



iWeb '08 for Classroom Websites

Use iWeb to create a multi-page web site from a template. You can include links, photographs, video, sound, podcasts and blogs,

Process:

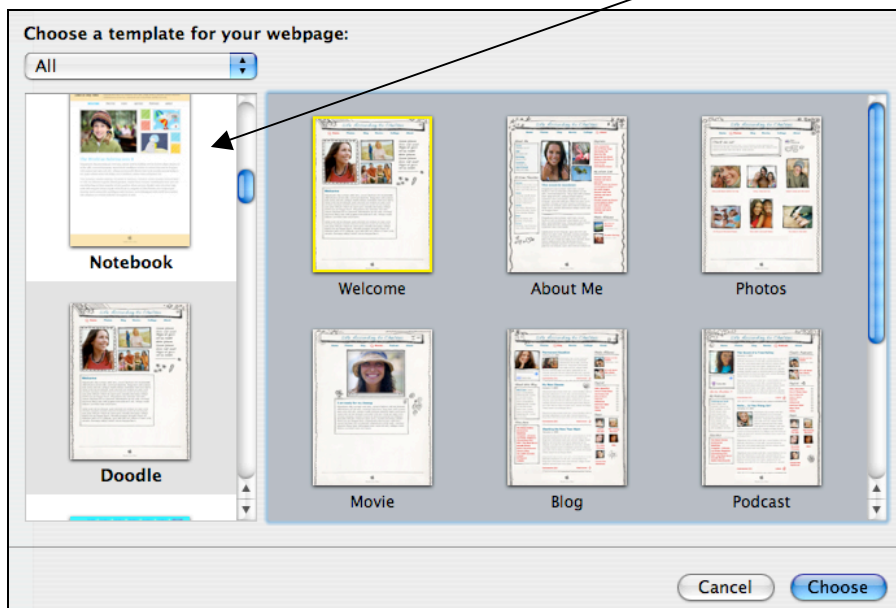
1. Create/edit the pages
2. SAVE the iWeb project
3. Publish to your Sites folder.

*Note:

If you have a laptop assigned for your sole use, you also have to SYNC to publish your site.

Create a New Website

- Open iWeb.
- In the template chooser that appears, select a template in the list on the left.



- Select a webpage type from the thumbnails on the right.
- Click Choose.

Templates have different uses:

Select a Welcome or All About Me page for your home page or general information.

Save the

Photo page for photo albums

Movie page for video

Podcast page for podcasts of recorded narration

Blog page for blogs

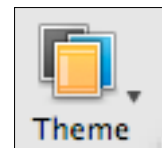
Use the blank page to design your own layout.



Note that you can copy and paste various elements from one template to another. Be creative!

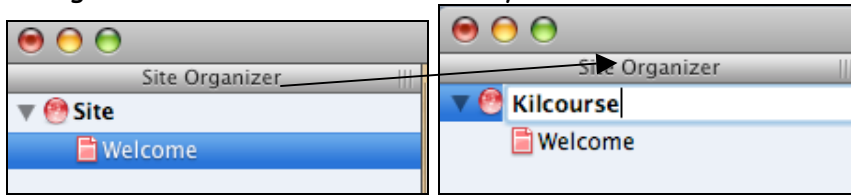


In iWeb '08, you can change the template on a page you have already created. Just choose Themes.



Name the Site



- Change the site name from SITE to your last name

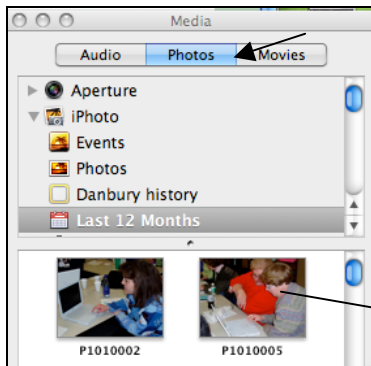


- Remember that the first page in this side list will be the first page visitors to your site will see. It is your "index" page even if you name it "welcome".

