, 9, 55, 67, 85, 86

Design View command, 10

Desktop layout, 331

DesktopServer, 377

Developer Center, Dreamweaver, 71, 481

dimensions, setting page, 315–316

Direction pop-up menu, 50

Director (Adobe), 162

- Disable CSS Property icon, 252
- Disable JavaScript command, 384
- div** elements, 191
- div** tags vs. structural tags, 317
- dock area, 14
- dock header bar, 14, 15
- DocType pop-up menu, 57
- doctype**s, 57, 79
- Document Options preferences, 7
- document relative links, 172, 174
- Document toolbar, 8
- Document Type Definition, 57, 79
- document views, 9–11
- document window, 6–7, 12, 19, 307
- Dojo, 352
- DOM elements, code hints for, 426–427
- Down state, 341
- dragging and dropping
 - styles, 246–247
 - text, 87
- Dreamweaver
 - adding extensions to, 4, 487, 493–496
 - and alternative code editors, 430
 - assigning external editors in, 462–464
 - built-in JavaScript actions, 333–334
 - (See also behaviors)
 - and cloud-based services, 23
 - and CMSs, 369, 370 (See also CMSs)
 - collaboration features, 437
 - customizing, 487–492
 - Developer Center, 71, 481
 - document window, 6–7
 - editing images in, 465
 - event handlers, 338
 - Exchange, 337, 493–494
 - extensions, 27
 - file/folder terminology, 26–27
 - file management with, 43
 - frameworks, 351
 - getting the most from, xiv
 - importing Excel data to, 281–283
 - integration with other programs, 461–478
 - interface, 2–17
 - learning to use, xiii–xiv
 - mailing list, 484
 - menu bar, 5
 - modern vs. “old school” features, xiii–xiv
 - naming conventions, 390
 - new features in CC, 21–22, 286, 317, 354
 - online resources, 479–485
 - platform considerations, xv
 - purpose of, xiii, 1
 - setting up workspace in, 18–20
 - site management tools, 385 (See also website management)
 - synchronizing settings for, 23–24
 - tutorials, 3, 482
 - W3C validator, 434–436
 - and web standards, 22
 - Welcome screen, 2–4
 - widgets library, 351
- dreamweaverbook.com, xv, 479

- Dropbox, 157
- Drupal, 27, 369, 373, 423, 483
- DTD, 57, 79
- Duplicate command, 45
- duration setting, transition effect, 365
- DV files, 164
- .dwt** file extension, 388
- dynamically related files, 378–380
- dynamic media, 131
- dynamic pages, 436
- dynamic sites, 27

E

- e-commerce sites, 27, 211
- Edge Animate Composition button, 161
- Edge Animate tool (Adobe), 160–161
- Edge Code (Adobe), 430
- Edge Web Fonts (Adobe), 22, 110–112, 430
- editable optional regions, 391
- editable regions, 387, 389–391
- Edit Browser List command, 69
- Edit Guides command, 311
- editing
 - behaviors, 336
 - browser list, 69
 - code, 407, 412–413
 - files/folders, 45
 - Flash video files, 166
 - images, 139–142, 147
 - jump menus, 346
 - library items, 399–401
 - plug-in file’s properties, 168
 - preset window sizes, 316
 - property values, 216
 - site definitions, 38
 - snippets, 406
 - templates, 394–396
- editing programs, 462–469
- Edit menu, 45, 86, 88, 441
- Editor setup, 4
- effects, 352
- elastic layout, 226
- email, contacting authors via, xv
- email form field, 291, 349
- email links, 184
- emphasis tags, 94, 95. See also **** tag
- ** tag, 13, 95, 212
- Enable Automatic Sync check box, 24
- enclosure types, 290
- encodings, 75, 79
- encoding services, 157
- encryption, 32, 33
- Enctype option, 290
- EOT format, 113
- event handlers, 338
- Excel (Microsoft), 85, 88, 281–283, 461, 471, 472–474
- Exchange (Adobe), 337, 451, 493–494
- Expand/Collapse button, 48, 438
- Expanded Tables mode, 266–267
- Expanded workspace, 19
- expanding code, 421

- explicit encryption, 32, 33
- exporting
 - site definitions, 459–460
 - tables, 284
- Export Site dialog, 460
- Export Table dialog, 284
- Extension Manager (Adobe), 493, 495–496
- extensions
 - Dreamweaver, 4, 27, 487, 493–496
 - file, 45, 65
- external editors, 462–464, 465
- external links, 456
- external styles, 205
- external style sheets
 - attaching to webpage, 244–245
 - creating, 241, 242–243

F

- fallback files, 158, 159
- FAQ, xv
- favicons, 152–153
- Favorites category, Insert panel, 17
- fields. *See also* forms
 - adding, 291–293
 - hidden, 293
 - labeling, 294–295
- fieldsets, 298
- figure captions, xiv
- file associations, 4
- file extensions, 45, 65
- file formats
 - audio/video, 154–159, 164
 - container, 155
 - graphics, 135
- file management, 43. *See also* website management
- File menu, 66
- filenames, 65
- files
 - adding/deleting, 39
 - annotating, 447–449
 - browsing, 40
 - checking in/out, 47, 445–446
 - cloaking, 52, 388
 - comparing local/remote, 48
 - creating, 43–44
 - finding orphaned, 456
 - locking/unlocking, 33
 - moving, 44
 - naming, 44, 45, 438
 - organizing, 43
 - putting/getting, 46–47
 - working with related, 217–218
- Files panel
 - context menu in, 43, 44
 - expanding, 48, 439–441
 - opening pages in, 66
 - purpose of, 39, 43
 - putting/getting files with, 47
 - selecting multiple files in, 441
 - vs. New Document dialog, 43

