

# CS 2033

## Multimedia and Communications II

### Lab 07: Dropdown Menus, Library Items and Templates

REMEMBER TO BRING YOUR MEMORY STICK TO EVERY LAB!

# INTRODUCTION

**In this lab tutorial you will use learn to use:**

1. Advanced CSS techniques to **create a drop down menu** in an HTML page.
2. Techniques of managing content in a multi-page site using:
  - Library items
  - Templates

Every website has a menu bar (also known as the navigation bar) which allows a user to move from one page to another by selecting a menu option and hyperlinking to that webpage. A successful navigation bar allows users to navigate across the site seamlessly.

Menu bars can be laid out either horizontally or vertically, and with one or two level or more beneath that. It is best practice to only have two levels otherwise it becomes very confusing to navigate more levels.

The following diagram shows a Horizontal dropdown menu:



**You will achieve this Horizontal dropdown menu by following three steps:**

1. Construct the navigation structure using unordered lists in HTML
2. Position and enhance the look of the lists through CSS and
3. Adding behaviour to the unordered lists using hover function in CSS.

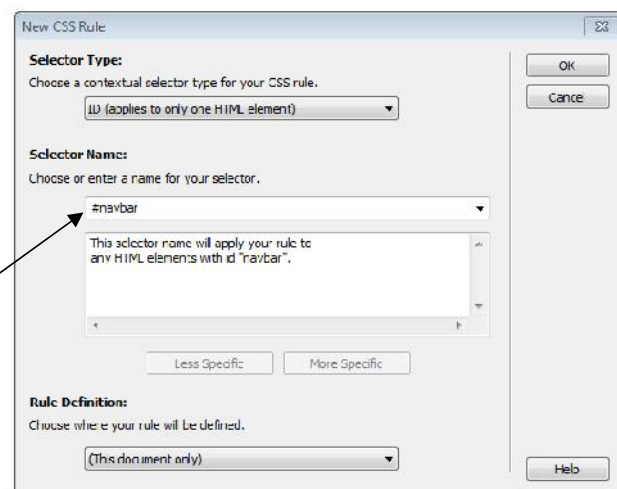
## LAB #7 - Exercise 1 (Dropdown Navigation Menus)

1. **Before you start Dreamweaver, browse to your Memory Stick folder**, and create a new subfolder within cs2033 called **lab07**. Then inside the **lab07** folder, You should now have the following folder: F:\cs2033\lab07\   \*\*Remember F: just represents your Memory Stick Drive\*\*
  - Go <http://www.csd.uwo.ca/courses/CS2033/labs/lab07/> and Download the file **lab07.zip** to your F:\cs2033\lab07 folder on your memory stick. Right click on the **lab07.zip** file and select **Extract all...**
  - On the window that appears, make sure the Destination folder is your lab07 folder
    - (ex. F:\cs2033\lab07)
  - Select **Extract**
    - The lab07 folder should now contain four subfolders: **3 folders:**
2. **Start up Dreamweaver CS6** if you are asked to make Dreamweaver the default program for certain file types, just click “OK”
3. Setup the workspace in dreamweaver by selecting from the menubar:  
**Window -> Workspace Layout -> Designer.**
4. **Creating the Site – Telling DW which folder will hold this website.**
  - Right now you have put all the copied images into your folder “lab07”.
  - From the menu click **Site > Manage Sites**, then select New Site.  
Enter the following information for each field:
    - **Site name:** Lab7 CSS Menus
    - **Local Site folder:** Click on the folder icon, and locate the path directory that you created earlier as follows: “F:\cs2033\lab07\”  
Now the **Local Site Folder** should be “F:\cs2033\lab07\lab7\_menu\_demo
    - **Now click “Save” and “Done”.** The folder lab07\lab7\_menu\_demo is created in Dreamweaver and in the file panel.

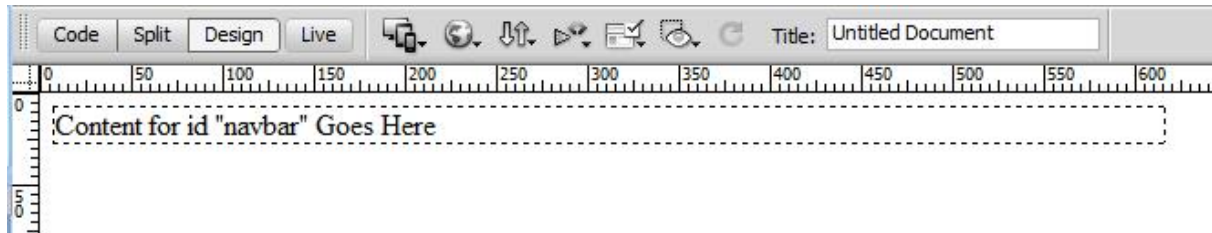
**There are webpages that are very simple and only for linking purposes.**
5. **Create a New blank page:** From the menu select File> New, then select Page Type: *Blank*, HTML Layout: *None*, DocType: HTML 5 from the New Document dialog. You will begin to create the menu using a div #tnavbar.

6. From the menubar select **Insert > Layout Objects > Div Tag**. In *Insert Div Tag* dialog box, leave Class as empty and insert Id as “navbar”. Click “New CSS Rule”.
7. A New CSS Rule dialog box opens. Make sure you have what is in this box.  
**Click on OK.**

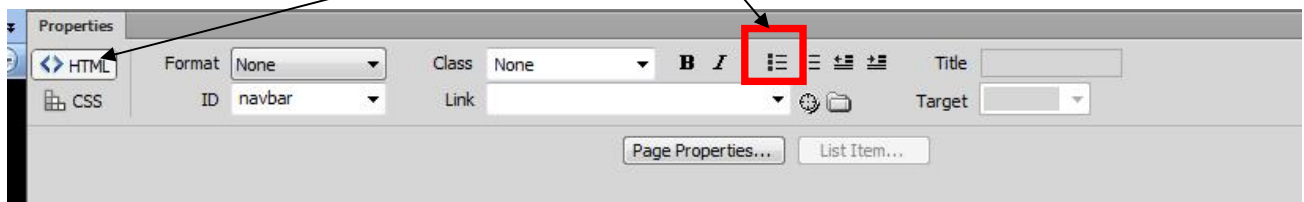
Another dialog box appears called “CSS Rule definition for #navbar”. You are now ready to give the div #navbar attributes.



8. In *CSS Rule Definition dialog box*, select **category Box**, and set **Width=700px**. Click **OK** and click **OK** again in New CSS Rule dialog box. Dreamweaver will automatically insert the following text into your document window.





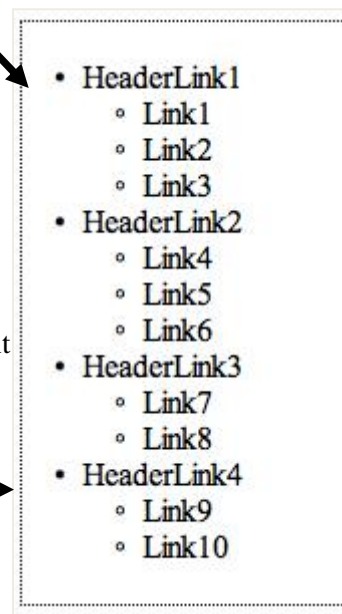
9. **Replace the above text** “Content for id "navbar" Goes Here” content with “**HeaderLink1**”. You can **press Enter** it won’t hurt it.
10. **Highlight the text HeaderLink1** and look in the Property panel. Click on the **HTML button**, and then click on the **Unordered List** button.



