

WEEK 2

Objectives:

- Website basics
- Planning a Website
- Setting up a site in KompoZer

Resources:

WEBSITE BASICS

Websites and pages can have many forms but there are some basics that are generally on all sites and pages.

Banner: Usually across the top of the page, the banner anchors the page with a graphic that is usually the organization name and/or logo.

Menu: this section provides links that allow navigation to other pages on the site, and possibly to external sites.

Content: A generic term for the 'stuff' that goes into a page. This can be text, images, graphics, forms, tables etc. Some content is entered directly into the page when it is created, other, such as graphics or images is usually loaded dynamically when the page is opened in a browser.

Footer: At the bottom of the page and may contain common elements such as organization name, address, copyright statement, link to the website developer, etc.

PLANNING A WEBSITE

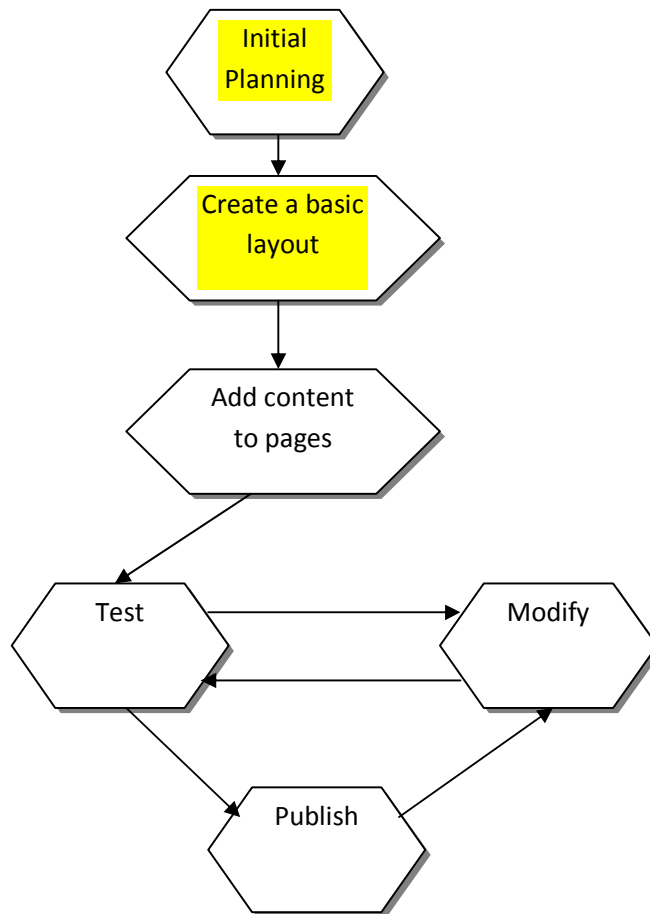
Review these two resources for website structure:

<http://www.netstrider.com/tutorials/HTML/structure/> and <http://webdesign.about.com/gi/o.htm?zi=1/XJ&zTi=1&sdn=webdesign&cdn=compute&tm=20&f=00&tt=14&bt=0&bts=0&zu=http%3A//www.epa.gov/enviroed/pdf/evalstruc.pdf>. There are lots of other resources on the web if you search for website structure.

Initial Planning: this can be time consuming, but without adequate planning and complete understanding of what the site is for and its intended audience you cannot develop a successful website. Most web designers use a checklist of questions in the initial planning stage. Here is a link to a typical checklist: <http://freelanceswitch.com/finding/web-design-client-questionnaires/>.

Develop a checklist for your portfolio site that has the questions on one side and the answers on the other. Having the answers to all the questions you can think of will make development of the site easier and helps you to clearly define the goals and objectives.

