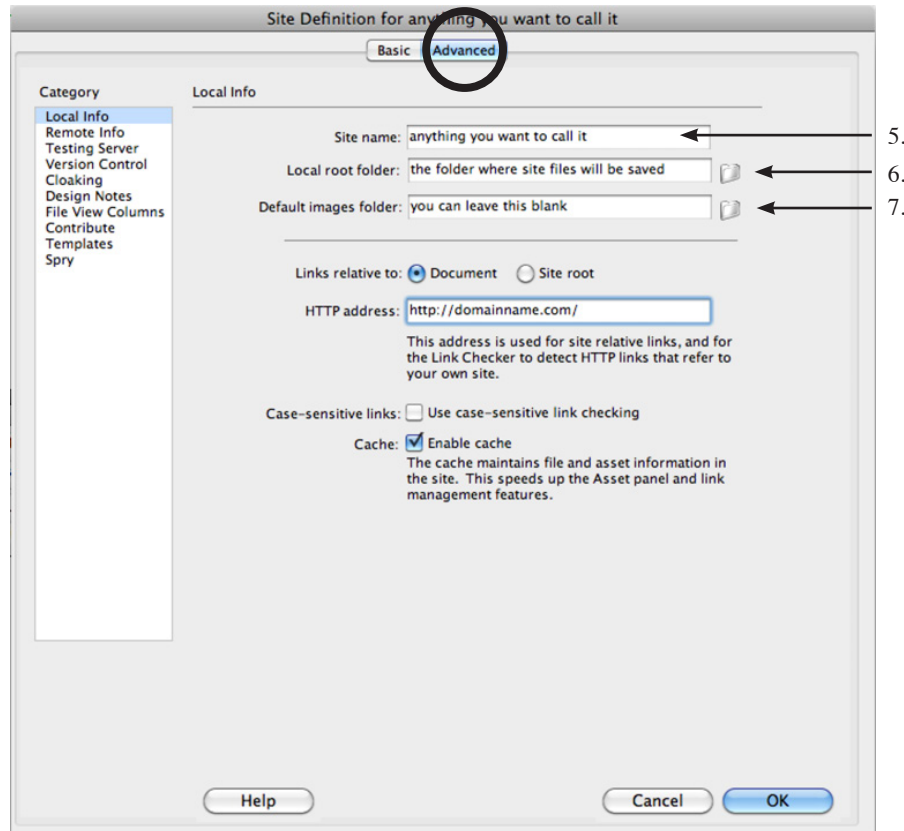




## DEFINING A SITE

When creating a site for the first time in Dreamweaver, there are two very important steps you need to take: defining the site, and creating the index.html (or in some cases, index.htm) file.



First, create a folder on your hard drive where you are going to save all your files for this class. This will be referred to as the **root folder**. You can call it anything you want. This is where everything you create for your site should be stored. Create subfolders as needed to stay organized! These steps are for CS4. Instructions for CS5 follow.

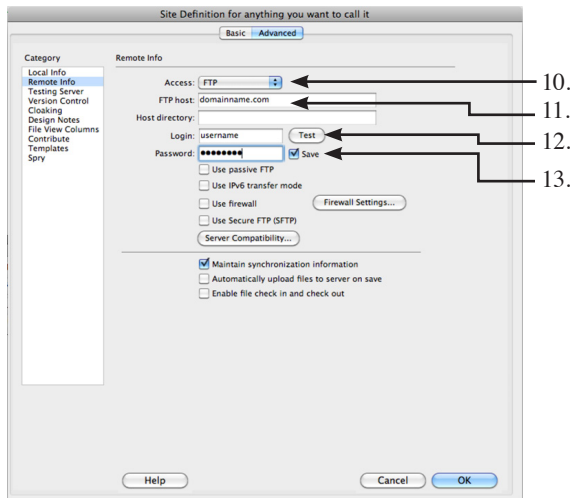
1. Launch Dreamweaver.
2. Go to Site > Manage Sites.
3. Create a new site (if you don't have one already defined).
4. Click the Advanced tab at the top of the site definition window.

