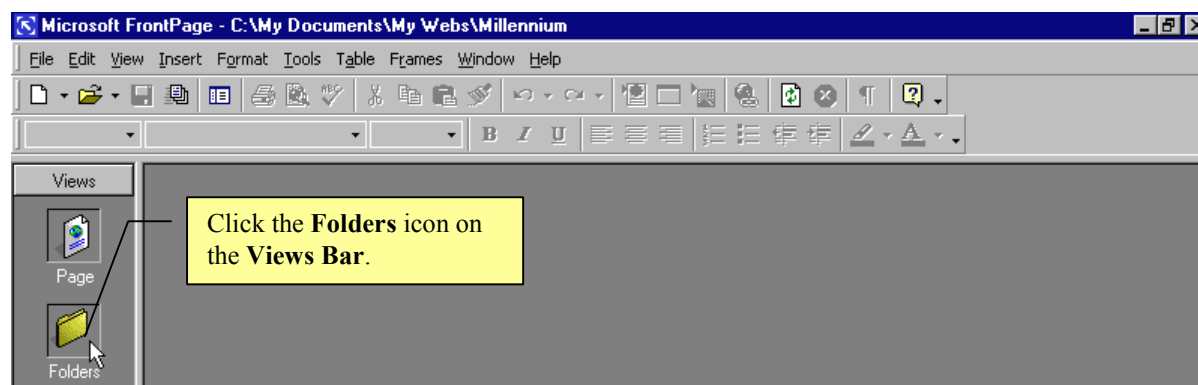


## A. Opening the Millennium Web

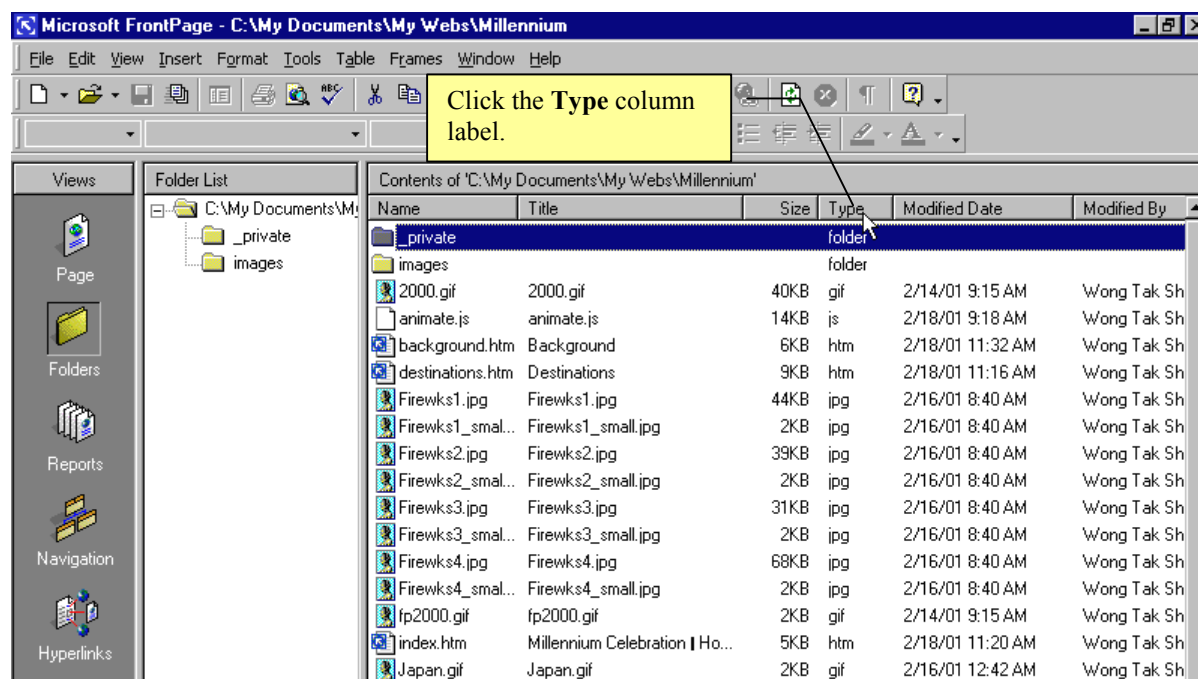
1. Start Microsoft FrontPage 2000 from the desktop.
2. Choose **Close** from the **File** menu to close the blank web page.
3. Choose **Open Web** from the **File** menu.
4. In the **Open Web** dialog box, navigate to the directory of the **Millennium** web (e.g., **C:\My Documents\My Webs\Millennium**, or **A:\Millennium**) and then press the **Open** button.

