**EME 6208**

**Instructions for using the e-portfolio template**

Once you've downloaded the template, open the HTML file in Kompozer or in a plain text editor like Notepad (PC) or TextEdit (Mac). Take a moment to get acquainted with the structure. In the "head" of the page, the only thing you should be changing is the title. In the "body" of the page there are three sections: Navigation, Content, and Footer.

As you become familiar with the HTML and CSS code in this template, you will need to change the look and feel of this site. This means changing font sizes, colors, alignment of various objects etc. If you feel adventurous, you can skip this template all together, and download and customize a template that is more to your linking. There are many websites that offer free HTML/CSS templates. For example, <http://templated.co/>

As you make changes to your HTML and CSS, **be sure you work directly in the HTML and not within a drag-and-drop editor (e.g., use the HTML code pane of Kompozer!)** Remember, I've put comments in the HTML to guide you. Here are some things for your to do for this project:

1. Open index.html and use an HTML editor (Kompozer, Notepad, Textedit) to customize the footer to be the way you want it to be. (The footer is at the bottom of the page where it says div id="footer") You don't need the fake Latin or the links to Templated and Fotograph. You are doing the footer now, before you create any other pages, so that you'll only have to make the changes once. After you design the footer on this first page, don't change it again. It should be exactly the same on all the pages in your site. That’s’ why we call this project your e-portfolio “template”! Now look at the index page in a web browser and be sure the navigation bar and the footer look the way you want them to look. All good?
2. Now change the page title at the top of the HTML code, between the two <title> tags, where it instructs to change the page title. Save the HTML file and look at the index page in a web browser and be sure everything looks the way you want it to look.
3. Go ahead and customize the introductory paragraph for your index page. This will be your e-portfolio’s homepage, so it’s appropriate to talk about the purpose of this portfolio and the types of skills you are showcasing. This text sits between the two paragraph <p> tags under the following HTML comment: <!-- THIS IS WHERE YOU CUSTOMIZE THE INTRODUCTORY PARAGRAPH FOR EACH PAGE. --> Save the HTML file and look at the index page in a web browser and be sure everything looks the way you want it to look.
4. Customize the text in each of the 6 blocks. The code for blocks is located in the CONTENT section of the page. Look for the HTML comments in upper case. Save the HTML file and look at the index page in a web browser and be sure everything looks the way you want it to look.
5. Finally, you need to customize the “look” of your e-portfolio, mostly by changing the color scheme. This is all done in the style.css file. Open this file using Notepad on Windows or TextEdit on Mac. The first thing you may change is the background color and the text color. This code is located at the top of the CSS file within the body { } part of the stylesheet. You will need to change the colors for “background” and for “color”. You can use a [HTML color picker application](http://www.w3schools.com/tags/ref_colorpicker.asp) to find the colors you like. Remember to use the HTML conventions – for example, #000000 is black and #FFFFFF is white. Save the CSS file and reload your e-portfolio template in the browser. Take a look at the changes to your color scheme and see if you like them. Continue working like this with other items in the CSS file until you are happy with your result. For example, you can change the colors in the navigation menu, the color and text of the buttons within those 6 boxes etc (e.g., there is a button { } class at the very end of the CSS file). **Always test each change in the browser!** If you don’t, you may break the code or make a change that you cannot fix later on. If that happens, download the template from Canvas once again, copy that original style.css file in your working folder and start from the start. Do not replace your HTML file, if it functions all right. At this point, it is just the CSS that you are working with.

When you have a functioning e-portfolio template that looks different from the original template in terms of colors and, perhaps, fonts, you should upload these files to your GoDaddy hosting account and submit the link in this Project’s Discussion Forum. Be sure to test your link before submitting! I suggest that you put these files in the “root” folder of your online space, not in any other folders there. If you put them straight into the root folder, then you’ll be able to go to your main domain name ([www.myname.com](http://www.myname.com)) and see your e-portfolio template right there.

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THE TEXT BELOW IS PROVIDED TO HELP YOU USE THIS TEMPLATE TO FINISH YOUR FINAL E-PORTFOLIO, WHICH IS DIE AT THE END OF THE CLASS. YOU DON’T HAVE TO DO THIS NOW!

The Navigation menu in this template has a standard format and has been already customized for you. Each page represents the type of project (or projects) you completed in this class. So, later on when you work on your final e-portfolio, you can create a copy of this template page, rename it to say, “image.html” for your Image Editing projects and then you can remove the six blocks in the center of the page and provide a couple of paragraphs explaining in detail what you did for that project, providing an image or two of your actual work (for this assignment that will be your bitmap and vector image). For other projects, such as your web design projects (the two quizzes) you can provide links to your actual zipped quiz projects. You will need to place these zipped files on your server and link directly to them. For the Video project, you can [embed your video using Youtube’s embed code](http://www.htmlgoodies.com/tutorials/web_graphics/article.php/3480061/How-To-Add-a-YouTube-Video-to-Your-Web-Site.htm). Flash animation can be embedded in your webpage, too. You would need to use HTML’s [<object> tag](http://www.w3schools.com/tags/tag_object.asp). If you created a mobile app, you can add a menu item for the app and customize the last block on the template page to talk about your work on the app.

You will notice that the links for the different pages of your website have already been provided for you in the HTML code (look at the menu part of the code). It is extremely important that you **don’t change these links** and save this template as follows for your other pages:

* index.html – this is what you have as your template. This is your About page in the menu.
* image.html – this will be you Image Editing project page.
* web.html – this will be your Web Design projects page.
* video.html – this will be your Video Production project page.
* animation.html – this will be your Animation project page.
* screencast.html – this will be your Screencast project page.
* contact.html – here you can specify how you can be contacted.

Again, it is very important that you save your subsequent pages for your e-portfolio using this template using the filenames above. If you change the case, or make a typo, or change the filename all together, you will have a broken link in your navigation menu.

*Final Note:* this template and these instructions have been provided for those of you who have never created a webpage before and for whom HTML and CSS are new concepts. If you have had prior experience designing web pages or if you feel you have learned enough to create your own page or download and customize another free HTML/CSS template – please do so. Ultimately, this is about the development of YOUR skills. As they say, if you don’t put effort in the course, you will not get much out of it.