The next series of dialog boxes require you to type in the information that allows Dreamweaver to display your site files, connect to a server, and update links (very important!!) when you make changes.

The following images illustrate what you should type in each area—panels not included here are ones you can safely ignore for now.

### LOCAL INFO

5. Site name: you can call this anything you want; it's the name Dreamweaver will display in the Files pane.
6. Local root folder: click the folder icon to create or browse to, and select, the folder in which you're going to save all your site files (assets). This should be located on your hard drive or removable media.
7. Default images folder: if you want to keep all the images you create in a single folder, you can specify that here. I recommend against that as it can get confusing, especially when developing anything interactive (i.e. buttons, or rollovers) in Fireworks.
8. HTTP address: type in the absolute URL for your site here.



## REMOTE INFO

You will have to have a domain and web hosting before you can set up the remote information.

You will need your domain name, user name and password information handy.

9. Click on the **Remote Info** category
10. ACCESS: select FTP (check with your service provider to make sure of the access type if this doesn't work. If you are using mysite at SU, the access type is WebDAV).
11. FTP host: this is the domain name you purchased (i.e. tatoland.com). Note that you may not need the http:// before the domain. If you are using the SU server, your URL is https://username.mysite.syr.edu/admin (note the S after http!)

12. LOGIN: your username

13. Password: your password; either the one you used when you set up your domain hosting, or your SU netID.

14. UNCHECK maintain synchronization information for now.

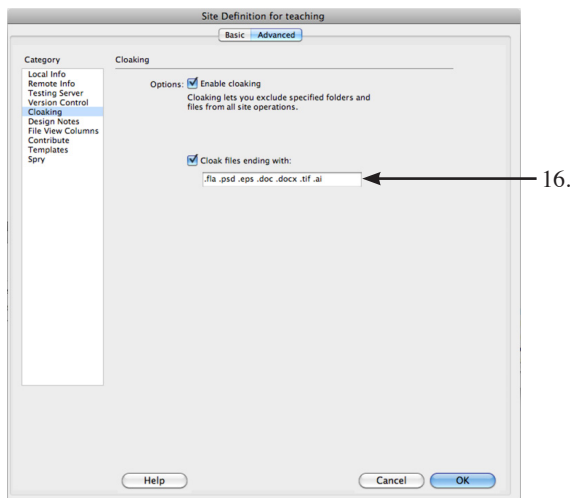
15. Click the "test" button. You should get a message that Dreamweaver was able to connect to your server successfully. If you don't, double-check all the information, and make sure you have an internet connection.

## CLOAKING

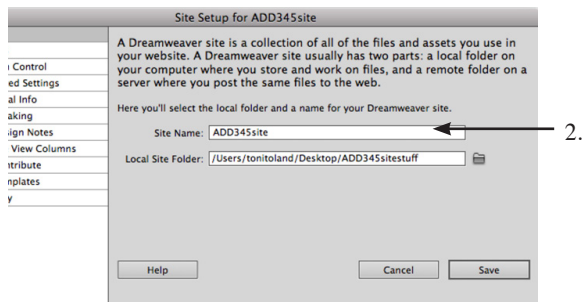
16. Click on the Cloaking category, then check the "enable cloaking" checkbox. This will prevent files that don't belong on the server from being transferred by mistake. You can add file extensions here for any document types that do not belong on the remote server, including PSD, AI, DOC or DOCX, and so on.

17. Click OK, then click DONE.

NOTE: If you work on different computers, you will need to define your site on each one as it's the local copy of Dreamweaver that tracks the root folder.