- file transfer clients, 430
- File Transfer Protocol, 33. *See also* FTP
- File Types/Editors preferences, 4, 462–463
- File view pop-up menu, 41, 44
- Filter Related Files menu, 381
- Find All button, 119
- Find and Replace dialog, 116–117, 122
- Find and Replace feature, 116–129
 - advanced text searches with, 121–123
 - buttons/controls, 116–117
 - purpose of, 116
 - regular expression searches with, 127–129
 - simple text searches with, 118–120
 - source code searches with, 124
 - tag searches with, 125–126
- Find in pop-up menu, 117
- Find Next button, 119
- Find Selection command, 119
- Firefox (Mozilla)
 - and CSS-based layouts, 258
 - and favicons, 152
 - and H.264 codec, 155
 - and `<label>` tag, 294
 - and MPEG-4 format, 155
 - previewing pages in, 67
 - and Theora codec, 156
- Fireworks (Adobe)
 - copying and pasting images with, 147
 - and Creative Cloud, 465
 - editing images with, 139, 465–469
 - exporting HTML to Dreamweaver from, 467
 - future of, 465
 - integration of Dreamweaver with, 461
 - opening, 464
- Fit All command, 314
- Fit Width command, 164
- fixed layout, 226, 227
- fixed positioning, 223
- .fla** file extension, 162
- Flash (Adobe)
 - animation, 162–163
 - and H.264 codec, 155
 - video, 154–155, 156, 164–166
 - vs. image maps, 183
- Flash Player, 162
- flattened images, 147
- floating boxes, 224
- fluid grid layouts, 22, 325–332
- .flv** file extension, 154, 156, 164
- folders
 - browsing, 40
 - cloaking, 52, 388
 - comparing local/remote, 48
 - creating, 43–44
 - moving, 44
 - naming, 29, 44, 45, 438
 - planning structure of, 438
 - putting/getting, 46–47
- Follow Links Continuously option, 383
- font-face** property, 74
- font family pop-up menu, 107

- font-family property, 74, 107, 108, 109
- @font-family rule, 109
- Font menu, 110
- font names, 107
- Font pop-up menu, 107
- fonts, 107–114
 - adding to font list, 112
 - applying styles to, 108
 - how browsers display, 107
 - for links, 78
 - online sources of, 109
 - operating-system considerations, 108
 - previewing, 112
 - using web, 22, 109–114
 - for webpages, 76
- font size, 76, 78, 79
- font stacks, 107, 108, 114
- font styles, 107–108
- tag, 93, 212, 222
- font weight pop-up menu, 107
- footers, 230
- Format menu, 91, 92, 99, 253
- Format Source Code pop-up menu, 411
- formatting
 - code, 413
 - links, 210–211
 - tables, 280
 - text, 59
- Form category, Insert panel, 16, 286
- form fields. *See* fields
- forms, 285–306
 - adding buttons to, 304–306
 - adding check boxes to, 297
 - adding fieldsets to, 298
 - adding pop-up menus to, 301–302
 - adding radio button groups to, 299–300
 - adding scrolling lists to, 303
 - adding text areas to, 296
 - adding text fields to, 291–293
 - adding to pages, 288–290
 - creating with Insert panel, 286–287
 - designating required fields in, 349
 - labeling fields in, 294–295
 - naming, 289
 - purpose of, 285, 288
 - red border around, 290
 - server-side handling of, 287
 - validating, 348–350
- Forms category, Insert panel, 286
- form services, online, 287
- Formstack, 287
- <form> tag, 290
- Forta, Ben, 128
- forums, 481
- frames, 135, 138, 177
- framesets, 138
- frameworks, 351, 352–353
- Freeze JavaScript command, 384
- Friedl, Jeffrey, 128
- FTP, 32, 33, 34–36, 157
- FTPS, 33

G

- Get button, 51
- GET method, 290
- getting files/folders, 46–47
- GIF files, 135, 143, 144, 469
- Git code repository, 450
- Go button, 347
- Google
 - AdSense ads, 319
 - Checkout, 287
 - fonts, 109, 110
 - and headings, 90
 - and jQuery, 353
 - web browser (*See* Chrome)
 - and WebM standard, 155
- Go To URL dialog, 335
- government websites, 372
- graphic formats, 135
- graphics. *See also* images
 - adding links to, 180
 - copying and pasting, 89
 - overuse of, 131
- Gravity Forms, 287
- grid layouts, 22
- grids, 308–309. *See also* fluid grid layouts
- Grid Settings dialog, 309
- group selectors, 202
- guides, 310–312

H

- H.264 codec, 155
- hard returns, 412
- hash sign. *See* pound sign
- headers, 230
- headings, 90–92
 - applying, 91
 - purpose of, 90
 - removing formatting from, 92
- Headings (CSS) category, 79, 214
- <head> tag, 75, 81
- hex color values, 209, 227, 230
- hidden fields, 293
- hidden files, 441
- Hide Panels command, 15
- History panel, 14
- host directory, 36
- hotspots, 181–183
- hover selector, 202, 210
- hover style, 232, 233
- .htm/.html file extension, 45
- HTML. *See also* HTML5
 - aligning text with, 98–99
 - applying page properties with, 77
 - for bold/italic, 95
 - character formatting with, 93
 - cleaning up Word, 470–471
 - code editor, 430
 - code hints for, 422–423
 - copying and pasting, 86
 - finding and replacing, 124, 125–126

