

# 7

## **Developing Website Using Tools**

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### **7.1 INTRODUCTION**

A number of Software Packages are available in market for creating a website. Among popular softwares are Dreamweaver, Microsoft FrontPage and Flash. These tools provide very efficient and systemic approach for scheduling, creating and managing websites. The web master need not to write html code for positioning of each item on website. The available softwares for web design and development generate the code automatically. We shall discuss FrontPage in detail so that after reading this Course, a Student will be able to create a Website of his/her own using FrontPage.

### **7.2 OBJECTIVES**

After going through this lesson, you would be able to :

- create a website using Microsoft FrontPage software
  - explain Hyperlinks to connect frames
  - manipulate graphics while designing Web Page
  - describe dreamweaver tool is used to create simple web sites
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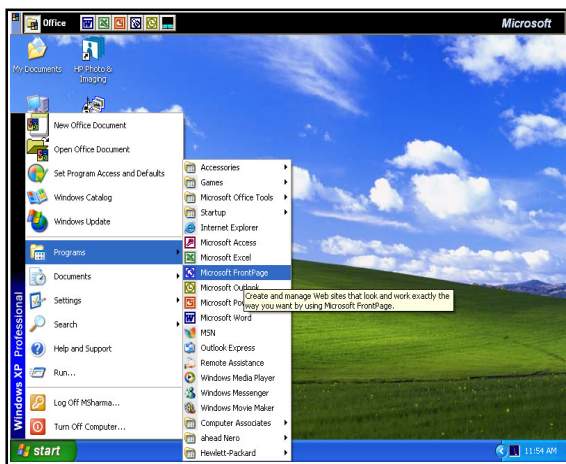
## 7.3 MICROSOFT FRONTPAGE 2000

It is a member of Microsoft family of Products and shares many features of Microsoft Word, Microsoft Excel, Clipart etc. It manages hyperlinks created in MS-Office documents. It is an integrated platform for development and maintenance of Websites. It does not require a prior knowledge of HTML. We shall be discussing its features in detail.

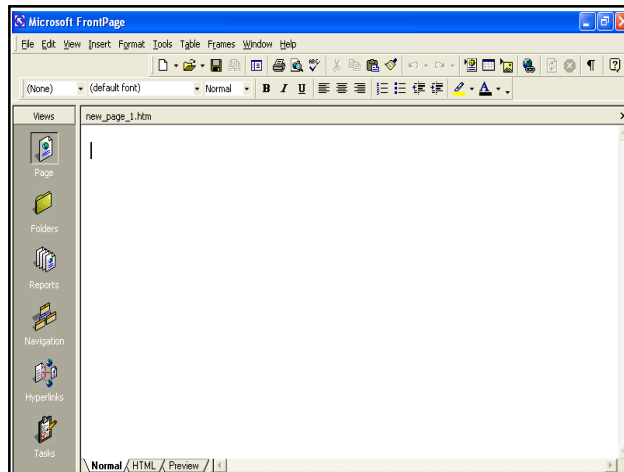
### 7.3.1 Starting Microsoft FrontPage

Invoke the Microsoft FrontPage 2000 from Windows as

**Start → Programs → Microsoft FrontPage**



**Fig : 7.1**



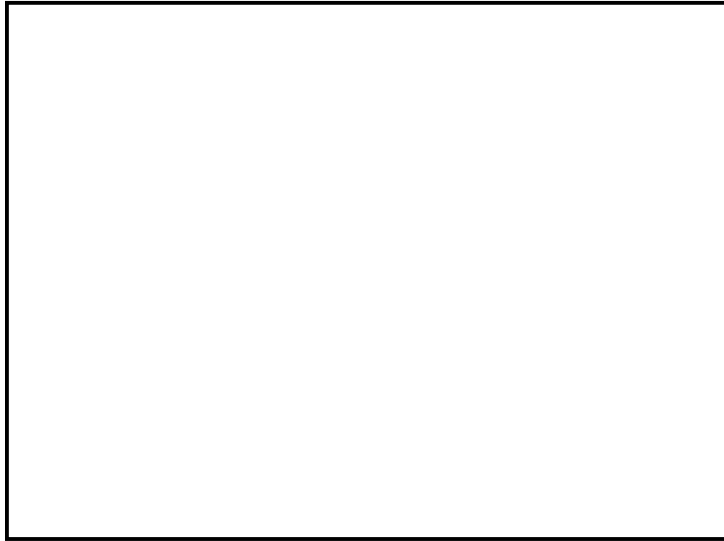
**Fig : 7.2**

The opening window in FrontPage will be displayed as above:

### 7.3.2 Building Website

Before creating a website, a web needs to be created where all the files related to website created can be stored. One can create a Web Site with single Page. But if there is more than one page then start your Web Site by creating the web and adding all related pages within the web. For creating a new web:

**File → New → Web**



**Fig. 7.3**

1. In **Websites**, select any one option of your choice to create your new web site. On selecting each option, a brief description is displayed on the right.
2. In the **specify location** text box of the new web, type a name for new web with full pathname or select the web from the existing web created on your computer. When FrontPage 2000 is installed, a default folder **My Webs** is created in **My Documents** folder in which FrontPage can locate all web site's files. For convenience here, almost all the files related to web site are stored in C:\web2.
  - As a user, you can choose to locate your folder on your hard disk drive or Microsoft's Personal Web Server. This can make your Computer function as Web site Server.
3. Click **OK**.

### **7.3.3 Viewing Website**

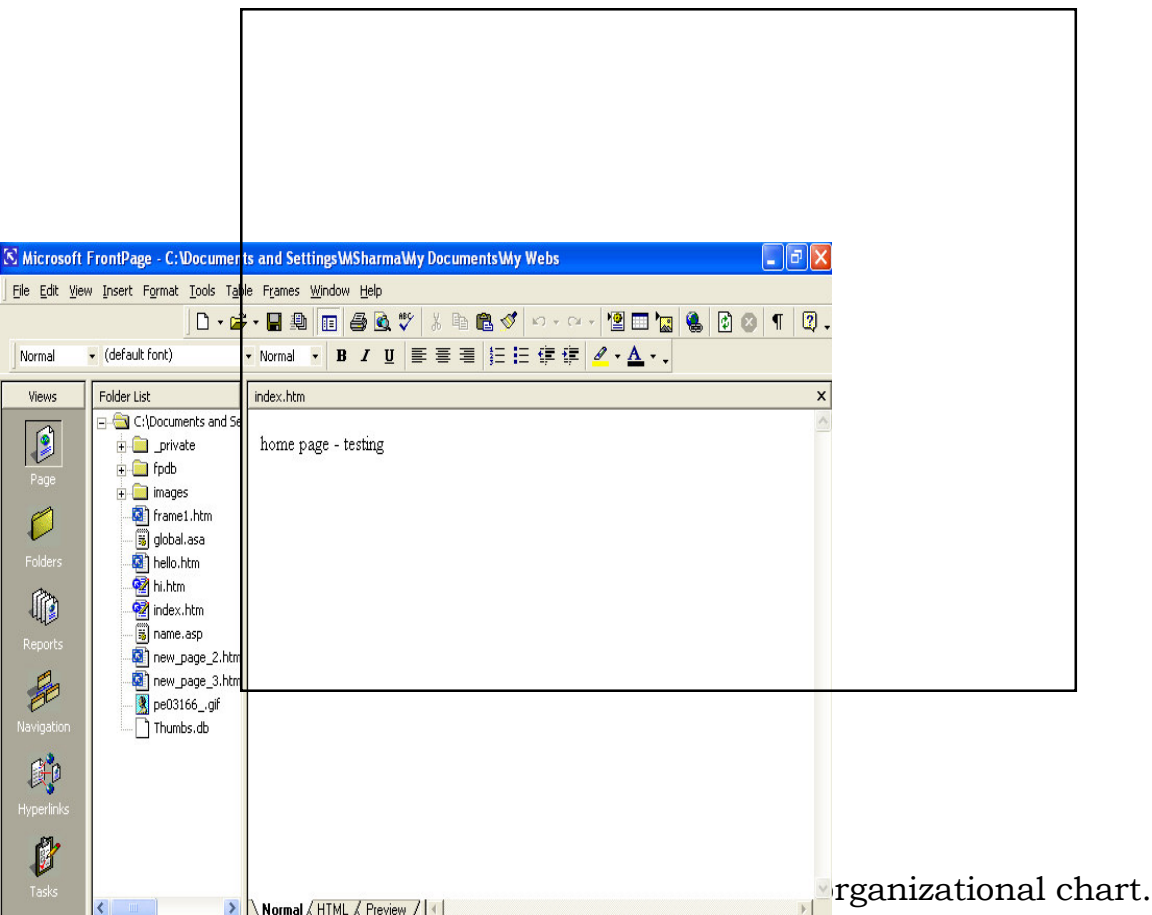
A web site can be viewed through different angles for its better management.

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## Page View

By default the opening window of FrontPage2000 opens in Page View. Here, a user can create Web Pages and web sites. The default filename new\_page\_1.htm appears at the beginning of the page. The other available views are Folder View, Reports View, Navigation View, Hyperlink View and Task View are displayed on the left side of opening window of FrontPage. The view selected is used for managing Web and Pages. All Views can be accessed through View Bars. On display, by default is the Folder list, which gives the functionality of Windows Explorer.

The steps mentioned in these topics are performed in FrontPage Page View, unless stated otherwise.



For example,



**Fig. 7.5**

### **Hyperlinks View**

It displays the status of hyperlinks in the web. For example, see the figure.

