

iWeb Overview

Choose a Template

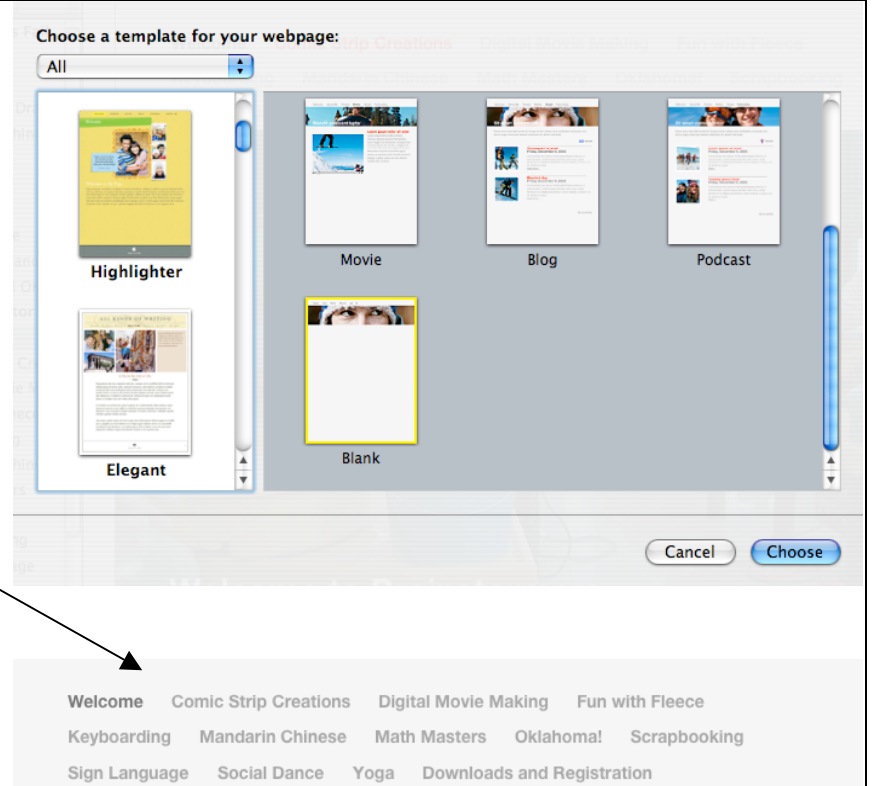
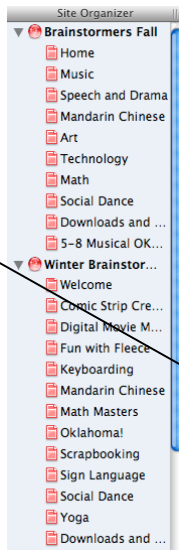
File/New Site

File/New Page to add pages within a website

Pages can be rearranged later

Name you page when created by double-clicking **Blank** in the Site Organizer
(The page names will appear at the top of each page as a navigation tool)

Graphics, Movie Files, Sound Files can be dragged into templates

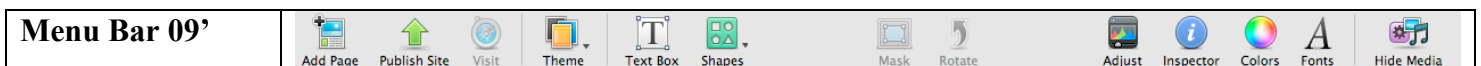
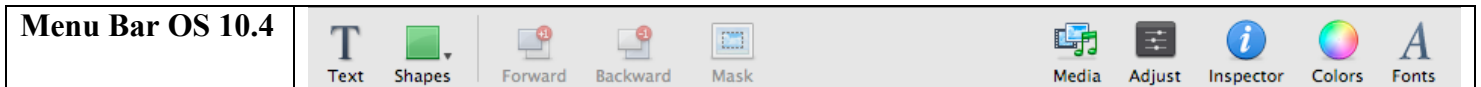


Rules for naming websites/pages

- ❖ preferably one word, lower case, no punctuation
 - Mrs Smith would look like Mrs%20Smith as a folder or page on the web

A good example would include a site with your last name and Welcome or Home as the entering page

- ❖ all other pages will be links so it is less of an issue
- ❖ continue to keep other pages punctuation free



