

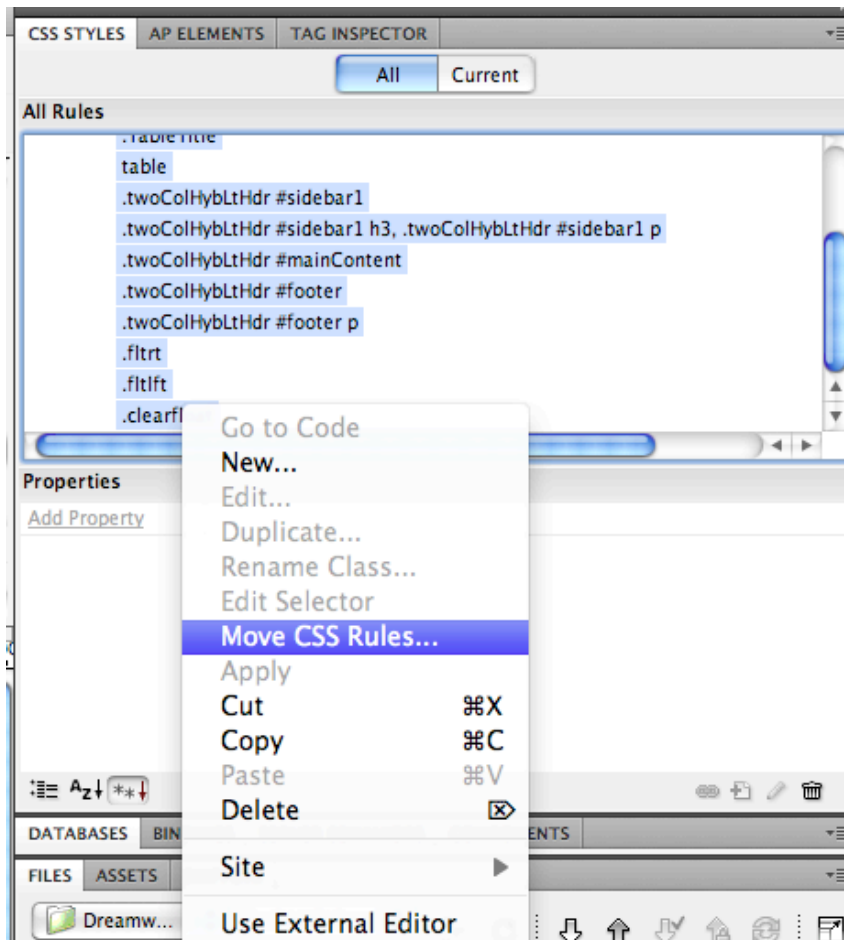
Using Adobe Dreamweaver CS4 (10.0)

Getting Started

Open Dreamweaver. You already have a Dreamweaver Training site created for you to work with. We will be using these files for this demonstration.

In the templates folder open the “MainTemplate” page.

From the **CSS Styles Pallet** select all the styles listed, then right click on them and choose “Move CSS Rules”



Next select the “A New Style Sheet” button and name the file “MainStyle”.
Choose Save.

**When naming your styles, no spaces or special characters in the file name,*

Save the Template page. In the “Update Template Files” dialog box, click Update. Click Close once the update is complete.