In your document window: you get the following:

11. Lets create the whole menu in the unordered list format like this.

- At the end of “HeaderLink1” **press Enter**.
- From the Property Panel click on the **Indent button** . This will create the submenu.
- Enter Link1 press Enter.
- Enter Link2 press Enter.
- Enter Link3 press Enter.
- In the Property panel, click on the Outdent button  to indent to the left.
- Enter HeaderLink2 press Enter.
- **Keep repeating above steps until you have the menu completed as you see it in this diagram to the right.**
- **Save your file as menuexample.html**



12. Now you are going to turn each line of text (HeaderLink1, Link1, Link2, etc) into links.

- **Highlight the text and link it accordingly:**  
**HeaderLink1** - link to = headerlink1page.html (use the folder to assign the name don't type)  
**HeaderLink2** - link to = headerlink2page.html

**HeaderLink3** - link to = headerlink3page.html

**HeaderLink4** - link to = headerlink4page.html

**Now for the submenus – link them to the appropriate webpage:**

**Link1** - link to = headerlink1/submenulink1page.html

**Link2** - link to = headerlink1/submenulink2page.html

**Link3** - link to = headerlink1/submenulink3page.html

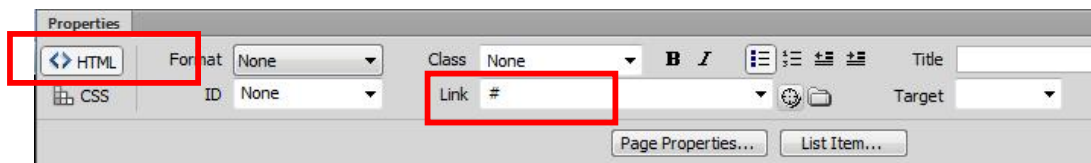
**Links 4, Link5, Link6** can be linked to the **subfolder headerlink2** and its corresponding file.

**For the rest of the submenu links.. you are will store a “#” in the Link field.**

**So highlight Link7 in the document window.**

In the Property Panel, click on the **HTML** button, and in the Link field, **enter #** (the # sign is just a placeholder for the link that you will be correctly entering later).

This is the quickest way to set a link that you don't know what the filename will be.



**Another way of doing this is:**

- **Highlight the text Link7** and go to Menu, **Insert -> Hyperlink**. Enter the value in the Link field “#” and click OK. “#” is entered just as a dummy link.
- **Use either method to assign an empty link placeholder** to the rest of the submenu links: Link7, Link8, Link9, Link10

13. **Click on the Split button** at the top to verify the generated HTML code. It should reflect the following: Take a moment to look at what is produced in the code and its equivalent in the Design view.

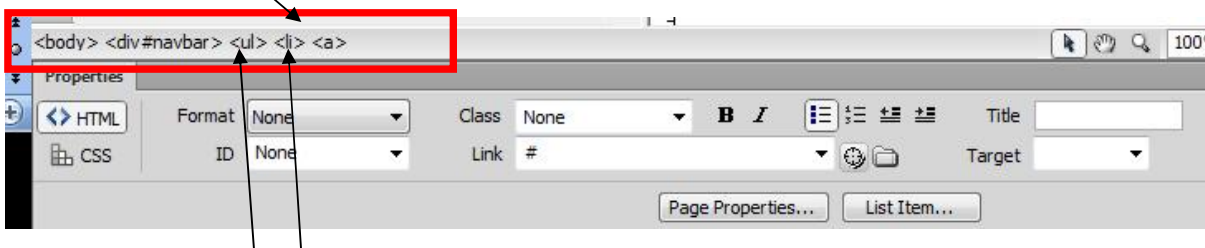
```
13 <body>
14 <div id="navbar">
15 <ul>
16 <li><a href="headerlink1page.html">Header Link1</a>
17 <ul>
18 <li><a href="headerlink1/submenulink1page.html">Link1</a></li>
19 <li><a href="headerlink1/submenulink2page.html">Link2</a></li>
20 <li><a href="headerlink1/submenulink3page.html">Link3</a></li>
21 </ul>
22 </li>
23 <li><a href="headerlink2page.html">HeaderLink2</a>
24 <ul>
25 <li><a href="headerlink2/submenuLink4page.html">Link4</a></li>
26 <li><a href="headerlink2/submenuLink5page.html">Link5</a></li>
27 <li><a href="headerlink2/submenuLink6page.html">Link6</a></li>
28 </ul>
29 </li>
30 <li><a href="headerlink3page.html">HeaderLink3</a>
31 <ul>
32 <li><a href="#">Link7</a></li>
33 <li><a href="#">Link8</a></li>
34 </ul>
35 </li>
36 <li><a href="headerlink4page.html">HeaderLink4</a>
37 <ul>
38 <li><a href="#">Link9</a></li>
39 <li><a href="#">Link10</a></li>
40 </ul>
41 </li>
42 </ul>
43 <p>&nbsp;</p>
44 </div>
45 </body>
46 </html>
```

**Now that we have the content ready for the navigation bar, we can go ahead and add styling** and behaviour to it. Keep the view “Split” for selecting particular entities.



14. In the document window, **click on the text “HeaderLink1”**

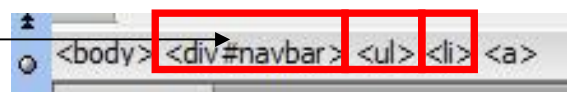
At the bottom of your screen you will see the following above your Property panel the DW status bar.



**Notice the html code tags in the DW status bar.** It is telling you that you have a division Id #navbar; and then the unordered list <ul> begins representing the first level menu, and then the actual <li> which begins the section text HeaderLink1 and its submenu, and then the <a> which represents the link for the top menu item HeaderLink1.

**To see these sections easily.. move onto the next step.**

15. In the DW status bar, **click on the word <div#navbar>** (see in the code View screen what gets highlighted... the entire #navbar section).



**Click in succession on each tag** just to see what gets highlighted.

Now, **click on text <ul>**, notice again what gets highlighted in the code view.

16. Make sure now that you click on the <div #navbar> tag again.

17. Now from *CSS Styles panel* on the right, click *New CSS Rule* icon.

18. This will open up New CSS Rule dialog with the

**Selector Name: #navbar**

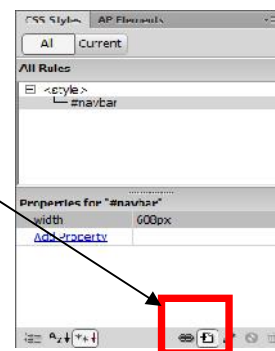
Leave it as-is and **click OK**. This will open up *CSS Rule Definition* dialog box. Follow the instructions below, ie. click on Category type and set the font size=9px (you could have used 0.9em instead of pixels)

**Category Type:** fontsize=9px

**Category Background:** color=#9CF

**Category Box:** width= 730px

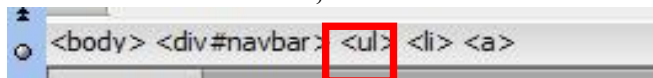
**Category Box:** margin-top=5px



**What you see is the menubar width and the background color that** →

19. In document window, click on HeaderLink1.

From the DW status bar, click on the <ul> link .





20. Now from *CSS Styles panel* on the right, click *New CSS Rule* icon.

21. This will open up New CSS Rule dialog with the

**Selector Name: #navbar ul**

Leave it as-is and click OK. This will open up *CSS Rule Definition* dialog box.

22. This is now where you are now beginning to give attributes to #**navbar ul** so that you can slowly generate the menu box appearance:

In *CSS Rule Definition* dialog:

- Click on Category **List**
- Set **List-style-type**: none (so bullets don't show up)
- Click on **Box category** and enter the following values:
  - In Padding area, "**Same for all**" is checked
  - Set **Top padding**: 0px
  - In **Margin area** "**Same for all**" is checked
  - Set **Top**: margin: 0px
- Click on **OK**.
- This is what it should look like. (notice bullets gone)



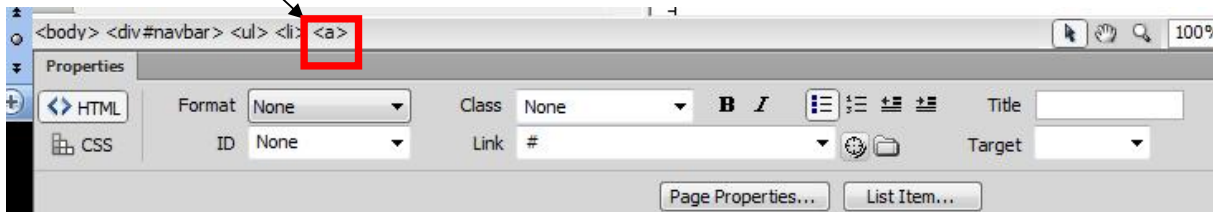
23. In Design view: **Highlight the text "HeaderLink1"** again.