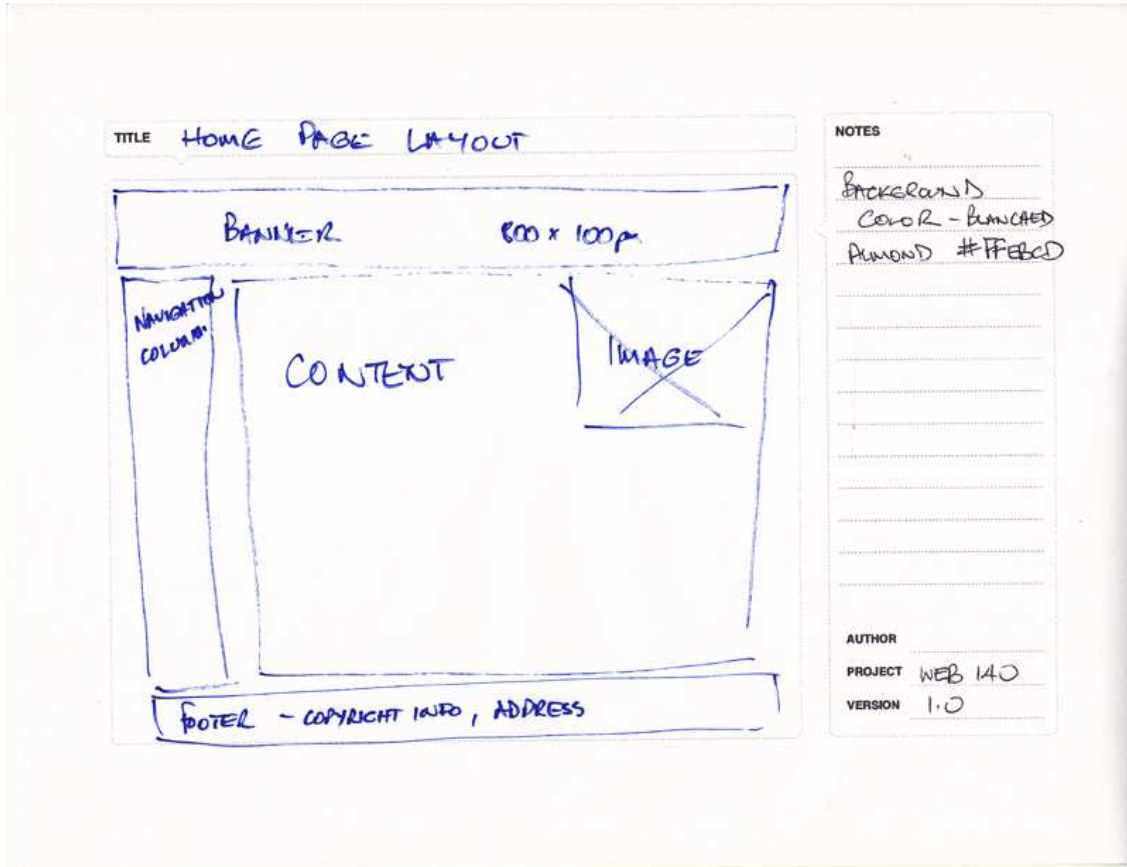
The Planning Outline:



The Basic Layout determines the structure of the site. Read *Prepare your Sitemap* at <http://articles.sitepoint.com/article/wire-frame-your-site> and then sketch your proposal. You can hand sketch or use the Shape or Smart Art options in Microsoft Word. Use this basic layout to develop filenames. Your home page will always be index.html.