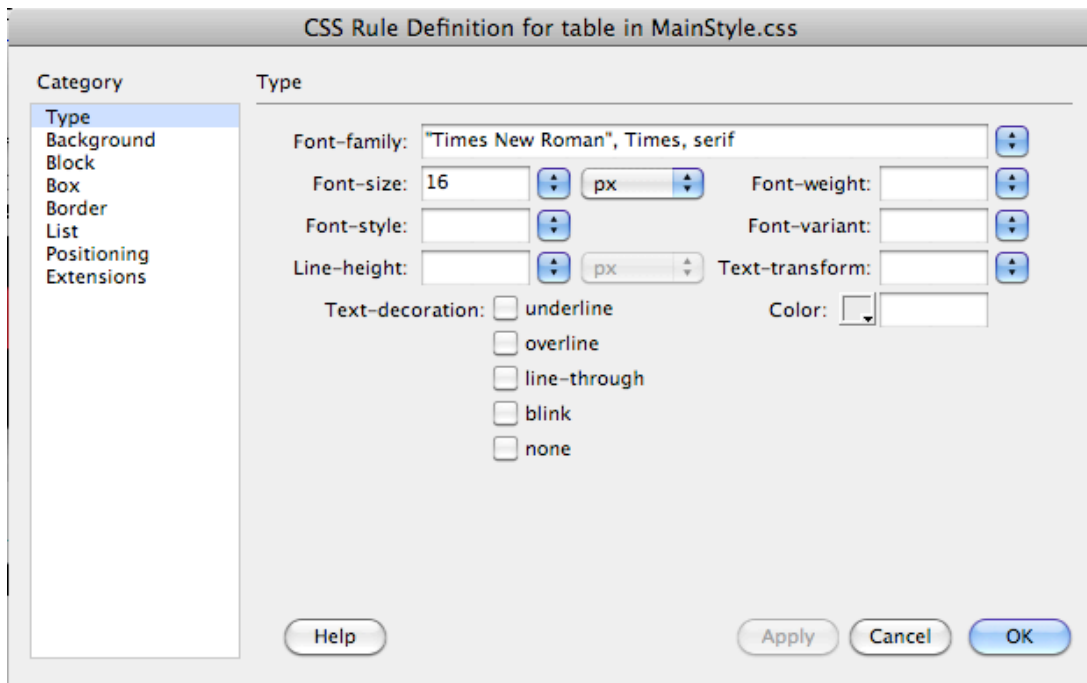
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Modifying your Styles

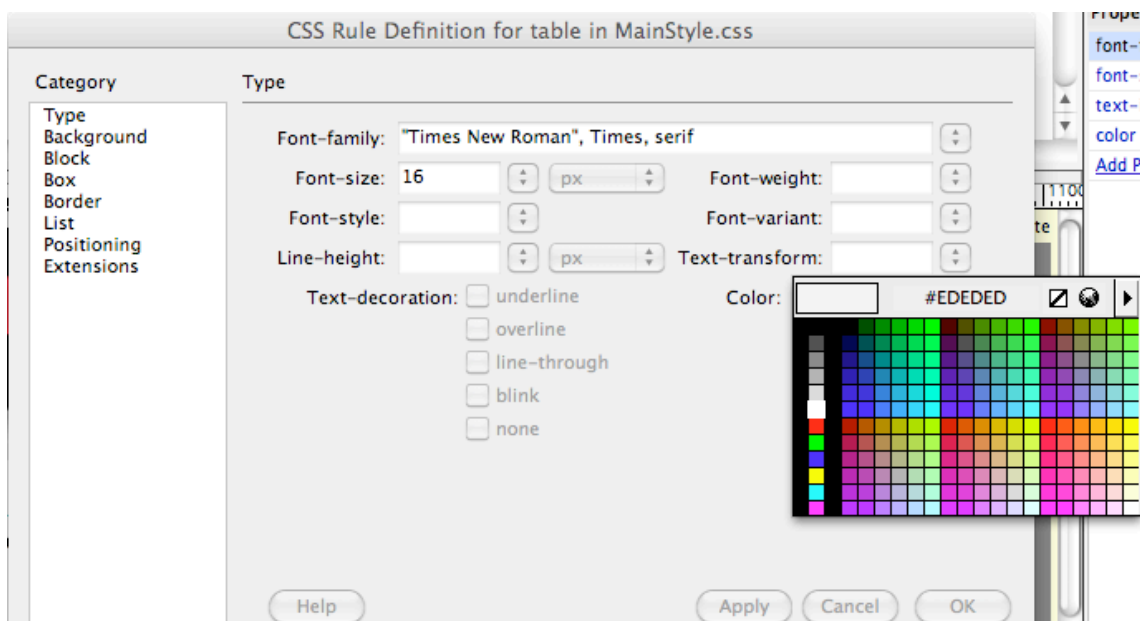
Open the “Calendar” page

In the **CSS Styles Pallet** toggle open “MainStyle” and double click on the “table” style.

