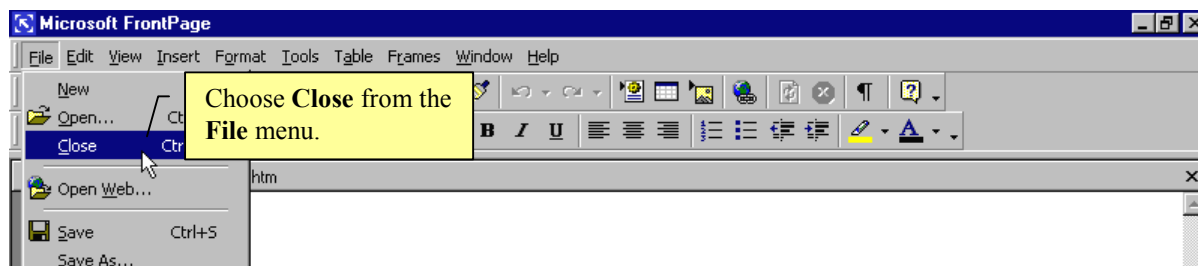


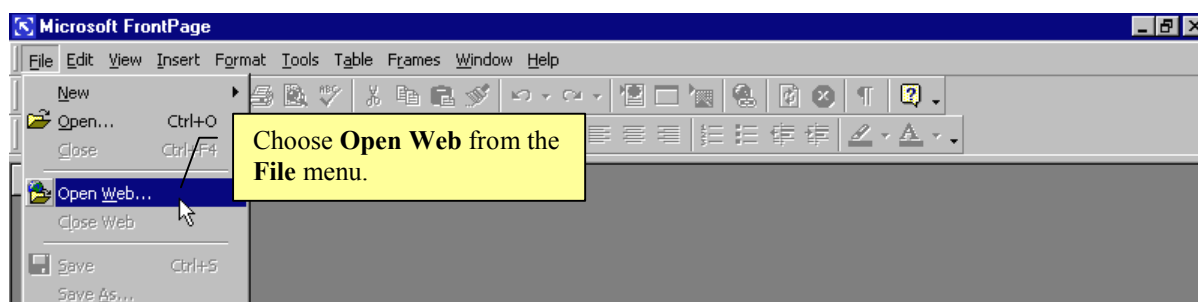
# FrontPage 2000 Exercise 4

## A. Opening the Millennium Web

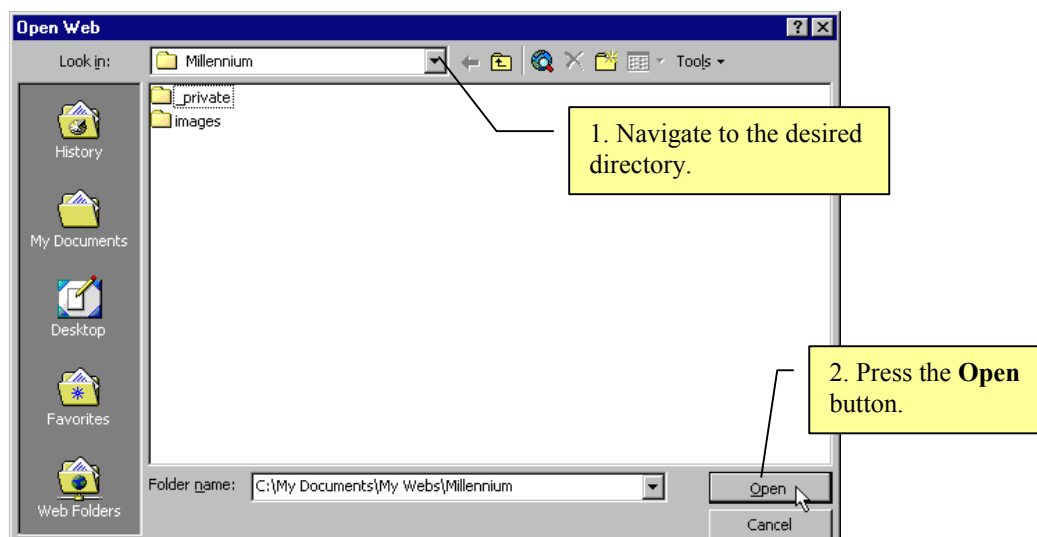
1. Start Microsoft FrontPage 2000 from the desktop.
2. Choose **Close** from the **File** menu to close the blank web page.



3. Choose **Open Web** from the **File** menu.

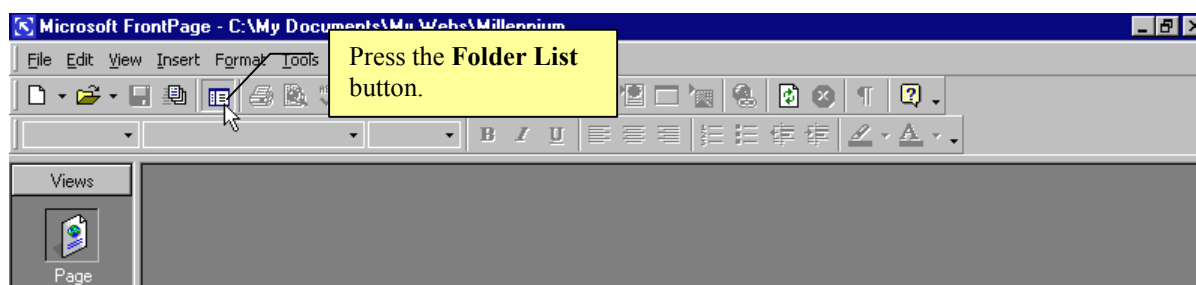


4. In the **Open Web** dialog box, navigate to the directory of the **Millennium** web (e.g., **C:\My Documents\My Webs\Millennium**, or **A:\Millennium**) and then press the **Open** button.

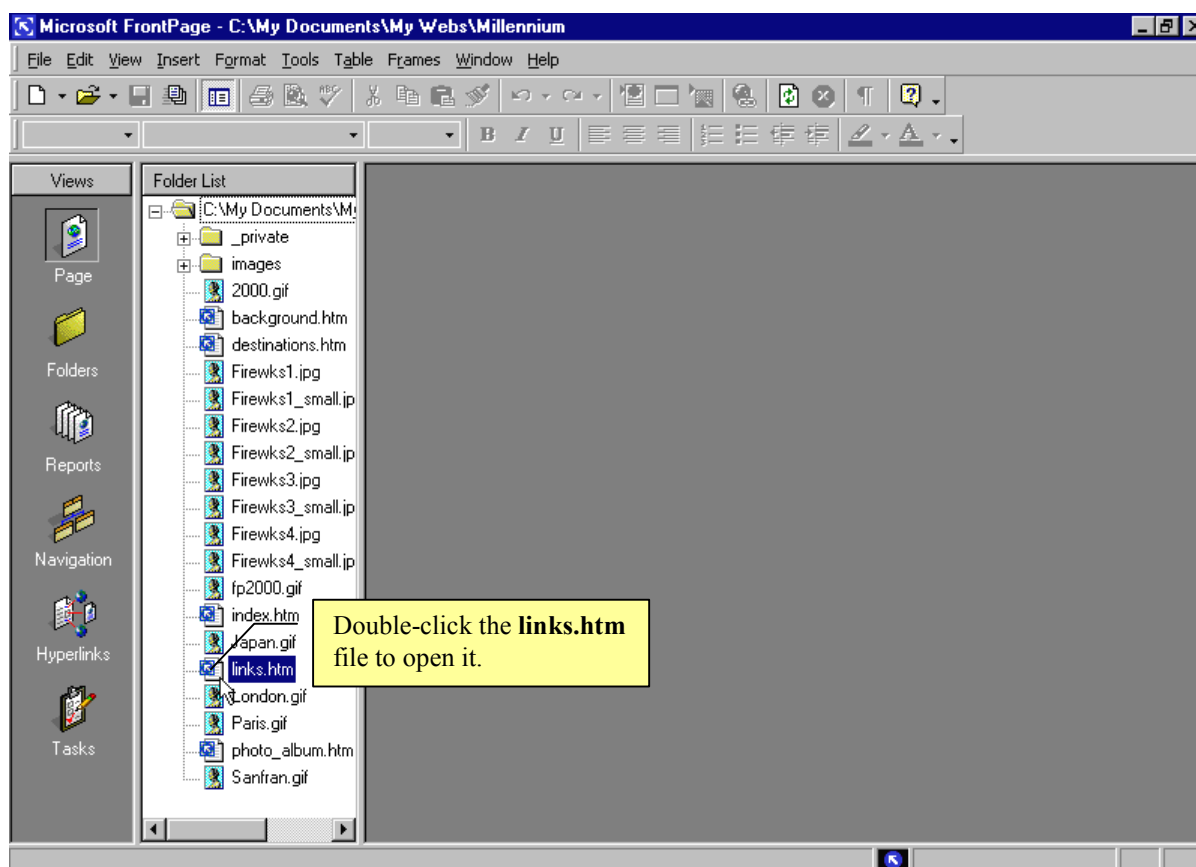


## B. Creating Hyperlinks on the Links Page

1. Click the **Folder List** button to show the folder list in Page View.



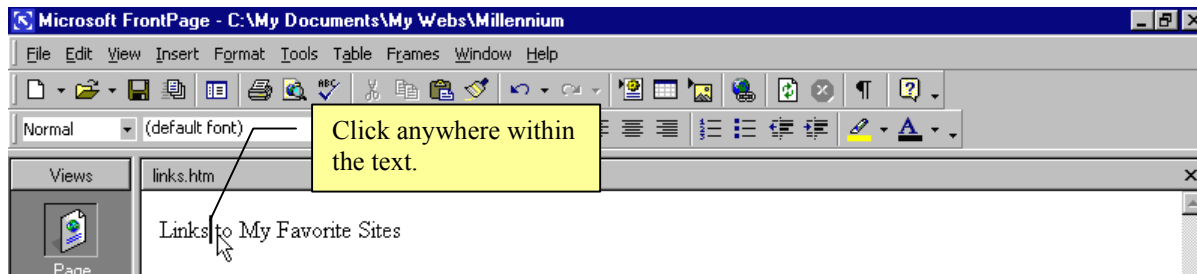
2. Double-click the **links.htm** file to open it in Page View.



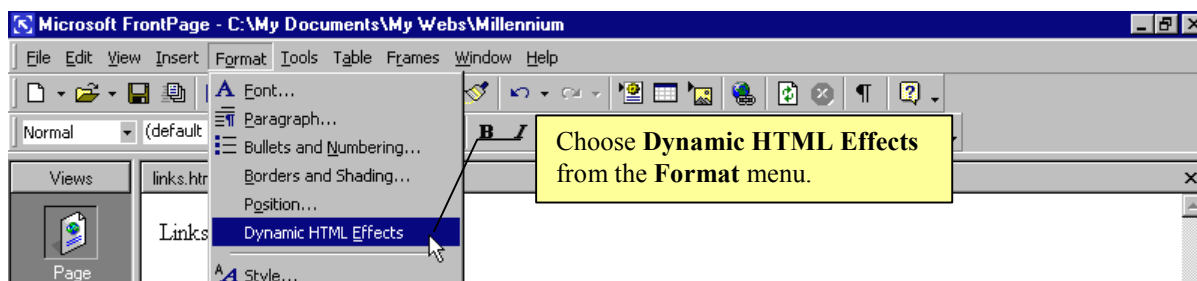
3. Click the **Folder List** button again to hide the folder list in Page View.
4. On the blank **links.htm** page, type "Links to My Favorite Sites" and then press the **Enter** key.

