

PREPARATION OF A FACULTY WEB-PAGE USING NETSCAPE COMPOSER

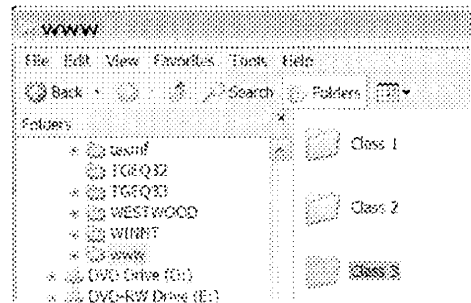
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In the beginning of our mini-course, I talked about the different types of storage: local vs. web server storage. I went over the benefits of keeping a duplicate copy of the entire directory structure (all sub-directories and files contained therein), so in case of a computer hard drive failure on your web server you will have everything ready to transfer over to the appropriate location; and have nothing to create from scratch.

I then proceeded to talk about the benefits of taking the time to create a logical structure to your web directory. Instead of just stuffing everything into one huge directory and naming files in an adhoc manner, it is definitely worth the time to come up with a nice systematic method. For example:

Local Organization

- i. Name files/directories appropriately
- ii. Example: instead of calling it "*thing.html*" name it "*homework.html*"
- iii. Don't stuff all files/pages/pictures/etc. in one huge directory, have some organization!



- iv. So, within the "www" directory, all that should be present is its "*index.html*" file and directly related files (similarly for all sub-directories)
- v. Structured in this manner, you will know clearly which directory to access and which files to alter in order to get the desired effect should changes need to be made

By having such an organized structure, you will not be in the position of deleting a file/directory because of not knowing which file/directory you were altering; since it will

be clearly and appropriately named. Also, you will know exactly where to go and which files to change to get the appropriate change to your web site!

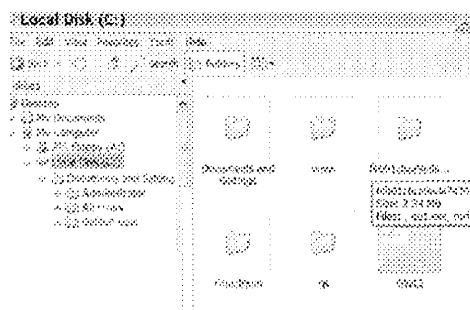
There are many programs available to create/generate your *html* files, some are fairly expensive (Dreamweaver, Front Page, etc.) but we used the built-in feature of Netscape (called Composer) which is freely available and produces fairly efficient *html* code; or you could write your own *html* source code. The version of Netscape which contains composer is found at: <http://browser.netscape.com/ns8/download/archive72x.jsp>

The newer versions of Netscape include just the browser, but the Netscape website contains archived versions going back to version 4.x.x so I would think version 8 will be up for quite some time.

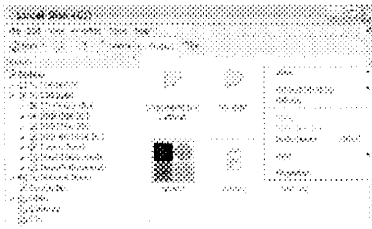
So, in our mini-course, we created a basic directory structure, starting from the very basics of creating a brand new directory off of the c-drive.

Creating a new directory

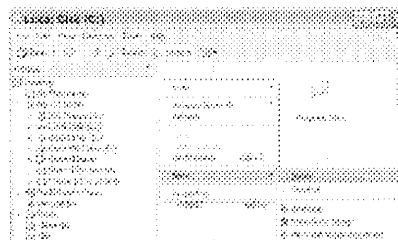
- a. Move your cursor over the “start button” and right-click your mouse.
- b. Select “Explore” and a new window will appear



- i. Go to the top of the list on the left side (use scrollbar if necessary)
- ii. Click on “Local Disk (C:)”
- iii. On the right side you will see all the directories/files which are immediately associated with the C-drive
- iv. Point your cursor at an open space on the right side of the “Explore” screen and right-click...
- v. A new menu of options will appear... go down to “New” and click on it