The **CSS Rule Definition** editor opens



Click on the “Color” well



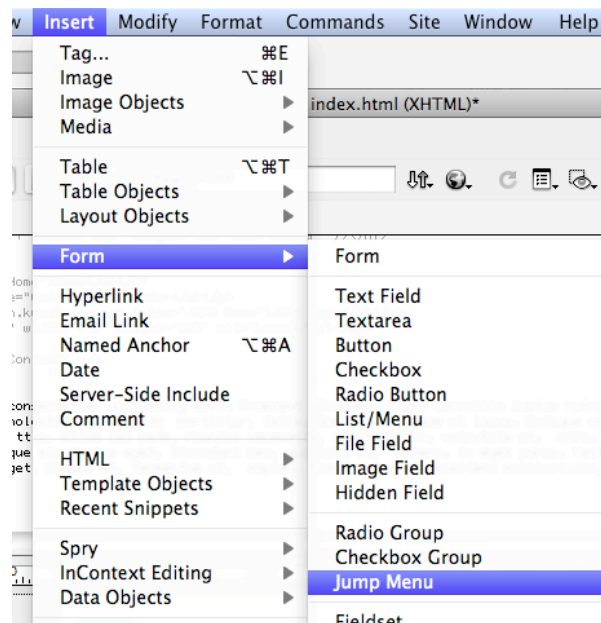
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An eye drop tool will appear, move it over the title “July” on the calendar page. Notice how the color appears in the color well. Click on the word “July” to select that color. Click Ok. The text in the table is now dark brown.

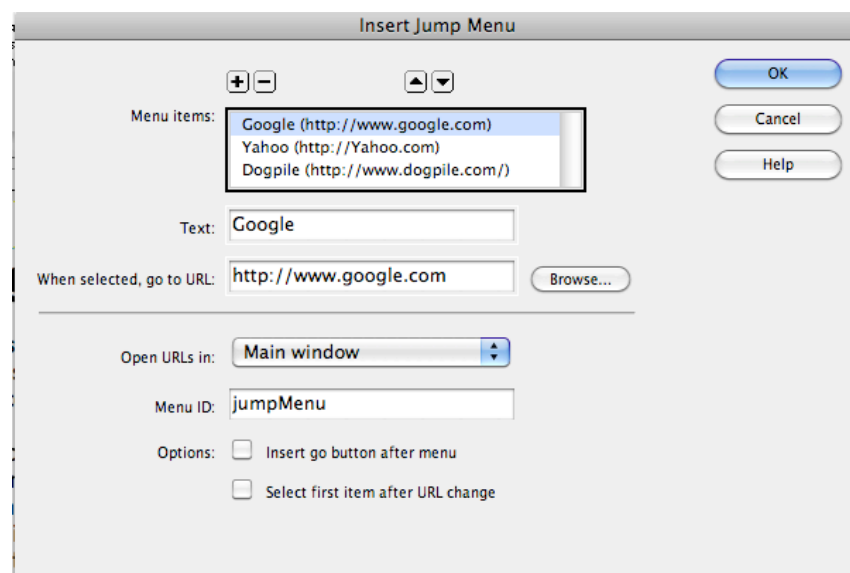
Close the Calendar page. Click “Save” to save your style changes.

Adding a Jump Menu

Open the “index” page. Add a return after the first paragraph. From the **Insert** menu select Insert>Forms>Jump Menu



In the “Insert Jump Menu” dialog box add links to Google, Yahoo and Dogpile.



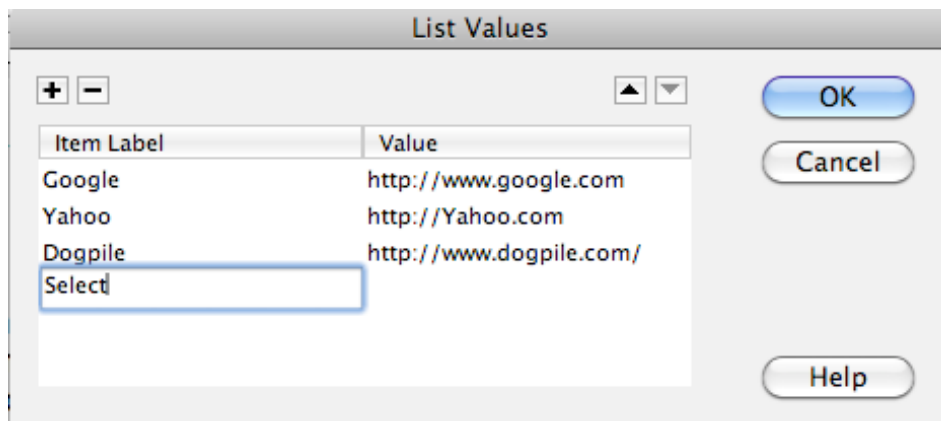
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In the “Text” field add your label. In the “When selected go to URL” field add the URL for each site. Click on the + button to add an additional menu item.