- HTML (*continued*)
 - heading sizes, 90
 - how this book presents, xiv
 - indenting text with, 98–99
 - for non-breaking space, 105
 - tags (See HTML tags)
 - text styles, 94–95
 - HTML5
 - animations, 183
 - and audio/video formats, 154–159
 - code hints, 424
 - doctypes, 57
 - form elements, 286–287, 291
 - form validation, 349, 350
 - structural tags, 317–318
 - support, 22
 - HTML5: Up & Running*, 287
 - HTML Reports category, 452
 - HTML tab, Property inspector, 13, 212
 - HTML tags. *See also* specific tags
 - applying with Property inspector, 212
 - creating style rules for, 190–191
 - and CSS, 187
 - finding and replacing, 125–126
 - purpose of, 84, 187
 - http://**, 61
 - hybrid layout, 226
 - Hyperlink dialog, 171
 - hyperlinks, 60–61. *See also* links
- I**
- .ico** file extension, 153
 - icons
 - displaying function of, 17
 - shrinking panels to, 15
 - in website address bar, 152–153
 - id** attribute, 294
 - applying, 198–199, 200
 - creating, 178, 196
 - deleting, 179
 - importance of, 179
 - linking to, 179
 - moving, 200
 - naming, 196
 - vs. classes, 197
 - ID field in Property inspector, 137
 - IE. *See* Internet Explorer
 - iframes, 319–320
 - image buttons, 305
 - image editing programs, 139, 447. *See also* specific programs
 - image folders, 438
 - image formats, 135, 143
 - image maps, 138, 181–183
 - Image Optimization dialog, 143, 147, 474
 - Image Preview dialog, 147
 - images, 131–151. *See also* graphics
 - adding alternate text to, 63, 132, 133, 134
 - adding borders to, 138
 - adding links to, 180
 - adding to pages, 62–63, 132–134
 - adjusting brightness/contrast of, 141–142
 - background, 77, 150–151
 - copying and pasting, 145–147
 - creating folders for, 30, 438
 - cropping, 140
 - deleting, 134
 - editing, 139–142, 147, 465–469
 - inserting from Assets panel, 136
 - maintaining layers in, 147
 - naming, 137
 - optimizing, 143
 - resampling, 141
 - resizing, 141
 - rollover, 339–341
 - setting properties for, 137–138
 - sharpening, 142
 - image states, 341
 - Image Tag Accessibility Attributes dialog, 63, 134
 - implicit encryption, 32, 33
 - importing
 - site definitions, 459, 460
 - Word documents/data, 85, 283
 - Import Site dialog, 460
 - Import Tabular Data dialog, 282
 - Include Unicode Signature (BOM) option, 79
 - InContext Editing (Adobe), 386
 - Indent Code button, 411, 412
 - indenting
 - with Coding toolbar, 412
 - with HTML, 98–99
 - InDesign (Adobe), 161
 - index.html**, 54
 - index page, 26, 31, 54
 - inherit positioning, 223
 - inline frames, 319
 - inline styles, 205, 215, 240–241
 - Input Tag Accessibility Attributes dialog, 294–295
 - Insert bar, 17
 - Insert Date dialog, 115
 - Insert Other Character dialog, 106
 - Insert panel
 - categories, 16–17
 - creating forms with, 286–287
 - formatting text with, 59
 - and HTML markup, 59
 - Media category, 161
 - purpose of, 16
 - Structure category, 318, 325
 - UI category, 354
 - vs. Insert bar, 17
 - Insert Rollover Image dialog, 340, 346
 - Inspect button, 8, 11
 - Inspect mode, CSS, 248–249, 380
 - interactivity, 335, 351, 354, 384
 - internal styles, 191, 205
 - Internet Explorer (Microsoft)
 - and CSS-based layouts, 258
 - and CSS rendering, 67
 - and favicons, 153
 - and H.264 codec, 155

- and HTML5 form elements, 287
- and PNG graphics, 135

invisible characters, 97

iOS devices, 159

iPhone screens, 72, 73. *See also* mobile devices

<i> tag, 95

italicized text, 94

J

Jacobs, Denise R., 486

JavaScript

- behaviors, 333–337
- code editor, 430
- disabling, 384
- event handlers, 338
- extracting embedded, 432–433
- form validation, 289, 350
- frameworks, 351, 352
- freezing, 384
- how this book presents, xiv
- and **id** attribute, 179
- libraries, 350
- and mobile layouts, 332
- recommended book on, 337, 353, 486
- and related files, 217

JavaScript Extractor, 432–433

JavaScript library (jQuery), 22

JavaScript: Visual QuickStart Guide, 337, 353, 486

Joomla, 27, 369, 372, 423, 483

Jordan, Miraz, 483

JotForm, 287

JPEG files, 135, 143, 144, 469

jQuery

- code hints for, 425
- JavaScript library, 22
- opening browser windows with, 344
- strengths of, 353
- UI category (Insert panel), 17
- UI widgets, 17, 22, 354–361

jQuery-based pages, 332

jQuery Mobile

- category (Insert panel), 16
- JavaScript framework, 332
- Swatches panel, 14

Jump Menu dialog, 345

Jump Menu Go dialog, 347

jump menus, 334, 345–347

justifying text, 99

K

keyboard commands, xiv

keyboard shortcuts, xiv, 488–492

Keyboard Shortcuts dialog, 489

keyframes, 160

keywords, 81, 82

KnowIT, 483

L

<label> tag, 294, 295

LAMP, 376–377

layout blocks, 253, 256

Layout category, CSS Designer panel, 192

layouts

- CSS-based (See CSS-based layouts)
- and CSS box model, 222–224
- fluid grid, 22, 325–332
- jQuery-based, 332
- switching between, 22
- using Dreamweaver's included, 225–226
- using tables for, 257, 258–259
- workspace, 430

layout tables, 258

layout tools, 307–332

- fluid grid layouts, 325–332
- grids, 308–309
- jQuery, 332
- media queries, 321–324
- rulers/guides, 310–312
- setting page dimensions, 315–316
- zooming in on page, 313–314

.lbi file extension, 397

.LCK file extension, 441, 443

Library folder, 397, 402

library items, 397–403

- creating, 397
- defined, 386
- deleting, 398
- detaching, 402, 403
- editing, 399–401
- file extension for, 397
- inserting, 398
- naming/renaming, 397, 401
- and Property inspector, 402–403
- re-creating missing/deleted, 403
- updating, 400
- vs. snippets, 404
- vs. templates, 397

line breaks, 97, 299, 300

line numbers, 410, 412

Link field, 60, 61

Link field in Property inspector, 137

Link Relative To, 174–175

links, 169–184

- adding to graphics, 180
- checking for broken, 454–455
- creating, 60–61, 170–171
- to email addresses, 184
- formatting, 210–211
- to **id** attributes, 179
- purpose of, 169
- removing, 171
- setting color for, 77, 78
- to specific places on page, 178–179
- targeting, 176–177, 182
- types of, 169, 172–173
- underlining, 211