## B. Organizing Files in Folders View

1. Click the **Folders** icon on the **Views Bar** to switch to **Folders View** if necessary.

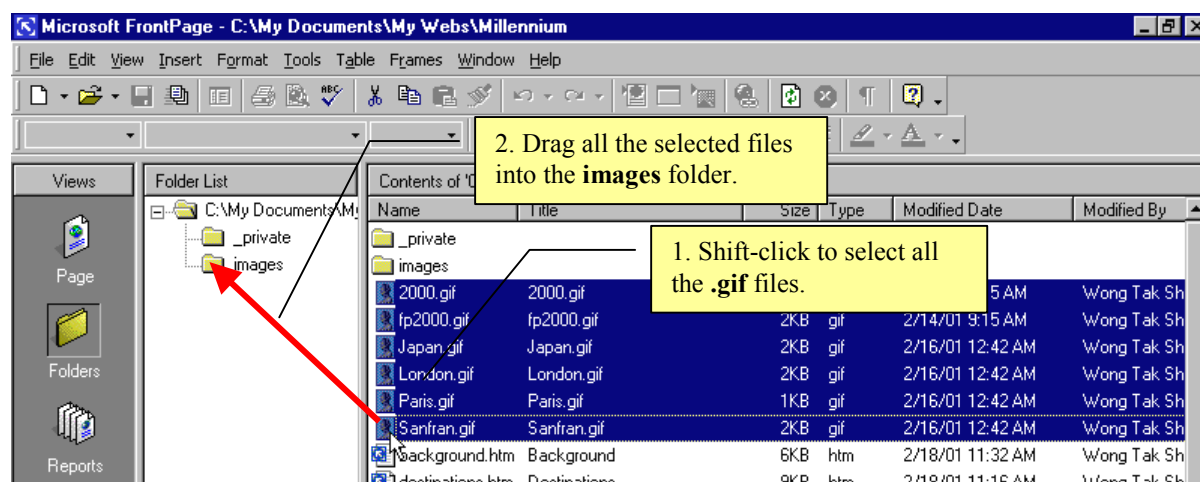


2. In the Folders View, click the **Type** column label.

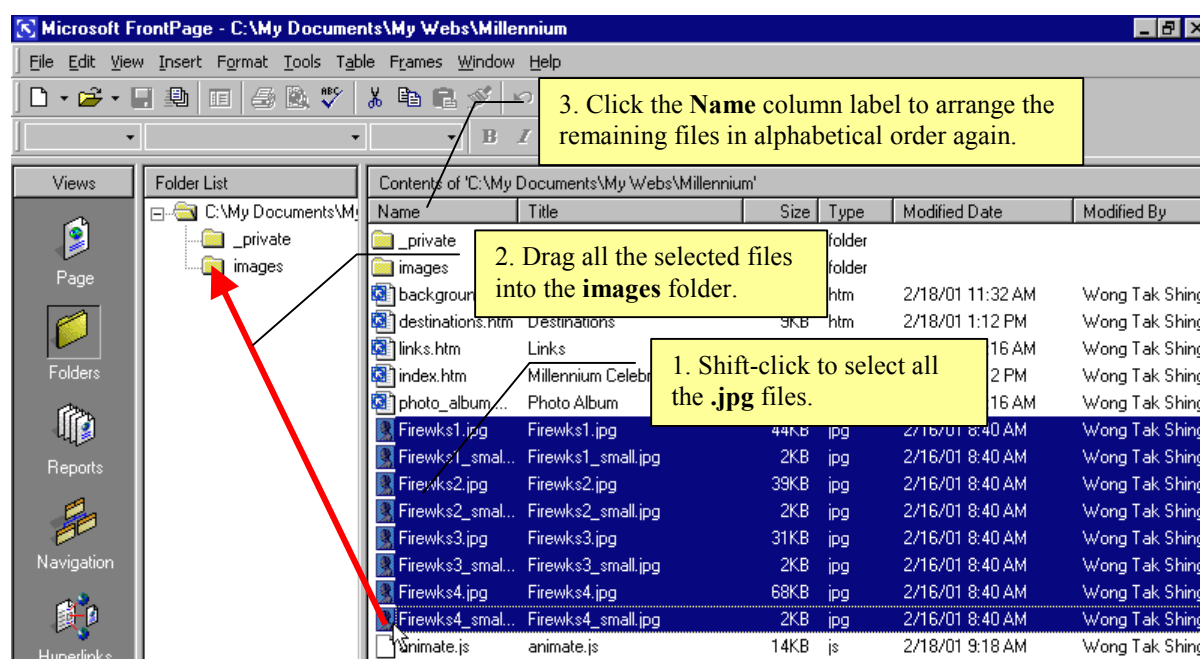


# FrontPage 2000 Exercise 5

3. **Shift-click** to select all the files