

# ADOBE® DREAMWEAVER® CS5

Bonus 2 hours  
of tutorials from  
*Learn Dreamweaver CS5  
by Video*  
also from Adobe Press



## CLASSROOM IN A BOOK®

The official training workbook from Adobe Systems

DVD-ROM Included for Windows and Mac OS



# ADOBE® DREAMWEAVER® CS5 **CLASSROOM IN A BOOK®**

The official training workbook from Adobe Systems

Adobe® Dreamweaver® CS5 Classroom in a Book

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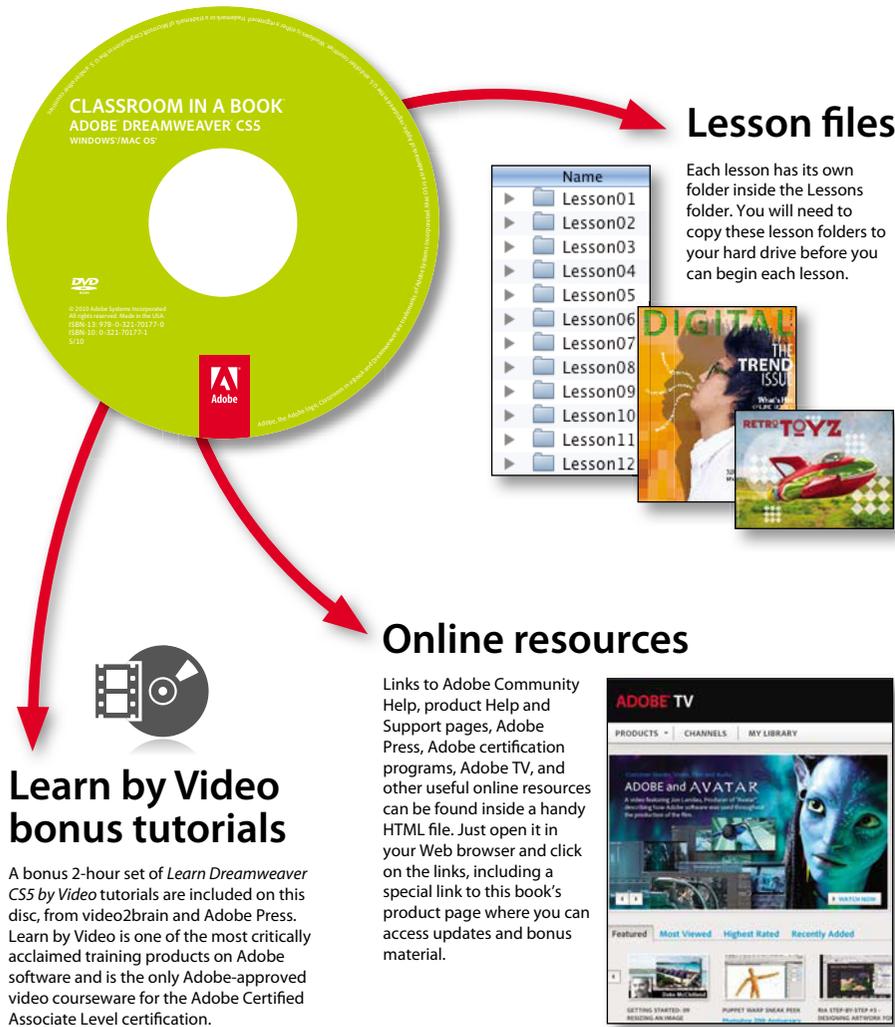
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# WHAT'S ON THE DISC

Here is an overview of the contents of the Classroom in a Book disc

The *Adobe Dreamweaver CS5 Classroom in a Book* disc includes the lesson files that you'll need to complete the exercises in this book, as well as other content to help you learn more about Adobe Dreamweaver CS5 and use it with greater efficiency and ease. The diagram below represents the contents of the disc, which should help you locate the files you need.



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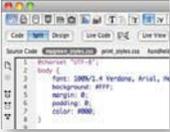
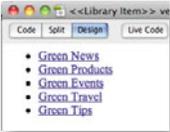


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# GETTING STARTED

Adobe® Dreamweaver® CS5 is the industry-leading web authoring program. Whether you create websites for a living or plan to create one for your own business, Dreamweaver offers all the tools you need to get professional-quality results.

## About Classroom in a Book

*Adobe Dreamweaver CS5 Classroom in a Book®* is part of the official training series for graphics and publishing software developed with the support of Adobe product experts.

The lessons are designed so that you can learn at your own pace. If you're new to Dreamweaver, you'll learn the fundamentals of putting the program to work. If you are an experienced user, you'll find that *Classroom in a Book* teaches many advanced features, including tips and techniques for using the latest version of Dreamweaver.

Although each lesson includes step-by-step instructions for creating a specific project, you'll have room for exploration and experimentation. You can follow the book from start to finish, or complete only those lessons that correspond to your interests and needs. Each lesson concludes with a Review section containing questions and answers on the subjects you've covered.

## Prerequisites

Before using *Adobe Dreamweaver CS5 Classroom in a Book*, you should have a working knowledge of your computer and its operating system. Be sure you know how to use the mouse, standard menus, and commands, and also how to open, save, and close files. If you need to review these techniques, see the printed or online documentation that was included with your Microsoft Windows or Apple Macintosh operating system.

# Installing the program

Before you perform any exercises in this book, verify that your computer system meets the hardware requirements for Dreamweaver CS5, that it's correctly configured, and that all required software is installed.

Adobe Dreamweaver CS5 software is not included on the disc; you must purchase it separately as a stand-alone product or as part of one of the Creative Suite editions. For complete instructions on installing the software, see the “How to Install” file on the Adobe Dreamweaver CD.

## Copying the Classroom in a Book files

The *Classroom in a Book* CD includes folders containing all the files necessary for the lessons. Each lesson has a folder that contains the files and assets needed to complete the lesson. You must install these folders on your hard disk to perform the exercises in each lesson. It is recommended that you copy all lesson folders to your hard drive at once but, to conserve space on your hard disk, you can install individual folders for each lesson as you need them. It is vitally important that you store all lesson folders within a single folder on your hard drive. If you follow the recommended lesson order, this master folder will serve as the local site root folder, as described more fully in Lesson 4.

To install the *Classroom in a Book* files:

- 1 Insert the *Adobe Dreamweaver CS5 Classroom in a Book* CD into your computer's optical disc drive.
- 2 Navigate to the CD/DVD drive on your computer.
- 3 If you intend to complete all lessons in the book in order, drag the Lessons folder to your computer hard drive. Otherwise, skip to step 5.

The *Lessons* folder contains all the individual lesson folders and other assets needed for the training.

- 4 Rename the *Lessons* folder **DW-CIB**.

This folder will be the local site root folder.

- 5 If you desire to perform one or more lessons individually, copy each lesson folder to your hard drive as separate folders, as needed. Then, proceed to the “Jumpstart” section for more instructions.

*The files and folders for each lesson cannot be used interchangeably.*

# Recommended lesson order

The training herein is designed to take you from A to Z in basic to intermediate website design, development, and production. Each new lesson builds on previous exercises, using the files and assets you create to develop an entire website. It is recommended that you perform each lesson in sequential order to achieve a successful result and the most complete understanding of all aspects of web design.

The ideal training scenario will start in Lesson 1 and proceed through the entire book to Lesson 17. Since each lesson builds essential files and content for the next, once you start this scenario you shouldn't skip any lessons, or even individual exercises. While ideal, this method may not be a practicable scenario for every user. So, if desired, individual lessons can be accomplished using the jumpstart method described in the next section.

## Jumpstart

For users who don't have the time or inclination to perform each lesson in the book in order, or who are having difficulty with a particular lesson, a jumpstart method is included to facilitate the performance of individual lessons in or out of sequence. Once you start using the jumpstart method, you will have to use this method for all subsequent lessons. For example, if you want to jumpstart Lesson 6, you will have to jumpstart Lesson 7, too. In many instances, essential files needed for subsequent exercises were built in earlier lessons and exercises and may not be present in a jumpstart environment.

Each lesson folder includes all the files and assets needed to complete the exercises contained within that lesson. Each folder contains finished files, staged files, and customized Template and Library files. You may think these folders contain seemingly duplicative materials. But these duplicate files and assets, in most cases, cannot be used interchangeably in other lessons and exercises. Doing so will probably cause you to fail to achieve the goal of the exercise.