**Fig. 7.6**

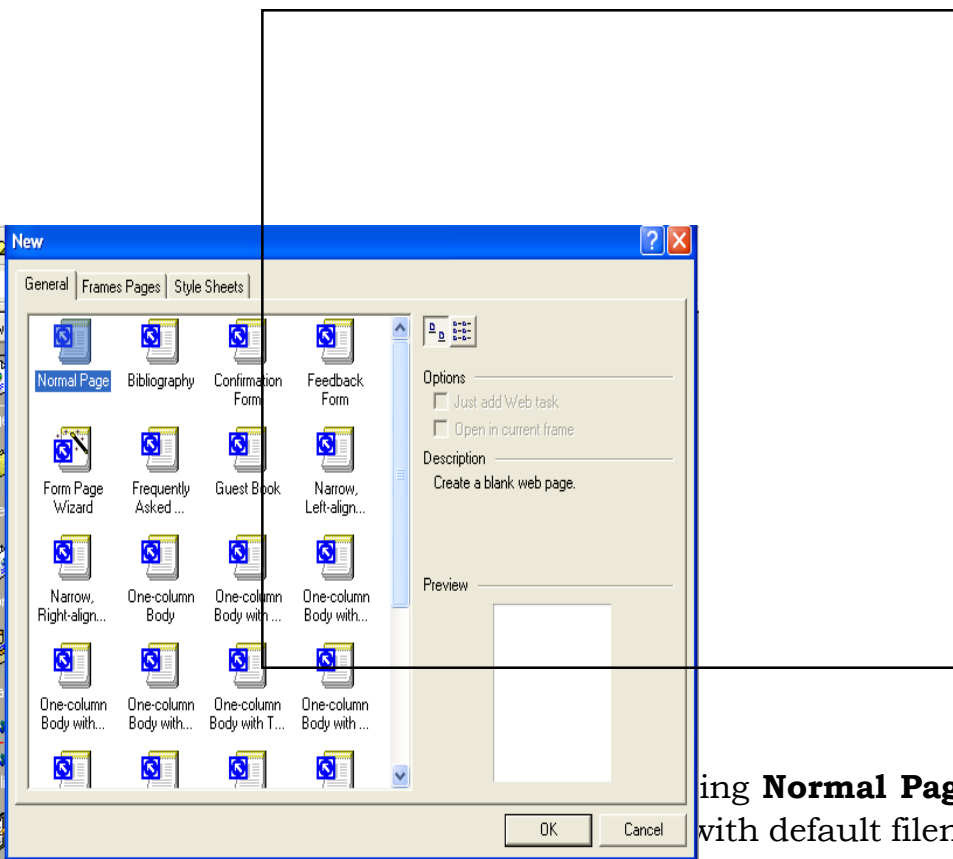
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## 7.4 CREATING A WEB PAGE

For creating a new Web Page document, click on

**File → New → Page**

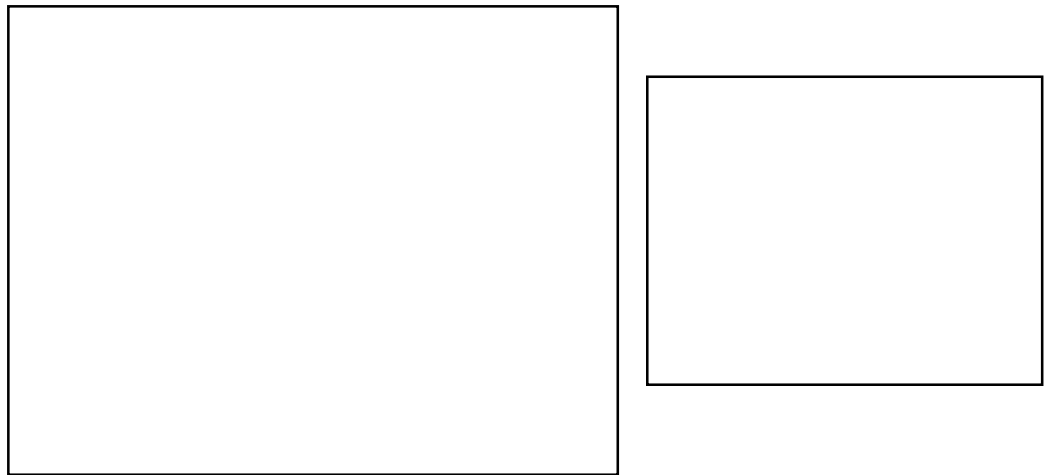
Click on the **General** tab. Select the desired Template. It provides the user a layout of the page design i.e. how to place the text, graphics, hyperlinks, labeling of items etc. on the web page. To see the design of a template, click on any template and see its design in Preview window on the right side of the window. To create a Page in your own style, click on Normal Page. This will create a blank Page where you can add items of your choice. Now click **OK**. The new Page displays.



Click on the **Normal Page** Template, with default filename as **new page1.htm** after the toolbars. Now you can start typing text. See the Figure below:

**Fig. 7.8**

The first line you have typed, will be treated as **Page Title**. You can change the Page Title at the time of saving.



**Fig. 7.9**

Now you can set the Page Title with another name of your choice.

The default filename is also the first line of the page. So you can change this also by typing the name of your choice. You can also give the full pathname along with the webname if you are not

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storing it in the current web. Your file will be stored with .htm extension.

- ❖ Clicking on **HTML** will show the HTML code of contents of the Page View.
- ❖ **Preview** provides the appearance of web page on Web site.

### Inserting Text and Graphics through Files

- ❖ To insert Text, Click anywhere in the **Cell** and start typing. Trough file, type **Insert** → **File**
- ❖ To insert a Graphic, click mouse at a place where the graphic is to be inserted then click on **Insert** → **Picture** → **File**

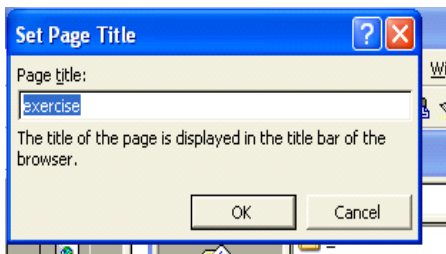


Fig. 7.10

### Saving a web Page

For saving a web page, select **File** → **Save As**

Type the filename. The page will be stored in the current web. You can also give the full pathname along with the web name if you are not storing it in the current web. The web page file will be stored with .htm extension.

### Save Items added to Web Page

1. If you have added sound/video files, graphics and other objects in the page, then you will be prompted to save them by **Confirm Save** dialog box to the same location.
-



2. To save all times without being prompted click on **Yes to All**. If you want to get prompt each time to save individual item, click on **Yes**.

When you are saving a file, observe the **Change** button.

By clicking the Change button, you can change the Title of The Page otherwise it will be saved as the written in the first line of the page.

### **Saving a web page opened from outside**

If a web page is opened from an outside page i.e. WWW, then click on **Save As** and type the filename with which you want to save the contents. You can also type the full pathname where you want to save the pages.

### **Close a Web Page**

To close the current web page, select **File → Close**

Or

Click Close **X** on the Page Title Bar. If any changes done are not saved then you will be prompted to save your work as shown.

Click **File → Exit** will close the file and FrontPage software.



**Fig. 7.11**

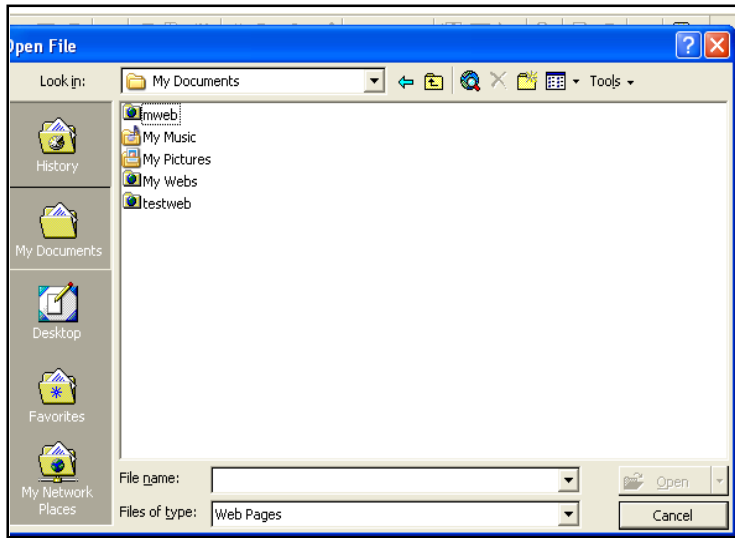
### **Open a Web Site**

Few options for opening a website are:

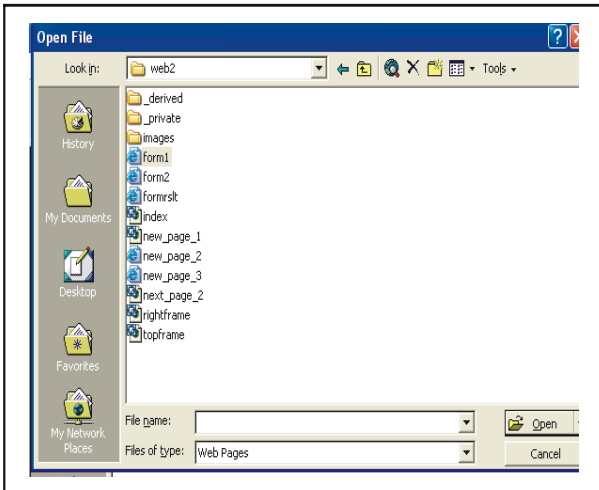
1. Click on Preview mode at the Task windows bar of FrontPage. The will open the current web site.
2. A website can be opened using a Web Browser like Netscape, Internet Explorer etc. Click the Internet Explorer icon on your windows desktop. At address bar, type the full

pathname of homepage of your website e.g.  
c:\web2\main.htm

3. To open a web site, first open the **Web** in which all your web site related files are stored.



**Fig. 7.12**



**Fig : 7.13**

**File → Open → type** fill pathname or select the Browse button to choose the location of file. After modifications, save it.

**Remember** the contents of Home Page are stored in Index.htm file. This is the first file being opened by the browser. It is the default page of html. Whatever name is given to website, it searches for Index.htm first.

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### INTEXT QUESTION

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1. Fill in the blanks:
    - (a) The opening window of FrontPage opens in \_\_\_\_\_ view.
    - (b) \_\_\_\_\_ view displays structure of web like an organizational chart.
    - (c) The web pages created are stored in default directory \_\_\_\_\_.
    - (d) \_\_\_\_\_ , \_\_\_\_\_ and \_\_\_\_\_ are three modes on FrontPage window screen.
- 

## 7.5 THEME

Theme is used to insert pre-designed background and graphic styles in a web page. Theme consists of backgrounds, navigational buttons, fonts and colors. To insert a Theme, Click

1. **Format → Theme**



**Fig : 7.14**

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2. You can apply Theme to **All pages** or **selected pages**.
3. Click OK.