Look in the Code view and see the value:

```
<div id="navbar">
  <ul>
    <li><a href="headerlink1page.html">HeaderLink1</a>
    <ul>
      <li><a href="headerlink1/submenuLinkpage.html">
```

This tag `<a href="headerlink1page.html">HeaderLink1 </a>` is a an html tag for a link element indicating that the text *HeaderLink1* will link to *headerlink1page.html*..


24. Now you can either **click anywhere in the red box** in code view OR from the DW status bar click on the `<a>...` What you are trying to do is get set up to add a rule to this link tag.



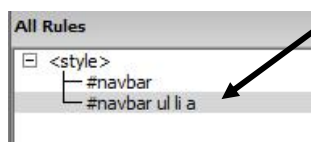
25. Now from *CSS Styles panel* on the right, click *New CSS Rule* icon. This will open up *New CSS Rule dialog* with the Selector Name: #navbar ul li a


- **Selector Name: #navbar ul li a**
- Click OK to open the *CSS Rule Definition* dialog box
  - **Background category**: background-color: #e3e3e3
  - **Box category**: (will make each element take a box look)
    - Width: 170px
    - Height: 30px
    - Padding "Same for all box" - Uncheck
    - Padding Left: 10px
  - **Type category**: (the color of the text for this link element)
    - line-height: 30px

color: #1a1a1a (light grey)  
text-decoration: none (bullets won't show)

- Click OK...This is what you should see.   
**PREVIEW IT IN FIREFOX.** Notice there are no links because we said **text-decoration=none**

26. You will continue with editing the CSS style. From the CSS panel, **double-click on selector #navbar ul li a** (this represents the topmenu item)



- In *CSS Rule Definition* dialog box set:
- **Block category: Display: block** (sets it as a block outline)
- **Now click OK.** You will be able to see the links in the following format 
- **Preview in Firefox again.**

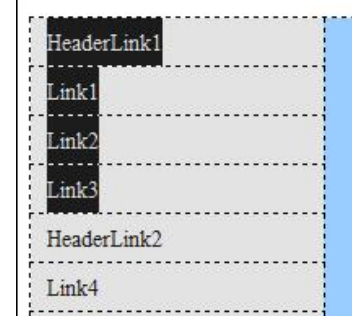
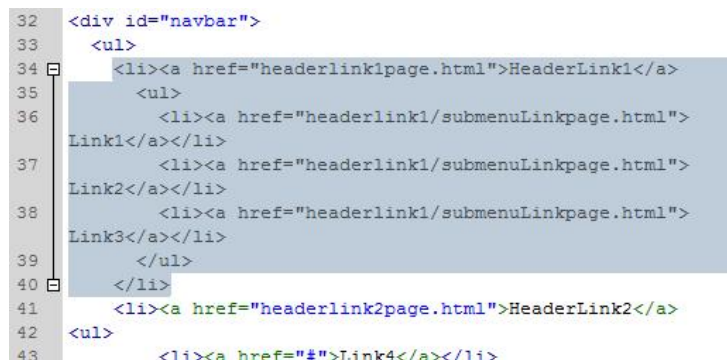
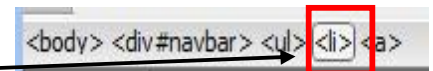


27. **You are about to stylize this first menu and its dropdown menu.**

In Document window, **highlight the text HeaderLink1.**

In DW status bar, **click on <li>**

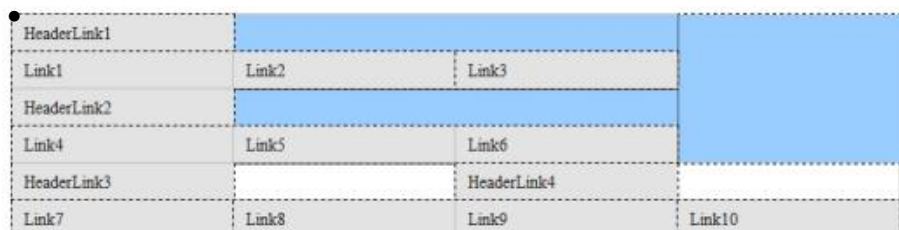
See what gets highlighted in Code view and Design view.



28. Now from *CSS Styles* panel on the right, **click New CSS Rule icon.**

29. This will open up New CSS Rule dialog box with the value **Selector Name: #navbar ul li**. Click Ok to open *CSS Rule Definition*.

- **Box category:** Float= left. (block elements (submenu items) slide next to each other)
- **Positioning category:** Position=relative.
- **Click Ok.** The positioning will now will be a little weird, ignore it, as now we will work on the positioning of the child links.





30. In Document window, highlight Link1 which is below HeaderLink1. This is now the dropdown submenu that you are about to stylize .

In DW status bar, click on **<ul>**

See what gets highlighted in Code view (you won't see anything in Design view)



31. Now from CSS Styles panel on the right, click **New CSS Rule** icon. This will open up New CSS Rule dialog with the value: **Selector Name: #navbar ul li ul**. Click Ok to open CSS Rule Definition.

- **Positioning category:** Position= absolute.  
Placement-Top: 31px (for Placement)  
Click OK to see the effect of assigning these attributes

HeaderLink1	HeaderLink2	HeaderLink3	HeaderLink4
Link1	Link4	Link7	Link9
Link2	Link5	Link8	Link10
Link3	Link6		

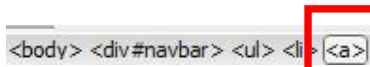
- From CSS panel, **double-click on #navbar ul li ul** (you are continuing to work with dropdown menu). From **CSS Rule Definition box**  
**Positioning category:** Visibility=hidden (will hide the dropdown menus)
- Click OK.  
This will hide the dropdown menu (also known as child links) and just show the top menu links (known as the parents)

HeaderLink1	HeaderLink2	HeaderLink3	HeaderLink4
-------------	-------------	-------------	-------------

- **Preview in Firefox.** Notice how if you hover over the top menu the submenu does not appear. So you next have to provide more attributes so that when one hovers over the top menu, it knows what to do.

32. In the document window, **highlight "HeaderLink1"**. Then go into split mode and view the code to see what gets highlighted.

From the DW status bar, click on:



- Background category: Background-color: #933 (burgundy)
- Type category: color=#fff (white text)
- Click OK to close the dialog box.  
You will not see anything yet.. But preview the webpage in Firefox.  
This will change add the hover behaviour by changing the background-color of the links while hovering. Notice how the dropdown menus are not appearing yet.

HeaderLink1	HeaderLink2	HeaderLink3	HeaderLink4
-------------	-------------	-------------	-------------

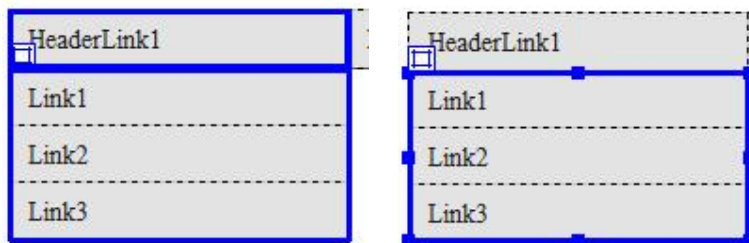
34. To make the dropdown menu appear when hovering over: you need to set attributes to the hovering effect of the top menu item.