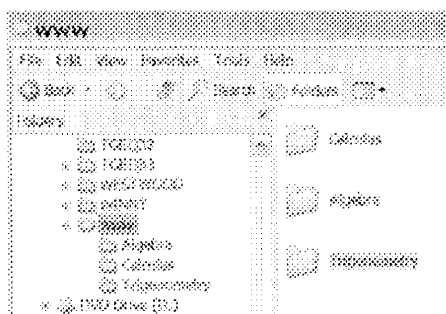
- vi. Off to the side, another menu of options appears and click on the first choice, “Folder”



- vii. Immediately a folder will show up on the right side of the screen... with its temporary name “*New Folder*” highlighted
1. hit “backspace” or “delete” and you can rename it
 2. type “*example*” (and hit “Enter”)
 3. this gives you a folder named “*example*” which is accessible directly off your C-drive

We then went through the step necessary to create some sub-directories within the main “www” directory; which were basically the same as above, just that the starting points was C:\example instead of C:\

Then on their own, I had everyone create a directory structure with a main directory caCreate a main directory off the C-drive called “www” and these sub-directories: calculus, algebra and trigonometry. I informed everyone that the precise spelling of the directories/sub-directories (and all the files we could eventually create) was critically important, so that there would be no confusion once we started creating links which would rely on this organization; when we pointed to a file/directory, we needed it to be exactly where we thought and to be named exactly what we thought it would be. The final structure looked like:



I next introduced everyone to Netscape, and its composer feature which is located under the “window” option. The composer window looks like:



I explained that the process of creating a main html file (called *index.html*) was not much different than typing a WORD/Word Perfect document... sort of “what you see, is what you get”. But one of the key features they needed to know how to use was to insert a link, which is a way of pointing a user to the desired document/directory/file. For example, in a given spot of the document I said we would create a link for the “*calculus*” class page. I told them to:

1. Select “link” at the top of the composer screen
2. Text to display: type “*Calculus*”
3. Link: type “*calculus/index.html*”
 - This will assume that a file name “*index.html*” will be present within the “*calculus*” sub-directory
 - Click “OK” and see the “*Calculus*” link appear in the first cell!

I then had them create the two remaining links for “algebra” and “trigonometry” on their own, making sure the pointed appropriately to: *algebra/index.html* and *trigonometry/index.html*. I showed them how to save this in the correct location to save this *index.html* file to, remember it had to be in *C:/www*, and showed them how to save this file as an *html* type. We then created main files, or *index.html* files, for each of the

three courses involved in our project, which each would contain links to a homework assignment file for that course.

This remaining portion of the mini-course proceeded in the following manner:

Create an “*index.html*” file for “*calculus*”

- Select “New” within Netscape Composer

1. Place a basic course title at top of screen

2. Place one link on page:

- Have the text to display: “Homework”

- Have it link to: “*homework.html*”

3. Go to “Save As” (under “File”) and name it: “*index.html*” (remember, if this is the first time you are saving this file, you will have to enter a title)

**** Be sure it gets saved in: *www/calculus***

We then created a simple homework sample file for calculus and again saved it in the *www/calculus* directory. I had them view the main “*index.html*” using Netscape or Internet Explorer and then:

1. Select the “*Calculus*” link
2. Select the “*homework*” link

I then let them go on their own, creating additional *index* files:

A. Create “*index.html*” file for Algebra (with a homework file link)

i. Save in the “*www/algebra*” directory

ii. Name it: “*index.html*”

B. Create “*index.html*” file for Trigonometry (with a homework file link)

i. Save in the “*www/trigonometry*” directory

ii. Name it: “*index.html*”

We all then viewed the main “*index.html*” file and Explore ALL the available links. There was much excitement once everyone got to this stage... Some additional/optional things I assisted them in included:

A. Creating HW files for the remaining two courses

i. Create a “homework file” for Algebra: save in the “*www/algebra*” sub-directory

ii. Create a “homework file” for Trigonometry: save in the “*www/trigonometry*” sub-directory

B. Creating *index.html* files and course homepages for their own personal use.

C. Have fun with Netscape Composer!!!