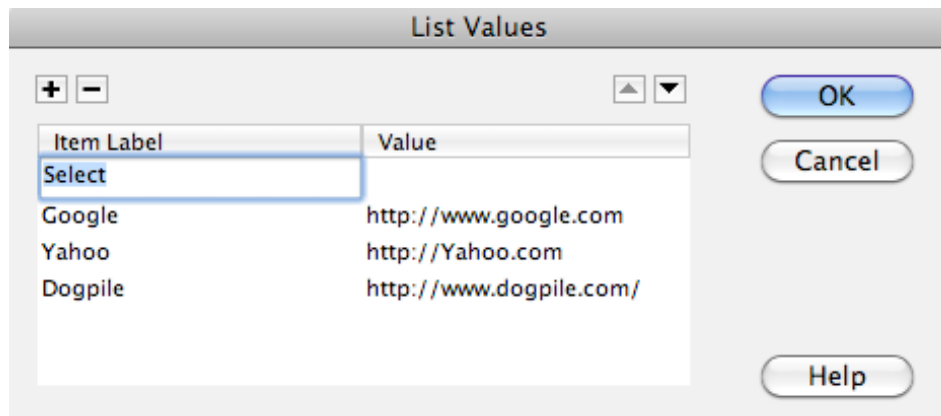
Click Ok.

The Jump Menu is inserted into a Div in your page. Now we have to add a label to indicate what we want the user to do.

Click on the popup. In the **Properties** inspector click on “List Values”. A dialog box opens. Click on the + button and type in “Select” in the label field.



Use the arrow button to move the label to the top.



Click Ok. Save the page.

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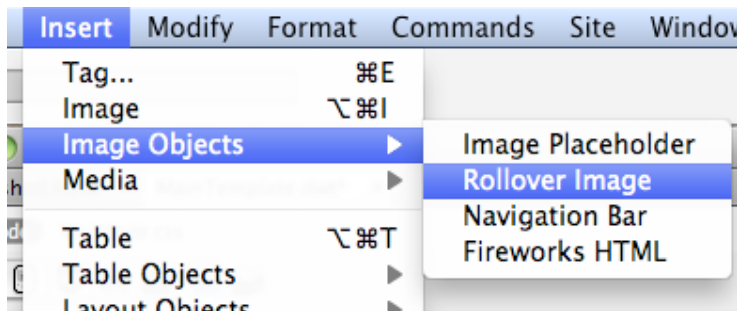
Adding Rollovers

When adding rollover buttons, it is assumed you have created the graphical buttons before hand.

In the templates folder open the “MainTemplate” page.

In the left hand column of the page, click in front of the first link, which is named “Home”. Press enter. Click in the line that was created above the link.