Links (CSS) category, 78, 213

<link> tag, 152, 220

- Linux, 108, 376
- liquid layout, 226
- List Properties dialog, 102, 104
- lists, 100–104
 - creating, 101
 - nesting, 103–104
 - scrolling, 301, 303
 - setting properties for, 102
 - types of, 100
- List Values dialog, 301, 302
- Live button, 8
- Live Code view, 8, 11, 382, 416–417
- Live view
 - displaying screen sizes in, 72
 - navigation, 382–383
 - previewing pages in, 67
 - purpose of, 10
 - turning on, 8
 - using CSS inspection in, 248–249
 - and WebKit, 74
- Live View button, 341
- Live View Options menu, 383, 384, 416
- Load Query button, 117
- Local Info category, 30
- local root folder, 26
- local site
 - alternate name for, 26
 - building pages for, 53
 - creating, 28–31
 - displaying contents of, 42
 - moving items to/from, 46–47
 - naming, 29
 - saving pages for, 64–65
 - switching between remote site and, 41
 - synchronizing remote site and, 49–51, 396
 - viewing/changing, 39
- local web fonts, 113. *See also* web fonts
- locked regions, 387, 389, 391
- Lock Guides command, 312
- LoVeHAtE mnemonic, 211
- L-V-H-A mnemonic, 211
- Lynda.com, 485

M

- .m4v** file extension, 155
- Macintosh. *See also* OS X
 - and Application frame, 6–7
 - code editors, 430–431
 - encodings, 75
 - expanding Files panel on, 48
 - font considerations, 108
 - getting rid of tabs in, 7
 - keyboard shortcuts, xiv
 - menu bar on, 5
 - mouse considerations, xv
 - previewing pages on, 67, 68
 - and Submit/Reset buttons, 306
 - testing server package for, 376
- Mac OS Finder, 441
- Macromedia, xiii, 350
- magnification tools, 313, 314
- mailing list, Dreamweaver, 484
- Make Template button, 388
- MAMP, 376–377
- Manage Fonts dialog, 22, 110–114
- Manage Sites dialog, 34, 38, 175, 443, 457, 476
- Manage Workspaces dialog, 20
- Map field, 138
- margins, 76, 77, 208
- Mastering Regular Expressions*, 128
- Matroska, 155
- Maximize button, 7
- Media category, Insert panel, 16
- Media Encoder (Adobe), 164
- media files, 131, 154–159, 167–168
- media queries, 72, 73, 321–324
- media query style sheets, 307
- menu bar, 5
- Menu List option, 102
- menus
 - context, 86
 - jump, 334, 345–347
- <menu>** tag, 102
- Merge Cells command, 270
- <meta>** tag, 81, 82
- meta tags, 81–82
- Method pop-up menu, 290
- Microsoft
 - Excel, 85, 88, 281–283, 461, 471, 472–474
 - Internet Explorer (See Internet Explorer)
 - and jQuery, 353
 - and MPEG-4 format, 155
 - web-safe fonts, 109
 - Windows (See Windows systems)
 - Word (See Word)
- .mkv** file extension, 155
- mobile devices, 16, 72, 74, 159, 321
- Mobile layout, 330
- Mobile Starters folder, 332
- motion paths, 160
- mouseovers, 339
- Move CSS Rules command, 247
- Move Guide dialog, 312
- .mov** file extension, 155
- MP3 format, 156
- .mp4** file extension, 155
- MP4 format, 156
- MPEG-4 format, 155
- MPEG format, 164
- Multiclass Selection dialog, 201
- multimedia content, 154
- Muse (Adobe), 475
- MySQL, 376, 430

N

- named anchors, 179
- naming conventions, 390
- naming/renaming
 - buttons, 304
 - classes, 196
 - contextual selectors, 203
 - editable regions, 389, 390

- favicons, 153
- files, 44, 45, 438
- folders, 29, 44, 45, 438
- forms, 289
- host directory, 36
- ids**, 178, 196
- images, 137
- library items, 397, 401
- local site, 29
- radio groups, 299
- remote server, 35
- snippets, 405, 406
- styles, 238
- webpages, 64–65
- workspaces, 20
- navigation
 - creating with Fireworks, 465, 469
 - laying out, 231–233
 - Live view, 382–383
 - modifying, 234–236
- navigation bars, 465, 467, 469. *See also* navigation
- nesting
 - lists, 103–104
 - tables, 260, 262
- Net Applications, 70
- netmarketshare.com, 70
- New CSS Rule dialog, 187
- New Document dialog
 - changing document defaults in, 57
 - creating new external style in, 242
 - creating new page from, 56–57
 - opening, 3
 - using included CSS layouts in, 225–226
 - vs. Files panel, 43
 - vs. Welcome screen, 56
- New Editable Region dialog, 389
- new features, 3, 21–22
- New File command, 44
- New Folder command, 44
- New from Template command, 392
- New Site command, 28
- non-breaking space (** **), 98, 105, 117, 423
- _notes** folders, 448
- numbered lists, 100, 102. *See also* lists

O

- .oam** file extension, 161
- Object Tag Accessibility Attributes dialog, 163
- .ogg** file extension, 155
- Ogg standard, 155, 156
- .ogv** file extension, 155
- OK/Submit button, 306
- online encoding services, 157
- online form services, 287
- online magazines, 372, 373
- online newspapers, 372
- online resources, xv, 479–485
- opacity values, 209
- Open Browser Window dialog, 343
- Open dialog, 66
- Opera, 67, 258