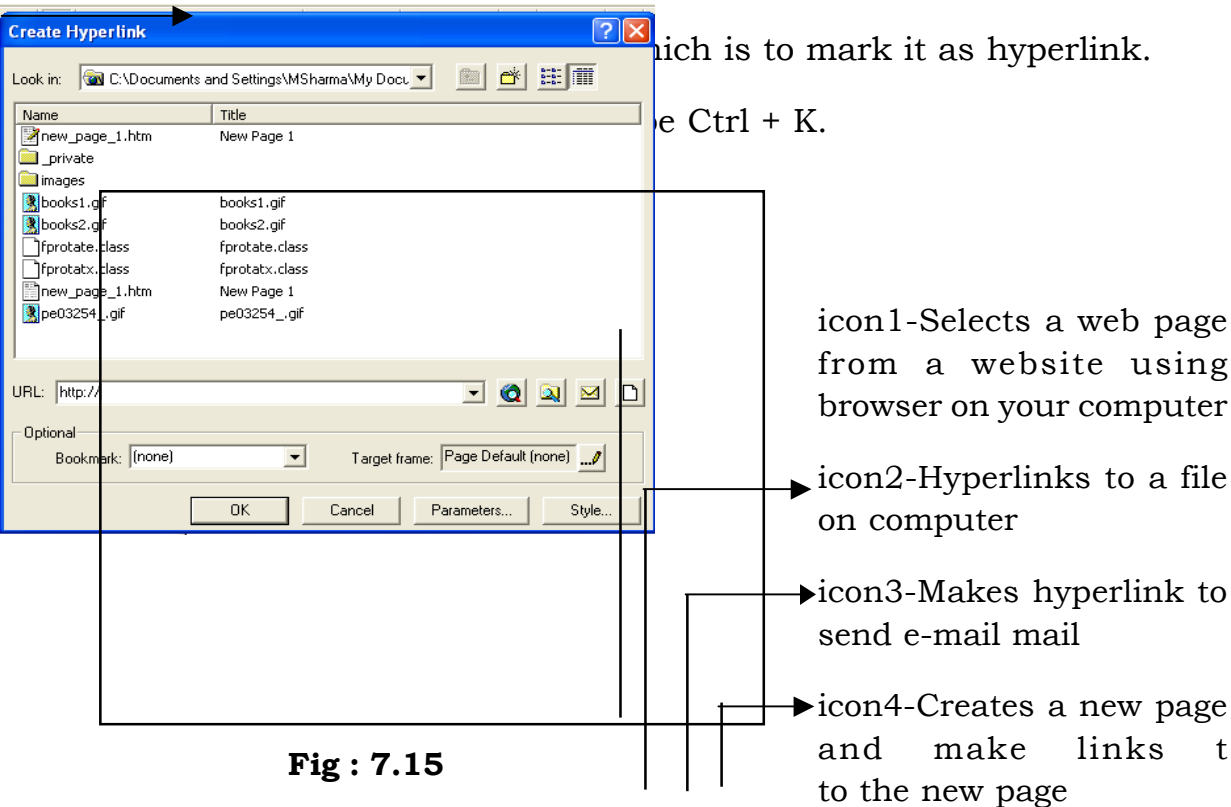
For inserting Background images, select only Background picture option in above window.

### Using colors

Select the object you want to color. Then click on **Highlight Color** icon on toolbar.

## 7.6 HYPERLINKS

Hyperlinks are links to another location in the current document, file, page on the World Wide Web. When users click on a hyperlink, they are transported to another link. Hyperlinks are useful for visit i.e. navigation from one page to another or one site to another site or from one URL (Universal Resource Locator) to another locations. You can surf the site very easily if convenient Hyperlinks are available on it. To insert a Hyperlink,



**Fig : 7.15**

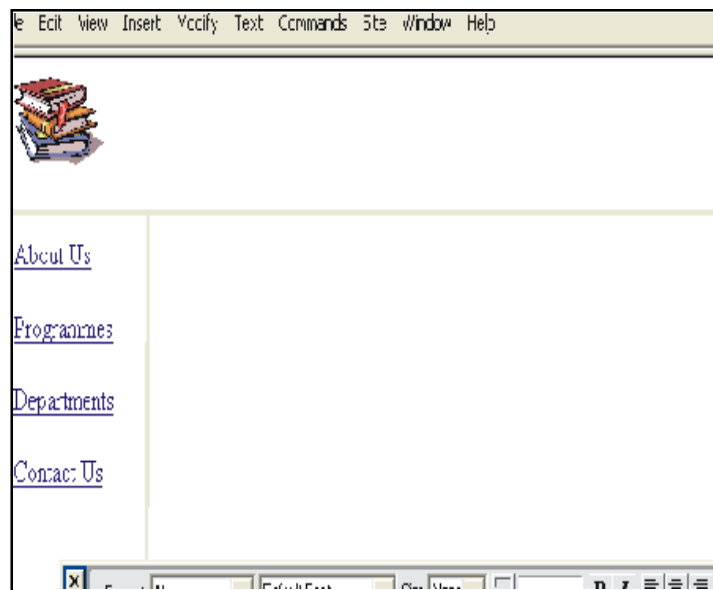
3. Choose the desired option or type the address of webpage in URL or type the full path name of the file to be linked and click OK.
4. Select the Target Frame name (discussed later) where you want to display the contents of Hyperlinked item.

The selected text/graphic will be underlined and withh blue color to indicate a hyperlink.

5. To **edit** Hyperlink, right click the mouse. Choose **Hyperlink Properties**. The Edit Hyperlink dialog box is displayed. Repeat steps 1 to 4.

### ***Example***

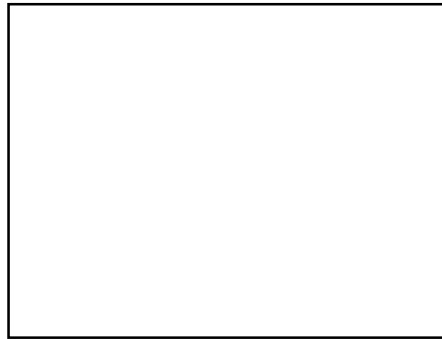
Let us discuss Hyperlinks in following figure:



**Fig. 7.16**

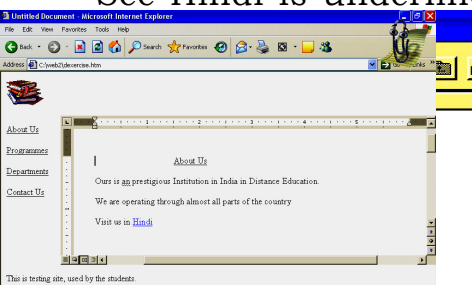
In above window, Hyperlinks are inserted to the headings About Us, Programmes, Departments and Contact Us. Suppose the text to be appeared on clicking *About Us* heading is stored in a file c:\web2\about-us.htm. When the heading *About Us* is hyperlinked by pressing Ctrl+K, in URL type c:\web2\about-us.htm. So the heading *About Us* is linked with the file c:\web2\about-us.htm

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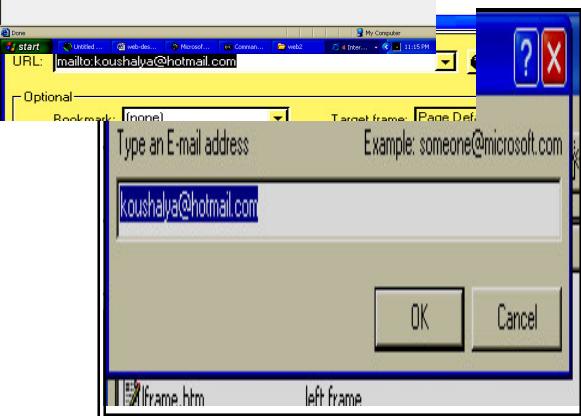
**Fig. 7.17**

When you open this website in your browser like Netscape or Internet Explorer , the above window will be displayed. Further *About-us* page shows a hyperlink to the word Hindi. Hence there must be some other page containing the details of Hindi topic. See Hindi is underlined with blue color. When you open the browser, clicking on Hindi will open another



to *Contact Us* heading

Click on *Contact Us* and type Ctrl+K. Click on icon-4  
are



The Edit  
Hyperlink  
Windows is  
displayed as

**Fig. 7.18**

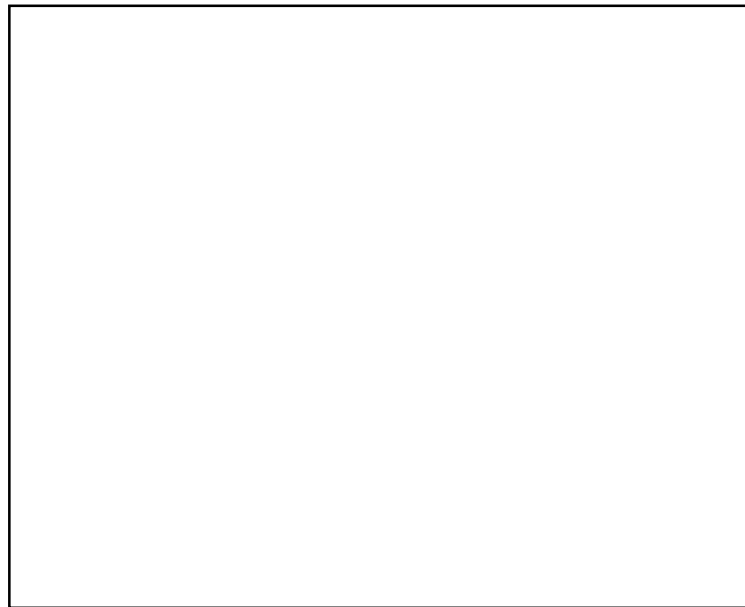
**Fig. 7.19**

### **Testing Hyperlink**

To test a hyperlink, place mouse on the hyperlinked text, the mouse pointer will change to hand symbol. Click on it to activate it. If the link is on the local hard disk then file application will launch and the file will be displayed. If the link is on Internet, the default browser will activate and prompt you to connect to Internet.

### **Linking existing pages from WWW and new Pages**

You can link existing pages of website from Internet. For example, if you want to display website of NIOS. Select the word NIOS. Then InsertàHyperlink. In URL, type <http://www.nios.org> and click OK. See figure below.



**Fig. 7.20**

A hyperlink is inserted at word NIOS with an underline and a color. When you bring mouse on it, it shows a hand like symbol. To see the results, click on Preview at the task bar and then click on NIOS.

**To link New Pages** to your website. Select the text/graphic to mark as hyperlink. In hyperlink option, click on icon4 in URL section. This will create a new page. You can type text and insert

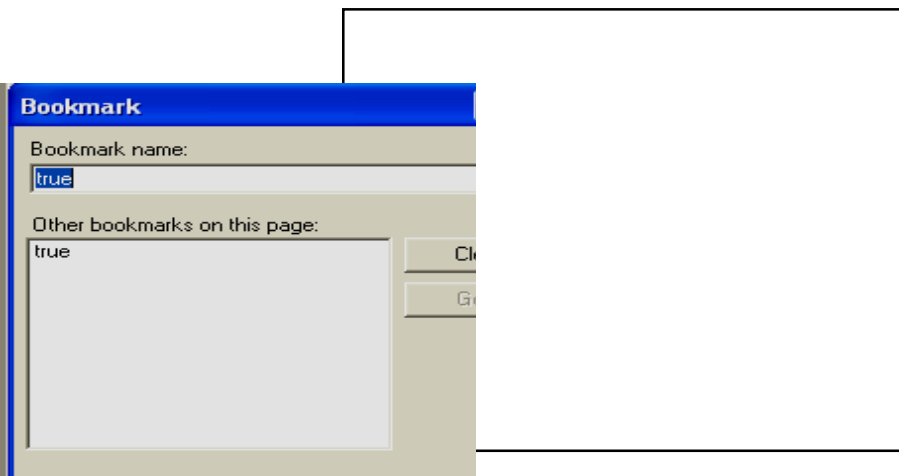
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graphics here. Now click on to your home page i.e. index page. Click preview mode from task bar and click on the hyperlinked text/graphic to display the contents of newly created page.