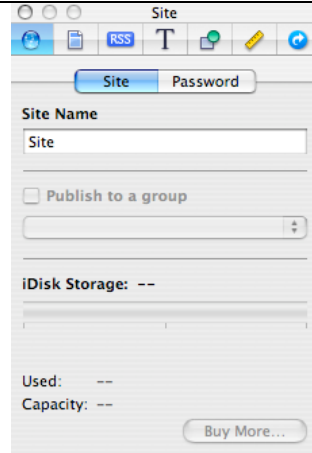
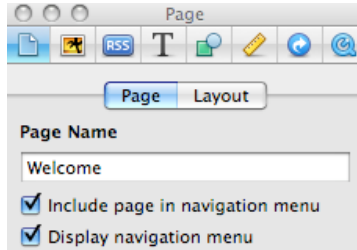
iWeb Overview

Site Window

Change name of site here

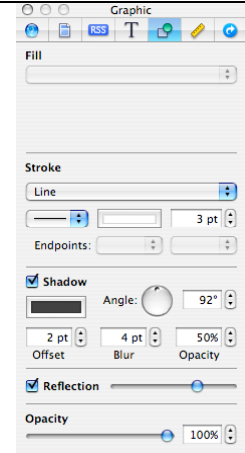
(other features specific to .Mac)

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Graphics

- ❖ Borders
- ❖ Shadows
- ❖ Reflections
- ❖ Opacity



Working with Text

Text

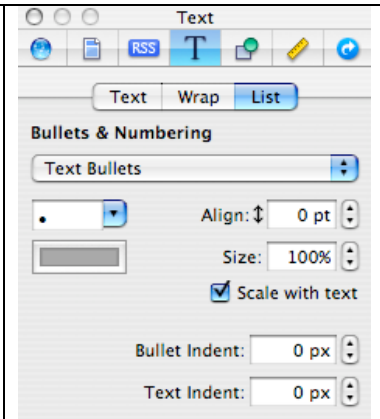
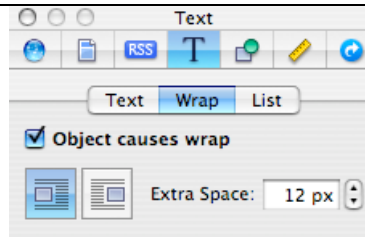
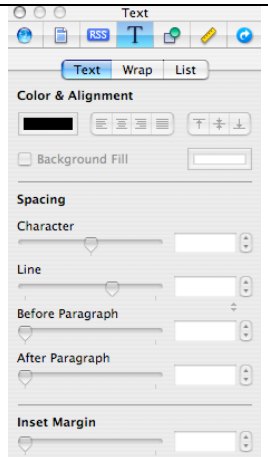
- ❖ Color
- ❖ Alignment

Wrap

- ❖ Wrap Objects

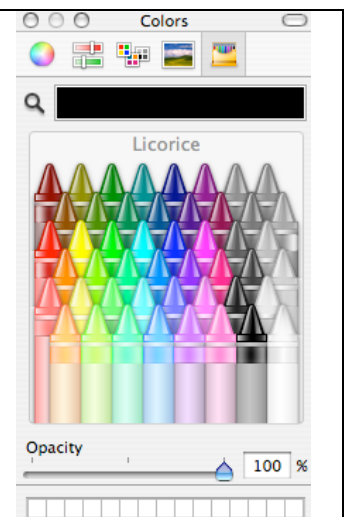
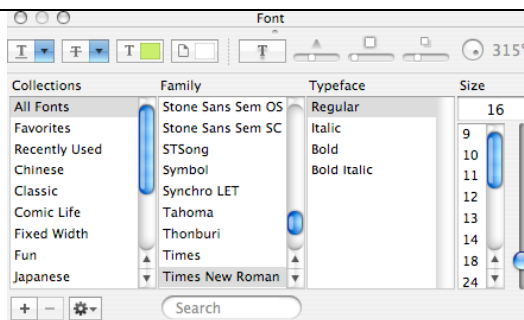
List

- ❖ Bullets
- ❖ Numbering



Edit Font

Font/Typeface/Size/Color



iWeb Overview

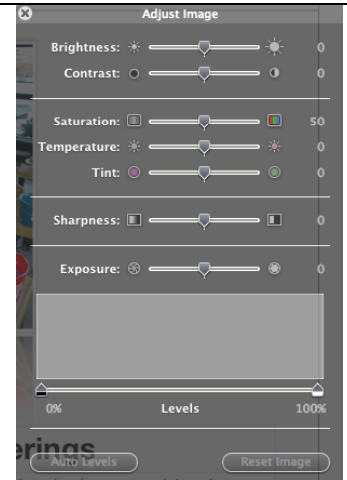
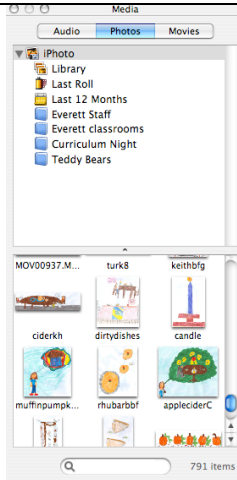
Add Images