# FrontPage 2000 Exercise 4

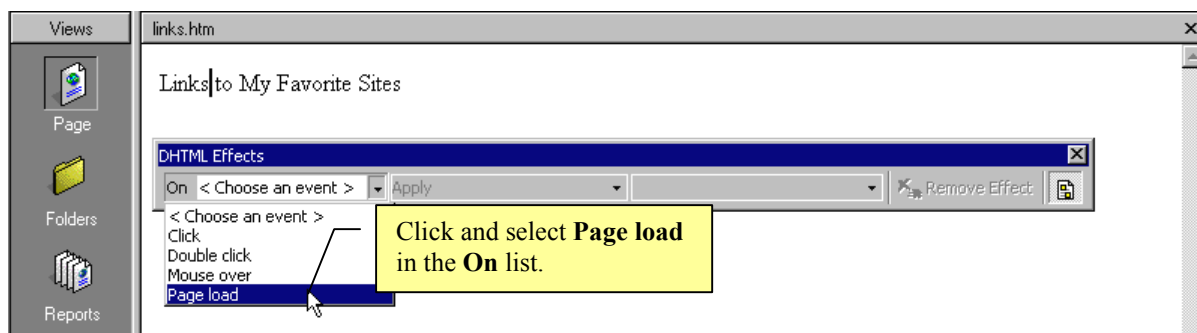
5. Click anywhere within the text “Links to My Favorite Sites”.



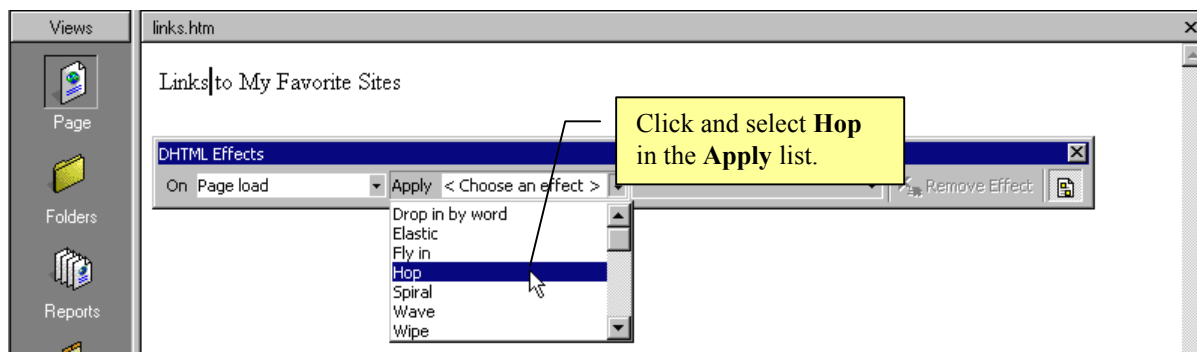
6. Choose **Dynamic HTML Effects** from the **Format** menu.



7. On the **DHTML Effects** toolbar, click and select **Page load** in the **On** list.



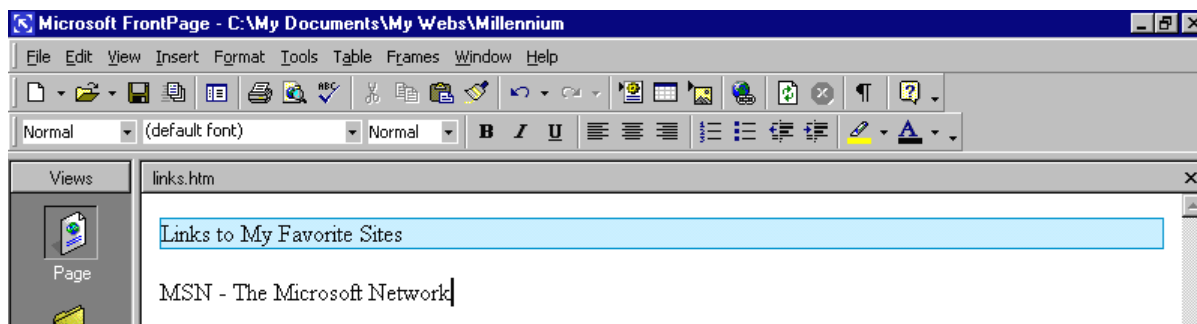
8. Click and select **Hop** in the **Apply** list, and then click the **Close** box of the **DHTML Effects** toolbar.



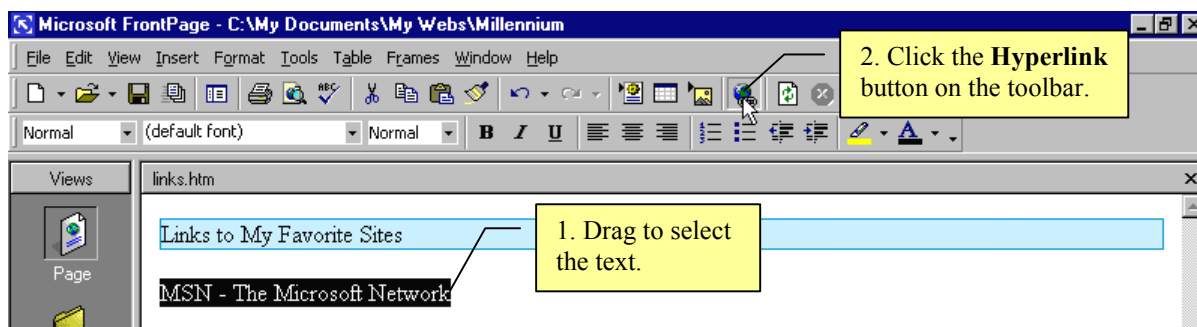
❑ You may click the **Preview** tab to preview the DHTML effect.

# FrontPage 2000 Exercise 4

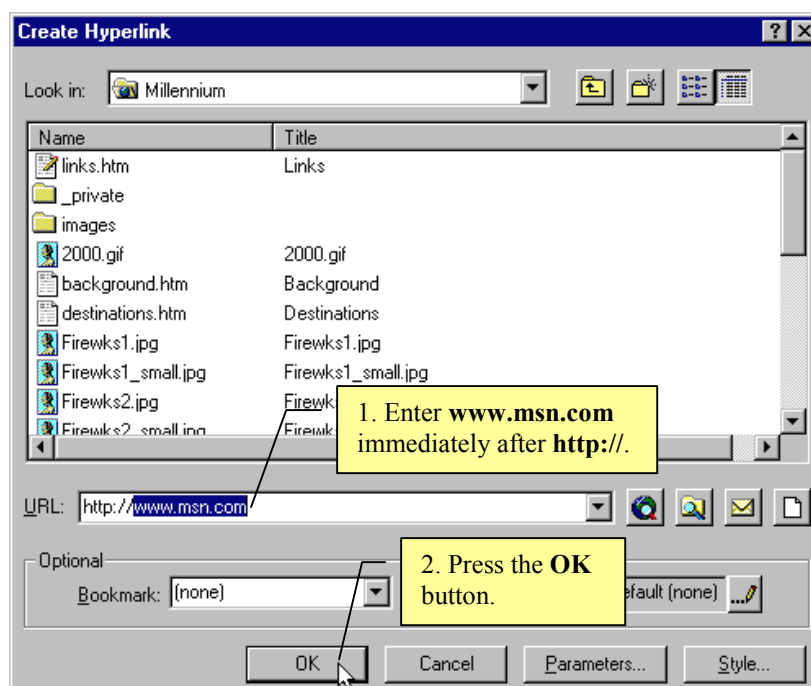
- Click the **Down Arrow** key on the keyboard to move down one line and then type “MSN - The Microsoft Network”.



- Drag to select the text just typed and then click the **Hyperlink** button on the toolbar.

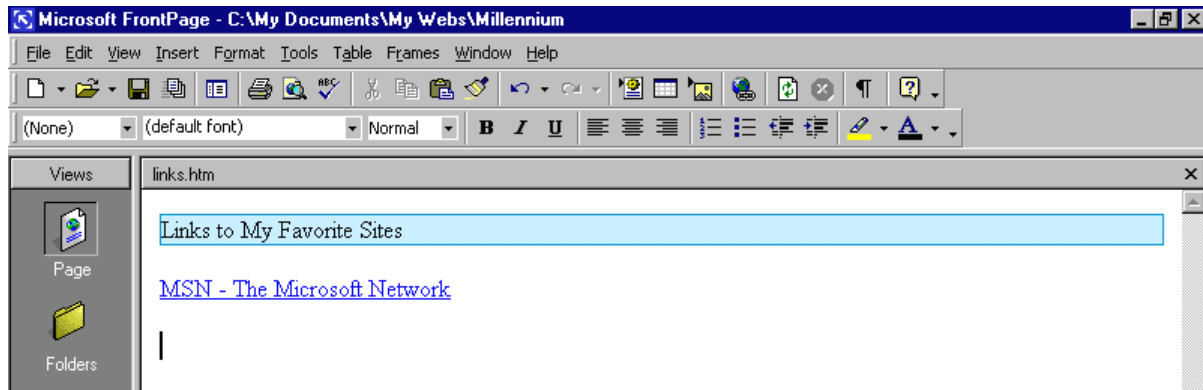


- In the **Create Hyperlink** dialog box, enter “**http://www.msn.com**” in the **URL** text box and then press the **OK** button.

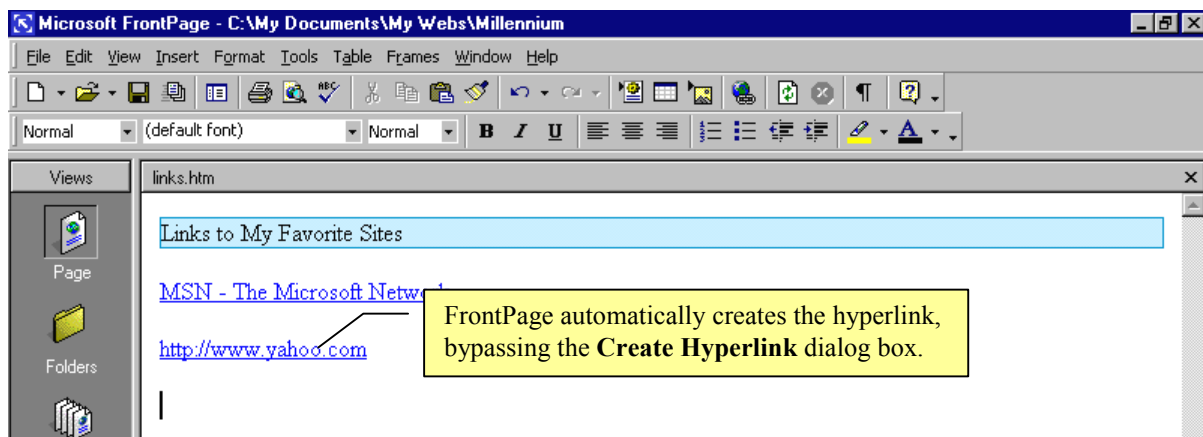


## FrontPage 2000 Exercise 4

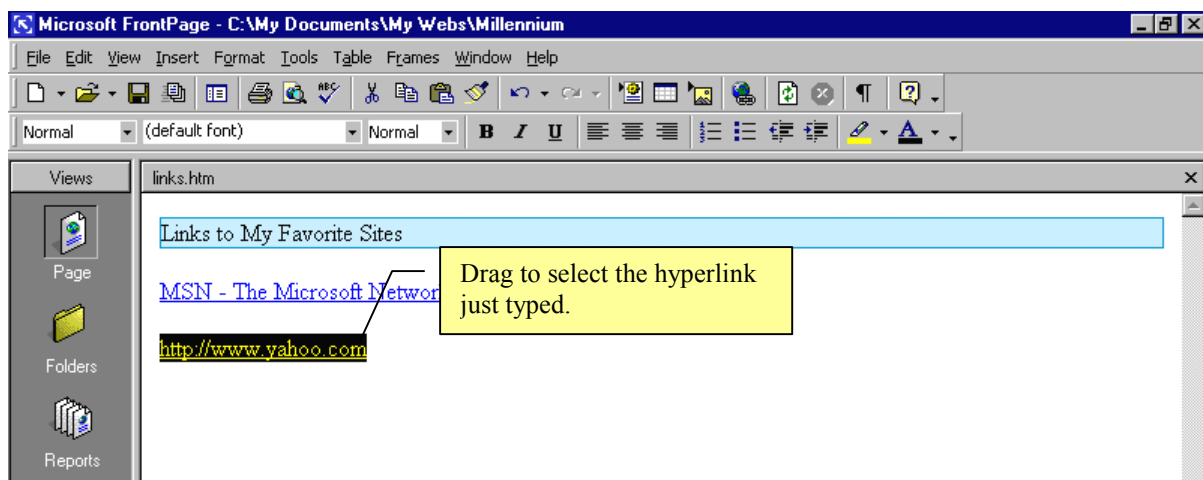
12. Click the **Down Arrow** key on the keyboard to deselect the text and move down one line again.