## Bookmarks

Sometimes a User wants to access the required information instead of accessing the long documents containing that information. Hence a Bookmark is created for the selected text (paragraphs) and a name is allotted to this selected text. This Bookmark name is underlined with a dashed line. On previewing in web browser, the underline will not be displayed. To insert the Bookmark,

1. Select the text which is to be book marked. This is the place where user will reach on clicking the bookmark.
2. Click **Insert** → **Bookmark**. Now click OK.



**Fig. 7.21**

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## INTEXT QUESTIONS

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2. Fill in the blanks:
    - (a) .wav is the extension of \_\_\_\_\_ files.
    - (b) \_\_\_\_\_ are used to visit pages and other destination to current or other web sites.
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- (c) Theme is used to \_\_\_\_\_ pre-designed graphics in webpage..
  - (d) A \_\_\_\_\_ text is underlined with dash.
3. Write True or False for the following :
- (a) Graphics can not be hyperlinked.
  - (b) Navigation view displays the web structure.
  - (c) Bookmark is used as hyperlink to reach the details of the bookmarked text.
- 

## 7.7 INSERT IMAGE

Graphics/Images are very important components of web designing. These make the web site more appealing and attractive and provide easy and effective reading. After all, the visual impact remains last long in human's memory. Let us discuss about Graphic and some operations on them in this section. The graphics files uses extension as .gif, .jpeg, .tiff etc. These can be inserted from web site using web browser or from your computer files.

### A. Inserting Graphics in Web Page

**Option 1** A graphic file can be inserted using Insert → Picture → File

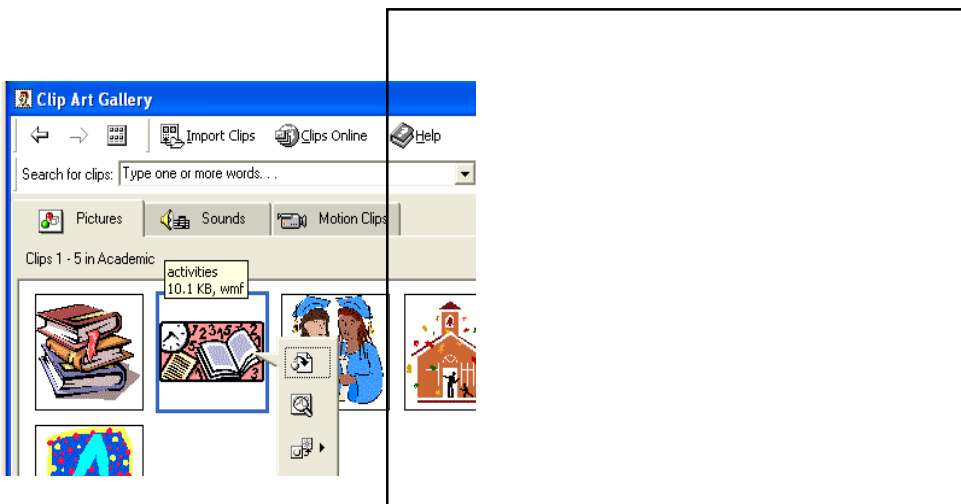
#### **Option 2 Cut and Paste method**

- Select any graphic by clicking mouse on it. Press **Ctrl Key + C** to copy it.
  - Place the cursor where you want to insert the graphic. Press **Ctrl + V**.
  - Now right-click the graphic and click on Picture properties. Click on **Appearance** tab. See the figure.
-

- Select appropriate Alignment style, Border thickness, Width, Height, Horizontal and Vertical spacing .
- Click OK.

*Few more commands*

Command	Action
Insert→ Picture → From File...	Insert a picture file
Insert Horizontal line	Inserts a horizontal line on webpage. Clicking Right mouse on line allows options for setting size and alignment of line
Insert → File → Clip Art	Inserts the selected picture from Clip Art Gallery



**Fig. 7.22**

### **Option 3 Inserting a background Image**

To insert a background image,

- Click **Format → Background**
- Select **Background picture** check box. Click on **Browse**

Now select a Background file from your computer or give a

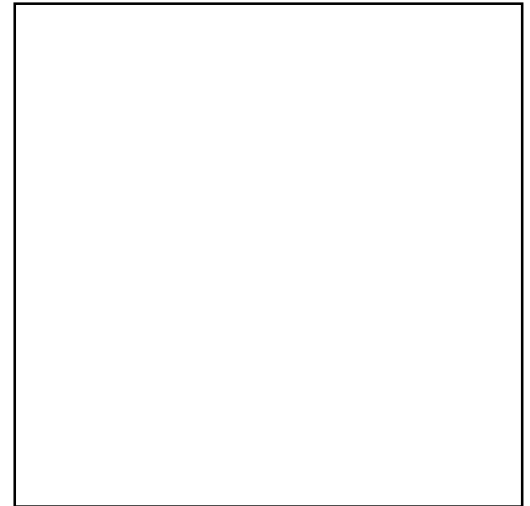
Link address on WWW.

or

On selecting the check box **Get information from**

**Another page** and clicking **Browse** allows to select a file from current web only.

- To display the image as watermark, click the **Watermark** check box.
- Select any **Background Color** from the drop down box.
- Click **Browse** to select the picture. You can select the picture from your local hard disk, Clip Art, WWW etc.
- Click **OK**.



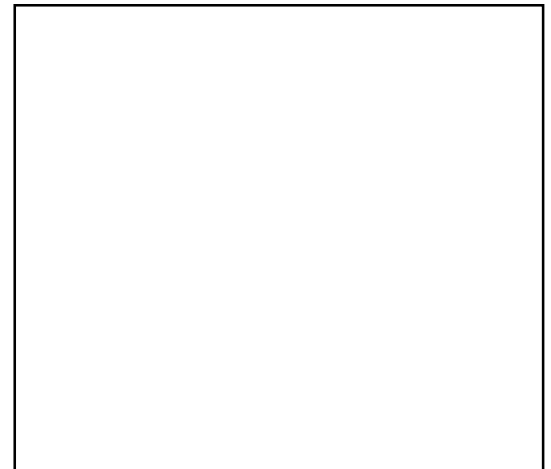
**Fig. 7.23**

### ***Try out***

In format→background, type any sound file name from

\windows\media\\*.wav, and give no. of loops as 20. Now

Preview the home page/index file. A background sound will play.



**Fig. 7.24**

## **B. Formatting Graphics**

Graphics needs to be formatted and placed according to the

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requirement and limitations of space on your web page. Few methods of positioning graphic are:

### (1) Picture Toolbar

The Picture Toolbar a set of tools required for editing and making fine adjustments to graphics. It is very useful while working with Graphics. Place mouse on each of these icons to see their purpose. **View → Toolbars → Pictures** will display it on screen.

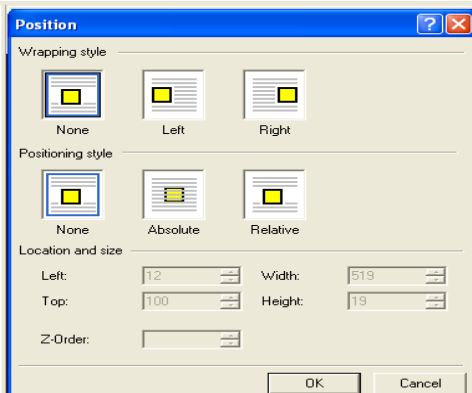


**Fig. 7.25**

For example, to Rotate the picture on left, click on picture and click on **Rotate Left** icon on Picture toolbar.

### (2) Sizing graphic using Mouse

- Select the graphic.



on handles of  
shape it in the

from various  
text around

**Fig. 7.26**

graphics.

- Click the graphic at its position.  
Click **Format → Position**
- Select any **Wrapping style** option
- Select a **Positioning Style** option

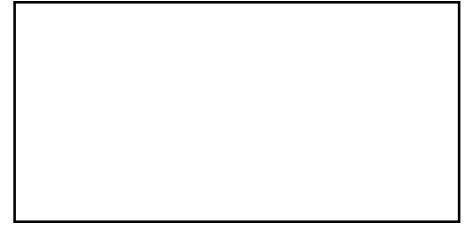


**Fig. 7.27**

- **In Location and Size**, type the required values for Left, Width, top and Height boxes.

#### (4) Adding Text to Graphics

Select the graphic to which the text to be added.



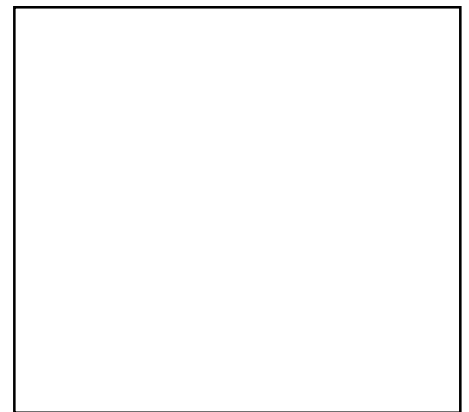
**Fig : 7.28**

- Click **Text** with symbol as **A** icon on picture toolbar.
- A text box with blinking insertion point appears in the middle of the graphic. Click inside the box and start typing Text. See figure.
- You can drag the text box to accommodate the text.

#### (5) Cropping Graphics

This is most commonly used activity while working with graphics. The graphics you import from clip art or any other file needs to be adjusted on your web page. Cropping means cutting the graphic from top, left, right and bottom so that it can fit at an appropriate place on the web page. To crop a graphic,

- Click the graphic. You will see the handles around four corners of the picture. Also, the picture toolbar will appear on the screen.
- Suppose you want to crop this picture from right. Click the Crop tool from toolbar. The cursor will change like crop tool symbol. Place this symbol on the right handle of the graphic and drag it towards left to crop the graphic from right side.



**Fig. 7.29**

- Like this you can crop the graphic from all corners by dragging the handles with crop tool cursor.