The jumpstart method for completing individual lessons treats each folder as a stand-alone website. To jumpstart a lesson, copy the lesson folder to your hard drive and create a new site for that lesson using the Site Setup dialog box. Keep your jumpstart sites and assets in their original folders to avoid conflicts. One suggestion is to organize the lesson folders, as well as your own site folders, in a single *webs* or *sites* master folder near the root of your hard drive. But avoid using the Dreamweaver application folder or any folders that contain a web server, like Apache, ColdFusion, or Internet Information Services (IIS).

Feel free to use the jumpstart method for all lessons if you prefer.

To set up a jumpstart site, do the following:

- 1 Choose Site > New Site.  
The Site Setup dialog box appears.
- 2 In the Site Name field, enter the name of the lesson, such as **lesson06**.
- 3 Next to the Local Site Folder field, click the Browse (📁) icon. Navigate to the lesson folder you copied from the *Adobe Dreamweaver CS5 Classroom in a Book* CD and click Select/Choose.
- 4 Click the arrow (▶) next to the Advanced Settings category to reveal the tabs listed there. Select the Local Info category.
- 5 Next to the Default Images Folder field, click the Browse icon. When the dialog box opens, navigate to the Images folder contained within the lesson folder and click Select/Choose.
- 6 In the Site Setup dialog box, click Save.
- 7 The name of the currently active website will appear in the Files panel Show pop-up menu. If necessary, press Ctrl-Shift-F/Cmd-Shift-F to display the Files panel and select the desired website from the Show menu.

These steps will have to be repeated for each lesson you wish to jumpstart. For a more complete description of how to set up a site in Dreamweaver, see Lesson 4, “Getting a Quick Start.”

## Setting up the workspace

Dreamweaver includes a number of workspaces to accommodate various computer configurations and individual workflows. For this book, the Designer workspace is recommended.

- 1 In Dreamweaver CS5, locate the Application bar. If necessary, choose Window > Application Bar to display it.
- 2 The default workspace is called Designer. If it is not displayed, use the pop-up menu in the Application bar to choose it.

Most of the book’s images show the Designer workspace. When you finish the lessons in this book, experiment using various workspaces to find the one that you prefer.

For a more complete description of the Dreamweaver workspaces, see Lesson 1, “Customizing Your Workspace.”

# Windows vs. Macintosh instructions

In most cases, Dreamweaver performs identically in both Windows and Mac OS X. Minor differences exist between the two versions, mostly due to platform-specific issues out of the control of the program. Most of these are simply differences in keyboard shortcuts, how dialog boxes are displayed, and how buttons are named. Screen shots alternate between platforms throughout the book. Where specific commands differ, they are noted within the text. Windows commands are listed first, followed by the Macintosh equivalent, such as Ctrl-C/Command-C. Common abbreviations are used for all commands whenever possible, as follows:

WINDOWS	MACINTOSH
Control = Ctrl	Command = Cmd
Alternate = Alt	Option = Opt

## Finding Dreamweaver information

For complete, up-to-date information about Dreamweaver panels, tools, and other application features, visit the Adobe website. Choose Help > Dreamweaver Help. The Adobe Help application opens and downloads the latest Help files from the Adobe Community Help website. These files are cached locally so you can access them even when you are not connected to the Internet. You can also download a PDF version of the Dreamweaver Help files from the Adobe Help application

For additional information resources, such as tips, techniques, and the latest product information, visit [www.adobe.com/support/dreamweaver](http://www.adobe.com/support/dreamweaver) to access the Adobe Community Help page.

## Checking for updates

Adobe periodically provides software updates. You can obtain these updates using Adobe Updater if you have an active Internet connection.

- 1 In Dreamweaver, choose Help > Updates. The Adobe Updater automatically checks for updates for your Adobe software.
- 2 In the Adobe Updater dialog box, select the updates you want to install and then click Download And Install Updates to install them.

**Note:** If Dreamweaver detects that you are not connected to the Internet when you open the application, choose Help > Dreamweaver Help to open the Help HTML pages that are installed with Dreamweaver. For more up-to-date information, view the online Help files or download the current Dreamweaver Help PDF.

**Note:** To choose preferences for future updates, click Preferences. You can choose how often Adobe Updater should check for updates, identify applications to be updated, and choose whether to download updates automatically. Click OK to accept the new settings.

## Additional resources

*Adobe Dreamweaver CS5 Classroom in a Book* is not meant to replace documentation that comes with the program or to be a comprehensive reference for every feature. Only the commands and options used in the lessons are explained in this book. For comprehensive information about program features and tutorials, refer to these resources:

**Adobe Community Help:** Community Help brings together active Adobe product users, Adobe product team members, authors, and experts to give you the most useful, relevant, and up-to-date information about Adobe products. Whether you're looking for a code sample or an answer to a problem, have a question about the software, or want to share a useful tip or recipe, you'll benefit from Community Help. Search results will show you not only content from Adobe, but also from the community.

With Adobe Community Help you can:

- Access up-to-date definitive reference content online and offline
- Find the most relevant content contributed by experts from the Adobe community, on and off Adobe.com
- Comment on, rate, and contribute to content in the Adobe community
- Download Help content directly to your desktop for offline use
- Find related content with dynamic search and navigation tools

**To access Community Help:** If you have any Adobe CS5 product, then you already have the Community Help application. To invoke Help, choose Help > Dreamweaver Help. This companion application lets you search and browse Adobe and community content, plus you can comment on and rate any article just like you would in the browser. However, you can also download Adobe Help and language reference content for use offline. You can also subscribe to new content updates (which can be automatically downloaded) so that you'll always have the most up-to-date content for your Adobe product at all times. You can download the application from [www.adobe.com/support/chc/index.html](http://www.adobe.com/support/chc/index.html).

Adobe content is updated based on community feedback and contributions. You can contribute in several ways: add comments to content or forums, including links to web content; publish your own content using Community Publishing; or contribute Cookbook Recipes. Find out how to contribute: [www.adobe.com/community/publishing/download.html](http://www.adobe.com/community/publishing/download.html).

See <http://community.adobe.com/help/profile/faq.html> for answers to frequently asked questions about Community Help.

**Adobe Dreamweaver Help and Support:** [www.adobe.com/support/dreamweaver](http://www.adobe.com/support/dreamweaver) is where you can find and browse Help and Support content on [adobe.com](http://adobe.com).

**Adobe TV:** <http://tv.adobe.com> is an online video resource for expert instruction and inspiration about Adobe products, including a How To channel to get you started with your product.

**Adobe Design Center:** [www.adobe.com/designcenter](http://www.adobe.com/designcenter) offers thoughtful articles on design and design issues, a gallery showcasing the work of top-notch designers, tutorials, and more.

**Adobe Developer Connection:** [www.adobe.com/devnet](http://www.adobe.com/devnet) is your source for technical articles, code samples, and how-to videos that cover Adobe developer products and technologies.

**Resources for educators:** [www.adobe.com/education](http://www.adobe.com/education) includes three free curriculums that use an integrated approach to teaching Adobe software and can be used to prepare for the Adobe Certified Associate exams.

Also check out these useful links:

**Adobe Forums:** <http://forums.adobe.com> lets you tap into peer-to-peer discussions, questions, and answers on Adobe products.

**Adobe Marketplace & Exchange:** [www.adobe.com/cfusion/exchange](http://www.adobe.com/cfusion/exchange) is a central resource for finding tools, services, extensions, code samples, and more to supplement and extend your Adobe products.

**Adobe Dreamweaver CS5 product home page:** [www.adobe.com/products/dreamweaver](http://www.adobe.com/products/dreamweaver)

**Adobe Labs:** <http://labs.adobe.com> gives you access to early builds of cutting-edge technology, as well as forums where you can interact with both the Adobe development teams building that technology and other like-minded members of the community.

# Adobe certification

The Adobe training and certification programs are designed to help Adobe customers improve and promote their product-proficiency skills. There are four levels of certification:

- Adobe Certified Associate (ACA)
- Adobe Certified Expert (ACE)
- Adobe Certified Instructor (ACI)
- Adobe Authorized Training Center (AATC)

The Adobe Certified Associate (ACA) credential certifies that individuals have the entry-level skills to plan, design, build, and maintain effective communications using different forms of digital media.

The Adobe Certified Expert program is a way for expert users to upgrade their credentials. You can use Adobe certification as a catalyst for getting a raise, finding a job, or promoting your expertise.