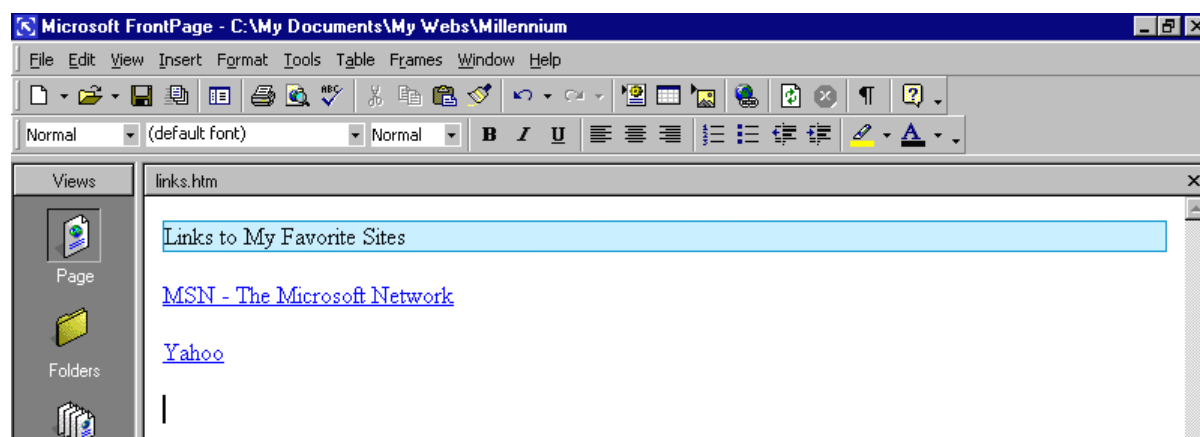
13. Type “<http://www.yahoo.com>” and then press the **Enter** key.



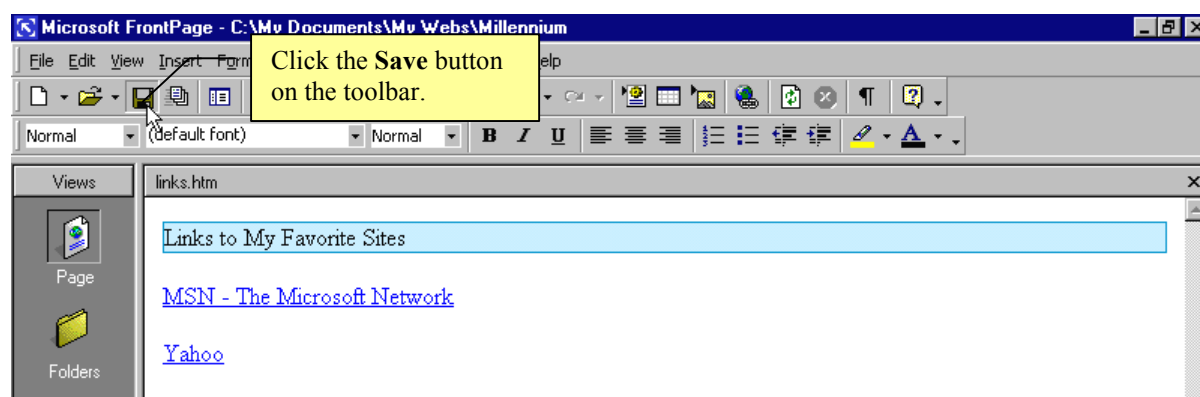
14. Drag to select the hyperlink just typed (i.e., <http://www.yahoo.com>).



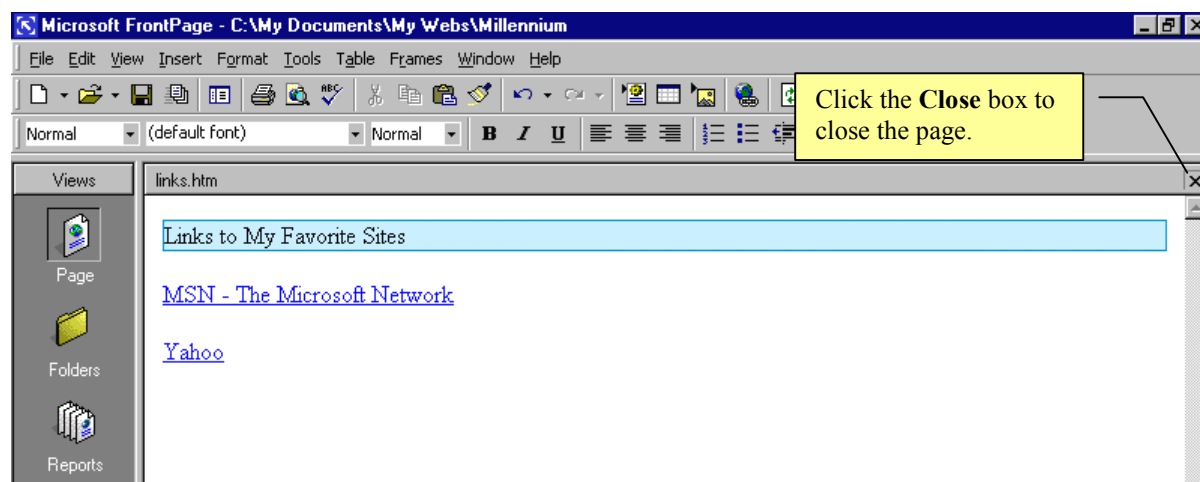
15. Replace the text with “Yahoo”, then press the **Down Arrow** key to deselect the text and move down one line.



16. Click the **Save** button on the toolbar to save the **links.htm** page.



17. Click the **Close** box to close the **links.htm** page.

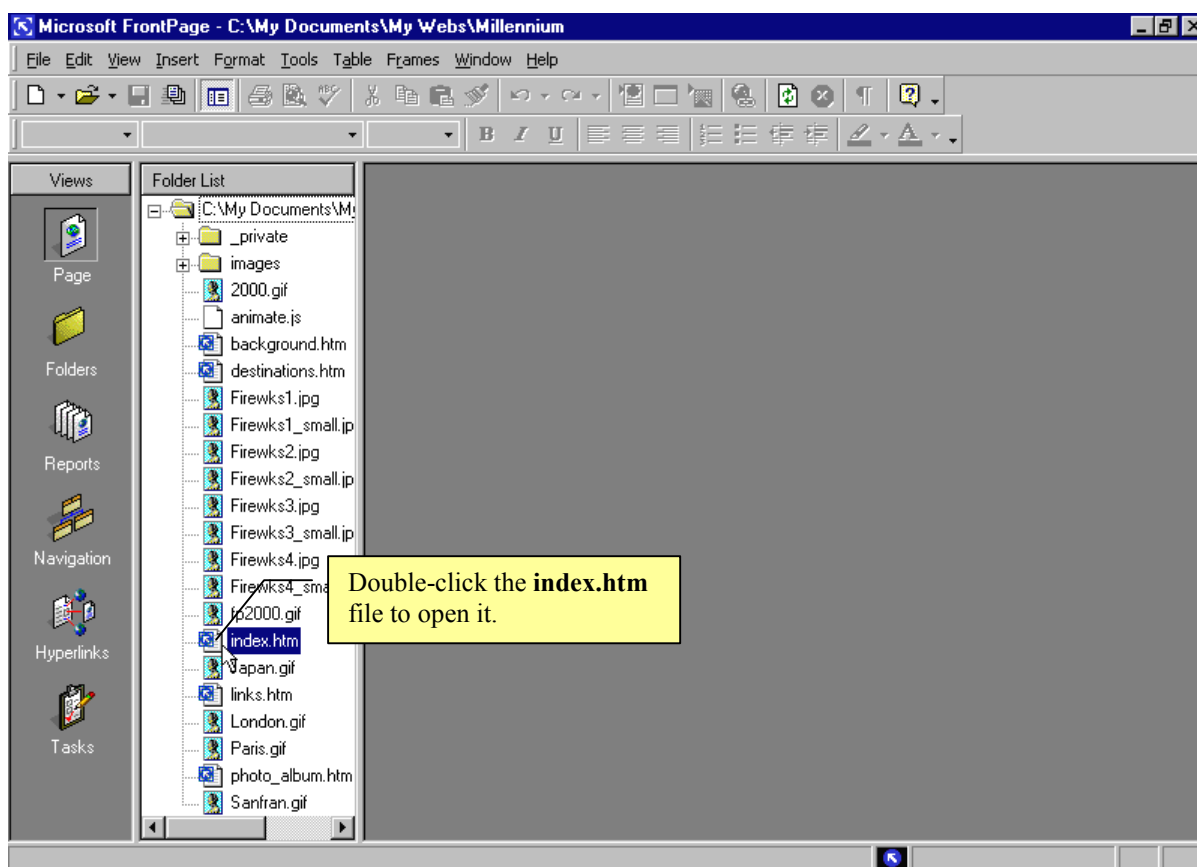


## C. Creating Hyperlinks on the Home Page

1. Click the **Folder List** button to show the folder list in Page View.



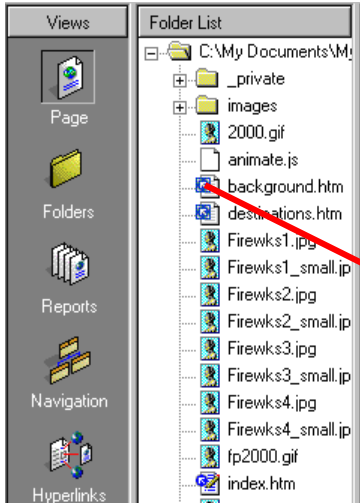
2. Double-click the **index.htm** file to open it in Page View.



3. When the **index.htm** page is opened in Page View, use the **Ctrl+End** keyboard combination to place the cursor at the end of the page.
4. Click the **Center** button on the toolbar to move the cursor to the center of the line.