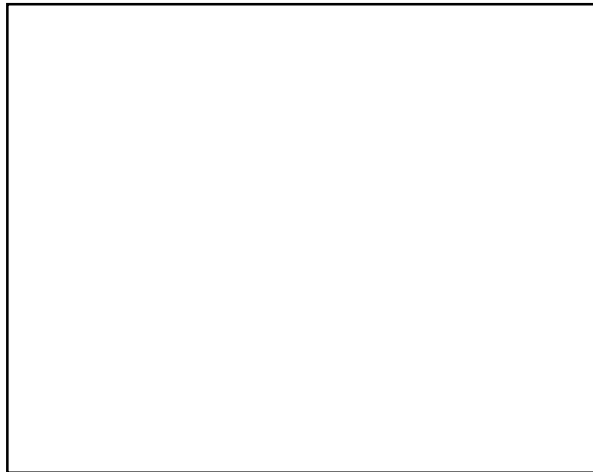
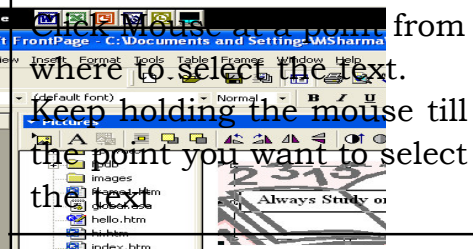


Fig. 7.30

## Some Short cuts for Formatting Text

Commands	Action
 <p>Click Mouse from where to select the text. Keep holding the mouse till the point you want to select the text</p>	Selects text. Selected text displays in reverse video.
<p><b>Edit→Cut</b></p> <p><b>Edit→Copy</b></p> <p><b>Edit→Paste</b></p>	<p>Deletes the selected text</p> <p>Copies the selected text</p> <p>Pastes the deleted/copied text at cursor point</p>
<b>Insert→File</b>	Inserts a file at cursor point
<b>Select text. Format→Paragraph. Choose Left, Right, Center</b>	Aligns text
<b>Edit→Undo</b>	Restores last operation back

<b>Edit→Redo</b>	Restore the operation given before Undo operation
<b>Insert→Break</b>	Inserts a Line break at cursor point
<b>Edit→Find</b>	Finds character/string. On choosing Replace option, the searched character/string is replaced by the given text
<b>Edit→Delete</b>	Deletes the selected text
<b>Format→Font</b>	Displays character in different styles, sizes
<b>Click on Color icon on toolbar, choose color</b>	Changes the color of selected item
<b>Insert→Symbol</b>	Inserts special characters
<b>Tools→Spelling</b>	Checks the text for Grammar
<b>Format→Bullets and Numbering</b>	Allows to write text as headings, sub headings etc.

## 7.8 WORKING WITH TABLES

A Table is used to arrange the information in rows and columns. It is also used to add text, graphics and numeric data.

### Draw a Table

From Toolbar, click on Draw table icon. Place mouse on Number of rows/columns to include on your table. A Table will be displayed on the screen.

Or

Select **Table → Insert**

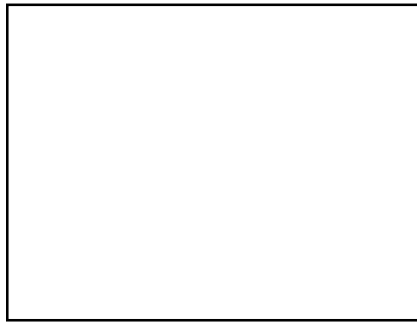
Type number of Rows and Columns. The Rows/Columns can be added/deleted.

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**Fig. 7.31**

Or  
Table operations can be performed  
from tables Toolbar. To view  
Tables toolbar, click



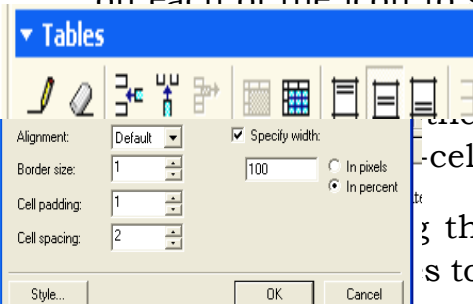
**View → Toolbars → Table**

**Fig. 7.32**



**Fig. 7.33**

The Pencil icon on above toolbar allows to draw a Table. Click  
on each of the icon to see its function.



ing, drag down in right direction to create  
the table. Now release the mouse. This will  
-cell table.

y the left mouse button, draw vertical and  
s to divide it into desired number of rows and

columns.

- Click mouse on **Draw Table** icon in the Table toolbar to  
deselect it.

## Table Operations

Be sure that the cells are selected before giving the following  
commands:



Command	Action
<b>Table → Select → Merge Cells</b>	combines more than one cell(s) to a single cell.
<b>Table → Select → Split Cells</b>	divides cell to desired number of cells.
<b>Table → Insert → Rows above</b>	Inserts a Row above the selected Row
<b>Table → Insert → Columns above</b>	Inserts a Column above the selected Column
<b>Table → Delete → Table</b>	Deletes a Table.

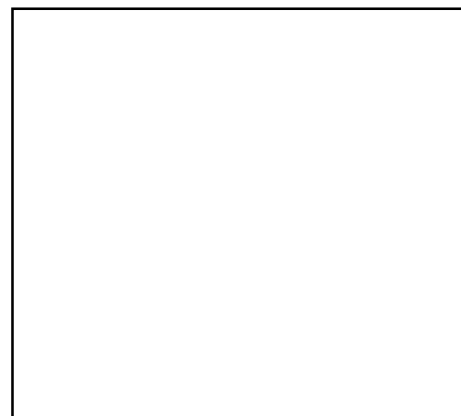
Similarly check for other options.

### 7.8.1 Table Properties

To change the appearance of the Table, you can set the

Table properties by right clicking the mouse anywhere on the Table.

**Fig. 7.34**



### Cell Properties

To change the appearance of the Cell, you can set the Cell properties by right clicking the mouse anywhere on the Table/ Cell.

**Fig. 7.35**



### 7.8.2 Import Data into Table from Excel

Suppose you have an Excel file (.xls) and you want to bring this data into a Table in web page. To do so:

- Create a Table on web page.
- Select the Table.
- Now **Insert → File** . Type the Excel filename. The data will appear in rows/columns.

#### Command Action

<b>Insert → Component</b>	Inserts Spread Sheets, Charts in web page
<b>Table → Convert → Text to Table</b>	Converts Text into a Table
<b>Table → Convert → Table to Text</b>	Converts Table data into a Text format

### INTEXT QUESTIONS

4. Fill in the blanks:
  - (a) \_\_\_\_\_ controls on Picture toolbar is used to change the appearance of the graphics.
  - (b) The extra portion of a graphics can be removed using \_\_\_\_\_ tool.
  - (c) A Table is a collection of \_\_\_\_\_ and \_\_\_\_\_.
  - (d) \_\_\_\_\_ combines two or more cells in a Table.
5. Write True or False for the following :
  - (a) You can resize the graphic by dragging it with mouse.
  - (b) Graphics can't be inserted in Tables.

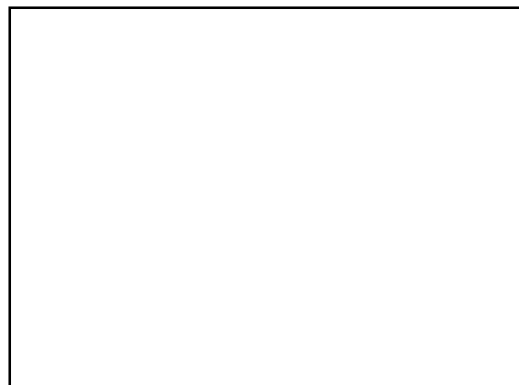
- (c) .Gif and .jpeg are extensions of a graphic file.
  - (d) You can wrap Text around Graphics on a web page.
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## 7.9 FRAMES

Frames allow to display more than one pages at a time. A Frame Page is a Web Page consisting of pages that display in their own frame. It divides the browser window into areas to be used for different purposes. For example, main document, content page, page banner etc. which can be used to present different information in different areas. In general when you open a web site, you might have seen one frame on the left containing hyperlinks from where a visitor can access other information. Also you have noticed another frame on the right containing the detailed information about the link on the left side. You might have observed the Logos, Banners, Ads on the top of the website. These are also put in a separate frame. A web designer can arrange the information in a desired way.

### Creating a new Frame Page

1. Choose **File** → **New** → **Page**
2. Click on **Frames Pages** tab.
3. Select the required Frame Page style and click OK.



**Fig : 7.36**

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It will be opened in Normal View. Click on each Frame Style and see its description and design in Preview window on the right. If you select **Banner and Contents Frame** page, the screen Displayed as:

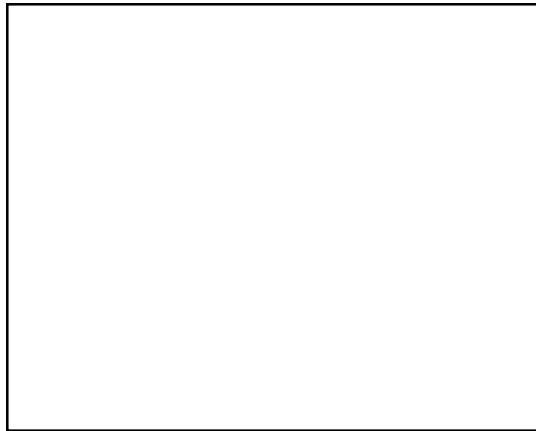


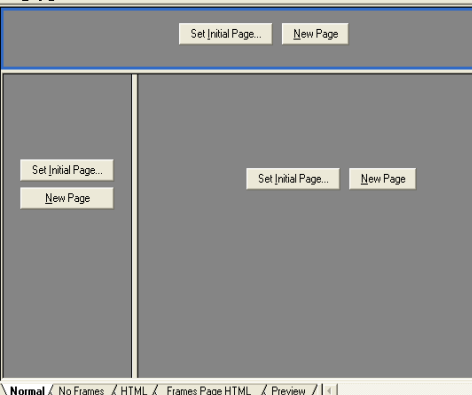
Fig : 7.37

### Setting Pages to display in Frames

In displaying the pages under frames,

**Set Initial Page...** button allows to select a file from your local hard disk and web page from web site. You can also type link address in URL text box.