- operators, 127
- Optimize command, 143
- optional regions, 391
- ordered lists, 100, 101
- orientation, screen, 72
- orphaned files, 456
- OS X. *See also* Macintosh
 - expanding Files panel on, 48
 - Finder, 43
 - and H.264 codec, 155
- Outdent button, 104
- Outdent Code button, 411, 412
- Over state, 341
- OverWhileDown state, 341

P

- padding, 191, 208, 236, 263
- padlock icon, 442
- page dimensions, 315–316
- page headers, 230
- page properties, 75–80
- Page Properties dialog, 75–80
 - Appearance (CSS) category, 75, 76, 213
 - Appearance (HTML) category, 77, 213
 - Headings (CSS) category, 79, 214
 - Links (CSS) category, 78, 213
 - names in, 214
 - Title/Encoding category, 79, 214
 - Tracing Image options, 80, 214
- pages. *See* webpages
- page titles
 - adding to webpages, 58, 226
 - changing, 8, 79, 390
 - importance of, 121
 - for pages created from templates, 390
 - purpose of, 58
 - vs. page names, 64
- panel options button, 15
- panels, 14–17. *See also* specific panels
 - controls for, 14
 - locating missing, 15
 - rearranging, 19
- Panic Software, 377, 430, 431
- paragraph tags, 84, 85, 97, 187
- parentheses (()), selecting in Coding toolbar, 409
- password form field, 291
- Paste command, 45, 86. *See also* copying and pasting
- Paste Special command, 88–89, 283, 470, 471, 472
- payment processors, 287
- PayPal, 287
- period (.), before **class** selector, 196, 197
- Photoshop (Adobe), 139, 144–149, 461, 464
- PHP, 54, 370, 376, 423
- Pilgrim, Mark, 287
- placeholder** attribute, 286
- placeholders
 - animation, 163
 - form field, 286, 292
 - media file, 164, 167, 168
- Place Holder text field, 292

- plug-in media, 167
 - PNG files, 135, 143, 144, 469
 - Point to File icon, 60, 170, 180
 - pop-up menus, 301–302
 - poster images, 158, 159
 - POST method, 290
 - pound sign (#)
 - in anchor name, 179
 - in file/folder name, 65, 438
 - in hex value, 209, 227
 - in **id** selector, 196, 197, 200, 202, 203–204
 - in named **div**, 191
 - precedence, style rule, 205
 - preferences
 - accessibility, 63, 134, 295
 - alternate text, 63
 - bold/italic, 95
 - browser list, 69
 - code coloring, 412
 - code formatting, 413
 - code hinting, 423, 425
 - CSS Styles, 188
 - default document type, 57
 - document options, 7
 - field labels, 295
 - file associations, 4
 - file saving, 446
 - file types/editors, 462–463
 - highlight color, 397
 - line breaks, 97
 - links, 173
 - non-breaking spaces, 105
 - OK/Submit button, 306
 - opening files, 411
 - related files, 218
 - synchronizing, 23, 24
 - tabs, 7
 - Welcome screen, 54
 - window size, 74, 133, 316
 - preformatted text, 96
 - presentation
 - vs. content, 186–187, 258, 321
 - vs. structure, 83
 - presets
 - window size, 315–316
 - workspace, 19
 - <pre>** tag, 96
 - Preview/Debug in Browser button, 68
 - Preview in Browser submenu, 68, 69
 - previewing
 - in browser, 67–70
 - snippets, 404, 406
 - using preset screen sizes, 71–74
 - properties
 - audio/video, 158–159
 - border, 208
 - box, 207–208
 - cell, 276–277
 - enabling/disabling, 252
 - image, 137–138
 - list, 102
 - page, 75–80, 77
 - rule, 220, 252
 - text field, 292
 - Property inspector
 - Accordion controls, 357
 - adding alternate text with, 63, 134
 - adjusting Flash video files settings in, 166
 - adjusting media file settings in, 168
 - applying CSS styles with, 212
 - applying HTML tags with, 212
 - applying multiple classes with, 201
 - creating classes with, 215
 - creating inline styles with, 215
 - creating styles with, 213–214
 - CSS tab, 13
 - font styling controls, 107
 - hiding, 15
 - HTML tab, 13
 - image editing tools, 139
 - purpose of, 13
 - rearranging, 19
 - setting audio/video properties with, 158–159
 - setting image properties with, 137–138
 - setting text field properties with, 292
 - setting up forms in, 289–290
 - styling text with, 212
 - Validation tab, 434, 435
 - working on library items with, 402–403
 - Prototype, 352
 - PSD files, 144, 147
 - pseudo-class selectors, 200, 202, 211
 - <p>** tag, 84, 187. *See also* paragraph tags
 - Put button, 51
 - putting files/folders, 46–47
- ## Q
- Quicken 2009 for Windows Essential Training*, 485
 - Quick Tag Editor, 418, 428, 430
 - QuickTime, 155, 164, 167
 - QuickTime Player, 168
- ## R
- radio buttons, 297, 299–300
 - Radio Group dialog, 299–300
 - RDS, 32
 - read-only form fields, 293
 - Recently Modified dialog, 453
 - recently opened items, 3
 - Redo command, 86
 - regular expressions, 127–129
 - related files
 - discovering, 378–379
 - examples of, 217
 - filtering, 381
 - viewing, 218
 - Related Files toolbar, 11, 217–218, 378, 380, 381, 383
 - relative positioning, 223
 - "Relative to" pop-up menu, 174–175