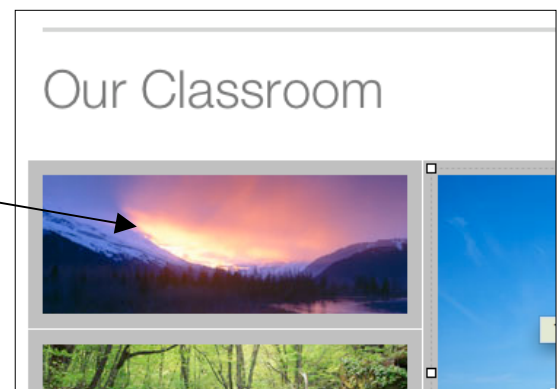
Edit the template page

The template has generic photos and text to "hold the place" for your own content.


- To replace placeholder text or edit existing text, select the text and type.
- To add a new text box, click the Text button  in the toolbar. A new text box appears in the middle of the page and can be hard to find, so type some text. You can move the text box by dragging it or selecting it and pressing the arrow keys.
- To delete text, select it and press the Delete key. If you accidentally delete text, choose Edit > Undo OR Apple-Z immediately to undo it. You can "undo" multiple times.
- To add your own photos, click on the Media Button  to see your own iPhoto Library. Make certain Photos is selected in the tabs.

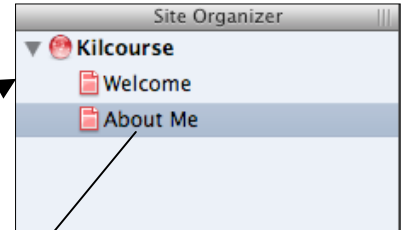


- Simply drag a new photo over the template photo.
- If you don't want as many photos as the template has, just delete the placeholder photo.
- You can move the placeholder images around the page too.





To create a new page:

- Click the Add Page button  or choose File > New Page.
- In the template chooser, select a template and page type.
- Click Choose to add the new page.
- It will appear in the Site Organizer list to the left.
- You can double click on the page name and change it to a title that better suits your needs. Remember that the name you choose will be the "navigation" link to your other pages at the top of each web page in your site.

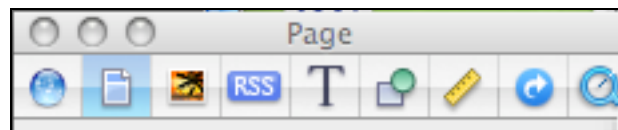


Text color and styles - highlight the text first!

- Click on the Colors button  to select a new font color.
- Click on the Fonts button  to select fonts.
(Note: you can use the Apple and - keys to make the font size go smaller and the Apple and + keys to make the font larger.)

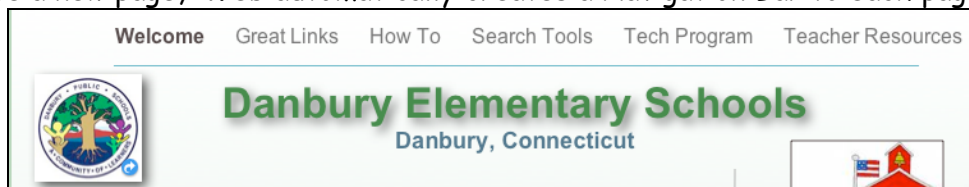
The Inspector

In iWeb, use the Inspector for all kinds of editing. Each tab brings up a different menu related to the task. If the Inspector window is not open, click the Inspector button.



Navigation Menu

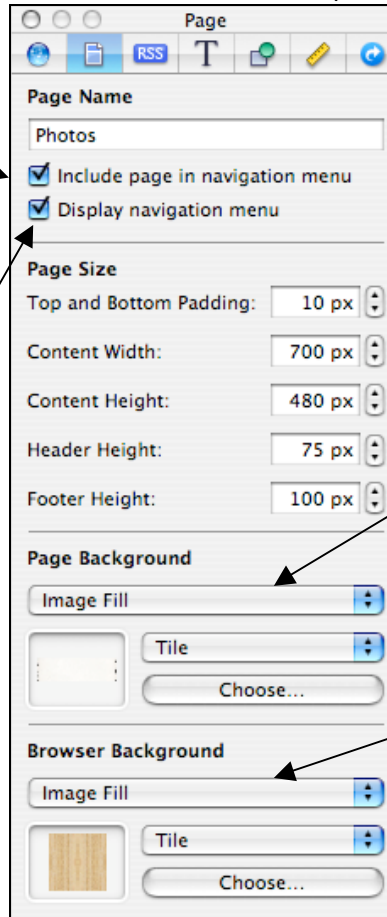
As you create a new page, iWeb automatically creates a Navigation Bar to each page in your site.