Click on Media and Choose Photos if using iPhoto

Drag images in if saved as separate files

Click on Adjust to open the adjustment menu

Image must be selected



Add Text Box or Shape

(this does not change text properties)

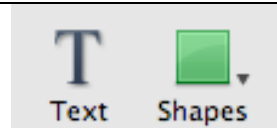
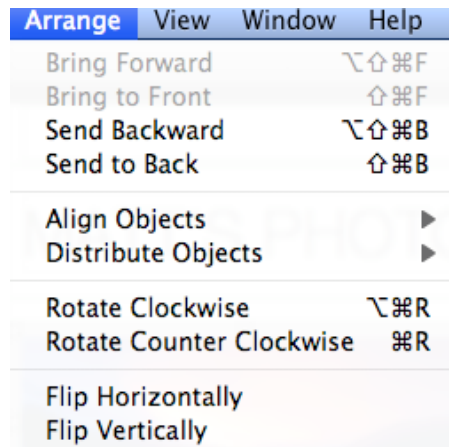
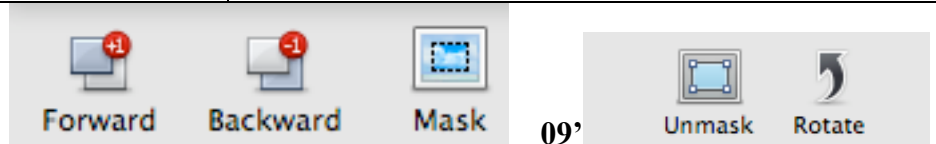


Image Features

- ❖ Move to Front
- ❖ Move to Back
- ❖ Mask Image



iWeb Overview

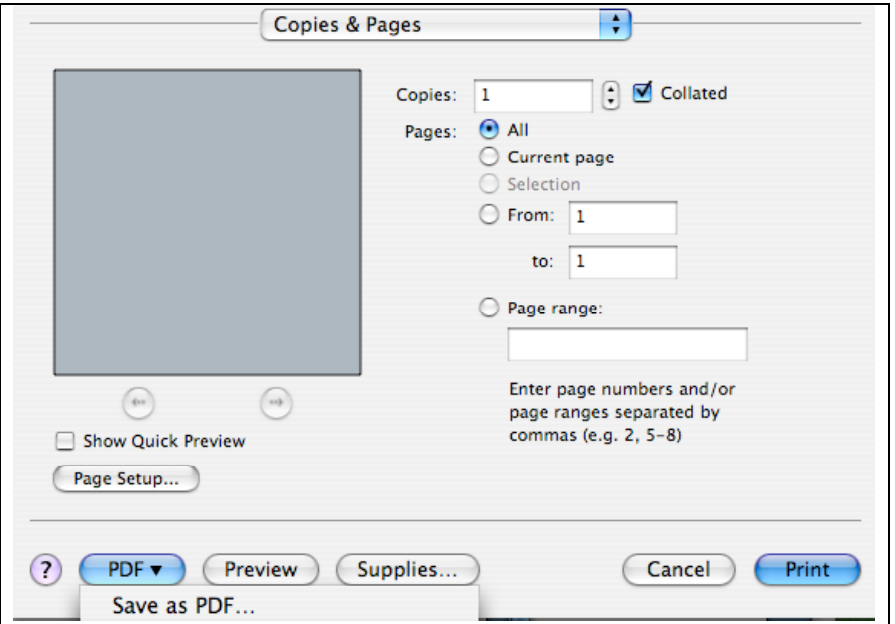
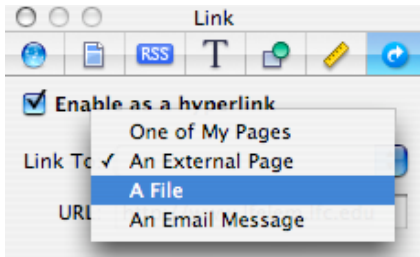
Create and Add PDF Files