- remote servers. *See also* remote site
 - checking in files to, 446
 - defining, 32–37
 - naming, 35
- remote site
 - defining, 32–37
 - displaying contents of, 42
 - moving items to/from, 46–47
 - switching between local site and, 41
 - synchronizing local site and, 49–51, 396
 - viewing/changing, 39
 - vs. local site, 27
- Remove Template Markup command, 391
- Rename command, 45, 238
- Rename Style dialog, 238
- renaming. *See* naming/renaming
- rendering software, 67, 74
- repeating regions, 391
- repeating tables, 391
- replacing text. *See* Find and Replace feature
- Reports dialog, 453
- Repository view, 41
- resampling images, 141
- Reset button, 304, 305, 306
- resizing images, 141
- Resolution Management feature, 71, 73
- Restore Down button, 7
- Results panel, 14
- reusable code snippets, 385. *See also* snippets
- reveal strip, 15
- Revert command, 451
- RGB/RGBA color, 209
- right-clicking, xv
- RIM BlackBerry smartphones, 74
- rollover links, 78, 214, 233
- rollovers, 339–341
- root folder, 29, 36, 66
- rows. *See also* tables
 - deleting, 274
 - inserting, 268, 269
 - resizing, 272
 - selecting, 264
- rulers, 310, 312
- rules. *See also* style rules
 - creating from inline style, 240–241
 - defined, 187
 - enabling/disabling, 252
 - moving, 247
 - viewing properties for, 220

S

- Safari (Apple)
 - and CSS3 code hinting, 424
 - and CSS-based layouts, 258
 - and Flash, 183
 - and H.264 video, 155
 - and image maps, 183
 - and Live view, 74
 - and mobile devices, 73, 183
 - previewing pages in, 67
 - and WebKit, 74
- Sauce, 70
- Save As dialog, 64–65
- Save As Template dialog, 388
- Save Query button, 117
- screen readers, 63, 132
- screen sizes
 - customizing, 74
 - displaying, 72–73
 - list of common, 71
 - previewing using preset, 71–74
- `<script>` tag, 220
- Script Warning dialog, 379
- scrolling lists, 301, 303
- search engines, 81, 82, 90
- search feature. *See* Find and Replace feature
- searching
 - HTML tags, 125–126
 - with regular expressions, 127–129
 - source code, 124
 - text, 118–123
- Search pop-up menu, 117, 118
- Secure FTP, 32, 33. *See also* SFTP
- Secure Shell protocol, 33
- Select File dialog, 171, 174–175
- Select form element, 301–303
- Select Image Source dialog, 62, 132
- Selector Name option, 196
- selectors
 - comma-separated lists of, 202
 - compound, 202
 - contextual, 202–204
 - deleting, 239
 - descendant, 202
 - group, 202
 - types of, 190
- Servers category, 34
- server-side scripts, 287, 349
- Set Text behaviors, 334
- settings synchronization, 22, 23–24
- SFTP, 32, 33, 34–36
- sharpening images, 142
- Shockwave animations, 162–163
- Shockwave format, 155
- shortcut keys, xiv, 45, 99, 488–492
- shorthand properties, CSS, 188, 227
- Show Grid command, 308
- Show Guides command, 310
- Show More menu, 380
- Show Only Set Properties mode, 206
- sidebars, xiv
- Silverlight, 164, 167
- site definitions, 38, 459–460
- site descriptions, 81, 82
- site design, 31
- site files, 385
- site management tools, 26, 385, 437. *See also* website management
- Site pane, 28
- site reports, 452–453
- Site Root button, 66
- site root folder, 29, 36, 66, 385
- site root relative links, 169, 172, 173, 174

- sites. *See* websites
- site-settings synchronization, 22, 23–24
- Site Setup dialog, 476–477
 - Advanced Settings category, 30, 52
 - Cloaking category, 52
 - Local Info category, 30
 - Local Site Folder field, 29
 - purpose of, 28, 374
 - Servers category, 34
 - Site category, 28
 - Site Name field, 29
- site synchronization feature, 46, 49–51
- slash (/), in filenames and URLs, 65
- Smart Objects, 144, 148–149
- smartphones, 22, 74, 183, 331. *See also* mobile devices
- Snap to Grid command, 309
- Snap to Guides command, 312
- snippets, 404–406
 - defined, 385
 - deleting, 406
 - editing, 406
 - inserting, 406
 - inserting recently used, 411
 - naming, 405, 406
 - organizing, 406
 - previewing, 404, 406
 - saving, 405
 - updating, 404
 - vs. library items, 404
- Snippets panel, 14, 404–406
- Sort Table dialog, 279
- source code, 124
- Source view, 86
- spaces
 - in button names, 300
 - in editable region names, 389, 390
 - in filenames, 65, 137, 146
 - in **id** names, 178
 - non-breaking, 97, 98, 105, 117, 423
 - in preformatted text, 96
 - in search queries, 117
 - in URLs, 65
 - in window names, 344
- spacing, cell, 263
- spammers, 184
- ** tag, 191, 200
- special characters
 - in file/folder names, 65, 438
 - in region names, 390
 - in regular expressions, 129
 - in snippet names, 406
 - in URLs, 65
 - in webpages, 105–106
- spelling checker, 130
- Split Cell command, 270
- Split Code view, 414
- Split Vertically command, 10
- Split view, 10, 73, 414–415
- Spry, 351, 352
- square brackets ([])
 - in regular expression, 127
 - selecting in Coding toolbar, 409
- Src field in Property inspector, 137
- SSI files, 217
- SSL/TLS, 32, 33
- staging servers, 27, 376
- Standard toolbar, 12
- states, image, 341
- static positioning, 223
- static sites, 27
- Status bar, 12–13
- .ste** file extension, 459
- strikethrough text style, 95
- ** tag, 95, 212
- structural elements, 83, 88, 90
- structural tags, 317–318
- Structure category, Insert panel, 16, 59, 91, 101, 325
- style rules
 - cascading of, 205
 - conflicts between, 205
 - enabling/disabling, 252
 - moving, 247
 - for tags, 190–191
 - viewing properties for, 220
- styles. *See also* CSS; style sheets
 - applying with Property inspector, 212
 - creating rules from inline, 240–241
 - creating with Property inspector, 213–214
 - deleting, 239
 - dragging and dropping, 246–247
 - modifying, 216, 249
 - moving, 246–247
 - previewing, 196
 - renaming, 238
 - types of, 205
 - using for layout, 221–236
- style sheets. *See also* CSS
 - attaching, 244–245
 - creating external, 242–243
 - deleting styles from, 239
 - hiding, 255
 - media query, 307
 - using design-time, 253–256
- Styling Web Pages with CSS: Visual QuickProject Guide*, 486
- Sublime Text, 431
- sublists, 104
- Submit button, 304–305, 306
- Subversion, 437, 450–451
- SVG format, 113
- svg** property, 74
- SVN, 450–451
- svn:ignore** command, 451
- Swap Image Restore behavior, 341
- .swf** file extension, 155, 156, 162
- symbols, 105–106, 127, 191, 381, 423. *See also* special characters
- Sync Cloud button, 23
- synchronization, settings, 22, 23–24
- synchronization feature, 46, 49–51, 396, 459