If you are an ACE-level instructor, the Adobe Certified Instructor program takes your skills to the next level and gives you access to a wide range of Adobe resources.

Adobe Authorized Training Centers offer instructor-led courses and training on Adobe products, employing only Adobe Certified Instructors. Check out [http://partners.adobe.com/public/partnerfinder/tp/show\\_find.do](http://partners.adobe.com/public/partnerfinder/tp/show_find.do) for a directory of AATCs.

For information on the Adobe Certified programs, visit [www.adobe.com/support/certification/](http://www.adobe.com/support/certification/).

# Accelerate your workflow with Adobe CS Live

Adobe CS Live is a set of online services that harness the connectivity of the web and integrate with Adobe Creative Suite 5 to simplify the creative review process, speed up website compatibility testing, deliver important web user intelligence, and more, allowing you to focus on creating your most impactful work. CS Live services are complimentary for a limited time\* and can be accessed online or from within Creative Suite 5 applications.



**Adobe BrowserLab** is for web designers and developers who need to preview and test their web pages on multiple browsers and operating systems. Unlike other browser compatibility solutions, BrowserLab renders screenshots virtually on demand with multiple viewing and diagnostic tools, and can be used with Dreamweaver CS5 to preview local content and different states of interactive pages. Being an online service, BrowserLab has fast development cycles, with greater flexibility for expanded browser support and updated functionality.



**Adobe CS Review** is for creative professionals who want a new level of efficiency in the creative review process. Unlike other services that offer online review of creative content, only CS Review lets you publish a review to the web directly from within InDesign, Photoshop, Photoshop Extended, and Illustrator and view reviewer comments back in the originating Creative Suite application.



**Acrobat.com** is for creative professionals who need to work with a cast of colleagues and clients in order to get a creative project from creative brief to final product. Acrobat.com is a set of online services that includes web conferencing, online file sharing, and workspaces. Unlike collaborating via e-mail and attending time-consuming in-person meetings, Acrobat.com brings people to your work instead of sending files to people, so you can get the business side of the creative process done faster, together, from any location.



**Adobe Story** is for creative professionals, producers, and writers working on or with scripts. Story is a collaborative script development tool that turns scripts into metadata that can be used with the Adobe CS5 Production Premium tools to streamline workflows and create video assets.



**SiteCatalyst NetAverages** is for web and mobile professionals who want to optimize their projects for wider audiences. NetAverages provides intelligence on how users are accessing the web, which helps reduce guesswork early in the creative process. You can access aggregate user data such as browser type, operating system, mobile device profile, screen resolution, and more, which can be shown over time. The data is derived from visitor activity to participating Omniture SiteCatalyst customer sites. Unlike other web intelligence solutions, NetAverages innovatively displays data using Flash, creating an engaging experience that is robust yet easy to follow.

## You can access CS Live three different ways:

- 1 Set up access when you register your Creative Suite 5 products and get complimentary access that includes all of the features and workflow benefits of using CS Live with CS5.
- 2 Sign up online and get complimentary access to CS Live services for a limited time. Note, this option does not give you access to the services from within your products.
- 3 Desktop product trials include a 30-day trial of CS Live services.

\*CS Live services are complimentary for a limited time. See [www.adobe.com/go/cs5live](http://www.adobe.com/go/cs5live) for details.

# 4

## GETTING A QUICK START

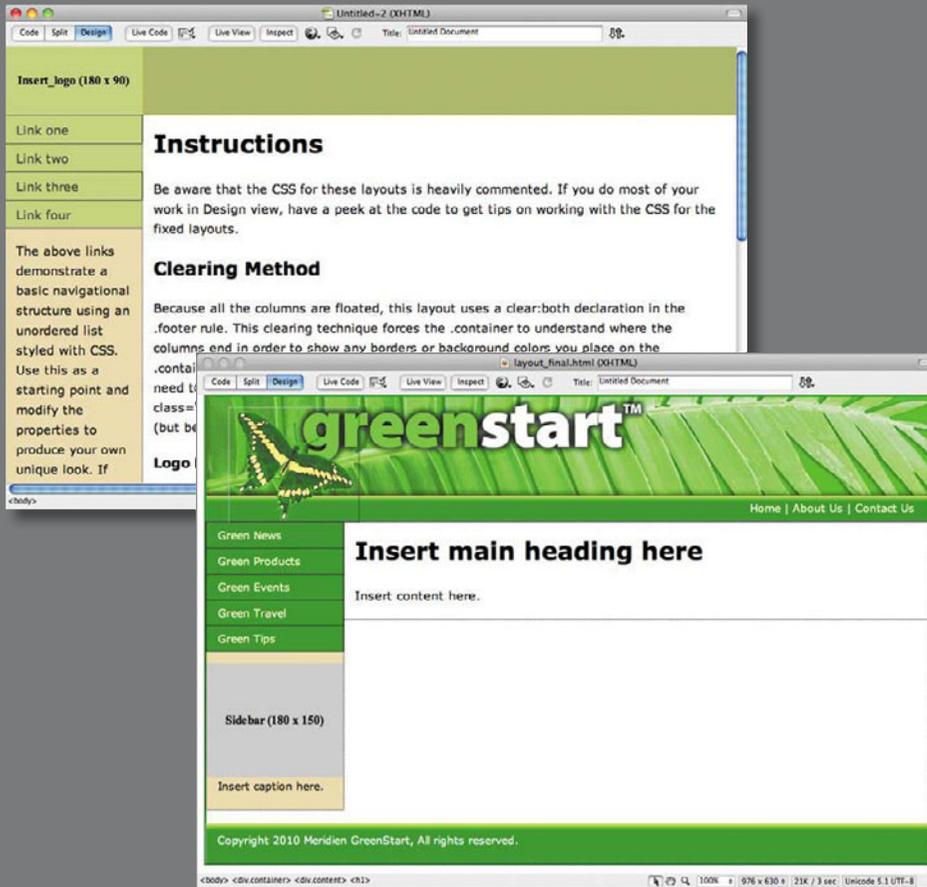
### Lesson Overview

In this lesson, you'll be introduced to the Dreamweaver web page building features while learning how to work within its workspace. You'll learn how to do the following:

- Set up a site in Dreamweaver
- Create a new page using a CSS layout
- Save a document
- Modify the page title and change text headings
- Insert text from an external document
- Add foreground and background images
- Create, modify, and select CSS styles
- Preview your page in Live view and a browser



This lesson will take about 1 hour and 15 minutes to complete. Before beginning, make sure you have copied the files for Lesson 4 to your hard drive as described in the “Getting Started” section at the beginning of the book. If you are starting from scratch in this lesson, use the method described in the “Jumpstart” section of “Getting Started.”



Use Dreamweaver's expertly designed CSS layouts to quickly create a standards-based web page, ready for your personalized content.

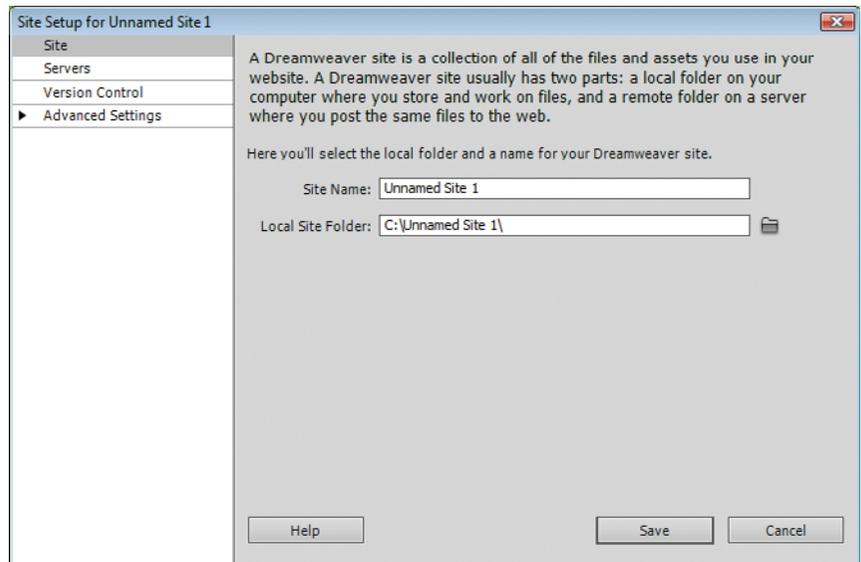
# Defining a Dreamweaver site

The lessons in this book function within a Dreamweaver site. In Dreamweaver, you work with a *local* site stored in a folder on your hard drive. When you are ready to publish your site (see Lesson 17, “Publishing to the Web”), you upload your completed files to a *remote* site, stored on your web host’s server. The folder structures and files of the local and remote sites are usually mirrors of each other.