<b>Wong-Sir Information Technology Notes – Application Software</b>		
<a href="#">Word Processing</a> <a href="#">Spreadsheet</a> <a href="#">Presentation</a> <a href="#">Database</a> <a href="#">Graphics</a> <a href="#">Internet</a>	<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <h2 style="margin: 0;">FrontPage 2000 Exercise 4</h2> <p>5. Drag and move the <b>background.htm</b> file on the <b>Folder List</b> to the bottom of the FrontPage 2000 icon on the <b>index.htm</b> page.</p> </div> <div style="width: 35%; background-color: #800080; color: white; padding: 5px; text-align: center;"> Web Browsing &amp; Email  <b>Home Page</b> </div> </div>	



1. Drag and move the **background.htm** file here.

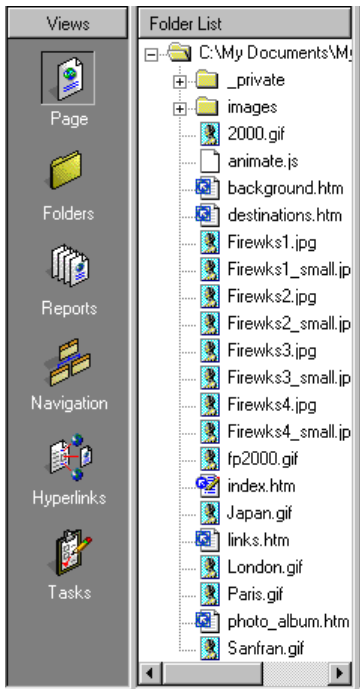
Take a look around my Web site!

Welcome to my Web site!

Take a look around to learn more about the Year 2000, see where people all over the world will be celebrating the new millennium, and look at pictures from past New Year's fireworks.

2. FrontPage creates the hyperlink for the **background.htm** here.

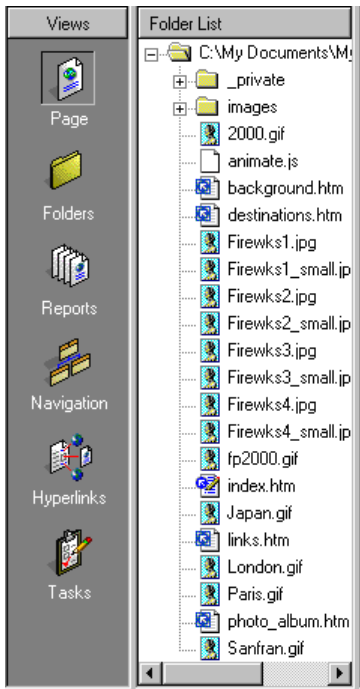
  




6. Press the **Down Arrow** key on the keyboard to deselect the text and move down one line.

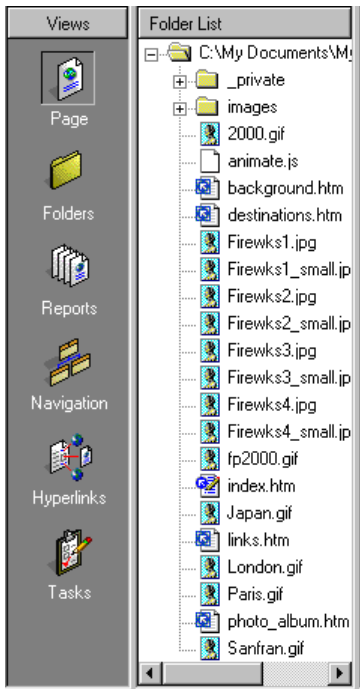
7. Repeat similar procedures to create hyperlinks for the **destinations.htm**, **links.htm** and **photo\_album.htm** pages on the **index.htm** page.







8. Click the **Save** button on the toolbar to save the **index.htm** page.

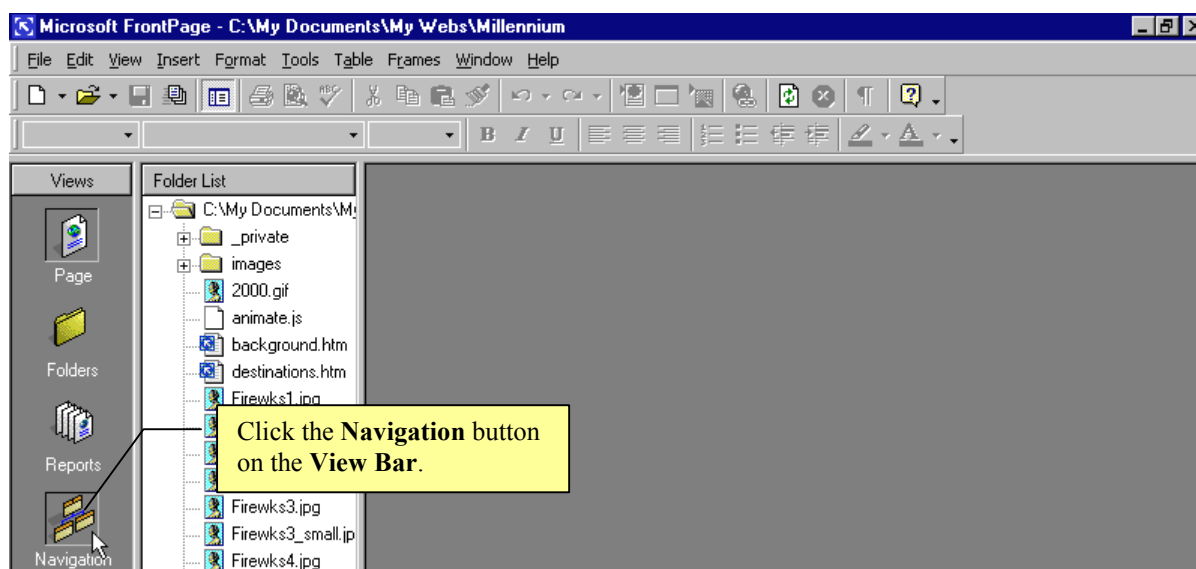
9. Click the **Close** button of the **index.htm** page to close the page.

Wong-Sir.Com ( <a href="http://www.wong-sir.com">http://www.wong-sir.com</a> )	Home Page -- FrontPage 2000 Exercise 4	Page 56
Welcome to make copies for educational purposes!		

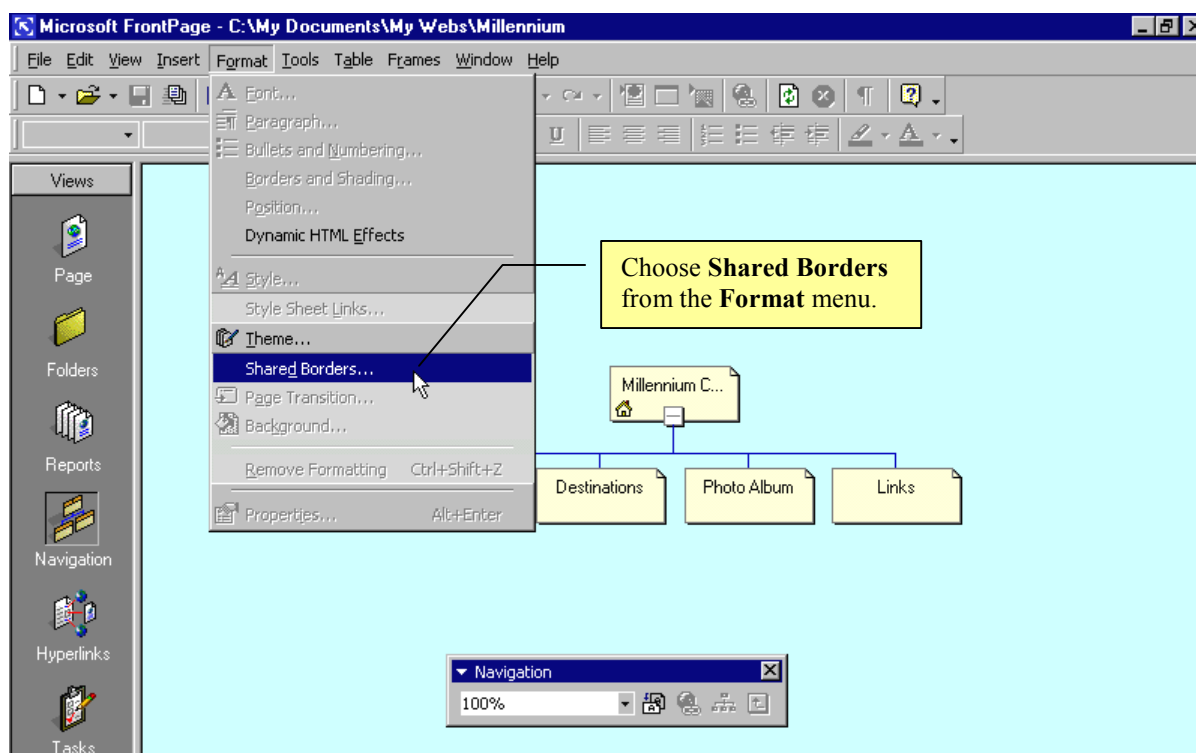


## D. Adding Shared Borders and Navigation Bars

1. Click the **Navigation** button on the **View Bar** to switch to **Navigation View**.

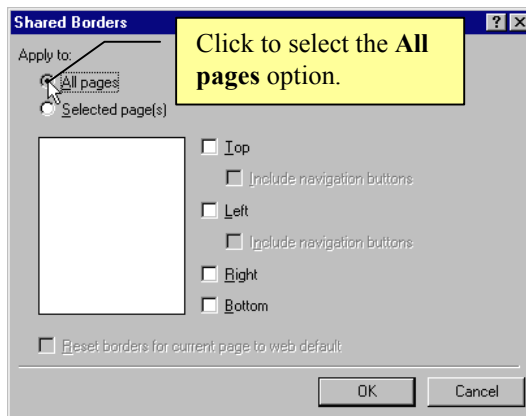


2. Click the **Folder List** button to hide the folder list in Navigation View.
3. Double-click the **Format** menu if necessary and then choose **Shared Borders**.

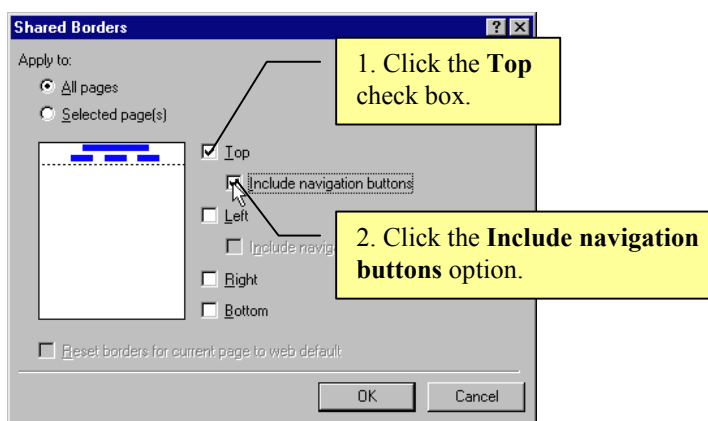


# FrontPage 2000 Exercise 4

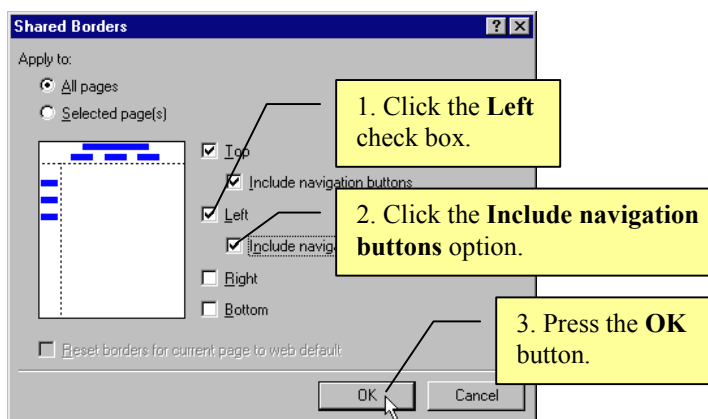
4. In the **Shared Borders** dialog box, click to select the **All pages** options if necessary.