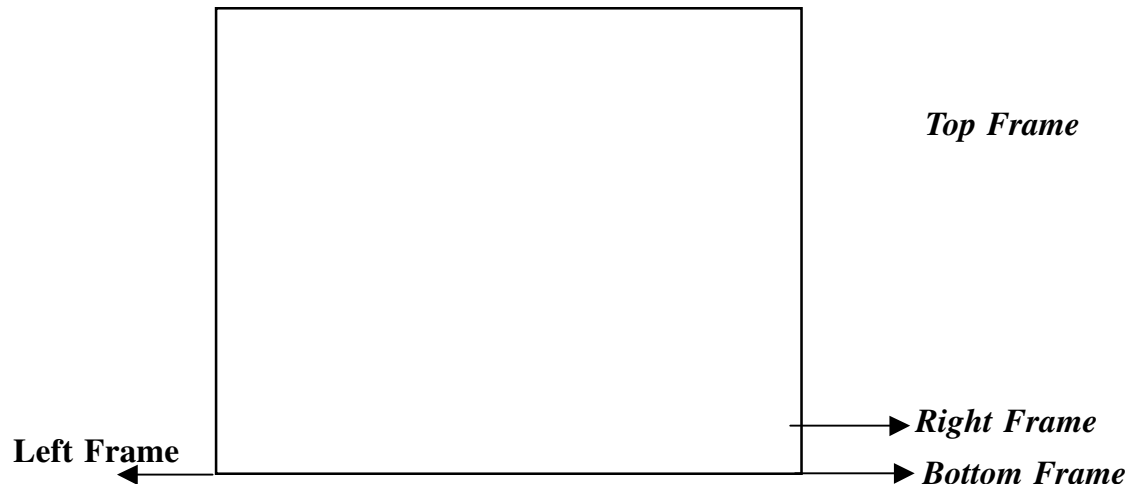
**New Page** button creates a new blank page. You can type text/contents here.



each frame in a separate file, each Frame different name. For example, top, bottom, can be saved with different name as lframe.htm and rframe.htm respectively. mouse in the desired frame, then **File** →

**Save**. Give a filename. These files will be stored in your current web.

- Click each of the frame file separately and see its contents.



**Fig : 7.38**

### **Frame Types**

When a hyperlink is pressed, the information related to it is displayed. A user can decide where this information is to be displayed. There are basically two types of frames :

1. **Parent Frame**

It displays the information in the same frame as the frame of the hyperlink item i.e. in the home page frame.

2. **Target Frame**

It is a frame where the information of the hyperlink item is displayed in a frame other than the parent frame.

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Commands to remember

Command	Action
drag the boundary of frames using mouse	change the size of Frames by in upward/downward and left/right directions
Frame → Split Frame → Split into Rows	splits the frame into 2 rows
Frame → Split Frame → Split into Columns	splits the frame into 2 columns
Frame → Delete	deletes a frame

See the splitting of frames into columns.

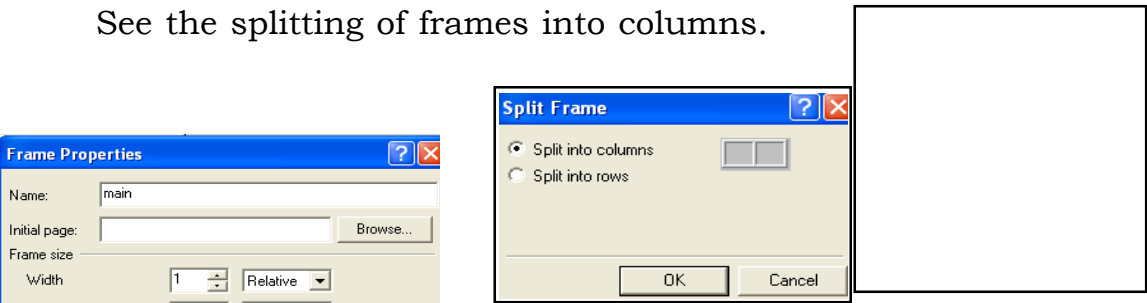


Fig : 7.39

You can define your own frame settings in the **frame properties** dialog box as shown below:

1. **Frame → Frame Properties**
2. Type the frame name in **Name** box.
3. In **Initial page** box, type **URL** or click **Browse** to

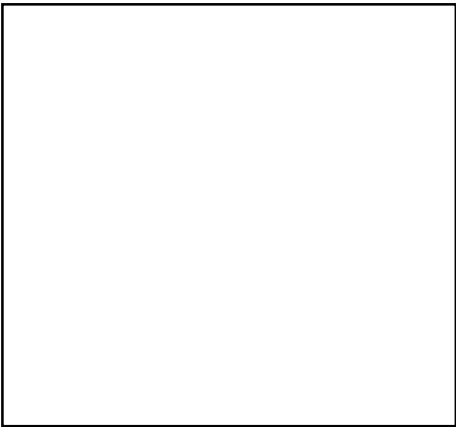


Fig : 7.40

change the first page displayed in the browser.

4. Select the **Frame size** in **Width** and **Row Height** boxes.  
Relative : relative to other frames in same column  
Percent : percent of size of window in a web browser  
Pixels : select the appropriate number
5. Select the appropriate **Width** and **Height** range in **Margins**.
6. Select **Resizable in Browser** so that on browsing, visitors site can resize the selected frame.
7. Under **Show Scrollbars**, choose any one of the (i) If needed (2) Never(3) Always depending upon the usage.
8. In **Frame Pages**, select the required settings.
9. Click **OK**.

## 7.10 CREATING FORMS

A Form is a collection of fields for gathering information. The visitors on web site can fill the entries in the Form. After filling the complete entries in the Form, the visitors have to click the **Submit** button to save the details. The data will be stored in server depending upon the handler used. Forms are added to web site for applying more controls.

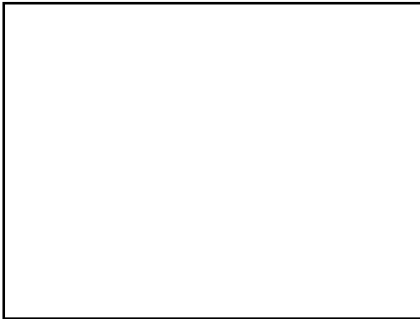
### 7.10.1 Creating a Forms using Form Wizard

In this section, we will discuss how to create a sample Form on web page to capture information.

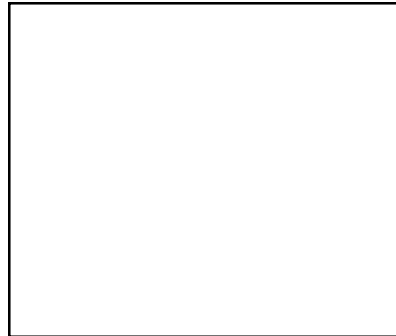
The form will include only those options which are pre-designed in the software. To begin with,

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Choose, **File** → **New Page** → **General** → **Form page Wizard**



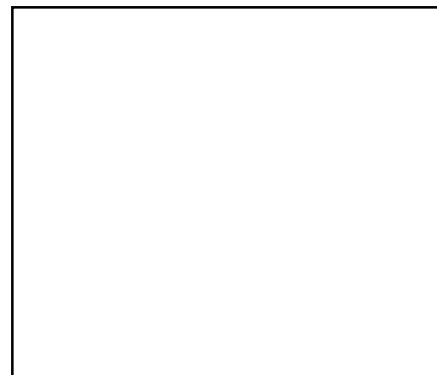
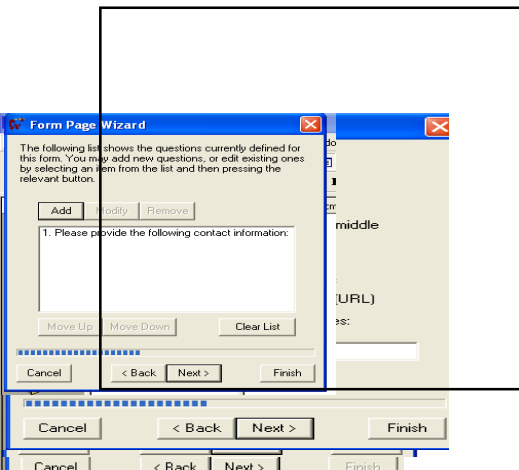
Click **Next** button



Click **Add** button

**Fig : 7.41**

Select say **contact information** Click **Next** button



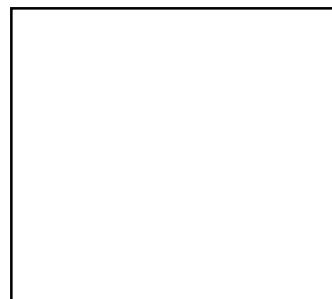
**Fig : 7.42**

Click **Next**

You can  
change the  
name of the  
variable



Click **Next**



**Fig : 7.43**

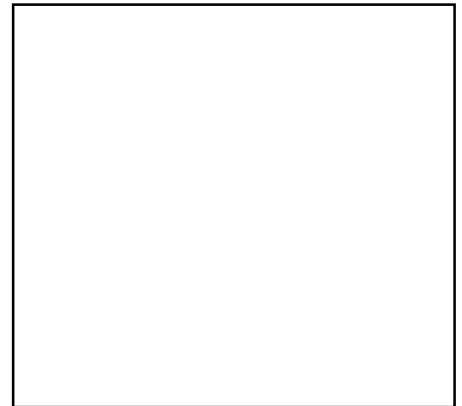


To add more information, click **Next**  
→ **Add**

Click on **save results to a text file**.

You can add the filename to store  
the results of the Form in it.

(default is **forms1t.txt**)



**Fig. 7.44**

**Then Next → Finish**

The default form is displayed as



**Fig. 7.45**

You can change the headings in the text box by selecting the text  
and typing again.

Now save the Form as **File** → **Save** Give a filename to it.

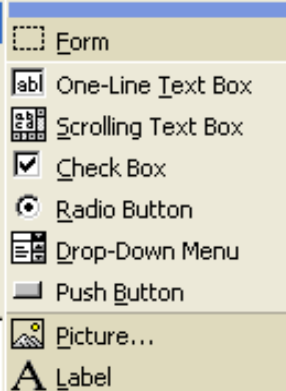
Click the **Preview** mode to test it. Type the required information  
and click on **Submit** button at the bottom of the Form. This will  
save the information.

---

Clicking on **Reset** button erases all the current information give on the form i.e. clear the Form.

Various Form types in FrontPage are:

Form Types	Functions
Form Handler	sends Form Results (data) to a text file, database or e-mail address
Discussion Form	It allows user to type their comments on web.
Search Form	allows visitors to search information on web
Multi-user Authoring	allows various users to edit, author the same web simultaneously.
Remote Authoring and Publishing	allows web masters to edit and manage a website directly on web.