- Synchronize dialog, 51
- Sync Local button, 23
- Sync Settings preferences, 24
- Sync Status button, 5
- syntax coloring, 411, 412
- syntax errors, 410
- system CGI, 289

T

- tab area, 14
- tabbed view, 7
- Tab Index field, 293, 295
- table captions, 262
- Table dialog, 260
- Table Layout mode, 259
- tables, 257–284
 - adding rows/columns to, 268–269
 - adding to webpages, 260–262
 - anatomy of, 263
 - applying CSS styles to, 280
 - clearing values for, 273
 - creating, 260–262
 - deleting elements in, 274
 - exporting to delimited files, 284
 - formatting, 280
 - as layout device, 257, 258–259
 - merging cells in, 270
 - nesting, 260, 262
 - repeating, 391
 - resizing, 271–273
 - selecting elements in, 264–267
 - setting alignment for, 275
 - setting cell properties for, 276–277
 - sorting, 278–279
 - splitting cells in, 270
 - vs. preformatted text, 96
 - ways of using, 257
 - and web browsers, 273
- Tablet layout, 330
- tablets, 22
- tabs, 7, 15
- tabular data, 96, 257, 281–284, 471.
 - See also Excel; tables
- Tag Editor, 430
- tags
 - creating style rules for, 190–191
 - and CSS, 187
 - editing, 418
 - finding and replacing, 125–126
 - modifying, 428–429
 - purpose of, 187
 - selecting contents of, 12
 - structural, 317–318
- tag searches, 125–126
- tag selector, 12
- Targeted Rule pop-up menu, 198, 215
- Target field, 138
- targeting links, 176–177, 182
- Target Rule field, 363, 366
- Target Rule pop-up menu, 368
- Teach Yourself Regular Expressions*, 128
- Tel (telephone number) form field, 291
- templates, 387–396
 - adding editable regions to, 389–390
 - building pages based on, 392–393
 - creating, 387–388
 - defined, 386
 - file extension for, 388
 - modifying, 394–396
 - purpose of, 387, 394
 - removing editable regions from, 391
 - saving documents as, 387
 - vs. library items, 397
- Templates category, Insert panel, 17
- Templates** folder, 388, 393
- terminology, 26–27
- testing servers, 27, 41, 374–377
- testing webpages, 67–70
- text, 83–130
 - adding, 59, 84–85
 - aligning, 98–99
 - applying headings to, 90–92
 - block quoting, 98–99
 - cutting/copying, 86
 - dragging and dropping, 87
 - duplicating, 87
 - encoding, 79
 - finding and replacing, 116–123
 - formatting, 59
 - indenting, 98–99
 - inserting line breaks in, 97
 - inserting special characters in, 105–106
 - moving, 87
 - pasting, 86, 88–89
 - preformatting, 96
 - selecting, 84
 - setting default color for, 76, 77
 - spell-checking, 130
 - structure vs. presentation, 83
- text areas, 296
- Text category
 - CSS Designer panel, 193
 - Insert panel, 101
- text fields, 291–295
- text-indent** property, 98
- text links, 170–171
- text styles, 94–95
- Thawte, 33
- Theora codec, 156
- tiled background images, 151
- timeline-based animations, 160
- Timing Function pop-up menu, 365, 368
- Title/Encoding category, 79, 214
- titles
 - image, 138
 - page (See page titles)
- <title>** tag, 121, 390
- tool tips, 17
- tracing images, 80, 214
- trackpads, xv
- Transition On pop-up menu, 364
- transitions, CSS, 362–368
- transparency slider, 80

triangle, small black, 17
TTF format, 113
tutorials
 Dreamweaver, 482
 regular expressions, 128
Typekit (Adobe), 22, 110
typography, 22. *See also* fonts

U

UI category, Insert panel, 354
UI widgets, 353, 354–361, 358
Uncloak command, 52
underline style, 78, 94, 95
underscore (_)
 in file/folder name, 65, 438
 in image map name, 181
 in image name, 137, 146
 preceding target with, 177
 in regular expression, 127, 129
 in template region name, 389, 390
Undo command, 86
Unicode encoding, 75, 79
Unicode Normalization Form, 79
Uniform Resource Locators, 60, 65. *See also* URLs
unordered lists, 100, 101. *See also* lists
Update Files dialog, 44, 401
Update Library Items dialog, 400
Update Pages dialog, 395
Up state, 341
Url form field, 291
URLs, xiv, 60, 61, 65
usability, site, 307
user-generated content, 373
user interface widgets. *See* UI widgets
UTF-8 encoding, 75, 79

V

Validate Form behavior, 348–349
validating
 dynamic pages, 436
 forms, 348–350
 static pages, 434–435
VCS, 437, 450–451
Verisign, 33
Version Control System (VCS), 437, 450–451
video clips, 3
video codecs, 155–156
video-encoding services, 157
video files, 154–159
video formats, 164
video players, 168
<video> tag, 156
video training programs, 485
View menu, 218, 310, 411, 415
View mode buttons, 8
views
 refreshing, 42
 switching between local/remote, 41
visited links, 77, 78, 210
visual aids, 250–251

visually impaired site visitors, 63, 132.
 See also accessibility
VLC, 168
Vorbis codec, 156
VP8 codec, 156