1. Page Inspector - use this tab to edit the site template elements.

Uncheck Include page in navigation menu if you don't want the CURRENT web page link in the top links on each page.

Uncheck Display navigation menu if you don't want the links at the top of the page for THE CURRENT web page.



Editing options: Change the width of the web page if you wish. Don't go larger than 800.

Change the page background from an image fill to a color, a gradient, or to white.

Change the browser background to a color, a gradient, or to white.

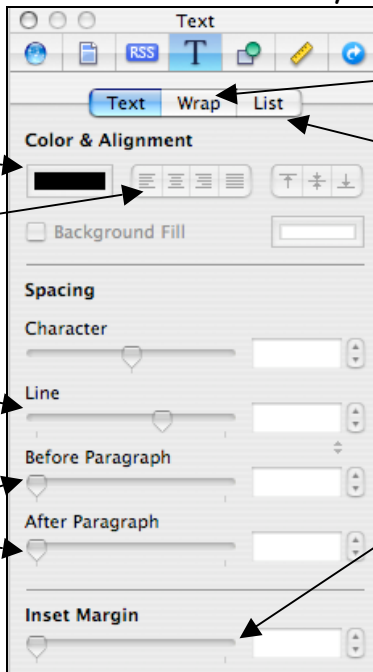
2. Text Inspector - Select the Text tab to use any of these editing features:

Text color

Alignment

Spacing between the lines of text in a paragraph

Spacing between paragraphs or items in a list, such as bullets.



To wrap text around an image, click on the Wrap tab.

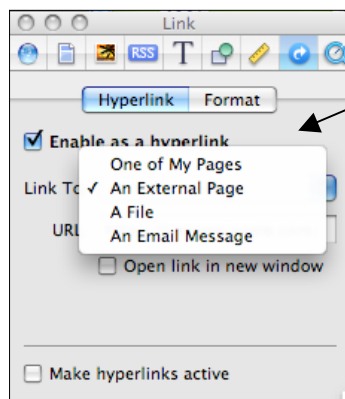
To work with bulleted lists, click the List tab.

Use the Inset margin to create more space around the words in a text box.

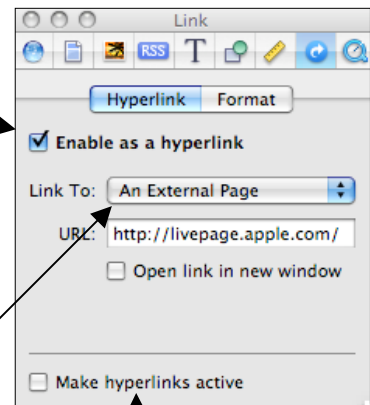
4. Hyperlink Inspector

Link to a site on the Internet:

- Go to the page on the Internet you wish to link TO and copy the URL address of the site.
- Back on your web page, highlight the text or image you wish to make into a link.
- Open the Hyperlink Inspector and select the Hyperlink Tab.
- Click Enable as a hyperlink.



- Select what kind of link you wish to create.
- If you have copied the URL, then it should automatically appear in the URL box. If not, just paste it there. It must include the .http// part of the address.



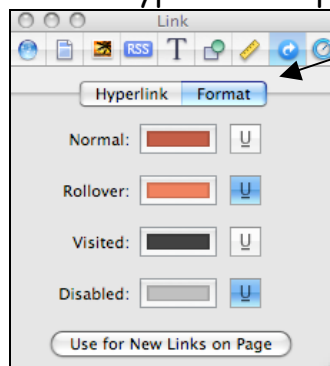
Leave the hyperlinks active button unchecked until you want to test your links.