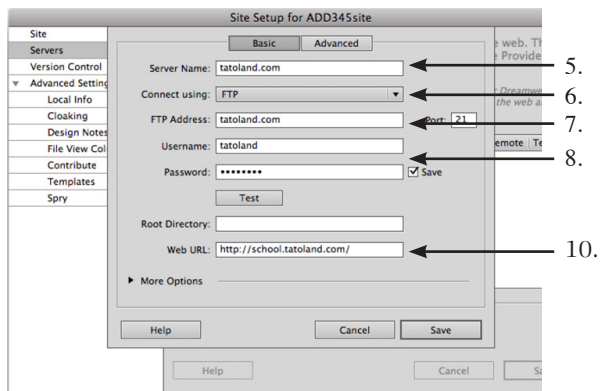


The important panels to fill out are Local Info, Remote Info, and Cloaking. More on the other panels to come.



2. Give your site a name so Dreamweaver can track it.

3. Use the folder icon to locate and select the local root folder you created.



5. Type in the server name.

6. Select the file transfer protocol type (FTP or WebDAV).

7. Add the FTP address for your site. If you aren't sure what it is, check with your service provider.

8. Fill in the Username and Password information.

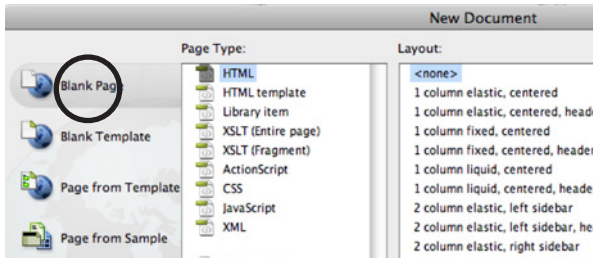
## SETTING UP A SITE IN CS5

1. Use Site > New Site to open the site definition panel.
2. Give your site a working title; this can be anything you want.
3. Click the folder icon and browse for the root folder you created on your hard drive.
4. Select the Servers option at the left.
5. Click the + sign at the bottom, and then type your server name in the first field.
6. Choose FTP to connect unless your service provider has indicated a different protocol. If you are using the SU server, select WebDAV instead.
7. Add the FTP address to your site. This may or may not be the same as the Server Name. If you are using the SU server, the FTP address will be https://username.mysite.syr.edu/admin. (Replace "username" with your username.) Note the S after http, and the "admin" after the server name.
8. Type in your netID and password.
9. Click the Test button to make sure you can connect to your remote host.

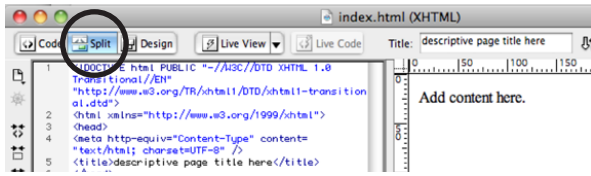
The Root Directory is where you would add the folder name on your remote site where your files will go. Check with your service provider if you're not sure whether that's required or not.

10. Type in the URL for your site. If you are using the SU server, the URL will be http://username.mysite.syr.edu. Note there is no S after http, and no "admin" after the server name.
11. Click the triangle next to Advanced Settings and then choose the Cloaking category.
12. Check the Enable Cloaking option. Add any other extensions that you want to keep from transferring to the remote site, like AI, INDD, DOC or DOCX and so on.
13. Click Save, and then Done.

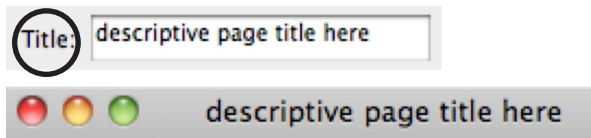
## CREATING YOUR FIRST PAGE



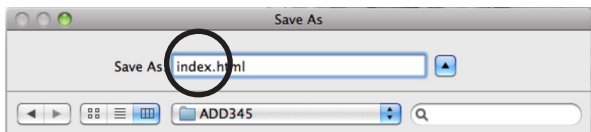
Create a new document (Command N). Select Blank Page, then HTML for Page Type and <none> for layout.



Click the Split option so you can see the code as well as the design area. If you want it side by side, as above, use View > Split Vertically.



Type a descriptive page title in the Title field at the top of the document window.



Save the file in your root folder—don't place it in a subfolder. Name it **index** (no caps). Dreamweaver will automatically add the HTML extension for you.