File/Print

Drop down menu – **Save as PDF**

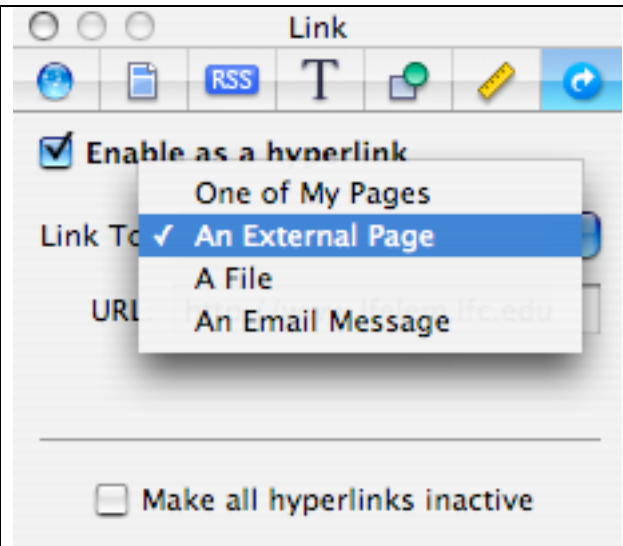
Give document a simple name.pdf
iwebworkshop.pdf

PDF files can be linked in the **Link** menu



Create Links

- ❖ An External Page – copy/paste or enter URL
- ❖ A File – Attach a PDF file
- ❖ An Email Message – enter your email information



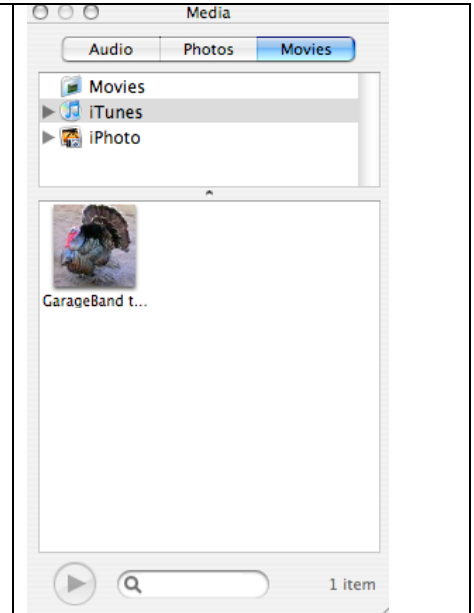
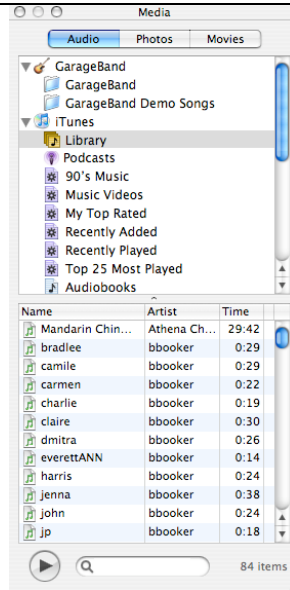
iWeb Overview

Add Movies/PowerPoint/PodCast

Audio – Choose files from GarageBand or iTunes

Photos – iPhoto

Movies



Publishing Your Site

File/Publish to a Folder

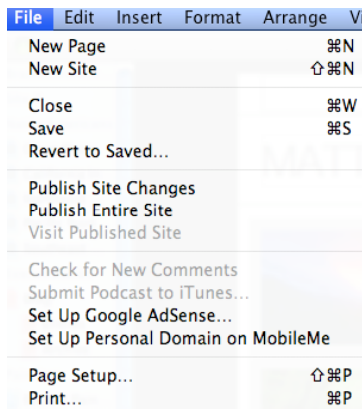
- ❖ Save to Desktop for easy access and less confusion with other folders
 - It will publish all sites created designated by individual folders
- ❖ Delete/Trash those not publishing
- ❖ Drag folder to be published to the server

Updating Your Site

- ❖ To update, drag a copy from the FTP client to save as a back-up (*in case your new site does not work and you have to restore the old site*)
- ❖ Delete the folder in the server
- ❖ Drag new folder into the server

MobileMe Account

- ❖ Publish Entire Site
- ❖ Publish Site Changes



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- ❖ Click on Site folder at left
- ❖ Select Local Folder
- ❖ Choose Folder Location
- ❖ Provide this folder to your Tech Coach