Link to other Pages or Files:

- Use "One of My Pages" to link to another page in your own iWeb site.
- Note that linking to a file means to a .pdf file.
- Linking to an email message gives viewers a link to your own email address. It must include the whole address (i.e. smithz@danbury.k12.ct.us)

Formatting Hyperlinks:

- In the Hyperlink Inspector, click on the Format Tab



To change the link color on your web page:

- Highlight the text or object on the web page click in the Normal color box to get the color wheel and select a new color.
- You can change the rollover, visited, and disabled link colors too.
- Click on the U symbol to add an under line to the link.

5. **Graphic Inspector** - use to enhance images and text boxes.

- Use Fill to fill a text box with an image, color, or gradient.
- Stroke refers to the line around the text box or image. You can change the thickness and style of stroke or change to a picture frame.
- Shadow creates a 3D shadow look to text, text boxes, or images.
- Opacity creates a see-through kind of look.



About Me

Shadow on image and text.



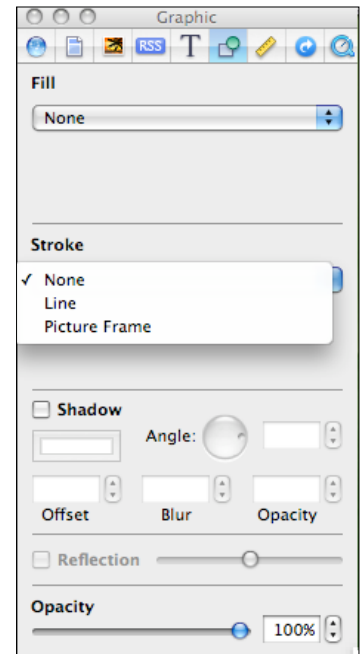
Reflected image



Picture Frame

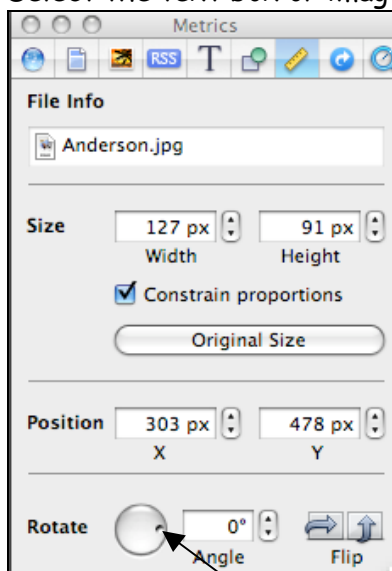


Picture with Line





6. **Metrics Inspector**

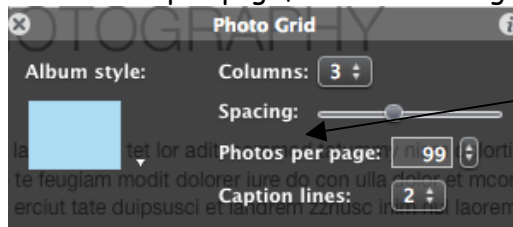
Select the text box or image and use the rotate wheel to rotate.



Rotate text boxes too!

To create a new photo slide show webpage:

- Click the Add Page button  or choose File > New Page.
- In the template chooser, select a photo page template.
- Click on the Media button  and select the photos or album of photos from your iPhoto Library that you wish to use.
- Drag the photos from the Library to the photo page template. You can drag one at a time, or simply drag the whole photo album from iPhoto.
- As soon as you drag a photo over, a new window will appear. In it, you can change the number of photos on a line and per page, and even change the amount of text you can put



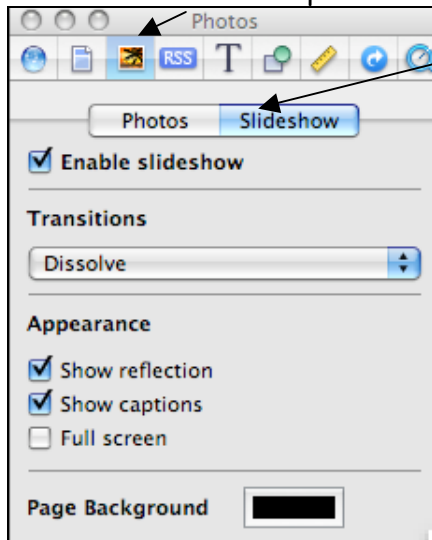
Click on Album Style to change the frame around the photos.