The next step is to create the **index.html** file—the document that a web browser will display automatically when someone types in your URL. It is the “home” page, or “first” page of any site, and it must be named index.html. If you call it anything else, it will not be the first page in your site. All sites have an index.html file. This index.html file should be saved in your root folder, but not inside any subfolders. The file name (index.html) has nothing to do with the title of your web page. Do NOT use the file name as the title for the page. They are two different things.

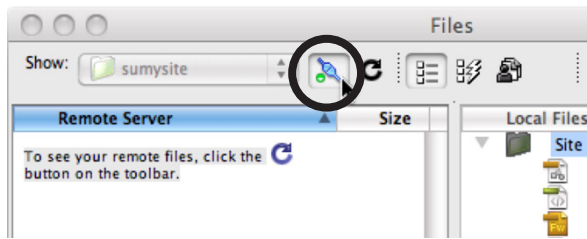
1. Create a new HTML file using File > New.
2. In the New Document dialog box, select Blank Page. Choose HTML for Page Type, and <none> for Layout. At the bottom right of this panel, make sure DocType is set to XHTML 1.0 Transitional. This is the standard for current web sites.
3. Click Create.

Once you are in the Dreamweaver interface, there is an awful lot to look at! Before getting too distracted, though;

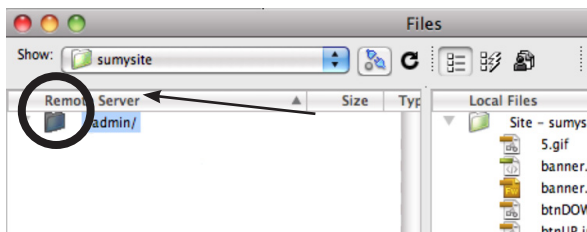
4. Click the Split View option at the top left of the document window.

In the center at the top of the document, you will see a Title field.

5. Enter a very descriptive name for your HTML page. It can have spaces and capital letters, punctuation, and so on. This is the text that a browser will display at the top of the page, and what people will see when they bookmark your site.
6. Then, type something in the content area (design pane). It doesn't matter what you type at this point, since this page will change, once you get into actually designing and composing things.
7. Save the file using File > Save (Command S) and name it index. Do not use any capital letters. Do not try to get creative and call it “home” or “myfirstpage.” It must be called index. Dreamweaver will add the HTML extension automatically.
8. Navigate to the folder you are using as the root folder for your site, and press Save. Do not put this file in a subfolder. Leave it “loose” in the root folder.



Connect to your remote server by clicking on the plug icon in the Files pane.



Drag the index.html file on top of the remote folder. When Dreamweaver asks if you want to include dependent files, click yes.

## UPLOADING THE INDEX PAGE

Click the plug icon next to the site name at the top left of the Files pane to connect to your remote server.

You'll then be connected to your server, and may see a list of folders and/or files, if there are any, or just a root folder icon. This is called the remote site, or remote server.

This is the folder where all the required files will go once your site is fully developed.

To move files, simply click and drag them from the right pane to the left pane.

10. Click and drag the "index.html" file over to the server. Drag it on top of the root folder, and make sure you see a green circle with a + in it before letting go of the mouse button. Dreamweaver will ask you if you want to move any dependent files—those images, animations, and so on, that may be part of your index page. Click "yes."

11. Then open a browser and type in your URL. Nice!

What's your URL? It depends on where your remote site is located. If you are using the SU server, then your URL is:

<http://yournetid.mysite.syr.edu/>

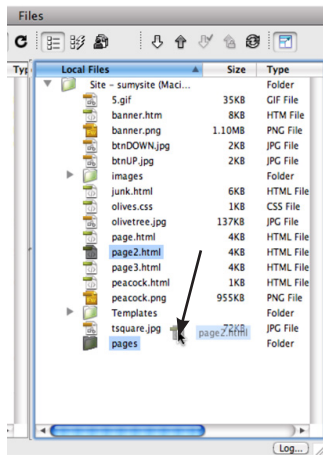
If you have purchased your own domain, then the URL will be:

