

NETSCAPE COMPOSER WEB PAGE DESIGN

Many thanks to Patsy Lanolos for this valuable contribution.

With the newer versions of Netscape, you can build web pages for free using the built in web page program called Composer. Using Netscape Composer to create web pages is much like using any other word processor. For schools on a tight budget, this is the way to go!!

I. PLAN YOUR WEB PAGE

See the “Creating a School/District Web Site Guide” in the “Curricular Tools” section before beginning with Netscape Composer.

- A. Before you begin, plan your web site by deciding on content. This includes page titles, link sections, color schemes, backgrounds, text styles, etc.
- B. Develop a storyboard and outline. Determine the text, images, and multimedia resources you will need for your pages and how they will be related to one another.

II. CREATE A NEW FOLDER

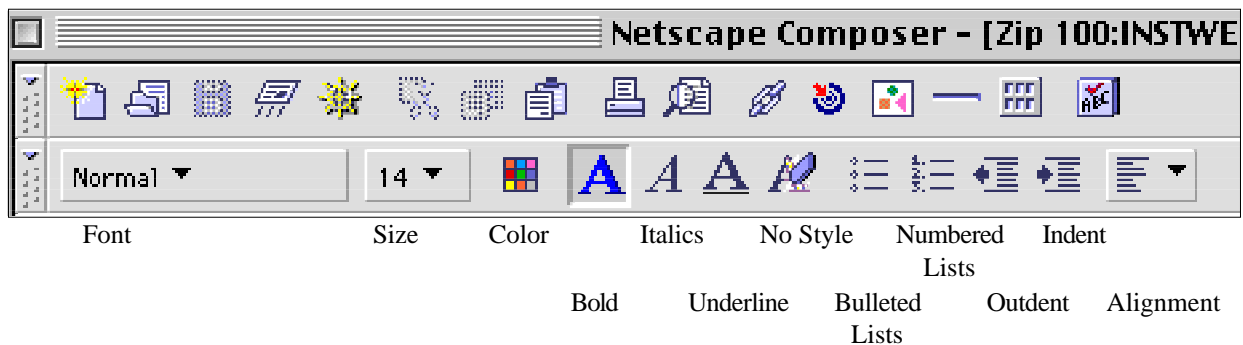
- A. Select **New Folder** from the **File** menu to create a new folder for your project in an easy to find location (e.g., the Desktop).
- B. Name the folder something unique (lowercase letters, no spaces) so you will remember it. **You should place all the pages and objects used by the pages in this same folder/directory.**
- C. Inside this folder, create another folder and name it “**images**”. This folder will be used to store all GIF and JPEG images in which to save all of your web pages (html), graphics, music, videos, and anything else associated with your web pages.

III. GATHER OR CREATE IMAGES, TEXT AND OTHER RESOURCES

- A. Make sure all text, images and multimedia resources to be used on your web page are all stored in this resource folder. Store graphics, pictures, etc. in the “**images**” folder.

IV. OPEN NETSCAPE COMPOSER TO BEGIN A NEW PAGE

- A. From the Netscape Composer window, go to File and select New Blank Page.
- B. Or, open your previously created Bookmark, AppleWorks, or MS Word File.
- C. From Netscape, go to **File** and select **Open a Page in Composer**. Notice the tool bar has many similar word processing icons.




V. SAVE YOUR PAGE

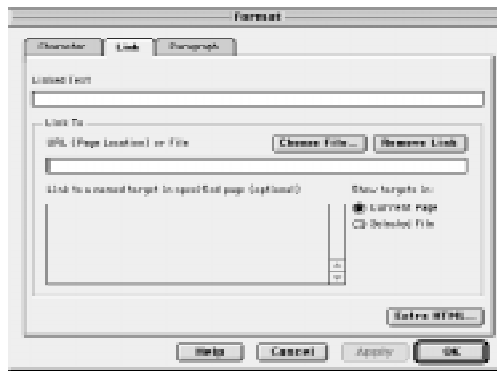
- A. Create a folder on your disk named with 8 characters or less (if you haven't already.) All images, sounds, movies, and html pages will be saved into the created folder.
- B. Go to **File** and select **Save As**. Give your file a meaningful name consisting of 8 characters and the extension of .htm and save it into the designated folder. For example texas.htm **(It's best to use all lower case when saving files for the Internet.)**

VI. FORMATTING YOUR PAGE

- A. Although Netscape has a variety of “Headings” which determine size and style of font, many prefer to set the font to **normal** and control the size and style manually. When choosing a color for your text, remember that the “hot” links are normally blue or violet and underlined; therefore, it is wise not to select those choices for text that is not a link.

