

Order of action sheet (Dreamweaver)

To define a site:

First, on your Zip disk, create the folder where your website will live.

1. In the Site menu, click, Define Sites
2. In the dialog box, give your site a name.
3. In the dialog box, click on the folder to the right of the Local Root Folder and navigate to the folder where your website will live.
4. Click okay.
5. Dreamweaver will ask if you want to create a Cache. Say yes!
6. In the last dialog box, click done.

To translate layers to table:

1. Modify..>
2. Layout ..>
3. Convert layers to table ..>

To create a template:

1. Layout the template as you would like it to look.
2. Remember that if you lay it out in layers, you will need to convert to a table BEFORE you save it as a template.
3. When you have the file looking the way you want to save it as a regular html file as a backup.
4. Now save it as a Template: Go to File..>
5. Save as Template
6. The file is now a Template file, and you will have to mark a section or selection as editable.
7. Click on the table cell you want to be editable (Apple-click)
8. Go to Modify ..>
9. Templates ..>
10. Mark section as editable ..>
11. Save again.

Tips and Troubleshooting

- You can also make a selection (highlighting) editable in the same way.
- Remember that Template files will look something like this: template.dwt (.dwt stands for dreamweaver template)

- Remember to name your editable areas so that you can remember what you called them.
- You can't convert from layers to table (and vice versa) in a Template file.
- You can't mark a section/selection as editable until you have saved the file as a Template file.

Using a Template File

You have two ways of doing this:

Most often you will want to start with a blank template (ie., the persistent navigation and consistent page elements are there, but not the content).

1. To do this, go to:
2. File ..> New from Template

Sometimes you will have pre-existing pages that you'd like to apply a template to.

1. To do this, open the file you want to alter.
2. Now, go to Windows ..>Templates
3. In the Templates palette, click on the template you want to apply (just once)
4. Now, in the Templates palette, click on the "Apply Template" button on the right side of the palette.

Note: If Dreamweaver says there is not a place to put all the elements of the original page, then choose your main content area.

To publish using the Site window:

If you want to use Dreamweaver to send your files to the server, you will have to define the server information.

This is done in a similar way:

1. In the Site menu, click, Define Sites
2. If you have already Defined your site, choose it from the dialog box, and click Edit.
3. On the left hand side of the site palette, click on Remote Info
4. Under the Access pull-down choose FTP
5. Under FTP Host type: panther.uwo.ca
6. Directory can stay blank, and you will fill in your uwo email username and password

Now, in the Site window, you will see an icon next to the pull-down menu that connects you to the server.

- You will be asked for your password.
- The "get" button will bring files down from the server
- The "put" button will send files from your disk to the server, just like fetch