**While in split view, go to the code and click on <li> AND look at what gets highlighted in Design View. (it shows you below the code what you will see).**

```

44 <body>
45 <div id="navbar">
46   <ul>
47     <li><a href="headerlink1page.html">HeaderLink1</a>
48     <ul>
49       <li><a href="headerlink1/submenuLinkpage.html">Link1</a></li>
50       <li><a href="headerlink1/submenuLinkpage.html">Link2</a></li>
51       <li><a href="headerlink1/submenuLinkpage.html">Link3</a></li>
52     </ul>

```



To make the dropdown appear, click on the <li> tag above.. then go to the DW status bar and you will see: `<body> <div #navbar> <ul> <li> <ul>`

Click on the <ul> tag and click on *New CSS Rule* in CSS panel.

35. This will open up New CSS Rule dialog with the value: Selector Name: #navbar ul li ul  
**Change it into #navbar ul li: hover ul.** (easiest way is to add :hover after the first li)  
**Click Ok** to open *CSS Rule Definition*.

- **Positioning category:** Visibility= visible.  
This will make sure that the submenu item `<#navbar ul li ul>` appears when the parent `#navbar ul li: hover` action takes place. Click on Live to view the changes preview.

36. Save the file as: **Exercise1\_menu\_complete.html** (so you have a good working copy).

37. Now save your file again as: **menuexample.html**.

38. **You are now going to enhance your menu items even more: give them some style.**

**TIP:** The look of the navbar can be enhanced by adding border to `#navbar ul li a`.

- From the CSS panel, double-click on the **rule `#navbar ul li a`** to add borders to submenu
- Border category:
  - **Uncheck Style** - same for all
  - Style Right= solid
  - Style Left=solid
  - Style Bottom =solid
  - **Uncheck Width** – same for all
  - Width Right= 1px
  - Width Left=1px
  - Width Bottom =1px
  - **Uncheck Color** – same for all
  - Color Right= #FFFFFF
  - Color Left= #FFFFFF
  - Color Bottom= #FFFFFF
- **Click OK**
- **Save file as menuexample.html**

**Preview in browser... AND HERE ... are the results!**

HeaderLink1	HeaderLink2	HeaderLink3	HeaderLink4
-------------	-------------	-------------	-------------

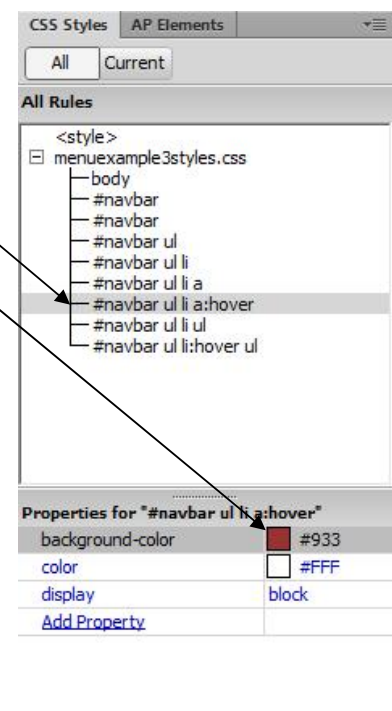
HeaderLink1	HeaderLink2	HeaderLink3	HeaderLink4
	Link4		
	Link5		
	Link6		

YOU CAN PLAY around with changing the look instead of red highlight to purple etc

... by clicking in the All Rules section `#navbar ul li a:hover`  
... and then in the box below, change the background color..

TO GET A GOOD UNDERSTANDING of working with the CSS panel and assigning attributes to the tags... you need to redo this section on your own time! You will have to produce a horizontal dropdown menu for your assignment.

NOW MOVE ONTO NEXT EXERCISE.



## LAB #7 - Exercise 2 (Library Items)

### Objectives:

- Create multiple library items and use within a page.

Library items allow the designer to create common blocks of code in a site and use them selectively in pages in a site. Update to these common blocks of code can be done at a one location and it will be automatically reflected in all the places where the common block is being used. To illustrate this functionality we will create our own travel webpage TravelO.com.

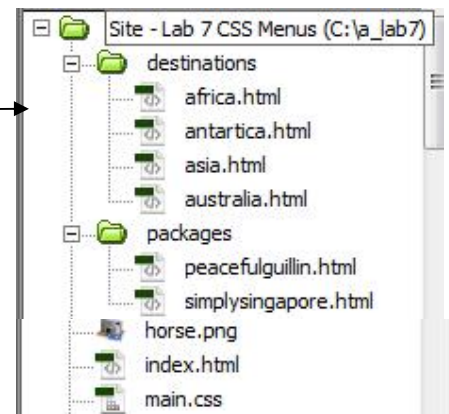
### Creating the Site – Telling DW which folder will hold this website.

From the menu click **Site > Manage Sites**, then select New Site.

Enter the following information for each field:

- **Site name:** Lab7 Library tutorial
  - **Local Site folder:** Click on the folder icon, and locate the path directory that you created earlier as follows: “F:\cs2033\lab07\”  
Now the **Local Site Folder** should be “F:\cs2033\lab07\travellibs
  - **Now click “Save” and “Done”.** The folder lab07\travellibs is created in Dreamweaver and in the file panel.
- There are webpages that are very simple and only for linking purposes.**

1. For this tutorial you will be working with the files: **index.html, main.css and horse.png**. There are also the files stored in the folder **destinations** and **packages**. Look at the way they are organized suitable for a dropdown menu. They are organized in subfolders according to the top menu items.



2. **Open the file indexstart.html.** (keep the original around)  
**Save it as file index.html.**  
Click on Live button to see the dropdown menu in action.  
**Preview in Firefox.**  
**If you hover over the top menu Destinations or Packages you will be able to see the dropdown menus and items.**

3. This page consists of six major divs. They are header, banner, content, sidebar and footer and wrapper.  
**The div “wrapper” surrounds the entire website structure and keeps it all together for ease in centering the page.**

This page is linked to an external CSS file **main.css** for its styling and uses **horse.png** as the banner image.

**PLEASE NOTE THAT A DIFFERENT IMAGE COULD HAVE BEEN PLACED ON EACH OF THE PAGES, BUT FOR SIMPLICITY RIGHT NOW THE SAME ONE IS USED OVER AND OVER AGAIN.**





## You are about to learn about Library items and how to use them.

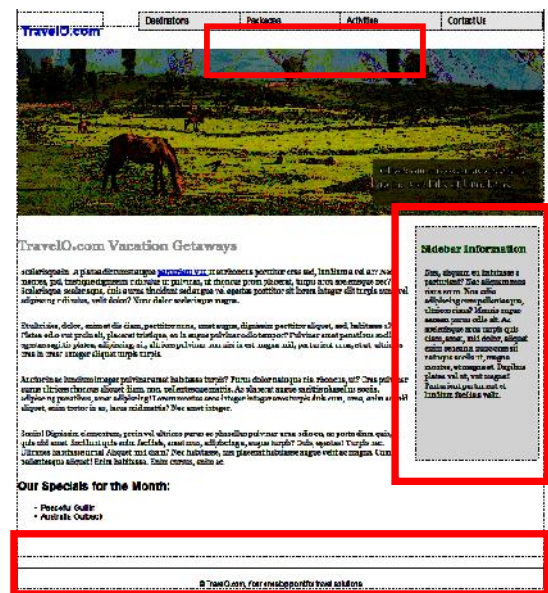
4. Click on Design view.  
Preview in Firefox.

If you hover over the top menu Destinations or Packages you will be able to see the dropdown menus and items in it as shown in the example below and their file structure.