in **.gif** format and then drag them into the **images** folder.



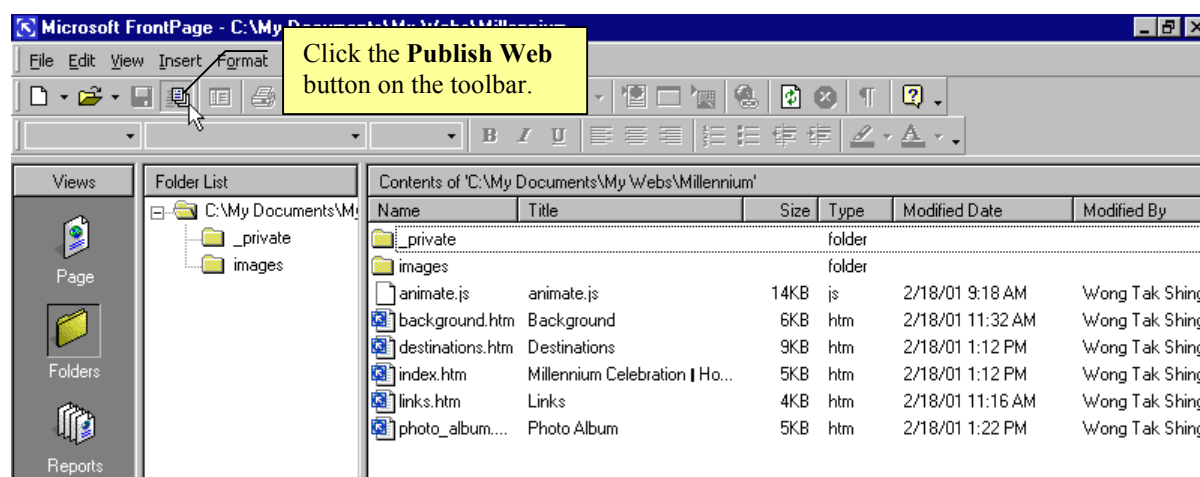
4. Similarly, move all the files with a **.jpg** extension into the **images** folder.



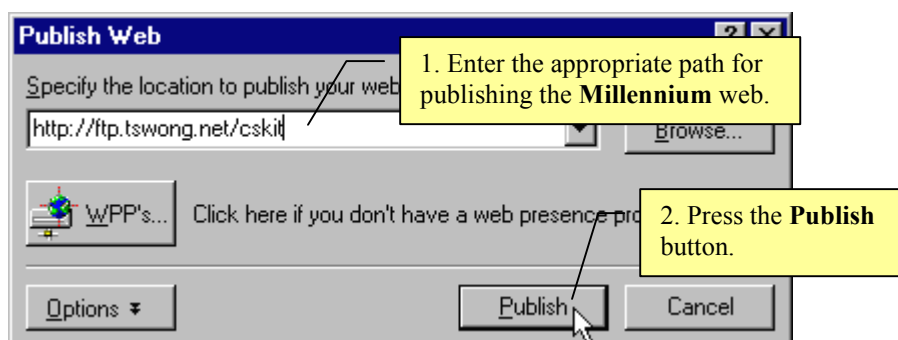
5. Click the **Name** column label to arrange the remaining list of folders and files by their name again.