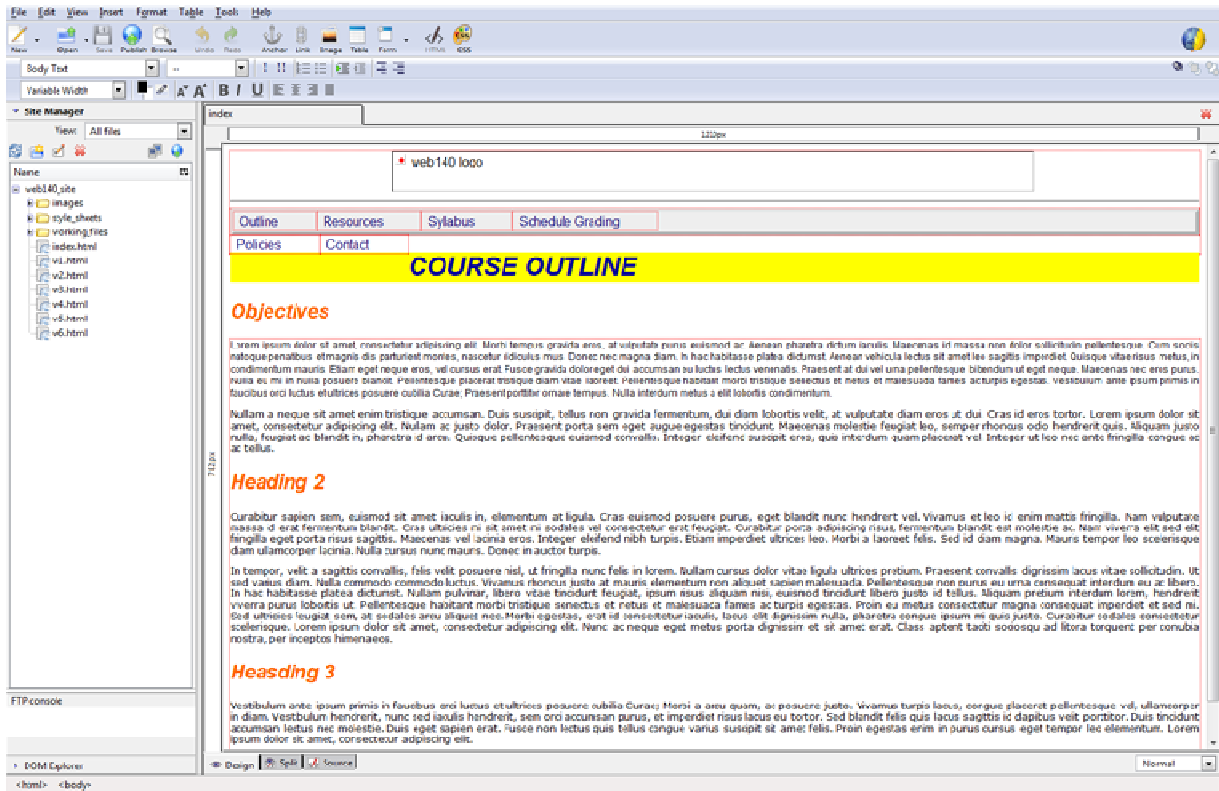
Once you have the basic site structure, then sketch out your basic page layout, showing where the banner will go, the navigation elements, main content and images and any footer

information. I like to use a preprinted page that you can download from <http://www.alfonsobozzelli.com/data/WireframeTemplate.zip>. Prepare one page for each page in your site. Use this illustration as a guide but please be creative in producing your own.



SETTING UP A SITE IN COMPOZER


Finally, open Komposer and use **Site Manager** to create your files and folders. Be sure to have at least two folders—**images** and **style_sheets**—that we will use later. In the example below you will also see a **working_files** folder. I like to use this for any images, content or stuff that needs to be worked on before adding to the site. Also note that I use lowercase exclusively for file names. This is because you may not know what operating system is on the server that hosts your website. Windows does not care, but Linux is case sensitive so it is always good practice to use lowercase and be consistent.



EXERCISE 1: A Simple Web Page

Note: KompoZer shares some similarities with word processing software. You can copy, cut and paste text using the edit drop down box or short cut keys (**ctrl x**, **ctrl c** and **ctrl v**). You can highlight sections of text and delete using the **DELETE** or **BACKSPACE** keys.

1. Open KompoZer. Select the **TOOLS** menu and open the **PREFERENCES** window. Open **NEW PAGE SETTINGS** and select English/United States as the language. Click **OK** in the language window, and then open **ADVANCED SETTINGS**. Click the radio buttons in **MARKUP** for **XHTML** and **TRANSITIONAL**. Be sure there is a check mark in the **BEHAVIOR OF THE RETURN KEY** and the **REAL TIME SPELL CHECK** sections. Click **OK** to exit the **PREFERENCES** section.

2. From the drop-down,  select **Heading 1**. Type:

Learning to use KompoZer

Then press **ENTER**. Look at the drop-down box and see that it changes back to **Body Text**.

- Highlight the text you typed, then go to the text controls section.



Select **Variable Width** drop-down and change text to Verdana. Then select *I* to italicize the text. Finally click on the black color box to open the color selector. In the 8th column, select the second from bottom blue. Click **OK** and then check the text color has changed.

