

FRONTPAGE 2003 COURSE



The **FrontPage 2003 Course** takes students through this Web authoring program to build Web pages with basic and advanced features for functionality and interactivity.

In this course students will explore Microsoft FrontPage 2003 a WISYWIG (What You See is What You Get) HTML Editor which can be used to create and build websites using familiar Office tools.

The Course Consists of the Following Items:

- FrontPage 2003 Basic & Advanced Course books with accompanying CD Rom's containing exercise files.
- Additional interactive CBT Course materials covering the use of FrontPage 2003.

➤ FrontPage 2003 Basics Course Book:

This introductory lesson in FrontPage 2003 teaches how to create, modify and format Web Pages, create hyperlinks in Web Pages, insert and manipulate images in Web Pages, design tables in Web Pages, and publish and maintain Websites.

Objectives:

- Identify important features and components of the FrontPage environment.
- Create and format a Web Page, create bulleted, numbered, multilevel, and definition lists, check spelling throughout a website, and use Find and Replace.
- Create and test Hyperlinks, create a navigation structure, add and test a navigation bar, and update hyperlinks.
- Insert & edit images, create and modify a photo gallery, create image links, and add hotspots to an image.
- Insert a table, add images and text, delete and insert rows and columns, insert a nested table, add captions, and format tables.
- Set page properties, add and remove background images, apply a theme to a website, and customise a theme.
- View the HTML Tree structure and manipulate items by using Quick Tag selector, edit tags by using the Quick Tag Editor, use the IntelliSense feature, set word wrap and line numbers, customise code indentation, find matching tags, insert comments, create bookmarks, create & insert code snippet, and optimise HTML code.

The following topics are covered: Match elements of the FrontPage 2003 environment with their functions, Identify the Web editing views, Identify functions of the basic toolbar buttons, Identify methods for formatting text, Identify the different text alignments, Match the options in the Spelling dialog box with their functions, Create a hypertext link to a Web page, Create a bookmark on a Web page, Create an image hyperlink, Insert a layer in a Web page, Identify the properties of layers, Insert a behaviour in a Web page, Create a table in a Web page and Identify different options for customizing table properties.

Price:
£100.00

Instalment Options:
You can spread the payments for this course over 4 monthly payments. 1 initial payment of £40.00, followed by 3 monthly payments of £20.00.

Course Format:
Course Books

Assessment:
No Assessment

Approximate Study Time:
80 Hours of Self Study

➤ FrontPage 2003 Advanced Course Book:

In the Advanced Course Book you will learn how to develop Web sites using sophisticated features such as frames, navigation bars, cascading style sheets, shared borders, files within files, time sensitive information, and page templates.

You will also add more interest and animation to Web sites with the use of formatted tables, image maps, photo galleries, hit counters, banner ads, marquees, hover buttons, DHTML animation, page transitions, sounds, background pictures, and CSS positioning. You will also learn how to use tasks and files to manage your FrontPage development workflow.

Objectives:

- Apply DHTML effects, insert a date and time stamp and a Flash animation, and create templates, site indices, and banner ads.
- Use Style Sheets to control page design and enforce consistency across a site.
- Use forms to get input from users, enable users to search a Website, and save form results in a variety of formats.
- Create frames and link pages in different frames.
- Use layers to create visual effects, and add interactivity by applying behaviours.
- Use the Database Results Wizard, Data Views, and Web Parts to display database information.
- Design a Webpage by using layout tables and layout tools.
- Use reports to manage Websites and enable source control.
- Make pages compatible with various browsers, use Dynamic Web Templates, and promote a Website.

The following topics are covered: Create a table of contents for a Web page, Insert a photo gallery into a Web page, Identify features of advanced controls that can be inserted in a Web page, Identify features of the Form Page Wizard, Customize a text box in a form, Customize an option button in a form, Identify features of non-HTML technologies used in Microsoft FrontPage 2003, Setup an XML data-driven web site, Add a new XML data source to the Data Source Catalog, Identify features of publishing a Web site and Identify the steps to publish a Web site to a Web server.

➤ CBT Course CD Rom:

An interactive CBT CD Rom Based course covering the syllabus is included as an alternative to the paper-based materials.

Pre-Requirements:

There are no particular requirements although students should be familiar with PCs and the use of a keyboard and mouse. You will also require your own version of FrontPage 2003 to complete the course.

Course Duration & Support:

Students may register at any time. The courses are designed as self-study courses but if you have any problems you can email our email support. As the course is self study you can complete in as little or as long a time as you prefer, and we do not impose a cut-off date for study.

Assessment:

The course has non-assessed assignments to complete.

Qualification:

There is no certification on completion of the course.