



Course Objectives

This courseware is a continuation of the Microsoft FrontPage 2000 – Level 1 courseware, in which you were introduced to the basics of web pages. You will begin with a review of these basic operations and then move to more advanced topics. Upon successful completion of this courseware, you will be able to:

- import files, folders and webs
- check in and check out files from a web
- track and customize the estimated time to download
- add background colors and images to a web page
- use cascading style sheets to format web pages
- apply DHTML effects to elements on web pages
- create a custom theme to apply to a web
- add hover buttons
- add forms using the Form Page wizard and by adding fields to a web page
- create web pages using frames
- adjust frames page properties
- create hyperlinks between frames

Prerequisites

This *Level 2* courseware is designed for students who have completed the *FrontPage 2000 – Level 1* courseware. It is not suitable as an introduction for people who have little or no experience with FrontPage.

Course Materials

Course Length:

25 hours - *with flexibility*

Approximate Page Count

330 – 350 Pages

Number of Sections:

Six Sections Plus Preface and Appendices

Average Number of Exercises:

200

You have the option to ExtraSize this courseware to have access to online tutorials with audio narration, video clips, and hands-on simulated exercises. Your access is valid for a period of six months upon activation. It's a great way to keep those skills up-to-date.

LEARN THE SKILL

Hands on, step by step exercises that guide students through procedures and commands.

PRACTICE THE SKILL

Hands on, step by step guided exercises presented after a LEARN THE SKILL exercise. These exercises provide extra practice and reinforce or may present an alternative method of completing a task.

DEVELOP YOUR SKILLS

Hands on step by step exercises covering more than one feature within a module. They are presented at the end of a module.

APPLY YOUR SKILLS

Hands on, extended exercises presented at the end of a section. Each exercise is rated with a difficulty level based on skill competence.

BUILD YOUR SKILLS

Hands on, extended exercises presented at the end of each section. These exercises require the student to work independently and apply their knowledge of a combination of features learned, up to that point in the courseware, to accomplish a particular task. These exercises are rated with difficulty level based on skill competence.

Courseware Outline

About This Courseware

- Courseware Conventions
- Courseware Objectives
- FrontPage Skills Checklist
- Review Exercise

Managing Your Web

- Objectives of Section 1
- Importing a Web
- Managing a Web with Navigation View
- Deleting a Web
- Document Check-in & Check-out
- Using Tasks
- Using Reports
- Publish From One Location to Another
- Setting Web Permissions & Rights
- Summary of Section 1
- Questions and Review
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Web Page Formatting

- Objectives of Section 2
- Modifying a Web Page Layout
- Tracking Download Time
- Positioning Text
- Using Styles
- Creating Styles
- Background Colors and Images
- Manipulating Tables
- Summary of Section 2
- Questions and Review

Shared Borders, Style Sheets & DHTML

- Objectives of Section 3
- Shared Borders
- Adding Elements to a Shared Border
- Using Navigation Bars
- Adding a Navigation Bar
- Cascading Style Sheets
- DHTML Effects
- Summary of Section 3
- Questions & Review

Themes

- Objectives of Section 4
- Introduction to Themes
- Apply a Theme to a Web Page
- Change Theme Attributes
- Create a Custom Theme
- Adding a Page Banner
- Adding a Hover Button
- Summary of Section 4
- Questions and Review

Forms

- Objectives of Section 5
- Using Forms
- Adding Form Fields
- Creating a Feedback Form
- Creating a Guest Book
- Creating a Confirmation Form
- Using the Form Page Wizard
- Adding a Search Form
- Sending Form Results by E-mail
- Saving Form Results to a Database
- Using the Database Results Wizard
- Summary of Section 5
- Questions and Review

Frames

- Objectives of Section 6
- Introduction to Frames
- Creating a Frames Page
- Specifying the Initial Frame Page
- Saving Frames Pages
- Setting Frame Properties
- Frames Page Properties
- Linking in Frames
- Splitting and Deleting Frames
- Summary of Section 6
- Questions and Review

Appendices

- Projects and Case Studies
- Productivity Tools
- Glossary of Terms
- Answers to Review Questions
- Index
- MOS Skills Checklist