### Customize a Form

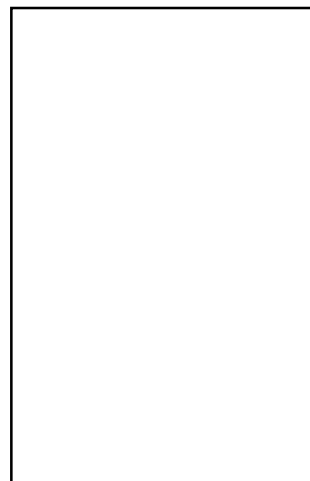
To customize a Form on web page depending upon the requirement and ease. To create a form,

1. Click mouse at place where you want

to insert the Form. Then **Insert** → **Form**

2. From following options, choose the desired one

- **Form** inserts a form with **Submit** and **Reset** buttons. If items on page are selected when this command is used, the items are enclosed in form.



**Fig : 7.46**

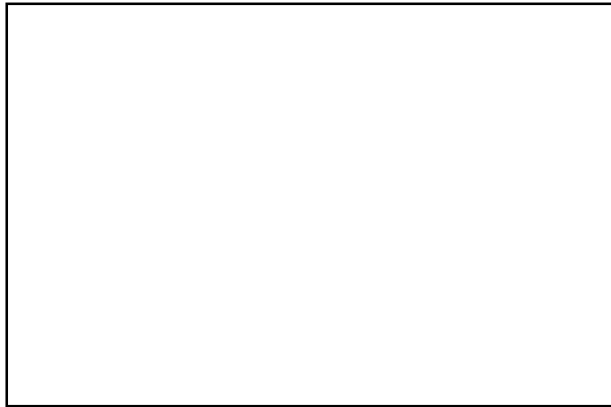
- **One-Line Text box** accepts information in one line only.
- On inserting a **Scrolling Text box**, a user can scroll down the Information (upward and downward movement of the box using mouse)
- **Check Box** checks the existence of an item(s) from the available list, can be selected more than one.
- **Radio Button** is used to choose one item at a time from the available list.
- **Drop Down Menu** shows a list of available options.
- **Push Button** can be configured to Submit and Reset button.
- **Picture** creates a picture form field at insertion point.
- **Label** makes the label of a form field to click i.e. heading for a Form Field.

### Try out

To play a sound file using a Button

1. Create button using **Insert → Form → Push Button**
2. Right click it and in Form Field Properties, In Label box, give the heading as 'Sound'
3. Right click Form → Page Properties → give the location of required file e.g. Sound file with extension as .wav and give a loop of say 20. So the sound file will be played 20 times.

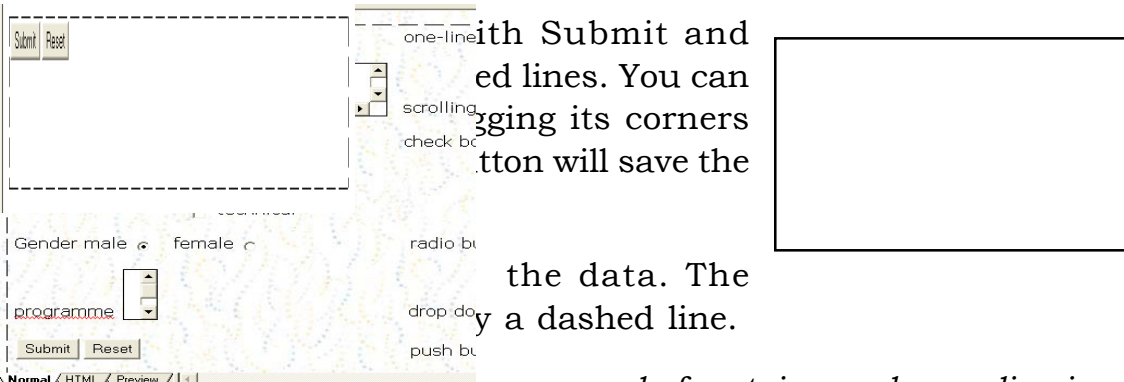
## Design a sample Form



**Fig. 7.47**

The above figure shows a sample form created by using most of the tools of Form.

Click **Insert** → **Form** → **Form**



with Submit and  
ed lines. You can  
gging its corners  
tton will save the

the data. The  
y a dashed line.

*For convenience, Press one space before tying each new line i.e. at cursor point and press Enter key at the end of each line but not necessary.*

### Steps for creating above Form,

- Line 1 Type 'enter name'. Insert → Form → click on One-line Text box
- Line 2 Type 'enter your query '. Insert → Form → click on Scrolling Text box

- Line 3 Type 'enter qualification'. Insert → Form → click on Check Box
- Line 4 Type 'Gender'. Insert → Form → click on Radio Button
- Line 5 Type 'Programme'. Insert → Form → click on Dropdown box
- Now, to enter Push button, Insert → Form → Push Button
- To make it a Submit button, right click Form Field properties and select Submit radio button.
- Similarly, insert another button and choose its properties as Reset button.

### Storing Form Results

FrontPage generates a confirmation page Right click on Form and click on Form Properties.

Type filename to store the Results of the Form.

1. To see the Form result, In Folder's view, click to **private** folder.
2. The results are stored in form\_result.txt file.



**Fig. 7.48**

Double click to set the exact data.

*You can change the location of file where the results of form can be stored, or to store the results as e-mail. Click Insert → Form → Form Properties. Change the location of file name or enter e-mail address as in figure.*

*For any other help click **F1** to search in Microsoft FrontPage Help.*

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## **INTEXT QUESTIONS**

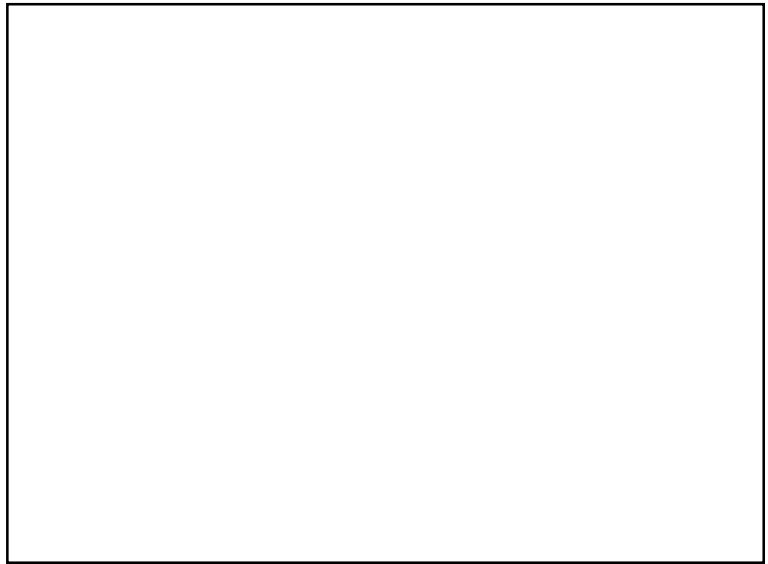
---

6. Fill in the blanks:
- (a) Frames can be \_\_\_\_\_ by dragging mouse over them.
  - (b) Submit button is used to collect the information from \_\_\_\_\_.
  - (c) A \_\_\_\_\_ is used to search text in web documents on web page.
7. Write True or false for the following :
- (a) The main frame displays the information about the link pressed in content frame.
  - (b) Frames can't be splitted.
  - (c) A Form can only be created using a Form Wizard.
  - (d) A Form handler sends form results to a text file.
- 

### **7.11 DREAMWEAVER**

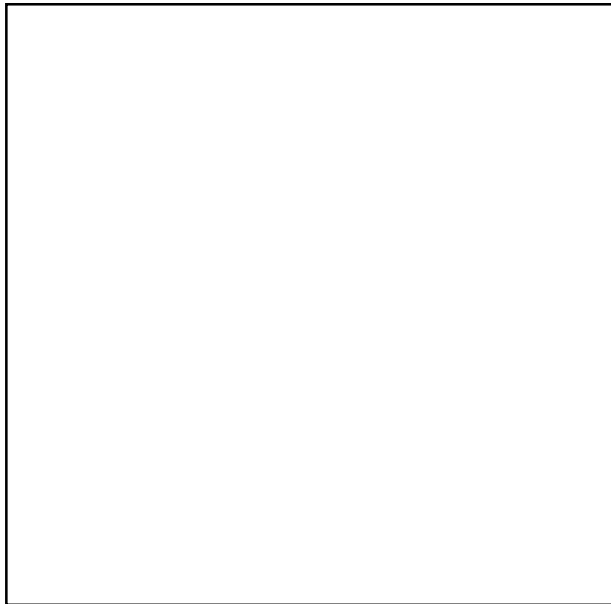
Dreamweaver 8 is the industry-leading web development tool, enabling users to efficiently design, develop and maintain standards-based websites and applications. It is a product of Macromedia family. With Dreamweaver 8 MX, web developers go from start to finish, creating and maintaining basic websites to advanced applications that support best practices and the latest technologies. Macromedia provides a range of products for multimedia authoring and web development. Site contains extensive documentation and support for all software. The concept of Frames, Tables, Form, Hyperlinks etc is also available in Dreamweaver. The opening windows in Dreamweaver is shown as below:

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**Fig. 7.49**

**Exercise :** A sample web site is created in FrontPage as well as in Dreamweaver to give idea to students in using both the tools.



**Fig : 7.50**

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## Creating website using FrontPage

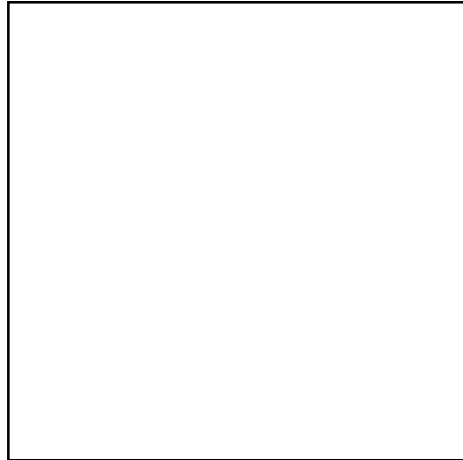
To create above sample website, the steps are:

1. Create a new web as File → New → Web. Save it with name as **test** in C:

Now your web directory is c:\test

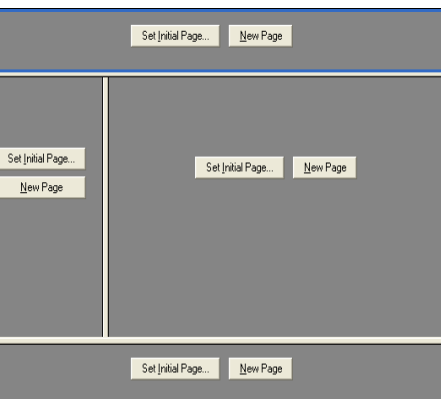
It is preferred to create all your web pages and other files in same directory.