<http://yourdomainname.com/>

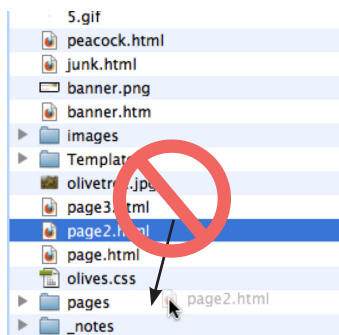
## SITE MANAGEMENT



If you start rearranging where stuff is in your root folder on your hard drive, Dreamweaver loses track of where things are and you'll have to start all over again. If you need to reorganize things, do it using the Files panel in Dreamweaver!



If you need to reorganize your root folder, create new folders (and files) using the Files panel in Dreamweaver (control-click to access those options) and move things by dragging them within the Files panel, not on the hard drive.



Do not move files in the root folder on your hard drive; use the Files panel (above) to rearrange things.

At the beginning of this document, there was a basic introduction to defining a site in Dreamweaver. That's because Dreamweaver semi-freaks if you try to create a web page that isn't part of a site. Once you've defined a site, with a local root folder and an index page, you can work forever without worrying about a thing. As long as you don't change computers (in which case you'd need to re-define the site) or move stuff around on your hard drive.

Putting a web page together in Dreamweaver is a lot like putting a print piece together in InDesign. Instead of actually placing real Photoshop files (saved as PSD, TIFF, or EPS) on a page, InDesign remembers where the image is located and displays a placeholder image instead (which is why they usually look crappy). When you print the file, InDesign grabs the "real" image file and prints that instead (which is why it looks so good). If you move the image file, InDesign loses track of it and lets you know there are missing links.

As you work on a web page, Dreamweaver is "remembering" where all the GIFs, JPGs, PNGs, animations, and Fireworks htm files are located so that the paths it creates are accurate. These pieces (called assets) are not embedded in the page. Instead, the HTML code tells a browser where to go to look for the image or animation. Thus, the HTML code to display an image is actually the path from the file to the image:

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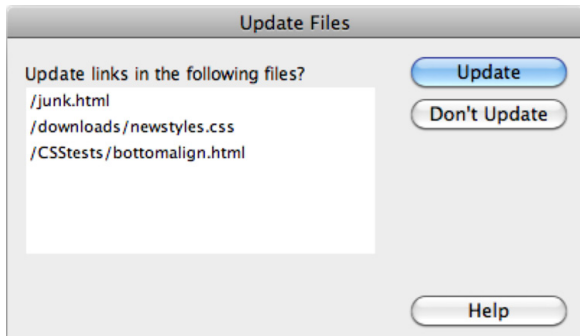
Because Dreamweaver is "remembering" and writing the code that finds and displays things, it's critical that those things are where Dreamweaver thinks they are. Just as if you moved a TIFF file and InDesign can't find it, if you move a JPG, Dreamweaver can't find it.

So if at some point you decide to rearrange the contents of the root folder on your hard drive, Dreamweaver loses track of anything you moved, and you'll get nasty gray broken image icons everywhere. The only thing to do at that point is re-insert all of it again, in every file where it was used. NOT fun.

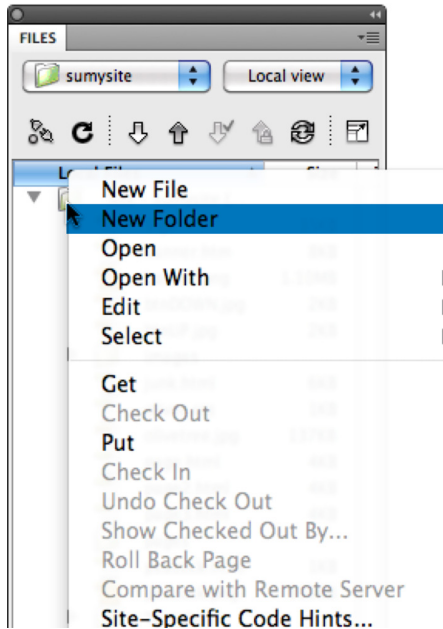
File management, or site organization, is a really important piece to a site functioning properly, and to avoiding tears and hair loss. It is perfectly OK to drag a file from one place on your hard drive into the root folder. It is NOT OK to move something from one place in the root folder to another location in the root folder. It's also NOT OK to delete anything from the root folder. The only exception to this is if you are absolutely sure you are not going to need that file, and have not used it in any of the site pages.