## C. Publishing the Millennium Web

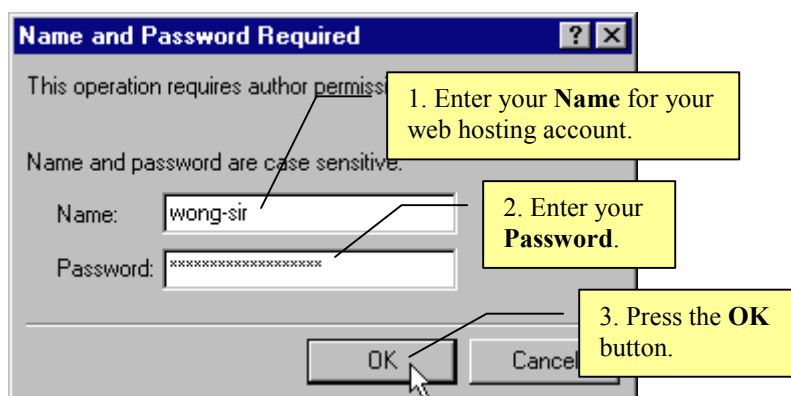
1. Dial-up to make connection to the Internet if necessary.
2. Click the **Publish Web** button on the toolbar.



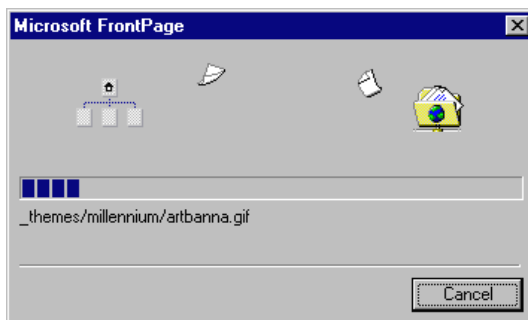
3. In the **Publish Web** dialog box, enter the appropriate path in the text box (e.g., <http://ftp.tswong.net/cskit>) and then press the **Publish** button.



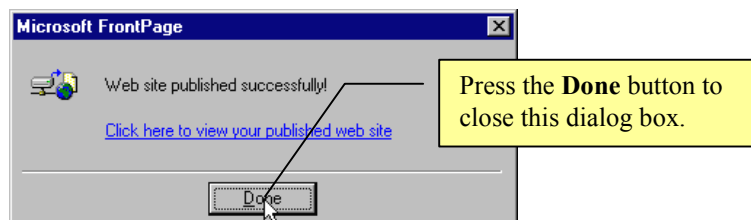
4. In the **Name and Password Required** dialog box, enter the **Name** and **Password** required, and then press the **OK** button.



- In the **Microsoft FrontPage** dialog box, the publishing status of the current web is shown.