2. Choose File → Page → New à Frame Pages → Header, Footer and Contents



**Fig. 7.51**

This will partition your web page into four partitions. Save this page with name as **exercise** in c:\test



Click from ClipArt in the Top Frame as **Insert Clip Art**

Click with mouse. If can't then copy it in Paint, resize it and again copy it in the Top frame.

If graphic, type text as 'An Educational Delhi, India'

Click button in Left Frame. Type four headings

About Us

Programmes

Departments

Contact Us

Now Save the contents in left frame with filename as **leftframe.htm**



5. Type the contents of heading About Us in Notepad/MS-Word or in any editor and store it as about-us.htm file preferably in c:\test

Similarly create programmes.htm, departments.htm and contact-us.htm to store the contents of respective headings in the directory c:\test

6. To create a Hyperlink for heading **About Us**, click mouse at A and drag it till the entire heading is highlighted. Now choose, **Insert → Hyperlink**.

In URL, type the path of filename i.e. c:\test\exercise\about-us.htm

In Target Frame, select Parent Frame.

Similarly create hyperlinks for programmes, Departments and Contact Us.

6. Now Click on New Page in Right Frame. A blank screen will appear. Type 'AEA Welcomes all students'.
7. Click on New Page in Bottom Frame. Type 'This is a testing site, used by students.'

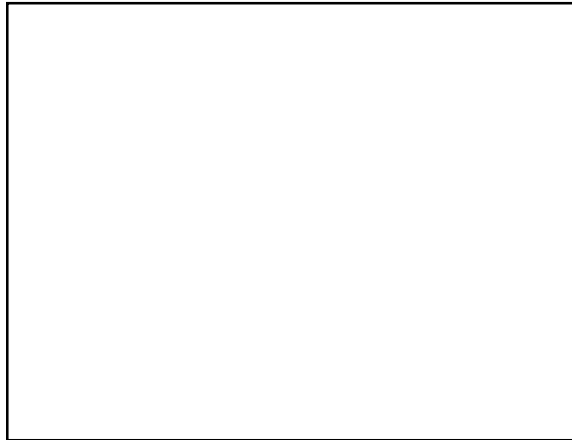
All above steps were performed in Normal mode. Now to view the website, click in Preview mode at the task bar. Click on hyperlink About Us, the contents of this are displayed on right frame.

Similarly, click on rest of the links.

*Also, You can add same or different Themes in different Frames. For example, select **Format → Theme → All Pages → Default (Arcs)** adds same background in all frames.*

*Now select only the bottom frame, select **Format → Theme → Selected Pages → Blends** adds the desired Theme in bottom frame only.*

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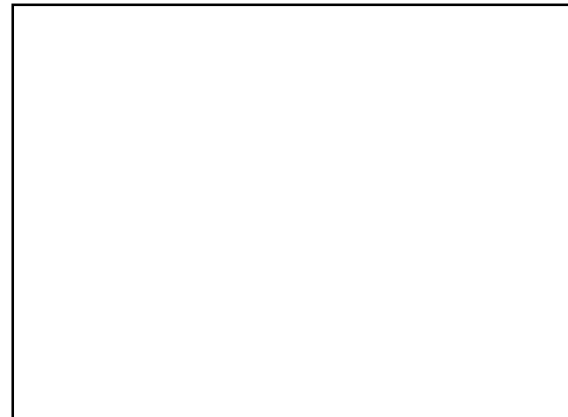
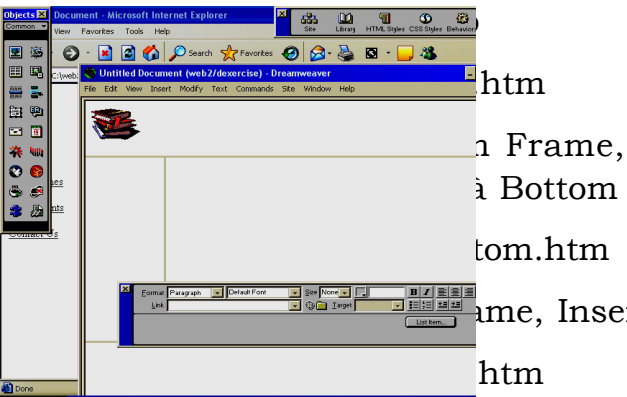


**Fig. 7.52**

### Same exercise in Dreamweaver

Open Dreamweaver as  
Programs → Dreamweaver →  
Dreamweaver

1. Create Top Frame, Insert



**Fig. 7.53**

2. To create Left Frame, Insert → Frames → Left  
Save it with left.htm

4. To create Right Frame, Insert → Frames → Right  
Save it with right.htm

*Object windows are opened automatically. If not then, click  
Toolbars → Windows → Properties or Ctrl+F3 key.*

5. Click in top frame, Insert → Image → choose the .jif file (e.g.  
books.gif)

Be sure that books.gif is already created graphics from Clip

---

Art

Gallery.

6. In Bottom Frame type 'This is testing site, used by the students.'

Save it with dleft.htm

7. Click in right frame. Save it with right.htm

8. In Left frame, type all the headings as

About Us

Programmes

Departments

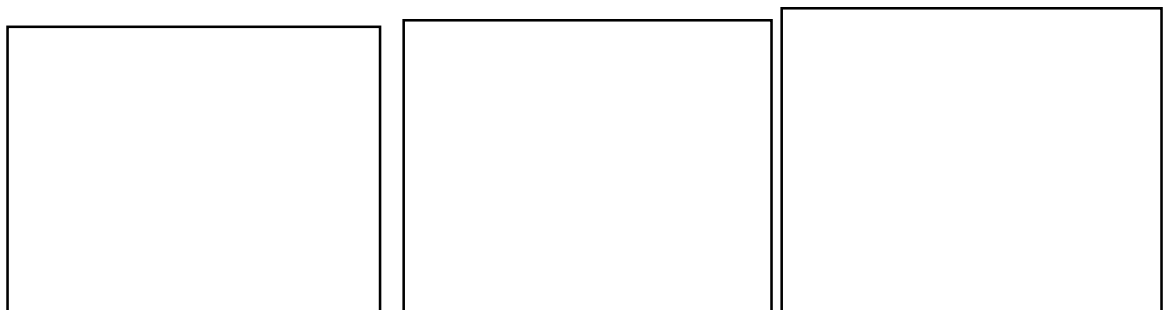
Contact Us

**Fig. 7.54**

9. Create separate files for storing the detailed information for each heading namely about-us.htm, prog.htm, aca.htm
10. Select the heading About Us on left frame. In Link option, choose about-us.htm

*Click on link icon and Target folder just after the Link option.*

Choose Target Frame as mainframe.



**Fig. 7.55**

Similarly click Programme heading, choose Link as **prog.htm**, Target frame as **mainframe**.

Similarly click Departments heading, choose Link as

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**aca..htm**, Target frame as **mainframe**.

For **Contact Us**, choose **Insert** → **Email link** → **e-mail address**

**File** → **Save All**

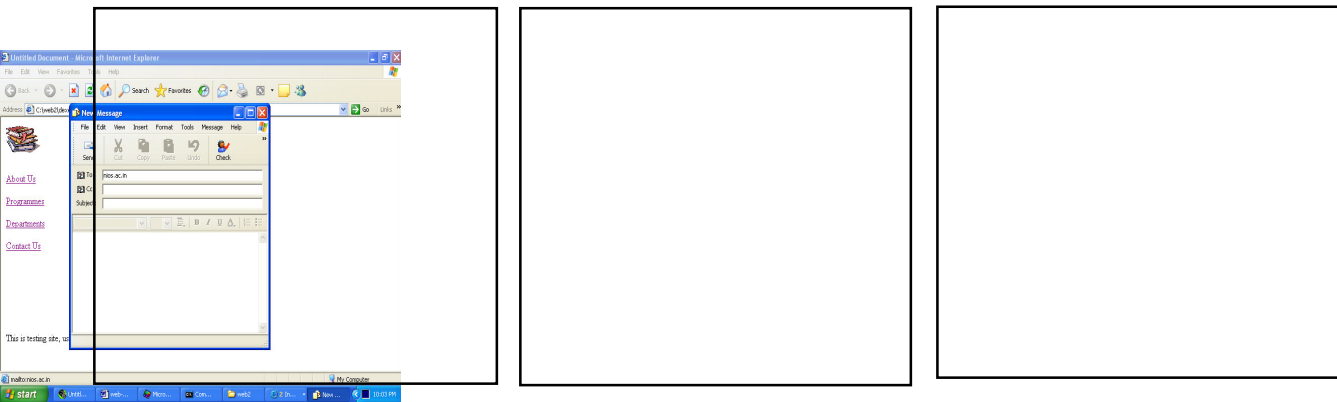
Type filename for home page as dexercise.htm. This will be your home page.

**File** → **Frameset** saves all frames on the webpage

## Open a web site in dreamweaver

To open the website in Internet Explorer, select the hard disk drive in which exercise.htm is stored. Then click on exercise.htm

On clicking each of the links on left frame, the following windows will be displayed.



**Fig : 7.56**

## 7.12 WHAT YOU HAVE LEARNT

In this lesson you learnt about various web designing tools particularly FrontPage 2000 in detail.

Another tool, Dreamweaver is also discussed in short. Various components of FrontPage and their functions are discussed. The various views available on FrontPage like Page, Navigation, and Hyperlinks will enable you to design your website in a more

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professional way. You also learnt how to build web page and web site in detail. Besides that you can import web pages from an already existing web site. You understood the concept of links and navigation.

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### **7.13 TERMINAL QUESTIONS**

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1. What is the difference between a web page and web site?
2. What do you understand by Navigation?
3. How to insert a hyperlink in a web page?
4. Write the purpose of Bookmark.
5. Create a Frame page as Vertical Split type and set Initial and New Page.
6. Write the properties of Frame Page.
7. Write the difference between Scrolling text box and drop-down menu.

---

### **FEEDBACK TO INTEXT QUESTIONS**

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1. (a) Page view i.e. normal  
(b) Navigation  
(c) \...\...\My Documents\My Webs  
(d) Normal, HTML, Preview
  2. (a) Sound (b) hyperlinks (c) Insert (d) Bookmark
  3. (a) False (b) True (c) True
  4. (a) Brightness/Contrast (b) Crop tool  
(c) Rows, Columns (d) Merge
  5. (a) True (b) False (c) True (d) True
  6. (a) resized (b) Form (c) Search Form
  7. (a) True (b) False (c) False (d) True
-