in a photo caption:

- You can add captions to each photo, by highlighting the text under the photo and replacing it with your own caption. Or you can just delete and have no caption.
- Once on the web, click the Slide Show button and the photos will show one at a time in a larger version with the captions.
- Viewers can also subscribe to your photo page and be notified when you make changes.



Photo Slide show:

- Click on the Photo Inspector  and select the Slideshow Tab:

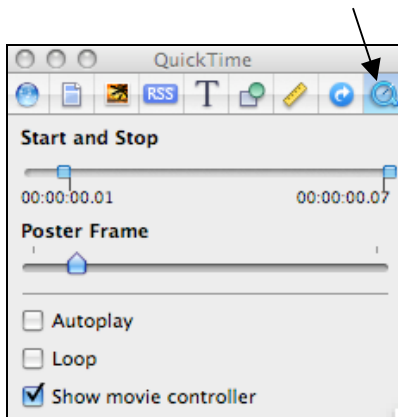


- Enable the slideshow (so viewers can see the slide show)
- Select a transition (how the slides move from one to another)
- Select the appearance options you want.
- Full screen makes the image larger in the slide show.
- Click in the black box to change the background color of the slide show.

To create a Movie page

- Click the Add Page button  or choose File > New Page.
- In the template chooser, select a movie page template.
- Click on the Media button  and select the movies from your Movie folder.
- Drag the movie to the movie placeholder.

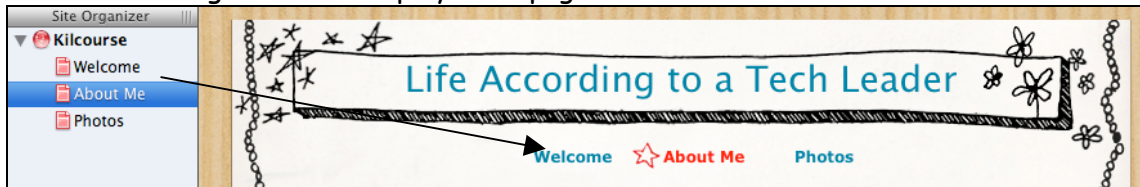
In the Quicktime Inspector, select options to control the movie:



- If you only want to show a portion of the movie, select the start and stop points.
- Poster frame shows an image anywhere in the movie you select to show as an image the web page. Once the movie starts, it runs from the beginning.
- You will want to show the movie controller so that the viewer can control the start and stop of the movie.

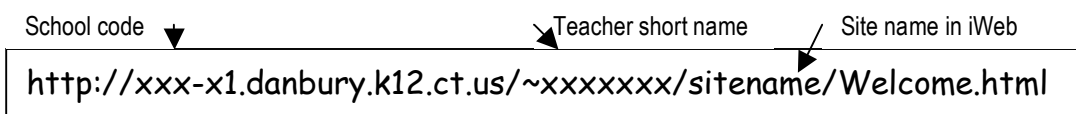
Rearrange pages in the site

- Drag the pages to a different order in the Site Organizer.
- Make certain your welcome or index page is first in the list!
- The order in which your pages are listed in the Site Organizer determines the order in which the Navigation Bar displays the pages.



What is my URL?

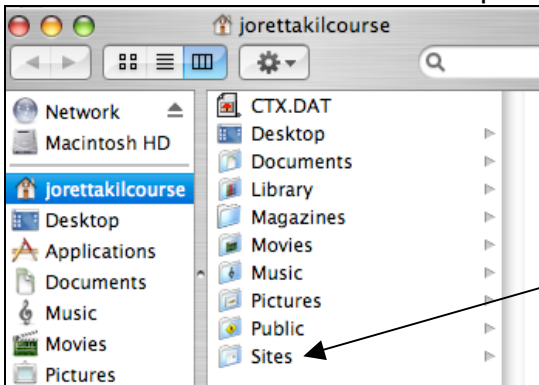
- The published site must be in your Sites folder to be seen on the web.
(note: if you are assigned a laptop for your sole use, you must SYNC your laptop to get the web page published to the Internet).
- The link to your site will be determined by the webmaster for the school and they will set the link from the school web site to your page.