If you decide you need to move or rename a file, do it from the Files panel in Dreamweaver, NOT from the desktop window of your site folder or disk.

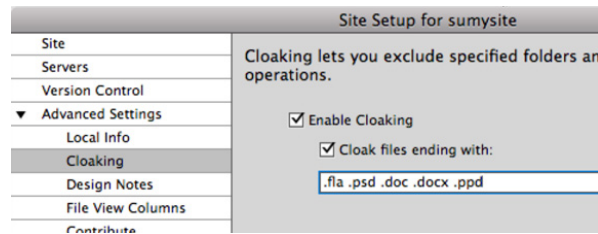
Rearranging file using the Files panel maintains all the links in all the documents. Remember, in this case, the word "link" is used to refer to the fact that no images or multimedia is actually embedded in an HTML file, but rather connected via a path from the HTML file to the media file. It will also update URL links between HTML files (those attached to text or images used to navigate a site).



Whenever you move something from one place to another in the Files panel, Dreamweaver will attempt to keep the links updated accordingly.

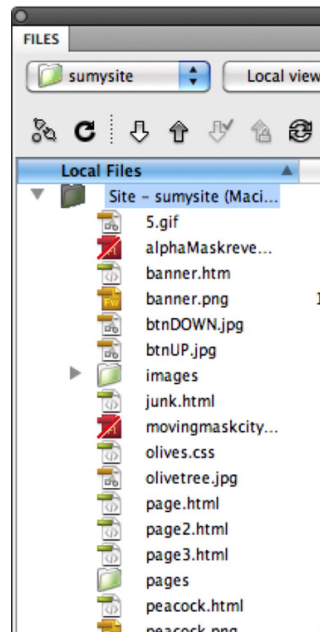


Control-click on the root folder in the Files panel to create new folders when reorganizing things. You can create new HTML files this way as well.



Turn Cloaking on using Sites > Manage Sites and selecting the Cloaking category. Add any extension you may have in your root folder that does not belong on the remote server.

Anything that has been cloaked is represented by a slash through it in the Files panel (below).



Reorganize the documents and images in your site from the Files pane like this:

Control click on the site folder—the one at the top of the files list. Select New Folder from the pop-up menu.

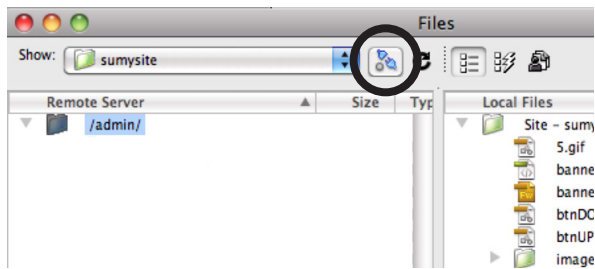
Click on the new folder icon in the list to name it.

Move any files and/or images by clicking and dragging them from the files list into the folder: you can Shift-click or Command-click to select a range of documents at once.

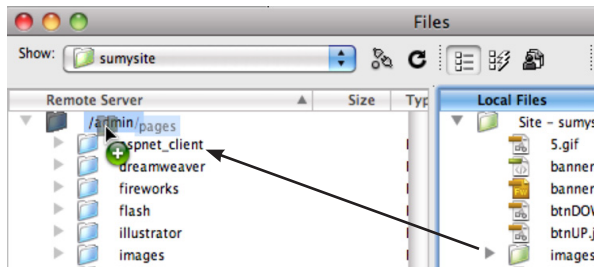
Dreamweaver should then ask you if you want to update any links associated with those files. Click Update!