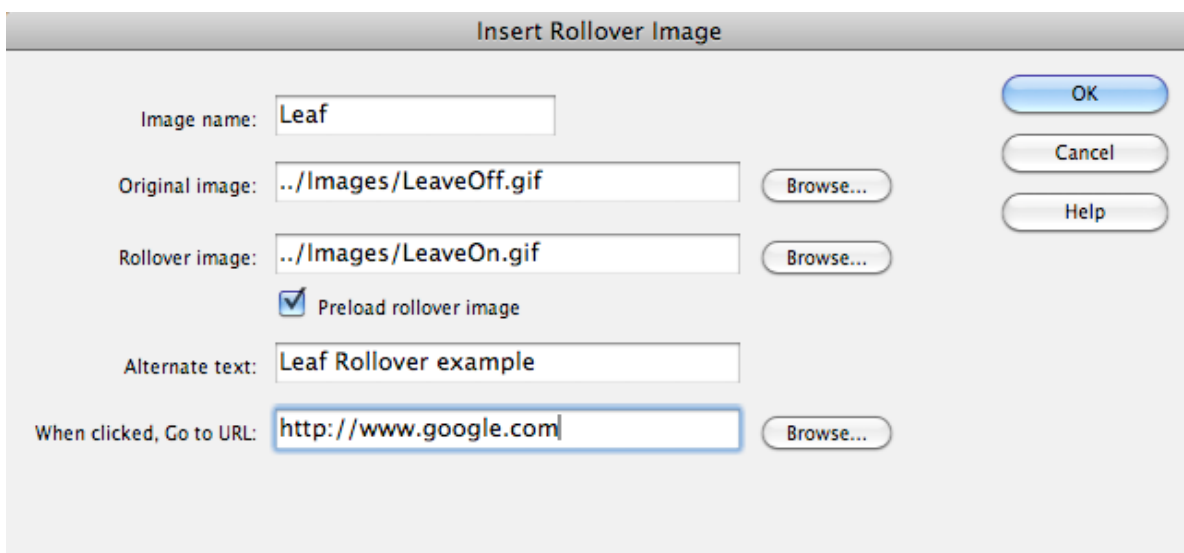
From the **Insert Menu** select Image Objects>Rollover Image



The **Rollover Image** dialog box appears.

- In the Image name field, enter “Leaf”.
- In the Original Image field, browse to the images folder and select “LeaveOff.gif”.
- In the Rollover Image field, browse to the images folder and select “LeaveOn.gif”.
- Add your alternative text
- Add your link to the “Go to URL” field. Click ok.

Save your page and allow the template to “Update” the related pages. Select “Close” once updates are complete.

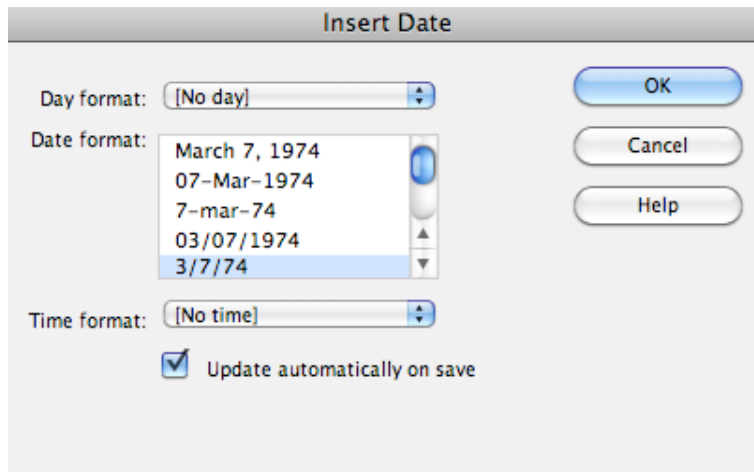


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Adding a Date Modified

From the **Insert Menu** select Date.

Choose the format you want and be sure to select the “Update automatically on save” check box. Click ok.

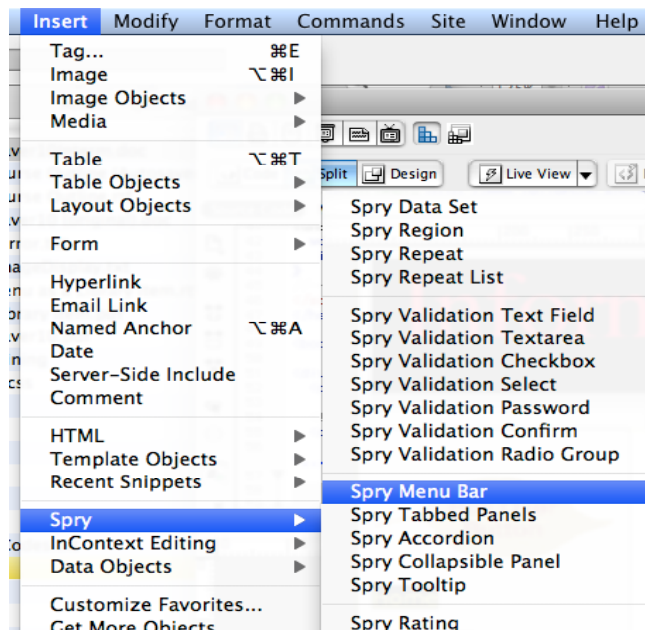


Adding a Spry Menu

In the templates folder open the “MainTemplate” page.