First, set up your local site:

- 1 Launch Adobe Dreamweaver CS5, if necessary.
- 2 Choose Site > New Site, and the Site Setup dialog box appears.

If you’ve used any previous version of Dreamweaver, you will notice that the Site Setup dialog box has been redesigned and simplified. Gone are the Basic and Advanced views. Now to create a website in Dreamweaver CS5 you need only to name it and select the local site folder:



- 3 In the Site Name field, type **DW-CIB**.

Site names typically relate to a specific project or client and will appear in the Files panel.

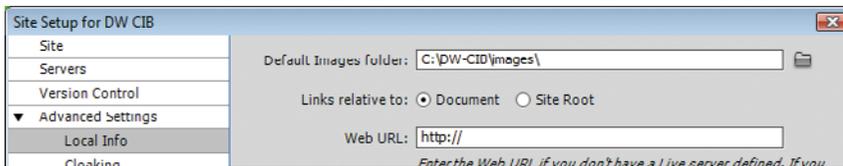
- 4 Next to the Local Site Folder field, click the folder (📁) icon. When the Choose Root Folder dialog box opens, navigate to the DW-CIB folder containing the files you copied from the *Adobe Dreamweaver CS5 Classroom in a Book* CD and click Select/Choose.

You could click Save at this time and begin working on your new website, but we'll add one more piece of handy information.

- 5 Click the arrow (▶) next to the Advanced Settings category to reveal the tabs listed there. Select the Local Info category.

Although it's not required, a good policy for site management is to store different file types in separate folders. For example, many websites provide individual folders for images, PDFs, video, and so on. Dreamweaver assists in this endeavor by including an option for a *default images* folder. Later, as you insert images from other places on your computer, Dreamweaver will use this setting to automatically move the images into the site structure.

- 6 Next to the Default Images Folder field, click the folder (📁) icon. When the dialog box opens, navigate to the DW-CIB > images folder containing the files you copied from the *Adobe Dreamweaver CS5 Classroom in a Book* CD and click Select/Choose.



You've entered all the information required to begin your new site. In subsequent lessons you'll add more information to enable you to upload files to your remote site and to be able to test dynamic web pages.

- 7 In the Site Setup dialog box, click Save.

Setting up a site is a crucial first step in beginning any project in Dreamweaver. Knowing where the site root folder is located determines link pathways and enables many site-wide options in Dreamweaver such as Find and Replace.

# Using the Welcome screen

The Dreamweaver Welcome screen provides quick access to recent pages, easy creation of a range of page types, and a direct connection to several key help topics. The Welcome screen appears when you first start the program or when no other documents are open. Let's use the Welcome screen to explore ways to create and open documents:



- 1 In the Create New column of the Welcome screen, click HTML to create a new, blank HTML page.
- 2 Choose File > Close.  
The Welcome screen reappears.
- 3 In the Open A Recent Item section of the Welcome screen, click the Open button.  
This allows you browse for files to open in Dreamweaver. Click Cancel.

The Welcome screen shows you a list of up to nine of your recently used files. Recently used files are shown in the sample figure; however, your installation may not display any used files at this point. Choosing a file from this list is a quick alternative to choosing File > Open when you want to edit an existing page you have recently opened or created.

You will use the Welcome screen several times in this book. When you've completed the lessons in this book, you may prefer not to use the Welcome screen. If so, you can disable it by selecting the Don't Show Again option in the lower left of the window. You can re-enable the Welcome screen in the General category of preferences.

## Selecting a CSS layout

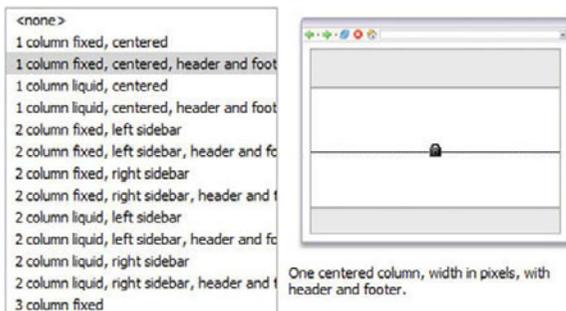
Adobe Dreamweaver CS5 provides 16 different CSS layouts. In this exercise, you'll select and modify one. The CSS layouts are carefully built and tested to comply with web standards and to work cross-platform in all major browsers with no additional changes to the layout. Popular one-, two-, and three-column choices are included, specified either in fixed-width dimensions set in pixels or in relative measurements set in percentages:

- 1 Choose File > New.
- 2 In the New Document dialog box, from the first column, select Blank Page.
- 3 In the Page Type column, select HTML.

Dreamweaver allows you to create a wide range of page types. HTML is the page type most commonly used for building basic web pages.

- 4 In the Layout column, select "1 Column Fixed, Centered, Header And Footer."

The preview for this layout displays a padlock (🔒) symbol to indicate that the width is fixed at a set number of pixels. Other layouts display a spring (🌀) symbol to indicate that the width will expand or contract with the browser window.



- 5 Leave all other options at their default settings and click Create.

Your new page appears in Dreamweaver as a document with filler text and default coloring. This is the document window where you add your own content and customize the appearance of the page.

## Saving a page

After you've created a page, it's a good practice to save it immediately:

- 1 Choose File > Save. Alternatively, you could press Ctrl-S/Cmd-S.
- 2 When the Save As dialog box appears, navigate to the DW-CIB folder. Type **greenstart.htm** or **greenstart.html** in the Filename field.  
It's a matter of personal preference whether you use three- or four-letter extensions in your filenames; either will work fine on the web. Just remember to be consistent. (This book will use .html.)
- 3 Click Save.

## Modifying the page title

As described in Lesson 2, "HTML Basics," the title of a web page is displayed in the browser's title bar. Page titles are one of the elements used by search engines to index and rank websites. It's important to always change Dreamweaver's default page title of "Untitled Document" to a phrase that describes your specific web page:

- 1 If necessary, choose File > Open Recent > **greenstart.html**.
- 2 Click the Design button to view the page in Design view.
- 3 In the Title field of the document toolbar, select the placeholder text, *Untitled Document*.
- 4 Type **Get a green start with Meridien GreenStart** and press Enter/Return.



## Changing headings

Dreamweaver's CSS layouts are populated by sample headings, body text, and colors. Placeholder headings and text help you visualize the layout as it will appear when your final content is placed on the page. Changing the placeholders is a simple process:

- 1 Double-click the placeholder text, *Instructions*, to select it. Then type **It's Easy Being Green with GreenStart** to replace it.

Note that the new text remains formatted as an <h1> element.

## Instructions

# It's Easy Being Green with GreenS

- 2 Choose File > Save.

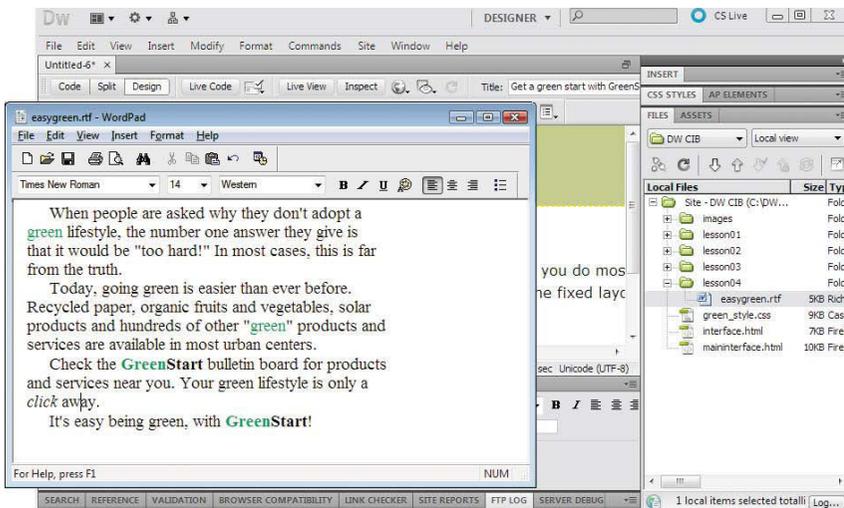
## Inserting text

You can change paragraph text as easily as you changed the heading. You can enter text manually, but Dreamweaver also allows you to insert text from other sources, such as Microsoft Office:

- 1 Click the Design button to view the page in Design view.
- 2 Choose Window > Files to display the Files panel, if it isn't visible.
- 3 Display the lesson04 folder. Click the triangle (▶) to the left of the folder name to reveal its contents. Double-click **easygreen.rtf** to open it.