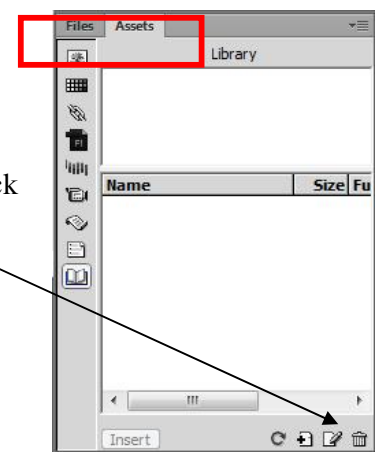
5. In this file you are going to identify the following areas as library items which are going to be repeated on different pages of the website.
  - Our Specials for the Month
  - Sidebar information

This is information that will be updated frequently and thus by setting it up as a library item, one can quickly update the site with those pages affected simply through the Library item.



### Defining Our Special for the Month as a Library Item

1. Make sure you are working with index.html.
2. Open the Assets pane (from menu Window > Assets – needs to be a checkmark beside it) or you will see it beside the File tab... simply click on the Assets tab.  
See the buttons at the bottom of the pane.. Refresh, Add, Edit and Trash.

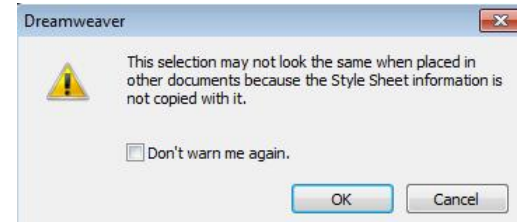




3. Highlight the text “Our Specials for the Month... including the two bullets”

### Our Specials for the Month:

- Peaceful Guillin
- Australia Outback



4. **To add this highlighted text as a library item from menu:**

- **Modify > Library > Add Object to Library**

You will get the message simply to let you know that any special formatting (bolding, italics, color etc.) may be different based on where you insert the library item later.

**Always say OK.**

- Your new Library item instantly appears in the Assets pane. And appears as “untitled”. **Immediately type over the words “untitled” with “monthliespecials” and definitely press Enter...** This is the name of the Library item you just created.

All library items are **AUTOMATICALLY** stored in a folder called **Library** (which it creates) and stores the library item **monthliespecials.lbi** in this folder.

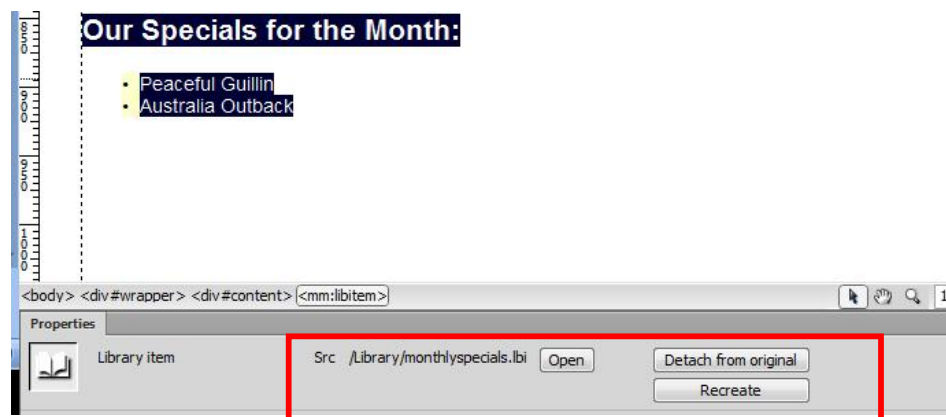
- **Click on the Files tab instead of the Assets tab to see that this Library folder got created**  
YOU CANNOT store a library item in any other folder.... It will not work.
- In the Document window, notice how the text links are highlighted in a yellow box.



### Our Specials for the Month:

- Peaceful Guillin
- Australia Outback

- If you try to click on this highlighted text and try to edit it..you will find it won't let you. But look in the Property panel, and notice that you have three choices: Open , Detach from original and Recreate. We will address each one coming up shortly.. keep reading.



## 6. Insert a Library item into a webpage

- a) **Open file packages/peacefulguillin.html**
- b) **Set cursor to end of last section** and press return a couple of times just to add some space. ( this library item can be placed anywhere on the page.. but you are adding it here)
- c) Click on the **Assets** panel
- d) **Single click** on the library item “**monthllyspecials**” and click on the **Insert** button icon at bottom of Asset panel.

**See how the Library item has been applied to the page. And it also has yellow highlight and restricts you from editing it.**



- e) Save this file: **packages/peacefulguillin.html** and close the file.
- f) **Repeat steps 6 (a) to (d) in order to insert the library item “monthllyspecials” into the file: packages/simplysingapore.html.**

This time add the Library item at the end of the last section but also after the second section. Just so that you can see that a library item can be repeated more than once and anywhere in a webpage/website.

**Save it as simplysingapore.html.**

- g) **At this point you have inserted the Library item into the files:**
  - index.html
  - packages/peacefulguillin.html
  - packages/simplysingapore.html

## 7. Modify/Edit a Library item into a webpage

In this section you now going to learn how to edit a Library item because you want to add more entries to the monthly specials.

There are three ways of doing this:

- **Method 1: Open the library item directly from the File panel and from the Library folder.**
- **Method 2: Work from the Assets tab directly.**
- **Method 3: Open a file that contains the Library item.**

### Method 1: Open the library item directly from the File panel and from the Library folder.

- a) **From the File panel**, find the folder “Library” and expand the folder if you need to.

- b) **Double click on the file monthllyspecials.lbi.** The file opens in the document window. Notice how the tab at the top of the document window says “monthllyspecials.lbi”. In this case, the formatting looks fine, but if we had color in our .html file, the color may not have carried over in this view – AND THAT’S OKAY BECAUSE THE COLOR SHOWS IN THE .HTML file and not the .lbi file.

...But don't worry, you are more interested in the content, and links, and adding images if you wanted.

- c) For now, **go to the last bullet item and add the text African Safari**. Link this text to the file found in folder destinations/africa.html

### Our Specials for the Month:

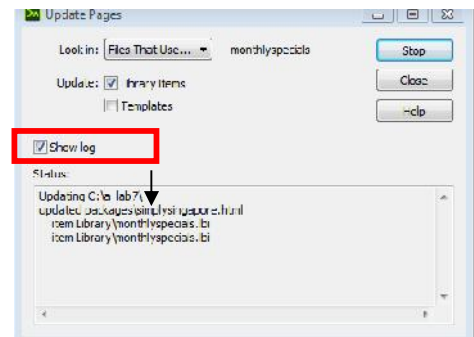
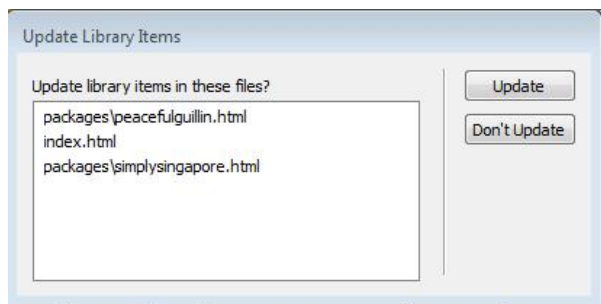
- Peaceful Gullin
- Australia Outback
- [Africa Safari](#)

- d) **Now to close the file monthlyspecially.lbi** (same way you close any file) by clicking on the “x” on the top of your screen. It will prompt to save the file ...say OK.

### IMPORTANT PART: NEXT, YOU SHOULD GET A DIALOG BOX POP UP.

This is telling you that the Library item that you were working on called “monthlyspecially.lbi” appears in the files listed in the box, and so any changes you made to the monthlyspecially.lbi will get automatically updated in those page occurrences.

**NOW CLICK ON THE UPDATE BUTTON (always otherwise it won't update it in those files)** In case you don't get this dialog box, go back and edit something in the Library item (even adding a couple of characters and deleting them is enough) and close the file again.. this should tweak this dialog box to appear.



