

Course:**Microsoft FrontPage 2003 (2 Days)**

FrontPage 2003: Level 1**Course:** ET84952**Duration:** 1 Day**Course Description**

As you begin this course, you should have the skills you need to work with Microsoft Office applications, especially Microsoft Word. This includes the ability to create and edit documents that contain text, tables, and images. Now you're ready to use a graphical application to create Web sites and Web pages. In this course, you will use Microsoft FrontPage 2003 to design, develop, and deploy Web sites that can be viewed on any Web-enabled computer around the world.

Prerequisites

To ensure the successful completion of FrontPage 2003: Level 1, we recommend prior completion of the following courses or equivalent knowledge:

- Word 2003: Level 1
- Word 2003: Level 2
- Internet Explorer 6.0: Introduction
- Windows XP: Introduction
- HTML 4.01: Web Authoring, Level 1 (Second Edition)

Objectives

Upon successful completion of this course, students will be able to:

- Create a Web site that includes new and existing Web pages
- Add images to Web pages
- Add links to Web pages
- Add and format tables
- Format a Web page
- Design layouts for your Web pages
- Use Navigation view to structure a Web site
- Publish a FrontPage web

Outline**Creating a Web**

- Overview of Web Development
- Create a New Web Site
- Create and Format Web Page Text
- Create Pages
- Import Web Pages

Adding Images

- Add a Picture to a Web Page
- Edit a Picture
- Add a New Drawing
- Add a Photo Gallery
- Modify a Photo Gallery

Creating Links

- Add Hyperlinks
- Add Bookmark Links
- Link from an Image

Adding Tables

- Insert a Table
- Set Table Properties
- Set Cell Properties
- Edit a Table's Structure
- Split Tables
- AutoFormat a Table

Formatting a Web Page

- Apply a Theme
- Customize a Theme
- Create and Format with Styles
- Set the Background
- Test in Multiple Browsers

Designing Your Web Pages

- Design a Web Page Layout
- Lay Out a Web Page with Tables
- Create and Apply a Dynamic Web Template

Structuring a Web Site with Navigation View

- Create a Navigation Structure
- Modify a Navigation Structure
- Remove a Web Page from a Web's Navigation Structure

Publishing a Web

- Prepare Your Web Site for Publishing
- Publish Your Web
- Publish a Web Site from One Location to Another

Frontpage 2003: Level 2

Course: ET84953

Duration: 1 Day

Course Description

You have created Web pages with text, graphics, and tables. However, you need to add more complex features, dynamic components, and to enable two-way interaction with your Web site's visitors. In this course, you will use Microsoft® FrontPage® 2003's graphical and convenient tools to add these features to your Web site.

Prerequisites

Students taking this course should be familiar with using the Internet. Furthermore, students should have taken the Microsoft® FrontPage® 2003: Level 1 course or have equivalent knowledge. Recommended, though not required, is the Microsoft® Access 2003: Level 1 course.

Objectives

Upon successful completion of this course, students will be able to:

- use frames to display several pages of Web content within a single browser window.
- add user navigation components to your site, including search, image maps, and a table of contents.
- create Web forms and save collected data to a file and a database.
- add dynamic content to Web pages.
- manage workgroup-based development of FrontPage webs.
- maintain a site with FrontPage tools.

Outline**Laying Out a Page with Frames**

- Create Frames Pages
- Add Links to Frames Pages
- Modify Frames
- Create an Inline Frame

Adding User Navigation Components

- Add Search Capabilities
- Create an Image Map
- Insert a Link Bar
- Create a Table of Contents

Working with Forms

- Create a Form
- Modify Field Properties
- Send Form Data to a File
- Send Form Data to a Database

Displaying Dynamic Content

- Share Content Between Pages
- Add an Interactive Button
- Swap Images
- Display Database Information on a Page
- Insert Redirect Meta Tags
- Add a Chart

Managing Workgroup Development

- Manage Tasks
- Manage Files with Source Control
- Manage a File's Review Status
- Secure a Web

Maintaining a Site

- Manage Web Folders
- Manage Web Files
- Correct Broken Hyperlinks
- Analyze a Web's Usage
- Display a Top 10 List for Visitors
- Change Default Documents