

PLANNING YOUR WEBSITE

Lesson 3

Before you start building your Web site, you should plan it carefully. Decide what sort of information you are going to include, and how you are going to organize it. Before you use your computer, jot down your ideas on paper so that you can work out the best way of presenting them.

Decide Content

With the Web, you aren't restricted of using words to share information with other people. You can use sound and pictures too. For example, if you are a musician, you could include a short recording of your music. If you belong to a club, you could use photographs to introduce its members, or to show the sort of activities it arranges. You could also add a chart detailing future events.



How long?

Don't put too much information on the page. There should be enough content to fill at least one screen. But if you have to scroll down more than two screens to reach the bottom of the page, you should divide the information into a few shorter pages.



Layout Design

Designing the layout of your Web site is very important. Making sketches will help you decide where to put pictures in relation to the text.



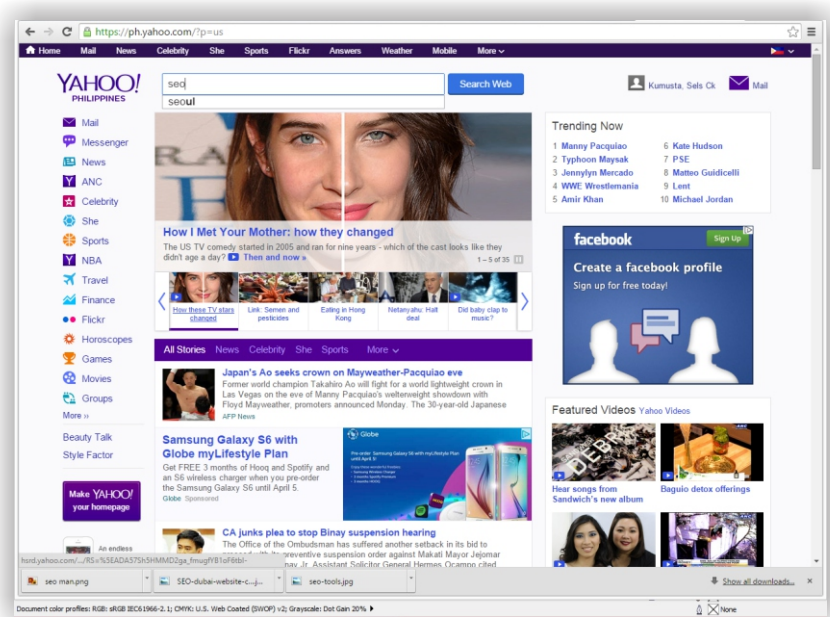
Play Safe!

Billions of Web users will be able to see the information on your Web site. Don't include anything private, such as home address or telephone number.



Design your Home Page

Once you know already what you are going to put on your site, you can plan a "Home Page". This is an introductory page which tells visitors what kind of information your site contains. It can also include information such as when a site was built and updated.



Gather Content

After you plan your home page, you need to plan the complete structure of your web site, you need to gather the content. For simple sites, this may involve writing text and shooting digital photos. More complex sites may require recording audio and video, creating illustrations and programming interactive media. You can organize allo of these contents into your Web pages using HTML or Web designer software.



Save a Web Page

Even a small Web site can be made up of several files. You may want to create a new directory of folder on your computer's hard disk where you can save each files as you create it. Each file should have name that is related to the content for easier identification as you develop your Web pages.



Did you know that you could save the Web page as a file? Depending on which method you use, you can save the web page as a file on your computer and view the information with or without an Internet connection.

LABORATORY MANUAL

Lesson 3 Planning Your Website

Part 1 Chapter 3

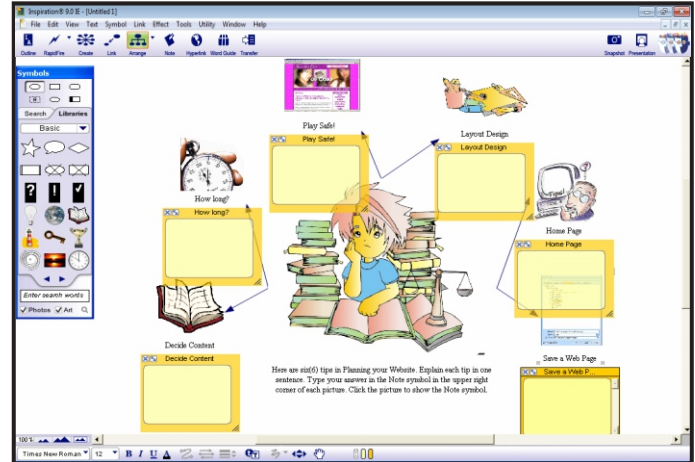
Lab. 3.1 Plan Fun

Estimated Completion time: 15 - 20 Minutes

Directions:

1. Launch **Inspiration**.
2. Open and perform **Plans Fun**.
3. Explain in one sentence each tip in planning your website. Type your answer in the note symbol at the upper-right corner of each picture.
4. Click the picture to show the note symbol and click the note symbol to type your answer.
5. Follow the instructions properly and answer it correctly.
6. Save the activity as **PlansFun**.

Preview:



Score



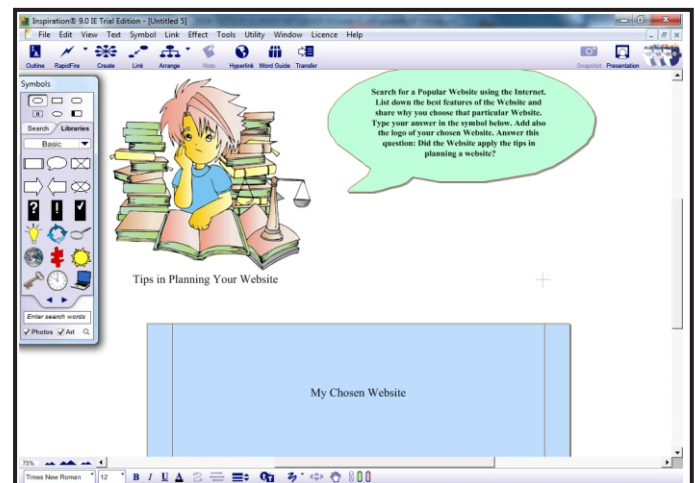
Lab. 3.2 Choose to Go

Estimated Completion time: 15 - 20 Minutes

Directions:

1. Launch **Inspiration**.
2. Open and perform **Choose To Go**.
3. Search for a popular website using the Internet.
4. List down the best features of the website and share why you have chosen that particular website.
5. Answer this question: Does the website apply the tips in planning a website?
6. Save the activity as **ChooseToGo**.

Preview:



Score