Although Dreamweaver can't open an RTF file, your computer will select a compatible application, such as Word, WordPad, TextEdit, or so on, and open the RTF file.

● **Note:** Dreamweaver provides a number of methods for selecting text that operate similar to word processing software, such as dragging the mouse to highlight text, double-clicking a single word, or triple-clicking to select an entire paragraph.



- 4 When the file opens, select all the text and press Ctrl-C/Cmd-C to copy the text to the clipboard. Do not close the application displaying **easygreen.rtf**.

Note how the text is formatted in Times New Roman, with indentation, bolding, and green highlighting.

- 5 Switch to Dreamweaver and position the mouse pointer below the header, "It's Easy Being Green with GreenStart." With the mouse pointer at the beginning of the first paragraph element immediately following this heading, click and drag to the end of the text in the main content area—so that all the placeholder headings and paragraphs are selected—but don't select the text in the footer.

- 6 Press Ctrl-V/Cmd-V to paste the text from the clipboard.

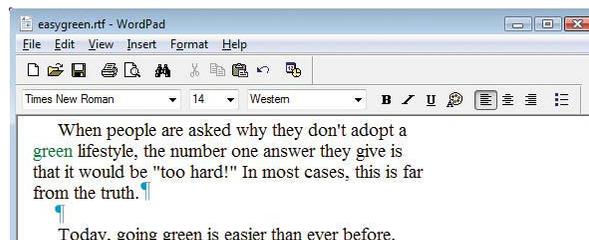
Before proceeding to the next step, it's important to examine what just happened. You probably noticed that the pasted text replaced the selection and was automatically formatted as a paragraph `<p>` element. However, although the text itself came over successfully, the paragraph indents and font formatting didn't. Besides ignoring the fonts and color, Dreamweaver missed something more important: the paragraph breaks.

- 7 Insert your cursor at the end of the third paragraph "...only a click away." Click the Code view button. Observe the code element that appears at the end of the paragraph.

```
Today, going green is easier than ever before. Recycled paper, organic fruits  
and vegetables, solar products and hundreds of other "green" products and  
services are available in most urban centers. <br />  
Check the GreenStart bulletin board for products and services near you. Your  
green lifestyle is only a click away. <br />  
It's easy being green, with GreenStart.</p>
```

It turns out that Dreamweaver didn't completely ignore the paragraph returns, but instead of `</p>` tags it inserted `<br />` line break elements. It's important to know that Dreamweaver translates single paragraph returns copied from other programs into break codes. The trick for producing true HTML `<p>` elements is to insert additional returns between each of the original paragraphs.

- 8 Switch back to the application displaying **easygreen.rtf**.
- 9 Insert the cursor at the end of each paragraph and press Enter/Return to insert a second paragraph return.



In Word and other programs, you can automate the process of inserting extra returns for longer documents by using the Find/Change command to replace single paragraph returns with two in a row.

- 10 Select and copy all the text in **easygreen.rtf**.
- 11 Switch to Dreamweaver. Click the Design view button.
- 12 Select the improperly formatted text in the main content area. Press Ctrl-V/ Cmd-V to paste from the clipboard.

The difference between the new and the old text is dramatic. The new text clearly displays extra space delineating each paragraph.

- 13 Select any of the newly pasted paragraphs. Click the Code view button. Observe the code elements at the beginning and end of each paragraph.

The newly pasted text is now properly structured with `<p>...</p>` tags.

```
<p>When people are asked why they don't adopt a green lifestyle, the number one
answer they give is that it would be "too hard!" In most cases, this is far
from the truth. </p>
<p>Today, going green is easier than ever before. Recycled paper, organic fruits
and vegetables, solar products and hundreds of "green" products and
services are available in most urban centers. </p>
<p>Check the GreenStart bulletin board for products and services near you. Your
green lifestyle is only a click away. </p>
<p>It's easy being green, with GreenStart! </p>
```

- 14 Place the cursor in the footer area. Select the placeholder text and type **Copyright 2010 Meridien GreenStart, All rights reserved** to replace it.

The placeholder copy is replaced as you type.

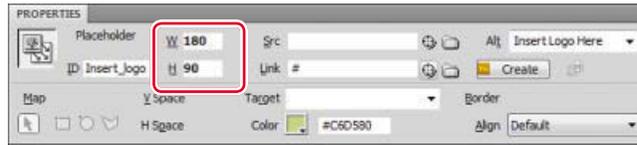
- 15 Press Ctrl-S/Cmd-S to save.

## Inserting images

Inserting images and graphics in Dreamweaver is straightforward. Once an image has been placed on a page, its image properties, such as alignment, can be adjusted using the Property inspector or within the CSS. In this exercise, you will replace the image placeholder with a banner graphic and insert an inline image into the site content:

- 1 If necessary, choose File > Open Recent > **greenstart.html** and click the Design button to view the page in Design view.
- 2 Select the image placeholder in the header section of the page. Although its dimensions are displayed in the placeholder itself, note its width and height in the Property inspector. If the Property inspector is not visible, choose Window > Properties.

The placeholder is 180 pixels by 90 pixels in size.



- 3 Double-click the placeholder.

The Select Image Source dialog box appears.

- 4 Navigate to the DW-CIB > images folder and select **banner.jpg**. Note the dimensions of the image displayed in the dialog box.

The banner image is 950 pixels by 200 pixels in size—quite a bit larger than the placeholder.



- 5 Click OK/Choose.

The banner image appears in the layout.

It is a recommended practice for web designers to enter a brief alternate description of images. The alternate text, or alt text, is seen when the image is not visible. The alt text will also appear for users with certain mobile devices, screen readers, or other browsing devices that may not see images. You can add the alt text using the Property inspector.

- 6 In the Property inspector Alt field, select the text *Add logo here*, type **GreenStart banner** in the Alternate Text field. Click OK.

Note the size of the banner in the Property inspector. Although the placeholder was only 180 by 90 pixels in size, Dreamweaver ignored these dimensions. That's because the size of the placeholder doesn't determine the size of the inserted image; Dreamweaver always honors an image's actual size.

Note that the banner is not as wide as the predefined website structure. You'll adjust this width in an upcoming exercise. Let's insert an image within the page's main content area.

- 7 Insert the cursor at the beginning of the paragraph "When people are asked..." Choose Insert > Image.

- In the Select Image Source dialog box, navigate to the DW-CIB > images folder and choose **butterfly.gif**. Click OK/Choose.
- In the Image Tag Accessibility Attributes dialog box, choose `<empty>` from the Alternate Text menu.



Web standards recommend that the `<empty>` attribute should be assigned to any graphics used for decorative or spacing purposes, and ones that add no specific information or semantic meaning to the page content. Assistive readers and other devices will ignore images with such a designation.

- Click OK.

The butterfly appears in the first line of the paragraph and displaces the text in an unappealing way.

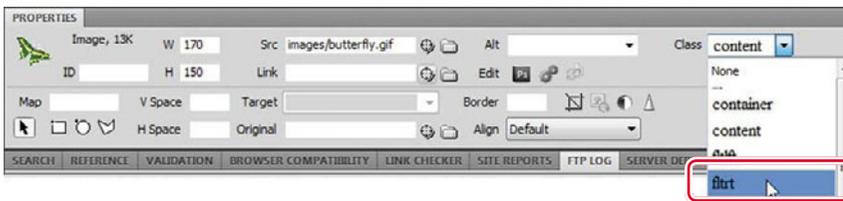
## It's Easy Being Green with GreenStart



When people are asked why they don't adopt a green lifestyle, they would be "too hard!" In most cases, this is far from the truth.

You could adjust the image position using the HTML `align` attribute accessible from the Property inspector. But this attribute is deprecated in HTML 4.01 and was removed from the HTML 5 specification. Instead, you'll use a method already included with the layout, powered by CSS.

- With the newly inserted image selected, choose **flrt** from the Class pop-up menu in the Property inspector.