In the left hand column of the page, Select all text links below your Rollover button and delete them.

From the **Insert Menu** select Spry>Spry Menu.

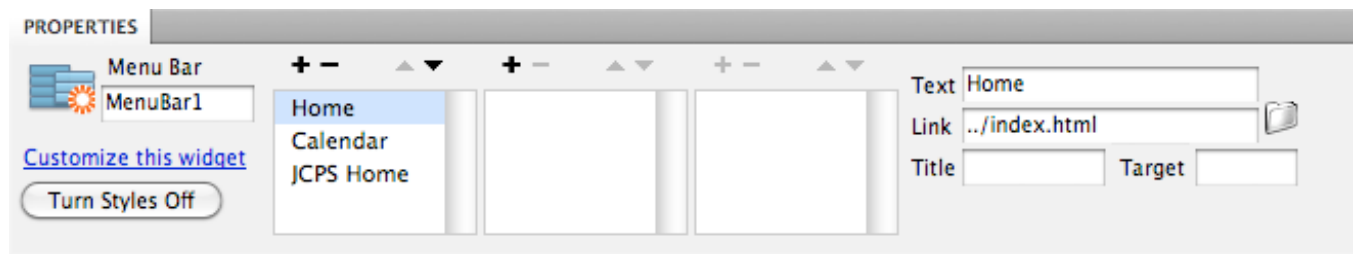


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Select Vertical menu.



Your menu is inserted into the column. To edit the menu select “Item 1”, in the Text field rename it “Home”. In the Link field, click on the folder and browse to the “index.html” page. Change “Item 2” to Calendar and link to the “Calendar.html” page. Change “Item 3” to JCPS Home and link to the JCPS Home page by pasting the URL in the link field.



Remove any extra links by selecting the link and clicking on the “-” symbol.

Additional menu’s can be added by clicking on the “+” symbol.

Save your page

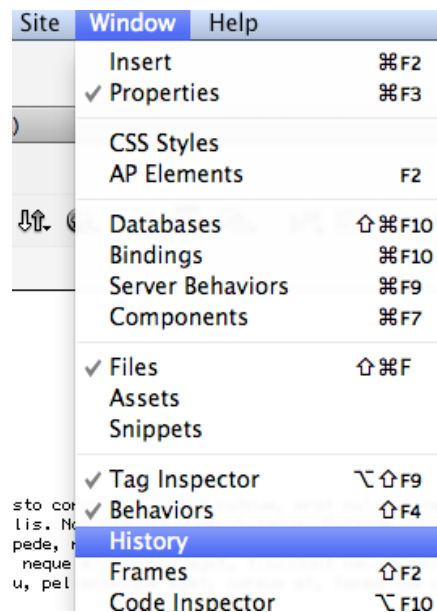
Click Ok to save Copy Dependent Files and allow the template to “Update” the related pages. Select “Close” once updates are complete.

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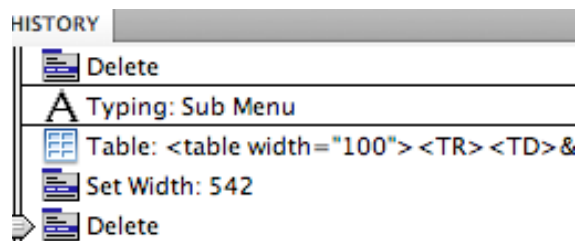
History Palette

The History Palette allows you to look back in time during your current work session. *You must have the History Palette open to before it will record your changes.*

From the **Window Menu** select History



The History Palette appears as an additional pallet in your pallet area. As you make changes to your site, the History Palette will keep track of what you have done. If you want to go back, just click in the area of time you wish to return to and your page will be reset to that point in time.