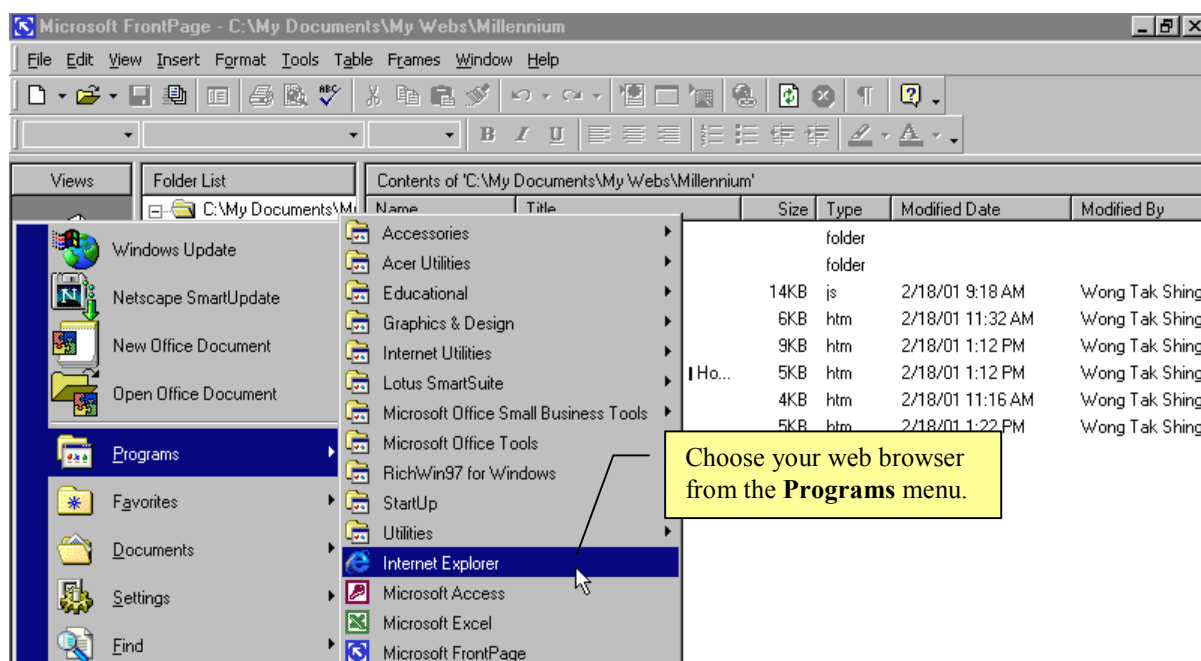


- After FrontPage has finished publishing the current web, the following dialog box will be displayed. Press the **Done** button to close the dialog box.



## D. Browsing the Millennium Web on the Internet

- Dial-up to make connection to the Internet if necessary.
- Load the web browser (e.g., Internet Explorer).



3. Enter the appropriate URL of the **Millennium** web (e.g., <http://www.tswong.net/cskit>) in the **Address** box of the web browser and then press the **Enter** key.



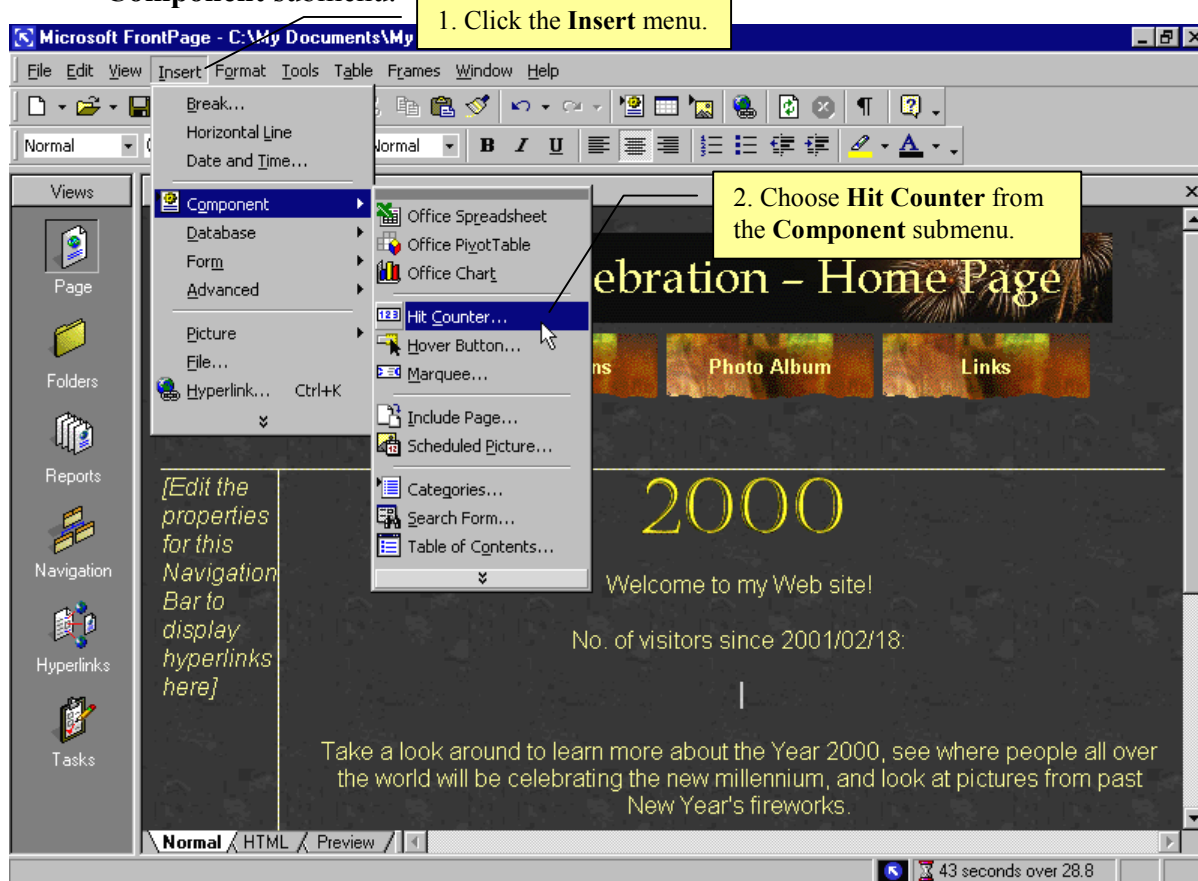
4. Click on any text or graphic link to browse the **Millennium** web on the Internet.