W

W3C Validator feature, 434–436
web addresses, xiv. *See also* URLs
WebAssist, 482
web browsers. *See also* specific browsers
 and audio/video formats, 154
 and CSS-based layouts, 258
 editing list of, 69
 and event handlers, 338
 and floating boxes, 224
 how fonts are displayed by, 107
 and HTML5 form elements, 286–287
 previewing pages in, 67–70
 and tables, 273
web content management systems, 369. *See also*
 CMSs
WebDAV, 32, 33, 37
web design, 31, 486
web fonts, 22, 109–114
web hosting service, 14
WebKit, 10, 67, 68, 74, 258
web links, 61. *See also* links
weblog creation software, 370–371, 483.
 See also WordPress
weblogs, 481
.webm file extension, 155
WebM standard, 155, 156
webpages. *See also* websites
 adding animations to, 160–163
 adding audio to, 157–159
 adding automatic dates to, 115
 adding background images to, 150–151
 adding favicons to, 152–153
 adding forms to, 288–290
 adding headings to, 90–92
 adding images to, 62–63, 132–134
 adding jQuery UI elements to, 354–361
 adding links to, 60–61, 170–171
 adding special characters to, 105–106
 adding tables to, 260–262
 adding text to, 59, 83–89
 adding titles to, 58, 226
 adding video to, 157–159, 164–166
 aligning elements on, 308–309
 attaching style sheet to, 244–245
 creating, 392–393
 defining meta tags for, 81–82
 defining structure of, 317–318
 extracting embedded JavaScript from, 432–433
 file extensions for, 45
 inserting objects into, 16
 laying out, 227–230
 naming, 64–65
 navigation for (See navigation)
 opening, 66

- previewing in browser, 67–70
- saving, 64–65
- setting dimensions for, 315–316
- setting properties for, 75–80
- spell-checking, 130
- template-based, 392–396
- updating, 49
- updating links in, 43
- validating, 434–436
- zooming in on, 313–314
- web-safe fonts, 109
- web servers
 - for CMSs, 376–377
 - ways of connecting to, 32
- website management, 437–446
 - checking for broken links, 454–455
 - deleting site from Dreamweaver, 457–458
 - exporting/importing site definitions, 459–460
 - generating site reports, 452–453
 - planning for site expansion, 438
 - setting up Check In/Check Out, 442–444
 - setting up version control, 450–451
 - using Design Notes, 447–449
- websites. *See also* webpages
 - adding interactivity to, 335, 351
 - checking/fixing broken links in, 454–455
 - choosing structure/design for, 31, 438
 - creating, 28–31
 - database-backed, 27
 - defining remote server for, 32–37
 - deleting from Dreamweaver, 457–458
 - Dreamweaver terminology for, 26–27
 - key to usability of, 307
 - local vs. remote, 26–27
 - naming, 29
 - navigation for (See navigation)
 - planning for expansion of, 438
 - preventing “breaking” of, 386
 - restricting changes to, 386, 387
 - static vs. dynamic, 27
 - styling page content for, 187
 - switching between, 40
 - synchronizing local and remote, 49–51, 396
 - this book’s companion, 479
 - updating content for, 475
- web standards, 22, 155
- Welcome screen
 - buttons/controls, 2–4
 - creating new page from, 54
 - Dreamweaver Site link, 28
 - hiding/showing, 4
 - opening pages with, 54, 66
 - turning on/off, 54
- whitespace, 97, 98, 117, 128, 129, 263. *See also* spaces
- widgets
 - Accordion, 354–358
 - Autocomplete, 354, 358–360
 - Button, 354
 - Datepicker, 354, 360–361
 - jQuery UI, 17, 22, 354–361
 - purpose of, 351
- wildcard symbols, 127
- windows, opening new browser, 342–344
- Windows Explorer, 43, 441
- Window Size menu, 71, 72, 73, 74, 315–316
- Windows Media, 164, 167
- Windows systems
 - browsers for, 67, 70 (*See also* specific browsers)
 - code editors for, 430
 - Document toolbar on, 8
 - editor setup, 4
 - encodings, 75
 - expanding Files panel on, 48
 - font considerations, 108
 - getting rid of tabs in, 7
 - and H.264 codec, 155
 - keyboard shortcuts, xiv
 - menu bar on, 5
 - and Submit/Reset buttons, 306
 - testing server package for, 376
- Windows XP, 70
- Wise-Women online community, 484
- WOFF format, 113
- Word (Microsoft)
 - cleaning up HTML created by, 470–471
 - getting text from, 461
 - importing documents from, 85, 470, 471
 - importing tabular data from, 283, 471
 - pasting text from, 88–89, 470
- WordPress
 - code hints for, 423
 - Dreamweaver CC support for, 369
 - and dynamic sites, 27, 379
 - online form service, 287
 - online resources, 483
 - overview, 370–371
 - testing servers, 376–377
- word wrap, 410, 412
- workflow reports, 452
- worksheets, importing Excel, 472–473
- workspace layouts, 430
- workspaces
 - defined, 18
 - deleting, 20
 - preset, 19
 - purpose of, 19
 - renaming, 20
 - saving custom, 20
 - switching between, 19
- Workspace Switcher, 5, 6, 19, 20
- Wufoo, 287
- wufoo.com, 287
- [**\w\W**], in regular expressions, 127
- WYSIWYG mode, 9
- WYSIWYG tools, 187, 267, 407, 414, 418

X-Z

- XAMPP, 376–377
- XML, 217, 352, 447, 459
- YUI, 352
- Zeldman, Jeffrey, 486
- zooming in on a page, 313–314