The class `fl lft` (abbreviation for *float left*) aligns the image to the left side of its container with text wrapping around it to the right. The class `fl rrt` (abbreviation for *float right*) aligns the image to the right of its container and forces the

text to flow around the left side of the image. All 16 CSS sample layouts include `.float` and `.float` in their default style sheet.

Float is a CSS relative property that moves an element to the left or right of the element containing it. (In this exercise, the container is `div.content`.) When one element floats, any subsequent element in the same container will flow or wrap around it. The `float` attribute essentially overrides, or resets, an element's `block` attribute (if any), essentially making it perform as an inline element. Check out Lesson 3, "CSS Basics," to learn more about CSS positioning.

The page now contains both text and images. In the next exercise, you will improve on the appearance by modifying the CSS styles.

- 12 Choose File > Save.

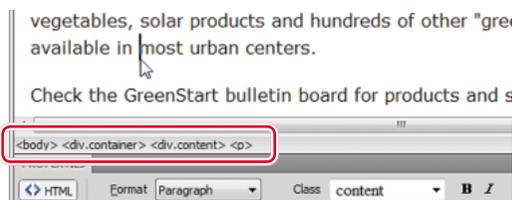
## Selecting and modifying CSS styles

CSS styles are the current standard for all web styling and layout. In this exercise, you'll adjust the width of the page, modify the background colors, add a background graphic to a page section, and adjust several text attributes. All these changes are accomplished using Dreamweaver's CSS Styles panel.

### Changing the page width

You probably noticed that the image inserted in the header section is slightly narrower than the predefined page width. The width attribute of a web page is typically applied either to the `<body>` element or to a *parent* `<div>` element that contains the main content. The first step to changing the width is to identify the CSS rule that is controlling it, which will take some CSS detective work:

- 1 If necessary, choose File > Open Recent > **greenstart.html** and click the Design button to view the page in Design view.
- 2 Insert the cursor anywhere in the page content. Observe the name and order of the tag selectors at the bottom of the document window.



The tag selector display order directly correlates to the page's code structure. Elements appearing to the left are parents, or containers, of all elements to the right. The element farthest to the left is the highest in the page structure. As you

can see, the `<body>` element is highest and `<div.container>` is second. No matter where you click the page, this relationship doesn't change, so by simple deduction you can be certain that one or the other of these two suspects probably contains the width attribute you're looking for.

- 3 Choose Window > CSS Styles, if the panel is not visible and open.

Minimize or close any panels as necessary to give maximum access to the CSS Styles panel.

- 4 In the CSS Styles panel, click the All button to switch from Current view, if necessary.

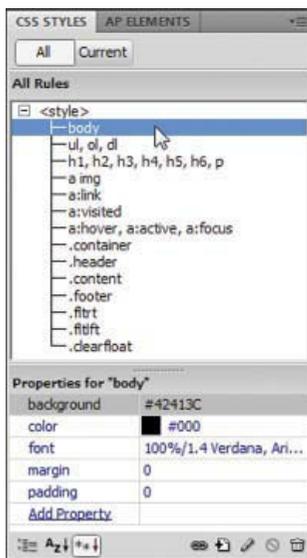
The All view displays the entire style sheet associated with the current page. The Current view displays only the styles that affect a selected element. A document must be open to see any styles in the CSS Styles panel.

- 5 Expand the `<style>` entry in the CSS Styles panel by clicking the plus symbol (+) / disclosure triangle (▶).

- 6 In the CSS Styles panel, click the `body` rule. Examine its properties. You may have to drag down the bottom border of the CSS Styles panel to see them all.

As displayed, the `body` rule has attributes for background, color, font, margins, and padding, but not for the width. Time to check the other suspect.

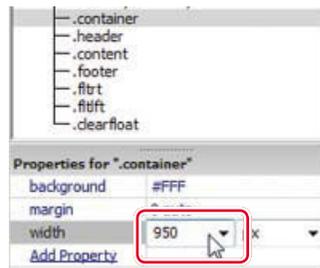
**Note:** In this page, the style rules are in the document head section. Dreamweaver indicates that styles are internal to the document with brackets: `<style>`. In later lessons you will work with styles stored in an external style sheet. Dreamweaver will list these style sheets by their filenames (for example, `mystyles.css`) in the CSS styles panel.



- 7 Click the `.container` rule. Observe its properties.

This rule features a width attribute of 960 pixels. Since the banner was 950 pixels in width, it seems clearly to be the culprit we're looking for. Rules can be modified directly in the Properties section of the panel.

- 8 In the Properties section, click the number 960. Type **950** and press Enter/Return.



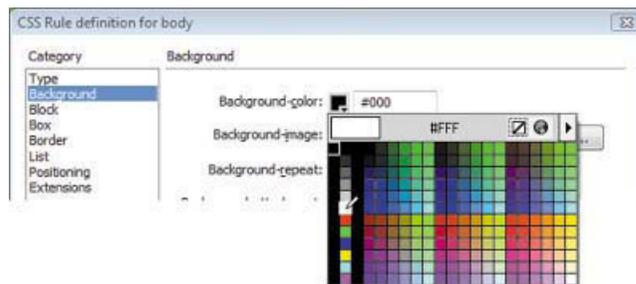
The web page collapses to the width of the banner graphic.

## Changing the page background colors

As you learned in Lesson 3, a CSS rule can alter the properties and behavior of any HTML element, such as `<body>`. In this exercise you'll modify the background color of the entire page.

- 1 Click the Design button to view the page in Design view.
- 2 In the CSS Styles panel, click the `body` rule, and then click the Edit Rule (✎) button.
- 3 When the "CSS Rule Definition For *body*" dialog box appears, select the Background category. Click the Background-color color box to display the color picker.
- 4 In the color picker, use the eyedropper to click the white color chip.

● **Note:** Hexadecimal colors are typically written in six characters, two characters for each color channel: red, green, and blue. When both characters in a pair match, it can be abbreviated; for example, #003366 can be written as #036.



Dreamweaver automatically inserts the hexadecimal value for white, #FFF, in the Background-color field.

- 5 Click OK to complete the change.

Dreamweaver displays the new color in the Properties section of the CSS Styles panel—the `body` rule background color has now changed from dark gray to white. The header and footer background colors have not changed. Let's assign a background color to the footer section.

- 6 Insert the cursor into the footer section. Observe the tag selectors.

The tag `<div.footer>` appears at the bottom of the document window. Although it seemed obvious, don't assume how an element is styled. Always rely on your tag selectors a foolproof way to identify the page structure.

- 7 In the CSS Styles panel, double-click the `.footer` rule.

- 8 Change the Background-color to `#060`. Click OK.

The footer background changes from gray to dark green.

- 9 Choose File > Save.

## Inserting a graphic background into the footer

Using one solid color over large sections of a page can make for a dull design. But intelligent use of gradient images can add a multidimensional flourish without unduly burdening Internet bandwidth. By combining background colors and background images, you can achieve amazing results. While foreground images are inserted directly onto the page, background images are placed using CSS. As with many other formatting commands, the support of background images using HTML-based attributes was deprecated in HTML 4.01. In this exercise, you will add a background graphic to the footer using CSS to create a three-dimensional effect:

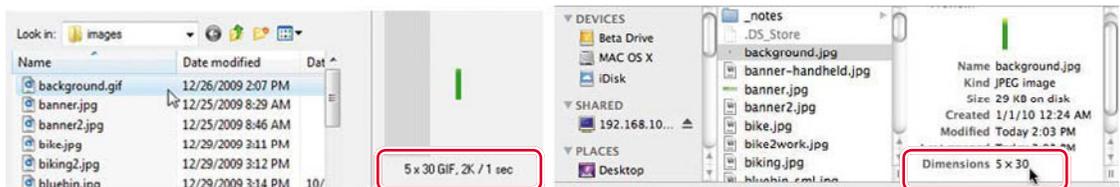
- 1 Click the Design button to view the page in Design view, if necessary.

- 2 In the CSS Styles panel, double-click the `.footer` rule.

- 3 Select the Background category. Click the Browse button next to the Background-image field.

The Select Image Source dialog box appears.

- 4 Navigate to `DW-CIB > images` and select **background.jpg**. Observe the image dimensions and preview.



The image is 5 pixels by 30 pixels and 2 kilobytes in size. Since the page is 950 pixels, this graphic could never fill the footer unless it was copied and pasted hundreds of times. But, such antics are unnecessary with background images; they have a special capability called *repeat*.

