# **Creating Your Personal Website**

These instructions will show you how to create a personal webpage for CSULB students using Dreamweaver MX 2004. The page will consist of a title, background image, text, pictures, and links. These instructions will help you understand the basics of designing a webpage and how to upload web pages to the CSULB server. You will need a windows base computer with Dreamweaver MX 2004 installed, an internet connection and some background knowledge of Windows.

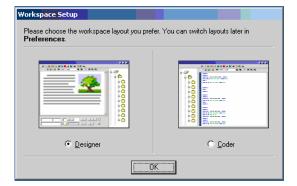
#### Getting Familiar with Macromedia Dreamweaver

1. Click Start, select All Programs, select Web Design, and select Macromedia Dreamweaver MX 2004.

The **Dreamweaver Quick Launch** window will appear.

2. Select the **Designer** when prompted in **Workspace Setup** window and click **OK**.

*Note:* If **Workspace Setup** menu does not pop up, this step can be skipped.



3. Locate **Create New** and select **HTML**.

An "untitled document" will appear.



4. Click **File** at upper left hand corner of the window.

5. Click Save As.

The Save As window will appear.

- Save As

  Save in

  Save in

  My Documents

  My Recent
  Documents

  My Recent
  Documents

  My Policies

  My Music
  My Web Sites

  Computer

  My Documents

  My Network

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  Save

  Save

  All Documents

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- a. Holding the "**CTRL**" key and pressing "**S**" will save your document. It is recommended you do this periodically to save changes.
- 6. Click **My Documents** located on the left hand side.

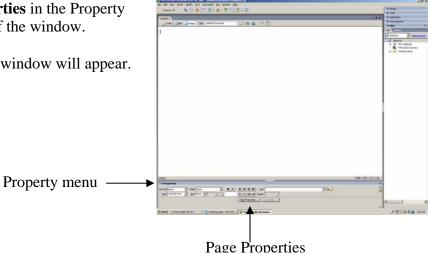
*Note*: This will save the document to **My Document**s.

- 7. Type "index.html" in **File name** text box.
- 8. Click **OK** to save document.

### Adding a Background Color

1. Click on **Page Properties** in the Property Menu at the bottom of the window.

The Page Properties window will appear.



2. Locate and click the **Background color** icon.

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	Background color: ] Background image: Browse
/	Left margin:
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- 3. Click on desired color.
- 4. Click **OK**.

The background will change to the selected color.

#### Adding Music to Your Page

- 1. Click Insert.
- 2. Select Media.
- 3. Select Plugin.

The Select File window will appear.

Select File		? 🛛
Select file nar	me from:  File system Data sources Sites and Servers	
Look in: 🗢	Local Disk (C)	🦸 📂 🛄 •
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File name:		OK
Files of type:	All Files (".")	Cancel
URL:	file:///Cl/ Parameters	
Relative to:	Document VIIIIed-1	
Change defau	It Link Relative To in the site definition.	
Document sho	ould be saved to use this option.	

- 4. Click down arrow in the Look in text box.
- 5. Select Local Disk (C:)
- 6. Double click on **Documents** folder.
- 7. Double click on **My Music** folder.
- 8. Double click on **Sample Music** folder.

Double click on <b>Beethoven's Symphony</b>		
No. 9 (Scherzo).	٩	To make a document-relative path, your document should be saved first.
This information screen will appear. <i>Note:</i> If this window does not appear skip step 10.		A 'file://' path will be used until you save your document.  Don't show me this message again.

Untitled-1

Code

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` Icon

- 10. Click **OK**. An icon will appear.
- 11. Click on Icon.

9.

12. Click on Code icon.

13. Replace "embed" with "bgsound."

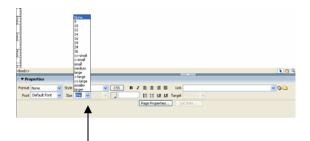
14. Click on the **Design** icon.

This should return you to your website.

## Entering Text on Your Web page and Formatting Your Text

Code icon

- 1. Click anywhere on the page to set cursor on the page.
- 2. Type desired text on screen.
- a. Change the size of your text.
  - Highlight text by clicking the end of the text and dragging.
  - Click the **Size** arrow, which is in the **Properties Menu**.
  - Select desired size.



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Title: Untitled Document

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- b. Change the alignment of your text.
  - Highlight text.
  - Click on the desired alignment. The alignment is located in the middle of the **Properties Menu**.



*Note:* In the Properties Menu on the bottom of your screen, you can also change font type, bold, outline style as well as others.

#### Adding an Image

1. Click on **Image Icon**, which is located at the top of the screen in the **Common** Insert Bar.

The **Select Image Source** window will appear.

a. Note: if a dropdown menu appears, please select **Image** and proceed to step two.

Select My Documents in Look In text



🕑 Macromedia Dreamweaver MX 2004	- [Untitled Document (Untitled-1)]
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Select file na	ne from: 💿 File syste 🔾 Data sou		Sites and Se	rvers		
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PcSetup						
PcSetup File name: Files of type:	Image Files (*.git/*.jpg	t <sup>×</sup> .(peg.×.png)	×	OK Cancel		
File name: Files of type:	Image Files (*.gif.%.jpg file:///CI/Documents					
File name:	file:///CI/Documents					

3. Double click **My Pictures**.

2.

block.

- 4. Double click **Sample Pictures**
- 5. Double click on "Sunset.jpg".

The **Image Tag Accessibility Attributes** window will appear. *Note:* If this window does not appear, move on to step 6 a.

6. Click **OK**.

Your image will appear on your page.

- a. Change the alignment of your picture.
  - Click the Center Alignment Button in the **Image Properties** Tab below the document.
- b. Change the Resolution of your image.
  - Highlight the box on the right side of **W**.
  - Type in "400".
  - Click Enter on the keyboard.
  - Highlight the box on the right side of **H**.
  - Type in "380".
  - Click Enter again.

#### Linking another site on your web page

- 1. Click desired location of link.
- 2. Type "Link to Yahoo"
- 3. Highlight "Link to Yahoo"
- 4. Locate the **Link Text** Box at the bottom right-hand side



Properties					
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5. Click the **File** Icon located on the right of the text box.

The Select File window will appear.

Select File Select file nan	ne from: O File system Sites and Servers O Data sources	? 2
Look in: ն	Web Page 🕑 🕝 🥬	⊳ 🖽
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File name:	www.yahoo.com	ОК
Files of type:	All Files (".")	Cancel
URL:	www.yahoo.com Parameters	
Relative to:	Document V Untitled-1	
Change defau	It Link Relative To in the site definition.	

- 6. Type "http://<u>www.yahoo.com</u>" in the URL Text box located at the bottom of the **Select File**.
- 7. Click OK.
- 8. Please Save your Webpage

You're done!!! To view your website, double-click "index.htm" in you're **My Documents** Folder. You can upload your Website to <u>www.csulb.edu</u>. Instruction to upload your site webpage to <u>www.csulb.edu</u> are located at:

http://www.csulb.edu/divisions/aa/academic\_technology/thd/account/website/