- e) **THE BIG TEST:** Are all the files above updated with the new contents of the Library item?  
**Open the file: index.html.** Check and see... Close the file.  
**Open the file packages/peacefulgullin.html** and check. Close the file.  
**Open the file packages/simplysingapore.html...** and check. Close the file.  
**HOPEFULLY YOU GOT THE RESULTS!**

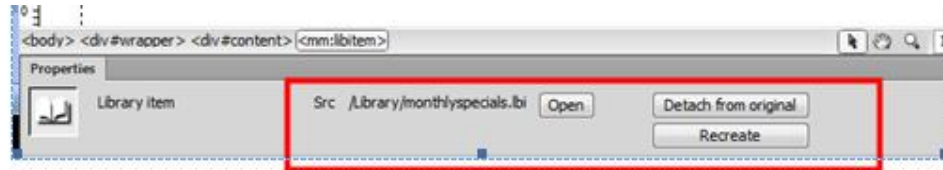
### 8. Method 2: Editing a Library item from the Assets tab directly.

- In the Assets panel, double click library item “monthlyspecially” .
- It will open the library item in the document window.
- Modify the text “Our Specials for the Month” to “Last Minute Specials”. And close the library item and watch it update the rest of the files.
- Open each file affected to see if the files got updated

### 9. Method 3: Editing a Library item by opening a file that contains the Library item.

- Open the file index.html (it can be packages/peacefulgullin.html or simplysingapore.html)
- Click anywhere on the yellow highlighting that represents the Library item “monthlyspecially”

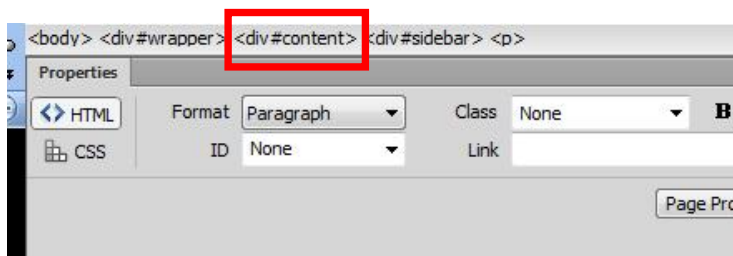
- From the Property panel, **click on Open button**. This opens the library item in the document window.



- Link the text “Australia” to the file by using the folder to destinations/australia.html
- Close the library item and click update and watch it update the files.
- See whether the updates got made.
- Close all files.**

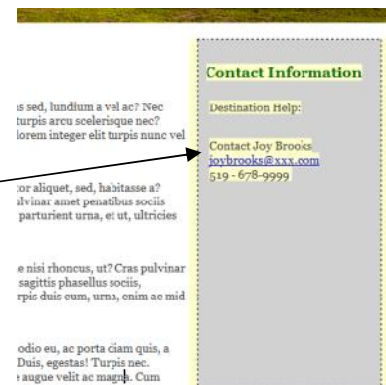
## Creating a Library Item on a Div id -- #Sidebar

- Open the file **index.html**.
- Click anywhere inside the **sidebar box** which represents the `<div id="sidebar">`
- Look in the DW status bar above the Property panel: **and click on the selector `<div#content>`**. This shows it highlighted in the document window and that it was selected.



- Since the sidebar is highlighted, you can now create a library item from it.
  - Modify > Library > Add Object to Library**  
You will get the message simply to let you know that any special formatting (bolding, italics, color etc.) may be different based on where you insert the library item later.  
**Always say OK.**
  - Your new Library item instantly appears in the Assets pane. And appears as “untitled”. **Immediately type over the words “untitled” with “sidebar\_group1” and definitely press Enter...** This is the name of the Library item you just created.
- Edit the Library item “sidebar\_group1” by doubleclicking from the Assets panel.
- When the sidebar\_group1.lbi opens in the document window... delete the existing text and replace it with:

- Close the library item.**
- It will prompt you with a **dialog box to update the file index.html..** because that was the div we selected and turned into a library item. **Say yes..** and watch how index.html take on the new contents in the sidebar that you typed in the last step.  
**Close the file index.html**



NOTE : YOU CANNOT ADD ANYTHING TO THE BOX UNLESS IT IS THROUGH EDITING THE LIBRARY ITEM.

9. Next open the file **destinations/africa.html**

- **Select the <div #sidebar>** from the DW status bar.  
And hit delete. (you want to delete it and insert a the new library item sidebar\_group1 in this spot).
- It is important to know where your cursor is because that is where the new library item will be inserted. Right now, **go into Split view**. From the DW status bar, click on the **<div #content>** and you will see the section highlighted in the code view.  
**Place your cursor after** the text `<div id="content">` in code view. And **press enter** just to create some space.
- **Click on the Assets tab, and select the library item sidebar\_group1.**  
**Click on the Insert button** at the bottom of the Assets panel. You see the code go into the code window. Notice the code:

```
58
59 <div id="content"><!-- #BeginLibraryItem "/Library/sidebar_group1.lbi" -->
60 <div id="sidebar">
61   <h2>Contact Information</h2>
62   <p>Destination Help:</p>
63   <p>Contact Joy Brooks<br>
64   <a href="mailto:joybrooks@xxx.com">joybrooks@xxx.com</a><br>
65   519 - 678-9999 </p>
66 </div>
67 <!-- #EndLibraryItem -->
68 <h1>
69   <span class="menuitem">Destinations...</span><br />
70   Africa</h1>
71   <p>Scelerisque in? A platea dictumst. euque parturient. Vut ut et rhoncus
per titor cras oed, lundium a val ac? Nec montes, pid, tristique dignissim
ridiculus ut pulvinar. ut rhoncus proin placerat. turpis archi acelerisque neq
```

**Click back to Design View**, and see how you entered this new library item.

- **Save and close africa.html**
- **Open in turn each of the webpages: antartica.html, asia.html, australia.html** and replace the sidebar with the library item sidebar\_group1 with the same steps as you did above. Your turn to do it on your own!  
Then **Close all files**.

- **Next edit the library item sidebar\_group1** (Use any method to edit the library item).

**Once the library item is opened, then add the following text:** as shown in the diagram.

Don't forget to **link the destinations** to the appropriate files. You should end up with the following information in your library item.

**Once done.. close and update.**



**Then open up the index.html** file and the **destination files** found in the destinations folder and see if they have the updated sidebar information. Preview one of them in Firefox, and then using the sidebar box, navigate through the destinations.

**Close all files.**



**10. Next you are going to create one more Library item called sidebar\_group2.**

**This will be a contact group for those webpages in the Package files: peacefulguililin.html, and simplysingapore.html.**

- The easiest way to duplicate this sidebar\_group2 is using sidebar\_group1 since they are identical, and all you are changing is the content inside of it.

**So, open the file sidebar\_group1.lbi** from the Assets panel. It opens in the document window.

- **Save this file as sidebar\_group2.lbi.** You now have two tabs listed at the top of your document window. Also check in the Assets panel to see if sidebar\_group2 shows up. If it

doesn't appear, then click on the Refresh button  at the bottom of the Asset panel.

- **In the file sidebar\_group2, change the text to:**  
Once information has been added close the .lbi file.

- **Also close the sidebar\_group1.lbi file as well.**

- **Using the same methodology as with the Destination files, open the files found in the packages folder (peacefulguililin.html and simplysingapore.html) and insert this new library item sidebar\_group2.lbi .**



- **You are done with the LIBRARY ITEMS SECTION!!**

**IMPORTANT:**

1. Whenever you have a website that uses library items, you need to upload the Library folder and its contents to the server.
2. Anytime, you make a change to any Library item, you need to reupload the Library folder containing the .lbi file **AND all files that contain that library item** otherwise it will not show the latest contents of that library item.

## **LAB #7 - Exercise 3 (Templates)**

**Objectives:**

- **Learn the use of templates**
- **Create a new template using the given page, define editable regions**
- **Create a new page using the created template**

Templates represent the look and appearance that all the other webpages in a site must follow.