One thing you should always do when defining a site (and can update by editing a site) is to set up Cloaking. Cloaking prevents any inappropriate files (like PSD, or FLA) from being uploaded to the web. Since a Photoshop image can't be seen in a browser, there's no point in clogging up server space by uploading it. If a file type has been cloaked, it will never be transferred to the remote server, even if you move an entire folder of files with some of that type in it.

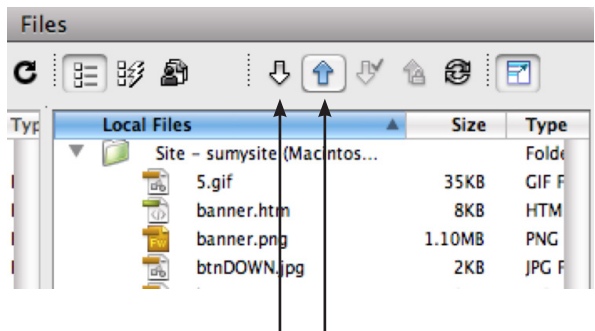




In the Files panel, click on the plug icon to connect to the remote server



Drag the files and folders you need from the local side to the remote side of the Files panel. Make sure you drop them on top of the root folder on the remote side; make sure you see the green + sign before letting go.



GET files from remote site.

PUT files from local to remote site.

Select the file(s) you want to move, then use either the GET or PUT arrow to move them back and forth.

## UPLOADING YOUR SITE

Finally, get all your pages online!

Before you go further, if you haven't turned on the Cloaking option, open Manage Sites from the Site menu. Click on "cloaking" to access that panel.

Check the "enable cloaking" box, and the "cloak files ending with" box.

In the field below, type:

.fla .psd .eps .tif .tiff .doc .indd

so none of these "originals" will be uploaded to the server. You don't need them for your site to work, and they'll just take up precious space on the server.

Click OK, and then Done to exit the Site Management dialog box.

Now, to upload your site files:

Make sure that your site is the current site named in the Files pane, and click on the connect to server icon.

You should see a folder at the top left—depending on how your server is set up, it may have a name, or merely a slash (/). You may also see some other files—perhaps something you uploaded previously.

If there are old files in your remote folder, and they are they're something you don't need, select them in the remote site list and press the delete key. If you want to back them up, just in case, select them and press the down arrow in the Files panel ("get files"). They will be moved to the current root folder, so you may end up with a big mess. Be careful!

Click on the index.html file from the local site and drag it on top of the root folder in the remote site—make sure you position it exactly over the folder, and see a green circle with a + symbol in it.

Dreamweaver will ask if you want to include all dependent files. I usually click yes. Dreamweaver then uses the transfer protocol you chose when defining the site to move the index.html file to the server, and also moves any folders and files used on that page. That means, if there's a nav bar from Fireworks on the page, Dreamweaver moves the folder with all the slices associated with it to the server as well.

If you select No, you'll have to move folders and other associated files by clicking and dragging them to the server manually. This isn't a bad thing to do, either. But you do need to know what you're doing or things can get pretty messy. It's a matter of preference.

You can also move files/folders by selecting them and using the Put arrow (the blue one).

Once you've moved the index.html file over, open a web browser and type in your URL. See if it works!

If there are missing image icons and broken links, fix them in Dreamweaver, and upload the edited files again.

I've found the biggest issue is that all the parts of a nav bar don't always show. I just upload the folder where all the slices for the nav bar are located, hit the refresh file list button, and try again.

Don't despair if you find you still have some work to do to make your site fully functional. It's just the way of the web world and even the most professional and experienced webmasters have been known to scratch their heads, wondering why things don't work.

It's a good idea to leave yourself at least 2 weeks for uploading, correcting, and re-uploading files.

When it's all together and functioning perfectly, pat yourself on the back!