## E. Adding a Hit Counter on the Home Page

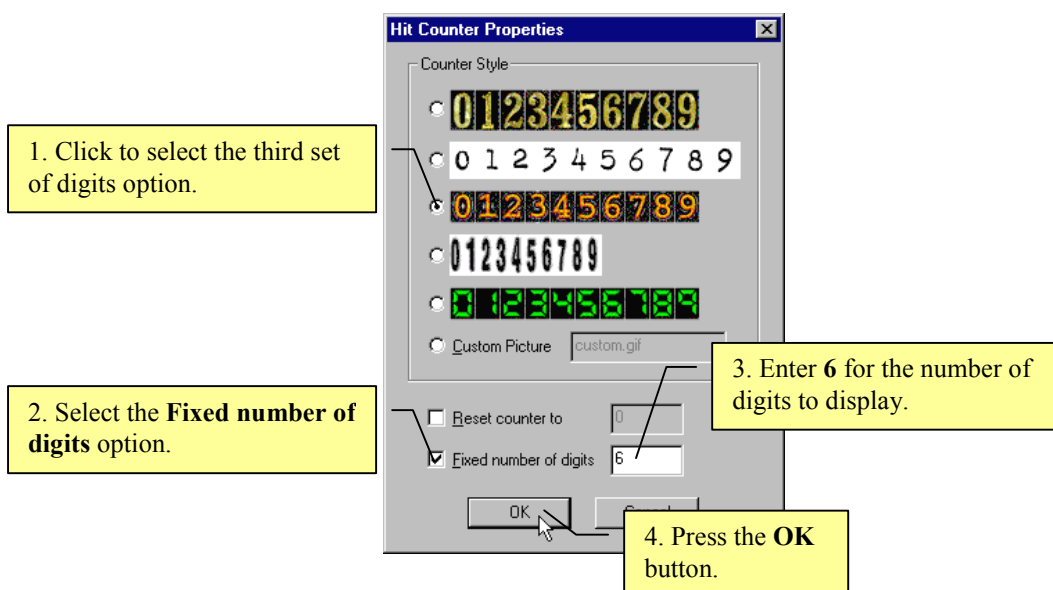
1. In the Folders View, double-click the **index.htm** file (i.e., the Home Page) to open it in Page View.
2. Click at the end of the welcome message and then press the **Enter** key to insert a new line.
3. Type “**No. of visitors since 2001/02/18:**” and then press the **Enter** key to insert another line.

# FrontPage 2000 Exercise 5

- Click the **Insert** menu to display its menu items, choose **Hit Counter** from the **Component** submenu.