5. Click the **Top** check box and then click the **Include navigation buttons** option.



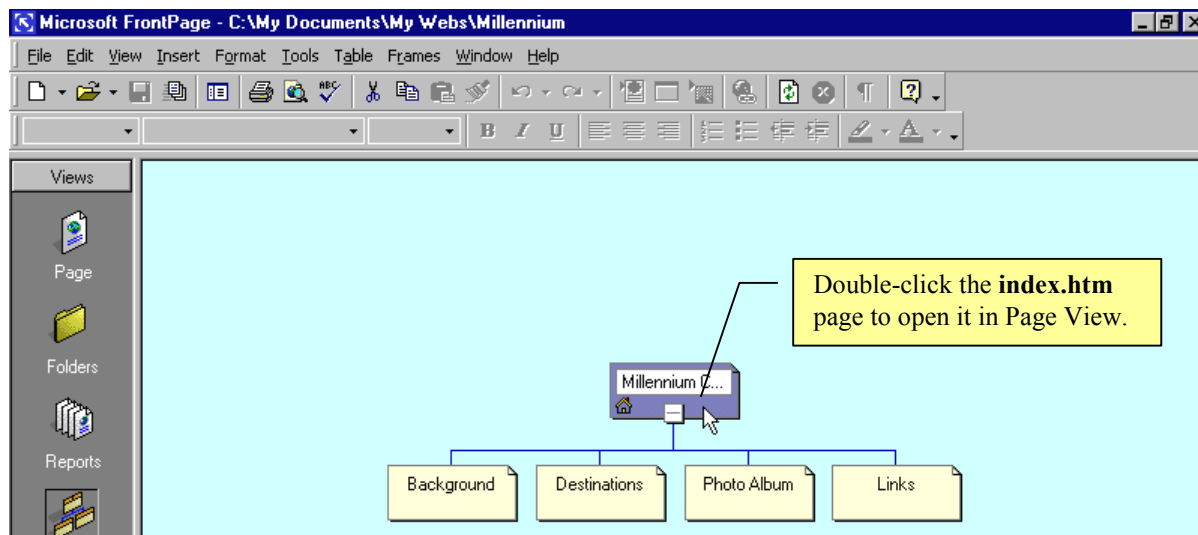
6. Similarly, click the **Left** check box and then click the **Include navigation buttons** option.



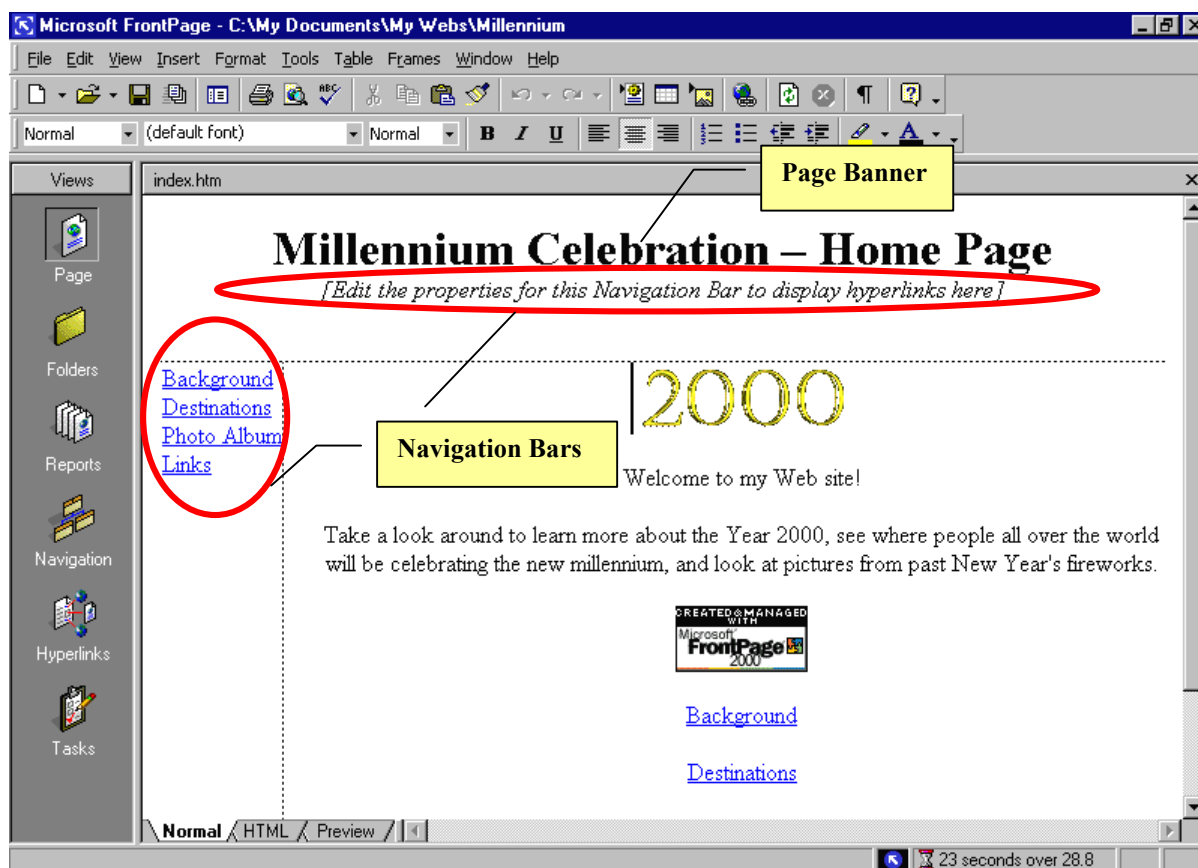
7. Press the **OK** button.

# FrontPage 2000 Exercise 4

8. Double-click the **index.htm** page to open it in Page View.



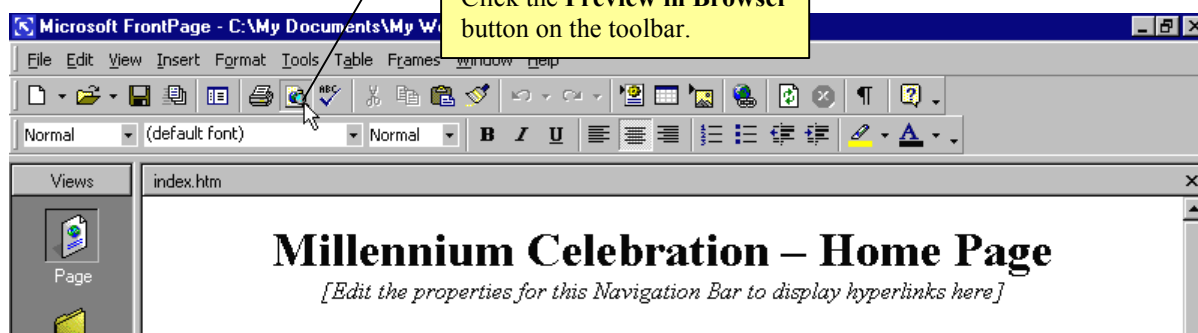
- ❑ A page banner and a navigation bar are added to the top shared border and a navigator bar is added to the left shared border of the **index.htm** page.