- 5 Click OK/Choose. Click Apply.

The background image repeats automatically—both vertically and horizontally—to fill the entire footer. In some cases, a background is not designed to repeat in both directions. This graphic, for example, was intended to create a rounded 3D effect for the top edge of a `<div>` element. CSS allows you to control the repeat function, such as limiting it to either the vertical or horizontal axis among other settings.



- 6 Choose repeat-x from the Background-repeat field menu. Click Apply.

The graphic repeats only horizontally now; it aligns to the top of the `<div>` element by default. But the background color selected earlier doesn't match the graphic; it's too dark.

- 7 Select the Background-color color box to access the Eyedropper tool. Click the Eyedropper tool on the lighter of the two shades of green in the footer, which enters #090 into the Background-color field.

- 8 Click OK.

The background color now matches the background image perfectly. The result is the effect of a green container with a 3D rounded top edge. We'll experiment with more dramatic effects in later lessons.

- 9 Choose File > Save.

## Adjusting text fonts, colors, and sizes

CSS gives you tremendous control over page appearance. For example, it's easy to change a page's overall font formatting and appearance by changing a single rule.

Let's take a look at the font types:

- 1 Click the Design button to view the page in Design view, if necessary.
- 2 In the CSS Styles panel, double-click the body rule.
- 3 When the "CSS Rule Definition for *body*" dialog box opens, observe the entry displayed in the Font-family field: Verdana, Arial, Helvetica, sans serif.

Why *four* typefaces? Can't Dreamweaver make up its mind?

The answer is a simple, but ingenious, solution to a twofold problem. Not all computers have the same fonts installed, and HTML 4.01 can't currently embed fonts in a web page. That means if you chose a single font and it wasn't installed on the visitor's computer, your carefully designed and formatted web page could immediately and tragically appear in Courier or some other equally undesirable font.



Normal browser display



Browser defaulting to Courier

By specifying fonts in groups, the browser is given a second, third, and perhaps fourth (or more) choice to default to before it picks for itself (egads!). Some call this technique “degrading gracefully.”

Dreamweaver CS5 offers more than a dozen predefined font groups out of the box. If you don’t see a combination you prefer, notice the Edit Font List option at the bottom of the Font-Family field menu that allows you to create new groups of your own.

But before you start building your own group, remember this: Your main consideration is not to pick *your* favorite font, but to figure out what fonts are installed on your *visitors’* computers. You may prefer the font Hoefelner Allgemeine Bold Condensed, but it’s unlikely that a majority of web users have it installed on their computers. By all means select Hoefelner as your first choice, just don’t forget to slip in some of the more tried-and-true fonts like Arial, Helvetica, Tahoma, Times New Roman, Trebuchet MS, Verdana, and finally serif and sans serif.

## Changing font and color

Using different fonts and colors helps to develop visual interest on a web page. You’ll use the CSS Styles panel to change the font type and color:

- 1 If necessary, choose File > Open Recent > **greenstart.html** and click the Design button to view the page in Design view.
- 2 In the CSS Styles panel, double-click the `body` rule.
- 3 From the Font-family menu, choose “Trebuchet MS, Arial, Helvetica, sans-serif.” Click OK.

You have successfully changed the basic font of the entire web page by editing one rule.

Note that the black footer text is a bit difficult to read against the green background. You can adjust the footer text color this way, too.

- 4 In the CSS Styles panel, double-click the `.footer` rule.
- 5 In the “CSS Rule Definition For `.footer`” dialog box, select the Type category.
- 6 Enter `#FFF` in the Color field. The footer text displays in white.
- 7 Click OK.

## Altering text size

In addition to changing the font style and color, as in the previous exercise, you can also alter text size with CSS:

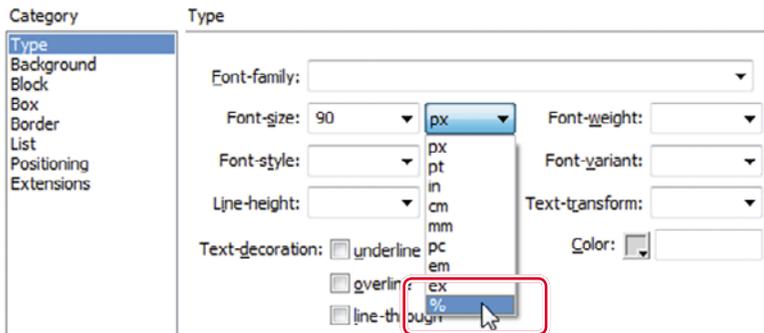
- 1 If necessary, choose File > Open Recent > **greenstart.html** and click the Design button to view the page in Design view.

The font size is set to 100% for this CSS layout in the body rule. All elements on the page will inherit this formatting unless otherwise specified. Let's change the size of the text in the main content area.

- 2 Insert the cursor in the main content. Observe the tag selectors at the bottom of the document window. Identify the `<div>` element that contains the main content itself.

The main content is contained in `<div .content>`.

- 3 In the CSS Styles panel, double-click the `.content` rule.
- 4 In the "CSS Rule Definition For `.content`" dialog box, type **90** in the Font-size field, and choose % from the unit of measurement menu. Click OK.



The text in `<div .content>` element now displays at 90 percent of its original size.

- 5 Choose File > Save.

## Using the Property inspector

The Property inspector has traditionally been used to apply quick HTML formatting. It now has the ability to create custom CSS formatting, too:

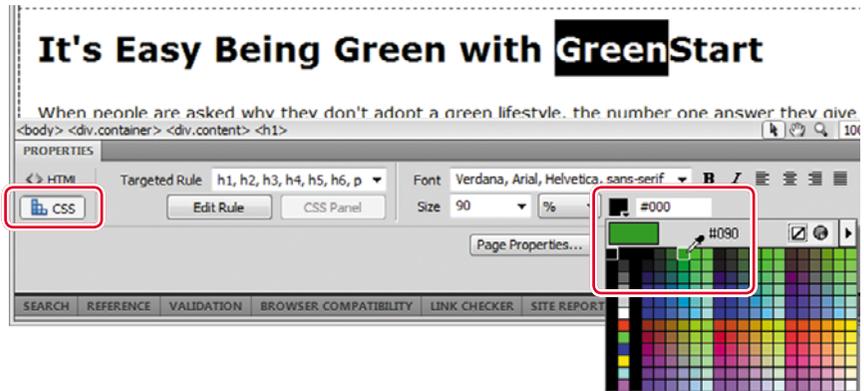
- 1 Click the Design button to view the page in Design view, if necessary.
- 2 If you don't see the Property inspector docked under the Document window, choose Window > Properties.
- 3 On the left side of the Property inspector, click the HTML button, if necessary, to display the HTML formatting commands.
- 4 Select the name "GreenStart" wherever it appears in the paragraph copy and click the B button to apply the `<strong>` tag.

The text "GreenStart" is displayed in bold. Let's create a custom CSS rule using the Property inspector.

- 5 In the Property inspector, click the CSS button.

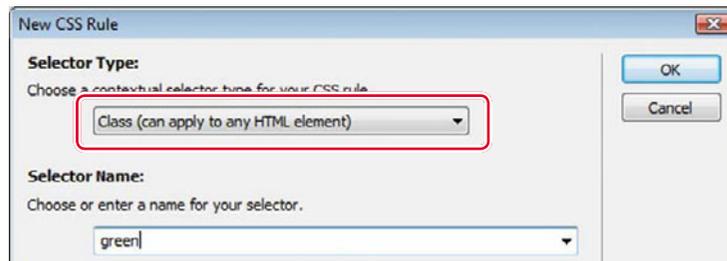
**Note:** If you copied and pasted the text from Word in the exercise earlier in this chapter, the text may already be formatted in bold. Clicking the B button in this case will toggle the bold formatting off. Leave the bold formatting in place.

- 6 In the main heading, select “Green” in the word “GreenStart”.
- 7 Type #090 in the Color field and press Enter/Return to change the text’s color to match the green color used in the footer.



The New CSS Rule dialog box appears.

- 8 Choose Class from the Selector Type pop-up menu, if it is not displayed. Type **green** in the Selector Name field. Click OK.



The selected text changes color. Note the `<span .green>` tag selector at the bottom of the document window when you insert the cursor in the formatted text.

- 9 Click the Code view button and observe the selected code. It should look like this:  
`<span class="green">Green</span>Start`

Dreamweaver created a CSS class and automatically applied it to the selected text using the `<span>` tag.