1. **Start up Dreamweaver CS6** if you are asked to make Dreamweaver the default program for certain file types, just click "OK"
2. Setup the workspace in dreamweaver by selecting from the menubar:  
**Window -> Workspace Layout -> Designer.**
3. **Creating the Site – Telling DW which folder will hold this website.**
  - From the menu click **Site > Manage Sites**, then select New Site.  
Enter the following information for each field:
    - **Site name: Lab7 TravelAgency**

- **Local Site folder:** Click on the folder icon, and locate the path directory that you created earlier as follows: “F:\cs2033\lab07\”  
Now the **Local Site Folder** should be “F:\cs2033\lab07\travelagency\_templ\_demo”
- **Now click “Save” and “Done”.** The folder lab07\travelagency\_templ\_demo is created in Dreamweaver and in the file panel you will see all the files that you will be working with.

1. **Open the file indexstart.html and save it as pagestructure.html**

You will be working with the webpage **pagestructure.html** which is linked to the **stylesheet main.css**

2. **TO BEGIN A TEMPLATE**

When you begin to design a website, you always start with one page and style it the way you want. You will have your divisions identified, your banner, your navigation menu bar and stylesheets. Once you are happy with the look, then you can begin to save this look as a template.

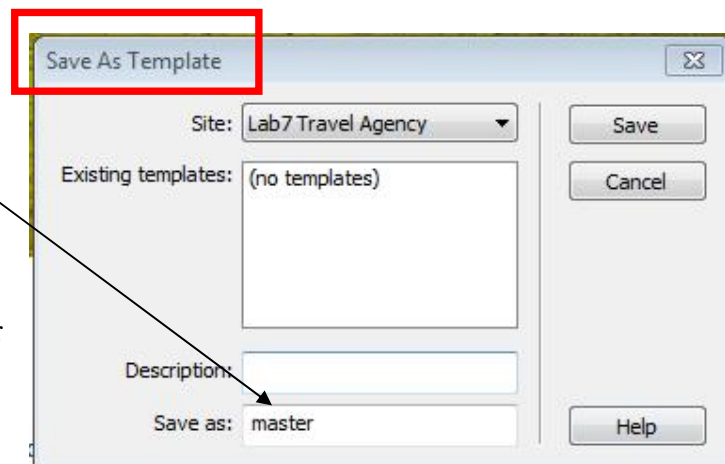
So your **pagestructure.html** page has been set up with the div ids, the look, the styles, the banner and menu system. You are happy with it so now you are ready to create the template using this file index.html.

3. From the menu select **File -> Save as Template.**

4. A dialog box opens:

Enter **master** as the template name. Click OK and OK again to update the links. Now we have the template file created **master.dwt**. (you can call it anything you want...but usually master is a representative of being the master template- the controlling template for your website)

Click Save and a dialog box may appear saying Update.. Say yes/ok.



**IMPORTANT:** This operation created a **Templates folder** at the root level of your website, and automatically stored the **master.dwt** file in it. You cannot (similar to the Library folder) call it anything other than a Templates folder nor can this folder be moved anywhere else in your file directory structure.

This master template can be used as the base template to produce the rest of your webpages.

5. **BUT BEFORE WE USE THIS TEMPLATE TO CREATE OTHER WEBPAGES**

You need to understand that a webpage is broken up into regions:



- that can be edited (**Editable regions**)
- that cannot be edited (restricted regions) – **Non-editable**

**Non-Editable Regions** (Restricted) are areas where the content on each page will be the same such as the header, banner, menu, and footer. Thus, the region will be locked and uneditable on the webpage as it is controlled by the master template.

So in your example, #header, #footer will be non-editable as it will be the same on every page.

**Editable regions** will be in this case the #banner (the picture will change so that you can put different pictures on each page), the content (#content), and the #sidebar.

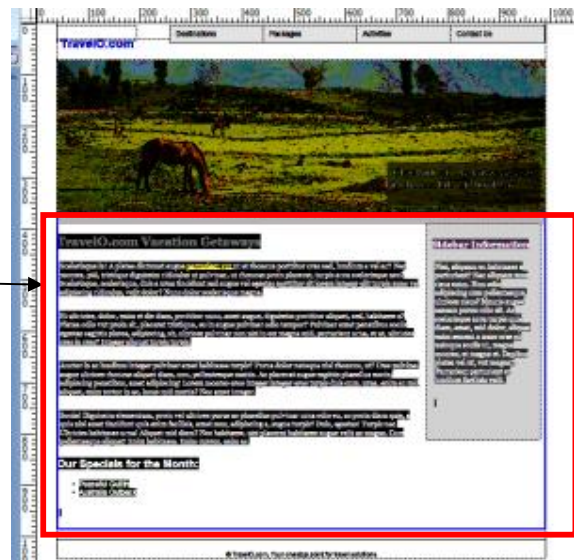
**6. Make sure you have the file master.dwt open.**

**7. You are going to make the division #content and #sidebar editable. This means that on every webpage that gets created.. new material can be added to this section.**

- Click inside the content division somewhere. Then go to the DW status bar and click on the <div#content> tag

```
<body> <div#wrapper> <div#content> <p>
```

- In the document window see how the entire content and sidebar is selected.
- From menu, select **Insert>Template Objects> Editable Region.** A dialog box pops up, and type the name **"Modify content"**. This is the region name and is purely used as a description. Each region name in a template must be unique. Click OK.



- Notice how at the top of the content section is a tab labelled by the region name you entered. This now signifies that this region is editable on future pages that are based on the master.dwt template, and thus can be changed to satisfy whatever the content needed for that webpage.



**8. Next make the picture editable so that a new picture can be added on each page.**

This section that contains the picture is called div id #banner.

- In the document window, **click on the picture of the horse.**
- In the DW status bar click on the **<div#banner>** tag. Notice how a blue line outlines the entire image.
- From menu, select **Insert>Template Objects> Editable Region.**

A dialog box pops up, and type the name “**Add an image**”. This is the region name  
**Click OK.**

- **Notice the blue tab called “Add an image”.**

Now you are done with identifying the editable regions. Everything else is by default non-editable and restricted.

9. **Now save the template using File >Save As and overwrite over the same name “master.dwt”.**

BE CAREFUL NEVER TO USE File >Save As Template at this point, otherwise, it creates another template from the template. There is a time when we use this, but we’ll leave this alone.

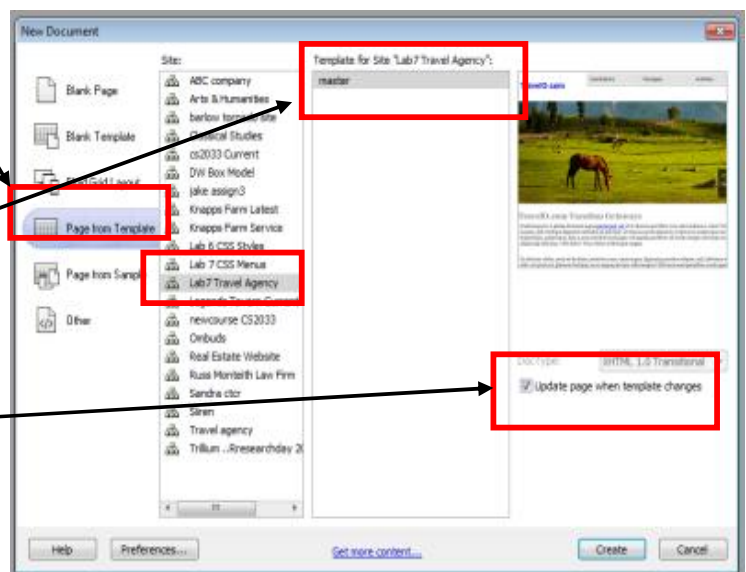
10. Now close the file master.dwt. and pagestructure.html

## **To create webpages from the template master.dwt**

1. From the menu, select **File >New** and click on the “**Page from Template**” tab. Select the site “**Lab7 Travel Agency**” site.