VII. ADDING A LINK

- A. To add a link, highlight the words that will be the link and select **Insert a Link** (from the menu bar or click on the Image icon )
- B. Type in the URL (address) in the URL box. The selected words will become blue (or purple) and underlined. When the file is saved and viewed in Netscape Navigator, the link will be “hot.”



VIII. IMAGES

- A. To save an image from the web, (Mac) hold the mouse button down on an image, (PC) hold the right mouse button down on an image.
- B. Chose **Save Image As** and select the destination in which to save the image.

IX. CITING IMAGES

According to the Fair Use Guidelines for Multimedia¹ ,

- A. **“6.2 Attribution and Acknowledgement:**


Educators and students are reminded to credit the sources and display the copyright notice © and copyright ownership information if this is shown in the original source, for all works incorporated as part of the educational multimedia projects prepared by educators and students, including those prepared under fair use. Crediting the source must adequately identify the source of the work, giving a full bibliographic description where available (including author, title, publisher, and place and date of publication). The copyright ownership information includes the copyright notice (©, year of first publication and name of the copyright holder).

- B. The credit and copyright notice information may be combined and shown in a separate section of the educational multimedia project (e.g., credit section) except for images incorporated into the project for the uses described in Section 3.2.3. In such cases, **the copyright notice and the name of the creator of the image must be incorporated into the image when, and to the extent, such information is reasonably available; credit and copyright notice information is considered "incorporated" if it is attached to the image file and appears on the screen when the image is viewed.**


- C. **On the first page must appear:**

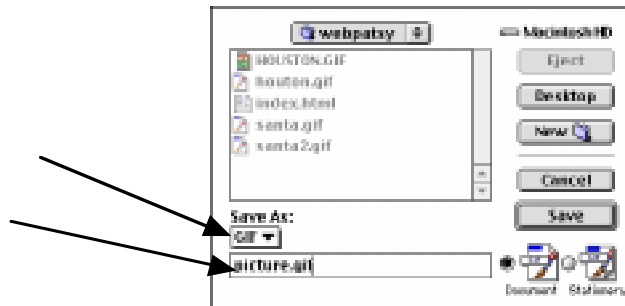
Certain materials are included under the fair use exemption of the U.S. Copyright Law and have been prepared according to the multimedia fair use guidelines and are restricted from further use.

X. INSERTING IMAGES INTO THE WEB PAGE

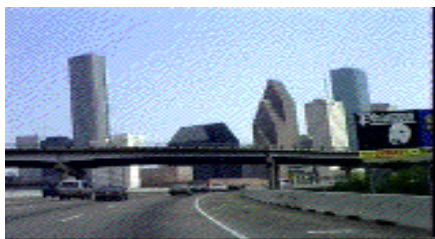
- A. Position the cursor where you want the image to be inserted. Either go to the **Insert** menu bar and select Insert Image or click on the **Insert Image** icon  on the button bar. The **Image Format** window will be displayed.
- B. Select **Choose File** and navigate to the desired image. (**Remember: the image *must* be in the *same* folder with the html page into which it will be inserted.**)
- C. **Important:** You must delete all of the pathname inserted except the actual image name.
Example:file: ~~///MacintoshHD/PatsyData/GRAPHICSSOUNDS/~~angels.jpg
- D. Once the image is inserted, the attributes (size, wrap, link, etc.) can be changed by double clicking on the image. The above Image Format window will again appear.

XI. INCORPORATING A CITATION WITH IMAGE

- A. To create an image with an "incorporated" citation:
 1. Open AppleWorks **Draw** document (or a MSWord document)
 2. Select **File** to **Insert** the desired image.
 3. From the **Options** menu, **Turn the Autogrid Off.**
 4. Select the **Text Tool**  and type the copyright symbol (Mac: **Option G**; PC: **alt 0169**)
 5. Type the URL source, date and any other copyright information.
 6. From the **Edit** menu, **Select All.**
 7. From the **Arrange** menu, select **Group.**
 8. From the **File** menu, select **Save As.**
 9. Change to type from AppleWorks to **GIF** (if using MSWord, you will have to use a graphic converter to change the Word file to a .gif file.)