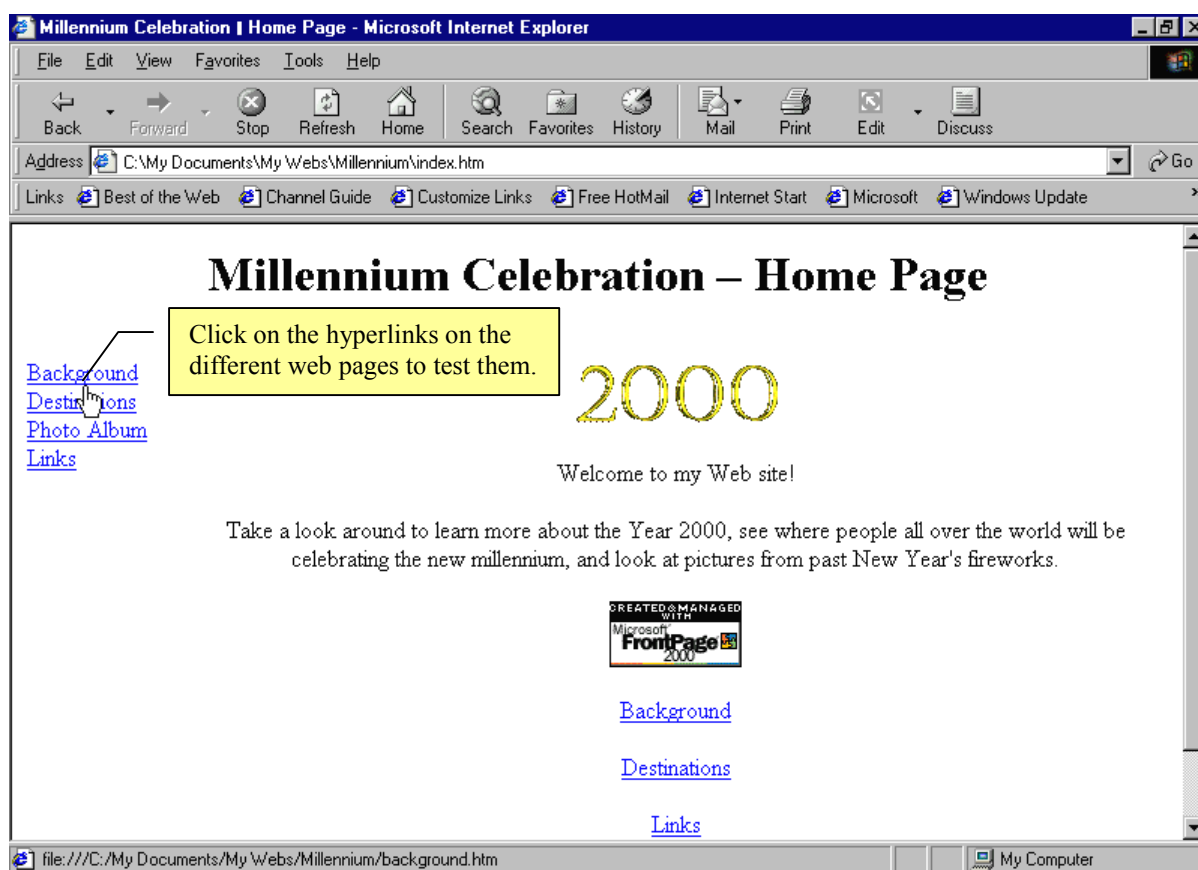
# FrontPage 2000 Exercise 4

## E. Testing the Navigation Bars and Hyperlinks in Shared Borders

1. Click the **Preview in Browser** button on the toolbar to load the default web browser (e.g., Internet Explorer).



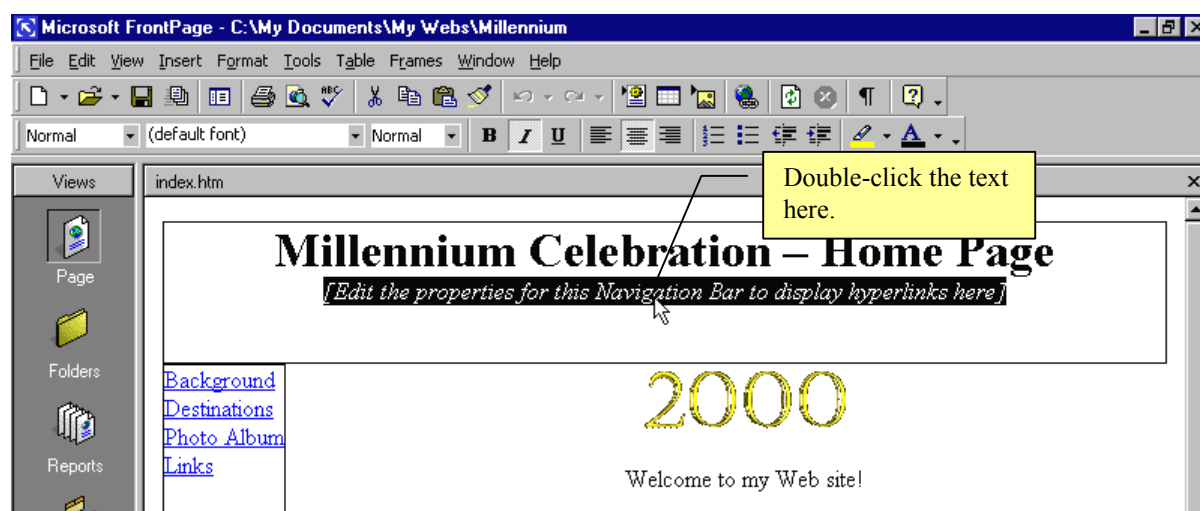
2. Explore the hyperlinks on the web pages freely with the web browser.



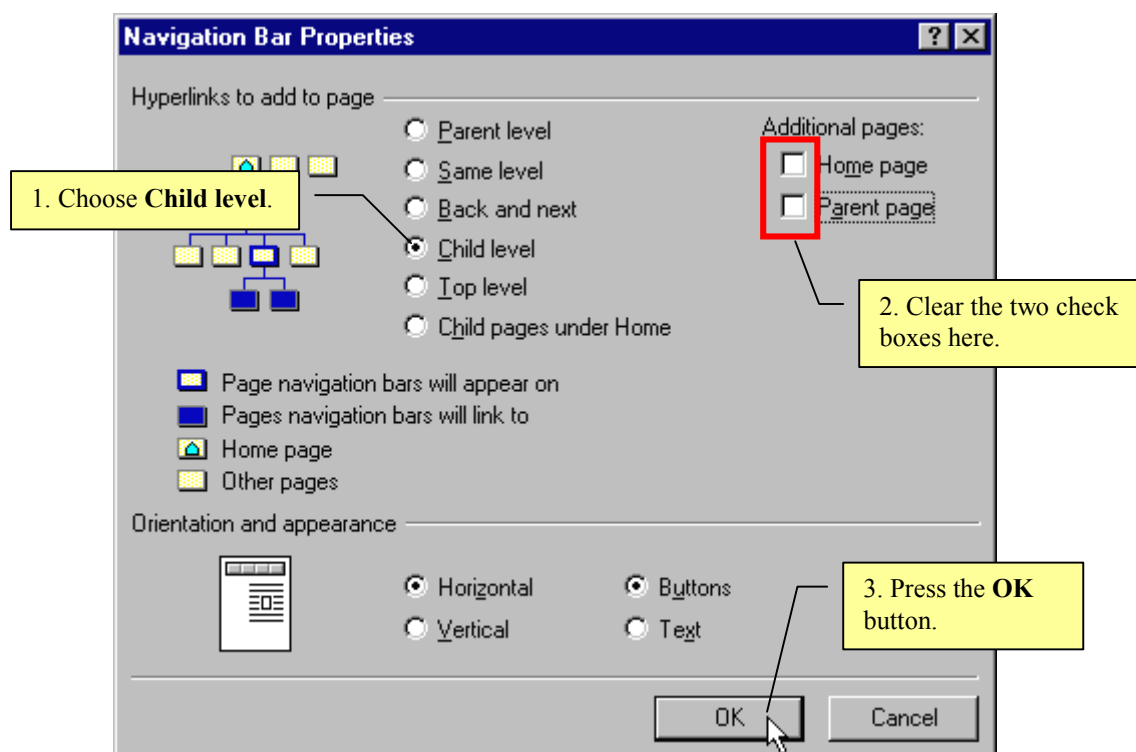
- ❑ Use the **Back** and **Forward** button of the web browser (i.e., Internet Explorer) to move backward and forward among the web pages.

## F. Customizing Navigation Bars and Shared Borders

1. In the top border of the **index.htm** page, double-click the text that reads **Edit the properties for this Navigation Bar to display hyperlinks here.**

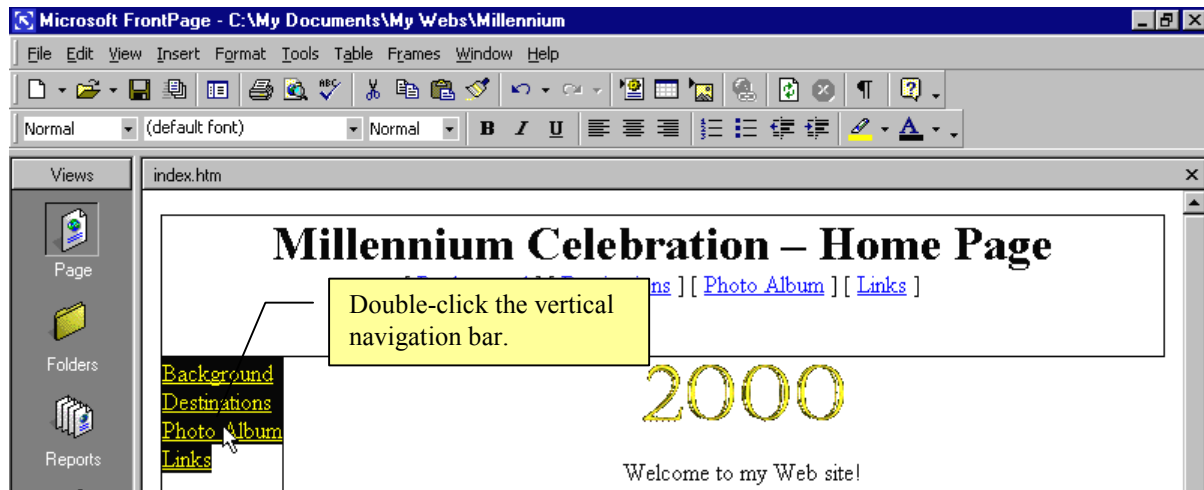


2. In the **Navigation Bar Properties** dialog box, click the **Child level** option, clear the check boxes for **Home page** and **Parent page**, and then press the **OK** button.

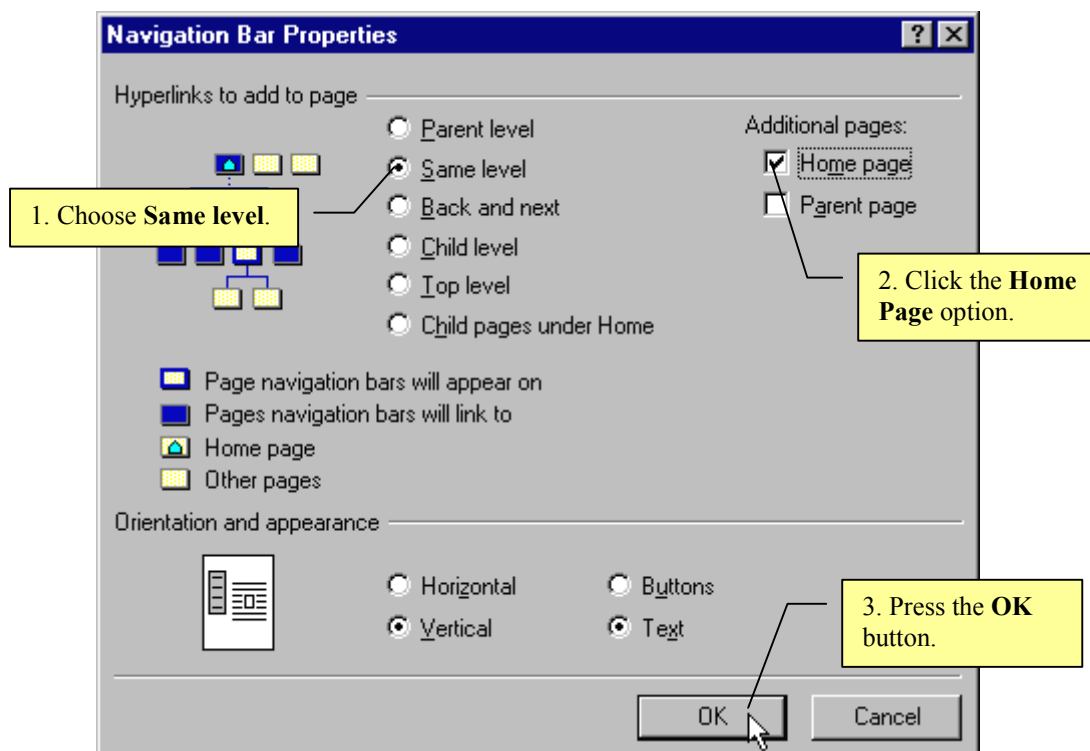


## FrontPage 2000 Exercise 4

3. In the left border of the **index.htm** page, double-click the vertical navigation bar.



4. In the **Navigation Bar Properties** dialog box, click the **Same level** option, select the **Home page** check box, and then press the **OK** button.

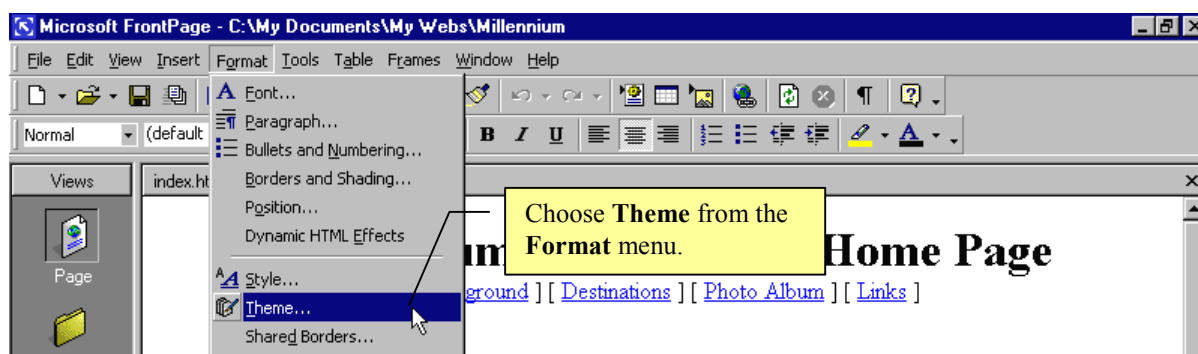


5. Click the **Save** button on the toolbar to save the **index.htm** page.
6. Click anywhere on the page to deselect the text and press the **Preview in Browser** button on the toolbar to test the web pages again.