Publish Your Site

A website you create in iWeb isn't visible to anyone else until you publish the site.

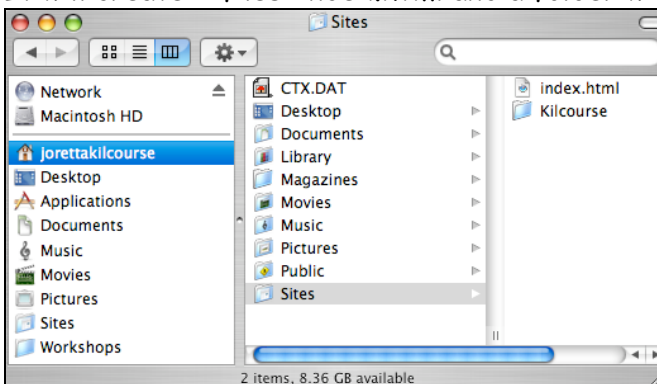
- SAVE the iWeb project. You can use Apple-S or File>Save.
- Select File > Publish to a Folder.
- Navigate to your Sites Folder, (click on your home folder and then Sites), then click Choose. It takes a few minutes to publish.



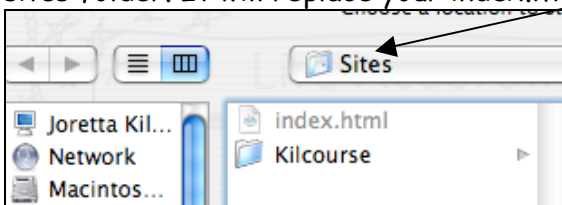
*Note:

If you have a laptop assigned for your sole use, you also have to SYNC to publish your site after you publish.

- It will create 2 files: index.html and a folder with your site name:



- Next time you publish, make certain you have the sites folder, NOT any files inside the sites folder. It will replace your index.html and site folder.



Need more help?

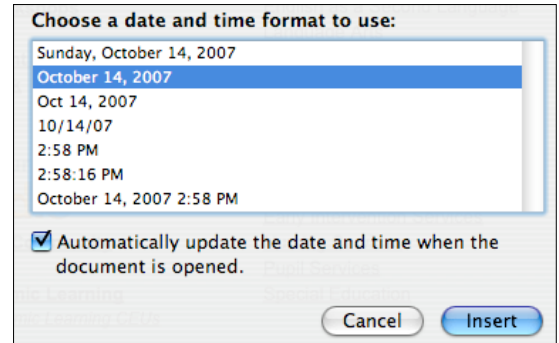
- From the Help Menu, select iWeb Help. Browse the topics, or search for the answer to a question.
- Go to www.atomiclearning.com and watch the videos for iWeb! Login with your Groupwise address (such as xxxxxx@danbury.k12.ct.us) and use the password atomic.



More Tricks in iWeb '08

Add date automatically each time you edit the site:

- Make a new text box where you want the date to appear. Or simply highlight the revision date already on your page.
- From the Insert Menu at the top of the screen, select Date and Time.
- From the list, select the way you wish the date to appear on your page.
- Check the Automatically update the date and time when the document is opened.
- Each time you edit the site, the revision date will automatically change to the current date.



Customize the Color Wheel

- Select the text or object (shape, text box) you wish to change colors.



- Open the Colors
- The color wheel allows you to make the most of the many possible colors, so click on the color wheel in the Color palette.

Duplicate colors:

- Click on the magnifying glass. The cursor will turn into a magnifying glass.
- Click on the color anywhere on the screen you wish to duplicate.
- The color will appear in the color bar and change the text or object to that color.

Save Colors:

- Drag the color from the color bar to the little boxes at the bottom of the color palette.
- It will save the exact colors to use again.