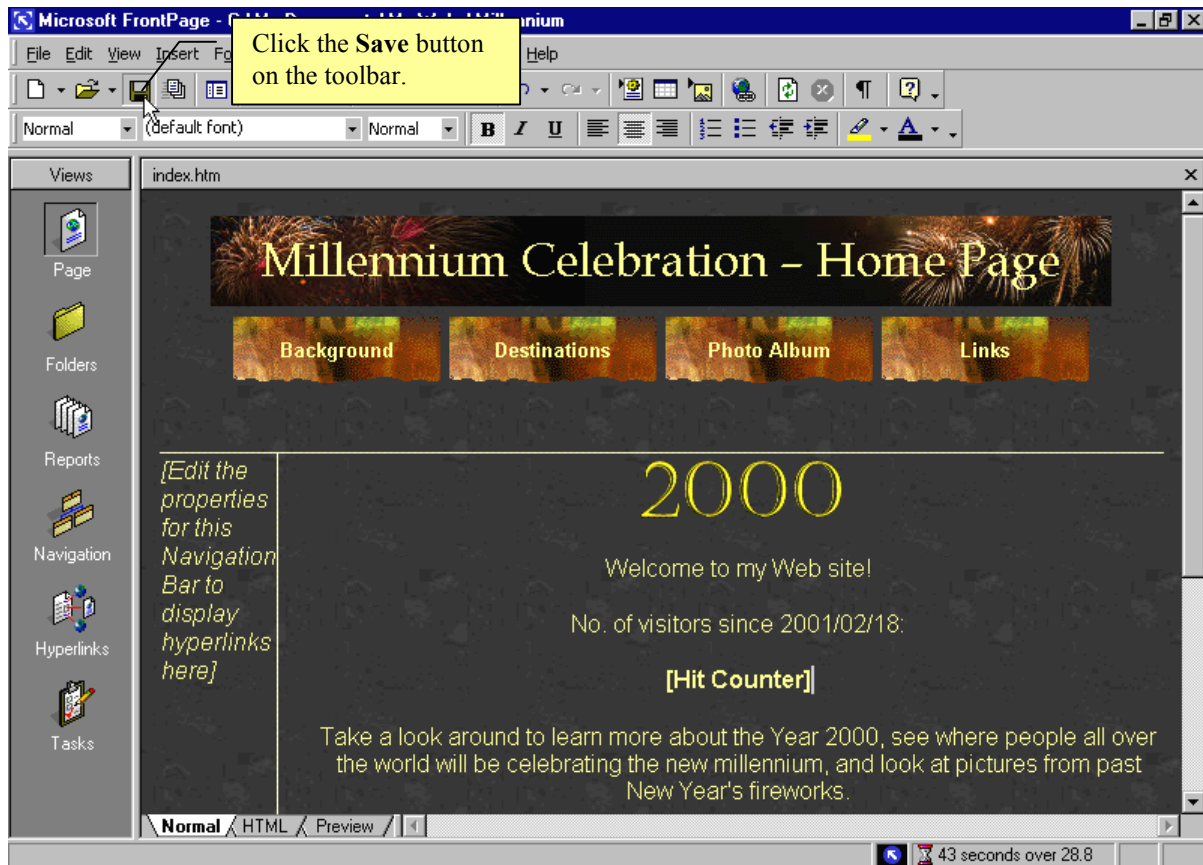
- In the **Hit Counter Properties** dialog box, select the third set of digits, check the **Fixed number of digits** option, enter **6** in the text box, and then press the **OK** button.





# FrontPage 2000 Exercise 5

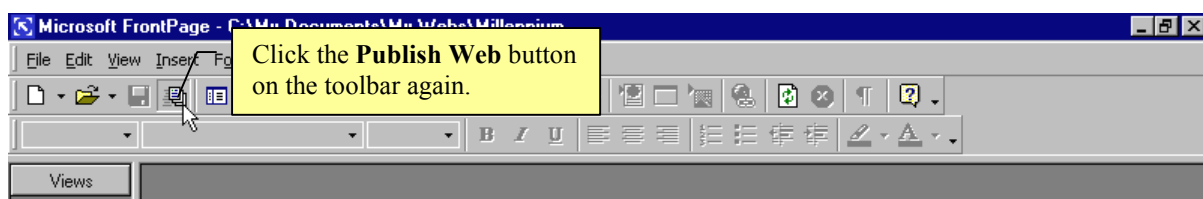
6. Click the **Save** button on the toolbar to save the **index.htm** page.