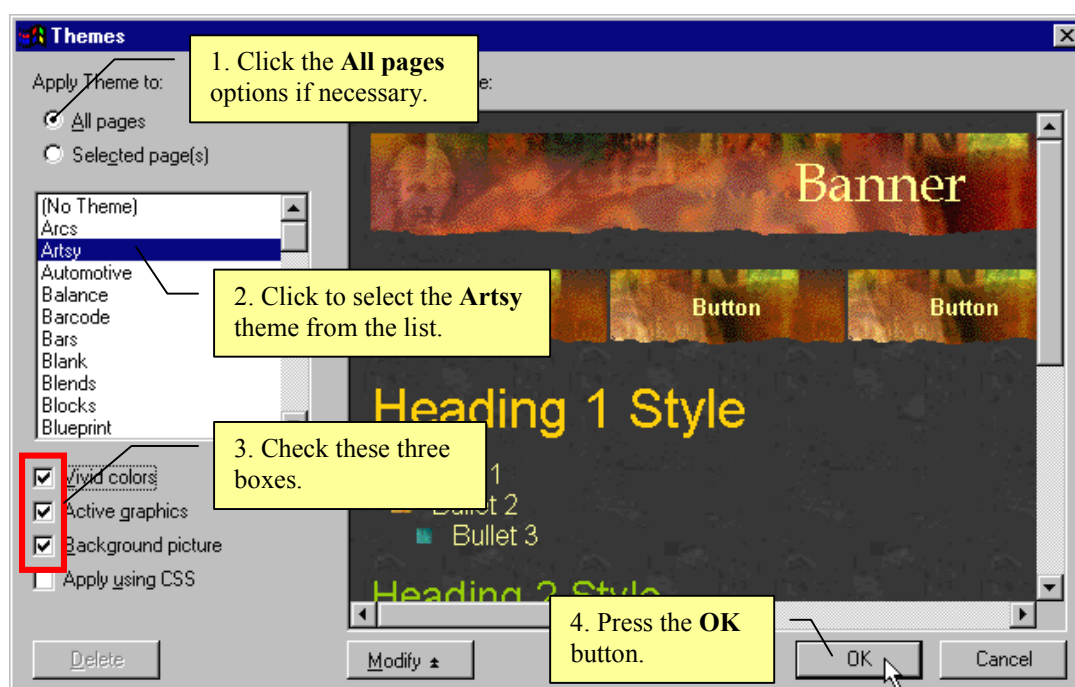
# FrontPage 2000 Exercise 4

## G. Applying a Theme to the Millennium Web

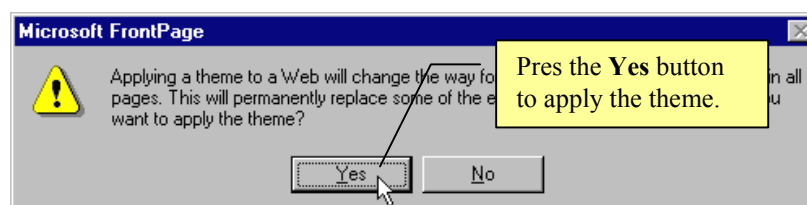
1. With the **index.htm** page still open, choose **Theme** from the **Format** menu.



2. In the **Themes** dialog box, click to select the **All pages** option if necessary.
3. Click to select a theme (e.g., **Artsy**) from the list, check the **Vivid colors**, **Active graphics** and **Background picture** options, and then press the **OK** button.



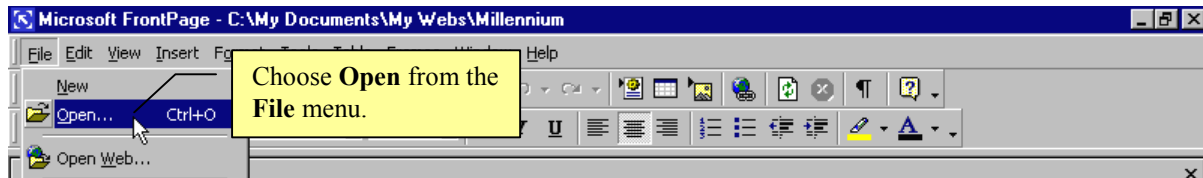
4. In the **Microsoft FrontPage** alert box, press the **Yes** button to apply the theme.



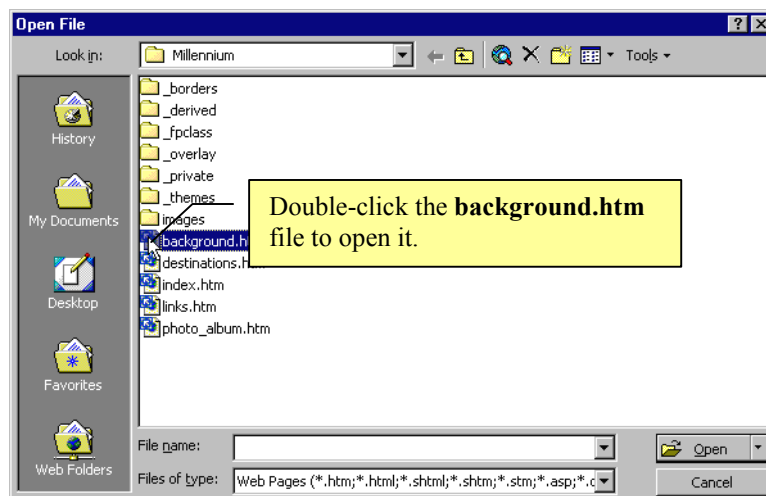
# FrontPage 2000 Exercise 4

## H. Displaying Graphical Navigation Buttons on All the Pages

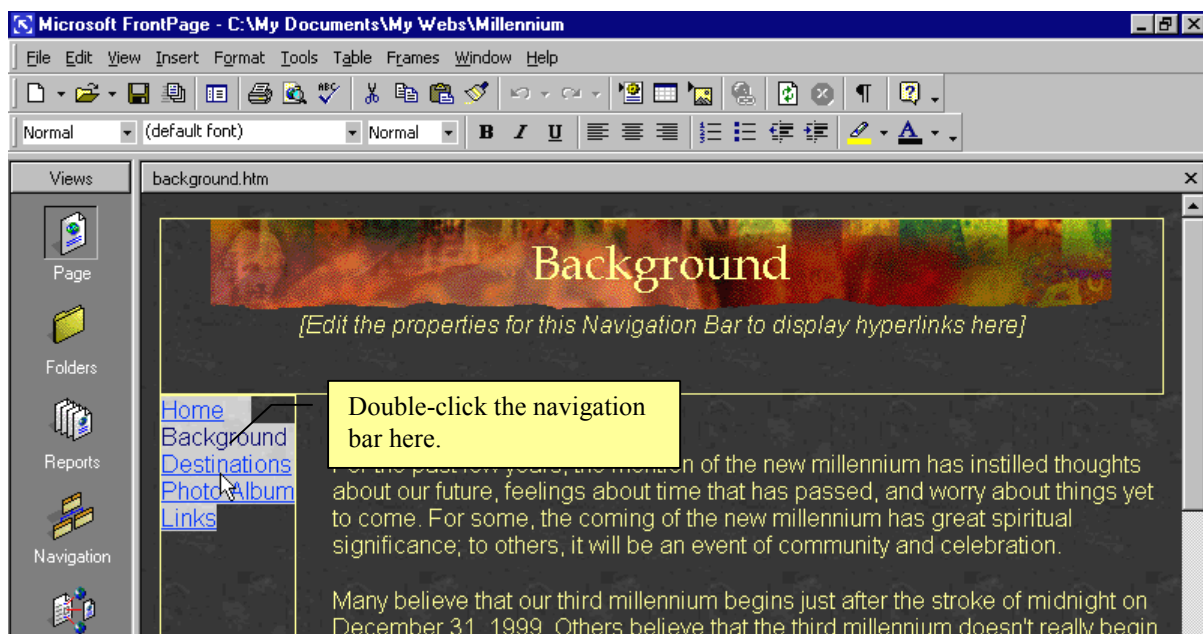
1. Choose **Open** from the **File** menu.



2. In the **Open File** dialog box, double-click the **background.htm** file to open it.

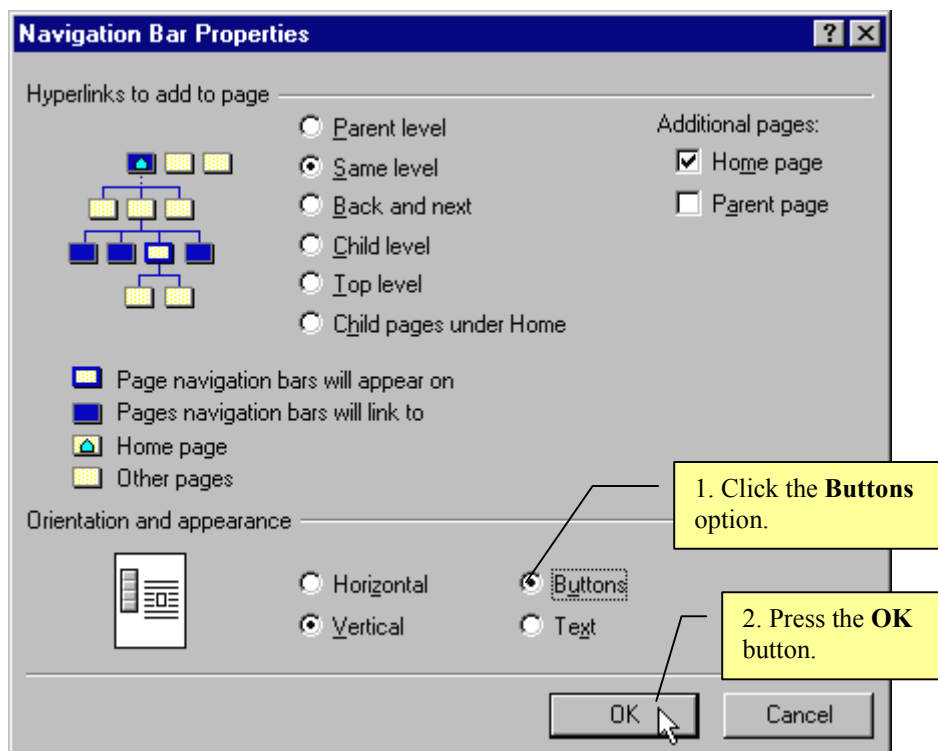


3. On the **background.htm** page, double-click the navigation bar in the left shared border.

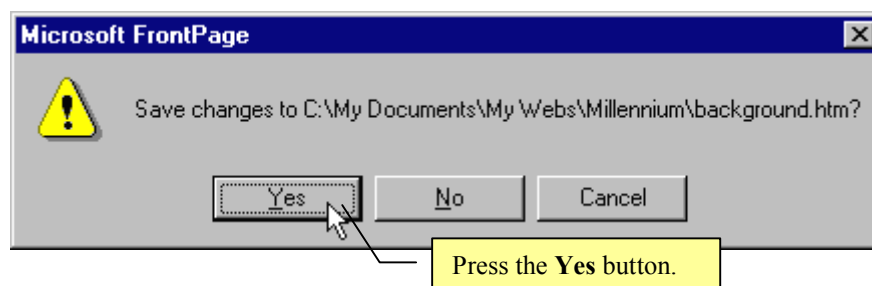




- In the **Navigation Bar Properties** dialog box, click to select the **Buttons** options and then press the **OK** button.



