

An Introduction to Adobe GoLive CS

- Course Title :** Adobe GoLive CS Introductory Workshop
- Duration :** 1 Day Day
- Pre-requisites :** Introduction to Windows or the Mac or equivalent experience. Some Web experience would be an advantage
- For Whom:** he course is intended for people who wish to create and administer pages for either the Internet or an intranet. It uses an authoring package to create professional HTML pages and web sites.
- Course Objectives:** At the conclusion of the training participants will be able to -
- Create web pages
 - Set up a Web site
 - Add text and graphics to the pages
 - Use floating boxes or layers on a page.
 - Link pages to create a web site
 - Add lists in a number of styles
 - Create and administer framesets
 - Add tables to a page
 - Manage a Web site
- Course Design:** This workshop is part of our FastTrack Training scheme.
- Training is undertaken in a one-on-one situation, or with a small group from the same workgroup. Throughout the course, the instructor will fully demonstrate and explain each new concept. This demonstration and explanation, coupled with plenty of practical exercises ensures that participants are able to meet the course objectives.
- Participants are encouraged to bring samples of their work, both hard copy and on disk to the workshop, as well as a list of questions.
- Notes are provided to each participant to take away at the conclusion of the training and each participant will have the exclusive use of a computer for the duration of the course.

Course Outline

ADOBE GoLIVE CS- 1 DAY INTRODUCTORY WORKSHOP

THE GoLIVE WORKING ENVIRONMENT

- Basic Web concepts
- The Site window
- Individual documents
- Using the toolbar
- GoLive Palettes
- Using context menus
- Previewing in Adobe GoLive
- Previewing in a Web browser
- Using online Help

BASIC SITE MANAGEMENT

- Creating a site
- Site structure
- The Home page
- Adding Pages
- FTP Concepts

BASIC HTML TEXT PAGE

- Designing a Web page
- Adding text
- Formatting text
- Using HTML styles
- Creating lists
- Spacing lines
- Colouring text
- Basic tables
- Fonts on the web and Font Sets
- Editing text
- Page Titles
- Previewing the Page
- Adding keywords

MAKING MORE APPEALING WEB PAGES

- About Web Images
- Adding Images
- Adding GoLive Objects
- Using prebuilt design elements
- Using the Inspector
- Positioning Graphics
- Using the Layout Grid
- Page Backgrounds
- External Object types

VERSION CUE

- Overview
- Integrating with GoLive workflow

LINKS

- About links
- Creating hypertext links
- Creating a link from a graphic
- Creating anchors
- Using image maps
- Finding and fixing broken links
- Previewing links

FRAMES

- About frame sets
- Creating a frame set
- Setting up the content frames
- Adding content to frames
- Creating targeted links
- Adding, moving, and deleting frames
- Controlling Frame appearance
- Loading frame sets
- Previewing Frames

FLOATING BOXES

- Working with floating boxes
- Adding images inside floating boxes
- Positioning a floating box
- Animating a floating box
- Animating multiple floating boxes
- Creating a new scene
- Previewing in a Web browser

BASIC CASCADING STYLE SHEETS

- About style sheets
- Internal style sheets
- External style sheet
- Working with styles
- Creating a style sheet
- Saving and linking a style sheet
- Linking and unlinking a style sheet to multiple pages

UPLOADING YOUR SITE

- The FTP Browser
- Uploading files
- Publish Status

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TRAINING

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