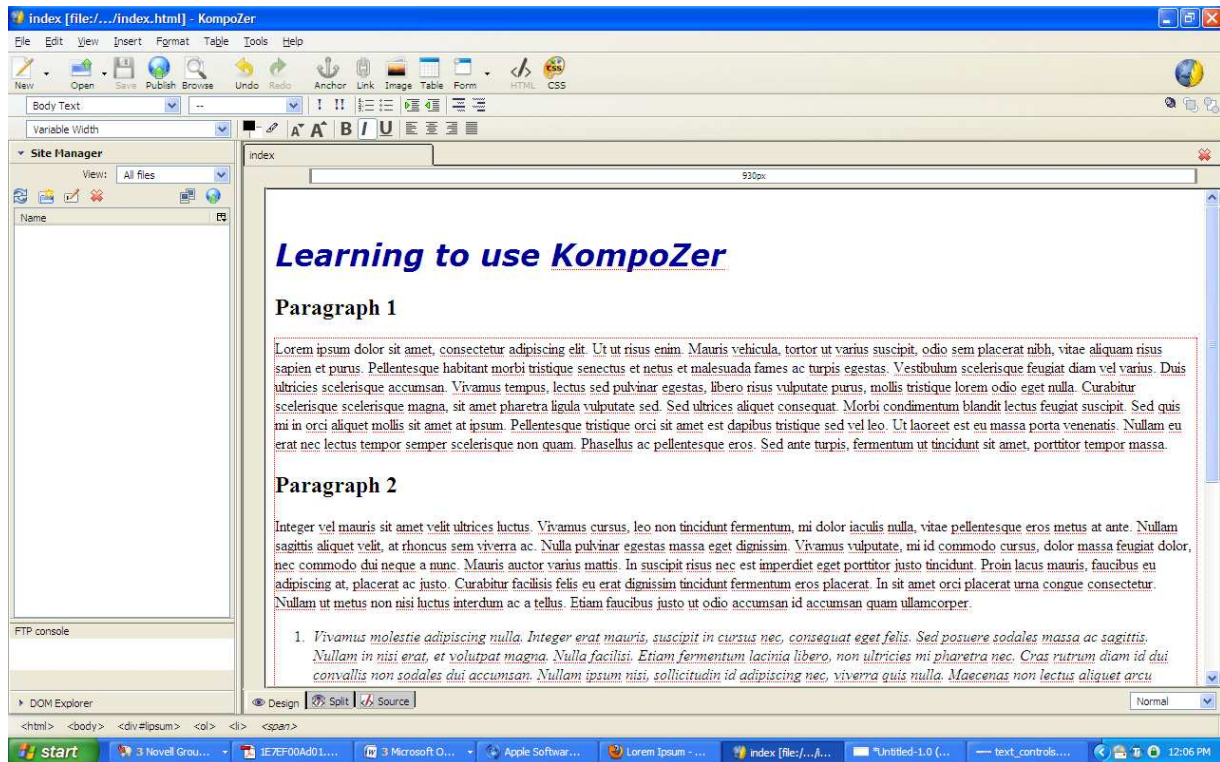
- Open the Lorem Ipsum generator <http://www.lipsum.com/> and generate 5 paragraphs. Highlight and copy all the text. Return to KompoZer. From the **Body Text** drop-down select **Paragraph**. Paste the Lorem Ipsum into the editor. Click on each paragraph and notice that the height in pixels is displayed beside the paragraph.
- Set the cursor beside the first heading and click **ENTER**. Set **Body Text** to **Heading 2** and type:

Paragraph 1

- Then set the cursor beside the last period in the first paragraph and press **ENTER**. Set **Body Text** to **Heading 2** and type:

Paragraph 2

- Highlight paragraphs 3, 4, and 5. Change the text style to italic. Then click on the **numbered List** button.
- Save the file as *lastname_week1_index.html* using your last name in place of *lastname*.
- Check that your file looks like this in KompoZer:



10. Submit the .html file as an assignment.

PORTFOLIO PROJECT

You will be completing a Portfolio Project assignment each week. At the end of the class you should have a fully finished functional site that you could use as an example of your capabilities in a job interview.

WEEK 2 ASSIGNMENT:

1. Decide on your site. It can be a personal or family site, a company (real or fictitious) or an organization (club, church or similar), an information site (hobby, sport, activity).
2. Complete an initial planning checklist in the format on page 2.
3. Complete a basic site structure and at least four page layouts, the home page with at least three pages linked to it.
4. Create the site folder and sub-folders and pages in **Site Manager**.
5. Begin collecting content, text, photos, etc. Be sure that your content is your own and not subject to someone else’s copyright.

6. Submit 1-4 either electronically or by leaving a hardcopy in the drop box beside my office.