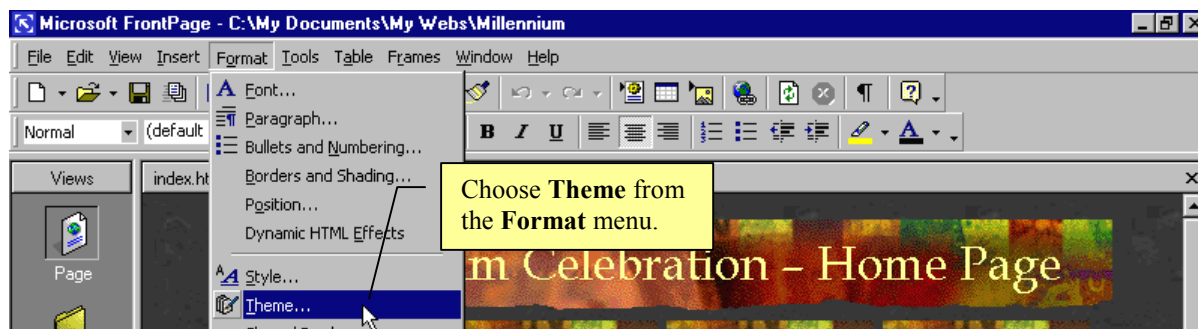
- Click the **Save** button on the toolbar to save the **background.htm** page.
- Click the **Close** button of the **background.htm** page to close it.
- Click the **Yes** button in the **Microsoft FrontPage** alert box to save the changes to the **Millennium** web.



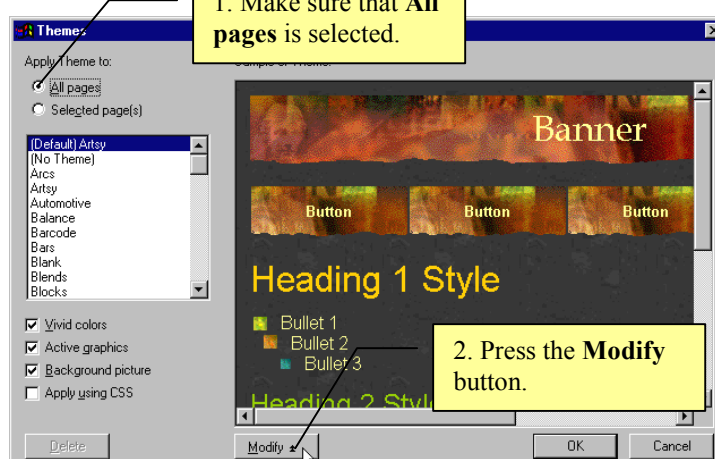
# FrontPage 2000 Exercise 4

## I. Editing a FrontPage Theme

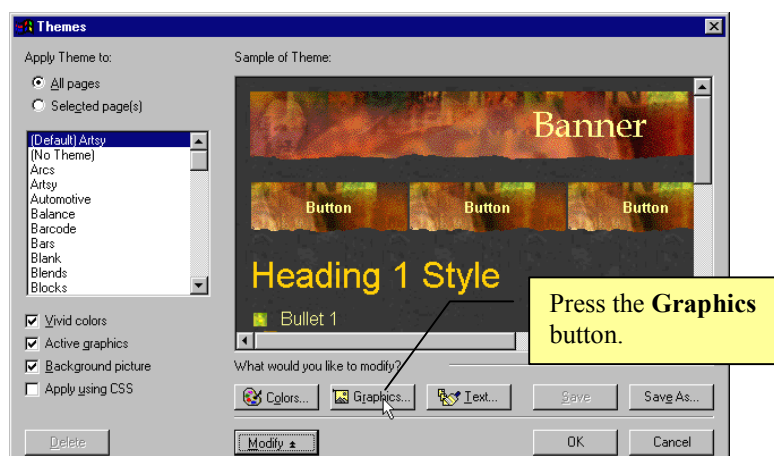
1. With the **index.htm** page still open, choose **Theme** from the **Format** menu.



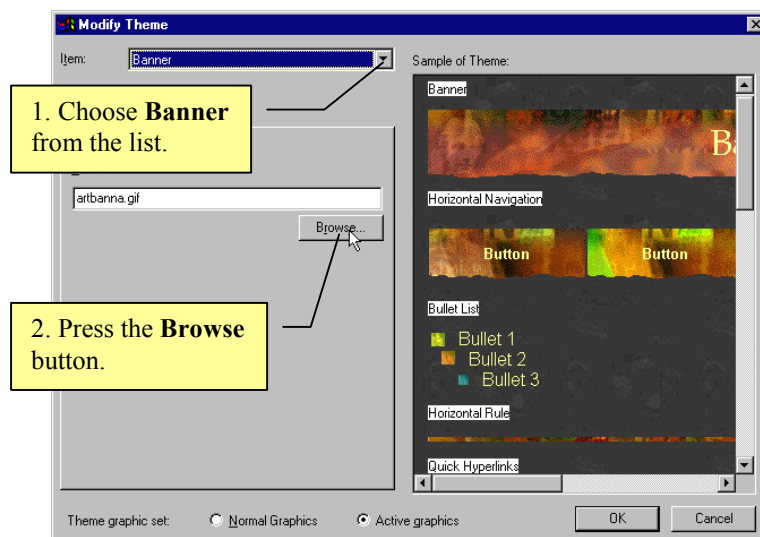
2. In the **Themes** dialog box, make sure that **All pages** is selected, press the **Modify** button.



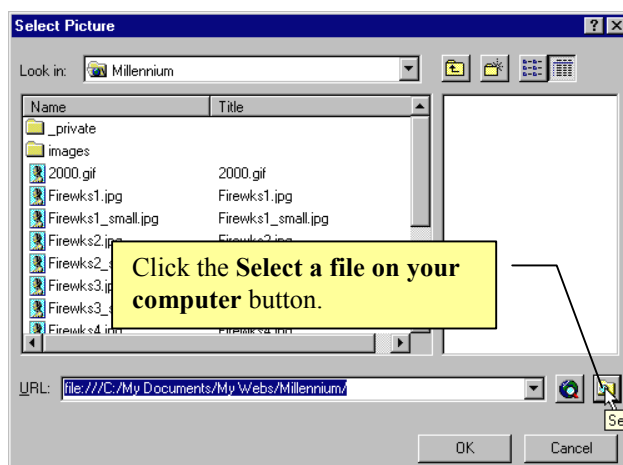
3. Under the question "**What would you like to modify?**", press the **Graphics** button.



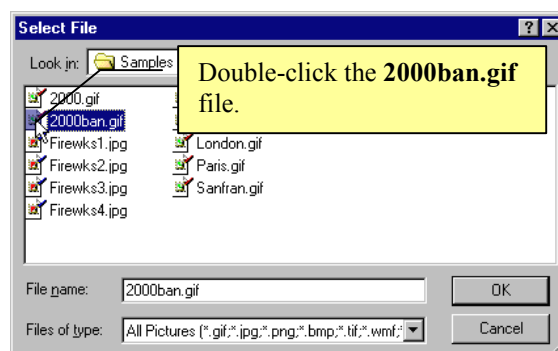
4. In the **Modify Theme** dialog box, choose **Banner** from the **Item** list and then press the **Browse** button.



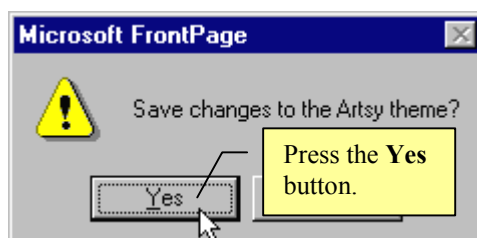
5. In the **Select Picture** dialog box, click the **Select a file on your computer** button.



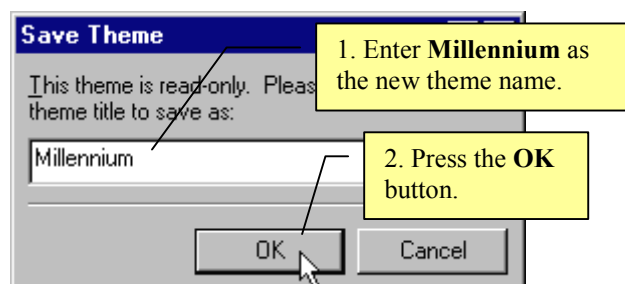
6. In the **Select File** dialog box, navigate to the desired directory if necessary (e.g., **D:\FPTutor\Samples**) and then double-click the **2000ban.gif** file.



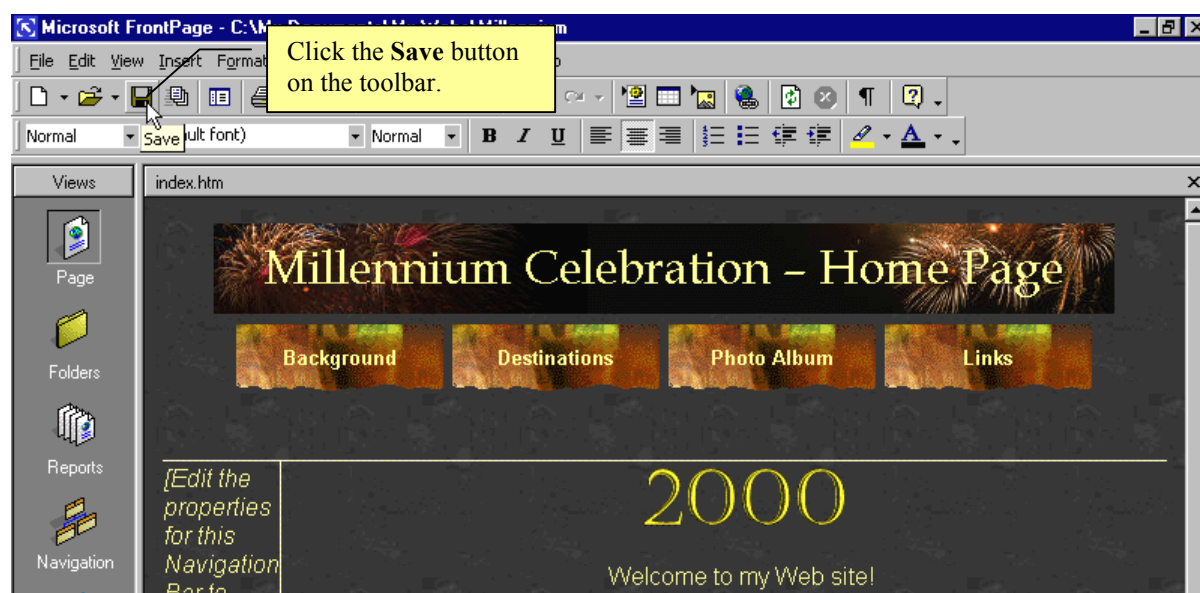
7. Press the **OK** button in the **Modify Theme** dialog box, and then press the **OK** button in the **Themes** dialog box.
8. Press the **Yes** button in the **Microsoft FrontPage** alert box.



9. Enter **Millennium** as the new theme name in the **Save Theme** dialog box and then press the **OK** button.



10. Click the **Save** button on the toolbar to save the **index.htm** page.



## J. Exiting FrontPage

- ❑ Close all open page(s) and then choose **Exit** from the **File** menu to exit FrontPage 2000.