The third column will display all the templates associated with this site. You only created one template called **master.dwt** which is why only one appears.

**The fourth column at the bottom must ALWAYS be checked.** It simply states that when the master template is modified, then this page will be automatically updated.



2. It will open an “untitled file” that you should save as whatever webpage you are creating.  
**Right now Save the file as index.html.**

3. **Now you are ready to add new information to this webpage which is the homepage.**

- **Hover your mouse over the menu system.** You will notice a circle with a diagonal through it. This is a “restricted symbol” meaning you cannot change anything here because it is a non-editable region, and thus restricted from any changes.

**IF YOU NEED TO MAKE CHANGES TO A RESTRICTED** (non-editable region), then you have to go back to the template (master.dwt) to make the modifications. You will do this later.



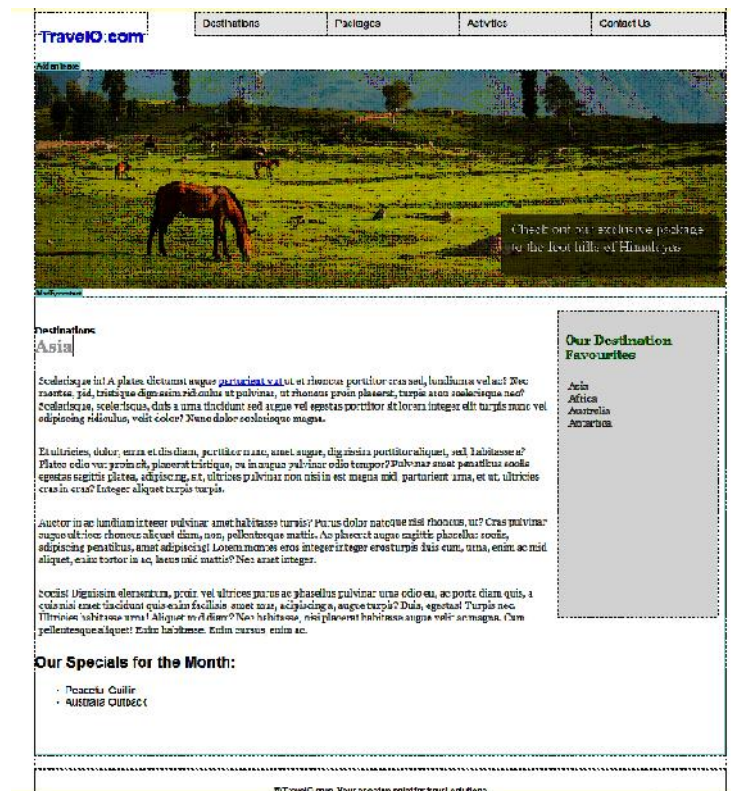
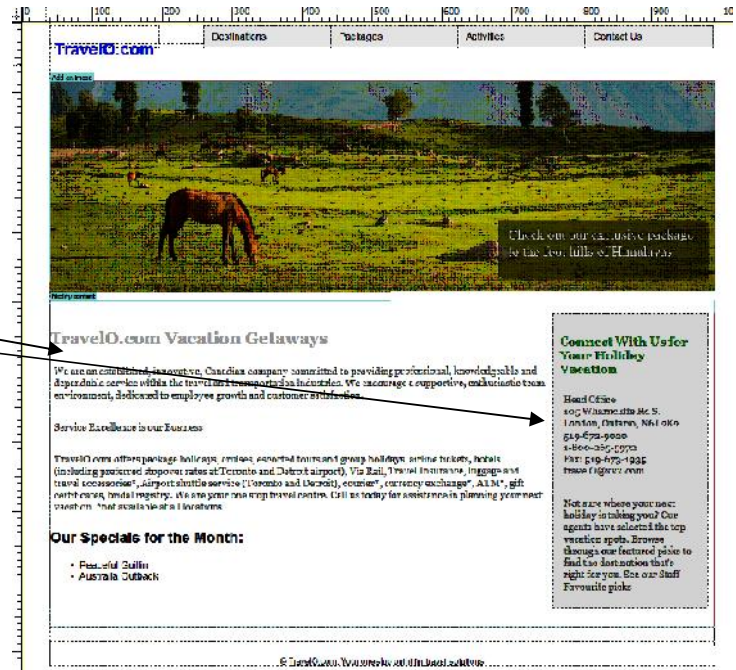
- **Hover your mouse** over the footer at the bottom. Again notice how this area is restricted.
- **To replace the content, open the file randomtext.txt.** Using this information, copy and Paste Special into the content area and the sidebar area as shown:

- **You can format it in any way you want.** But you aren't doing it as part of this lab... so we move on.  
Save the file as index.html

4. **Create another webpage using the template and call it "asia.html", but store it in a directory called "destinations" (you will have to create a new folder while you are saving).**

- **Replace the main heading "TravelO.com Vacation Getaways" with "Asia",** and the menu heading with **Destinations**. (This is always good practice so that one can tell where under the topmenu this page can be accessed from.
- **Set the property title to "TravelO.com – Destinations – Asia"**
- **Click on Live View** to see the dropdown menu options. Notice under Destinations, there are the submenu options: Asia, Africa, Australia and Antarctica.
- Since you are going to build the webpages for these submenu options. While you are still working with the file *asia.html*, go to the sidebar and enter the information from the randomtext.txt file (it the last section)

5. **Now set this div #sidebar as a library item** so that all the destination webpages that you will create will always have the Destination Favourites listed.
6. **Click anywhere inside the sidebar box** which represents the <div id="sidebar">
7. Look in the DW status bar which above the Property panel: **and click on the selector <div#sidebar>.** This shows it highlighted in the





document window and that it was selected.

**8. Since the sidebar is highlighted, you can now create a library item from it.**

- **Modify > Library > Add Object to Library**

You will get the message simply to let you know that any special formatting (bolding, italics, color etc.) may be different based on where you insert the library item later.

**Always say OK.**

- Your new Library item instantly appears in the Assets pane. And appears as “untitled”.  
**Immediately type over the words “untitled” with “ sidebar\_destination” and definitely press Enter...** This is the name of the Library item you just created. And notice how it is yellow highlighted.
- Save the file as asia.html.

**14. Now create the next webpage for the destinations folder. To do this fast, RATHER THAN starting from the File New > From Template, simply do a **File > Save as africa.html**.**

**Change the main heading from Asia to Africa**, also change **the Property Title** to reflect it as well. **Now save the file as africa.html**.

**Save and close all files.**

This is the way you would continue building your webpages within your site... But you are not going to do it.

### **Modifying the template:**

**In this case, you are going to expand the footer with more information.**

**1. From the Templates folder: Click on the template master.dwt.**

**2. Go to the footer** and expand the text from:

© TravelO.com, Your onestop point for travel solutions

**TO:**

© TravelO.com, Your onestop point for travel solutions

105 Wharncliffe Rd S. , London, Ontario, N6J 2K2

519-672-9020 1-800-265-5972 travelO@xxx.com

**3. Now close the file master.dwt.** It will prompt to override old version... **say Yes.**

**An alert box should appear asking if you want to update all the pages that are based on the template.** Click Update and watch as it shows the progress.

If you don't get this message, go back to master.dwt and tweak another small change in the non-editable regions and save and close the file.



**11. Now open up the files index.html and destinations\asia.html or destinations\africa.html** and see if the footer changed. Close all the files.

**12. One last thing: modify the Library item sidebar\_destinations to include one more destination “India”. See whether asia.html and africa.html get updated with India. Easiest way to start is to**

go to the Assets panel, and double click on sidebar\_destination.  
Try it!

**Save all the files and close them.**

**YOU ARE DONE!!!**

**Done session! REMOVE YOUR MEMORY STICK!**