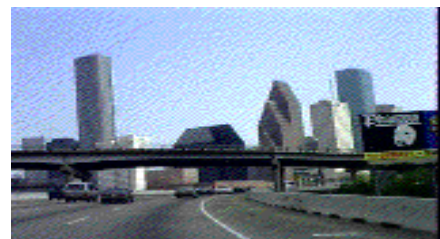


10. Save with a one word name and the extension **.gif**



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if
original,
or



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XII. INSERTING SOUND

- A. To make a sound file play automatically when your page is opened, the addition of tags (raw HTML) is necessary. Netscape uses the **<embed>** tag while Internet Explorer uses the **<bgsound>** tag. Below is the scripting necessary to enable the sounds to play:

```
<embed src="filename.mov" autostart="True" hidden="True">
```

```
<bgsound.src="filename.mov">
```

- B. The QuickTime resource is cross platform and plays over 60 different file formats. Other extensions (such as .wav or .mid can be substituted for .mov).
- C. To continuously play the sounds, add these tags:
 <embed.src="filename.wav" loop="True" hidden="True">
 <bgsound src="filename.wav" loop="infinite">

XIII. CREATING TABLES

- A. Once a table is inserted into a web page, columns and rows can be inserted by selecting the **Insert** menu bar and select **Table**. Slide over to the desired option.
- B. Parts of a table can be changed by selecting **Format** and **Table Info**. From this menu, one of three additional menus can be selected.



XIV. TO CHANGE THE COLOR OF THE TABLE

- A. Select **Format** on the menu bar.
- B. Drag the mouse to **Table Info**. and release the mouse button.
- C. Be sure that you have selected **Table** rather than Row or Cell.
- D. Click on **Color** and then on the blank rectangle next to the word Color. This will open the color screen that allows you to select from the CrayonPicker or the color wheel.
- E. You can change the color of a single row or a single cell by following the same procedure after opening the **Row** or **Cell** file.

XV. FINISHING TOUCHES

- A. **Title Bar**
 1. If the title in the title bar is not correct, open your web page with **Simple Text** or **Word Pad**. This will open the file as raw HTML. (If you open with AppleWorks or MSWord, the file *must* be saved as a **text** file with the .htm or .html extension.

```

<!doctype html public "-//w3c//dtd html 4.0 transitional//en">
<html>
<head>
  <meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
  <meta name="GENERATOR" content="Mozilla/4.5 (Macintosh; I; PPC) [Netscape]">
  <title>Bookmarks for Patsy Lanclos</title>
  <!-- This is an automatically generated file.
  It will be read and overwritten.
  Do Not Edit! -->
</head>
<body>

```

2. Locate the **<title> Name </title>** tag in the **Head** part of the html page. Change the text that appears between the **title tags** and save your file. This will put the desired name of your web page in the title bar.

B. Design hints

1. Leave enough white space on your page so that it “breathes.”
2. Use the **Enter** key (not the Return) key on the Macintosh to create row spaces.
3. Use the **Indent** icons on the menu bar to indent, not the Tab key.
4. Don’t underline text or make it blue/purple unless it’s a link.
5. Use the **Indent** icon to place graphics. However, for effective “word wrap” around graphics, use tables.
6. **Be sure** there is enough contrast between the background color (or background image) and the color of the font you have used for text.
7. Too many animated GIFs makes your page “wiggle” which can be irritating.
8. Remember, sometimes “Less is More!”

XVI. CREATING A STAND ALONE PAGE

- A. Create a folder to save all pages. Save the first page as *index.htm*
- B. Navigate to each link that you want to be active when not on the Internet and save the file as *filename.htm*
- C. Save each graphic in the folder.
- D. When all of the files have been saved in the same folder, open the first page in Composer.
- E. Go to each link, highlight it and select the **link** icon from the menu bar.
- F. From the button **Choose File**, select the file to which the link will be attached. **Remove** all text in front of the actual file name.
- G. Resave the first page and Preview in Navigator.