7. Click the **Close** box of the **index.htm** page to close the page.

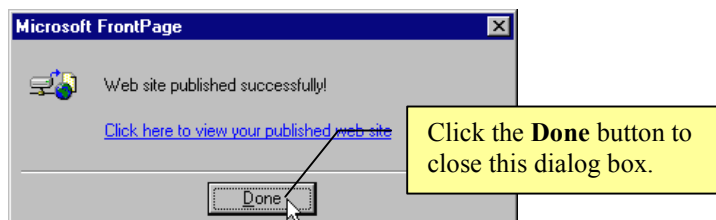
## F. Publishing the Millennium Web Again

1. Click **Publish Web** button on the toolbar again.



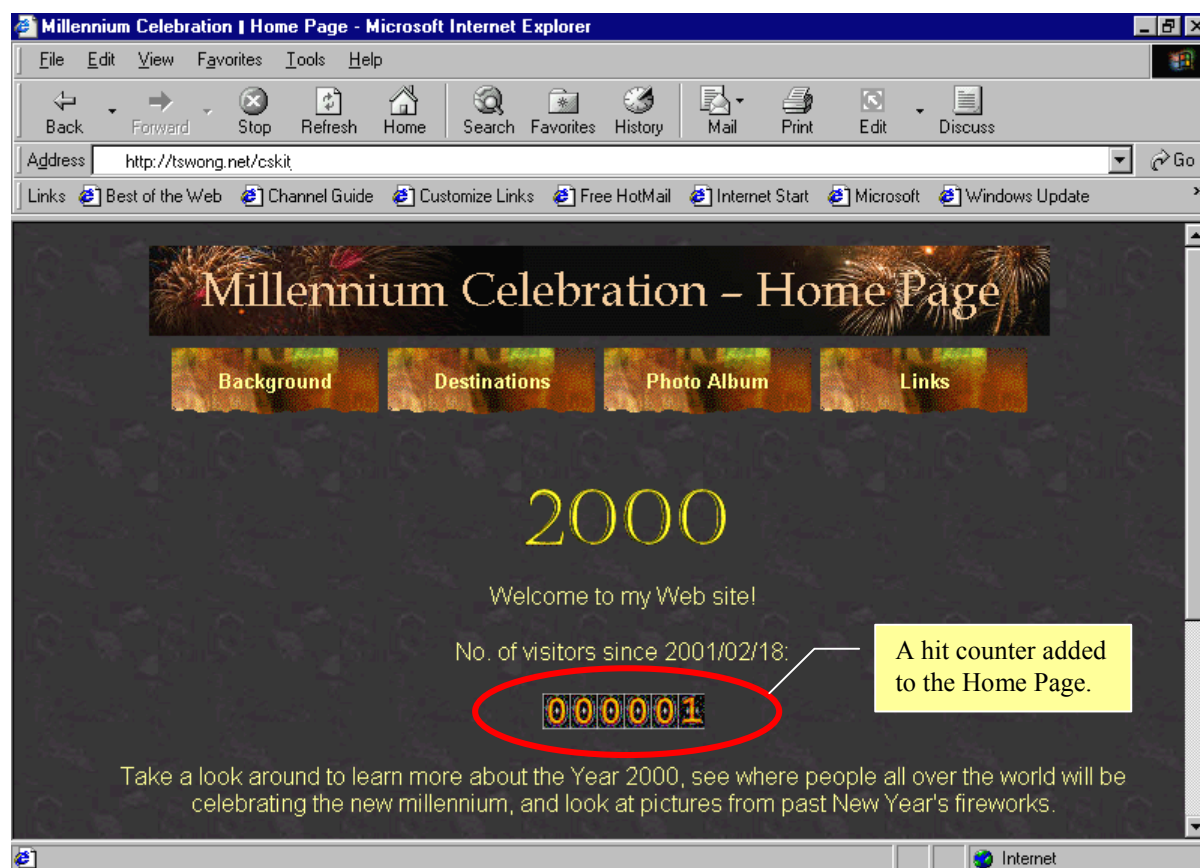
- ❑ Note that FrontPage no longer requires you to enter the path to publish the **Millennium** web again.
- ❑ If you have exited FrontPage before you publish the **Millennium** web again, you may be required to enter the **Name** and **Password** once more.

- Press the **Done** button to close the **Microsoft FrontPage** dialog box.



## G. Testing the Hit Counter on the Home Page

- Load the web browser again, enter the URL of the **Millennium** web in the **Address** box and then press the **Enter** key.



## H. Exiting FrontPage

- Switch back to the Microsoft FrontPage program. Choose **Exit** from the **File** menu to exit FrontPage 2000.
- Disconnect to the Internet if necessary.