- 10 Click the Design view button.
- 11 Locate the word “GreenStart” in the paragraph copy. Select “Green” in the word “GreenStart”. In the Property inspector, click the HTML button and choose green from the Class menu.

The selected text displays in green. Although the text in the `<h1>` and `<p>` elements are formatted completely differently, the `.green` class still works as desired in both cases.

- 12 Click the Code view button and observe the selected code. It should look like this:

```
<span class="green"><strong>Green</strong></span><strong>
  Start</strong>
```

This time, not only did Dreamweaver apply the `.green` class to the word “Green”, it also restructured the `<strong>` tag to comply with standard code syntax.

- 13 Apply the `.green` class to the words “Green” or “green” wherever they appear on the page.
- 14 Choose File > Save.

These few examples highlight how useful the Property inspector can be and the reason most web designers leave it open at all times while they work.

## Previewing a page in Live view

So far you have been working in Dreamweaver using Code and Design view to build and format most of the page content. However, Code view ignores the graphical display, and Design view doesn’t always display page elements and formatting accurately. This requires you to switch back and forth from Dreamweaver to the browser frequently to preview the code as it will actually appear on the Internet. To save time and improve productivity, Dreamweaver has a built-in feature called Live view that does a better job generating the page display and virtually eliminates the need to switch to the browser. Live view has additional features that will be explored in later lessons.

- 1 If necessary, choose File > Open Recent > **greenstart.html** and click the Design button to view the page in Design view.
- 2 In the toolbar, click the Live View button. You may also press Alt-F11/Option-F11 to enter Live view.

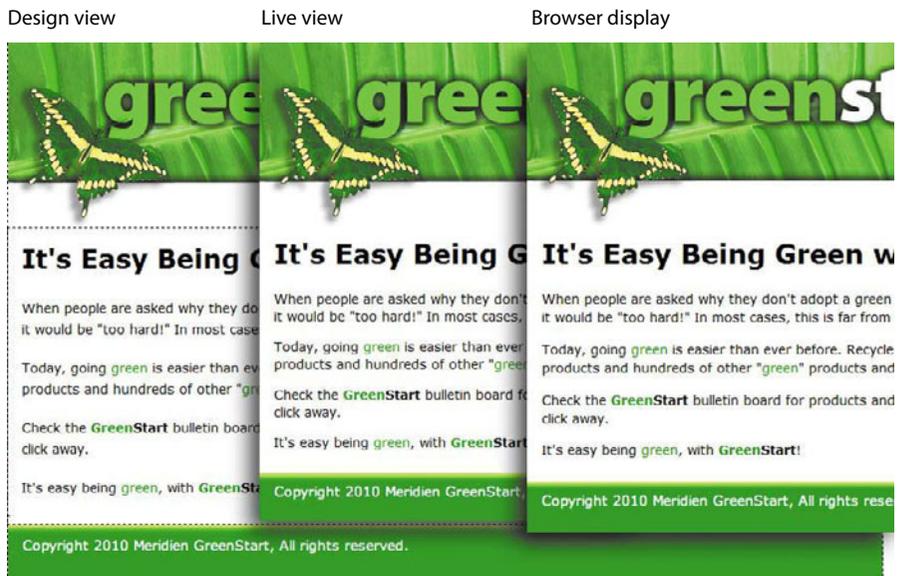
The standard Dreamweaver document display is replaced by a live, simulated browser display. If the page includes elements such as links, JavaScript, or Flash movies, they will be active in Live view. However, you won’t be able to add text or images or modify most types of formatting while Live view is active.

- 3 To resume editing the document, click the Live view button again, or press Alt-F11/Option-F11 again.

## Previewing pages in a browser

Although Dreamweaver does an excellent job of rendering web pages in the Document window and in Live view, it's important to always review your pages in one or more browsers. Dreamweaver can automatically launch the desired browser and load the page, once it has been specified in Dreamweaver's preferences. Browsers installed on your computer when Dreamweaver is installed will automatically be added to this list. Browsers installed later can be added manually.

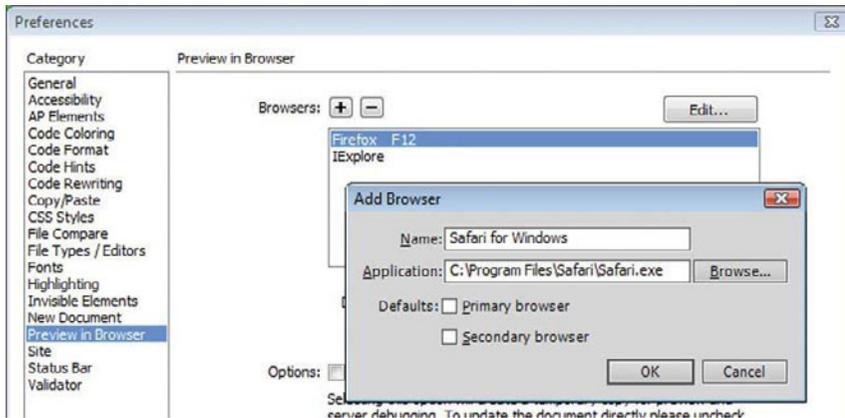
Can you see the subtle variations between these views? Remember, the only one that matters is the browser.



- 1 Choose File > Preview In Browser > Edit Browser List.  
The Preferences dialog box appears, with the Preview In Browser category selected.
- 2 If your desired browser is not already in the list, click the Add (+) button to add it to the list.
- 3 In the Add Browser dialog box, leave all fields blank and click Browse.
- 4 When the Select Browser dialog box opens, navigate to the folder containing your preferred browser:
  - Windows: All browsers will be installed by default in the Program Files folder.
  - Mac: All browsers will be installed by default in the Applications folder.
- 5 Click Open.
- 6 In the Add Browser dialog box, in the Name field, type the name you want to appear in the browser list, such as Firefox, Internet Explorer, or Safari, if necessary.

- 7 Select the Primary Browser option to pick the browser that will open when you preview a page in your preferred browser. Click OK.

Only one browser can be primary. If another browser was designated primary, selecting this option will deselect the previous selection.

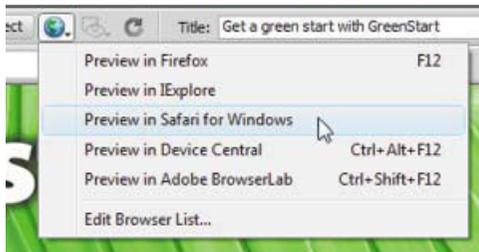


- 8 In the Preferences dialog box, click OK.
- 9 Select File > Preview in Browser and choose your primary browser to preview the current page.

If you haven't saved the page, Dreamweaver will remind you to do so.

In the Document window, clicking the Preview/Debug In Browser (🌐) button allows you to manually select the browser that will preview the open page.

● **Note:** Use the same method to add any additional browsers you may have installed. Viewing your pages in as many browsers as possible is a good testing practice.



- 10 After you've previewed your new web page, close your browser or simply switch back to Dreamweaver.

Congratulations—you've created your first full-blown web page in Dreamweaver. Using a Dreamweaver CSS layout as a head start, you learned how to modify text, change colors, add images, add and modify CSS rules, and quickly produce a professional-looking web page. You have previewed the page in Live view and in a browser. It's easy to see how Dreamweaver combines substantial power with ease of use.

## Review questions

- 1 What's the advantage in using a CSS layout?
- 2 How can you use the tag selectors to determine what CSS element to edit?
- 3 How do you change the background color in a page section?
- 4 What special capability does a background image have, and how can you use it to create special effects?
- 5 How can you create custom CSS formatting using the Property inspector?

## Review answers

- 1 The CSS layouts included with Dreamweaver have been carefully built and tested to work trouble-free in all major browsers.
- 2 When you insert the cursor anywhere in the page content, the names and the order of the elements in the tag selector display directly correlates to the structure of the HTML elements at that position, with the highest parent element farthest to the left.
- 3 Double-click the CSS rule that formats the element and enter a color into the Background-color field of the CSS Rule Definition dialog box. Click OK.
- 4 Background images can repeat multiple times, both vertically and horizontally. By combining them with background color, you can create special effects, like 3D.
- 5 In the Property inspector, click the CSS button. Select text or an object within the web page and then choose any of the formatting commands in the inspector. Dreamweaver will create a custom CSS rule based on the selection and formatting.

*This page intentionally left blank*

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