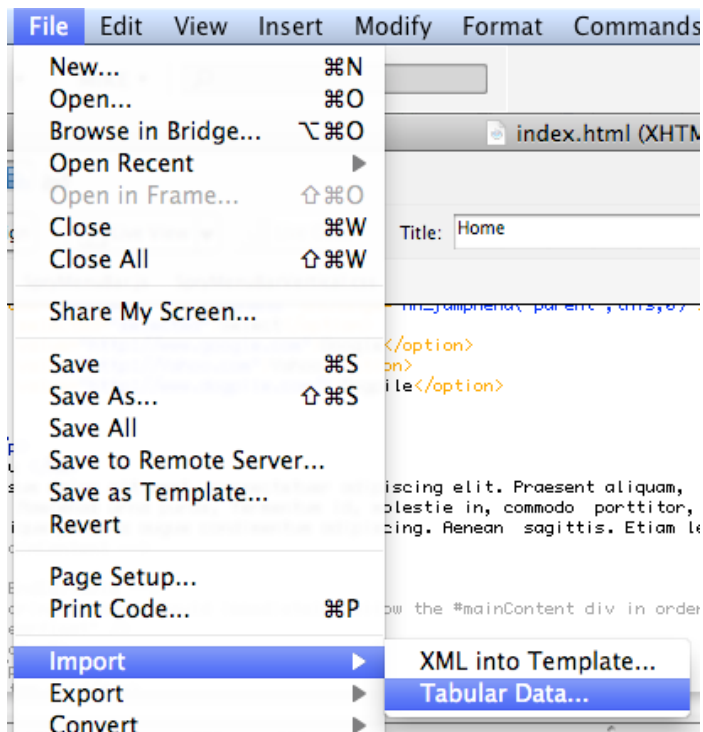
Importing Tabbed Data

When adding tabbed data, it is assumed you have created a tab delimited file before hand.

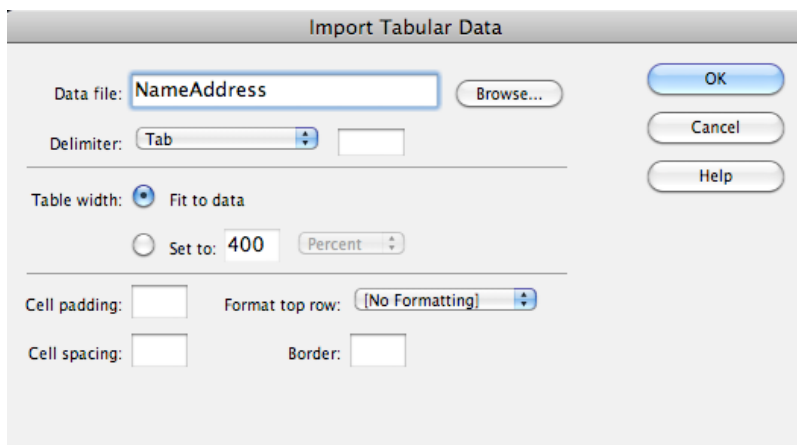
Open the Index.html page. Click in the page where you would like to insert the data from your tab delimited file.

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From the **File Menu** select Import > Tabular Data...



In the Import window, browse to the “NameAddress” data file. Select the “Fit to data” radio button. Click Ok.



The data is inserted in a table on your page. You can adjust the table to fit your needs.

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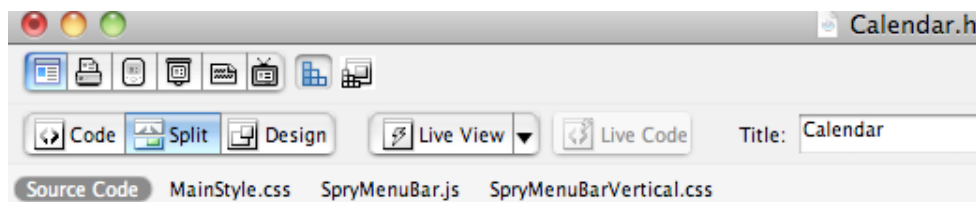
Embedding Third Party Content

Many websites offer ways to share or embed their data. Sites like YouTube, Google and PhotoBucket supply code you can copy and paste into your pages. *When embedding code, it is assumed you have setup a third party account before hand.*

This example will embed a Google Calendar into your existing Calendar.html page.

Open the “Calendar.html” page. Click under open area underneath the Calendar heading.

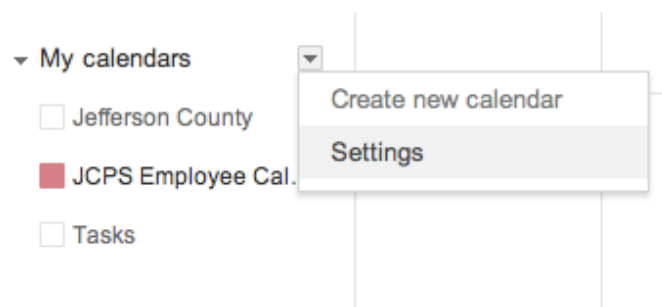
Select “Split” from the Page View tabs.



In the html code area, **click after** the <p> tag.

```
5 <!-- end #sidebar1 --></div>
7 <!-- InstanceBeginEditable name
3 <div id="mainContent">
9 <h1> Ca Lendar</h1>
2 <p>
1 <!-- end #mainContent -->
2 </p>
3 </div>
4 <!-- InstanceEndEditable -->
5 <!-- This clearing element sho
5 <br class="clearfloat" />
7 <div id="footer">
8 </Footer</div>
```

Open a browser and navigate to your Google Calendar. Under “My calendars” select “Settings”.





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In the Settings page click on your Calendars link (in this case *JCPS Employee Calendar*).

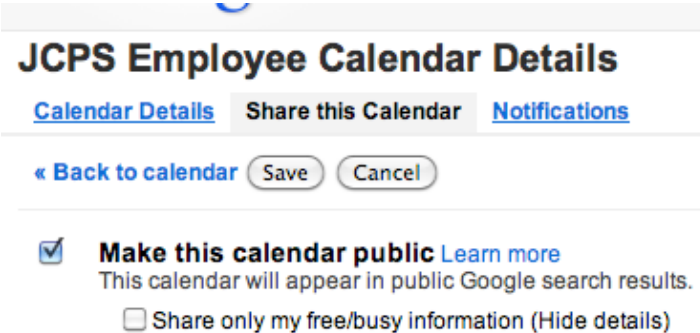
CALENDAR

 [Jefferson County](#)

 [JCPS Employee Calendar](#)
Jefferson County Public Schools

 [Tasks](#)

Click on the “**Share this Calendar**” link and select the check box “Make this calendar public”.



JCPS Employee Calendar Details

[Calendar Details](#) [Share this Calendar](#) [Notifications](#)

[« Back to calendar](#)

Make this calendar public [Learn more](#)
This calendar will appear in public Google search results.

Share only my free/busy information (Hide details)

Click on “**Calendar Details**” In the Embed this Calendar area, click on the “Customize the color, size, and other option” link.

Embed This Calendar

Embed this calendar in your website or blog by pasting this code into your web page. To embed multiple calendars, click on the [Customize Link](#)



Paste this code into your website.

[Customize the color, size, and other options](#)

```
<iframe src="https://www.google.com/calendar/embed?src=foi1th35c45sc49qge8isk4v9g%40group.calendar.google.com&ctz=America/New_York" style="border: 0" width="800" height="600" frameborder="0" scrolling="no"></iframe>
```

The Customize page allows you to change the way your calendar appears to your visitors.

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Give the Calendar a title. Choose which calendar info is displayed by checking or unchecking the “Show” options. Change the width to 550 pixels (This will ensure the calendar fits in the space provided).

Click Update HTML

Select and copy the HTML code from the “code window.”

Google calendar Google Embeddable Calendar Helper

Calendar Title
Employee Calendar

Show
 Title
 Navigation buttons
 Date
 Print icon
 Tabs
 Calendar list
 Time zone

Default View
 Week Month Agenda

Width
800 pixels

Height
600 pixels

Week Starts On
Sunday

Language
Default

Background Color
 Border?

Calendars to Display
 JCPS Employee Calendar
 jcps.webmaster@jefferson.kysch...

Time Zone
America/New_York

Copy and paste the HTML below to include this calendar on your webpage

```
<iframe src="https://www.google.com/calendar/embed?height=600&wkst=1&bgcolor=%23FFFFFF&src=foilh35c45sc49gge8isk4v9g%40group.calendar.google.com&color=%23691426&ctz=America%2FNew_York" style="border-width:0 width="800" height="600" frameborder="0">
```

JCPS Employee Calendar
Today September 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	Sep 1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Close your browser and return to Dreamweaver.

In the source code window, paste the HTML code. Click the Refresh button in the pallet area. Save the page and view in a browser.